

Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR



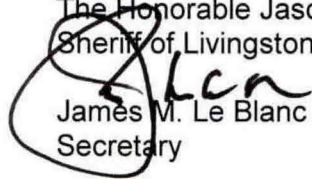
JAMES M. LE BLANC
SECRETARY

SP

September 21, 2023

MEMORANDUM

TO: The Honorable Jason G. Ard
Sheriff of Livingston 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 Livingston Parish Detention Center on July 20, 2023.

Livingston Parish Detention Center had 131 HiSet completions thus far this year. This facility is to be commended for their exceptional Educational Program.

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.

Thank you for your support of the BJG process.

JML/mwk

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association
Ben Ballard, Warden, Livingston Parish Detention Center
Seth Smith, Chief of Operations
Timothy Hooper, Warden, LSP
Elisabeth Roblin, BJG Team Leader



BJG MONITORING REPORT

Annual

Rev. 08/01/2022 mwk

Facility Name: Livingston Parish Detention Center
BJG Team Leader & Monitors: Libby Roblin, Team Leader; Amber Vittorio, Monitor, Joey Reagan, Monitor; Keiarra Smith, Monitor
Facility Warden & Email Address: Ben Ballard / bballard@lpso.org
Facility Staff: Lance Landry, Travis Harris, Kim Plauche
BJG Inspection Date: July 20, 2023
Previous BJG Inspection Date: October 27, 2022
Operational Capacity: 673
Count on Day of Visit: 633

Concerns or Issues from the previous BJG Monitoring Inspection:

- Some areas were lacking evacuation routes and/or exit signs
- Flex cuffs needed to be placed on inventory and stored in a more accessible location.
- II-D-001: Tools needed to be engraved, inventoried and issue logs created. Sharps for medical needed to be counted daily and stored behind double locks. Vials needed to be dated.
- II-A-018: Not meeting the monthly 5% drug testing requirements consistently.

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	159	19	178
Number of Local Offenders	386	69	455
Number of Out of State Offenders	1	0	1
Number of Federal Offenders	0	0	0
Number of ICE Detainees	0	0	0
TOTAL	545	88	633

Number of DOC Offenders that are:

Single Bunked	<u>17</u>
Double Bunked	<u>142</u>
Triple Bunked	<u>0</u>
Total	<u>159</u>

Number of DOC Offenders that are in Restricted Housing:

Single Bunked	<u>0</u>
Double Bunked	<u>19</u>
Triple Bunked	<u>0</u>
Total	<u>19</u>

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
September 2022	9	3	0	0
October 2022	12	1	0	0
November 2022	9	0	0	0
December 2022	15	4	1	0
January 2023	12	4	0	0
February 2023	5	1	0	0
March 2023	1	0	0	0
April 2023	2	0	0	0
May 2023	3	0	0	0
June 2023	4	1	0	0

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

Month/Year	Illicit Substance	Alcohol	Weapon	Cell Phone	Other
September 2022	43	1	0	0	13
October 2022	11	0	0	0	2
November 2022	1	0	0	0	4
December 2022	1	1	0	0	3
January 2023	2	1	0	0	9
February 2023	3	1	1	0	11
March 2023	2	1	0	0	8
April 2023	5	0	0	0	7
May 2023	3	0	1	0	11
June 2023	4	1	0	0	4

GENERAL APPERANCE, CLEANLINESS, AND COMMENTS OF THE FACILITY:

On the day of the monitoring visit, all areas were very clean, free of clutter and odor. Flex cuffs were in an accessible secure place for each living area. All areas were equipped with evacuation routes, exit signs, first aid kits, AEDs and fire extinguishers that were be checked per the guidelines. All inmate clothing and bedding gets laundered 3 days a week.

Living Area:

- **Dorms** – All areas were very clean, organized and free from clutter and odor.
- **Cell Block** – All areas were very clean, organized and free from clutter and odor.

Culinary/Dining: Utensils are being inventoried. Facility had three days' worth of meals, separated and properly labeled per guideline. All temperatures are being logged. Everything was clean, free of clutter, sealed, dated and being rotated. Freezer and cooler had no food directly on the floor.

Bathrooms: All bathrooms, showers, toilets were in good working order. Cold and hot water were in working order in all washbasins and showers. There was no visible presence of mold anywhere.

Yard Areas: Yard is available from 10:30am to 3:30pm daily.

Maintenance: All tools were spot checked and no discrepancies were found. SDS sheets, inventories and issue in/out logs are all being maintained according to the guidelines.

Keys: There is no inventory, issue log, etc. for facility keys. This is due to the facility being completely controlled by automatic doors and key cards. There are emergency keys for said doors and they are stored and locked in the control room area.

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

- I-A-001 Safety/Sanitation/Inspections (MANDATORY): Compliant**
File documentation shows two consecutive weeks/months of inspections being conducted by trained staff. The Fire Marshal report shows the last annual inspection conducted was 9/29/22, no deficiencies were found. Facility stated that the Fire Marshal is scheduled to come for their annual inspection around September 2023. The Department of Public Health conducted their annual inspection on 4/25/23, a small deficiency was noted, but was corrected promptly. Suggested that facility place documentation in file showing where work orders were placed and completed to address and correct any deficiencies found during annual state inspections.
- I-C-001 Emergency Plan (MANDATORY): Compliant**
Documentation shows the facility's emergency plan was reviewed and approved by the Fire Marshal.
- I-C-003 Fire Safety/Code Conformance (MANDATORY): Compliant**
- II-A-006 Staff Log (MANDATORY): Compliant**
File documentation shows in detail the facility is in adhering to the guideline.
- II-A-007 Counts (MANDATORY): Compliant**
- How many formal counts are conducted each shift?
3 counts during the day shift and 2 counts during the night shift
 - How many counts are conducted each day?
At least 5 counts
 - **Stick outs counts**
 - How does the facility accomplish this? During the facility's head count times, the trustees are counted and verified with the facility by the armed deputies supervising the detail.
 - Does this process ensure accountability and safe/secure operation of the facility?
Yes
- II-A-008 Offender Population Management System: Compliant**
File backup provided photos, fingerprints and bill of information.
- II-A-010 Admissions: Compliant**
Upon admission, the facility searches offenders and their property, as well as, inventories offender's property. All offenders are photographed and fingerprinted.

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?
Trusty status is determined by classification, criminal charges, and prior disciplinary issues. No maximum security inmate or any other offender criminally charged with a crime of violence, current or past arrest for a sexually based crime, vehicular homicide or neglect homicide in which the crime occurred within the boundaries of Livingston Parish, and/or has a bond that exceeds \$100,000 is allowed trusty status. Offenders arrested or convicted of domestic violence are only allowed trusty status inside the secured perimeter of the detention center.
- Does their classification process meet DPS&C, Corrections Services' criteria? Yes

II-A-016

Photo Identification (MANDATORY): Compliant

Inmate IDs contains all necessary information.

II-A-018

Offender Drug Testing (MANDATORY): Compliant

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
September 2022	9	176	5.11%	0
October 2022	14	181	7.73%	2
November 2022	9	168	5.36%	0
December 2022	10	161	6.21%	0
January 2023	9	161	5.59%	0
February 2023	8	149	5.37%	0
March 2023	9	174	5.17%	0
April 2023	9	165	5.45%	0
May 2023	9	175	5.14%	0
June 2023	9	167	5.39%	1

II-A-019

Offender Transfers: Compliant

All offender transfers are requested through DPS&C according to the guideline.

II-A-020

Cell Checks (MANDATORY): Compliant

II-B-002-1

Use of Restraints for Pregnant Offenders: Compliant

There is a policy in place regarding the Use of Restraints for Pregnant Offenders.

II-C-001

Procedures for Searches: Compliant

Documentation shows the facility conducts ample random searches of offenders, their property and housing areas.

II-D-001

Key, Tool, and Utensil Control (MANDATORY): Compliant

III-A-001	Rules and Discipline (MANDATORY): Compliant <ul style="list-style-type: none"> 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 fill out the form, turn it in to security, who then mails it to Headquarters. Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? Yes
IV-A-003	Food/Dietary Allowances (MANDATORY): Compliant Dietitian, Dr. Jennifer Jackson RD, LDN. File documentation has copy of valid licenses.
IV-A-006	Food Services Management (MANDATORY): Compliant File documentation shows facility tracking regular and special diet meals. Schedule is breakfast 6AM, lunch 11AM and supper 6PM.
IV-B-001	Plumbing Fixtures – Toilets & Washbasins (MANDATORY): Compliant File documentation shows temperatures range 110-113 for hot water. Fiscal inspection found all plumbing to be in working order, cold and hot water available.
IV-B-002	Plumbing Fixtures – Showers (MANDATORY): Compliant File documentation shows temperatures range 110-113 for hot water. Fiscal inspection found all plumbing to be in working order, cold and hot water available.
IV-B-005	Personal Hygiene (MANDATORY): Compliant File documentation shows hygiene items are being issued and linens exchanged.
IV-C-001	Access to Care/Clinical Services (MANDATORY): Compliant File documentation shows that inmates have access to care in accordance to the guideline. Suggested the facility add backup to the file showing that the inmate signed an acknowledgement stating they've been informed of the co-pays, access to sick call, etc.
IV-C-002	Adequate Equipment and Supplies (MANDATORY): Compliant
IV-C-003	Provision of Treatment (MANDATORY): Compliant The facility has a specialized agreement with First Care Physicians and Livingston Parish Council. File shows signed job descriptions, agreement and copy of credentials/licensures.
IV-C-005	24 Hour Care (MANDATORY): Compliant
IV-C-006-1	Pregnancy Management (MANDATORY): Compliant
IV-C-008	Annual TB Testing: Compliant Offenders are tested upon admission and annually thereafter.
IV-C-009	Chronic Care Program (MANDATORY): Compliant
IV-C-012	Access to Sick Call (MANDATORY): Compliant File documentation shows the facility providing sick call in accordance to the guideline.
IV-C-013	Infirmiry Care: Non-Applicable Facility does not have an inpatient infirmiry.
IV-C-013-1	Medical Releases: Non-Applicable Facility does not do medical releases.

IV-C-014	Suicide Prevention and Intervention (MANDATORY): Compliant File documentation shows that the facility is training all staff annually. Suicide watches are being conducted every 15 minutes.						
IV-C-015	Offender Deaths (MANDATORY): Compliant All documentation shows that the facility's policy, procedures and actions are in accordance to the guideline.						
IV-C-016	Notification: Compliant Documentation shows an example of an offender that was granted a visit with immediate family member after being admitted per the guideline.						
IV-D-001	Healthcare Quarterly Meetings (MANDATORY): Compliant						
IV-D-004	Confidentiality of Health Information/Individual Health Record: Compliant All offenders' health information is kept confidential according to the guidelines.						
IV-D-006-1	Emergency Assessment for Intoxication or Suspected Intoxication (MANDATORY): Compliant – Documentation shows all staff has been trained on the use of Narcan and there is a policy and procedure in place.						
IV-D-007	Internal Review/Quality Assurance (MANDATORY): Compliant Letter in file states there has been no incidents.						
IV-E-001	Alleged and Substantiated Sexual Assaults: <ul style="list-style-type: none"> • Is this facility required to be PREA compliant due to contract language? No • Is this facility PREA compliant? N/A <ul style="list-style-type: none"> ➢ If yes, date compliance received: N/A ➢ 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 Various religious services are held 3 to 5 times a week for offenders to attend.						
V-A-005	Exercise & Recreation Access (MANDATORY): Compliant Documentation shows logs of start/end of yard. Outdoor recreation is for 3 hours and indoor recreation consist of TV, board games, cards, reading, etc.						
V-B-001	Programs and Services: Compliant <ul style="list-style-type: none"> • List all Certified Treatment Programs (Attach Form IS-B-8-b) HiSet • List all other Offender Programs Religious Services 						
V-B-002	Educational Programming: Compliant GED Program <table> <tr> <td>Number of GED Slots</td><td><u>48</u></td></tr> <tr> <td>Number of Participants</td><td><u>0</u></td></tr> <tr> <td>YTD Number of Completions</td><td><u>131</u></td></tr> </table>	Number of GED Slots	<u>48</u>	Number of Participants	<u>0</u>	YTD Number of Completions	<u>131</u>
Number of GED Slots	<u>48</u>						
Number of Participants	<u>0</u>						
YTD Number of Completions	<u>131</u>						
V-B-003	Substance Abuse Programs: Compliant There are no programs offered at this time.						

- V-C-001 Releasing Offenders: Compliant**
- V-C-002 Regional Reentry Programs** (Are offenders releasing with two valid forms of identification?):
Compliant. Offenders are release with two forms of identification.
- V-C-004 Parole Board Procedures: Compliant**
The facility has a policy in place regarding offenders appearing before the parole board and a designee being in attendance.
- 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?
1st Level – Assistant Warden
2nd Level – Warden
3rd Level – Sheriff
 - What is the specified time period for response at each level?
1st Level – 15 days from receipt of grievance
2nd Level – 25 days from receipt of grievance
3rd Level – 40 days from receipt of grievance
- VII-A-002 Weapons Training: Compliant**
- VII-B-010 Monthly Reporting: Compliant**
The facility has their monthly report turned in every monthly on time, accurately.
- VII-B-012 Proposed Expansions: Compliant**
The facility has no planned expansions at this time.

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

Morale is amazing. This facility is always a pleasure to visit. This staff is always pleasant, professional, and helpful. The officers only have great things to say about the supervisors and the facility.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

All the inmates we spoke to during our visit had nothing but great things to say about the facility, staff, food, etc. Most inmates stated "It is the best prison they've been too".

RECOMMENDATION: Recommend continued annual monitoring visits.



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-22-027419-1

No Deficient/Cautionary Codes cited.

Location Information			
Inspection Type		Compliance Building Inspection	
Inspection Date		9/29/2022 9:38:46 AM	
Structure ID	109880	No. of Buildings	1
Facility Code	J119		
Capacity	790	Year Built	2008
Construction Type	Type IIB / (000)		
Building/Trade Name		Address	
LIVINGSTON PARISH DETENTION CENTER		28445 CHARLIE WATTS ROAD, LIVINGSTON, LA 70754	
Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	TRIPP	(225) 686-2241	JTRIPP@LPSO.ORG
Address			
PO BOX 427, LIVINGSTON, LA 70754			
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			
FACP GREEN TAGGED 9/29/21 EXPIRES ON THE DAY OF THE INSPECTION; BLUE TAGGED 3/4/22. CERTIFIED ALARMS WAS ON SITE TO PERFORM ANNUAL TESTING AND CERTIFICATION. HOOD GREEN TAGGED 7/28/22 SPRINKLER RISER GREEN TAGGED 9/19/22 NO APPARENT DEFICIENCIES FOUND AT TIME OF INSPECTION. IN COMPLIANCE.			
Inspector Information			
Name: August Perez IV	Badge Number: 651	Inspector Signature:	
Person to whom requirements were explained			
Name: Dy. Tripp	Title: LPSO	Signature:	

For questions regarding the contents of this report, please call:

(225) 925 4911

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.



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-22-027419-1

No Deficient/Cautionary Codes cited.

L.R.S. 40:1577 APPEAL FROM ORDER

When an order is made by one of the deputies or representatives of the Fire Marshal, the owner or occupant of the building or premises may, within three days, appeal to the Fire Marshal. The Fire Marshal shall, within five days, review the order and advise the owner or occupant of his decision thereon. The owner or occupant may, within five days after the making of affirming of any such order of the Fire Marshal, file an application with the Board of Review.

RULES FOR APPEALING TO THE FIRE MARSHAL BOARD OF REVIEW

- I. Any application to the Board of Review shall contain the following basic information set off in organized fashion with captions indicating that the paragraph in question contains the following basic information.
 1. The name of the applicant.
 2. A brief description of the facts.
 3. A copy of the order of the Fire Marshal which is being appealed.
 4. A reference to the section of the law or code being reviewed.
 5. A brief description of why the applicant feels the requirements of the Fire Marshal is not within the Fire Marshal's authority, or brief description of why the interpretation of the Fire Marshal is incorrect or what specific relief is required by the applicant.
 6. A list of the individuals who will be appearing before the Board, and a brief description of the testimony or information they will be providing the Board.
 7. A list of all the documents which will be introduced or provided to the Board along with a brief description of the documents, and if possible, a copy of said documents.
 8. A list of each exhibit except for documents, and a brief description of the exhibit.
- II. Whenever possible, a notice of the meeting, date and place, and the agenda will be recorded in the Louisiana Register, however, whenever that is not possible, a copy of the meeting notice including the date, time and place, and agenda of the meeting of the Board will be published in the official notices of the official state journal; furthermore, a press release containing the same information will be mailed to the official journals of the cities of Shreveport, Monroe, Lafayette, Lake Charles, Alexandria, New Orleans, and Baton Rouge and any city or town in which the meeting of the Board is to be held if it is not one of the aforementioned major cities; and the same information shall be mailed to each individual who has notified the Fire Marshal of his desire to receive a notice of such appeal.
- III. A copy of the determination of the Board as prepared by the Chairman will be mailed to each individual who requests a copy of that specific determination as well as to the applicant.
- IV. The time delays for filing an appeal shall be those specified in R.S.40:1577 and 40:1578 1 D.



STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

Retail Food
Notice of Violations

Routine/Renewal

Permit Number 32-0001150-1	Permit Name LIVINGSTON PARISH DETENTION CENTER - KITCHEN	
Name of Establishment LIVINGSTON PARISH DETENTION CENTER	Owner Name LIVINGSTON PARISH DETENTION CENTER	
Address 28445 CHARLIE WATTS RD LIVINGSTON, LA 70754	Date 04/25/2023	Time 08:55 AM

LAC TITLE 51 PART XXIII

NON-CRITICAL ITEMS: These items should be corrected by the next regular inspection or according to the compliance schedule (see below) established by this office.		
Category	Code Reference	Description of Violations
FOOD PROTECTION	1501	54 - 1501.3 - Food is stored where it is exposed to splash, dust, or other contamination [COS]

Comments:

Copy of report emailed to jtripp@lpsso.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 the 2nd re-inspection and other subsequent re-inspections. Facilities can avoid this fee if the violations noted on the routine inspection report are corrected by, or during, the follow up inspection. If a fee is assessed, the \$150 fee is payable within 30 days' notice, and failure to pay shall result in revocation of the permit.

Sanitarian Name/Print Manuel Morejon	Phone # 225-686-1786	Sanitarian Signature 	R.S. # 3210
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The above mentioned violations were called to my attention and were explained to me in detail. I hereby agree to
Correct Critical Violations by _____ Correct Non-Critical Violations by _____

Name/Title
SSgt Jeremy Tripp/Kitchen Supervisor

Signature of Recipient




STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

Detention or Incarceration
Notice of Violations

Routine/Renewal

Permit Number 32-01-224	Permit Name LIVINGSTON PARISH DETENTION CENTER-224	
Name of Establishment LIVINGSTON PARISH DETENTION CENTER-224	Owner Name LIVINGSTON PARISH DETENTION CENTER	
Address 28445 CHARLIE WATTS RD LIVINGSTON, LA 70754	Date 04/25/2023	Time 08:55 AM

LAC TITLE 51 PART XVIII

Comments:

Copy of report emailed to jtripp@lpso.org

Number Licensed For 673	Number in Attendance 640	License Anniversary 04/30/2023
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Sanitarian Name/Print Manuel Morejon	Phone # 225-686-1786	Sanitarian Signature <i>Manuel M</i>	R.S. # 3210
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The above mentioned violations were called to my attention and were explained to me in detail. I hereby agree to	
Correct Critical Violations by	Correct Non-Critical Violations by

Name/Title SSgt Jeremy Tripp/Kitchen Supervisor	Signature of Recipient <i>Jeremy Tripp</i>
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STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

INSTITUTION REPORT

Agency License No. N/A	Anniversary Month APRIL
Name of Establishment LIVINGSTON PARISH DETENTION CENTER-224	Mailing Address
Address 28445 CHARLIE WATTS RD	
City, state, Zip Code LIVINGSTON LA 70754	
Type of Facility JAILS 673 640	
Parish Livingston	Date Inspected 04/25/2023

The above establishment has been inspected by a representative of this section, and:

- ☒ License is Recommended;
☐ License is **Not** Recommended;
☐ License is Pending Reinspection;

from the standpoint of sanitation.

MANUEL MOREJON

3 2 1 0

STATE OF LOUISIANA LHS-16B (R 9/22)
Louisiana Department of Health / Office of Public Health
628 N. 4TH STREET • 3RD FLOOR • BATON ROUGE, LOUISIANA 70802
ANNUAL
Print Date 06/08/2023
Expires on 06/30/2024
Type of Operation: Retail Food
Description: Permanent Food Service Establishment
2023 PERMIT TO OPERATE 2024
PERMIT NUMBER:
32-0001150-1

This is to certify that the below named owner and establishment name and location has duly registered with the Louisiana Department of Health in accordance with the Sanitary Code of Louisiana, and is hereby given permission to operate.
Permit to Operate is not transferable: New Owner and/or New Location requires a new permit.
Permit to Operate remains the property of the Louisiana Department of Health, Office of Public Health, and may be revoked or suspended for failure to comply with provisions of the State Sanitary Code or other applicable laws and/or regulations.

ISSUED TO/NOT TRANSFERABLE

LIVINGSTON PARISH DETENTION CENTER
28445 CHARLIE WATTS RD
LIVINGSTON LA 70754

LIVINGSTON PARISH DETENTION CENTER - KITCHEN
28445 CHARLIE WATTS RD
LIVINGSTON LA 70754

JOSEPH KANTER, M.D.
STATE HEALTH OFFICER

STATE OF LOUISIANA LHS-16B (R 9/22)
Louisiana Department of Health / Office of Public Health
628 N. 4TH STREET • 3RD FLOOR • BATON ROUGE, LOUISIANA 70802
ANNUAL
Print Date 06/08/2023
Expires on 06/30/2024
Type of Operation: Retail Food
Description: Permanent Food Service Establishment
2023 PERMIT TO OPERATE 2024
PERMIT NUMBER:
32-0001150-1

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ISSUED TO/NOT TRANSFERABLE

LIVINGSTON PARISH DETENTION CENTER
28445 CHARLIE WATTS RD
LIVINGSTON LA 70754

LIVINGSTON PARISH DETENTION CENTER - KITCHEN
28445 CHARLIE WATTS RD
LIVINGSTON LA 70754

DUPLICATE

JOSEPH KANTER, M.D.
STATE HEALTH OFFICER

FOR YOUR INFORMATION Please post in a conspicuous place.

It is the responsibility of the permit holder to notify the appropriate Parish/Parish Manager of any changes regarding the above permitted establishment.

Please include the permit number of the establishment with any and all correspondence.

CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE

Facility: Livingston Parish DC

Date: July 20, 2023

Name of Program: Hiset Mrs. Altheia Atkins

Date of Program Implementation: _____

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 inmates who apply.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Number of inmates accepted.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Number and type of services provided.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Inmate's completion/termination from program.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> 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.

Amber Vitterio

Monitoring Team Member or BJC Team Member/Leader

7/20/2023

Date

Facility Information

Name of Facility: Livingston Parish Detention Center

Physical Address: 28445 Charlie Watts Road

City Livingston, State La, Zip: 70754

Warden: Lt.Col Ben Ballard

Current Population of Facility: 627

Which population(s) does the facility hold? ☐ Females ☐ Males ☒ Both Females and Males

Number of staff currently employed by the facility who may have contact with inmates: 77

Number of contracts with contractors who may have contact with inmates: 0

Number of volunteers who have contact with inmates: 4

In housing units, does the facility maintain sight and sound separation between youthful (18 and under) inmates and adult inmates? Yes

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 not, provide offsite facilities designated for services? Yes Parish Medical - Dr. James Taylor

Facility Requirements

Attach example of practice

BJG Guideline: Unit must have a written, policy outlining a zero-tolerance policy for sexual abuse, and harassment to include the following provisions:

- Procedure for screening new hires relative to a history of sexual abuse convictions.
- Procedure for screening prisoners for risk of sexual victimization/abusiveness.
- Training of staff, volunteers, and prisoners in the policy.
- Requirement for reporting resources to be posted in congregate setting areas (i.e., housing units and food services).
- The process for privately reporting sexual abuse, assault, and/or harassment incidents.
- Regular unannounced rounds by supervisors to monitor for sexual assault Included in policy.
- Sight and sound separation between prisoners under the age of 18 and prisoners over the age of 18 or alternatively continuous supervision of these populations when they are together.
- A practice for announcing cross gender rounds in housing areas.
- Prohibition of cross-gender strip searches.
- Provision of privacy in bathroom and shower areas with visual barriers, shower curtains, etc.
- Resources that will be provided for disabled (hearing impaired, visually impaired, cognitive impaired and physical impaired) individuals to receive information regarding the reporting mechanisms for sexual assault.
- Facility response plan to allegation of sexually abuse/assault, either at the facility or at another facility. This shall include notification/inquiry made to the facility where the alleged abuse occurred.
- Designation of hospital for prisoner forensic exam upon claims of sexual assault.
- Provision of mental health services would be offered to a victim of sexual assault (either through appointment with local MH center, onsite practitioner, or volunteer).

BJG Guideline: Unit must report instances of sexual abuse, assault, and harassment, involving any DOC offender to DPS&C Headquarters within 24 hours of the claim being made.

* Posted in
congregate
bathing areas

NO MEANS NO

RIGHT TO REPORT

If you, or someone you know, are experiencing sexual abuse or sexual harassment, Livingston Parish Detention Center wants to know. We want you to report right away! Why?

- We want to keep YOU safe; it is our job! It is your right to be free from sexual abuse and sexual harassment.
- We want to conduct an investigation of the reported incident.
- We want to hold the perpetrator accountable for his/her actions.
- We want to provide YOU with relevant information and support services.

HOW TO REPORT

Livingston Parish Detention Center offers multiple ways to report sexual abuse and sexual harassment. Reports can be made anonymously.

- Submit a complaint to the PREA section of the offender electronic tablet system. This message is sent directly to administrative staff members to ensure the safety of offenders from retaliation.
- Report to any staff, volunteer, contractor, or medical or mental health staff.
- Submit a grievance or a sick call slip.
- Report to the PREA coordinator or PREA compliance manager.
- Tell a family member, friend, legal counsel, or anyone else outside the facility. They can report on your behalf by calling (225) 686-2241 Ext. 540
- You also can submit a report on someone's behalf, or someone at the facility can report for you using the ways listed here.

VICTIM SUPPORT SERVICES

Livingston Parish Detention Center Medical Division

Offender Phone System Speed dial 226

Sexual Assault Awareness

Did You Know?

Rape and sexual Assaults happen to females and males of all ages, from infancy to the senior years. 98% of males who have raped boys reported they are heterosexual. Most males who assault men or women are married or report having girlfriends. Sexual assault has nothing to do with the victim's present or future sexual orientation. It has to do with power and victims may be straight or gay. A survivor is not at fault for the rape even if she/he was in a secluded area, or had previous consensual sex with the attacker. The fact that a male victim of sexual assault ejaculated or became sexually aroused does not mean he was not raped or that he gave consent. These are normal physiological reactions. It is common for assault survivors to feel embarrassment, anger, guilt, panic depression, and fear even several months or years after the attack. Other common reactions include loss of appetite, nausea or stomachaches, headaches, loss of memory and/or trouble concentrating and changes in sleep patterns.

Facts for the Inmate Who Sexually Assaults other inmates

You will be issued a conduct report by LPDC staff and all information will be turned over to local authorities for investigation. IF found guilty, sanctions will be harsh and your supervision level will be increased, which means a transfer to a higher security prison with much less freedom. If you have a family, how will it affect them and their visits with you? IF local authorities decided to charge you with sexual assault, you may be prosecuted and convicted of a new felony which would add time to your current sentence. Even if you are not gay, sex with a member of the same sex is a homosexual act. Such acts significantly increase your risk of HIV infection and Hepatitis C and other sexually transmitted disease. IF you have trouble controlling your actions, seek help from medical health staff. To reduce feelings of anger or aggression talk to someone, stay active in programs and engage in physical exercise.

Sexual Violence

The purpose of the PREA Act of 2003 includes the following: "to establish a zero-tolerance standard for the incidence of prison rape in prisons in the United States" and to "make the prevention of prison rape a top priority in each prison system".

The PREA Act of 2003 requires that allegation of the following four categories of Sexual Violence be reported by prisons:

1. Inmate on Inmate Non-Consensual Sexual Acts: Contact between any person without his or her consent, or of a person who is unable to consent or refuse
2. Inmate on Inmate Abusive Sexual Contacts: Contact between any person without his or her consent, or of a person who is unable to consent or refuse

3. Staff Sexual Misconduct: Any behavior or act of sexual nature directed to an inmate by an employee, volunteer, contractor, official visitor or other agency visitor. (Excludes inmate family, friends, or other visitors).
4. Staff Sexual Harassment: Repeated verbal statements or comments of a sexual nature to an inmate by an employee, volunteer, contractor, official visitor or other agency visitor. (Excludes inmate family, friends, or other visitors).

All allegations of any of the above categories of sexual violence must be investigated to determine if the allegation were: substantiated, unsubstantiated or unfounded.

Rape Avoidance

The only way rape can be prevented is when a potential rapist chooses NOT to rape. However, you may avoid an attack by keeping the following safety guidelines in mind:

Be aware of situations that make you feel uncomfortable. Trust your instincts. IF it feels wrong, LEAVE!

Don't let your manner get in the way of keeping yourself safe. Don't be afraid to say "NO" or "STOP IT NOW"

Walk and stand with confidence. Many rapists choose victims who look like they won't fight back or are emotionally weak.

Avoid taking about sex and casual nudity. These things may be considered a come on or make another inmate (or staff person) believe that you have an interest in a sexual relationship.

Do not accept canteen items or other gifts from other inmates. Do not "borrow" from other inmates. Placing yourself in debt to another inmate can lead to the expectation of repaying the debt with sexual favors.

Avoid secluded areas. Position yourself in plain view of staff members. IF you are being pressured for sex, report it to a supervisor immediately.

What to do if you are sexually assaulted

IF the attack has just happened

Get to a safe place. REPORT THE ATTACK TO A STAFF MEMBER IMMEDIATELY! The longer you wait to report the attack, the more difficult it is to obtain the evidence necessary for a criminal and/or administrative investigation. Do not shower, brush your teeth, use the restroom, or change your clothes. You may destroy important evidence. Request immediate medical attention. You may have serious injuries that you are not aware of and any sexual contact can expose you to sexually transmitted diseases, including AIDS. It is essential that you report any sexual assault within 2 hours, or valuable evidence may be lost. You may report the incident to any staff member you feel comfortable talking

with-security medical or mental health. You will be examined by LPDC medical staff and/or referred to a physician, who will be responsible for ordering any tests for sexually transmitted diseases and preventative treatment for any such diseases. IF you experience sexual assault, seek emotional support and professional help. The Medical staff is always available to assist you.

Inmates will also receive training by a video loaded onto the electronic tablet system with mandatory acknowledgment required. The inmate can report a PREA incident by written request, electronic request, face to face staff contact, written mail, offenders telephone system (speed dial 226) or by third party electronic reporting system.

Policies and Procedures

LIVINGSTON PARISH DETENTION CENTER

TITLE: RECEIVING PRISONERS FOR ADMISSION UNDER AGE OF 18 Y/O

No. C-102A

POLICY:

The Livingston Parish Detention Center, in conjunction with criminal justice agencies delivering prisoners to our facility for admission, is jointly responsible for ensuring that prisoners that are delivered to the facility are of appropriate age as defined by law based on the Louisiana Raise the Age Act. Those parameters are outlined in the Louisiana Children's Code, Art. 804.

PROCEDURE: RECEIVING PRISONERS FOR ADMISSION UNDER AGE OF 18 Y/O

All criminal justice agencies delivering prisoners to the Livingston Parish Detention Center shall enter the secure outside sally port area and follow aforementioned entry procedures.

No offenders under the legal age of 18 years old will be accepted at the LPDC unless proper court proceedings and documentation required under the Louisiana Revised Statutes has been provided to the Livingston Parish Sheriff's Office. When proper documentation and court proceedings have enabled an offender under the age of 18 years old to be housed at the Livingston Parish Detention Center, he/she will be separated from the adult population by sight and sound or alternatively continuous supervision of both populations when they are together.

Policies and Procedures

LIVINGSTON PARISH DETENTION CENTER

TITLE: PRISON RAPE ELIMINATION ACT (PREA)

No. A-135

Procedure:

The Livingston Parish Detention Center will issue orientation pamphlets to each inmate at intake and will collect all necessary information as required under the Prison Rape Elimination Act (PREA). Staff will conduct a PREA screening checklist on all offenders during intake. Inmates will also receive training by a video loaded onto the electronic tablet system with mandatory acknowledgement required. The inmate can report a PREA incident by written request, electronic request, face to face staff contact, written mail, or by third party electronic reporting system. Upon receiving a PREA incident the staff will ensure the inmates safety and protection from retaliation by utilizing alternate housing and observation if deemed necessary. Staff will take all precautions to secure evidence related to the alleged PREA incident if reported in a timely manner. The incident will be immediately reported to the PREA coordinator and administration. Upon an initial report being submitted, an investigator trained in PREA incidents will investigate until completed. A supplemental report will be submitted documenting the findings of the alleged incident or any criminal offense reports. Any inmate requiring treatment or counseling will be forwarded to the medical department or third-party provider.

Cross gender announcements will be given in housing units before rounds are initiated. Cross gender strip searches will be prohibited. Regular unannounced rounds by supervisors will be conducted to monitor for sexual assaults.

All Deputies, employees and/or appointees of the Livingston Parish Detention Center will receive training in the prevention, detection, response, reporting and investigation of all alleged and substantiated sexual assaults as defined under PREA. All investigative reports shall be submitted to the Department of Public Safety and Corrections using form OP-A-15-e. Reports may be submitted via Joel.Odom@la.gov.

Policies and Procedures

LIVINGSTON PARISH DETENTION CENTER

TITLE: PRISON RAPE ELIMINATION ACT (PREA)

No. A-135

Policy:

It shall be the policy of the Livingston Parish Detention Center to improve the detection, prevention and response to sexual harassment, assaults and rape at all levels of the correctional community.

Application:

This policy applies to all employees and appointees of the Livingston Parish Detention Center, including commissioned Deputies that are working with offenders. This includes all trustees working outside of the facility.

Definitions:

- PREA primary goal is to prevent rape/sexual assault from happening: Federal Case Law 14th Amendment right to due process and equal protection under the law.
- PREA established a zero tolerance for rape and sexual assault of any kind within the corrections systems.
- PREA uses Federal Case Law of Farmer v Brennan 1994 which the U.S. Supreme Court recognized as a violation of the 8th Amendment prohibits cruel and unusual punishment.

Rape defined under PREA:

- The carnal knowledge, oral sodomy, sexual assault with an object, or sexual fondling of a person forcibly or against that person's will
- The carnal knowledge, oral sodomy, sexual fondling of a person not forcibly or against the person's will, where the victim is incapable of giving consent because of his or her youth or his or her temporary or permanent mental or physical incapacity, or
- The carnal knowledge, oral sodomy, sexual assault with an object, or sexual fondling of a person through exploitation, fear or threat of physical violence or bodily injury.

All employees will be held responsible and accountable for complying with this policy. Employees will follow PREA reporting guidelines as addressed in training which includes reporting all allegations that indicate staff is involved as an offender.

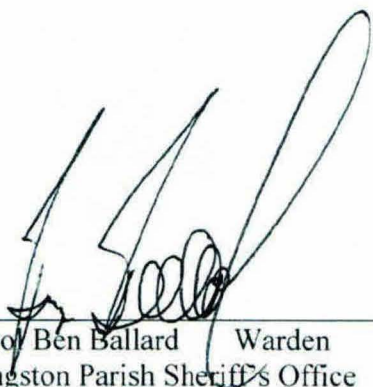


**LIVINGSTON PARISH SHERIFF'S
OFFICE**
Jason Ard, Sheriff

Date: June 22nd ,2023

Subject: DOC PREA Facility Requirements Form

It is the procedure of the Livingston Parish Sheriff's Office to conduct a criminal background check during the employment application process to ensure that potential candidates do not have a criminal background.



Lt. Col Ben Ballard Warden
Livingston Parish Sheriff's Office

June 22nd ,2023

1000.5 BACKGROUND INVESTIGATION

Every candidate shall undergo a thorough background investigation to verify his/her personal integrity and high ethical standards, and to identify any past behavior that may be indicative of the candidate's unsuitability to perform duties relevant to the operation of the Livingston Parish Sheriff's Office. The background investigation shall include an inquiry to the Council on Peace Officer Standards and Training (POST) database and an acknowledgment of the receipt of the information (La. R.S. 15:1212.1).

...gement System

PREA Classification

PREA Archive

St. Martin Classification Score Sheet

I Identifying Data

Inmate Name: BROWN, KODY

CCN Number: 22-00004875

Reason for Screening: ☐

II Possible Victim Factors

Possible Victim Factors

1. Former victim of prison rape or sexual assault within the past 10 yrs.
2. Youthful age (under 25)
3. Elderly (65 or older)
4. Small physical stature 5'6" or less and/or 140 lbs. or less (males only)
5. Developmental disability / mental health history / physical disability
6. First time being incarcerated or prior incarceration in less than 30 days
7. Homosexual/bi-sexual/LGBTI & gender non-conforming, overtly effeminate (males only)
8. History of any sexual abuse within the past 5 yrs.
9. History of correctional facility consensual sex within the past 5 yrs.
10. History of protective custody within the past 10 yrs.

Yes / No

N	<input type="checkbox"/>
N	<input type="checkbox"/>
N	<input type="checkbox"/>
N	<input type="checkbox"/>
N	<input type="checkbox"/>
Y	<input type="checkbox"/>
N	<input type="checkbox"/>
N	<input type="checkbox"/>
N	<input type="checkbox"/>
N	<input type="checkbox"/>

Source:

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Victim Designation Process

If "Yes" to item #1, enter offender as a "Known Victim" code

If "Yes" to 2 or more items other than item #1, enter offender as a "Potential Victim"

Otherwise designate offender as a "Non-Victim"

Scored designation:

☐

Victim Over-Ride:

☐

(Cannot over-ride a known victim, ONLY a potential victim)

If "Yes" indicate change:

☐

Victim Designation Process

If "Yes" to item #1, enter offender as a "Known Victim" code

If "Yes" to 2 or more items other than item #1, enter offender as a "Potential Victim"

Otherwise designate offender as a "Non-Victim"

Scored designation:☐**Victim Over-Ride:**☐

(Cannot over-ride a known victim, ONLY a potential victim)

If "Yes" indicate change:

☐

Basis for change:

III Possible Predatory Factors**Possible Predatory Factors**

1. History of institutional predatory sexual behavior within the past 10 yrs.
2. Any history of Sexual abuse/assault, physical abuse or domestic violence towards others in the past 10 yrs.
3. Current gang affiliation or security threat group
4. History of Strong-arming/assaults in prison within the past 5 yrs.
5. History of institutional consensual sex within the past 5 yrs
6. History of sexual taunting toward staff or other offenders within the past 10 yrs.
7. Overtly masculine (Females Only)

Yes / NoN ☐N ☐N ☐N ☐N ☐N ☐N ☐**Source:**I ☐I ☐I ☐I ☐I ☐I ☐I ☐**Victim Designation Process**

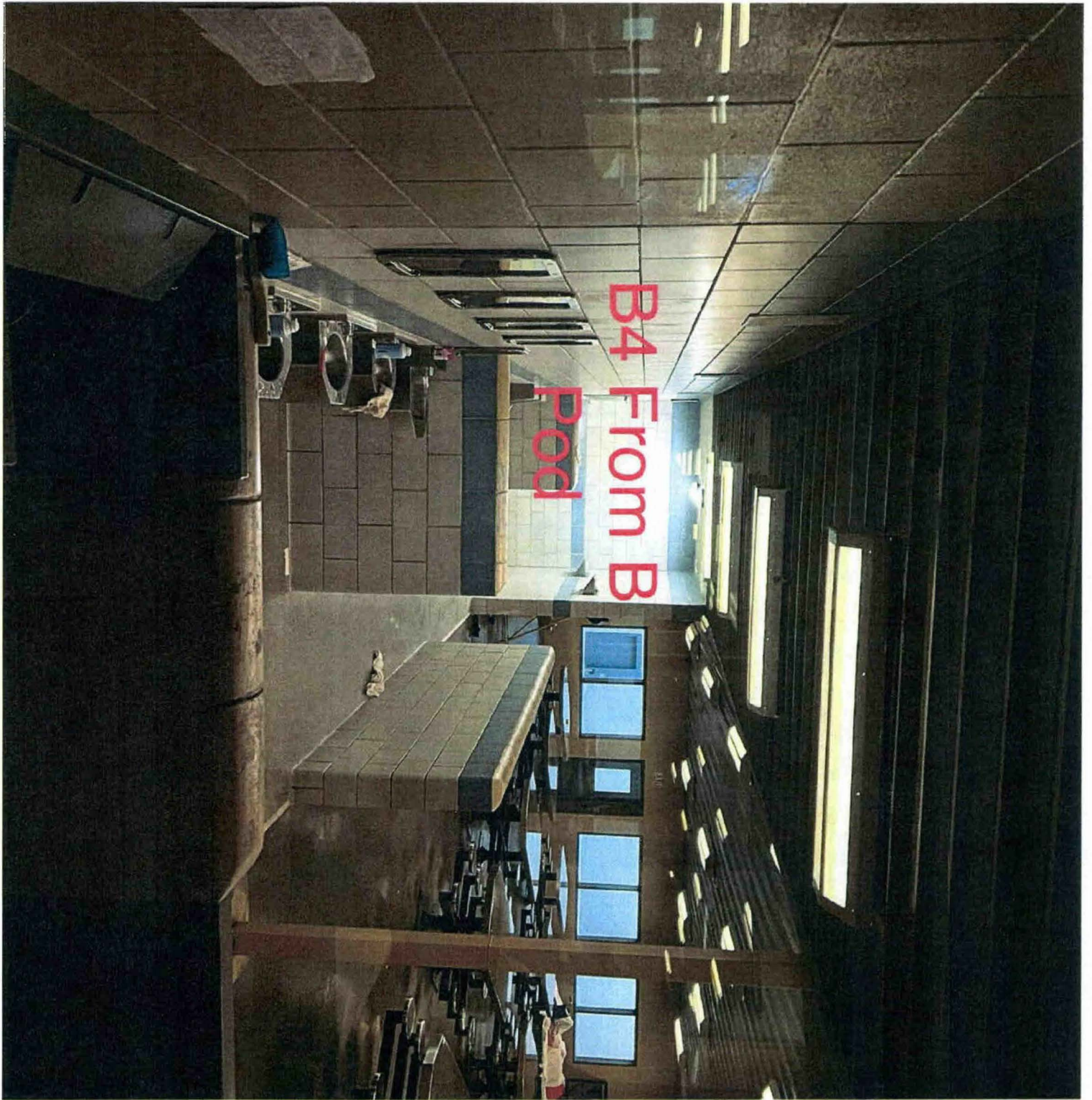
If "Yes" to item #1, enter offender as a "Known Predator" code

If "Yes" to 2 or more items other than item #1, enter offender as a "Potential Predator"

Otherwise designate offender as a "Non-Predator"

Scored designation:☐**Predator Over-Ride:**☐









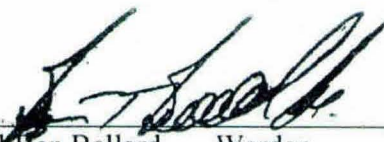
**LIVINGSTON PARISH SHERIFF'S
OFFICE**
Jason Ard, Sheriff

Date: June 23rd, 2023

Subject: PREA Basic Jail Guideline (Medical / Mental Health)

In the event that a forensic exam is needed due to a sexual assault, the medical director Courtney Chaney has advised that Our Lady of the Lake emergency room in Walker, La will be the designation for the forensic exam.

In regard to the provision of mental health services, I have been advised by the medical director that Dr. James Taylor our onsite practitioner will conduct the mental health services. Upon his initial observation Dr. Taylor will decide whether or not to refer the offender to a medical hospital center or third-party provider.



Lt. Col Ben Ballard Warden
Livingston Parish Sheriff's Office

June 23rd, 2023

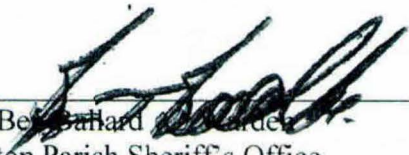


**LIVINGSTON PARISH SHERIFF'S
OFFICE**
Jason Ard, Sheriff

Date: June 23rd, 2023

Subject: PREA Basic Jail Guideline Off Site Reporting

In the event that an allegation of PREA is relayed to the staff of L.P.D.C. in which the location of occurrence is outside the jurisdiction of the Livingston Parish Sheriff's Office, The L.P.D.C. warden or assistant warden will contact the warden of the facility where the incident occurred to make them aware of the incident. L.P.D.C. will still take all necessary precautions to ensure the safety of the offender from retaliation or further sexual assaults. The L.P.D.C. warden or assistant warden will contact the Department of Corrections if the perpetrator or victim is known to be a D.O.C. offender.



Lt. Col. Ben Ballard
Livingston Parish Sheriff's Office

June 23rd, 2023



**LIVINGSTON PARISH SHERIFF'S
OFFICE**
Jason Ard, Sheriff

Date: June 23rd ,2023

Subject: PREA Basic Jail Guideline Recourses for disabled

The electronic tablet system has a PREA module that will allow any literate offender to send a PREA complaint to the Warden, Asst. Warden, Captain, and Head of Security simultaneously without delay. The complaint is immediately addressed to ensure the safety of the offender from retaliation or further sexual assault and collection of evidence. The offender telephone system also has a speed dial feature to report PREA complaints and concerns.

I have consulted with the medical director, Courtney Chaney, who advised that any visually impaired, cognitive impaired or physically impaired offender who could not operate the electronic tablet system or telephone service would be housed in medical segregation under video observation. The offender would have opportunity to report any PREA incidents to correctional guards or supervisors upon unannounced rounds in the housing unit.

Lt. Col Ben Ballard Warden
Livingston Parish Sheriff's Office

June 23rd ,2023



Certificate of Completion

anighya foster

has completed the online course

PREA: Your Role in Responding to Sexual Abuse

Presented by the National Institute of Corrections

on April 12, 2023

Training hours: 2


Jeff Hadnot, Chief
NIC Academy Division



Certificate of Completion

Taylor Millines

has completed the online course

PREA: Your Role in Responding to Sexual Abuse

Presented by the National Institute of Corrections

on May 10, 2023

Training hours: 2


Jeff Hadnot, Chief
NIC Academy Division



Certificate of Completion

Ashley Bankston

has completed the online course

PREA. Your Role in Responding to Sexual Abuse

Presented by the National Institute of Corrections

on May 1, 2023

Training hours: 2


Jeff Hadnot, Chief
NIC Academy Division