

Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR



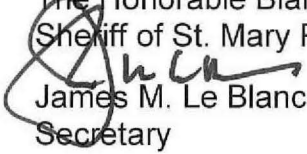
JAMES M. LE BLANC
SECRETARY

A handwritten signature in blue ink, appearing to be "JML", located below the name of the Secretary.

December 18, 2023

MEMORANDUM

TO: The Honorable Blaise Smith
Sheriff of St. Mary 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 St. Mary Parish Prison on November 16, 2023. The facility continues to provide a secure, safe, and stable environment for DOC inmates in their custody. However, DPS&C would like to encourage full compliance with BJJ II-A-018 "Inmate Drug Testing." At this time DPS&C will continue with annual monitoring visits.

Thank you for your support of the BJJ process.

JML/mk

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association
Nick Rogers, Warden, St. Mary Parish Prison
Seth Smith, Chief of Operations
Kristen Thomas, Warden, LCIW
Carmisha Stinson, BJJ Team Leader



BASIC JAIL GUIDELINES MONITORING REPORT

Annual

Ver. 10/16/2023 mwk

Facility Name: St. Mary Parish Prison
BJG Team Leader & Monitor: Carmisha Stinson, BJB Team Leader
Facility Warden & Email Address: Nick Rogers nrogers@stmaryso.com
Facility Staff: Warden Nick Rogers, Lt. Bruce Clifton, Sgt. David Soignier
BJG Inspection Date: November 16, 2023
Previous BJB Inspection Date: August 10, 2022
Operational Capacity: 320
Count on the Day of Visit: 264

Concerns or Issues from the previous BJB Monitoring Inspection:

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	79	0	79
Number of Local Offenders	184	1	185
Number of Out of State Offenders	0	0	0
Number of Federal Offenders	0	0	0
Number of ICE Detainees	0	0	0
TOTAL	263	1	264

Number of DOC Offenders that are:

Single Bunked 0
 Double Bunked 78
 Triple Bunked 0
Total 78

Number of DOC Offenders that are in Restricted Housing:

Single Bunked 1
 Double Bunked 0
 Triple Bunked 0
Total 1

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
October 2022	9	0	1	0
November 2022	17	1	0	0
December 2022	3	0	0	0
January 2023	5	0	0	0
February 2023	3	0	0	0
March 2023	4	0	0	0
April 2023	2	0	0	0
May 2023	2	0	0	0
June 2023	8	0	0	0
July 2023	13	1	0	0
August 2023	19	4	0	0
September 2023	11	0	0	0

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

Month/Year	Illicit Substance	Alcohol	Weapon	Cell Phone	Other
October 2022	0	0	1	0	1
November 2022	12 white pills	0	8 razors	0	0
December 2022	0	0	4	0	0
January 2023	7	0	2	0	3
February 2023	6	0	4	0	0
March 2023	0	0	0	0	0
April 2023	19 pills	0	5	0	3
May 2023	22 pills	0	3	0	4
June 2023	0	0	0	0	0
July 2023	1	0	0	0	1
August 2023	0	0	0	0	3
September 2023	0	0	0	0	6
October 2023	0	0	0	0	0

GENERAL APPEARANCE, CLEANLINESS, AND COMMENTS OF THE FACILITY:

Living Area: Overall the living areas were found to be clean, organized and odor free.

Dorms: Dorm areas were in order and found to be clean. Offenders' property was stored in living area.

Cell Block: Cell block areas were clean and odor free.

Culinary/Dining: The tools and sharp objects were controlled on an inventoried locked shadow board in a locked room. Dry storage had all items labeled and stored 6" off the ground. Sample trays are labeled and kept for five days. Cooler and freezer areas were found in good order with temperature log checks documented. Kitchen tools are monitored through Jail Core system as well as monitored by staff.

Bathrooms: Bathrooms are clean and in order and contained soap and paper towels

Yard Areas: Yard and recreation areas were adequate. Documentation provided reflects that recreation was occurring on a regular three times per week basis, weather permitting.

Maintenance: Facility has on staff maintenance personnel daily. Tool inventory kept up daily. MSDS forms are well maintained and correct.

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

- I-A-001 Safety/Sanitation/Inspections (MANDATORY): Compliant**
The facility is conducting weekly inspections. Documentation of FM and DHH inspections are done annually.
- I-C-001 Emergency Plan (MANDATORY): Compliant**
An emergency plan is in place. Employees are trained and knowledgeable of the plans. Emergency plan exit maps are posted around the facility and well lit.
- I-C-003 Fire Safety/Code Conformance (MANDATORY): Compliant**
Policy and procedure are in place.
- II-A-006 Staff Log (MANDATORY): Compliant**
The Facility has the Jail Core Systems installed, employees record all staff information via tablet.
- II-A-007 Counts (MANDATORY): Compliant**
- How many formal counts are conducted each shift? Three (3)
 - How many counts are conducted each day? 10
 - **Stickouts counts**
 - How does the facility accomplish this? The Facility has the Jail Core Systems set up throughout the facility anytime an Offender is checked out to work anywhere their ID is scanned on the system and it shows where they are located until scanned back in. Outside work crews still call in to verify they still have the Offenders with them.
 - Does this process ensure accountability and safe/secure operation of the facility?
Yes
- II-A-008 Offender Population Management System: Compliant**
All information is documented and maintained on each offender and is transferred with the offender if transferred out of the facility.
- II-A-010 Admissions: Compliant**
Policy and procedure are in place and all admission forms are thorough and completed.
- 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?
Offender criminal history and NCIC are pulled and reviewed prior to the final sign off approval by the administration under set policies and guidelines
 - Does their classification process meet DPS&C, Corrections Services' criteria? Yes
- II-A-016 Photo Identification (MANDATORY): Compliant**
Upon admission, all offenders receive an institutional ID card.

II-A-018 Offender Drug Testing (MANDATORY):

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
October 2022	15	69	21%	8
November 2022	4	66	6.6%	0
December 2022	4	69	6.6%	0
January 2023	4	63	6.35%	0
February 2023	8	66	12%	0
March 2023	5	65	7.7%	0
April 2023	5	70	7.14%	0
May 2023	5	70	7.14%	0
June 2023	12	86	14%	0
July 2023	4	85	4.71%	0
August 2023	3	81	3.70	0
September 2023	3	71	3.70	0

II-A-019 Offender Transfers: Compliant
Offender transfers are approved prior to transfers.

II-A-020 Cell Checks (MANDATORY): Compliant
The facility's procedure is that the officer makes rounds every 15-30 minutes in these areas. Logbook documentation reflects that rounds were being conducted at these times.

II-B-002-1 Use of Restraints for Pregnant Offenders: Compliant
The facility's policy is compliant with DOC Regulations.

II-C-001 Procedures for Searches: Compliant
The facility conducts visual body searches on all offenders upon intake and when offenders return to the facility. The facility keeps detailed shakedowns and daily search logs on file. Procedures are in place and logs are maintained on all searches.

II-D-001 Key, Tool, and Utensil Control (MANDATORY): Compliant
The facility's tools, key and utensil control were found to be in good order. Inventories and documentation are kept up daily. A shadow board with a lock in key for the culinary utensil is being used.

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

- Does the facility's offender orientation include the application process for applying for restoration of good time? Yes
- What is their restoration of good time application process for the offender population? It is handled during offender orientation, this process is explained in its entirety.
- Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? Yes

IV-A-003 Food/Dietary Allowances (MANDATORY): Compliant
Contracted with Correctional Food Services.

IV-A-006 Food Services Management (MANDATORY): Compliant
A copy of a cycle menu was observed to have at least two hot meals served daily. Sample trays located in cooler for at least 72 hours.

IV-B-001 Plumbing Fixtures – Toilets & Washbasins (MANDATORY): Compliant
Offenders have access to appropriate toilets and washbasins.

- IV-B-002 Plumbing Fixtures – Showers (MANDATORY):** Compliant
The water temperatures were observed to be appropriate and documented.
- IV-B-005 Personal Hygiene (MANDATORY):** Compliant
Offenders are provided adequate supplies necessary for maintaining personal hygiene.
- IV-C-001 Access to Care/Clinical Services (MANDATORY)** Compliant
Offenders receive a facility handbook upon admissions that contains all necessary information on assessing health care. Health care services are contracted through Correct Health and they provide a wide range of service.
- IV-C-003 Provision of Treatment (MANDATORY):** Compliant
Policies in place.
- IV-C-005 24 Hour Care (MANDATORY):** Compliant
Offenders have access to 24 hour care via in person or tablet. Medical Services contracted with Correct Health.
- IV-C-006-1 Pregnancy Management (MANDATORY):** Compliant
Policy and procedures are in place.
- IV-C-008 Annual TB Testing:** Compliant
The facility conducts TB testing on all offenders at no cost to the offender. This is done upon intake and annually.
- IV-C-009 Chronic Care Program (MANDATORY):** Compliant
Policy and procedure are in place.
- IV-C-012 Access to Sick Call (MANDATORY):** Compliant
Offenders can request sick call at daily medication pass and are seen within 72 hours. The facility provides a medical provider to see offenders Monday – Friday.
- IV-C-013 Infirmary Care:** Compliant
The facility has 24/7 medical care services. If medical staff determines the health issues to be an emergency need.
- IV-C-013-1 Medical Releases:** Compliant
Policies in place.
- IV-C-014 Suicide Prevention and Intervention (MANDATORY):** Compliant
The facility's mental health staff evaluates each offender, manages the needs and determines treatment. All staff receive annual suicide prevention training.
- IV-C-015 Offender Deaths (MANDATORY):** Compliant
Facility has a policy in place for actions to be taken in the event of an offender's death.
- IV-C-016 Notification:** Compliant
Policies in place to notify family members if the offender is on ICU.
- IV-D-001 Healthcare Quarterly Meetings (MANDATORY):** Compliant
Correct Health meets at least quarterly.

- IV-D-004 Confidentiality of Health Information/Individual Health Record:** Compliant
Access to offender medical information/files are controlled and restricted to those who have legal authority. Medical records are stored in a secure restricted area and are forwarded with offenders upon transfer to another facility or to DPS&C.
- IV-006-1 Emergency Assessment for Intoxication or Suspected Intoxication (MANDATORY):** Compliant - Polices in place.
- IV-D-007 Internal Review/Quality Assurance (MANDATORY):** Compliant
Policy is in place for internal reviews upon conclusion of a serious event.
- IV-E-001 Alleged and Substantiated Sexual Assaults:** Compliant - Policy in place.
- V-A-004 Religious Programs:** Compliant - Procedures in place.
- V-A-005 Exercise & Recreation Access (MANDATORY):** Compliant
There is a recreation area between the dorms offenders go at least 3 times a week weather permitting.
- V-B-001 Programs and Services:** Compliant
- List all Certified Treatment Programs (Attach Form IS-B-8-b)
 - List all other Offender Programs
- V-B-002 Educational Programming:** Compliant
- GED Program**
- | | |
|---------------------------|----|
| Number of GED Slots | 20 |
| Number of Participants | 0 |
| YTD Number of Completions | 0 |
- V-B-003 Substance Abuse Programs:** Compliant
- V-C-001 Releasing Offenders:** Compliant
Offenders are released with property and identification that was collected upon intake. Offenders are also released with prescriptions and instructions.
- V-C-002 Regional Reentry Programs:** Compliant
Offenders are releasing with two valid forms of identification
- V-C-004 Parole Board Procedures:** Compliant
Policy and procedures are in place
- VI-B-002 Grievance Process (MANDATORY):** Compliant
- Does the grievance process include at least two levels of review? Yes
 - Who is the designee at each level of review? Lieutenant, Warden, Sheriff
 - What is the specified time period for response at each level? 15 days, 25 days, 40 days
- VII-A-002 Weapons Training:** Compliant
Deputies are POST certified and receive appropriate training regarding the use handling and retention weapons. Documentation on file

VII-B-010 Monthly Reporting: Compliant
Documentation on file that reflects monthly reports.

VII-B-012 Proposed Expansions: Compliant

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

Upon arrival, staff was very pleasant. Overall morale was good and they seemed to be working together towards common goals, employees conducted themselves professionally and respectfully.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

No complaints made by any offender during the walk through. All offenders were respectful and commended staff for a job well done.

RECOMMENDATION:

At this time, annual monitoring visits are recommended.



John Bel Edwards
GOVERNOR

Office of State Fire Marshal

8181 Independence Blvd. Baton Rouge, LA 70806
(225) 925-4911 (800) 256-5452 Fax (225) 925-4241



Daniel H. Wallis
FIRE MARSHAL

Inspection Report

Report # CB-23-006399-2

Deficient/Cautionary Codes cited.

Location Information			
Inspection Type	Compliance Building Inspection		Inspection Date 10/6/2023 11:21:43 AM
Structure ID	105556	No. of Buildings	4
Capacity	320	Year Built	1999
Building/Trade Name		Address	
SAINT MARY LAW ENFORCEMENT CENTER		9311 HIGHWAY 90 WEST FRONTAGE ROAD, CENTERVILLE, LA 70522	
Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	BRUCE CLIFTON	(337) 836-5520	CLIFTON@STMARYSO.COM
Address			
5TH FLOOR COURTHOUSE, FRANKLIN, LA 70538			
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		
Deficient and Cautionary Items			Status
1	Per the most recent legislative update to the Louisiana Administrative Code, LAC 55V:1701 effective 8/1/2021, all detention and correctional occupancies in the State of Louisiana shall be inspected by the Office of State Fire Marshal at least annually. The inspection date on this report shall serve as the annual inspection for this facility.		CAUTIONARY
Comments			
all prior deficiencies have been corrected. no apparent deficiencies noted at the time of inspection In compliance			
Inspector Information			
Name: Kristopher Gumpert	Badge Number:	Inspector Signature:	
Person to whom requirements were explained			
Name:	Title:	Signature:	

For questions regarding the contents of this report, please call: (800) 554 0006

R. S. 40: 1621 Whoever fails to comply with any order issued by the Fire Marshal or his authorized representative under any provision of Part III, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, R.S. 40:1569 excepted, shall be fined not more than five hundred dollars or imprisoned, for more than six months or both. Each day's violation of an order constitutes a separate offense and may be punished as such at the discretion of court.



STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

Detention or Incarceration
Notice of Violations

Routine/Renewal

Permit Number 51-06-224	Permit Name St. Mary Parish Law Enforcement Center-224		
Name of Establishment St. Mary Parish Law Enforcement Center-224		Owner Name	
Address 9311 Highway 90 W Franklin, LA 70538	Date 06/27/2023	Time 10:35 AM	


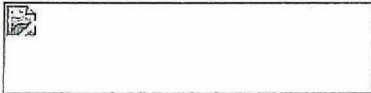
LAC TITLE 51 PART XVIII

Comments:

m.cummings@stmaryso.com, d.soignier@stmaryso.com

The following areas were observed and noted okay as follows:

Tiger dorms- cell a cell d, laundry room, storage rooms,

Number Licensed For	Number in Attendance	License Anniversary	
	225	06/30/2023	
Sanitarian Name/Print Totianna Williams	Phone # 985-385-7018	Sanitarian Signature 	R.S. # 3134
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 David soignier/ Sgt.	Signature of Recipient 		

STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

INSTITUTION REPORT

Agency License No. N/A	Anniversary Month JUNE				
Name of Establishment ST. MARY PARISH LAW ENFORCEMENT CENTER-224	Mailing Address				
Address 9311 HIGHWAY 90 W					
City, state, Zip Code FRANKLIN LA 70538					
Type of Facility JAILS 225					
Parish St. Mary	Date Inspected 06/27/2023				
The above establishment has been inspected by a representative of this section, and: <input checked="" type="checkbox"/> License is Recommended; <input type="checkbox"/> License is Not Recommended; <input type="checkbox"/> License is Pending Reinspection; from the standpoint of sanitation.					
TOTIANNA WILLIAMS	<table border="1"><tr><td>3</td><td>1</td><td>3</td><td>4</td></tr></table>	3	1	3	4
3	1	3	4		
LHS 48 (R 7/99)	D 1014				



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

**Retail Food
Notice of Violations**

Routine/Renewal

Permit Number 51-0001923-1	Permit Name ST MARY PARISH LAW ENFORCEMENT CTR cafeteria	
Name of Establishment ST MARY PARISH LAW ENFORCEMENT CTR	Owner Name LAW ENFORCEMENT DISTRICT OF ST MARY	
Address 9311 HWY 90 W- SOUTH FRONTAGE RD FRANKLIN, LA 70538	Date 09/29/2023	Time 10:35 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
UTENSILS/EQUIPMENT/SINGLE SERVICE	2515	82 - 2515.2 - Equipment and utensils are not air-dried. [COS]
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3101	102 - 3101 - Plumbing is not maintained. Three compartment sink faucet has a slow leak [Repeat]
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3505	103 - 3505.1 - Openings are not protected against the entry of rodents or insects. Side exit door

Comments:

ml.cummings@stmaryso.com, nrogers@stmaryso.com, clifton@stmaryso.com

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 Totianna Williams	Phone # 985-385-7018	Sanitarian Signature <i>T. Williams</i>	R.S. # 3134
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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

Signature of Recipient

Name/Title
Melissa cummings/ lieutenant

Melissa Cumings