



# Wisconsin Department of Corrections

Governor Tony Evers | Secretary Kevin A. Carr

## Office of Detention Facilities

October 29, 2019

Sheriff Dennis Stuart  
Washburn County Sheriff's Department  
421 US Hwy 63  
Shell Lake, WI 54871

### **Re: 2019 Annual Inspection**

Dear Sheriff Stuart:

On August 13, 2019, the annual inspection of the Washburn County Jail was conducted pursuant to WI Statute 301.37(3). The inspection compared the facility and its operation to applicable state statutes and Department of Corrections' Administrative Code Chapter DOC 350. This inspection consisted of a tour of the facility, interviews with administration, staff and inmates, review of inmate files, a review of the policy and procedure manual, and a review of facility records and documentation.

The maximum rated capacity of the facility is 30. On the day of the inspection, there were 25 inmates incarcerated in the facility.

### **Improvements since previous Inspection**

- Jail remodel was completed, creating a laundry room and a small interview room.
- New carpet was installed in the multipurpose room.
- The jail has hired five full-time Deputies in 2019 to help fill vacancies.

### **Goals and Initiatives**

- Add three cameras to monitor the booking area, Huber changeover, and cover door #1.
- Continue to recruit staff and fill vacant positions.
- Paint the jail common areas and install stainless steel door protectors.

### **Summary of Jail Operations**

I met with the administrative, security, healthcare, and foodservice staff to conduct the annual inspection. The site visit included a review of the facility records and documentation, as well as a walkthrough of the detention areas.

During the walkthrough, all intercoms, radios and door locks appeared to be in working order. I did not receive repetitive complaints from inmates regarding conditions of confinement or staff supervision.

One area that continues to be an issue is the ceilings throughout the facility still show wear and damage. While walking through the detention areas, it was noticed that paint is missing from walls, bunks and tables. If this issue has not already been brought to Maintenance, please address it as soon as possible.

## **Programs**

The Washburn County Jail provides the following programs to both male and female inmates.

- Men and women ministry programs
- AODA
- AA
- Female Inmate Victims program
- GED
- Group Skill Building
- Transition and Reintegration program
- Individual Skill Building

## **The following Codes were found not to be in compliance:**

### *Corrective Actions*

- 350.17(10) – A review of the documentation regarding inmates who are placed on suicide watch failed to show who the individual was initiating the suicide watch; name, date and time supervisor contacted; and name, date and time of referral to mental health professional.

## **Recommendations**

- While reviewing the documented rounds it was brought to my attention that there are 3 “pipes” being used by staff to document rounds. This creates multiple reports that your Supervisors should be cross referencing to ensure staff are meeting code requirements. It is recommended that a procedure be implemented so one report is generated. This way staff can efficiently review documentation for compliance.

## **Approval**

The Washburn County Jail is approved by the Department of Corrections for the secure detention of adult inmates with the maximum capacity of 30.

I wish to thank Captain Dan Brereton and his staff for their assistance, cooperation and professionalism during the inspection process.

If you have any questions regarding the inspection results summarized in this letter or if I may be of any assistance regarding correctional matters, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Brad Hoover".

Brad Hoover  
Detention Facilities Specialist

cc: Dan Brereton, Jail Administrator  
Melissa Roberts, Director-ODF  
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