

TEXAS COMMISSION ON JAIL STANDARDS

EXECUTIVE DIRECTOR
Brandon S. Wood



P.O. Box 12985
Austin, Texas 78711
Voice: (512) 463-5505
Fax: (512) 463-3185
Agency Website: <http://www.tcjs.state.tx.us>
E-mail Address: Brandon.wood@tcjs.state.tx.us

April 1, 2019

Sheriff Calvin Boyd
Burnet County Sheriff's Office
P.O. Box 1249
Burnet, TX 78611

*for 4/9 CC
AIR
AS*

Dear Sheriff Boyd,

The most recent inspection of the Burnet County Jail on March 27-28, 2019 by Texas Commission on Jail Standards Inspector Jennifer Shumake has demonstrated that your facility is in compliance with Texas Minimum Jail Standards.

Enclosed you will find Certificate of Compliance for the Burnet County Jail.

If you have any questions please feel free to contact me.

Respectfully,

A handwritten signature in black ink, appearing to read "Brandon S. Wood".

Brandon S. Wood
Executive Director

BW/sh

cc: Judge James Oakley, Burnet County

****Note:** Please be advised that technical assistance was provided in some areas. The Requirements Review has been attached for your review to ensure that you are fully aware of the issues. Failure to address the technical assistance areas in a timely manner may result in the issuance of a notice of non-compliance.

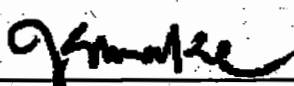
Judge Bill Stoudt, Longview, Chair
Jerry W. Lowry, New Caney, Vice Chair
Larry S. May, Sweetwater

Sheriff Dennis D. Wilson, Groesbeck
Sheriff Kelly Rowe, Lubbock
Dr. Esmaeil Porsa, M.D., Parker

Commissioner Ben Perry, Waco
Duane Lock, Southlake
Melinda E. Taylor, Austin

"The Commission on Jail Standards welcomes all suggestions and will promptly respond to all complaints directed against the agency or any facilities under its purview".
To empower local government to provide safe, secure and suitable local jail facilities through proper rules and procedures while promoting innovative programs and ideas

TEXAS COMMISSION ON JAIL STANDARDS - INSPECTION REQUIREMENTS REVIEW


Jennifer Shumake, TCJS Inspector

Facility Name: Burnet County Jail

Date: March 27-28, 2019

Chapter	Title	Comments
259	New Construction	Conducted a walk through inspection of the facility.
261	Existing Construction	Not applicable.
263	Life Safety	Inspected life safety equipment and conducted and observed emergency drill. Reviewed documentation. Conducted staff interviews.
265	Admission	Reviewed a random sample of 18 inmate files. Interviewed staff. Reviewed policy.
267	Release	Reviewed a random sample of 18 inmate files. Interviewed staff.
269	Records/Procedures	Reviewed policy and documentation. Interviewed staff and reviewed ADA compliance evaluation.
271	Classification	Reviewed a random selection of 18 inmate files. Reviewed staff training records. Reviewed internal classification audits. Reviewed policy. <u>Technical assistance provided. Before the review of the inmate classification files, the administration informed this inspector that the classification officers reviewed the inmate files. However, a few of the inmates were not reassessed properly. Although the mistakes changed the numeric value, the classification risk of the inmates did not change. The administration volunteered to perform an in house audit of all of the current inmates in custody. Follow-up action required. The administration will email this inspector the results of the audit upon completion. Furthermore, the administration will implement a plan of action to ensure that all of the officers are trained on the use of the current classification tool and re-classification tool utilized by the jail. The administration will retrain all classification officers and email this inspector a copy of the roster training within 30 days.</u>
273	Health Services	Reviewed a random selection of 40 files. Interviewed staff and inmates. Reviewed training records. Reviewed policy.
275	Supervision	Reviewed a random selection of 40 officer TCOLE certification records. Reviewed officer documentation. Interviewed staff.
277	Personal Hygiene	Conducted a facility walk through. Reviewed facility schedule.
279	Sanitation	Conducted a facility walk through. Interviewed staff and inmates. Reviewed policy. <u>Technical assistance provide. While conducting a walk-through of the jail this inspector observed a few lights out in dayrooms and halls, low water pressure through-out the jail and door in the kitchen to be rusted and corroded on the bottom of the door. All of the issues were addressed immediately while this inspector was on site. No follow-up action required.</u>
281	Food Service	Conducted walk through inspection in kitchen area. Interviewed staff. Reviewed documentation.
283.1	Discipline	Reviewed 30 disciplinary hearing records. Interviewed staff and inmates. Reviewed policy. Reviewed inmate rules.
283.3	Grievance	Reviewed 30 inmate grievance/complaints. Reviewed policy. Interviewed staff and inmates.
285	Exercise	Walk through of exercise area conducted. Reviewed documentation. Interviewed staff and inmates. <u>Technical Assistance Provided. While reviewing the inmate recreation logs, this inspector observed that on occasion, the jail staff did not consistently indicate why inmates did not remain in the recreation yard for 1 hour as required by minimum jail standards. This inspector recommended that the jail administration re-train the jail staff on how to properly document recreation and the importance of maintaining recreation as required by minimum jail standards. Follow-up action required. The administration will email this inspector roster training within 30 days.</u>
287	Education/Library	Reviewed policy and schedule. Interviewed staff and inmates.
289	Work Assignments	Reviewed policy and schedule. Interviewed staff and inmates.
291.1	Telephone	Reviewed policy and schedule. Interviewed staff and inmates.
291.2	Correspondence	Reviewed policy and schedule. Interviewed staff and inmates.
291.3	Commissary	Reviewed policy and schedule. Interviewed staff and inmates.
291.4	Visitation	Reviewed policy and schedule. Interviewed staff and inmates.
291.5	Religious Practices	Reviewed policy and schedule. Interviewed staff and inmates.

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APR 01 2019

Texas Commission on Jail Standards

TEXAS COMMISSION ON JAIL STANDARDS - INSPECTION REQUIREMENTS REVIEW

xxx	Variances	Not applicable.
xxx	Remedial Orders	Not applicable.
xxx	Complaints	Not applicable.
xxx	CCQ	CCQ inquiries are being submitted through TLETS as required.

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