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: info@tcjs.state.tx.us

for 6/9 CC
on A/R
J.D.

May 21, 2020

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

Dear Sheriff Boyd,

The most recent inspection of the Burnet County Jail on May 14, 2020 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,

B. 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.

TEXAS COMMISSION ɿ JAIL STANDARDS - INSPECTIC REQUIREMENTS REVIEW

Jennifer Shumake, TCJS Inspector

Facility Name: **Burnet County Jail** **Date:** **May 14, 2020**

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 24 inmate files. Interviewed staff. Reviewed policy.
267	Release	Reviewed a random sample of 7 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 24 inmate files. Reviewed staff training records. Reviewed internal classification audits. Reviewed policy. **Technical Assistance Required. While reviewing the inmate initial classification forms, this inspector could not verify that the jailers utilized the current CCH record as it was not part of the inmate file. The administration informed this inspector that the staff removes the previous CCH when inmates are reassessed. This inspector recommended that the jailers leave the initial CCH summary page in the file for review by the Commission. No follow-up action required.**
273	Health Services	Reviewed a random selection of 24 files. Interviewed staff and inmates. Reviewed training records. Reviewed policy. **Technical Assistance Provided. While reviewing the inmate digital Medication Administration Records (MARS), it was observed that during the May 7, 2020 medication pass multiple digital MARS forms did not have the medication technicians initials or the identifiers recording that medication was administered, or refused per the instructions on the form. This inspector interviewed the medical staff about the question mark (?) in the box and the nurse stated that the question mark (?) is a result of the computer system losing connection to the server while the medical staff is passing medication in the halls. The nurse was unable to confirm that medication was provided to the inmates or if the inmates refused medication on that date. This inspector recommended that the contract medical team and the administration implement a plan of action to ensure that medication administration and medication refusals are always documented either manually or digitally. Follow up action required. The administration will email this inspector a plan of action within 14 days.**
275	Supervision	Reviewed a random selection of 30 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. **Technical Assistance Required. While conducting the walk-through of the jail, this inspector observed multiple sinks with low water pressure. This inspector recommended that the administration check all jail sinks and adjust the water in each of the cells as soon as possible. Follow-up action required. The administration will ensure that all sinks are tested and adjusted within the next thirty (30) days and email this inspector a report when complete.**
281	Food Service	Conducted walk through inspection in kitchen area. Interviewed staff. Reviewed documentation.
283.1	Discipline	Reviewed 15 disciplinary hearing records. Interviewed staff and inmates. Reviewed policy. Reviewed inmate rules.
283.3	Grievance	Reviewed 20 inmate grievance/complaints. Reviewed policy. Interviewed staff and inmates.
285	Exercise	Walk through of exercise area conducted. Reviewed documentation. Interviewed staff and inmates.
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.
xxx	Variances	Not applicable.
xxx	Remedial Orders	Not applicable.
xxx	Complaints	Not applicable.
xxx	CCQ	CCQ inquiries are being submitted through TLETS as required.