

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

January 16, 2020

Sheriff Tom Maddox
Sabine County Sheriff's Office
P. O. Box 848
Hemphill, TX 75948-0848


Dear Sheriff Maddox,

The most recent inspection of the Sabine County Jail on January 13, 2020 by Texas Commission on Jail Standards Inspector William Phariss has demonstrated that your facility is in compliance with Texas Minimum Jail Standards.

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

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

Respectfully,


Brandon S. Wood
Executive Director

BW/sh

cc: Judge Daryl Melton, Sabine 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.

Vol 35 Page 18

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"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 JAIL STANDARDS - INSPECTOR REQUIREMENTS REVIEW

-William Pharis

William T. Pharris, TCJS Inspector

Facility Name: Sabine County Jail

Date: January 13, 2020

Chapter	Title	Comments
259	New Construction	Conducted a walk through 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. <u>Technical assistance provided.</u> – While reviewing life safety paperwork, this inspector observed that Jailer Tina Wayman did not have documented training for the 3rd and 4th quarter of 2019. Administration advised that Jailer Wayman was out for medical and vacation at the end of 2019 and missed the days training was performed for the staff. Issue was addressed with administration that quarterly life safety is a requirement for jail staff. Even though Jailer Wayman was absent the days of training, the opportunity for makeup training was present. Jailer Wayman arrived for work during the annual inspection. This inspector observed Jailer Wayman don the self-contained breathing apparatus (SCBA) and answer questions relating to life safety response. Training was performed while the inspector was on-site. No further action required.
265	Admission	Reviewed a random sample of 7 inmate files. Interviewed staff. Reviewed policy. <u>Technical assistance provided.</u> – While reviewing inmate files, this inspector observed that initial medical intake paperwork (i.e. CCQ match response, medical intake, and Screening Form for Suicide and Medical/Mental/Developmental Impairments) were placed in an envelope inside the inmate file. This inspector observed additional medical paperwork (i.e. medical requests and hospital discharge paperwork) outside of the medical envelope and mixed in with inmate file. Issue was addressed with administration that all medical paperwork must be kept separate from the inmate file. <u>Follow-up action required.</u> – Administration will develop a plan of action, within 30 days, to ensure that medical paperwork is separated from the inmate file at all times. The plan of action will be scanned and emailed to this inspector for review. Administration will provide documented training, within 30 days, on the requirement of the medical paperwork being separate at all times. Documentation will be scanned and emailed to this inspector for review.
267	Release	Reviewed a random sample of 3 inmate files. Interviewed staff.
269	Records/Procedures	Reviewed policy and documentation. Interviewed staff and reviewed ADA compliance evaluation. <u>Technical assistance provided.</u> – While reviewing inspection paperwork, it was determined that a majority of the operational plans were last revised in 2011. Issue was addressed with administration that new legislation and standards have been adopted since 2011. <u>Follow-up action required.</u> – Administration will review, revise, and submit all operational plans for updated approval by May 1, 2020. Administration will submit monthly emails to this inspector with the status of all operational plans submissions.
271	Classification	Reviewed a random selection of 7 files. Reviewed training records.
273	Health Services	Reviewed a random selection of 7 files. Interviewed staff and inmates. Reviewed training records. Reviewed policy. <u>Technical assistance provided.</u> – While reviewing inmate suicide prevention training, the approved agency operational plan states supplemental training will be provided for staff conducting intake screening and the training will be a minimum of 4 hours. Administration was unable to provide documentation for the additional training required by the approved agency operational plan. Issue was addressed with administration that minimum standards states additional training should be offered, but the approved agency operational plan states shall. Administration stated they plan to revise the current operational plan to reflect minimum standards and current practice. <u>Follow-up action required.</u> – Administration, within 30 days, will ensure that jail staff who conduct intake screening are in compliance with the approved agency operational plan.
275	Supervision	Reviewed a random selection of 10 jailer TCOLE certification records. Reviewed jailer documentation. Interviewed staff.

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TEXAS COMMISSION ON JAIL STANDARDS - INSPECTOR REQUIREMENTS REVIEW

277	Personal Hygiene	Conducted a facility walk through. Reviewed facility schedule.
279	Sanitation	Conducted a facility walk through. Interviewed staff and inmates. Reviewed policy.
281	Food Service	Conducted walk through inspection in kitchen area. Interviewed staff. Reviewed documentation.
283.1	Discipline	Reviewed 0 disciplinary hearing records. Interviewed staff and inmates. Reviewed policy. Reviewed inmate rules. ***None of File***
283.3	Grievance	Reviewed 1 inmate grievance/complaints. Reviewed policy. Interviewed staff and inmates.
285	Exercise	Walk through of exercise area conducted. Reviewed documentation. Interviewed staff and inmates. Deficiency noted.
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.

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Texas Commission on Jail Standards

Vol 35 Page 20