

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

March 1, 2018

Sheriff Larry Webb
Upshur County Sheriff's Office
405 N. Titus
Gilmer, TX 75644

Dear Sheriff Webb,


The Texas Commission on Jail Standards wishes to acknowledge the excellent work of the Upshur County Sheriff's Office with a Certificate of Compliance for the Upshur County Jail. The most recent inspection of your facility on February 28, 2018 by Texas Commission on Jail Standards Inspector Shane Sowell has demonstrated that your facility is in compliance with Texas Minimum Jail Standards.

The Certificate of Compliance demonstrates your outstanding leadership and the diligent work of your staff in complying with minimum jail standards. In addition, this achievement is a direct result of your office's commitment to excellence and is an example of dedication and professionalism in maintaining a safe, secure, and sanitary facility.

Providing the essential budgetary support for jail operations is also imperative to achieving compliance, so let me also congratulate the Upshur County Commissioners' Court for their vital support of jail operations.

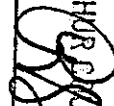
The citizens of Upshur County should be proud of your combined efforts, as is the Texas Commission on Jail Standards.

Respectfully,


Brandon S. Wood
Executive Director

BW/js

cc: Judge Dean Fowler, Upshur County

FILED
TERRI ROSS
COUNTY CLERK
2018 MAR 15 AM 9:28
UPSHUR COUNTY, TX.
BY 
DEPUTY

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. Esmail Porsa, M.D., Parker

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



Texas Commission on Jail Standards

Upshur County

Gilmer, Texas

SUBJECT: INSPECTION REPORT

FILED
TERRI ROSS
COUNTY CLERK
2018 MAR 15 AM 9:29
UPSHUR COUNTY, TX.
BY [Signature]
DEPUTY

February 28, 2018
Date(s) of Inspection

State Law requires periodic inspections of county jail facilities (VTCA, Local Government Code, Chapter 351, VTCA, Government Code, Chapter 511; Chapter 297.8, Texas Commission on Jail Standards).

- The facility was inspected on the date(s) indicated above, and it was determined that deficiencies exist. You are urged: (1) to give these areas of noncompliance your serious and immediate consideration; and (2) to promptly initiate and complete appropriate corrective measures. The Commission is available to discuss or assist you with the appropriate corrective measures required.

Failure to initiate and complete corrective measures following receipt of the Notice of Noncompliance may result in the issuance of a Remedial Order (Chapter 297.8, et seq.).

- This facility was inspected on the date(s) indicated above. There were no deficiencies noted and upon review of this report by the Executive Director of the Texas Commission on Jail Standards, a certificate of Compliance may be issued per the requirements of VTCA, Chapter 511 and Texas Minimum Jail Standards.

Authenticated:

Fred St. Amant
Fred St. Amant, TCJS Inspector

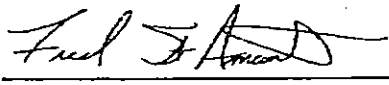
Inter-Office Use Only

Received by: _____	Date _____
Reviewed by: _____	Date _____

cc: Judge
Sheriff

Individuals and/or entities regulated by the Texas Commission on Jail Standards shall direct all complaints regarding the commission procedures and functions to the Executive Director at: P.O. Box 12985 Austin, Texas 78711 (512) 463-5505 Fax (512) 463-3185 or at our agency website at www.tcjs.state.tx.us.

COMMISSION ON JAIL STANDARDS - INSPECTION REQUIREMENTS REVIEW



Fred St. Amant, TCJS Inspector

County Jail

Date:

February 28, 2018

	Comments
Construction	Conducted a walk through inspection of the facility.
Construction	Not applicable.
Safety	Inspected life safety equipment and conducted and observed emergency drill. Reviewed documentation. Conducted staff interviews.
Prisoner Files	Reviewed a random sample of 16 inmate files. Interviewed staff. Reviewed policy.
Prisoner Files	Reviewed a random sample of 5 inmate files. Interviewed staff.
Staff/Procedures	Reviewed policy and documentation. Interviewed staff and reviewed ADA compliance evaluation.
Classification	Reviewed a random selection of 16 inmate files. Reviewed staff training records. Reviewed internal classification audits. Reviewed policy. Interviewed staff.
Services	Reviewed a random selection of 16 files. Interviewed staff and inmates. Reviewed training records. Reviewed policy. Technical assistance provided. During the review of the magistrate notification documentation this inspector observed that an inmate was booked in on the day shift but the magistrate notification needed to be made by the evening shift. Communication did not occur between the two shifts, hence, the jail exceeded the 12 hour limit established by the CCP Art. 16.22. The day shift notified the magistrate the next day. The administration will ensure the shift supervisors communicate what needs to be done such as the magistrate notification before day shift leaves the building after being relieved by the night shift. Issue is being addressed. This inspector will follow regarding this matter within the next 30 to 90 days.
Officer Certification	Reviewed all 29 officer TCOLE certification records. Reviewed officer documentation. Interviewed staff.
Facility Hygiene	Conducted a facility walk through. Reviewed facility schedule.
Facility Inspection	Conducted a facility walk through. Interviewed staff and inmates. Reviewed policy.
Food Service	Conducted walk through inspection in kitchen area. Interviewed staff. Reviewed documentation.
Disciplinary	Reviewed 10 disciplinary hearing records. Interviewed staff and inmates. Reviewed policy. Reviewed inmate rules.
Grievance	Reviewed 10 inmate grievance/complaints. Reviewed policy. Interviewed staff and inmates.
Exercise	Walk through of exercise area conducted. Reviewed documentation. Interviewed staff and inmates.
Phone/Library	Reviewed policy and schedule. Interviewed staff and inmates.
Work Assignments	Reviewed policy and schedule. Interviewed staff and inmates.
Work Time	Reviewed policy and schedule. Interviewed staff and inmates.
Visitation	Reviewed policy and schedule. Interviewed staff and inmates.
Medical	Reviewed policy and schedule. Interviewed staff and inmates.
Commissary	Reviewed policy and schedule. Interviewed staff and inmates.
Religious	Reviewed policy and schedule. Interviewed staff and inmates.
Work Practices	Reviewed policy and schedule. Interviewed staff and inmates.
Restrooms	Not applicable.
Medical Orders	Not applicable.
Contracts	Not applicable.
	CCQ inquiries are being submitted through TLETS as required.

ANNUAL JAIL REPORT

County:	<u>Upshur</u>		
Sheriff:	<u>Larry Webb</u>	Judge:	<u>Dean Fowler</u>
email	<u>larry.webb@countyofupshur.com</u>	email	<u>kristin.culberson@countyofupshur.com</u>
Jail Administrator:	<u>Lt. Donna Hutto</u>	Inspector:	<u>Fred St. Amant</u>
email	<u>donna.hutto@countyofupshur.com</u>		

Last Inspection February 27, 2017 Compliant Yes Inspection Date(s) February 28, 2018
 Remedial Order N/A Effect: _____

Reportable Incidents <small>(Previous 12 month History)</small>	Fires	<u>0</u>	Escapes	<u>0</u>	Contract Inmates Housed FOR USMS <u>10</u>
	Deaths	<u>1</u>	Walkaway	<u>0</u>	
	Suicides	<u>0</u>	Secured	<u>0</u>	
	Date Plans Approved <u>March 14, 2013</u>				

1. Facility Name Upshur County Jail
 Address 405 Titus, Gilmer, Texas Zip Code 75644
 Phone # 903-843-2541 Fax # 903-843-3204
 Built 1987 Renovated N/A Addition 1998
 Type Max Number of Variances 0

Drill Time 28 secs
 Facility Capacity 226
 Average Daily Population 133
 Housing Total this Date 147
 Holding Total this Date 5

2. Facility Name _____
 Address _____ Zip Code _____
 Phone # _____ Fax# _____
 Built _____ Renovated _____ Addition _____
 Type Max Number of Variances 0

Drill Time _____
 Facility Capacity _____
 Average Daily Population _____
 Housing Total this Date _____
 Holding Total this Date _____

3. Facility Name _____
 Address _____ Zip Code _____
 Phone # _____ Fax # _____
 Built _____ Renovated _____ Addition _____
 Type _____ Number of Variances _____

Drill Time _____
 Facility Capacity _____
 Average Daily Population _____
 Housing Total this Date _____
 Holding Total this Date _____

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Population: Housing 147 Hold/Detox/Violent 5 Total System Population 152
(During Inspection)

Total Inspection Time 9 hours
 Total Average Daily Population 133.00

BY: [Signature]
 DEPUTY SHERIFF
 UPCHUR COUNTY, TX

Interview with Court Representative Yes No

2018 MAR 15 AM 9:29
 FILED
 TERRI ROSS
 COUNTY CLERK

Commissioner's Court Representative [Signature]

[Signature]
 Sheriff
[Signature]
 Jail Administrator