



STATE OF ARKANSAS  
**Department of Public Safety**  
**Criminal Detention Facilities**  
**Review Committees**

**COORDINATOR'S OFFICE**

1 State Police Plaza  
 Little Rock, AR 72209  
 Phone: (501) 324-9493  
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Facility Name: Greene County Detention Center	District: 3rd
Date of Inspection June 13, 2023	
Mailing Address: 1809 North Rocking Chair Road Paragould, AR 72450	
Physical Address (if different):	
Facility Phone Number: 870-239-6334	Facility Fax Number: 870-239-6335
Sheriff/ Chief of Police: Brad Snyder	Sheriff/ Chief of Police Email Address: bsnyder@greencountyso.org
Facility Supervisor: Shelia Robertson	Facility Supervisors Email: srobertson@greencountyso.org
County Judge/Mayor: Rusty McMillon	County Judge/Mayors Email: countyclerk@greene.ar.gov
County/City Clerk: Phylis Rhynes	County/City Clerks Email: countyclerk@greene.ar.gov
Facility Construction Date: 1994	Latest Remodel Date: 2014 Remodel and Expansion

Type of Facility: ☐ Book-in Facility ☐ 24-Hour Facility  
☐ Holding Cell ☒ Full-Service Facility  
☐ Juvenile Status: \_\_\_\_\_

**AVERAGE DAILY POPULATION AND STAFFING INFORMATION**

Detainee Population Information	Male	Female	Total
Facility Capacity	368	88	456 (With 309s) (Plus Holding)
Average Daily Population	296	53	349
Today's Population	298	47	345
Facility Staffing Information			
Administrator	1	1	2
Detention Officer	27	13	40
Medical Personnel			Medical Contract
Jailer/Dispatch			
Other			Kitchen Staff IT Staff Maintenance Staff Office Staff

INSPECTION CHECKLIST	Status
Health Department Inspection	Current
Fire Department Inspection	Current
Written Policies	Current
Training Booklet	Current
Menu Approved by Licensed Dietician	Current
Annual Budget	Current

**Format:**

With concern to bed / housing capacity-  
Booking / holding area – 10  
Male general population housing – and Female general population housing together is 408  
Male trustees – 12  
Female trustees – 309s (16)  
Low risk – male – trustee / work release beds – 36

**Population Trends:**

Thus far this year (2023), the inmate population reached some 384 inmates.  
The jail's actual operational capacity is about 350 +/- inmates.

On a routine day the jail will have:  
72 Pre-trial Felony status inmates  
149 US Marshals Service inmates  
60 County – ADC-bound inmates  
15 Probation / Parole inmates

Balance of inmates will have a range of statuses and / or charges.  
The Review Committee appreciates the site's ability to house inmates for other communities.  
The jail staff works with a range of criminal justice partners to manage and oversee numbers and population trends.

**Physical Plant:**

The staff is working to update general fixtures, cell features, and plumbing components.

**Healthcare:**

Healthcare staff is on site 24 hours a day. The healthcare care team is composed of 5 nurses, a doctor, and a nurse practitioner.

**Programming:**

The jail has a chaplain program. The jail oversees a work release program. The agency is working to review and assess the reentry programs / services.

**General Matters:**

Floor officers will wear body cameras. The staff is working to update the SCBA fixtures / trainings. The staff is working to update the camera system.

The jail has an impressive record keeping system. After one year of service, each employee will usually secure some 24 hours of training. The staff is working to update the agency training log. The staff is working to designate a multi-purpose room within the facility. The staff is working to update the electrical board system. The staff recently updated several kitchen components.

**Staffing:**

In early 2022, the agency provided a staff level assessment to the quorum court, regarding employee needs and like aspects. The agency is working with the quorum court on current staff needs and related facets. The agency recently reformatted the site's staff system and employee framework. The agency now has 40 jail officer slots. On date of Review, all jail slots were staffed. On a routine day, all jail slots are filled. The agency has found they still need more positions to fully capture daily goals and hourly objectives. The site always has at least 5 employees on duty. Often, the site will have 6-9 jail officers on duty.

**Conclusion:**

The Review Committee commends the professional staff as they oversee a clean and orderly facility.  
The Review Committee applauds the County as they work to update the staffing plan with respect to the site.  
The agency staff and the Review team discussed the new standards.

**III. ADMINISTRATION:**

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
3-1003: Written Policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3-1004: Budget	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**IV. PERSONNEL:**

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
4-1002 A-B-C-D: Personnel File with required records	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4-1002 E-F-G: Have all jailers completed Jail Standards Course in the prescribed time frame?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4-1002 H: Does the facility have sufficient personnel? If not, has the administrator requested such in writing?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**V. RULES OF CONDUCT FOR PERSONNEL:**

5-1001-1002: Does facility policy and procedures manual provide for requirements listed in these sections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**VI. RECORD SYSTEM:**

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
6-1002: Are proper papers for commitment being maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1003: Is a proper jail log or detention record being kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1004: Is confinement information being gathered for each detainee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1005: Is the detainee's personal property being handled properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1006: Are proper medical records kept relating to the condition of detainee at intake?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1007: Does the facility have a written policy on strip searches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1009: Is a copy of the jail rules provided to the detainee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1008: Does the facility provide detainees opportunity to arrange bond after intake?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1010: Does the facility have a written policy on prenatal protocols and female services?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1011: Are disciplinary actions recorded in writing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1012: Is there a written record of unusual occurrences?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6-1013: Does the facility have a written policy on record retention?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**VII. RIGHTS OF THE ACCUSED IN CUSTODY:**

	<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
7-1001: Are detainee rights and rules posted and is a copy furnished them?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7-1002: Do detainee rights contain provisions A through G?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7-1003: Does written policy for disciplinary actions provide for requirements A through D?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**VIII. DETAINEE CLASSIFICATION:**

<u>In Compliance</u>	<u>Out of Compliance</u>	<u>See Overview</u>
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8-1001: Does the Facility provide complete separation of females from the area where males are confined?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1001: If applicable, are juveniles housed in accordance with state and federal laws?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1001: Are inmates separated by class?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8-1002: Are work release and trustee-status inmates separated from other detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### **IX. SECURITY:**

	<b><u>In Compliance</u></b>	<b><u>Out of Compliance</u></b>	<b><u>See Overview</u></b>
9-1001: Does the Facility have sufficient personnel on duty at all times?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9-1001: Are proper cell checks being made and recorded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1001: Does the facility have both male and female personnel on duty during times of both male and female confinement?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1002: Does the policy manual have a search procedure for control of contraband?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1002: Does the policy manual have a procedure for emergency situations in case of fire, escapes, riots, smoke situations, inmate disturbances and assaults, and other critical issues?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1002: Are officers' weapons removed before entering secure areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1002: Does the Facility have a policy for key control?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9-1002: Does the Facility have a written policy addressing security measures for work release and work detail detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### **X. MEDICAL, DENTAL, AND MENTAL HEALTH CARE:**

	<b><u>In Compliance</u></b>	<b><u>Out of Compliance</u></b>	<b><u>See Overview</u></b>
10-1001: The Chief Executive shall establish a written policy for making all medical, dental, and mental health services for available detainees. The policy shall include the designation of a Health Authority.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1002: If medical care is provided at the facility, is adequate space provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1003: Does the facility have an emergency and sick- call procedure?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1004: Are there written records of a detainee's medical and dental complaints, prescriptions, and treatments?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1004: Do the written medical records contain place, date, time, and nature of health services?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1005: Are records kept of medicine prescribed and administered?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1005: Is medicine kept in a secure area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10-1006: Does the facility have an emergency notification policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1009: Does the facility have a first aid kit and an automatic external defibrillator (AED) available in a secure and accessible location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1011: Does the facility have a written policy providing for the appropriate use of restraints	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1011: Does the facility have a written policy regarding the use of restraints on pregnant detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1012: Does the facility have an established detoxification procedure?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10-1015: Does the facility have a written policy concerning procedures during a public health emergency?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### **XI. MAIL, COMMUNICATIONS AND VISITING:**

	<b><u>In Compliance</u></b>	<b><u>Out of Compliance</u></b>	<b><u>See Overview</u></b>
11-1001: Is a visitor's log maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11-1003: Established rules for visitation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11-1004-1006: Is there a written policy for incoming and outgoing correspondence and privileged correspondence?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11-1007: Is there a written policy for the use of communication devices?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### **XII. FOOD SERVICE:**

	<b><u>In Compliance</u></b>	<b><u>Out of Compliance</u></b>	<b><u>See Overview</u></b>
12-1001-12-1004: Are meals being served as required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12-1001: Are menus approved by a dietician?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12-1002: Does the facility maintain required food service records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12-1003: Has the kitchen been inspected by the Health Department?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12-1004: Does the facility have a written policy regarding special and guidance related to delays in food service?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12-1005: Is garbage removed from the cells immediately after eating?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### **XIII. DETAINEE WORK RULES:**

13-1001: Does the facility have a written policy for detainee work rules, assignments, and programs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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#### **XIV. SAFETY:**

	<b><u>In Compliance</u></b>	<b><u>Out of Compliance</u></b>	<b><u>See Overview</u></b>
14-1002: Has the Facility been inspected by the local fire department in the past year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14-1003: Does the Facility have a written fire plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14-1004: Does the Facility have a written emergency plan established and acknowledged by staff in writing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

14-1005: Are exits clearly and permanently marked?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14-1006: Are cleaning fluids, flammable, toxic, and caustic materials stored properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14-1007: Does the facility have safety equipment and rules for detainee use of tools?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14-1008: Does the facility have up-to-date firefighting equipment maintained in a secure and accessible location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14-1009: Are personnel safety trainings documented in writing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**XV. DETAINEE SERVICES AND PROGRAMS:**

	<b><u>In Compliance</u></b>	<b><u>Out of Compliance</u></b>	<b><u>See Overview</u></b>
15-1002: Does the facility have a written policy on programs and services?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1003: Is exercise made available to all detainees daily?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15-1005: Does the facility have a written policy for commissary operations, if applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**XVI. EXISTING FACILITIES:**

	<b><u>In Compliance</u></b>	<b><u>Out of Compliance</u></b>	<b><u>See Overview</u></b>
16-1004: Is lighting adequate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1004: Does the facility adequately maintain environmental systems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1004: Is an automatic cut-in generator for emergency lighting and equipment provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1005: Does the facility have smoke and fire alarms in accordance with state fire code?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1006: Does the facility have housing or alternative facilities for disabled detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1007: Are there clear and illuminated emergency exits from each housing area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1008: Is there an adequate booking, intake, and release area with the required components in a secured perimeter?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1009: Is there a designated alcohol unit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1010: Do the cells meet general housing requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1011-1012: Are cells in compliance with size and space requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1013: Is there an observation cell for special housing areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1014: Do activity room(s) meet requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1015: Does the facility have required space to issue and store linens?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1016: Does the facility have required exercise spaces, and inclement weather policy for outdoor areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16-1017: Does the facility have a secured and controlled area for storage of security equipment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

16-1018: Does the facility have a designated space for administrative and staff functions?



16-1019: Does the facility have a designated space for food preparation and handling?



16-1020: Does the facility have a designated space for in-person visitation and consultation?



2023

Inspection Date

Signature: \_\_\_\_\_  
Committee Member

Signature: \_\_\_\_\_  
Committee Member

Signature: 151 Tony Horner (QSP)  
Committee Member

Signature: 151 Michelle Spawen (QSP)  
Committee Staff

Signature: 151 Charles Willis (QSP)  
Committee Member

Signature: \_\_\_\_\_  
Criminal Detention Facilities Review Coordinator

Signature: 151 Larry King (QSP)  
Chairperson