

**San Diego County Juvenile Justice Commission
Inspection Worksheet**

Data from Calendar Year 2019

East Mesa Juvenile Detention Facility	
Facility Address: 446 Alta Road Suite 6100 San Diego, CA 92158	Date of Inspection: August 25, 2020 and September 15, 2020
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The San Diego County Juvenile Justice Commission is a state-mandated, court-appointed citizens' commission. Its purpose is to inquire into the administration of juvenile court law in San Diego County, to provide leadership for citizen action and to promote an effective juvenile justice system operated in an environment of credibility, dignity, fairness and respect for the youth of San Diego County.

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I. Executive Summary

This year's inspection was conducted virtually due to precautions caused by the COVID-19 pandemic. The inspection was conducted on two separate days, which included administrative staff interviews on one day and the line staff and youth interviews on another day.

East Mesa has implemented changes during 2019 that were recommended by the commission that include the addition of correction counselors, culinary arts program, and a horticulture program. The facility has also added additional after-school programming that included cross-fit, writing workshops through The Beat Within, and music programs through David's Harp Foundation. The youth interviewed shared positive experiences with these additional opportunities to express themselves creatively. In addition, staff have started referring to youth using their first name as opposed to their last name.

OC spray incident reports were reviewed. There was a discrepancy regarding the number of OC spray incidents and the number of reports filed. Of the 88 incidents, 85 reports were filed with 34 of those being gang related. It was noted that a few staff have used OC spray numerous times compared to other staff. It is recommended that OC spray incident data be reviewed regularly to identify any patterns among staff. The disparity between OC incidents and OC incident reports was attributed to running reports monthly through PCMS that may not accurately represent the data at the end of the year.

There were no incident reports shared regarding suicide attempts at the facility. This was addressed at the inspection and it was confirmed that there were 0 suicide attempts and 7 youth that reported suicidal ideation.

Although this report is concerning 2019, it is imperative to discuss the changes made due to the COVID-19 pandemic and what the impact of these changes has been. Programming and CTE programs have significantly been reduced due to the pandemic. Youth interviewed shared positive experiences with the art, music, and culinary classes but noted that several of these were impacted due to COVID-19 restrictions.

Due to the pandemic, the staff to youth ratio has improved to allow for individualized connection with the youth. The line staff interviewed shared that a higher staff to youth ratio has improved their relationships with youth. It is recommended that the facility maintain the staff to youth ratio to increase connection and rapport and reduce the need for OC spray.

Overall, the facility is making changes as needed to ensure the safety of staff and youth during the pandemic.

A. Institution Overview

1. Population Trends & Staffing

- a. How many youths were diverted from custody during the intake process? 121
- b. Where were the youths diverted to? Community Assessment Teams, Community Intervention Officers, Alternatives to Detention Programs, on Home Supervision or a Promise to appear.
- c. How many youths were brought to the facility under the age of 12? 0
 - i. How many were detained? 0

2. Educational Achievements

<u>Educational Achievement</u>	<u># of Participants</u>	<u># of Graduates</u>
<u>High School Diploma</u>	54	54
<u>College Courses</u>	56	N/A
<u>David Harp Interns</u>	8	8
<u>Horticulture</u>	38	N/A
<u>Culinary</u>	5	N/A
<u>Project Aware</u>	89	89
<u>Playwright Project</u>	30	30
<u>Mural Development Club</u>	8	8
<u>Building Construction</u>	29	N/A
<u>CrossFit</u>	84	N/A
<u>Restorative Yoga</u>	42	N/A
<u>Beat Within</u>	50	N/A

- 3. Are programs in the facility evidence-based programs or evidenced based practices?
 - a. Data and Outcomes for Programs: The Probation Department does not track outcomes of programs at this facility due to the short length of stay being 18 to 21 days.
 - b. Repeat Clients: Yes
 - c. How do you determine who receives what services? Utilize SDRRC, SASSI Assessment and other information related to youth in PCMS
- 4. Serious Incidents Trends and Use of Pepper Spray: The Probation Department reported 88 incidents of Pepper Spray in 2019. All reports were reviewed. In 2018 there were 127 incidents. The Department is commended for the continued decrease of the use of Pepper Spray.
- 5. Coordination of Behavioral Health Services Care: Probation, Wellpath (the medical provider) and Behavioral Health Services work well within the facility to provide coordinated care to the youth.
- 6. Describe Transition Services and Results: Juvenile Court and Community Schools provide transition services to youth so youth are able to enroll in community schools in a timely manner. Behavioral Health provides youth transition services to avoid mental health service delays in the community. Wellpath provides information for any follow up care the youth may need when released. The casework Probation Officer monitors and assists youth when they return to the community.

7. Trauma Informed Staff training and impact: All staff receive Trauma informed training when hired. Due to the amount of youth that have experienced trauma this training should be on-going as well as training in regards to Autism and how to work with youth that are autistic due to the many levels on the autism spectrum.

B. Education/Training

1. Career and Technical Education: Horticulture, Information Systems, CPR and Culinary Arts are currently available to youth in the facility.
2. Community Tutoring/Mentoring Programs: There was not any information provided in this area during the inspection or in the pre-inspection worksheet.
3. Programs/Evidenced Practices (See table to be included): Evidence Based Practices are used in the facility. Due to the short length of stay Evidence Based Programs are not available as they cannot be implemented with validity.
4. Critical Incident Reports and STAT Team: STAT Team is immediately contacted in acute cases and referrals are made on non-acute cases. The cases are triaged by Behavioral Health and services are provided. Probation has documented contacts and referrals to STAT in the Incident Reports.
5. LGBTQI Training/Support-accommodations: Staff receive LGBTQI training. Through interviews there are dedicated staff that complete a Risk Assessment on every youth. The youth input provides information for proper housing unit assignment.

C. Commission Comments and Recommendations

1. Follow Up from 2019 Recommendations:
 - a. The Juvenile Justice Commission strongly recommends that Probation close the East Mesa Juvenile Detention Facility and incorporate that youth into the new Kearny Mesa complex, for the following reasons:
 - i. Remote Location:
 1. Due to its remote location, East Mesa has never fulfilled its original purpose of being a juvenile intake center for the South Bay, along the lines of Kearny Mesa. In fact, all juvenile intake still takes place at Kearny Mesa.
 2. East Mesa's remote location and lack of public transportation make family visits much more difficult than at a more urban location like Kearny Mesa.¹ Many studies have shown the importance of family visits for rehabilitation.
 3. Due to its remote location, staffing is always an issue for Probation, the County Office of Education and Behavioral Health Services. One of the main points of detention is to provide consistent educational and psychological services for the youth, but if service providers won't go to this remote location, then the youth are penalized through no fault of their own. For example, finding staff for the Continuing Technical Education programs is a perpetual problem, resulting in inconsistent programming and, even when staff are found, the programs are limited to a small number of youth.
 - ii. Prison-like appearance:

¹ Also, Probation stated in the draft inspection report that visiting hours during the week are Monday through Friday from 3pm to 8pm, but the Probation website currently states that visiting hours are 2pm to 8pm.

1. Much modern research has been done on the benefits to youth of being detained, when necessary, in school campus-like settings that provide comforting and supportive environments, e.g., the Missouri model ([ww.missouriapproach.org](http://www.missouriapproach.org)). East Mesa is exactly the opposite of the Missouri model in appearance. In fact, the units at East Mesa closely resemble San Quentin State Prison. Since at least 2015, the Juvenile Justice Commission has recommended that the prison atmosphere at East Mesa be “softened.” However, only recently have any changes been made, and these are clearly inadequate. One officer now works with the youth to create murals in some areas at East Mesa, and one unit has more “home-like” furniture². These steps are “too little, too late,” and clearly demonstrate that there is no serious commitment on the part of the department to make these changes.
 2. In addition, East Mesa is located very close to Donovan State Prison, visually perpetuating the “school to prison” pipeline effect every time a youth is transported to or from the facility. East Mesa is also located next to a law enforcement gun range that is often in use when youth are outside for recreation, so that youth out for recreation can hear gunfire, which could certainly exacerbate the mental health issues experienced by approximately 70% of these youth.³
- iii. Low numbers of youth at East Mesa
1. As at all the juvenile detention facilities in San Diego County, the average daily population (“ADP”) at East Mesa continues to fall, with the 2018 average daily population at 117 youth, or 40% of capacity. Going back five years, in 2017, the ADP was 38%, in 2016 ADP was 51%, in both 2016 and 2015, ADP was 54% and in 2013, ADP was at 47%⁴. This downward trend is expected to continue at all juvenile facilities⁵ and, if so, strengthens the Commission’s recommendation that this group should be integrated into the new Kearny Mesa campus. Closing East Mesa could certainly result in financial savings, as well as more consistent programming for the youth.
- iv. Probation response: East Mesa Juvenile Detention Facility (EMJDF) was designed to fulfill multiple purposes including intake and booking. While the Probation Department has not been conducting regular intakes at EMJDF, it may be utilized for that purpose again during construction of the Juvenile Justice Campus at Kearny Mesa.
- v. The Probation Department agrees family visitation is important to youth success. Through Georgetown University’s Youth in Custody Practice Model, the Department has redefined family visitation and increased visitation opportunities to 6 days per week. At the facility, a recent survey found more than half of youth receive at least one weekly visit. The Department recognizes transportation can be a challenge and is working to identify contracted services to assist with the barrier.

² This year’s inspection team did not see the home-like furniture.

³ See BHS Supplement to 2019 East Mesa Inspection report draft, paragraph 3.a, page 5.

⁴ See JJC reports for these years available on line. Note that the numbers for a particular year appear in the subsequent year’s inspection report.

⁵ ADP at Kearny continues to decline, from 60% in 2013 to 38% in 2017 and GRF was at 55% (25 out of a 45 youth capacity) in 2017.

We also promote Skype and other digital visitations as alternative options for youth and families.

- vi. The Probation Department has not experienced staffing challenges. Behavioral Health Services has had a stable, consistent clinical team in place at the EMJDF for many years. In fact, in March of 2019, two veteran staff retired after more than 30 years of service with the County. Two qualified replacements were quickly found, as there was a sufficient candidate pool and interest in the two positions. The EMJDF location does not impact BHS' ability to provide consistent psychological services to the youth. The San Diego County Office of Education will need to respond separately to concerns about their staffing levels.
 - vii. The Probation Department has visited model detention systems at Washington D.C.'s New Beginning Youth Development Academy, Santa Clara County's James Ranch, Los Angeles County's Campus Kilpatrick, and the State of Missouri. The new Urban Camp in Kearny Mesa is being designed with a trauma-informed, therapeutic approach. The EMJDF did not originally include those design features. We have taken steps to modify the building's features. Murals have been added and a horticulture program is in place. The Department anticipates the opening of a grass recreation field in Summer 2021.
 - viii. The Department projects that the capacity at EMJDF will continue to be needed and will be particularly required during the project to complete the new state of the art Urban Camp on the Kearny Mesa site. In addition, population fluctuations and developmental needs must be considered when housing youth. At this time, limiting unit availability only to the Kearny Mesa site would require jointly housing youth of various ages, levels of development and levels of offense activity, thus potentially jeopardizing youth safety.
- b. The Juvenile Justice Commission strongly encourages and recommends the Probation Department review, evaluate, and implement changes to OC use and de-escalation tactic practices to ensure the safety of youth and staff.
- i. The Commission has made this recommendation every year for at least the last five years, and this is still an issue. In 2016, Probation said they were trying whistles, and looking into implementing the Missouri model. In 2017, Probation said that decreasing ADP would basically result in increased staffing ratios, and hoped that would reduce the use of OC spray. This is not a best practices approach. In 2018, Probation said the same thing about reduced ADP helping to reduce OC spray use, along with implementing the Youth in Custody Practice Model. What verifiable steps is Probation taking to reduce and/or eliminate the use of OC spray? How is the change to 12-hour shifts affecting the use of OC spray?
 - ii. Probation Response: The department has contracted with the Council of Juvenile Justice Administrators for an evaluation of our de-escalation and use of force practices. First actions include:
 - 1. Town Halls: Work with our employee organizations to host 6 town halls with custodial staff and representatives to seek input on custodial practices, policies, and facilities culture.
 - 2. De-Escalation Techniques: Evaluate the two (2) conflict de-escalation training programs recommended in the report (Mandt and Safe Crisis Management) and

- develop a plan to train all custodial officers in national best practices for conflict de-escalation and effective intervention tools.
3. Training: All newly hired staffing completing the Juvenile Institutions Core academy have been receiving adolescent brain development, trauma-informed care, restorative practices, and implicit bias trainings ("enhanced trainings") since February 2018. Beginning in February 2020, all Urban Camp staff will receive "enhanced trainings" through San Diego State University Research Foundation. These trainings will be completed by June 30, 2020. The Department will also finalize a training curriculum that is exclusive for youth officers (custodial and field) to begin implementation in Fiscal Year 2020-21.
 4. Youth First Names: All EMJDF staff will begin communicating with youth by their given first names, in alignment with best practices.
 5. Youth Advisory Councils: Probation is piloting a Youth Advisory Council at East Mesa Juvenile Detention Facility to align with Georgetown University's Youth in Custody Practice Model. The Department will work with the Juvenile Justice Coordinating Council to evaluate progress with youth feedback and recommend expanding Youth Advisory Councils to all facilities in Fiscal Year 2020-21.
 6. Partner Juvenile Detention Sites: Probation staff and juvenile justice partners have visited model juvenile detention systems around the country that do not carry O.C. including Santa Clara County Probation Department, Department of Youth and Rehabilitative Services in Washington, D.C., and Missouri
 7. Division of Youth Services. The Probation Department will continue seeking out additional facilities to better understand how staff operate without OC.
 8. Volunteer Coordinator Consultant: The Probation Department will work with the Juvenile Justice Coordinating Council to add this resource in Fiscal Year 2020-21.
- iii. Skills, training and practices that reduce the need for officers to use force continue to be a high priority for the Probation Department. During this fiscal year we plan to expand our training in the areas of Implicit Bias, Adolescent Brain Development, Childhood Disorders, Trauma Informed Care and Restorative Practices.
 - iv. The declining population and implementation of an efficient 12-hour schedule has resulted in an improved staff to youth ratio. This improved ratio is considered a best practice by the Youth in Custody Practice Model and is a cornerstone of the Missouri Model. While it is not possible to connect trends in OC use with one practice enhancement when many initiatives are occurring simultaneously, OC use in calendar year 2019 was down 14% over 2018. With 96% of OC deployments related to breaking up youth violence, the Department is continuing to focus on efforts to reduce violence between youth.
- c. The Juvenile Justice Commission recommends the Probation Department review medical services (in particular "med pass") to ensure youth obtain their medications in a timely manner.
 - i. Probation Response: Probation Department and its contracted medical services provider are committed to the timely administration of scheduled medications. Recently, the contracted medical services provider has enhanced juvenile detention facilities clinics with an additional 28 hours of evening coverage. The contracted

- medical services provider routinely reconciles youth's medications and tracks and evaluates the number of medications administered on a monthly basis in order to ensure, among other measures, timely administration of medications. The Department carries out quality assurance reviews for all contracted services.
- d. The Juvenile Justice Commission strongly recommends the Probation Department review and update their policies and procedures to ensure practice and policy are in line with one another.
 - i. Probation Response: The Probation Department has procured technical assistance from LexiPol to update our policies and procedures for Institutional Services. Revisions are in progress and we anticipate that updated policies and procedures will be issued throughout 2020.
 - e. The Juvenile Justice Commission recommends the Probation Department continue their hiring, training and retention efforts to ensure the safety of youth.
 - i. Probation Response: The Probation Department agrees with this recommendation. The Department has hired 116 new Correctional Deputy Probation Officers since April of 2018 and anticipates additional hiring in the coming months. To promote safety and wellness, the Department is creating a pipeline to ensure the Department remains fully staffed in our Institutions throughout the year. The Department anticipates holding three Juvenile Institutions (J.I.) Core academies annually to fill vacancies promptly, enabling the Department to provide positive engagement and rehabilitative programming
 - f. The Juvenile Justice Commission recommends the Probation Department train staff in report documentation in order for staff to present a clear understanding of what occurs during an incident.
 - i. Probation Response: The Probation Department agrees with this recommendation and will continue to provide training to staff to clarify report expectations.
 - g. The Juvenile Justice recommends that the Probation Department insert in future worksheets a short summary of appropriate Manual sections in addition to the citation to a particular policy (such as Policy section 5.4.5.2 regarding LGBTQI). We don't believe that there are any privacy concerns in summarizing any Manual provisions.
 - i. Probation Response: The Probation Department agrees with this recommendation and will implement summaries in future submissions.
 - h. The Juvenile Justice Commission recommends the Probation Department establish a TRU Unit.
 - i. For several years, the JJC has recommended establishing a TRU unit at East Mesa. The Executive Summary for the 2018 JJC report states that the Unit Confinement unit has been converted to a TRU unit, where all "Probation officers, teachers and mental health staff are trained in the TARGET (T4) curriculum." At the JJC Quarterly Meeting on October 16, 2019, Probation (Dr. Twitchell) stated that it is a "TRU-like" unit. Clearly this more long-term population could benefit the most from a TRU unit, and this would be another benefit of closing East Mesa and adding those youth to the more established TRU unit program at Kearny.

- ii. Probation Response: The Trauma Response Unit has demonstrated sustainable success in decreasing trauma symptoms for youth, decreasing violence and improving safety of both youth and staff since 2015. The Probation Department will continue to investigate ways to increase staffing in Clinical Services and Rehabilitation to allow expansion of this approach to youth in all units, regardless of facility.
- i. The Juvenile Justice Commission recommends the Probation Department increase Career and Technical Education (CTE) Programming (Probation with San Diego County Office of Education (SDCOE)):
 - i. For several years, the JJC has recommended that East Mesa improve their CTE offerings and make them available to more youth. While East Mesa has added a building and plumbing program, the garden program is being administered by a Probation officer, and the Culinary Arts program is not yet up and running, and a dog handling program has been delayed. In addition, these programs appear to serve only a small number of youth. The idea is to have the youth be able to obtain certificates in CTE and to have these programs be available to large numbers of youth. Transferring this population to Kearny Mesa would likely result in more consistent and more available CTE programming.
 - ii. Probation Response: The San Diego County Office of Education responds: SOAR East Mesa acknowledges the need for more CTE opportunities. Each year we have made improvements by increasing the number of programs that will enhance student engagement and meaningful learning experiences. Here is how we have improved:
 - 1. The Horticulture program (referred as “Garden program” in recommendations) is taught by a certificated CTE instructor which offers two classes every day except Thursdays.
 - 2. The Building and Maintenance CTE course continues to thrive offering two classes Monday – Friday. The course offers field trip experiences to local businesses with the intent to build a pathway for students to apply for internships.
 - 3. The Culinary Program resumed in the fall of 2019. The sheriff’s department is no longer our food service provider, so the Culinary program was put on hold during the transition. We plan to resume Culinary in early January now that the new food service providers are in place. The class will be made up of small cohort of students that will rotate through the course earning “food handler’s” and “serve safe” certification. The intent will be for the students to help in food preparation daily once up and running fully.
 - iii. Outside of CTE programs the school and probation have collaborated to bring other programs to the facility. We now have after school programs that include; CrossFit, Yoga, Ukulele lessons, and a running club. The programs are offered in the evenings each week and are voluntary for students to participate.
 - iv. East Mesa has a robust college program. Students can enroll concurrently taking college coursework while finishing their requirements for high school diploma. Also, to be noted, we have a significant number of high school graduates at taking college courses. We currently have 20% of our EM population enrolled and taking a community college courses during the school day.

- v. For clarification, JJC recommendations suggests transferring EM student population to Kearny Mesa would result in more available CTE programming. However, the Kearny Mesa program does **not** offer any CTE programming. This is due to the high transiency rate at Kearny Mesa. CTE offerings are only available for students that have been adjudicated and placed in the Urban Camp program which is located at Kearny Mesa site.
- j. The Juvenile Justice Commission recommends the Probation Department include STAT teams in review of Critical Incident Reports:
 - i. The JJC has recommended in the past that Probation include STAT team personnel in the review of Critical Incident Reports to obtain their input. Just as PERT teams now ride along with police department calls, or even handle the calls on their own, input from mental health professionals could result in fewer critical incidents
 - ii. The Probation Department is developing new policies and procedures concerning the review process for critical incidents. These will call for STAT clinicians to participate in reviews of all incidents in which force was used.
- k. The Juvenile Justice Commission recommends the Probation Department evaluate programming:
 - i. For several years, the JJC has recommended that Probation evaluate the programming offered at East Mesa, especially the non-evidence based programming, and eliminate those programs that are duplicative or that do not provide verifiable benefits. We understand that Probation has begun evaluating its programming, but we are not aware of the scope of this project or its timeline. Programming that the JJC has recommended in the past includes:
 - 1. Expand youth-led support programs that deal with peer conflict (in the past, a STAT team clinician ran groups in the YOU, Alpha and Bravo units;
 - 2. Adopt the violence prevention program that was successful at Kearny; and
 - 3. Have on-site youth mentors to ease the transition back to local communities (Probation was going to consult with Second Chance).
 - ii. Probation Response: The Probation Department has conducted Correctional Program Checklist evaluations of Youthful Offender Unit programming twice, with results showing good adherence to evidence-based practice for this population. Probation will add the Treatment Director as a back-up to the Contracting Officer's Representative for the YOU Second Chance contract and will work with the Health and Human Services Agency to include the Treatment Director as a resource for management of the Bridgeways San Diego Youth Services contract. This would improve coordination of services provided to youth by Second Chance and Bridgeways, including increased utilization of weekend programming to increase the dosage of EBP treatment that youth receive.
 - iii. The Probation Department will also arrange a briefing regarding the Standardized Program Evaluation Protocol process which Dr. Twitchell and Dr. Nelson are co-chairing.
 - 1. The Probation Department agrees.
 - 2. The Probation Department is unsure which program the Commission is referring to.
 - 3. Mentoring has been added to available services and mentors from the Resilience Mentoring program are beginning to see youth in custody.

2. The Juvenile Justice Commission recommends the Probation Department consider bringing back correctional counselors; the JJC made this recommendation in 2016 and 2017.
 - i. EMJDF has had a correctional counselor in place since October 2018.
 - b. The Juvenile Justice Commission recommends the Probation Department call youth by their first name and eliminate wall facing:
 - i. The JJC made this recommendation in 2017. Is this now part of Probation’s policies, or is it still voluntary? Enough time has elapsed to ensure that the culture change has taken place, as long as there is adequate support from management.
 - ii. Probation Response: All EMJDF staff will begin communicating with youth by their given first names, in alignment with best practices. Youth are not required to face the wall at EMJDF.
 - c. The Juvenile Justice Commission recommends the Probation Department improve food and the kitchen:
 - i. After many years of the JJC recommending that meals be prepared on site, as they were originally, this change has finally been made. We hope that a robust Culinary Arts CTE program is also in place.
 - ii. Probation Response: With the new food provider in place, SDCOE resumed Culinary Arts in early January. The classes are made up of small cohorts of students that will rotate through the course earning “food handler’s” and “serve safe” certifications.
 - d. The Juvenile Justice Commission recommends the Probation Department improve field trips: Probation has stated that supervisory staff will be identifying and arranging for offsite field trips.
 - i. Probation Response: EMJDF has continued to provide a variety of field trips and organized events throughout the 2019 calendar year. These events and outings have included theatrical plays, fine arts, sporting events, educational opportunities, half-marathons, and career events.
 - e. The Juvenile Justice Commission recommends the Probation Department incorporate cable TVs in the day rooms: Probation reports that cable has been installed so that youth can watch sporting events, etc.
 - ii. Probation Response: All units at EMJDF have been equipped with cable television in their day rooms since the facility opened.
3. The Juvenile Justice Commission recommends that Probation close East Mesa as part of the master plan to create the new Kearny Mesa campus on a set timetable, and to include considerations for appropriate staffing and staff training.
 - i. Probation Response: Based on ongoing and anticipated needs for capacity, there are no plans to close EMJDF. The Department projects that the capacity at EMJDF will continue to be needed and will be particularly required while the new state of the art Urban Camp facility is constructed on the Juvenile Justice Campus at the Kearny Mesa site.
 - ii. The Juvenile Justice Campus will include considerations for appropriate staffing and staff training to ensure the benefits of the smaller, home-like units and support facilities are fully realized.
- b. The Recommendations for Behavioral Health Services (BHS)

- i. Provide psychological services on Saturday
 1. For several years, the Commission has recommended that BHS add psychological services on Saturday, as incidents occur more frequently in the evenings and on weekends.
 2. BHS Response: Behavioral Health Services STAT team has been providing mental health services on Saturday to the youth at the East Mesa Juvenile Facility since July of 2019. For years, several STAT Clinicians' regular work schedule at East Mesa covered evening hours Monday through Friday until 7 pm at night and for the last year and a half a clinician has been there Monday through Friday until 9pm. Sundays were covered for the last 4 years until the clinician retired and hiring is currently underway for this position. In addition, the facility also has access to the on-call psychiatrist twenty-four hours a day/seven days a week.
- ii. Ensure that mental health staffing is at least at the same level as Kearny; in 2016, the mental health staff ratio at EMJDF was 1:17 and at KMJDF it was 1:10
 1. BHS Response: Behavior Health Services continuously reviews staffing schedules and FTE's assigned to each facility based on needs; adjustments are made as needed. The clinical needs of youth at East Mesa and Kearny Mesa Juvenile Detention Facilities are not equivalent, thus there are staffing differences between the two institutions. As KMJDF is the entry point for all youth booked into custody and the length of stay for youth at that facility is 18-21 days, there is a higher need for clinician availability to manage screening, assessment, crisis intervention and stabilization. All youth are screened upon entering the facility by both Probation and Wellpath staff for a history of mental health treatment services, psychotropic medication use, suicidal ideation, etc. This screening process often leads to a referral for assessment by STAT clinicians. Youth at EMJDF are all transferred from KMJDF. While continued screening for mental health issues is completed after transfer, most of the historical risk factors prompting STAT assessment are identified upon initial entry to the detention facilities and youth for whom clinical services are indicated have already been connected to care. Finally, the average length of stay for youth at EM ranges from 35 days for general population to 7 months for YOU youth. As this population of youth is less transient, the clinical services indicated tend to be ongoing care, as opposed to the initial phase of assessment and treatment typically offered at KMJDF which is inherently more time intensive. For these reasons, the staffing ratios required at KMJDF are higher than is clinically indicated at EMJDF. A point in time review of youth in custody at East Mesa show that 80% of the youth were being seen by the STAT team. The current staffing at EMJDF meets the clinical needs of youth at that facility
- iii. Closely monitor youth on psychotropic drugs: The percentage of youth at East Mesa on psychotropic drugs in 2018 is 34%. In 2017, the percentage was 29% and in 2013, the percentage was 27%. What accounts for this increase, and how closely is BHS monitoring this situation?
 1. BHS Response: Youth are referred for psychiatry services when they enter the detention facilities and are reported to be prescribed psychotropic medications

in the community. At any point during their stay, they can be referred to psychiatry for additional assessment and treatment services. Evaluation by psychiatry does not necessarily lead to a prescription for psychotropic medication. Recent studies have consistently demonstrated that 60-75% of all youth with juvenile justice system involvement have a diagnosable mental health disorder (Bonham, 2006). There has been a marked decrease in the number of youths detained, which is a positive outcome of recent reforms. However, it is noted that there is a resultant increase in mental health acuity of the cohort of youth that is detained. Recognizing these realities, the STAT Team and partners have worked to try to mitigate these risks and facilitate positive outcomes. Use of psychotropic medication is only one component of comprehensive treatment services which include ongoing individual, group and family therapy.

2. All STAT-Team psychiatrists are Board Certified or Board Eligible Child and Adolescent Psychiatrists who have received at least 5 years' post-graduate training in psychiatry and child psychiatry. There is also a full-time Board-Certified Supervising Child and Adolescent Psychiatrist. Psychiatry services are regularly peer-reviewed (consistent with practices in the Behavioral Health Services System of Care). Medication monitoring is reviewed in concordance with the California Guidelines for Use of Psychotropic
 3. Medication with Children and Youth in Foster Care, a document disseminated by the Department of Health Care Services and California Department of Social Services.
 - a. While the percentage of youth prescribed psychotropic medications has increased in recent years, it is difficult to discern whether this is due to an increase in acuity of the population, youth entering the detention facilities prescribed psychotropic medication at higher rates, or due to additional factors. Regardless, youth in the detention facilities have access to high-quality, carefully monitored psychiatric care.
- iv. Ensure that all youth can participate in group therapy.
1. BHS Response: BHS is available for consultation and collaboration to Probation as programming is developed in the institutions. Programming within the institutions, which includes the types of programming is authorized by Probation. BHS STAT team is always collaborating with Probation. Some examples of this collaboration include development of suicide prevention policies and procedures, coordination of clinical support for the Trauma Responsive Unit, and provision of services for youth in and out of custody through the BHS Bridgeways contract. For individual youth, the STAT-Team, in conjunction with Probation, have regularly scheduled Multi-Disciplinary Team meetings which identify the mental health needs of the youth in detention and are a conduit for making recommendations regarding what programming may be appropriate for a given youth.
 - a. BHS monitors/evaluates their contracted providers (SDYS – Bridgeways program) as well as the services provided by our STAT program to ensure contract obligations and standards of care are met. This is done through

Quarterly Status Reports, annual site visits, annual medical record reviews and monthly/weekly meetings with program manager. At East Mesa, Bridgeways currently is contracted to provide 20 psychoeducational groups a week. At this time, based on the amount of services Probation has at the facilities, 10 groups a week are being utilized.

4. The 2020 Recommendations:

- a. The Juvenile Justice Commission strongly encourages and recommends the Probation Department review, evaluate, and implement changes to OC use and de-escalation tactic practices to ensure the safety of youth and staff.
- b. The Commission recommends the Probation Department review incident reports collectively in order to ascertain who is using OC spray and when it is being used to assist in decision making to ensure youth safety.
- c. The Commission recommends the Probation Department develop a robust training in the area of Implicit Bias, Adolescent Brain Development, Trauma Informed Care, and Restorative Justice for all staff (Probation and Collaborative) working with youth in the facility.
- d. The Commission recommends additional training for staff on building rapport with youth in order to reduce the use of force and OC spray.
- e. The Commission recommends the Juvenile Court and Community Schools administer intellectually appropriate education for all youth so they are working at the appropriate grade level.
- f. The Commission recommends Probation and Juvenile Court and Community Schools expand on-line college opportunities for youth that have completed high school.
- g. The Commission recommends additional CTE courses and arts and music programming to engage the youth and provide them relevant experience.
- h. The Commission recommends additional snacks be provided for the youth throughout the day in addition to healthier food options.

4. How does facility staff ensure that youth understand rules and procedures? In addition to verbally informing them, youth receive written information on their rights, as well as facility rules.
5. Where are rules and procedures posted in the facility? Information is posted in IBR, Central Control, and all Housing units.

C. LGBTQI Admissions

1. Are staff trained in basic LGBTQI competency? Yes
2. Has a special training or ongoing training been implemented? Yes
3. Do you ask youth their gender identity and gender pronouns during intake? Yes
4. How do you work with youth who identify as non-binary, genderqueer, gender non-conforming, neither male nor female? While EMJDF has yet to encounter a youth who identifies as non-binary, genderqueer, gender nonconforming or neither male or female, it is covered in our LGBTQI training and in policy section 5.4. All Probation staff are held to a standard of engaging youth in a courteous, respectful and nondiscriminatory manner.
5. What safety measures are in place to ensure that LGBTQI youth are safe and protected from harmful encounters? Please see policy section 5.4.5.3 for details on safe placement of LGBTQI youth within the facility. Youth are provided with a PREA brochure upon intake. They are reminded they can report harmful encounters, bullying, and/or sexual harassment incidents via private conversations with any staff member in the facility (officers, school staff, counselors, nurses, etc.). They may report incidents in writing, via private sick- call slips, or in person. A Sexual Harassment script is read to all youth on a daily basis, which includes the PREA Ombudsmen's contact information. Additionally, officers make PREA announcements every shift and conduct weekly PREA education addressing the consequences for harmful encounters.
6. How are LGBTQI youth identified upon admission to the facility? Intake officers conduct a private PREA Risk assessment interview upon admission. The assessment tool includes questions which allow the youth to report whether they perceive themselves to be gay, lesbian, bisexual, transgender, or gender nonconforming. Policy section 5.4.5.2 specifies: Staff should be aware that LGBTQI youth are in various stages of awareness and comfort with their sexual orientation and gender identity. Youth intake interviewers shall sensitively inquire about fears the youth may have of being harassed in the facility, but intake workers should not directly ask youth if they are LGBTQI. Some youth will disclose that they are LGBTQI. If a youth discloses their sexual orientation or gender identity, the intake officer should talk with the youth about it in an open and non-judgmental fashion and determine if the youth has particular concern or needs related to being LGBTQI.
7. Are there anti-bullying programs in the facility? Yes

D. Personal Property and Money

1. Is personal property and money recorded, stored, and returned upon release? Yes
2. Please list the types of personal property that may be kept in sleeping rooms: Letters, Photos, cards, books, phone numbers, addresses, stress balls

E. Youth Records

1. Are case records regarding individual youth kept on site? Yes
 - a. If yes, what steps are taken to protect these records? All case records are stored electronically in the Probation Case Management System (PCMS). Additionally, Administrative Separation, Medical Isolation, and Privilege Suspension hard copies are kept in file cabinets in the Administrative Senior's office and are accessible only to approved Probation staff.

F. Classification, Review, and Housing

1. Are youth assessed upon intake to determine appropriate classification? Yes
 - a. If yes, what classifications are used? Age and physical size, Gender, Physical disability, Court ordered commitment, current charge, intellectual development
2. How often are reclassification reviews conducted? As needed

G. Access to Legal Services

1. Are youth permitted to have reasonable contact with their attorneys? Yes
2. In the last calendar year has an attorney complained that they were not able to communicate with a youth/client? No
3. In the last calendar year has a parent complained that their child was denied access to his or her attorney? No

H. Telephone and Video Conferencing (Skype) Access

1. Are youth and staff trained on telephone access? Yes
2. Are youth permitted to use the telephone/video conferencing (Skype) to contact:
 - a. Parents/guardians? Yes
 - b. Anyone other than parents/guardians and attorneys? Yes
 - i. If yes, whom: Grandparents, siblings, own children, significant adult role model as approved by probation officer
3. If no, are youth permitted to use the telephone/video conferencing (Skype) to contact other close family members under special circumstances (such as upon the recommendation of a counselor or therapist)? N/A
4. Are telephone calls monitored? No
5. Are telephone calls recorded? No
6. In the last calendar year has a parent/guardian complained that their child was denied reasonable access to the telephone? No

I. Family Visits

1. What are the visiting hours for this facility? Monday-Friday 2:00 pm - 8:00 pm, Sunday A-L 9:00 am -10:00 am; M-Z 10:15 am - 11:15 am

2. Who may visit youth? Check all that apply:

- Parents/Legal Guardians Minor Siblings
 Adult Siblings Other: Mentors, other family members including children as approved by Court or Probation Officer

3. Is there ample space in the facility for visitation? Yes
4. Are youth permitted to have private conversations with visitors? Yes
5. Do probation staff members supervise visits? Yes
6. In the last calendar year has there been an instance of a visitor bringing “hard” contraband into the facility? Yes
7. In the last calendar year has there been an instance of a visitor threatening a youth or staff member? No
8. Are there transportation alternatives for family members who want to visit youth? Yes
9. What is the policy regarding an undocumented parent or family member of a youth for visitation as they may not have identification to visit? We accept US and Mexico IDs. See section 6.5.4 and the following procedure: The Court, KMJDF reception, or the Probation Officer may direct parents to the Juvenile Probation Center. The receptionist will take picture(s) and create a temporary ID (inside a plastic sleeve) which is good for 90 days. The receptionist will enter into PCMS that a temporary ID was created.
a. How is this policy disseminated to the parent or family member? Visitation hours and rules are posted on the Probation website and at facility reception. Information is provided at the Juvenile Court and by case carrying Probation Officers.

J. Mail and Email

1. Are youth permitted to receive mail? Yes
2. Are youth permitted to send mail? Yes
3. Is postage provided at no charge to youth? Yes
4. Is mail screened for contraband? Yes
5. Does a staff member read mail addressed to a youth? Yes
6. Are youth permitted to send or receive email? Yes

K. Staff-Youth Communications

1. Are youth provided opportunities to communicate with staff in writing? Yes
2. Are youth provided opportunities to communicate with staff verbally? Yes
3. Are communication aids (translators, hearing aids, etc.) provided when necessary? Yes

L. Grievances

1. Is there a formal grievance policy? Yes

2. Are written grievances reviewed daily? Yes
3. How are grievances tracked so that facility leaders can identify trends from grievance report? Yes
4. Is there a method for youth to be able to express concerns about the facility to a Probation Department official who is not assigned to the facility? Yes
 - a. If yes, please identify the means for which they can report: Youth or their family members can report concerns to any entity within the Probation Department or outside public entity. Staff accepts reports made verbally, in writing, anonymously and from third parties. Staff will document any report of misconduct. Youth have a variety of ways to report concerns about the facility, including reporting to outside agencies not a part of the Probation Department. Phone numbers and addresses to outside agencies are provided to youth during the intake process. The agencies provided are able to receive and immediately forward youth reports to agency officials, allowing the youth to remain anonymous upon request.
5. Are youth made aware on a routine basis that they can express concerns about their detention to their attorneys? Yes
 - a. Is there a formal grievance process available for parents? Yes
 - b. If yes, how many parents submitted grievances in the last calendar year? 0

Grievance Involving	Number of Occurrences
Residents	0
Attorneys	0
Family Members	0
Medical	0
Abuse	0

M. Clothing and Bedding

1. Are additional blankets available on request? Yes
2. How often is bedding laundered? Weekly
3. How often are youth given clean clothes? Daily

N. Non-Hazardous Furnishings

1. Are mattresses and bedding fire-resistant and non-toxic? Yes

O. Personal Hygiene/Showers

1. Are youth permitted to shower? Yes
 - a. Showers per week: 7
 - b. Minutes per shower: 5

2. Please list the hygiene products available to youth and indicate with an asterisk (*) which products are ethnically appropriate: Soap, deodorant, toothpaste, shampoo, lotion, combs, picks*, Motions shampoo*, Motions Hair and scalp daily moisturizing hairdressing*
3. How do staff members balance privacy and safety concerns? Youth are allowed an opportunity to shower in an individual room or shower stall, except in exigent circumstances or when such viewing is incidental to routine room checks

III. Education/Support Services

A. Staffing

1. Positions Filled or Open

Staff Type	# Filled	# Open
Credentialed Teachers	12	0
Credentialed Special Education Teachers	3	0
(Special Ed) Teachers' Aides	4	0
Paid Tutors	2	0
Volunteer Tutors	0	0
Other (Classroom Assistants)	3	0

2. Average Student/Teacher Ratio & Average Daily Attendance by Month

Month	Avg. Student/Teacher Ratio	Avg. Daily Attendance
January	11.5/1	115
February	12/1	120
March	11.5/1	115
April	11.5/1	115
May	11.5	110
June	11/0	105
July	10.5	105
August	10.3	103
September	10.5	105
October	10.5	105
November	10.8	108
December	10.5	105

B. Capacity and Attendance

1. Number of classrooms in the facility? 10

2. For each classroom indicated in Question 1, please indicate the following:

For Each Classroom Used During the Calendar Year	Classroom Capacity	Average Number of Students per Classroom	Number of computers per classroom
Classroom Echo A	15	12	15

Classroom Echo B	15	12	15
Classroom Golf A	15	12	15
Classroom Golf B	15	12	15
Classroom Hotel A	15	12	15
Classroom Hotel B	15	12	15
Classroom India A	15	12	15
Classroom India B	15	12	15
Classroom Juliet A	15	12	15
Classroom Juliet B	15	12	15

C. Absences

1.

Absences During the Calendar Year	#
How many students did not attend school for one or more days?	0
Average days of absence?	0
Average days of absence due to illness?	0
Average days of absence for disciplinary reasons?	0
Average days of absence for reasons other than illness or discipline?	0

2. When is absence from the classroom or expulsion used as a disciplinary tool? 0

a. Please provide the written policy for using absence from the classroom or expulsion as a disciplinary tool.

3. Please list reasons other than illness or discipline why a student would not attend school: Court hearing, probation mandated classes and special visitations

D. Supplies

1. Does each student have their own textbook for each subject? Yes

a. If not, what is the ratio of students to textbook for each subject:

Course	# Textbooks	# Students
N/A	N/A	N/A

b. Please list the reason(s) why students may need to share textbooks: N/A

2. Are the textbooks the most recent version available in California? Yes

a. Who is responsible for making sure that textbooks are up to date?

Name	Title
Nathan Head	Principal

3. What school supplies are available to the students (pens, pencils, paper, etc.)? Student supplies include but are not limited to paper, golf-sized pencils, Chrome books, Art supplies (markers, paint, brushes, etc...) math manipulatives and journals.

4. What school supplies are students allowed to take to their rooms? Students may take journals, textbooks, and literature back to their rooms.
- a. Who is responsible for making sure there are adequate school supplies?

Name	Title
Nathan Head	Principal

5. Do students use computers on a daily basis in each classroom? Yes
- a. How many hours per day do students use computers? 2 hours
6. Are students limited in the amount of time that they can use a computer during the school day? No
- a. If yes, why? N/A
7. Are students able to work on homework after the school day ends? Yes
- a. If yes, how? If students want to work extra to catch up on credits they may take extra work with them to their room.

E. High School Diploma and HiSET Programs

1. On average, how soon after a student is admitted to facility does school staff have access to their previous records? 24-48 Hours
2. Is SDCOE working to get partial credits earned in a facility recognized by a student's home district? Yes
- a. If yes, what is being done; if no, why not? Students receive a Personal Learning Plan (PLP) and Transition Plan upon admittance to our school. The plans are made in conjunction with the student, school counselor, and transition technician. The education rights holder is also contacted during this process. After reviewing all information, the counselor created the student's schedule which is reflective of making sure that all partial credits are made whole.
3. Average grade level of students at the facility: 11th Grade
4. Percentage of students who are not academically prepared to complete work at a 9th grade level: 30%
- a. What interventions are used for these students? Our system of MTSS looks at this data to identify students who may need interventions. Once identified, students are provided with differentiated instruction, accommodations and supports that include but are not limited to: talk-to-text, small group instruction, group projects, use of technology, alternative formative assessments, etc... Our instructors also are focusing on the English Language Art Standards and English Development Standards (Speaking, Reading, Writing, and Listening) which provide for student choice while maintaining the expectation that all students will be able to participate in all classroom activities as per their grade level and core subject standards
- b. Are these students assessed for IEPs? Yes
- i. If no, why not? N/A

F. Special Education

1. IEP/504 Plan/Autism/Learning Disorders

Type of Plan	# Students with Pre-Existing	# Students Tested After Entry	# Students Who Receive After Entry	% of Students
504 Plan	0	1	1	.07%
IEP Plan	170	3	Based upon IEP	13%
IEP Plan with ERMHS ⁶ Services	32	0	Based upon IEP	2.5%
IEP Plan with BSPs or BIPs ⁷	26	0	Based upon IEP	2%
Total	281	4	Based upon IEP	17.5%

2. Who determines if a student admitted to the facility has an IEP/504Plan?

Name	Title
Elsa Ramirez	Title – Special Ed Assistant

3. How soon is this determination made after a student is admitted? 1-3 days

4. The JJC is seeking information regarding the disability classifications of each youth with an IEP. Please indicate how many youths with IEP's this year were classified under each of the following disability classifications:

IEP Classification	# with Classification	IEP Classification	# with Classification
Autism	1	Orthopedic Impairment	0
Deaf Blindness	0	Other Health Impairment	72
Deaf	0	Specific Learning Disability	59
Emotional Disturbance	32	Speech and Language Impairment	2
Hard of Hearing	1	Traumatic Brain Injury	0
Intellectual Disability	3	Visual Impairment	0
Multiple Disabilities	0		

Principal Nathan Head confirmed the following regarding learning disabilities. The Learning Disabilities at East Mesa in 2019 is "Processing" disabilities. Processing disorders, such as: auditory processing, visual processing, and sensory processing disorders, are conditions in which the brain has difficulty receiving and responding to information that comes through the senses.

5. How are a student's IEP/504 Plan records obtained? JCCS utilizes the Special Education Information System (SEIS) for districts within San Diego County. We also apply for records using written and faxed forms, and calling the district of record's special education liaison. Records may also be obtained through the education rights holder, Probation Officer, prior attendance or the Social Worker.

⁶ ERMHS – Educationally Related Mental Health Services

⁷ BSP – Behavior Support Plan; BIP – Behavior Intervention Plan

6. How long does it typically take to obtain such records? If the student has prior attendance, 24-48 hours. If the student is new to the facility or does not show active in SEIS, it may take 3-5 days.

7. For students with IEP/504 Plans, please provide the following:

Type of Service	Provided at Facility?	In a separate room?	Who provides?
ERMHS	Yes	Yes	School Psychologist, Mental Health caseworker, and Vista Hill
Counseling	Yes	Yes	School Psychologist, Mental Health caseworker
Speech and Language Services	Yes	Yes	Speech and Language Therapists
Occupational Therapy	Yes	Yes	Occupational Therapist

a. If the answer to any of the above is no, why not? N/A

G. General Education Teachers

1. What training do general education teachers have to recognize when a student requires an initial assessment to determine eligibility of special education services? All staff members receive professional learning in the identification of students who have special needs. The training is completed by SDCOE Special Education Services, SDCOE Student Support Services, as well as the site Education Specialists, the site administrators and via monthly staff meetings. There are also opportunities per the SDCOE professional development calendar.
2. What training do general education teachers have with regard to effectively teaching students with:
 - a. a learning disability? Differentiated instruction; co-teaching model; working with the content area specific coaches, monthly staff meetings, accommodations training, disability awareness training, access to the student’s IEP and the SDCOE professional development calendar.
 - b. an emotional disturbance? Co-teaching and full inclusion model with Educational Specialists, meetings with the Mental Health Caseworker, monthly staff meeting.
 - c. significant attention issues? Differentiated instruction; co-teaching model; working with the content area specific coaches, monthly staff meetings, accommodations training, disability awareness training, access to the student’s IEP and the SDCOE professional development calendar.

H. Credentialed Special Education Teachers

1. How many credentialed special education teachers are at the facility full-time? 3
2. Do credentialed special education teachers participate in lesson planning and curriculum development? Yes

a. If yes, how often do they meet with teachers? Daily, weekly, and during Professional Learning Community (PLC) meetings

b. Do credentialed special education teachers instruct students in any classes? Yes

I. IEP Meetings

1. Are IEP meetings held whenever annual meetings for an eligible student are due? Yes

2. Are IEP meetings held when an eligible student arrives in the facility and attends school? Yes

3. What is the average length of time between a student's arrival at the facility and his/her first IEP meeting? N/A

4. Are IEP meetings held if a student is in the facility for more than thirty days? Yes

a. If no, why not? N/A

5. Are parents notified of the meetings? Yes

a. If yes, how? Written notice (postal service), phone calls, electronic mail, and through the Probation Officer when necessary.

6. Describe the most common obstacle to IEP compliance: Parent involvement and attendance to the IEP meetings, a delay in receiving current records from the district of residence, and probation constraints.

J. General Special Education Questions

1. Are staff trained to implement BSP's and BIP's? Yes

2. What resources are available to accommodate students with special education needs? All classes are provided with an Education Specialist and/or special education teacher's aide dependent upon the needs and the IEP's for the students enrolled at our school on any given day. All staff are provided with the list of the accommodations, modification and supports for their students. Additionally, students receive specialized academic instruction, the use of a variety of texts, access to technology, small group instruction, Positive Behavior Interventions and Supports (PBIS) and counseling services.

3. How many students are brought to the facility directly from school? N/A

4. In the last calendar year, how many students were referred by the IEP Team at the facility to a Residential Treatment Center? 0

5. In the last calendar year, how many students were referred by Probation to a Residential Treatment Center? This transition question is for SD Probation Department

K. Post-High School/HiSET Programs

1. How many students are taking courses for college credit online? 50

2. At what college(s)? Palomar, Mira Costa, San Diego City, Grossmont and Southwestern Community Colleges, San Marcos.

3. Are students given information and counseling regarding community college and four-year college options? Yes

4. Are students given information and counseling regarding financial aid options for college? Yes
5. Are students given resources for college entrance exam preparation? Yes
6. Do students in the facility take military readiness testing? No
 - a. If yes, are they required to do so? N/A

L. Career Technical Education (CTE)

1. What Career Technical Education (CTE) programs are available in the facility? Building in Maintenance, Culinary, Horticulture.
2. Do CTE opportunities have sufficient space and resources for the number of students who are interested in participating? Yes
 - a. If no, what plans does the facility have to provide adequate space and resources? N/A
3. Are programs scheduled so all students can participate in all programs? Yes
 - a. If no, how many students have been denied participation in one of these programs in the last calendar year? N/A
 - b. What plans does the facility have to ensure all eligible youth can participate? Scheduling and collaboration with school and probation department for student accessibility.

M. Special Programs and Activities

1. What other special programs or activities are take place in the classroom? David's Harp Music Production, Art Classes, Healthy Choices education, Project Aware, Mindfulness, Career and College, Dance, Guitar Lessons, Murals creation
2. What programs or situations would result in a student leaving the classroom during school hours? Probation mandated courses, Court attendance, special visitations, therapy, counseling per IEP.

N. Independent Study

1. What independent study options are available? N/A
2. When is independent study used? Per the California Education Code, Independent Study is not permissible for students who are remanded to the Juvenile Court Schools.

IV. Health Care Services

A. Medical Staffing

Staff Type	# Staff	# Contractors	# Positions Open	Avg. Number of Hour per Week at Facility
Physician	1	0	0	5
Physician's Assistant	1	0	0	8 hrs. on Tues/Thurs
Registered Nurse	2	0	0	24 hours/7days a week
Licensed Vocational Nurse	3	0	0	16 hour coverage 7 days a week
Nurse Practitioner	0	0	0	0
Emergency Medical Tech	5	0	0	0

B. Health Screening

Type of Health Screening	Not Given	Given at Intake	Given within 14 Days	Who Administers?	What Test is Used?
Medical	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RN/LVN	Screening Tool
Dental	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RN/MD	Dentist on Site
Vision	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RN/LVN	Snellen
Behavioral Health/Psychological	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Done by STAT	N/A
Sexually transmitted infections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RN/LVN	Screened & specimens sent to PH Lab/Quest
Pregnancy test (if females are held in facility)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A	N/A
Other: <u>Enter text.</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A	N/A

C. Medical and Dental Health Needs

1. What is the procedure for youth to request:
 - a. medical services/treatment? Minors place sick call slips in drop box and nursing staff retrieves them 3 times per day; Probation and STAT Team may refer or request an exam.
 - b. dental services/treatment? Referred by nursing staff or MD
2. Are probation staff members permitted to refer youth for medical/dental treatment? Yes

3. On average, how many health services staff are available to respond to the medical needs of the youth in the facility? Day shift M-F 3-4, night shifts and weekends 2
4. What medical equipment is available to respond to the medical needs of the youth in the facility? First Aid kits, AEDs, Emergency Response bag, Oxygen, Glucose Monitoring, Backboard, Cervical Spine Collars, Oropharyngeal/nasopharyngeal Airways and Gurney
5. Are the youth's medical needs addressed in private treatment rooms only? Yes
 - a. If yes, how many treatment rooms does the facility have? 4
 - b. If no, where are the youth treated? N/A
6. On average, how long does it take for clinic staff to respond to:
 - a. an emergency? 1-4 minutes depending on location
 - b. request for an inhaler? 5-10 minutes depending on location
7. Call Slips
 - a. Who makes the determination whether or not a youth is seen after a sick call slip is turned in? RN or PA sick call slips within 8 hrs.
 - b. How many times were youth not seen after submitting a sick call slip: 0
 - i. Reason why not seen: N/A
8. What was the average response time? 6-12 hours
9. Personal/Family Healthcare Providers
 - a. Are youth permitted to see their personal or family healthcare providers? Yes
 - i. If yes, how is a visit arranged? Appointment is scheduled by the clinic with MD order and permission by Probation
 - b. How many youths saw a personal healthcare provider during the calendar year? Appointment is scheduled by the clinic with MD order and permission by Probation

D. Intoxicated Youth

1. Please provide the written procedure for handling youth under the influence of any intoxicating substances.
2. Are medical clearances obtained prior to booking any youth who displays outward signs of intoxication or is known or suspected to have ingested any substance that could result in a medical emergency? Yes
3. Who provides medical clearance for these youth? Emergency Room
4. Did the facility detain any youth determined to be under the influence of an intoxicating substance? No
 - If yes:
 - a. Was medical clearance obtained? No
 - b. Were these detentions documented? No
 - c. Were there documented safety checks at least once every 15 minutes? No

E. Hunger Strikes

1. Please provide a copy of the facility plan in managing hunger strikes.
2. Explain any instances in the last calendar year where the written plan provided to the inspection team was not followed in response to a youth on a hunger strike: N/A

F. Suicidal Ideation

1. Please attach a copy of the written suicide prevention plan.
 - a. Please list all agencies who participated in developing this plan. Clinic, STAT & Probation
2. How often do Probation staff attend suicide prevention training? Every 2 years
 - a. What topics are covered during this training? Staff learn the scope of the problem as it relates to suicide in detention and correctional facilities and terms to remember related to suicide and suicide attempts. Performance objectives include: (1) Determining the best means to identify the emotional/mental state of a youth (2) Recognizing triggers and potential triggers associated with suicidal behavior (3) Identifying differences between self-harm and suicidal ideations/attempts (4) Recognizing high risk behaviors associated with suicide (5) Evaluating Suicide Risk level and executing appropriate procedures (6) Identifying suicide risk factors (7) Identifying strategies to mitigate suicide attempts (8) Identifying the responsibilities of officers when dealing with suicide risk behavior
3. In the last calendar year have there been any instances where the written plan was not followed in response to a youth at risk of suicide? No
 - a. If yes, what happened? N/A
4. Number of referrals of youth with suicidal ideation during the last calendar year? 7
5. Are all youth with suicidal ideation put in a "suicide watch" room? Yes
 - a. If no, why not? N/A
6. Have tear-away bed sheets been installed in "suicide watch" rooms? Yes
7. Is there a TRU unit (Trauma Recovery/Rehabilitation Unit) at this facility? Yes
 - a. If no, when will a TRU unit be opened at this facility? N/A

G. Death

1. Please provide a copy of the facility response plan when a death occurs.
2. Explain any instances in the last calendar year where the written plan provided to the inspection team was not followed in response to the death of a youth: N/A

H. Informed Consent/Involuntary Treatment

1. Is informed consent obtained, when appropriate, prior to the delivery of care? Yes
2. Are youth fully explained the nature of the care they receive and the side effects or complications that may occur as a result of treatment or medications? Yes

3. Under what circumstance would a youth undergo an involuntary medical test or treatment?
 Life threatening emergency/Loss of consciousness

I. Experimental Research

1. Are youth permitted to be subjects of any of the following types of research?

Research Type	Permitted?
Behavioral/Psychological	No
Biomedical	No
Cosmetic	No
Pharmaceutical	No
Other: N/A	N/A

2. Do youth consent to participation in research? N/A
3. Do parents' consent to participation in research? N/A
4. Describe any research studies in which youth in the facility participated in the last calendar year. There were no research studies involving youth in our custody during the last calendar year.

J. Infectious Disease

1. Is there an infection control program that aims to ensure that safety of youth, staff, and visitors? Yes

K. Accommodations for the Disabled

1. Does the facility accept youth with disabilities? Yes

L. Accommodations for Autism or Other Developmental Disorder

1. What are your procedures for dealing with youth who have autism or other developmental disorder? Facility works with San Diego Regional Center and Facility follows ADA guidelines

V. Programs

A. Evidence Based Practices/Programs

Please list programs and/or services offered to youth at the facility either by probation staff members, a contractor, or a volunteer. (Examples of such services are substance abuse counseling, financial literacy education, anger management classes, conflict resolution skills, book club and/or counseling, incentive building or team leader programs.)

- **Evidence based practices**/services are usually tracked in terms of numbers of participants and number of successful completions. *Evidence based practices* are **approaches** to prevention or treatment that can be documented as effective.
- **Evidence based programs** track data on not only the number of participants and number of who completed the program but also on participants attaining the outcomes associated with the program (i.e. found a job or entered a specific field as a result of being in the program). The US Department of Child Welfare defines *evidence based programs* as **using a defined curriculum or set of services that, when implemented with fidelity as a whole, can be validated.**

1. Evidence Based Practices

Name of Program	Type of Evidence Based Practice	Duration of Program	# of Participants	# of Repeat Participants	# of Participants Who Completed the Program
Second Chance					
1. Life Skills 2. Work Readiness 3. Literacy 4. Vocational Training Certificates	These are based off of Best Practices and are not Evidence Based Practices	1. 8 Weeks 2. 5 Weeks 3. Varied 4. Varied	1. 76 2. 76 3. 76 4. 76	3	70

Follow-up response from Second Chance Program Provider Megan Baldwin noted - in 2019, Second Chance served roughly 76 youth in the community. The youth's case plan upon release varies and some youth have a goal of completing high school, attending college, or they are needing to go into treatment. Not all of our community youth are searching for employment. Based on the data we do have about 40% of youth in the community pursue employment. For another typical case plan goal, high school graduation, she shared that the YOU graduation rate for 2019/2020 school year was 98%.

2. Evidence Based Programs

Name of Evidence Based Program	Goals of Program	Duration of Program	# of Participants	# of Repeat Participants	Explanation of How and What Follow-Up Data is Collected	# of Participants Who Met the Goals of the Program
<p>Second Chance</p> <ol style="list-style-type: none"> <li data-bbox="94 558 250 632">1. Seeking Safety <li data-bbox="94 835 289 978">2. TCU-Mapping Enhanced Counseling <li data-bbox="94 1140 289 1283">3. Curriculum Based-Motivation Group <li data-bbox="94 1591 217 1623">4. MRT 	<ol style="list-style-type: none"> <li data-bbox="342 548 565 793">1. Addresses the co-occurrence of Substance Abuse (Or dangerous behaviors) and Trauma <li data-bbox="342 842 553 1066">2. Enhance Client communication, planning, and decision making skills <li data-bbox="342 1129 558 1375">3. Introduces the youth to the idea of change and begins to get them to think about what it takes to change <li data-bbox="342 1472 597 1682">4. Seeks to decrease recidivism among juvenile and adult criminal offenders by increasing moral reasoning <li data-bbox="342 1745 565 1885">5. Building and enhancing support networks for recovery in 	<ol style="list-style-type: none"> <li data-bbox="639 548 792 579">1. 6 Weeks <li data-bbox="639 842 808 873">2. 15 Weeks <li data-bbox="639 1129 792 1161">3. 5 Weeks <li data-bbox="639 1570 808 1602">4. 12 Weeks 	<ol style="list-style-type: none"> <li data-bbox="837 548 906 579">1. 76 <li data-bbox="837 842 906 873">2. 76 <li data-bbox="837 1129 906 1161">3. 76 <li data-bbox="837 1570 906 1602">4. 76 	<ol style="list-style-type: none"> <li data-bbox="1073 548 1097 579">3 	<p>Youth Complete a Self-Reported -Assessment at Intake, Pre-Release and Post-Release. Here we can view/track their self-reported progress throughout their participation in programming</p>	<p>70</p>

<p>5. Violator Specific Programming</p>	<p>the community (12-step, family, friends) and on helping clients improve Social skills, Problem-solving, and perceptions of self-efficacy that foster recovery maintenance</p>	<p>5. 10 Weeks</p>	<p>5. 76</p>			
<p>6. TCU Treatment Readiness and Induction Program</p>	<p>6. Increasing Motivation for treatment by Helping youth Think more clearly and systematically about their choices.</p>	<p>6. 8 Weeks</p>	<p>6. 76</p>			

B. Religious Practices

1. Are youth religious services offered in the facility? Yes
 - a. If yes, list the religious/faith traditions for which services are offered: Catholic, Christian, Protestant
2. Are religious services offered in a language other than English? Yes
 - a. If yes, list the languages in which services are offered: Spanish
3. Are youth offered religious or faith-based counseling services? Yes
4. Are youth permitted to keep religious texts in their sleeping rooms? Yes

C. Work Assignments

1. Are unsentenced youth in the facility permitted to work or perform chores on a voluntary basis? Yes
2. Are unsentenced youth in the facility required to work or perform chores? Yes
3. Are sentenced youth in the facility permitted to work or perform chores on a voluntary basis? Yes

4. Are sentenced youth in the facility required to work or perform chores? Yes

D. Exercise and Out-of-Sleeping Room Opportunities

1. How many hours per day are youth given opportunities for physical recreation/exercise? 2 hours
2. Is participation in physical recreation/exercise required? Yes
3. Please provide the written policy for handling youth who refuse to participate in physical recreation/exercise. Policy Section 6.2.3.3 REQUIRED PARTICIPATION: Participation in scheduled recreational programs is required for all youth who are eligible. Officers are prohibited from using recreation or exercise for the purpose of disciplining or punishing a youth. Youth who refuse to participate in mandatory programs shall receive an appropriate consequence.
4. How many hours per day are youth given opportunities for other types of recreation outside of their sleep rooms (play games, watching movies, etc.)? We adhere to the Title 15 regulations and afford at minimum 3 hours on school days and 5 hours on non-school days.
5. How do Probation Officers ensure that homework is completed before free-time activities occur? Homework is provided on a needed basis by the school and Probation Officers are informed.

E. Transition and Release

1. Are there established protocols for transitioning youth out of the facility and into the community? Yes
 - a. Please provide detail about transition planning and community involvement. Re-entry meetings are conducted for all Youthful Offender Unit committed youth approximately three to four weeks prior to their release. Re-entry meetings are facilitated by an EMJDF SRPO or a DPO/Re-entry Officer. The youth, the parent/guardian, the casework Probation Officer, the Second Chance counselor, a SOAR Academy Transition Specialist, a Special Education teacher (if applicable), a STAT team member, and medical staff (when necessary), are invited to the meeting so they may provide input and in order to ensure a smooth transition into the community; Housing, school placements, medication, and counseling/treatment plans are all arranged at this meeting.
2. Is there any training provided on how youth can seek help/resources when they are back in the in the community? Yes
3. Do facility correctional officers consult with the case carrying probation officer that will be assigned to the youth when they leave the facility to discuss transition-related concerns? Yes
4. Has the facility received any complaints from parents regarding the transition process? No
5. Has the facility received any complaints from attorneys regarding the transition process? No

6. In the last calendar year has this facility been determined to be an inappropriate facility for a youth with a disability (physical, developmental, emotional, psychological, intellectual, etc.)? No

VI. Security and Control

A. Security Features

1. Does the facility have ample security features (i.e. cameras, locks, alarms, etc.)? Yes

B. Security Inspections

1. Does the administrator in charge ever visually inspect the facility for security-related concerns? Yes

a. If yes, how often? Daily, weekly, and monthly

2. Are random reviews of security tapes conducted? Yes

a. If yes, how often? Several times per month

C. Control of Contraband

3. In the last calendar year has a weapon been found in the possession of a youth in the facility? Yes

a. Was the weapon found during intake or after the youth's incarceration? All homemade weapons were found after a youth's incarceration

4. In the last calendar year has a controlled substance (i.e. alcohol, tobacco, illegal drugs, or prescription drugs for which the youth in possession does not have a prescription) been found in possession of a youth in the facility? Yes

a. Was the controlled substance found during the intake process or after the youth's incarceration? All controlled substances have been found after a youth's incarceration.

5. If there have been a high number of incidents related to a specific type of contraband, please describe: There have not been a high number of contraband incidents but the major types have been prescribed medication, Edible THC Gummies, and possession of metal.

D. Searches

1. Do probation staff search sleep areas/rooms? Yes

2. If staff search sleep areas/rooms, do probation staff members search the room in the presence of the youth? No

3. If staff search sleep areas/rooms, is clean bedding or clothing mixed with soiled bedding or clothes during this process? No

E. Discipline

1. Please provide the written policy for the discipline process Policy Section 7.5 outlines the disciplinary options available to officers when dealing with youth misbehavior, and further sets forth facility minor and major rule violations and the sanctions for violations of those rules. It also contains various provisions and restrictions such as only sworn probation officers assigned to IS may impose discipline on youth for the violation of institution rules of conduct. Unit Shift Leaders (Senior PO's, CDPO II's and CDPO I's acting as Shift Leaders) shall approve all discipline prior to its imposition. The Watch Commander or other Facility Supervisor shall review and validate all discipline whose duration exceeds two hours

in length. Section 7.6 outlines that all youth have the right to due process and to be treated fairly while detained. The application of fair treatment to all youth is fundamental to the development and maintenance of a sound detention and rehabilitation program. Minimum requirements of due process mandate that the youth be informed of the charges made, the right to have a fair and impartial hearing, the right to respond, the right to call witnesses, the establishment of time limits, notification of the findings at the hearing, and the right to seek administrative review .

2. Are measures taken to ensure that due process is preserved? Yes
3. Approximately what percent of grievances/appeals related to disciplines are resolved in favor the youth? 26%

F. Serious Incidents

1.

Incident Type	Number of Occurrences
Suicides	0
Attempted suicides	0
Deaths from other causes	0
Escapes	0
Attempted escapes	0
Serious assaults on detainees	50
Serious assaults on staff	11
Other serious incidents	272
Serious incidents above for which there is a written record	333

2. Are there policies and procedures in place that describe the types of incidents and occurrences which must be documented on a daily basis? Yes
3. Are these logs stored electronically? Yes
4. If logs are stored electronically, is there sufficient technical support to ensure that the electronic files that contain these logs are not compromised, corrupted, or deleted? Yes

G. Use of Force

1. Are there written policies in place to ensure that force is used only when necessary? Yes
2. Are there written policies in place to ensure that force is used only as long as necessary? Yes
3. Is each instance of a use of force documented? Yes
 - a. If yes, are these documents reviewed by the administrator in charge? Yes
4. What level of review occurs when there is an instance of use of force? Check all that apply.

<input checked="" type="checkbox"/> Supervisor	<input type="checkbox"/> Assistant Chief
<input checked="" type="checkbox"/> Division Chief	<input type="checkbox"/> Chief
<input checked="" type="checkbox"/> Deputy Chief	<input checked="" type="checkbox"/> Committee
5. Number of instances in the last calendar year: 311

H. Use of Oleoresin Capsicum (OC or Pepper) Spray

1. Are there written policies in place to ensure that OC spray is used only when necessary? Yes
2. Are there written policies in place to ensure that OC spray is used only as long as necessary? Yes

3. Is each instance of OC spray documented? Yes
- a. If yes, are these documents reviewed by the administrator in charge? Yes
4. What level of review occurs when OC spray is used? Check all that apply.
- | | |
|--|---|
| <input checked="" type="checkbox"/> Supervisor | <input type="checkbox"/> Assistant Chief |
| <input checked="" type="checkbox"/> Division Chief | <input type="checkbox"/> Chief |
| <input checked="" type="checkbox"/> Deputy Chief | <input checked="" type="checkbox"/> Committee |
5. Number of instances in the last calendar year: 88

I. Use of Restraints

1. Are there written policies in place to ensure that restraints are used only when necessary? Yes
2. Are there written policies in place to ensure that restraints are used only as long as necessary? Yes
3. Is each instance of a use of restraints documented? Yes
- a. If yes, are these documents reviewed by the administrator in charge? Yes
4. What level of review occurs when restraints are used? Check all that apply.
- | | |
|--|--|
| <input checked="" type="checkbox"/> Supervisor | <input type="checkbox"/> Assistant Chief |
| <input checked="" type="checkbox"/> Division Chief | <input type="checkbox"/> Chief |
| <input type="checkbox"/> Deputy Chief | <input type="checkbox"/> Committee |
5. Number of instances in the last calendar year: 0

J. Room Confinement

1. Are there written policies in place to ensure that room confinement is used only when necessary? Yes
2. Are there written policies in place to ensure that room confinement is used only as long as necessary? Yes
3. Is each instance of room confinement documented? Yes
- a. If yes, are these documents reviewed by the administrator in charge? Yes
4. Number of instances in the last calendar year: 960
5. Is Administrative Segregation used at the facility? Yes
- a. If used, are there written policies in place to ensure Administrative Segregation is used only as long as necessary? Yes
- b. Number of instances used: 7
- c. Average length of time used: 5 days

VII. Safety and Sanitation

A. Fire Safety

1. Do facility leaders have specific concerns about fire safety? No

B. Control of Dangerous and/or Toxic Materials

1. Are dangerous materials (toxins, biohazards, etc.) stored on site? No

C. Environmental Control

1. Does the facility appear clean and sanitary? Yes
2. Does the facility appear appropriately ventilated? Yes
3. On the day of inspection, did the facility's temperature seem appropriate for the season and weather? Yes

D. Physical Facility and Equipment

1. Does this facility have a court holding area? No
a. If yes, is there access to water and a toilet? N/A

E. Tool and Equipment Control

1. Is there a written policy to ensure the adequate control of keys? Yes
2. Is there a written policy to ensure the adequate control of tools? Yes
3. Is there a written policy to ensure the adequate control of culinary utensils and equipment? Yes
4. Is there a written policy to ensure the adequate control of medical equipment? Yes
5. Is there a written policy to ensure the adequate control of supplies? Yes
6. Is there a written policy to ensure the adequate control of vehicles? Yes

F. Weapons Control

1. Are weapons of any types permitted in the facility? No
2. Is there a weapons locker on site? Yes
a. If yes, where is it located? There are weapon lockers in the Transportation Office, outside the staff entrance located in the Administrative area of the building, and outside the Police entrance door.

G. Contingency and Emergency Plans

1. Are there written plans in place for the following contingencies/emergencies? Double left click the box(es) to mark all that apply:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Bees | <input checked="" type="checkbox"/> Fire |
| <input checked="" type="checkbox"/> Bomb Threat | <input checked="" type="checkbox"/> Hostage Situation |
| <input checked="" type="checkbox"/> Contagious disease outbreak
(Tuberculosis, Flu, etc.) | <input checked="" type="checkbox"/> Power outage/failure |

- Earthquake
- Other:

- Unit disturbance

VIII. Food Services

A. Sanitation and Meal Service

1. Are kitchen staff members trained regarding sanitation and food handling procedures? Yes
2. Have kitchen staff members received any training in the last year other than training given to newly hired employees? Yes
 - a. If yes, describe what the training included: Employees receive monthly training on all food safety aspects, kitchen safety, and diversity.
3. Do youth work in the kitchen? Yes
 - a. If yes above, have they been trained? Yes
4. Are youth permitted to converse during meals? Yes
 - a. If yes, may a youth seated at one table converse with a youth seated at a different table? N/A
5. Are meals served cafeteria style? No
6. Are youth permitted 20 minutes or more to eat? Yes
7. Who/what agency maintains the kitchen area? Summit
8. Describe the types of work youth perform in the kitchen: Assist with dishes, cleaning, snack service, and meal preparations.

B. Adequate and Varied Meals

1. Is there a weekly menu posted? Yes
2. Does a nutritionist, dietitian, or other health professional participate in the creation of the menu? Yes
3. How many calories per day does a youth who eats all of the standard meals provided consume? 3,000 kcals daily
4. Are youth protected from having food taken from them? Yes
5. What approximate percent of calories are from the following:
Protein: 15% Carbohydrate: 60% Fat: 25%
6. What is the procedure for handling a youth's request for second helping/additional food? Summit has increased meal portion sizes, as this is not an offer meal service.

C. Special Diets

1. Can special diets be accommodated when medically necessary? Yes
2. In the last calendar year was the facility unable to accommodate a special diet based on medical reasons? No
3. Can special diets be accommodated when based on a youth's religious practices or beliefs? Yes

4. In the last calendar year was the facility unable to accommodate a special diet based on a youth's religious practices or beliefs? No

IX. Administration and Management

A. Post Orders

1. Do probation staff members have access to a detailed copy (Post Orders) of their job description? Yes
 - a. If yes, what is the date of the last Post Order update? Varies
2. Do probation staff members have performance reviewed annually? Yes

B. Policy Development and Monitoring

1. What is the title of the person primarily responsible for creating, updating, or modifying policies and procedures? Senior Probation Officer Nathan Becraft
2. How often are policies and procedures reviewed for accuracy and consistency with daily practices? As Needed
3. What is the formal process for policy review? Policy is identified for review and edited by ESU personnel, then the Subject Matter Experts (SME) identified (as/if needed). The ESU personnel will then coordinate collaboration between ESU, SME and Associations (as/if needed). Once ESU completes draft, re-draft, and edits. The draft re-draft, and edits are then sent to County Counsel for technical review, then to Executive for review and approval. Once corrections/edits are made, draft, re-draft and edits are sent to Department HR and County DHR/Labor Relations. The SPOA/POA is last to review, then ESU personnel post the approved policies to Share-Point
4. Are policy and procedure manuals available onsite? Yes
5. Does the manual include the title, and contact information of the staff member to whom one can report a grievance or complaint? No
6. Does the manual include the title, and contact information of the staff member to whom one can propose a change to a policy? No
 - a. If yes, list the number of manuals available: N/A
 - b. Where are the manuals located? Department's Intranet
7. Are probation staff members permitted to access these manuals? Yes
8. Are contractors familiarized with these manuals during contractor orientation? Yes
9. Are the youths' attorneys permitted to access these manuals via subpoena? Yes

C. Interpersonal Communication and Diversity Training

1. Do Probation staff members participate in training to provide them with the skills to communicate with youth in a developmentally appropriate manner? Yes
2. List types of diversity training attended by Probation staff members: LGBTQI, Embracing Diversity, and Encouraging Respect

D. Internal Inspections and Reviews

1. Does the administrator in charge ever conduct a walk-through/visual inspection of the entire facility? Yes

- a. If yes, how often: Annually and as needed
2. How often does the administrator in charge meet with the following groups to discuss operations and services:
 - a. Probation Staff: Bi-Weekly and as needed
 - b. Medical Staff: Bi-Weekly and as needed
 - c. Mental Health Staff: Bi-Weekly and as needed
 - d. Contracted Programming Representatives: Bi-Weekly and as needed
 - e. School/Education Staff: Bi-Weekly and as needed
 - f. Volunteers: Bi-Weekly and as needed

E. Staff Background and Reference Checks

1. Do staff members have an initial background before they are hired? Yes
2. Do staff members have reference checks before they are hired? Yes
3. Do staff members meet with a psychologist before they are hired? Yes
4. Do staff members undergo drug testing before they are hired? Yes
5. Do staff members undergo periodic criminal history checks after they are employed? No
 - a. If yes, date of last periodic background check N/A
 - b. If no, what safeguards are in place to capture staff criminal conduct for:
 - i. Probation Staff: Probation staff is required to self-report law enforcement contacts. The Department of Justice notifies the Probation Department of any arrest of probation staff as well as local law enforcement agencies contact the department when arresting a Probation staff
6. School Personnel: SDCOE directly monitors their own employees
7. Contracted Employees: The Department of Justice notifies the Probation Department of any arrest of contracted staff by virtue of LiveScan subsequent to employment.
8. HHSA Staff: HHSA directly monitors their own employees
9. Medical Staff: The Department of Justice notifies the Probation Department of any arrest of contracted staff by virtue of LiveScan subsequent to employment.
10. Volunteers: The Department of Justice notifies the Probation Department of any arrest of volunteer staff by virtue of LiveScan subsequent to employment.

F. Staff Training, Licensing, and Credentialing

1. For which of the following topics below do staff members receive training?

Training Type	Does Staff Attend?	How Often?	Online or In Person?	Who Provides?
Adolescent Development	Yes	1x Only	In Person	STAT
Appropriate Relationships/ Boundaries with Youth	Yes	Quarterly	Online	Probation Department
Appropriate Disciplinary Techniques	Yes	Annually	In Person	Probation Department
Autism Training	Yes	When Available	In Person	Outside Provider
Confidentiality	Yes	Biannually	Online	Probation Department
Conflict Management	Yes	1x Only	In Person	Probation Department
CPR/First Aid	Yes	Biannually	In Person	Outside Provider
Emergency Response	Yes	Biannually	In Person	Probation Department
Ethical Decision Making	Yes	Biannually	In Person	Probation Department
Identification and Treatment for Mentally Ill and/or Suicidal Youth	Yes	Biannually	In Person	STAT
Identification and Referral of Youth for Special Education Services	Yes	When Available	In Person	Outside Provider
Inclusion Methods for Youth with Disabilities or Special Needs	Yes	When Available	In Person	STAT
Reporting Requirements for Abuse, Neglect, or Maltreatment that Occurs In the Facility	Yes	Biannually	In Person	Probation Department
Reporting Requirements for Abuse, Neglect, or Maltreatment that Occurs Outside the Facility	Yes	Biannually	In Person	Probation Department
Sexual Harassment	Yes	Biannually	In Person	Probation Department
Signs of Abuse or Neglect	Yes	Biannually	In Person	Wellpath

Use of Force	Yes	Annually	In Person	Probation Department
Use of Restraints	Yes	Annually	In Person	Probation Department
Other:				

G. Staff Misconduct

1. Please provide the written policy for addressing staff misconduct.
2. Please provide the written policy that ensures youth are not bullied by staff.
3. In the past calendar year, have there been any allegations of the following:

Type of Misconduct By Staff Member	Occurred in Past Calendar Year?	To a Youth In Custody	To a Youth Out of Custody
Physically Assaulting Youth	No	No	No
Allegation of Sexual Assault of Youth	No	No	No
Sexually Assaulting Youth	No	No	No
Verbally Threatening Youth	Yes	Yes	No
Touching a Youth in an Inappropriate Way	Yes	Yes	No
Commenting on the Physical Appearance of Youth in a Manner Outside Scope of Staff Member's Job Duties	Yes	Yes	
Entering a Youth's Sleeping Room for Any Reason that was Outside the Scope of the Staff Member's Job Duties	No	No	

- a. If the answer is yes to any of the questions above, please provide written documentation of the incident, follow-up, and responsive action. All of the above allegations were thoroughly investigated and reported up the chain of command (up to and including internal affairs when appropriate). Supporting documentation will be available during inspection.

X. Budget and Fiscal Concerns

A. Changes in Funding

1. Please describe any impacts to the facility in the last calendar year that were caused by a loss or change to funding or funding sources (include staff vacancies, program reductions, contractor changes, etc.): N/A

B. Budget

1. Facility budget for past fiscal year: \$25,052,971
2. Facility budget this fiscal year: \$23,678,269
3. If a decrease in budget what impacts did the facility incur (i.e. loss of staff positions, loss of contracted services, decrease in medical/mental health services provided etc.). Increase of 1 position (\$1.0M increase) \$550k decrease in contracted services \$2.0M decrease in facilities costs
\$600k decrease in major maintenance (completion of major project(s))
4. If there was an increase in budget what was the increase used for: N/A