

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

Data from Calendar Year 2019

Urban Camp	
Facility Address: 2861 Meadow Lark Drive San Diego, CA 92123	Date of Inspection: November 10, 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

A. Institution Overview

i. Population Trends & Staffing

- a. How many youths were diverted from custody during the intake process? None
- b. Where were the youths diverted to? N/A
- c. How many youths were brought to the facility under the age of 12? 0
 - i. How many were detained? N/A

ii. Educational Achievements

Educational Achievement	# of Participants	# of Graduates
Graduation	GRF - 0 UC - 9	GRF - 0 UC - 9
Hi Set	GRF - 0 UC - 0	GRF - 0 UC - 0
CTE Horticulture	GRF - 19 UC - 18	GRF - 0 UC - 0
CTE Fire Certification	GRF - 0 UC - 35	GRF - 0 UC - 0
CTE Culinary Arts	GRF - 0 UC - 62	GRF - 0 UC - 0
Food Handler Certification	GRF - 0 UC - 62	GRF - 0 UC - 0
CTE Graphic Arts	GRF - 18 UC - 18	GRF - 0 UC - 0

- iii. Are programs in the facility evidence-based programs or evidenced based practices?
 - a. Data and Outcomes for Programs: There are lists of evidence-based practices and evidenced-based programs. The names of the programs, the length and some descriptions were provided. Following changes to the structure of custodial commitments, recidivism associated with the custodial commitment programs was studied for the year in question, but at the time of the study the sample sizes weren't large enough to determine outcomes for Urban Camp. The Research Division had to place additional reviews on hold as personnel were assigned emergency duties during 2020. The current focus is on examining which youth are being committed to Urban Camp based on their risk levels and most severe offenses to inform development of a disposition matrix. Through this effort, the department has expanded capacity to evaluate recidivism for specific commitments and supervision levels going forward and will be looking more specifically at the recidivism levels of Urban Camp youth following implementation of the disposition matrix.
 - b. Repeat Clients: Regarding repeat participants, the same response was provided – it “varies.” Thus, it appears that no data was able to be collected about completion of the programs. This data collection may not be possible as youth are released before completion, but some individual “success stories” might be documented.
 - c. How do you determine who receives what services? All Bridgeway’s programming in custody is mandatory. The youths are assessed using the SDRRC II, as well as an independent assessment of needs based on the Juvenile Social Study and recent drug testing. Prioritization between classes involves attending the highest needs classes first. The classes run simultaneously, and youth may enroll in multiple classes at one time.

2. **Serious Incidents Trends and Use of Pepper Spray:** Serious Incidents Trends and Use of Pepper Spray: No serious incidents or use of pepper spray for the female population. At Urban Camp, the summary data indicates the trends in critical incidents being compared between Camp Barrett and Urban Camp for the years 2017, 2018, 2019 are as follows: Serious Acts of 3 or More: 2019 (21) 2018 (13) and 2017 (15). Assaults on Minor: 2019 (15) 2018 (19) and 2017 (22). OC Fights 2019 (22), 2018 (14) and 2017 (19).
3. **Coordination of Behavioral Health Services Care:** There are an increased number of psychologists and behavioral health staff since last year. Because of the co-location with Kearny Mesa Juvenile Detention Facility, there is a better opportunity to share staff including the STAT (Stabilization, Treatment, Assessment and Transition) team.
4. **Describe Transition Services and Results:** It is unknown if transition services and results have improved or stayed the same.
5. **Trauma Informed Staff training and impact:** Probation Officers are trained in trauma informed care, but there are no TRU (Trauma Response Unit) programs at Urban Camp. Those units operate at Kearny Mesa Juvenile Detention Facility and more recently are at East Mesa Juvenile Detention Facility. The JJC suggests that TRU units would be beneficial for the boys at Urban Camp.

B. Education/Training

1. **Career and Technical Education:** Career and Technical Education: Prior to the relocation of Camp Barrett the youth were able to participate in a number of CTE programs. However, after the relocation and consolidation with the Girl's Rehabilitation facility, and on the day of the inspection, CTE offerings for girls seem to be limited to horticulture. For boys, it is unclear whether the small space allotted in the girls' garden is sufficient to allow any experience or certification. At Camp Barrett, the boys might have availed themselves of fire certification and food handler certification. At Urban Camp, the boys who are chosen for certain "food-related" jobs simply are assigned to clean-up tasks.
 - i. **Community Tutoring/Mentoring Programs:** Community Tutoring/Mentoring Programs: It is unknown whether the former Camp Barrett community/business outreach programs have been brought to Urban Camp. It appears that volunteers continue to tutor the female population of Urban camp; it is unknown what mentoring programs (other than the Running Club) have been in place for the male population.
 - ii. **Programs/Evidenced Practices (See table to be included):** Programs/Evidenced Practices: A list of evidence based practices and programs was provided with no data regarding number of participants and completions. The JJC believes that a better effort should be made to collect these numbers than to state that it "varies."
 - iii. **Critical Incident Reports and STAT Team:** Critical Incident Reports and STAT Team: No critical incident reports were produced for the female population of Urban Camp. In 2019 there were 22 critical incident reports. Behavioral Health Services provided data points for what the STAT Team provided as a whole but did not break the statistics down as to each institution. It is unknown what percentage of the STAT Team responses were for Urban Camp youth as opposed to Kearny Mesa or East Mesa youth. Such a breakdown would be helpful.

- iv. LGBTQI Training/Support-accommodations: LGBTQI issues (training and accommodations) were addressed by the Probation Department.

C. Commission Comments and Recommendations

1. Follow Up from 2019 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
 - i. Tools, training and practices that reduce the need for officers to use force continue to be a priority for the Probation Department. The department has implement additional training for all officers in the areas of Implicit Bias, Adolescent Brain Development, Childhood Disorders, Trauma Informed Care and Restorative Practices.
- b. The Juvenile Justice Commission recommends that entry and transfer routes be modified so that CSEC (Commercial Sexual Exploitation of Children) girls not be in any visual position to be seen or harassed by boys either at Urban Camp or at Kearny Mesa Juvenile Detention Facility who have been involved in CSEC offenses. The JJC inspection team believes that strict separation of CSEC victims and offenders is necessary.
 - i. Probation has placed tarps on the fences between the girls' and boys' recreation areas, gardens, and walk ways.
- c. With the opening up of the kitchen after several years of non-use, there should be an end to the Sheriff's Department as the food supplier. Many of the youth continue to complain about the quality and quantity of the food. On the day of our inspection, the lunch meal consisted of frozen/reheated corndogs. Both the boys and girls should be able to serve or clean up at meal times in return for "kicks" (reduction in detention time).
 - i. The kitchen has been remodeled and meals are now prepared fresh daily. Due to space limitation related to consolidation and the planned demolition of parts of KMJDF later this year, we have been unable to accommodate the other recommendations. However, we anticipate that these recommendations will be addressed by the new build. The Sheriffs have been replaced as the food supplier. We now have Summit Food group making meals for youths. They periodically they provide food samples to a select youth group. The youth are empowered to provide constructive criticism on meal products. In addition, the girls housed at GRF are also able to work in the kitchen to assist with the preparation and cleanup of meals. With the recent remodel of the kitchen, the food preparation at Urban Camp is now the same that was in place at Camp Barrett.
- d. Anticipating the demolition and re-build of the Kearny Mesa complex, the Juvenile Justice Commission recommends that "dormitory-style" housing (instead of one-person cells with half doors) be constructed for Urban Camp (both boys and girls).
 - i. See additional paperwork regarding the 'New Urban Camp Project'.
- e. The Juvenile Justice Commission recommends a greater focus on Career Technical Education for both the boys and girls—computer/graphic arts, food certification, and

horticulture (to replace the Camp Barrett programs which apparently have ended); culinary arts, fashion design, licensed practical nurse instruction for the girls are examples of programs which may not have been offered.

- i. See attached available Urban Camp programs.
- f. For both boys and girls, the Juvenile Justice Commission recommends proactive mental health screening and programming to supplement reactive responses by the STAT team. The Juvenile Justice Commission seeks information from Behavioral Health Services about the types of diagnoses and the frequency of service to Urban Camp youth.
 - i. All Urban Camp youth are being provided services by the four full-time psychologists assigned to that facility. In addition, clinicians and psychiatrists from the KM facility also provide services to the Urban Camp youth. Frequency of services depends upon clinical need. Some youth are seen multiple times a day. Other youth are seen once or more per week, and others once every few weeks. During the 2020 calendar year there were 2,222 sessions provided to the Urban Camp youth from the STAT team, or about 185 sessions per month.
 - ii. Aggregate data regarding the types of diagnoses of UC youth is not tracked. However, the STAT team does tend to the full array of diagnoses typical of this population and age group. It's probably fair to say that most diagnoses fall in the category of behavioral disorders such as Disruptive, Impulse-Control, Conduct Disorders. This would be followed by mood, substance abuse/dependence, and trauma-related disorders.
- g. Regarding Thursday afternoon (when teachers have staff development) and night and weekend programming, there should be more structured and more organized offerings which might be related to drug/alcohol use, prevention of recidivism after release, and LGBTQ awareness/ identification. Nights and weekends would be excellent opportunities to bring in community agencies/volunteers.
 - i. On Thursdays, youths are offered to the following programs Forward Thinking, My Life My Choice, Anger Replacement Therapy, Character Traits, and Work Readiness.
- h. Career technical programs previously focusing on one gender (fire science, graphic design, culinary arts for boys) should be available for all youth. Likewise, programs such as visual arts, horticulture, practical nursing for girls should be available for all youth. In other words, gender inclusive programming should be emphasized for all youth to gain real-life skills.
 - i. GRF girls are now receiving horticulture and culinary arts. In addition, both fire science and graphic designs are being reviewed to include girl participation.
- i. The Juvenile Justice Commission recommends that there should be more programs that the youth can gain real-life social skills to use in their communities upon release. Perhaps performance-based workshops dealing with peer-pressure and trauma triggers to help gain interpersonal and intrapersonal social skills in order to further prevent recidivism.
 - i. Youths are offered the following programs:
 1. Character traits: The Character Traits group focuses on emotional literacy skills, anger management techniques, self-regulation exercises and trauma-

based concepts. Youth process and practice each topic with each other in the group, as they are sometimes emotionally charged.

2. Bridgeways Substance Use Disorder (SUD): The youth who participate in the SUD group led by Bridgeways are taught on five central ideas: safety as the priority of this first-stage treatment, integrated treatment of PTSD and substance abuse, a focus on ideals, Cognitive-behavioral-interpersonal, and attention to counselor processes.
 3. Aggression Replacement Training (ART): The ART group is based on Cognitive-Behavioral Intervention, which is a strategy designed to change the conditions that influence maladaptive behavior. The group is action-oriented and youth engage in many activities, such as role play, as part of the process. Youth are exposed to Cognitive Restructuring, Skills Training, Problem Solving, Expressing Empathy, Developing Discrepancy and rolling with resistance.
 4. Outdoor Outreach: This program provides comprehensive, year-round outdoor programming for youth in San Diego County. The program introduces participants to the outdoors through exciting and joy-filled activities, inspires underserved youth with possibility and opportunity in their lives, and helps them realize various positive attitude and behavioral changes that help them become successful adults. Outdoor Outreach offers youth development, environmental stewardship, civic engagement and job training.
- j. Regarding the answer (on original Page 18 of the worksheets) that “no one is deemed in need of Occupational Therapy, therefore none was provided”, the Juvenile Justice Commission recommends that either the Office of Education or Behavioral Health Services have someone available for Occupational Therapy screening and instruction.
- i. Generally, occupational therapy is used to help people with physical disabilities or injuries so that they can fully participate in their day-to-day activities or participate in meaningful activities that they would enjoy
- k. Regarding the answer that there is no TRU unit (Trauma Recovery/Rehabilitation Unit) for Urban Camp and none planned, the Juvenile Justice Commission believes that this program is working well and we recommend that a TRU unit be established at Urban Camp.
- i. The Probation Department continues to train all newly hired Correctional Deputy Probation Officers in trauma informed care. We also trained a cohort of veteran officers for the TRU unit at EMJDF and we plan to reach the rest of our veteran officers with this training in the upcoming fiscal year.
- l. The Juvenile Justice Commission 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. The Probation Department agrees with this recommendation and will implement summaries in the future.
 - m. 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 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.
 - n. 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. 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
 - o. The Juvenile Justice Commission recommends the Probation Department continue their hiring, training and retention efforts to ensure the safety of youth.
 - i. 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
 - p. 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. The Probation Department agrees with this recommendation and will continue to provide training to staff to clarify report expectations.
2. 2020 Recommendations:

Our virtual inspection of Urban Camp took place on November 10, 2020. Present at the virtual inspection were representatives from Probation, San Diego County Office of Education, mental health care providers, programming providers and Summit Food Services. The JJC inspection team did not speak to any youth at the facility. Probation filled out the JJC Inspection form in advance based upon 2019 information, and that form was provided to the JJC inspection team.

Setting: This is the second year that Urban Camp has been in operation. Urban Camp was formed when Camp Barrett was discontinued and is a combination of the boys from Camp Barrett and the girls from GRF. Urban Camp is scheduled to become part of the new Juvenile

Justice Campus in 2022. The typical length of stay for a youth at Urban Camp is 46 days. In 2019, the average daily population was 79, with 80% identifying as boys and 20% identifying as girls.

In addition to continuing the recommendations from last year's Urban Camp inspection and the recommendations from this year's Kearny Mesa inspections, the Commission makes the following recommendations:

- a. Continue efforts to keep the numbers of incarcerated youth low.
 - i. The number of incarcerated youth in all San Diego juvenile institutions is down. The average daily population at Urban Camp for 2019 was 79 (63 boys and 16 girls). This represents a 19% drop in average daily population compared with the four previous years of average daily population at Camp Barrett and GRF combined. Certainly COVID is a factor, but at a recent JJC quarterly meeting, Deputy Chief Zermeno raised the issue of Probation and its government partners addressing the issue of how many youths really need to be incarcerated. To the extent that this issue is within Probation's jurisdiction, Probation should continue efforts to keep the numbers of incarcerated youth low and make full use of outside community programs.
- b. Provide programming as soon as feasible (taking into account COVID limitations, and modify programming to better accommodate the length of stay of the youth).
 - i. During the inspection, the programming services provider (Bridgeways) indicated that not enough programming was being provided for the youth and that the programs were often longer than the average stay of the youth at Urban Camp so that the youth could not complete the programming or get credit for it. Urban Camp is a short-term facility with the average length of stay is approximately 45 days. In light of this fact, the Commission recommends that sufficient programming be provided for the youth (once COVID is no longer a factor) and that the programming be modified to fit the length of stay of the youth so that they can complete the programming, where possible.
- c. Expand the use of mentors and track their effectiveness over time.
 - i. Mentors are increasingly recognized as a key part of a youth's success in their communities after incarceration. While Probation's mentor programs in North County and Central San Diego were discontinued due to COVID, we recommend that every effort be made to continue these programs over Zoom as soon as possible. We also recommend that Probation gather data on the effectiveness of its mentor programs in terms of a youth's success in their community after incarceration and whether they had a mentor before incarceration or began being mentored while incarcerated. The assumption should be that all incarcerated youth have a community mentor as a way of providing encouragement and community continuity outside a law enforcement setting.
- d. Improve the "warm hand off" for mental health services for youth leaving the facility.
 - i. During the inspection, we learned that there is no longitudinal tracking of youth in terms of whether they continue to receive mental health (or physical health) services after they leave the institution. They are given referral information but there is no tracking of whether the referrals are followed up. Clearly, this could be an area where a mentor might help, as the current "warm hand off" system doesn't appear to have a high rate of success. Probation and its partners should increase

their tracking and accountability measures to ensure that needed services are continued as seamlessly as possible from the institution to the community for each youth in terms of the provision of mental health services, medications and physical health needs, if relevant.

- e. Consider eliminating “kicks.”
 - i. Awarding “kicks,” or a reduction in sentence for good behavior, sounds like a holdover from the prison model, along with crossed arms while walking and sitting for a room count. If awarding “kicks” is recognized as appropriate by the Youth in Custody practice model, perhaps this “reward” could be reframed to move it away from prison culture. If “kicks” are not in conformance with the YIC practice model, consider using behavior rewards that are in line with the practice model.
- f. Set a deadline for ending the use of pepper spray.
 - i. The Commission has recommended for the past decade that Probation reduce and plan to eliminate its use of pepper spray as a conflict resolution tool in its juvenile institutions. Now is the time to set a deadline for the elimination of pepper spray in its institutions. While the number of incidents is down, this is likely due to reduced numbers of youth (and therefore increased staffing ratios) in the institutions. We also recognize that Probation was hoping to use Mandt training (workplace violence reduction training) at San Diego State University as a way to reduce its use of pepper spray, but suspended that training due to COVID. However, there is comprehensive online Mandt training available as shown on their website (www.mandtsystem.com) so perhaps Probation could switch to online training. In addition, the Commission recommends that Probation maintain staffing levels in order to reduce the number of pepper spray incidents, and that Probation monitor both the situations where pepper spray is used and the officers using pepper spray in order to find ways to further reduce, with a goal toward eliminating on a specific date, the use of pepper spray.
- g. Establish a TRU unit at Urban Camp.
 - i. Probation established a TRU Unit (“Trauma Response Unit”) at Kearny Mesa several years ago, and pledged to expand this successful program to all its locations. In 2016, the TRU Unit received a Challenge Award from the California State Association of Counties (CSAC), which honors innovative practices in California counties. However, Probation has not expanded this program and appears to have discontinued the program in favor of generalized trauma training of staff. While generalized trauma training for staff is no doubt helpful, the Commission recommends that Probation continue and expand this successful program and create a true therapeutic environment for the youth.
- h. Ensure and document staff training in PREA (“Prison Rape Elimination Act”) and document PREA staffing levels.
 - i. The Commission recommends that all staff, including County Office of Education staff, receive documented PREA training. The Commission also recommends that the required PREA staffing levels be documented in the institutions, including in the classroom.
- i. Ensure that breakaway sheets and/or suicide prevention bedding is provided for all youth.

- i. Providing breakaway sheets and/or suicide prevention bedding has been a longstanding recommendation from the Commission for many years. Two suicide attempts occurred at Urban Camp in 2019, one using a sheet and the other a bath towel. For the safety of the youth, we recommend that suicide prevention bedding and towels be provided immediately.

II. General Administration

A. Population and Staffing Information

1. Average Daily Detainee Population (Booking)

	Adult Male	Adult Female	Juvenile Male	Juvenile Female	Total
Facility Capacity	0	0	69	25	114
Facility Average Daily Population	0	0	62.9	16.1	78.9

- a. Has the facility exceeded capacity since the last inspection? No
- b. Does the facility house youth under California Welfare & Institutions Code Section 601 (truancy and status offenders)? No
- c. If yes, are youth adjudicated pursuant to WIC 601 separated from youth adjudicated pursuant to WIC 602 (delinquent youth)? No
- d. List the languages spoken by Probation staff members: Spanish / English

i. Probation Staffing Ratios

Awake: 1 / 8 Asleep: 1 / 16

Probation Staffing <i>(As of December 31 of Previous Calendar Year)</i>	# Filled	# Open
Director	1	0
Supervisors	6	0
Senior Probation Officers	3	1
Correctional Deputy Probation Officer	63	6
Admin/Support	3	1
Other (Storekeeper & Laundry Worker)	0	1

B. Admissions and Orientation

1. How are youth oriented to rules and procedures in a developmentally appropriate manner? During intake youth receive UC Handbooks (Available in Spanish). It is a comprehensive age appropriate breakdown of policies and procedures of the facility. Youth also receive an orientation about Urban Camp. Interpreters are used as needed.
 - i. Are youth given copies of rules and procedures? Yes
 - ii. What languages are the rules and procedures provided in other than English?
Spanish

- iii. How does facility staff ensure that youth understand rules and procedures? Rules are explained verbally and in writing. Youth are also encouraged to ask questions.
- iv. Where are rules and procedures posted in the facility? Information is posted in the Administration office and in the dorms.

C. LGBTQI Admissions

- 1. Are staff trained in basic LGBTQI competency? Yes
 - i. Has a special training or ongoing training been implemented? Yes
 - ii. Do you ask youth their gender identity and gender pronouns during intake? Yes
 - iii. How do you work with youth who identify as non-binary, genderqueer, gender non-conforming, neither male nor female? UC has yet to encounter a youth who identifies as non-binary, genderqueer, gender nonconforming or neither male or female, but 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.
 - iv. 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.
 - v. How are LGBTQI youth identified upon admission to the facility? Youth enter UC via transfer from the detention facilities where 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 a concern or needs related to being LGBTQI.
 - vi. 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
 - i. Please list the types of personal property that may be kept in sleeping rooms:
Letters, Certificates/diplomas, Photos, Phone numbers and Addresses

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 secured and stored electronically in the Probation Case Management System (PCMS).

F. Classification, Review, and Housing

1. Are youth assessed upon intake to determine appropriate classification? Yes
 - a. If yes, what classifications are used? Commitment type via court order
 - i. 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
 - i. In the last calendar year has an attorney complained that they were not able to communicate with a youth/client? No
 - ii. 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
 - i. 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.
 - ii. 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)? Yes
 - iii. Are telephone calls monitored? No
 - iv. Are telephone calls recorded? No
 - v. 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? Starting 12/08/19, Urban Camp new visiting hours: Sundays 9-11 am, Monday thru Friday, 6:30 pm-8:30 pm by appointment only. Minor siblings Scheduled Special Visit / Other: Other family members approved by the Court/Probation Officers/or due to Special Camp Events (i.e. Holiday Visitation Events)

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

Parents/Legal Guardians

Minor Siblings

Other: The children of youth detained within facility with advance notice, Probation

Adult Siblings

Officers, Attorney, therapists, Mentors, Counselors and other prosocial adults.

ii. Is there ample space in the facility for visitation? Yes

iii. Are youth permitted to have private conversations with visitors? Yes

iv. Do probation staff members supervise visits? Yes

v. In the last calendar year has there been an instance of a visitor bringing “hard” contraband into the facility? No

vi. In the last calendar year has there been an instance of a visitor threatening a youth or staff member? No

vii. Are there transportation alternatives for family members who want to visit youth? Yes

viii. What is the policy regarding an undocumented parent or family member of a youth for visitation as they may not have identification to visit? 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

i. Are youth permitted to send mail? Yes

ii. Is postage provided at no charge to youth? Yes

iii. Is mail screened for contraband? Yes

iv. Does a staff member read mail addressed to a youth? No

v. 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

i. Are youth provided opportunities to communicate with staff verbally? Yes

- ii. Are communication aids (translators, hearing aids, etc.) provided when necessary? Yes

L. Grievances

- 1. Is there a formal grievance policy? Yes
 - i. Are written grievances reviewed daily? Yes
 - ii. How are grievances tracked so that facility leaders can identify trends from grievance report? Yes
 - iii. 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 the 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.
 - iv. 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? There were no grievances submitted by parents last year.

Grievance Involving	Number of Occurrences
Residents	0
Attorneys	0
Family Members	0
Medical	1
Abuse	0

M. Clothing and Bedding

- 1. Are additional blankets available on request? Yes
 - i. How often is bedding laundered? Bedding is laundered on a weekly basis or as needed.
 - ii. How often are youth given clean clothes? Youth are given clean clothing on a daily basis or upon request

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
 - i. Please list the hygiene products available to youth and indicate with an asterisk (*) which products are ethnically appropriate: Shampoo, Lotion, Lip Balm, Hair Grease, Deodorant, Soap, Toothpaste, Combs/Picks*
 - ii. How do staff members balance privacy and safety concerns? Youth are allowed to shower inside shower stalls. They are supervised by Officers from the outside of the shower room.

III. Education/Support Services

A. Staffing

1. Positions Filled or Open

Staff Type	# Filled	# Open
Credentialed Teachers	8	0
Credentialed Special Education Teachers	1	0
(Special Ed) Teachers' Aides	2	0
Paid Tutors	0	0
Volunteer Tutors	2	0
Other (Classroom Assistants)	1	0

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

Month	Avg. Student/Teacher Ratio	Avg. Daily Attendance
January	12	84
February	11.71	82
March	11.86	84
April	12.42	87
May	12.14	87
June	12.14	85
July	11.57	82
August	9.42	67
September	9.57	66
October	10.43	74
November	10.29	72
December	10.29	72

B. Capacity and Attendance

1. Number of classrooms in the facility? 8

i. 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
1	20	10	20

2	20	10	20
3	20	10	20
4	20	10	20
5	20	10	20
6	20	10	20
7	20	10	20
8	20	10	20

C. Absences

1.

Absences During the Calendar Year	#
How many students did not attend school for one or more days?	1
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

- i. When is absence from the classroom or expulsion used as a disciplinary tool?
The SOAR Academy does not have any such tools. Probation Officers are not allowed to suspend youth from school (6.1.4.6). Probation staff may remove a youth from the classroom for security reasons (not discipline) such as after a violent act. Such actions are governed by the policy on room confinement (7.7.3).
- a. Please provide the written policy for using absence from the classroom or expulsion as a disciplinary tool.
 - ii. Please list reasons other than illness or discipline why a student would not attend school: Students may miss time in school if the student has court or has been requested to be present at visitation (MIC)

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

i. 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
Joanne L. Finney	Principal

- ii. 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, et.al.) math manipulatives (algebra blocks, compass, ruler, et. al.) and journals.
- iii. 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
Joanne L. Finney	Principal

- iv. Do students use computers on a daily basis in each classroom? Yes
- a. How many hours per day do students use computers? Of the students who use a computer 2-3 hours per day.
 - v. 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
 - vi. Are students able to work on homework after the school day ends? Yes
 - a. If yes, how? Students have the opportunity to read literature, use softback textbooks and complete packets for additional course credit.

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
 - i. 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 a 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 data the school counselor creates the student's schedule which is reflective of making sure that all partial credits are made whole.
 - ii. Average grade level of students at the facility: 10th
 - iii. Percentage of students who are not academically prepared to complete work at a 9th grade level: About 25%
 - a. What interventions are used for these students? Students are provided with differentiated instruction, accommodations, modifications, and supports that include but are not limited to: talk-to-text; small group instruction; group projects; use of technology; alternative formative and summative assessments; et.al. Our instructors also focus on the English Language Arts and English Development Standard of speaking, writing, reading and listening, which provide for student voice and 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	0	0	0
IEP Plan	80	0	Based upon student need	8%
IEP Plan with ERMHS ¹ Services	65	0	Based upon student need	7.5%
IEP Plan with BSPs or BIPs ²	30	0	Based upon student need	3%
Total	175	8	Based upon student need	20%

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

Name	Title
Connie Leon	Special Education Assistant

ii. How soon is this determination made after a student is admitted? One to three days. Upon entry a thirty-day interim placement is developed to ensure the accommodations are clear and able to be met. At the end of the 30-day interim placement an IEP is convened.

iii. 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	15
Deaf	1	Specific Learning Disability	21
Emotional Disturbance	31	Speech and Language Impairment	5
Hard of Hearing	1	Traumatic Brain Injury	8
Intellectual Disability	5	Visual Impairment	0
Multiple Disabilities	0		

¹ ERMHS – Educationally Related Mental Health Services

² BSP – Behavior Support Plan; BIP – Behavior Intervention Plan

- iv. How are a student’s IEP/504 Plan records obtained? JCCS utilizes the Special Education Information System (SEIS) that districts in San Diego County use to store special education information. We also apply for records using written and faxed forms and/or calling the district of record or the charter school’s special education liaison. Records may be obtained through the education rights holder, Probation Officers or the student’s Social Worker.
- v. How long does it typically take to obtain such records? In SEIS it is automatic; from districts (rare) about 1-2 weeks depending on availability of the staff at the requesting district (unless during vacations).
- vi. 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 psychologists, Mental Health Case workers, and Vista Hill
Counseling	Yes	Yes	School psychologists, Mental Health Case workers, and Vista Hill
Speech and Language Services	Yes	Yes	Speech Therapist
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 disabilities/special needs. The training is completed by SDCOE Special Education Services, Student Support and Programming, SDCOE Learning and Leadership Department, school administrators, and monthly staff meetings. There are also additional opportunities per the SDCOE professional development calendar.

i. 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 content specific coaches; monthly staff meetings, SDOCE professional development calendar; weekly bulletin
- b. an emotional disturbance? Co-teaching and full inclusion model with a site Education Specialist, monthly staff meetings, weekly bulletin
- c. significant attention issues? Differentiated instruction models learned from peer edited journals, monthly staff meetings, weekly bulletin; SDCOE professional development calendar

H. Credentialed Special Education Teachers

1. How many credentialed special education teachers are at the facility full-time? One
 - i. 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
 - i. Are IEP meetings held when an eligible student arrives in the facility and attends school? Yes
 - ii. What is the average length of time between a student's arrival at the facility and his/her first IEP meeting? The average length of time between a student's arrival to our school and his or her first IEP meeting is between 25-30 days. Upon entry a thirty-day interim placement IEP is developed. Prior to the end of the 30-day placement, and IEP meeting is convened,
 - iii. Are IEP meetings held if a student is in the facility for more than thirty days? Yes
 - a. If no, why not? N/A
 - iv. Are parents notified of the meetings? Yes
 - a. If yes, how? The education rights holder is provided written notice, phone calls, electronic mail, and through the Probation Officer if necessary.
 - v. Describe the most common obstacle to IEP compliance: The education rights holder returning correspondence to the special education department for consent for evaluation of the student.

J. General Special Education Questions

1. Are staff trained to implement BSP's and BIP's? Yes
 - i. 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. The individual assigned to the classroom is dependent upon the needs and the IEPs for all students enrolled at our school on any given day. All staff are provided with the a list of accommodations, modifications and supports for their students as per the IEP at a Glance
 - ii. How many students are brought to the facility directly from school? N/A
 - iii. In the last calendar year, how many students were referred by the IEP Team at the facility to a Residential Treatment Center? 0
 - iv. In the last calendar year, how many students were referred by Probation to a Residential Treatment Center? This is a transition question for SD Probation

K. Post-High School/HiSET Programs

1. How many students are taking courses for college credit online? 7
 - i. At what college(s)? Palomar; Mira Costa; San Diego City; Grossmont; Southwestern Community Colleges
 - ii. Are students given information and counseling regarding community college and four-year college options? Yes
 - iii. Are students given information and counseling regarding financial aid options for college? Yes
 - iv. Are students given resources for college entrance exam preparation? Yes
 - v. 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? Culinary Arts & Barista Training, Fire Science, Graphic Arts, Horticulture, Work Readiness
 - i. Do CTE opportunities have sufficient space and resources for the number of students who are interested in participating? No
 - a. If no, what plans does the facility have to provide adequate space and resources? Additional CTE classrooms and lab space are part of the design for the new juvenile hall.
 - ii. Are programs scheduled so all students can participate in all programs? No
 - a. If no, how many students have been denied participation in one of these programs in the last calendar year? About 60% of the SOAR students are denied participation in CTE programming, as they are not enrolled long enough to participate in a CTE pathway course of study
 - b. What plans does the facility have to ensure all eligible youth can participate? KM administration is working with JCCS the CTE coordinator in creating additional CTE pathways for more students. These opportunities include a food handler's card, OSHA-10 certification and CPR Certification.

M. Special Programs and Activities

1. What other special programs or activities are take place in the classroom? Art (SD County Museum of Art; Timken Museum; yoga; personal care and sex education; Project AWARE; The Movement; Movement-B; Mindfulness; Career and College group (Unit 70) and Drumming through the ASSETs grant.
 - i. What programs or situations would result in a student leaving the classroom during school hours? Students may leave the classroom due to but not limited to court, MIC visitation with their attorney or family member; therapy per their IEP; academic/behavior testing; meeting with their probation officer. We do not have an independent study option for our students. Students who are admitted to a

juvenile detention center are not eligible for independent study per CA Education Code.

N. Independent Study

1. What independent study options are available? We do not have an independent study option for our students. Students who are admitted to a juvenile detention center are not eligible for independent study per CA Education Code.
 - i. When is independent study used? N/A

IV. Health Care Services

A. Medical Staffing

Staff Type	# Staff	# Contractors	# Positions Open	Avg. Number of Hour per Week at Facility
Physician	0	4	0	20
Physician's Assistant	1	0	0	MWF (24 hours a week)
Registered Nurse	2	0	0	24hrs. – 7 days a week
Licensed Vocational Nurse	1 Day, 1 PM, 1 Night	0	0	1 12 hour-7 days a week 1PM -8hour day- Monday through Friday 1 Night 12 hour days-7 days a week
Nurse Practitioner	0	0	0	0
Emergency Medical Tech	0	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"/>	LVN/RN	N/A
Dental	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	NURSE/MD	Dentist on-site Fridays
Vision	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	LVN	Snellen
Behavioral Health/Psychological	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mental Health	N/A
Sexually transmitted infections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	LVN/RN	Public Health Nurse/Quest Lab
Pregnancy test (if females are held in facility)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	LVN/RN	Clarity
Other: N/A	<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? The youth can fill out a sick call slip and place it in a locked confidential box, which is picked up by the clinic four times a day. The youth can

- request to see the nurse via verbal communication with an officer or a referral from a therapist or counselor.
- b. dental services/treatment? Youth submits a sick call slip and/or referred by nursing staff or MD through sick calls.
- 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? 2
 - 4. What medical equipment is available to respond to the medical needs of the youth in the facility? First Aid kits, ARDs, Emergency Response bag, Oxygen, Glucose monitoring, Back Board, Cervical, Spine Collars, Oropharyngeal/nasopharyngeal Airways and more.
 - 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? 3
 - 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? One to four minutes depending on the location of the emergency.
 - b. request for an inhaler? Two to eight minutes depending on the location of the youth requesting the inhaler.
 - 7. Call Slips
 - a. Who makes the determination whether or not a youth is seen after a sick call slip is turned in? The registered nurse or the PA pick up slips within 8 hours.
 - b. How many times were youth not seen after submitting a sick call slip: 0
 - i. Reason why not seen: N/A
 - ii. What was the average response time? 6-12 hours
 - 8. 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? Collaboration between the clinic staff and health facility.
 - b. How many youths saw a personal healthcare provider during the calendar year? Appointment is scheduled by the clinic with MD order and permission from 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? All youth arrested for possession or under the influence of drugs and/or alcohol, or who appear to be in a state of intoxication, must undergo a medical assessment performed by a nurse or physician, to determine suitability for admittance. If the individual is admitted, services and procedures are implemented, as enumerated in Section 8.6.7, based upon recommendations by medical staff. Should a youth be rejected admittance based upon a medical condition, he/she will be transported by the arresting agency to a hospital for examination and clearance for detention. Upon the youth's return, medical precautions will be taken per established policy.
4. Did the facility detain any youth determined to be under the influence of an intoxicating substance? Yes
If yes:
 - a. Was medical clearance obtained? Yes
 - b. Were these detentions documented? Yes
 - c. Were there documented safety checks at least once every 15 minutes? Yes

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: Section 8.5.14 It is the responsibility of unit/dorm officers to note when a youth refuses to eat regular meals. After a youth refuses their second meal in a row, it shall be noted in the Unit/Dorm Logbook and a Psych referral filled out and sent to the STAT Team. If three consecutive meals are refused, unit/dorm officers shall notify the Watch Commander and the medical clinic. The Watch Commander and the Supervising Nurse shall discuss this matter with the Facility physician; in order to determine what health measures are appropriate.

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. Behavioral Health, County Counsel, Probation, and Wellpath.
2. How often do Probation staff attend suicide prevention training? Every two 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 suicidal risk factors 7. Identifying strategies to mitigate suicide attempts 8. Identifying the responsibilities of the officer 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? 17
5. Are all youth with suicidal ideation put in a “suicide watch” room? No
 - a. If no, why not? Youth are assessed by therapists to determine the need for suicide prevention protocol to be implemented.
6. Have tear-away bed sheets been installed in "suicide watch" rooms? No
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: Section 8.12 Regardless of the circumstances surrounding the manner of death. Immediate concerns include preservation of the scene (potential crime scene), ensuring proper notifications are made and all required reports are completed in a timely manner. Any officer discovering a youth who appears to be dead shall immediately activate the ‘Medical Emergency’ procedures outlined in Manual Sections 8.4 and begin first aid. Facility officers are prohibited from undertaking the responsibility for determining the existence of life or death.

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 issues or the youth unconscious.

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. N/A

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? The 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
1) Career Technical Education *Culinary Arts *Fire Science *Graphic Design *Horticulture *Work Readiness	Varies	1. 8 Week Cohorts	1. 8 Week Cohorts	1. Varies	1. Varies
2. Teen Relationship Violence (TRV)		2. 7 Sessions	2. 7 Sessions	2. Varies	2. Varies
3. Healthy Relationships		3. 5 Sessions	3. 5 Sessions	3. Varies	3. Varies
4. Survivors of the Streets		4 - 12. Varies	4 - 12. Varies	4 - 12. Varies	4 -12. Varies
5. Reading Legacies					

6. Reality Changers					
7. Yoga					
8. Healthy Relationships					
9. Timkin Foundation Class					
10. Zumba					
11. Running Club					
12. Parenting					

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
1. Forward Thinking (McAlister)	1. Provides education, treatment and counseling around a comprehensive range of substance abuse treatment using a cognitive behavioral intervention model.	1. 6 Sessions	1. Varies	1. Varies	1. Per Contract	1. Varies
2. Aggression Replacement Training	2. Cognitive behavioral intervention for reduction of aggressive	2. 30 Sessions	2. Varies	2. Varies	2. Per Contract	2. Varies

<p>3. My Life My Choice</p>	<p>and violent behavior</p> <p>3. Nationally-acclaimed ten-session exploitation prevention curriculum aims to change girls' attitudes and perceptions of the commercial sex industry, as well as build self-esteem and personal empowerment</p> <p>****This list is not inclusive of all programs or programming offered currently at the Urban Camp. Please also note, BridgeWays began in March 2019 at UC.</p>	<p>3. 10 Sessions</p>	<p>3. Varies</p>	<p>3. Varies</p>	<p>3. Per Contract</p>	<p>3. Varies</p>
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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, 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? N/A
2. Are unsentenced youth in the facility required to work or perform chores? N/A
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? Minimum 2 hours per day during the week, and 5 hours per day during weekends and school days.
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. Please see Institutional Services Policy Section 6 (6.2.3.3). 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.)? 3 hours on Weekdays; 5 hours on Weekends
5. How do Probation Officers ensure that homework is completed before free-time activities occur? Youth are afforded opportunities to complete homework during Reading & Writing periods in the dorm.

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 Urban Camp Program male youth and UC/GRF female committed youth, approximately three to four weeks prior to their release. Re-entry meetings are facilitated by an UC SRPO and/or a DPO/Re-entry Officer. The youth, the parent/guardian, the casework Probation Officer, School staff, STAT team members, 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 and linkages are finalized 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? As needed.
2. Are random reviews of security tapes conducted? Yes
- a. If yes, how often? As needed.

C. Control of Contraband

3. In the last calendar year has a weapon been found in the possession of a youth in the facility? No
- a. Was the weapon found during intake or after the youth's incarceration? N/A
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? No
- a. Was the controlled substance found during the intake process of after the youth's incarceration? N/A
5. If there have been a high number of incidents related to a specific type of contraband, please describe: N/A

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 a youth for the violation of institution rules of conduct. Unit Shift Leaders or those acting in the capacity of a shift leader, 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 time 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 of the youth? 12.9%

F. Serious Incidents

1.

Incident Type	Number of Occurrences
Suicides	0
Attempted suicides	3
Deaths from other causes	0
Escapes	0
Attempted escapes	1
Serious assaults on detainees	16
Serious assaults on staff	2
Other serious incidents	47
Serious incidents above for which there is a written record	65

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 type="checkbox"/> Committee
5. Number of instances in the last calendar year: 72

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: 23

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 checked="" type="checkbox"/> Deputy Chief | <input checked="" type="checkbox"/> Committee |
5. Number of instances in the last calendar year: 24

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: 0
5. Is Administrative Segregation used at the facility? No
- a. If used, are there written policies in place to ensure Administrative Segregation is used only as long as necessary? N/A
- b. Number of instances used: N/A
- c. Average length of time used: N/A

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? Outside the front entrance of Urban Camp.

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 |
| <input checked="" type="checkbox"/> Earthquake | <input checked="" type="checkbox"/> Unit disturbance |

Other: N/A

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? CDPO I, II (07/29/14), Kitchen Officer (08/24/14), Day Coordinator, Town Trip Officer (08/21/18)
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 coordinates ESU, SME, and Associations (as/if needed). Once ESU completes draft, re-draft, and edits. The draft, re-drafts and edits are sent to County Counsel for technical review, then to Executive for review and approval. Once corrections/edits are made, the edited draft are sent to Department HR and County DHR/Labor Relations. The SPOA/POA is last to review. Once finalized, 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: Electronic On-Line (Intranet)
 - b. Where are the manuals located? Probation Department SharePoint Site
7. Are probation staff members permitted to access these manuals? Yes
8. Are contractors familiarized with these manuals during contractor orientation? No
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: Embracing Diversity & Encouraging Respect, LGBT: Creating Safe Spaces.

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: Bi-weekly 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. Furthermore, the department's Internal Affairs Division receives notification anytime an officer is arrested or finger printed.
 - ii. School Personnel: SDCOE directly monitors their own employees.
 - iii. Contracted Employees: The Department of Justice notifies the Probation Department of any arrest of contracted staff by virtue of LiveScan subsequent to employment
 - iv. HHSA Staff: HHSA directly monitors their own employees
 - v. Medical Staff: The Department of Justice notifies the Probation Department of any arrest of contracted staff by virtue of LiveScan subsequent to employment.
 - vi. Volunteers: The Department of Justice notifies the Probation Department of any arrest of contracted 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	One time only	In Person	STAT
Appropriate Relationships/ Boundaries with Youth	Yes	Quarterly	Online	Probation Dept.
Appropriate Disciplinary Techniques	Yes	Annually	Online/In Person	Probation Dept.
Autism Training	Yes	As available	In Person	Outside Provider
Confidentiality	Yes	Bi-annually	Online	Probation Dept.
Conflict Management	Yes	Bi-annually	In Person	Probation Dept.
CPR/First Aid	Yes	Bi-annually	In Person	Outside Provider
Emergency Response	Yes	Bi-annually	Online/In Person	Probation Dept.
Ethical Decision Making	Yes	Bi-annually	In Person	Probation Dept.
Identification and Treatment for Mentally Ill and/or Suicidal Youth	Yes	Bi-annually	In Person	STAT Team / CFMG
Identification and Referral of Youth for Special Education Services	Yes	As available	In Person	Outside Provider
Inclusion Methods for Youth with Disabilities or Special Needs	Yes	As available	In Person	STAT
Reporting Requirements for Abuse, Neglect, or Maltreatment that Occurs In the Facility	Yes	Bi-annually	Online	PREA / E-Blast
Reporting Requirements for Abuse, Neglect, or Maltreatment that Occurs Outside the Facility	Yes	Bi-annually	In Person	Probation Dept.
Sexual Harassment	Yes	Bi-annually	In Person	Probation Dept.
Signs of Abuse or Neglect	Yes	Bi-annually	In Person	CFMG

Use of Force	Yes	Bi-annually	In Person	Probation Dept.
Use of Restraints	Yes	Bi-annually	In Person	Probation Dept.
Other: N/A	N/A	N/A	Online/In Person	N/A

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	No	No	No
Touching a Youth in an Inappropriate Way	No	No	No
Commenting on the Physical Appearance of Youth in a Manner Outside Scope of Staff Member's Job Duties	No	No	
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. N/A

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: \$16,320,572
2. Facility budget this fiscal year: \$15,837,711
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.). Decrease of 12 positions (\$0.48M decrease). \$490k decrease in contracted services. \$283k decrease in facilities costs. Costs and staffing declined due to the continued consolidation of resources after the closure of Camp Barrett and also reflects a continued decline in population. While contracted services costs went down, there was no impact to service delivery, again due to the consolidation of resources and decline in population.
4. If there was an increase in budget what was the increase used for: N/A