

# JUVENILE JUSTICE COMMISSION

## JUVENILE HALLS AND CAMPS INSPECTION REPORT

Please respond to the sections that apply to the facility you are inspecting

Facility Name: Sonoma County Juvenile Hall

Inspection Date: 2/24/2015

Facility Capacity: 140

Last Inspection: 12/11/2013

Address: 7425 Rancho Los Guilicos Road  
Santa Rosa, CA 95409

Telephone Number: 707-565-6210

FAX Number: 565-6393

Superintendent: Marty Mitchell

Staff Interviewed: Marty Mitchell, Director  
Maria Lopez, Assistant Director  
Kristen Vela, Health Program Manager

Type of Facility:  Juvenile Hall  Camp  Co-Ed?

Presiding Juvenile Court Judge: Hon. Judges Marcoida and Hardcastle

Commission Chair: Mary Cone

Telephone No. 707-565-1234 x8164

Signature

Commission Inspection Team: Eric Williams

Jody Edwards

Gina Crozier

### Major Concerns and Recommendations:

Use of restraints and pepper spray are lower than in the previous two years. Evidenced-based assessment facilitates appropriate placement of youth at intake. All use of force is reviewed by Director Mitchell and all incidents are debriefed with staff. Director Mitchell and his staff continue to expand programming that supports youth socio-emotional needs and prepares them for life beyond the Juvenile Justice Center. Activities and programs include the new Boys and Girls Club, Girls' Circle, Self-Esteem (Girl Scouts), Boys' Council, Interactive Journaling (a cognitive behavioral program - Changing Offender Behavior), Independent Living Skills Program (ILP), Tai Chi, Narcotics Anonymous, TAPP through United Against Sexual Assault (UASA) with a focus on diversity and tolerance, Aggression Replacement Therapy (ART - a cognitive behavioral program), Imagine Bus Project (artist in residence provides 12 hours of in-house art education to the youth), Art and Dine Program, a Guitar program was implemented with staff and kids starting in January, special events (concerts, plays, Christmas decoration contest) and arts and crafts. Several youth were interviewed with no major issues noted. Quest program has been up for 18 months and Odyssey program has been running for several months. Both programs are running well and show promise in helping the kids. Ongoing challenge involved with who the facility serves and meeting their needs. Currently 8 kids are housed here who are being tried as adults (including one who has been here for over a year). Staff tries to keep up with the changes in making sure that only the youth who are most appropriate are housed in the facility.

# JUVENILE JUSTICE COMMISSION

## JUVENILE HALLS AND CAMPLS INSPECTION REPORT

### AREA REVIEWED: Please Check

#### QUALITY OF LIFE

- Physical Plant
- Meals/Nutrition
- Mental Health
- Physical/Dental Health
- Religious Services
- Volunter Involvement
- Visiting
- Volunter Involvement
- Other

#### PROGRAMS

- Education
- Vocation/Employability
- Community Service
- Victim/Gang Awareness
- Substance Abuse
- Other

#### PERSONS INTERVIEWED

- Minors
- Superintendent
- Medical/Psyche. Staff
- School Staff
- Supervisor
- Child Supervision Staff  
(Counselors)
- Food Services Staff
- Other

### GENERAL INFORMATION

**Has the facility exceeded capacity since the last inspection?**

No.

**Does the facility house minors under Section 601 of the Welfare & Institutions Code?**

Yes  No

**If "yes", are 601's separated from 602's?**

**Date of Last Fire Drill:** 12/31/2014

**SINCE THE LAST INSPECTION INDICATE:**

**Number of Suicides:** 0

**Number of Attempted Suicides:** 0

**Number of Deaths From Other Causes:** 0

**Number of Escapes:** 0

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## SLEEPING ROOMS (Cells)

### Comments:

Rooms are clean, adequate and bedding is changed weekly. There are individual and group incentives for keeping living spaces clean such as a special party for cleanest unit.

## LOCAL INSPECTIONS

**Fire:**  No  Yes **Date:** 9/10/2014  
(Health & Safety Code Section 13146.1)

**\*Medical/Mental Health:**  No  Yes **Date:** 10/30/1014

**\*Environmental Health:**  No  Yes **Date:** 9/4/2014

**\*Nutritional Health:**  No  Yes **Date:** 9/4/2014  
(Health & Safety Code Section 101045)

### Facility Safety and Security:

## STAFFING

### Staff To Child Ratio - Awake and Sleeping:

1:10 during waking hours; 1:20 during sleeping. Often that ratio is much lower.

### Communication In Language Minor Can Understand?

Yes.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## STAFFING (Continued)

### Diversity of Staff:

There are at least 14 bilingual staff in the budget, but many more. Major ethnic groups are well represented in staff.

### Staff/Minor Interactions:

All incident reports are reviewed by the Juvenile Justice Commission (JJC). Director Mitchell and the management team reviews all reports and gives feedback as needed to supervisory staff. Director Mitchell is specific and timely in addressing areas of concern with his staff and supports proper communication and intervention skills to defuse negative situations. Minors' complaints are documented and reviewed monthly by the JJC liaison (when available). Minors are aware of grievance and due process procedures if resolution is not satisfactory was corroborated by two interviewees. A variety of programs provide for opportunities to develop positive relationships between staff and minors.

### Staff Interviews - Comments:

Maria Lopez, Assistant Director. They have been creating and implementing a more intensive treatment program for our female offenders serving long sentences in detention, the Odyssey Program. Director Mitchell was part of the inspection process.

## CONDITIONS OF GROUNDS

### Lawns, Playing Fields, Blacktop, Asphalt, Other:

The facility is 9 years old with adequate outdoor playing fields for recreation, both grass and blacktop and covered areas for rainy days. All are in excellent condition. Some areas have been resurfaced to minimize minors slipping and falling on surfaces previously slick when wet.

## EXTERIOR OF BUILDING

### General Condition, Paint, Roof, Drains/Gutters, Other:

The facility condition is excellent. It is cleaned and maintained by an outside agency.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## INTERIOR OF BUILDING

### Walls, Paint, Floors, Drains, Plumbing Fixtures Working, Air Vents, Windows:

The facility is nine years old and is in excellent condition. They contract with Pride Janitorial.

### Are cleaning fluids and chemicals labeled and safely stored?

Yes.

### Weapons Locker Location:

In the vehicle sallyport as well as outside the main facility. There is also a locked room/armory for restraints and chemical agents.

### Recreation/Sports Equipment:

Available and adequate.

### Are the hallways clear and doors propped open?

Hallways are clear. Doors are locked at all times.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## INTERIOR OF BUILDING (Continued)

**Court Holding Area - (If present) Access to drinking water and toilet?**

Yes.

**Sleeping Rooms/Dormitories:**

All areas are clean. Floors are clear of debris. Minors receive individual and group points and incentives for maintaining clean living areas.

**BEDS - Type? 12" off the floor:**

Cement platform beds with mattresses and pillows.

**Art, books, personal possessions allowed in sleeping rooms?**

There are cubicles in the platforms for personal items.

**Graffiti Present?**

There is some graffiti in rooms, but it is always dealt with appropriately by staff.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## INTERIOR OF BUILDING (Continued)

### Ample Blankets?

Yes.

### Study Area:

The classrooms are clean with individual desks. There is no debris on the floors and the desk surfaces are clean.

### Adequate Lighting:

Yes.

### Temperature:

Comfortable in all rooms.

## ORIENTATION OF MINORS

### Are minors oriented to rules and procedures?

There is an orientation during the first week that includes a handout about rules, policies, grievance procedure, and the point system that translates into levels with corresponding increased privileges. Unit staff meet with each minor for the first five days to go over and explain the handouts. Minors sign that they have received and understand this information. Information about their rights, a weekly activities schedule, and other information about Juvenile Hall is posted in the units. Each minor has a complete physical within the first 72 hours of being detained.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## ORIENTATION OF MINORS (Continued)

### Are rules and grievance procedures posted?

Yes.

### Are rules and grievance procedures understood by minors?

Yes. The JJC liaison periodically reviews copies of grievances. There is an established protocol for handling them with appropriate due process if a minor is not satisfied with the outcome. Every effort is to resolve issues at the lowest level. Sample grievances were read and Director Mitchell explained the chain of command in addressing grievances.

### Minors Interviewed - Comments:

The minors understood the grievance procedures and felt comfortable filing them. Two minors (male) interviewed gave the following review: Good program and the staff help you a lot. They both thought the food could be better with more variety and not so bland. With respect to the medical program, they said you can say you want to speak with a mental health person and it works. If they are sick they said you stay in your room most of the day and if it was two days long, a nurse would check in with you. One boy said he would change that after you graduate from high school, you didn't have to keep going to school. One said he would prefer to be building something. One said after he gets out he would live with his parents and would be in the same environment and most likely get involved in the same activities. The other doesn't see a future because the JC is expensive and he is undocumented.

## MEALS/NUTRITION

### Kitchen - Clean; Are Knives and Chemicals Locked?

The kitchen is spacious, modern and clean. Counters and floors are clear of debris. Knives and chemicals in the kitchen can only be accessed through double-locked doors. Doors are unlocked only by Central Command if juveniles are not passing by in the corridor. Different types of food are stored in separate refrigeration/freezer units.

### Have the youths working in the kitchen been trained?

No minors are allowed to work in the kitchen nor do they have access. There is a double door security entrance.



# JUVENILE JUSTICE COMMISSION

## JUVENILE HALLS AND CAMPS INSPECTION REPORT

### MEALS/NUTRITION (Continued)

#### Are meals served or cafeteria style?

Youths retrieve meals from portable heated/refrigerated carts in each unit. Medical needs diets are tracked and accommodated as well as for vegetarians or religious dietary restrictions. All menus and recipes are set by the State of California and are being followed. The Sonoma County Health Department regularly monitors and reviews menus.

#### Are minors permitted to converse during meals?

Yes.

#### Are staff present and supervising?

Yes.

#### Is a weekly menu prepared? Is it posted?

Yes. Menus are reviewed by WIC and the Public Health Department and must meet county and state health standards. There are specific nutritional requirements. Special diets are documented and visible to the kitchen staff. Menu offerings are on a four week rotational cycle to provide for a diverse offering of meals. Every effort is made to prepare food that is fresh, appetizing, presentable, and nutritious. The chef is diligent in securing high quality food at competitive prices from a variety of vendors. The kitchen staff regularly prepares treats for special events, Level III honorees, and as part of the group/unit incentive program. A cake is provided for each minor's birthday.

#### Are servings ample, nutritious and appetizing?

Yes. Minors may have second portions.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## MEALS/NUTRITION (Continued)

### Are weaker youths protected from having food taken from them?

The physical set-up of the eating area is always under supervision by staff in the day room.

### Length of time allowed to eat:

20 or more minutes is allowed for each meal.

## PERSONAL APPEARANCE OF MINORS

### Appearance?

Clean, well-groomed with trimmed hair. The monthly schedule indicates opportunities for grooming at least several nights per week (Level III only).

### SHOWERS - Frequency, Privacy Maintained, Supervised by Staff? Any assault by other youths?

Showers are daily and are private, thus mitigating the threat of assaults. They are cleaned on a daily basis by the juveniles.

### CONDITION OF CLOTHING - Does clothing fit? Clothing appropriate to the weather?

Clothing is appropriate for the season. Juveniles change personal items daily and outerwear every two days.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## PROGRAMS

### RECREATION - Types and amount each day:

There is a minimum of 4 hours per day with 1:45 hours of large muscle exercise.

### EXERCISE - Daily schedule and amount of time each day:

Minors have access to daily exercise through physical education that is offered as part of the 4 hour / 2 hour large muscle exercise required regimen per day.

### Access to religious services:

Volunteer Nancy Jones is a chaplain who oversees 7 other spiritual advisors - one assigned to each unit. Literature is provided. Church services are offered and are well attended.

### Medical/Mental Health Services:

There is a doctor one day a week and psychiatrist one day; as well as 2 FTE mental health staff and one RN on weekdays and one on the weekend. There is good cooperation and communication between County Health Services and Probation Department personnel. Protocols are developed for consultations. In medical, psychiatric, and dental emergencies minors are transported to hospitals, facilities, and/or specialists. Director Mitchell is to be commended for fighting to keep the services as they are instead of using outside vendors for these services.

### Volunteer Program:

Nancy Jones coordinates volunteer programs which include spiritual advisement, library services, tutoring, arts and crafts, and friendly visitors for those who do not have family visitors.

# JUVENILE JUSTICE COMMISSION

## JUVENILE HALLS AND CAMPS INSPECTION REPORT

### PROGRAMS (Continued)

#### Counseling and Casework:

Previously identified minors are afforded mental health services (2.0 FTE). Minors who have outside therapists are provided access to them. VERITY groups are offered. There is a self-esteem group for the girls and other gender-responsive programming. As previously cited there is Aggression Replacement Training (ART) also offered. Also a variety of evidence based programs offered.

#### Family Reunification Planning:

This is provided through Probation as part of their case management function. Quest program for boys and Odyssey program for the girls is also available.

#### Substance Abuse Counseling:

Narcotics Anonymous classes are once a week. Alcohol and Other Drug Services (AODS) evaluation services are offered through the County Mental Health Services.

#### Victim Awareness Classes:

Yes, through VERITY

#### Gang Awareness Classes:

Yes, they do have gang awareness intervention and use pro-social evidence based programs to offer other options than gang membership. The Boys and Girls Club of Central Sonoma County does not have specific targeted gang programming, but do give youth alternatives to the gang lifestyle and create a space where gang kids program together.

# JUVENILE JUSTICE COMMISSION

## JUVENILE HALLS AND CAMPS INSPECTION REPORT

### PROGRAMS (Continued)

#### Sexual Harassment Classes:

There is zero tolerance for any type of harassment and is included in orientation at intake. SCOE classes follow Education Code prohibitions of sexual and other types of harassment. VERITY presentations also address sexual harassment. For serious or chronic infractions, individualized interventions (such as writing a research paper) may be given in addition to typical consequences for disrespectful, threatening, or disparaging conduct.

#### Parenting Classes:

Teen parenting services are provided by Teen Parent Connections and there are services provided to kids by health services.

#### Vocational Classes:

None organized but there is access to books and some on-line courses. The voluntary Independent Living Skills Program (ILP) provides job-related skills training. The Boys and Girls Club also provides programs for seeking out vocational activities.

#### Community Service:

There are no formalized community services opportunities at the Los Guillicos facility but youth on Community Detention may be assigned to a weekend work crew program. The Boys and Girls Club will be providing such services and there is a new tattoo removal program where the kids promise to do community service work after they get out.

#### Work Program:

None.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## PROGRAMS (Continued)

### Other:

Odyssey program has been implemented in the past few months. It is similar to Quest, but targeted to females.

## DISCIPLINE OF MINORS

### Frequency and Type:

Behavior management system with rewards and consequences. Minors earn individual points that translate into privileges according to level attained. Group incentives result in special events for unit members. Room confinements are no longer used, but youths are separated from group as needed but very infrequently and for shorter periods of time. Special programs are routinely utilized to modify behaviors and to incentivize youths to improve behaviors.

## GRIEVANCES

### Number and Type:

Juvenile Hall's grievance procedure is handled internally. The Juvenile Justice Commission liaison regularly reviews Incident Reports which contain many of the same issues that would be contained in grievances and occasionally reviews grievances. The Juvenile Justice Commission responds to all calls to the hotline from minors or family members, even though they are not formal grievances. Minors are aware of this process.

## TELEPHONE

### Access:

They can use pay phones for collect calls after the minor reaches a certain level. Phone calls may be granted also by supervisors or the Court.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## CORRESPONDENCE

### Postage Free:

Three letters per week.

### INCOMING/OUTGOING - Is mail read?

Letters are scanned. Staff needs specific, reasonable cause to confiscate mail which is then either returned to sender or put in minor's property. The minor receives a completed form indicating the reason a letter was not mailed.

### Confidential Correspondence:

To a judge, lawyer or the DA.

## VISITING

### Adequate space, convenient times or accommodations to parent work schedule, etc. special visits:

Visiting hours are on weeknights and weekends. Youths may have one week day and one weekend visit. Schedule is according to units.

### Do staff supervise visits?

Yes.

# JUVENILE JUSTICE COMMISSION

## JUVENILE HALLS AND CAMPS INSPECTION REPORT

### VISITING

#### Adequate privacy during visits?

Yes.

#### Have all minors had visits? If no, give reasons:

Yes. If there are risk factors that prevent a minor from having visit times with others then times are scheduled separately.

### SCHOOL

#### TEACHERS - Number of full-time; frequency of substitutes:

The Sonoma County Office of Education's (SCOE) court program provides 5 regular education teachers and 1 Special Education (Resource Specialist) teacher and 1 ESL support teacher. Also a school psychologist comes on a regular basis. The teachers rotate through the units providing instruction more closely aligned to their professional training, credentialing, and interests. Through Professional Learning Communities (PLCs) they collaborate with their peers at other Court and Community schools twice a month as well as with their peers on site. Assistant Principal Cliff Schleuter is regularly on site to provide leadership in the educational program and facilitates a positive working relationship with the Probation staff.

#### Number of minors attending school:

This fluctuates but currently about 70 students are being served in the 6 classes (one of which is a study hall). There are also 20 volunteer tutors that come into the facility. Students who have earned a diploma or the GED are still afforded continuing education through independent study or access to vocational education books. They are also recognized at a ceremony in the visiting area with parents and family invited. When possible, efforts are being made to provide on-line access to vocational programs. The educational transition of students who are 18 and/or have earned a diploma or the GED are afforded the services of volunteers who can help them through the Santa Rosa Junior College registration process upon their release. They are also informed of the adult educational programs available in local school districts.

#### Number of minors in each classroom:

Although this varies, currently there is a range of 8 - 20 students in the unit classrooms. There are some occasions when youth who are on restriction get one-on-one schooling, but only those youths who are an immediate threat to others.



# JUVENILE JUSTICE COMMISSION

## JUVENILE HALLS AND CAMPS INSPECTION REPORT

### SCHOOL (Continued)

#### Number of minors on independent study:

Most students are enrolled in typical high school diploma course work or preparing for the GED as they approach 18 and older. There is some independent, contract work in some subject areas if a student needs credits in an area that the majority of the other students do not need.

#### Atmosphere of Classroom:

There is a positive learning environment evident in all of the unit classrooms observed. Student work and curricular related information adorns the classroom walls. All students were on task, attentive and aware of the purpose of their classroom work. In two classrooms observed and in interviews, students acknowledged that seat time alone does not earn credits and for most subjects and assignments a competency rate of 75% or better is needed to earn credits and move on to the subsequent units.

#### Adequate Supplies? Books, paper, computers, etc.

Each student has the core curriculum texts as required by state law (Williams Act) along with the necessary supplies. Students have access to technology and closely monitored Internet availability.

#### Activities and Coursework:

The standards-based high school curricula leads toward a high school diploma or the GED. The new departmentalized curriculum allows teachers to move between units in a rotational basis so they can present their expertise in greater depth in the core subject areas. With the reduction in SCOE staff all students have one period of study hall. Assistant Principal Schleuter has been implementing summative assessment tests to be sure that students are mastering content, rather than just measuring "seat time." The high mobility and short stay of most minors makes the use of test scores a questionable metric, but they have developed an in-house writing assessment and use the Scholastic Reading Assessment. They are also developing a math test. This is only used for youth who are in residence for 90 days or more. This was corroborated in our interviews of a math class in the girls' unit with favorable reviews from students and the teacher.

#### Are minors required to do homework?

The students are encouraged to do homework but it is considered extra credit. This is a way for students to accelerate earning credits and is typical of alternative programs as these students often are deficient in high school credits. The study hall allows students an hour each day to work on the subject of their choosing to complete work or do extra credit. They also use this time for other programs, such as the art programs. They receive school credit for some of these programs, such as independent living programs. All youth in the unit we observed were on task doing independent seat work. Those interviewed were well versed in how they could use the time effectively and how quantity and quality of work translates into credits.

# JUVENILE JUSTICE COMMISSION

## JUVENILE HALLS AND CAMPS INSPECTION REPORT

### SCHOOL (Continued)

#### Number of minors not attending. Reason?

All minors go to school, even if it is one-on-one. Youth on administrative programs will sometimes have class either in their room or some alternative location. The Center has put together a policy to ensure that all of the kids get the required schooling.

#### Relationship between school and juvenile hall staff:

Director Mitchell is to be commended for the collaborative leadership structures that continue to bring the Probation and SCOE staff together as a team and at looking at the 'whole child'. The monthly Multi-Disciplinary Team (MDT) meetings include all stakeholders interested in the welfare of the youth. This can even include parents as well as people outside of the hall. The time is spent in case management of minors who may need intervention services. It has enhanced their ability to transition exiting youth. Probation staff are also included in SCOE meetings. They look for opportunities to align programming.

#### Describe access to school, recreation, exercise and recreation for minors confined to their rooms:

Students who are confined to their rooms have access to school, recreation, and exercise although in a restricted, isolated fashion. They have made great strides in the past year to insure that all students have the state mandated classtime.

## ACCESS TO MEDICAL AND MENTAL HEALTH SERVICES

The Sonoma County Department of Health Services operates a coordinated health care program for residents of Juvenile Hall including medical, mental health and alcohol and other drug services. The health Program Manager and the majority of the health program staff are housed in the Juvenile Justice Health Center Health Services Unit. Coordination of overall program services occurs at the Center along with health education including HIV education and testing, STD testing and education, birth control, hygiene, nutrition and related activities.

**PHYSICAL EXAMS** - At intake the youths are asked a set of physical health questions, mental health questions and alcohol and drug questions. Then within the first 24 hours they will meet with a nurse. If the youth is a young woman, a pregnancy test is done and then another test two weeks later. If they are coming off drugs, there is a detox protocol to follow if it is believed they will be safe. Every minor gets a complete physical once a year by an RN. When they bring medications they are verified with the prescribing physician and staff make sure they are taken in the proper amount. Parents must provide written consent for medications and minors have to agree. All immunizations are updated with parental consent.

**ACCESS TO MEDICAL SERVICES** - If you want to receive services they tell a staff member they want to talk to a mental health person or they can complete a health services request form and be seen within 24 hours, except on Sunday. If there is a medical emergency onsite, code 2 is called and people drop everything and go to the situation area. If the nurse determines that an ambulance is needed, it is called and the nurse stays with the youth. If it is determined that it can be handled onsite, it will be. For example, there is oxygen on site and mobile x-ray machines. There are RNs and nurse practitioners here Tuesday and Thursday and a physician available to consult by phone at all times. If there is any question about the severity of the injury, the minor is sent out by ambulance.

**PROFESSIONAL MEDICAL STAFF** - Dr. Karen Holbrook is the Deputy Health Director. She is also the acting medical director. The health program manager is Kristen Vela, the nurse practitioner is Michelle Porter and there are 5-6 RN's. The psychiatrist is Dr. Burns.

**MENTAL HEALTH SERVICES** - Lots of the minors are situationally depressed. The youth with mental health issues dominate the majority of the medical staff's time, which include weekly and sometimes daily visits. They work as a team and can customize programs for the minors. They work with the community to get kids into programs. If the youth needs follow up care, they can be linked into County Mental Health if they qualify for Medi-cal. If not, it is coordinated with Vista or Indian Health. If the youth have serious mental health issues, they may qualify for Transitional Aid to Youths. Psychiatrists are available once a week on site and are available by phone. They are also on staff throughout the Department of Health.

**DENTAL SERVICES** - Dental services are provided onsite for emergency or emergent issues, not routine dental care. However, if a youth resides at the hall for one year or more, teeth cleaning is provided. The biggest issue is poor dental hygiene.

**PORTION OF YOUTH ON PSYCHO-TROPIC DRUGS** - 15 of the current 75 youth at the hall are on psychiatric medications. That is about 20% and is a common average. Of that number, approximately half were on medications before they arrived. In addition, there are 9 open cases, which means the youth may have a diagnosis but isn't assessed yet or he or she may be in process with Dr. Burns. The protocol is that if the youth come in with medication, it is verified. Then an order is obtained from Dr. Burns and she sees the youth. She works Tuesdays and Thursdays and sees them within the first week and monitors them for medications. That monitoring may be weekly or monthly depending on the youth and how stabilized he or she might be. Many times the youth is stabilized here and then gets out of the hall and doesn't necessarily follow the plan. The medical staff ensure the appointments are arranged and the youth know where to go but it is up to them to go.

# JUVENILE JUSTICE COMMISSION JUVENILE HALLS AND CAMPS INSPECTION REPORT

## Distribution of Juvenile Justice Commission Inspection Reports

### Corrections Standards Authority Recommendation

The Corrections Standards Authority recommends commissions prepare and submit an inspection report for each juvenile hall and camp inspected by the commission. We suggest that copies of inspection reports be distributed to the Chief Probation Officer and other pertinent county agencies as directed by the court.

Please submit your annual report to the court and mail a copy to:

**GARY WION, DEPUTY DIRECTOR (A)  
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