

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

Data from Calendar Year 2020

Urban Camp	
Facility Address: 2861 Meadow Lark Drive San Diego, CA 92123	Date of Inspection: September 23, 2021
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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

For the second year in a row the facility inspection was conducted virtually as a precaution due to the on-going COVID 19 pandemic. The inspection included a review of the pre-inspection worksheet submitted to the Commission (included in this report). Interviews with administrative staff, line staff and partners took place during the virtual inspection. Youth were not interviewed during this inspection. Members of the Commission agreed youth input is important and needs to be heard therefore a separate report will be published to ensure the youth voice does not get lost. Due to the pandemic a number of Commission recommendations from the 2019 and 2020 inspections have not been implemented. The Commission will continue to review their progress. The school continued distance-learning in 2020 but have since returned to in-person learning. In 2019 and 2020 Career Technical Education (CTE) programs had been downsized as a result of the pandemic. It is hopeful more variety and number of courses will improve with the return of in-person learning. One CTE course planned is to bring in a car simulator for driver's education course as well as re-instituting the CPR/First Aid Certification course. With all the obstacles due to the pandemic, the school was able to collaborate with partners and continue to offer college classes to students. The School and Probation are commended for their efforts in providing higher learning opportunities to the youth. However, it is noted the average grade level is the 10th grade with 25% of the youth not academically prepared to complete school work at the 9th grade level. This is an issue that needs to be addressed at the community level as well as the facility level. During the pandemic afterschool programs were suspended. The youth were engaged in the afterschool programs that included Arts for Learning and a Running Club. Now that in-person learning has continued it would be beneficial to the youth to reinstate a robust after school program. However the Juvenile Justice Commission was informed programs will be on hold until the new Youth Transition Center is opened.

OC Spray incidents for all facilities were reviewed by Commission members on a separate day at Kearny Mesa Juvenile Detention Facility. There were no patterns identified in the review of OC spray incidents at Urban Camp. In calendar year 2020 the facility administration reported 17 instances of OC use as compared to 23 the previous year. The Department continues to decrease the use of OC spray instances. It is noted the average daily population in 2019 was reported to the Juvenile Justice Commission as 78.9 youth while in 2020 it was reported as 46. With such a decline in population the decline in OC spray use is minimal however the Commission understands other factors may be involved and acknowledges the use is lower than the previous year. Continued decline in population, better staff to youth ratios as well as increased opportunities to engage youth certainly are factors that can contribute to this. The Commission looks forward to Probation continuing to decline and eventually ceasing the use of OC spray.

There were no reports of suicide or suicide attempt by youth at this facility in 2020. STAT continues to offer services to youth. They continued transition to the community services but due to the pandemic many were completed by phone and virtually with some being face to face in the community/home. There is a therapist who works with the female population in Urban Camp. Recently she has returned to on-site and engages in individual and family counseling as well as participates in multidisciplinary meetings. The therapist also works with the RYSE Court and CSEC population. Some of the female population in Urban Camp are in RYSE court and have been commercially exploited. Of concern is the therapist may be spread thin. During 2021 the

female population was small and moved to Kearny Mesa Juvenile Detention Facility where the inspection team members were informed the Urban Camp female population is not receiving any programming. There is also concern that ages range from 13 to 18 years old, there is a “high” gap on criminal sophistication and brain development. No matter how small the population the female population should be receiving the necessary services that they need for future success and not be moved to Kearny Mesa Juvenile Detention Facility out of financial concern or due to staffing issues the Department may be experiencing. The male population also has a therapist they work with like the female population. However, there is very limited programs offered to the Urban Camp population. It is understandable that COVID has complicated the services for youth in custody however, by now a plan for services should have been developed.

From the previous year’s inspection, the Juvenile Justice Commission recommended a review of medical services, in particular to “med pass” (when youth receive their medication). It was reported there are times only one nursing staff is on at a time and with intakes, emergencies, and “med pass” there are times medication is given late. The Department noted an additional 28 hours of evening hours. This appears not to have solved the problem as there is still only one nurse on shift at times. It is recommended the Department provide additional medical coverage with nurse input to ensure coverage is appropriate so that response times for intakes, emergencies and “med pass” can occur in a timely manner without interruption. It was also noted that there is no clerical support for the clinic. With medication and medical documentation that is necessary clerical services are imperative and functions they can provide can allow more time for nursing staff to provide medical services while allowing them time for a break in their 12-hour schedule. This is an issue throughout all Probation facilities.

Also of note is the “Crash Cart” was taken away. Now when nursing staff respond to a medical emergency, they are limited in what they can carry. This has created a situation where Probation staff are relied upon to go find needed items in the clinic during an emergency as the medical staff cannot leave the patient. A medical cart is imperative for the potential to save lives.

Summit continues to provide meals for the youth and additional fruit baskets are in the units. There was a culinary program but it was temporarily stopped due to the pandemic. During COVID there were some issues with food sources but Summit was able to work with food sources to provide organic produce and Cisco provided meat sources. Summit has conducted quarterly surveys with the youth to help improve food services. They also had tastings with youth in the past. It is hopeful they will continue to provide tastings and surveys to youth.

In talking with staff, the restorative justice training is not helpful. It was helpful in the beginning but now is just repetitive. With changes due to laws and a decision by the Department to move towards incentives and away from negative consequences some staff feel they have “little tools” to work with the youth and are not buying in to the movement the Department is making. There was a feeling of balance between incentives and negative consequences but not any longer. There was also frustration that youth do not receive a failing grade in school if they deserve the failing grade. One staff shared although “tools” are taken away creativity can help bring positive behavior to the youth and assist with success. Also shared, although there is transparency with facility administrators as well as the Deputy Chief there is a feeling of lack of transparency from executive administrators and a lack of line staff input to any changes being made. That makes buy-in to

changes more difficult. As with Kearny Mesa Juvenile Detention Facility staff, Urban Camp staff were unsure of their assignments in the future. This makes for a stressful time for the line staff. In many conversations the Commission members have heard issues regarding services due to COVID and when the Youth Transition Center opens there are plans for services. The services shared will help in a youth's success but Probation must not forget the youth in their care today need services to be successful.

A. Institution Overview

1. Population Trends & Staffing

- a. How many youths were diverted from custody during the intake process? 38
- b. Where were the youths diverted to? Thirty-four were released as a promise to appear to a parent, guardian, or responsible relative, 1 was released to home supervision, and 3 were released to a community-based organization/Alternatives to Detention.
- c. How many youths were brought to the facility under the age of 12? 0
 - i. How many were detained? N/A

2. Educational Achievements

Educational Achievement	# of Participants	# of Graduates
High School Diploma	293	1
College Course	3	0

3. Are programs in the facility evidence-based programs or evidenced based practices?

- a. Data and Outcomes for Programs: Programs provided to youth are now consolidated under the Bridgeways contract which is overseen by the Health and Human Services Agency
- b. Repeat Clients: Yes
- c. How do you determine who receives what services? Utilize SDRRC results, SASSI Assessments and other available youth information contained in PCMS.

4. Serious Incidents Trends and Use of Pepper Spray: All direct care staff attended moving towards a more trauma - informed & responsive juvenile justice system within the 2020-2021 training year. .

5. Coordination of Behavioral Health Services Care: Behavioral Health Service and the Probation Department have a collaborative partnership to provide intensive treatment and care.

6. Describe Transition Services and Results: All youth committed to the Youthful Offender Unit (YOU) and Urban Camp meet with Reentry officers during the duration of their commitment. The San Diego County Probation Reentry Model includes six phases including: Assess, Engage, Plan, Link, Monitor and Advocate.

7. Trauma Informed Staff training and impact: All direct care staff attended moving towards a more trauma - informed & responsive juvenile justice system within the 2020-2021 training year.

B. Education/Training

- 1. Career and Technical Education: Reentry planning for our students in the SOAR Academies begins as soon as the student is remanded to the SD County Juvenile Detention Facility. **All** students are interviewed by our School Counselor, Student Support Specialists, and a Transition Technician within 48 hours of confinement. At this meeting, it is of the utmost importance that student voice and choice are taken into consideration. Students review their academic, vocational, career, and educational goals in order to prepare them for the day they

are released from custody. As soon as the intake process is completed, the counselor, transition specialist, and Educational Specialist (Special Education case manager) begin communicating with the probation officers as to the educational needs, transition plan, and aspirations of our students. It is imperative that there is open communication between all stakeholders that are or will be supporting the student. Our Transition Technician is the key education member of the Multi-Disciplinary Team (MDT). This team consists of the student, family/guardian, education, institutional probation officers, home-based supervision probation officers, medical personnel, and community service providers. The team meets to create a plan that incorporates the following: a. Educational goals b. List the accommodations, modifications, and/or supports the student may need if the student has an IEP or 504 plan. c. Share information with home supervision probation and the receiving school district in order to prevent any delay in the student returning to their school of choice. d. Provide for a means of ongoing communication between probation and the school while the student has been assigned formal or informal probation requirements. Lastly, transition meetings are held for all adjudicated students and our pre-adjudicated students to the greatest extent possible exiting the SOAR Academies, including, but not limited to the following: the student, education rights holder, parent/guardian, the school counselor, the transition technician, special education representatives if applicable, the district of residence representatives, social

2. Community Tutoring/Mentoring Programs: N/A
3. Programs/Evidenced Practices (See table to be included): N/A
4. Critical Incident Reports and STAT Team: N/A
5. LGBTQI Training/Support-accommodations: N/A

C. Commission Comments and Recommendations

1. Follow Up from 2020 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.
 1. Probation Response: The Probation Department agrees with this recommendation.
 - 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.

1. Probation Response: The Probation Department agrees with this recommendation. Services should be provided that match youth needs. If youth are released prior to services being completed, Probation uses reentry and case management to attempt linking youth in the community.
- 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.
 1. Probation Response: The Probation Department is working toward enhancing the number of mentors for our youth and partnering with mentors with lived experience will continue to be at the core of the program. During the COVID-19 pandemic, mentors have been meeting with their clients in public, through "virtual classes" and a hybrid program which includes virtual and in person meetings. Although mentor visitation of youth in custody was slowed by the pandemic, we expect that once in-person contact visitation resumes, mentor service will continue to be broadened. The Probation Department will coordinate its contract oversight and research approach with SANDAG to support data collection and program evaluation.
- 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.
 1. Probation Response: The mentors described above will be an important element in the warm hand-off as youth re-enter the community. The Probation Department has also been working to better develop a team concept that maintains the case carrying probation officer's engagement during the youth's

time in the program in order to smooth their transition back to the community, prevent any gaps in service and maintain the youth within a client-centered continuum of services throughout their time on supervision. Additionally, Behavioral Health Services has a process in place whereby each youth's clinician makes follow-up calls to the youth to check on their well-being, to ensure the youth/family is following-up with community-based services and referrals, and to provide assistance/encouragement if the youth is not following-up with services. The Probation Department will also address this priority as part of oversight of the medical services contract.

- 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.
 - 1. Probation Response: The Probation Department agrees with this recommendation. Correctional or prison practices, when employed in a youth facility, do not align with national best practices. Probation believes youth should only be in custody for the length of time necessary to receive rehabilitative services and not present a risk to community safety. The department has transitioned to a positive behavior management system, based on youth achievements, to support daily behavior. The department will look for ways to incorporate this structure, which was supported by the Youth in Custody Practice Model, to replace the practice of “kicks.”
- 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.
 - 1. Probation Response: The Probation Department is committed to developing a positive youth development culture where violence is minimal, and staff do not feel the need to carry OC spray for their own safety. The Probation Department is training all direct care staff in the areas of Adolescent Brain Development, Trauma-Informed Care, Implicit Bias, and Restorative Practices. It is

- anticipated that this will improve communication and rapport between staff and youth and result in a reduction of serious incidents and the use of force including OC spray.
2. Each facility also has a use of force review committee that meets monthly to review all use of force cases from the preceding month, to include all uses of OC. This review committee renders a single finding to determine if the force used was within policy and will provide recommendations for areas of additional training, changes in policy, or if further administrative investigation is needed. Additionally, the facility compiles specific data on all OC spray use and the staff deploying OC. As the department evaluates the first data collection period under our new contract with Performance Based Standards, additional data system upgrades will be requested in order to more effectively identify trends.
 3. The Department investigated options to provide the Mandt System training remotely but determined that it would not support an effective implementation. The Department remains committed to fully implementing the Mandt System in Fiscal Year 2021-22.
- 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.
 1. Probation Response: As the Commission noted, due to the success of the Trauma Responsive Unit (TRU), the Probation Department expanded the training and approach of the TRU unit to all staff. The overall goal of this is to replicate the therapeutic environment in all units. This approach is an improvement in that it will impact more youth, and it is also a more viable option as it is no longer feasible to operate a separate unit with our reduced population numbers. The new Youth Transition Campus will help the Department achieve this goal with smaller living units, trauma-informed design, and normative features to support healthy youth development. Further, new housing units at the YTC will include mental health clinicians in each unit.
- 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.
 1. Probation Response: The Probation Department agrees and will review the recommendation with our education partner.

- 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 recommended 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.
 1. Probation Response: The Probation Department has procured 175 Harm Reduction Blankets to date and additional purchases are planned. The department currently provides Harm Reduction blankets to youth who have been identified as at risk for self-harm and anticipates expanding their use as supply increases, with the goal of replacing all bedding.

2. 2021 Recommendations:

- a. The Juvenile Justice Commission recommends the Juvenile Court and Community Schools (JCCS):
 - i. increase the number of CTE instructors
 - ii. provide more variety of CTE courses
 - iii. collaborate with Probation to develop after school programs for the youth
- b. The Juvenile Justice Commission recommends:
 - i. The Urban Camp female population be transferred to the Urban Camp Facility
 - ii. Programs for the male and female population commence and are equally assessable to the female and male population
 - iii. all youth be grouped by age and/or development levels instead of placing all ages together
 - iv. when the opportunity arises encourage more male RYSE Court participation
- c. The Juvenile Justice Commission recommends Probation:
 - i. continue to monitor OC spray use
 - ii. continue to work towards limited to no use of OC spray
 - iii. continue to train staff in de-escalation strategies
 - iv. implement the Mandt training
- d. The Juvenile Justice Commission recommends Probation:
 - i. add clerical and nursing staff positions
 - ii. consult with nurses and the Program Manager of the medical agency to ensure there is proper coverage for the safety of youth as well as for the opportunity for nursing staff to take healthy needed breaks
 - iii. ensure medical staff have the means to transport medical equipment to emergencies (i.e., crash cart)
- e. The Juvenile Justice Commission recommends Behavior Health:
 - i. follow up on referrals to community agencies to ensure youth have transitioned to community services
 - ii. ensure quality assurance reviews are conducted for all contracted services

- iii. review and reconsider a contract that provides more transitional services from custody to community such as what was provided by Bridgeways until this year (2021)
- f. The Juvenile Justice Commission recommends Probation:
 - i. increase staff morale through more transparency at the higher executive levels
 - ii. include line staff when changes to program, policy and procedures are anticipated
 - iii. continue to update policy and procedures that takes into consideration day to day operations as well as administrative needs
 - iv. executive level staff provide on-going updates in regards to program development of SB823 youth
 - v. provide the means for staff to have camaraderie-building opportunities (i.e., BBQs)
 - vi. increase staff incentives, awards, and positive recognitions

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	45	114
Facility Average Daily Population	0	0	36	10	46

- 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)? Yes
- c. If yes, are youth adjudicated pursuant to WIC 601 separated from youth adjudicated pursuant to WIC 602 (delinquent youth)? Yes
- d. List the languages spoken by Probation staff members: English, Spanish, Tagalog and Assyrian

2. Probation Staffing Ratios

Awake: 1 / 15 Asleep: 1 / 30

Probation Staffing <i>(As of December 31 of Previous Calendar Year)</i>	# Filled	# Open
Director	1	0
Supervisors	5	1
Senior Probation Officers	1	1
Correctional Deputy Probation Officer	47	2
Admin/Support	2	0
Other (Storekeeper & Laundry Worker)	1	0

B. Admissions and Orientation

1. How are youth oriented to rules and procedures in a developmentally appropriate manner? During intake youth receive Urban Camp 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
2. Are youth given copies of rules and procedures? Yes
3. What languages are the rules and procedures provided in other than English? Spanish
4. 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.

5. 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
2. Has a special training or ongoing training been implemented? Yes
3. Do you ask youth their gender identity and gender pronouns during intake? Yes
4. How do you work with youth who identify as non-binary, genderqueer, gender non-conforming, neither male nor female? 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.
5. What safety measures are in place to ensure that LGBTQI youth are safe and protected from harmful encounters? Please see policy section 5.4.5.3 for details on safe placement of LGBTQI youth within the facility. Youth are provided with a PREA brochure upon intake. They are reminded they can report harmful encounters, bullying, and/or sexual harassment incidents via private conversations with any staff member in the facility (officers, school staff, counselors, nurses, etc.). They may report incidents in writing, via private sick- call slips, or in person. A Sexual Harassment script is read to all youth daily, which includes the PREA Ombudsmen's contact information. Additionally, officers make PREA announcements every shift and conduct weekly PREA education addressing the consequences for harmful encounters.
6. How are LGBTQI youth identified upon admission to the facility? 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.
7. Are there anti-bullying programs in the facility? Yes

D. Personal Property and Money

1. Is personal property and money recorded, stored, and returned upon release? Yes
2. Please list the types of personal property that may be kept in sleeping rooms: Letters, 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? Probation case records are stored electronically in a Probation Case Management System and accessed by sworn officers. In instances, contract staff and non-sworn staff have limited access to this system as well. Records such as Room Confinement reports, Incident Reports Administrative Separation Documentation and Rule Violations are stored in locked cabinets in the administration area of the facility

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
2. How often are reclassification reviews conducted? As needed

G. Access to Legal Services

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

H. Telephone and Video Conferencing (Skype) Access

1. Are youth and staff trained on telephone access? Yes
2. Are youth permitted to use the telephone/video conferencing (Skype) to contact:
 - a. Parents/guardians? Yes
 - b. Anyone other than parents/guardians and attorneys? Yes
 - i. If yes, whom: Grandparents, siblings, own children, significant adult role model as approved by probation officer.
 - 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
3. Are telephone calls monitored? No
4. Are telephone calls recorded? No
5. 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? Prior to the Covid-19 pandemic visiting was held Sundays 9-11am, 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). During the Pandemic the visiting hours changed and youth were permitted to visits with family members on virtual devices daily during free time.

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

Parents/Legal Guardians

Minor Siblings

Adult Siblings

Other: The children of youth detained within facility with advance notice, Probation Officers, Attorney, therapist and Counselors.

3. Is there ample space in the facility for visitation? No
4. Are youth permitted to have private conversations with visitors? Yes
5. Do probation staff members supervise visits? Yes
6. In the last calendar year has there been an instance of a visitor bringing “hard” contraband into the facility? No
7. In the last calendar year has there been an instance of a visitor threatening a youth or staff member? No
8. Are there transportation alternatives for family members who want to visit youth? Yes
9. What is the policy regarding an undocumented parent or family member of a youth for visitation as they may not have identification to visit? 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? There is no specific policy regarding undocumented parents/family members. However, the Probation website can be accessed to check visitation rules/hours. Likewise, parents/family members can contact UC staff or the youth’s PO by telephone to verify the visitation policy.

J. Mail and Email

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

K. Staff-Youth Communications

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

L. Grievances

1. Is there a formal grievance policy? Yes
2. Are written grievances reviewed daily? Yes
3. How are grievances tracked so that facility leaders can identify trends from grievance report? Yes
4. Is there a method for youth to be able to express concerns about the facility to a Probation Department official who is not assigned to the facility? Yes
 - a. If yes, please identify the means for which they can report: Youth or their family members can report concerns to any entity within the Probation Department or outside public entity. Staff accepts reports made verbally, in writing, anonymously and from third parties. Staff will document any report of misconduct. Youth have a variety of ways to report concerns about the facility, including reporting to outside agencies not a part of the Probation Department. Phone numbers and addresses to the outside agencies are provided to youth during the intake process. The agencies provided can receive and immediately forward youth reports to agency officials, allowing the youth to remain anonymous upon request.
5. Are youth made aware on a routine basis that they can express concerns about their detention to their attorneys? Yes
 - a. Is there a formal grievance process available for parents? Yes
 - b. If yes, how many parents submitted grievances in the last calendar year? None

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

M. Clothing and Bedding

1. Are additional blankets available on request? Yes
2. How often is bedding laundered? Bedding is laundered on a weekly basis or as needed.
3. 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 per week (daily) or as needed upon request by the youth.
 - b. Minutes per shower: 5
2. 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*
 3. 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	7	0
Credentialed Special Education Teachers	1.6	0
(Special Ed) Teachers' Aides	2	0
Paid Tutors	0	0
Volunteer Tutors	2	0
Other (Classroom Assistants)	3	0

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

Month	Avg. Student/Teacher Ratio	Avg. Daily Attendance
January	5.7	40
February	6.4	45
March	7.0	49
April	6.8	48
May	5.4	38
June	3.7	26
July	9.1	64
August	8.1	57
September	8.7	61
October	6.4	45
November	5.6	39
December	5.3	37

B. Capacity and Attendance

1. Number of classrooms in the facility? Prior to the COVID Pandemic we had use of eight classrooms, which included the use of unit day rooms. After the Governor declared that state was shuttering, when teachers returned, the two GRF classrooms were combined with the KM Unit 700 girls' unit, as the female population was very small. As a result, school now takes place in two classrooms and three units. As of this report, GRF has re-opened. Instruction takes place in the unit
2. For each classroom indicated in Question 1, please indicate the following:

For Each Classroom Used During the Calendar Year	Classroom Capacity	Average Number of Students per Classroom	Number of computers per classroom
1	8	6.71	20
2	8	6.71	20
3	12	6.71	20
4	12	6.71	20
5	12	6.71	20

C. Absences

1.

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

2. When is absence from the classroom or expulsion used as a disciplinary tool? The SOAR Academy does not have any such tools
 - a. Please provide the written policy for using absence from the classroom or expulsion as a disciplinary tool.
3. Please list reasons other than illness or discipline why a student would not attend school: 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
2. Are the textbooks the most recent version available in California? Yes
 - a. Who is responsible for making sure that textbooks are up to date?

Name	Title
Joanne L. Finney	Principal

3. What school supplies are available to the students (pens, pencils, paper, etc.)? Student supplies include but are not limited to paper, golf-sized pencils, Chrome books, art supplies (markers, paint brushes, colored pencils, et.al), math manipulatives (algebra blocks, compasses, rulers, protractors, calculators, et.al., and journals.
4. What school supplies are students allowed to take to their rooms? Students may take journals, textbooks, and literature back to their rooms.
 - a. Who is responsible for making sure there are adequate school supplies?

Name	Title
Joanne L. Finney	Principal

5. Do students use computers on a daily basis in each classroom? No
 - a. How many hours per day do students use computers? Of the students who use a computer, the student may use it 2-3 hours per day. During the first part of the pandemic, in which either probation or guest teachers provided support, while the teachers provided instruction via Zoom. Students did not have access to Chrome books.
6. Are students limited in the amount of time that they can use a computer during the school day? No
 - a. If yes, why? N/A
7. Are students able to work on homework after the school day ends? Yes
 - a. If yes, how? Communication between Probation and its educational partners regarding the need for a youth's continued academic needs. Completion of said information is based on the youths desire to complete and is not tracked or monitored by probation.

E. High School Diploma and HiSET Programs

1. On average, how soon after a student is admitted to facility does school staff have access to their previous records? 24-48 hours
2. Is SDCOE working to get partial credits earned in a facility recognized by a student's home district? Yes
 - a. If yes, what is being done; if no, why not? Students receive a Personal Learning Plan (PLP) and a Transition Plan upon admittance to our school. The plans are made in conjunction with the student, school counselor, and transition technicians. The education rights holder is also contacted during this process. After reviewing all information, the counselor creates the student's schedule which is reflective of making sure that all partial credits are made whole.
3. Average grade level of students at the facility: 10th
4. Percentage of students who are not academically prepared to complete work at a 9th grade level: 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, Google Apps, small group instruction, group projects, use of other technologies, alternative formative and summative assessments, et.al. Our

instructors also focus on the English Language Art and English Development Standards 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. Students enrolled in core subject standards are also provided with differentiated instruction, accommodations, modifications, and supports that include but not limited to: talk-to-text, Google Apps, small group instruction, group projects, use of other technologies, alternative formative and summative assessments, et.al.

- 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	26	0	0	0.047
IEP Plan with ERMHS ¹ Services	21	0	0	0.038
IEP Plan with BSPs or BIPs ²	10	0	0	0.018
Total	57	0	0	10.38

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

Name	Title
Connie Leon	Special Education Aide (SEA)

3. How soon is this determination made after a student is admitted? One to three days
4. The JJC is seeking information regarding the disability classifications of each youth with an IEP. Please indicate how many youths with IEP's this year were classified under each of the following disability classifications:

IEP Classification	# with Classification	IEP Classification	# with Classification
Autism	0	Orthopedic Impairment	0
Deaf Blindness	0	Other Health Impairment	13
Deaf	0	Specific Learning Disability	13
Emotional Disturbance	27	Speech and Language Impairment	10
Hard of Hearing	0	Traumatic Brain Injury	0
Intellectual Disability	1	Visual Impairment	0
Multiple Disabilities	0		

¹ ERMHS – Educationally Related Mental Health Services

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

5. How are a student’s IEP/504 Plan records obtained? JCCS / The San Diego SOAR Academy utilizes the Special Education Information System (SEIS) that districts in San Diego County use to store special education records and information. We also apply for records using written, scanned, 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.
6. How long does it typically take to obtain such records? If the student’s district is a member of SEIS we have immediate access to his or her records. If the student attended a school that is not, it may take up to a week to receive student records. ***Please note, that the JCCS Special Education Department is still reviewing their records, as the school records are based upon the academic year rather than the calendar year. As soon as further data is made available, JCCS will forward an addendum to SPO Whatley. For further information, please contact Special Executive Director, Cara Schukoske at 858.290.5966
7. For students with IEP/504 Plans, please provide the following:

Type of Service	Provided at Facility?	In a separate room?	Who provides?
ERMHS	Yes	Yes	School psychologists, Mental Health Case workers, Behavior Intervention Specialist
Counseling	Yes	Yes	School psychologists, Mental Health Case workers, Behavior Intervention Specialist
Speech and Language Services	Yes	Yes	Speech and Language Therapists
Occupational Therapy	Yes	Yes	Occupational Therapist

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

G. General Education Teachers

1. What training do general education teachers have to recognize when a student requires an initial assessment to determine eligibility of special education services? All staff members receive professional learning in the identification of students who have disabilities / special needs. The training is completed by SDCOE Special Education Services, Student Support and Programming, SDCOE Learning and Leadership, SDCOE Innovations Department, school administrators, and monthly staff meetings (Zoom). There are also additional opportunities per the SDCOE professional development calendar via Zoom and TEAMS
2. What training do general education teachers have with regard to effectively teaching students with:
 - a. a learning disability? In order to support students who have a specific learning disability, teachers provide differentiated instruction, use co-teaching models; working with content specific coaches; monthly staff meetings; SDCOE professional development calendar, and weekly/daily bulletins. All training in 2020 was completed via Zoom or TEAMS.

- b. an emotional disturbance? In order to support students who have ED as a qualifying condition, professional learning opportunities include co-teaching and full inclusion models with a site Education Specialists, monthly staff meetings, weekly/daily bulletins. All training in 2020 was completed via Zoom or TEAMs.
- c. significant attention issues? In order to support student who experience ADD, ADHD issues professional learning opportunities include co-teaching and full inclusion models with a site Education Specialists, monthly staff meetings, weekly/daily bulletins. All training in 2020 was completed via Zoom or TEAMs

H. Credentialed Special Education Teachers

- 1. How many credentialed special education teachers are at the facility full-time? One full time Education Specialist and one Education Specialist who serves UC at 60%.
- 2. Do credentialed special education teachers participate in lesson planning and curriculum development? Yes
 - a. If yes, how often do they meet with teachers? Daily, weekly, and during professional learning community (PLC) meetings that were held via Zoom or TEAMs.
 - b. Do credentialed special education teachers instruct students in any classes? Yes

I. IEP Meetings

- 1. Are IEP meetings held whenever annual meetings for an eligible student are due? Yes
- 2. Are IEP meetings held when an eligible student arrives in the facility and attends school? Yes
- 3. What is the average length of time between a student's arrival at the facility and his/her first IEP meeting? 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, an IEP meeting is convened. All training in 2020 was completed via Zoom or TEAMs.
- 4. Are IEP meetings held if a student is in the facility for more than thirty days? Yes
 - a. If no, why not? N/A
- 5. Are parents notified of the meetings? Yes
 - a. If yes, how? The education rights holder is provided written notice, phone calls, electronic mailings, and through the Probation Officer, if necessary.
- 6. 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 enrolled at our school on any given day. All staff are provided with the list of accommodations, modifications, and supports for their students as per the IEP at a Glance..

J. General Special Education Questions

- 1. Are staff trained to implement BSP's and BIP's? Yes
- 2. What resources are available to accommodate students with special education needs? All classes are provided with an Education Specialist and/or special education teacher's aide. The individual assigned to the classroom is dependent upon the needs and the IEPs for

3. How many students are brought to the facility directly from school? N/A
4. In the last calendar year, how many students were referred by the IEP Team at the facility to a Residential Treatment Center? 0
5. In the last calendar year, how many students were referred by Probation to a Residential Treatment Center? 156

K. Post-High School/HiSET Programs

1. How many students are taking courses for college credit online? 3
2. At what college(s)? Palomar Community College (CC), Mira Costa CC, San Diego City CC, Grossmont CC, and Southwestern CC.
3. Are students given information and counseling regarding community college and four-year college options? Yes
4. Are students given information and counseling regarding financial aid options for college? Yes
5. Are students given resources for college entrance exam preparation? Yes
6. Do students in the facility take military readiness testing? No
 - a. If yes, are they required to do so? N/A

L. Career Technical Education (CTE)

1. What Career Technical Education (CTE) programs are available in the facility? Due to the pandemic students had very limited CTE opportunities. Students were able to participate in work readiness; graphic arts; Food Handler's Card. Prior to the pandemic students were also able to participate in Horticulture, Business Information Systems, CPR/First Aid certification.
2. 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 of the Youth Transition Center (YTC).
3. 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 25% of the SOAR students are denied participate 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? UC administration is working with JCCS, and SDCOE, the CTE Coordinator is creating additional CTE pathways for more students. These opportunities include a food handler's card and CPR/First aid 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; Combat Arts; Arts for Learning; yoga; personal care and sex education; Project AWARE; Project Detour (Unit 70); Mindfulness; Career and College group (Unit 70); Movement BE, David's Harp; and The Movement through the ASSETS Grant.
2. 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 office. During the pandemic, these meetings were conducted via Zoom and TEAMs

N. Independent Study

1. What independent study options are available? We do not have an independent study option for our students. Students who are detained to juvenile hall are not eligible for independent study per the CA Education Code.
2. 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	5	0	20
Physician's Assistant	1	0	0	MWF (24Hours)
Registered Nurse	6	0	2	24 hours a day; seven days a week
Licensed Vocational Nurse	7 staff of which two full time and five per diem	0	0	98 hours at 12 hours shifts
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	The dentist is on site on 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	Human Chorionic Gonadotropin Urine
Other: <u>N/A</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/A	N/A

C. Medical and Dental Health Needs

1. What is the procedure for youth to request:

- a. medical services/treatment? The youth may complete a sick call slip and place it in a secured box which is checked by clinic staff four times a day. The youth can also request to see the nurse via verbal communication with an officer or a referral from a therapist or counselor
- b. dental services/treatment? Youth may submit a sick call slip and or be referred by the medical staff through sick call
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, AED machine, Emergency Response bag, Oxygen tank, 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? 1 to 3 minutes
 - b. request for an inhaler? 5 minutes
7. Call Slips
 - a. Who makes the determination whether or not a youth is seen after a sick call slip is turned in? Registered nurse triages the sick call slips
 - b. How many times were youth not seen after submitting a sick call slip: All youth are seen.
 - i. Reason why not seen: N/A
 - ii. What was the average response time? Wellpath has 72 hours to address the sick call slip; however, youth are seen within 24 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 medical staff and the health facility
 - b. How many youths saw a personal healthcare provider during the calendar year? The appointment is scheduled by the clinic with the MD order and permission form Probation leadership.

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? The youth are seen in the emergency room prior to being admitted into the facility.
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: N/A

F. Suicidal Ideation

1. Please attach a copy of the written suicide prevention plan.
 - a. Please list all agencies who participated in developing this plan. Behavioral Health, The Probation Department, County Counsel and Wellpath
2. How often do Probation staff attend suicide prevention training? Every two years
 - a. What topics are covered during this training? Section 8.11 The suicide prevention policy outlined in Section 8.11 incorporates the following eight critical components shown to be essential to successful suicide prevention: (1) Staff training, (2) Intake screening/ongoing assessment, (3) Communication, (4) Safe housing, (5) Levels of supervision, (6) Intervention, (7) Reporting, (8) Follow-up/Mortality Review. This policy is designed along the principles that engagement with youth, avoiding separation of youth when possible, and maintaining normalcy in routine as much as possible within the general population all increase the safety of youth who have expressed or have a history of suicidal 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? There are none for UC. Youth who need to be on SPP and are at UC are transferred over to KM
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? No
- a. If no, when will a TRU unit be opened at this facility? There are units that are “TRUE” like in its décor and philosophy; however, all programming is not based on the “TRUE” treatment plan.

G. Death

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

H. Informed Consent/Involuntary Treatment

1. Is informed consent obtained, when appropriate, prior to the delivery of care? Yes
2. Are youth fully explained the nature of the care they receive and the side effects or complications that may occur as a result of treatment or medications? Yes
3. Under what circumstance would a youth undergo an involuntary medical test or treatment? Life threatening 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? No
3. Do parents’ consent to participation in research? No
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 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
N/A	N/A	N/A	N/A	N/A	N/A

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
Alcohol Other Drug Wellness-Bridgeways	To help stop/decrease substance use	10 Sessions	115	93	Per Contract	Varies
Aggression Replacement Training Bridgeways	Cognitive behavioral intervention for reduction of aggressive and violent behavior	30 Sessions	953	857	Per Contract	Varies
My Life My Choice Bridgeways	Nationally-acclaimed ten-session exploitation prevention curriculum aims to	10 Sessions	279	Varies	Per Contract	Varies

	change girls' attitudes and perceptions of the commercial sex industry, as well as build self-esteem and personal empowerment					
Healthy Relationships Bridgeways	Understanding what a healthy relationship is and is not	8 Sessions	53	Varies	Per Contract	Varies
Character Traits Bridgeways	Teach self-regulation exercises and trauma based concepts to assist emotional literacy skills	8 Sessions	785	93	Per Contract	Varies
Outdoor Outreach	Provide youth with training and skills necessary for successful reentry into society by providing positive outdoor adventure activities and experiences.	On-going	1159	Varies	Per Contract	Varies
Teen Relationship Violence	Reduce relationship violence	9 Sessions	16	7	Per Contract	0- Covid/contract was cancelled
Movement Be	Raise youth achievement, Inspire self-confidence, Support shared storytelling, Provide a consistent environment for youth expression, Destroy negative stereotypes and beliefs.	On-going	125	Varies	Students were surveyed by ASSET program coordinator on the overall success and buy-in from student participants.	125

Information Communication Technology CTE	Introduction to the Microsoft Office Suite of programs	4 week cohorts	7	0	Per Contract	7
Horticulture CTE	Prepare for building or construction job market by working on landscaping and horticulture projects around camp	8 week cohorts	5	0	Per Contract	5
Work Readiness CTE	Provides work readiness information including vocational training testing, search techniques, resume completion, interview skill and job retention	8 week cohorts	59	0	Per Contract	50
Graphic Arts CTE	Study current trends in computer-based design.	8 week cohorts	8	0	Per Contract	8
Culinary Arts CTE	To obtain food handlers card	2 week cohorts	29	0	Per Contract	29
Fire Science CTE	Train youths in Wildland Firefighting concepts, strategies and tactics	12 week cohorts	16	0	Per Contract	16
Girl Scouts	Build girls of courage, confidence, and character, who make the world a better place.	On-going	24	Varies	N/A	Varies
High Risk Substance Abuse ADPS	Educate youth and guide them towards a sober lifestyle	On-going	115	Varies30	N/A	Varies

Forward Thinking (McAlister)	Provides education, treatment and counseling around a comprehensive range of substance abuse treatment using a cognitive behavioral intervention model.	6 Sessions	835	445	Per Contract	Varies
David's Harp	Our audio engineering program is for students interested in learning the fundamentals of recording, mixing, and mastering on industry standard equipment. This program is a perfect fit for the student that loves music and who is more creatively analytic. Modern Music Production: In our Modern Music Production class, students produce original electronic music. They acquire a working knowledge of AVID Pro Tools software. The class culminates when the student has produced an original piece of work. Multimedia Production: Our multimedia production	On going	125	6	Students are welcome to check-in at David Harp studio upon release. Students were surveyed by ASSET program coordinator on the overall success and buy-in from student participants	125

	instructors guide students as they learn to fuse audio, video, still image and written text into a dynamic presentation.					
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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). Required 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 or 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? 30%

F. Serious Incidents

1.

Incident Type	Number of Occurrences
Suicides	0
Attempted suicides	0
Deaths from other causes	0
Escapes	0
Attempted escapes	0
Serious assaults on detainees	7
Serious assaults on staff	1
Other serious incidents	22
Serious incidents above for which there is a written record	30

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: 36

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: 17

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? N/A
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: There were no instances in which the restraint chair was utilized in 2020

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 of the staff entrance to the facility

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 |

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? 2020
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? Special Projects Supervisor, Matt Strickland
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 Special Projects SPO Matthew Strickland, followed by an identified Subject Matter Expert (SME) if needed. The Special Projects SPO will then coordinate collaboration between a SME and Associations (as/if needed). Once the Special Projects SPO completes the draft, re-draft, and edits, they are sent to County Counsel for technical review, then to Executive for review and approval. Once corrections/edits are made, draft, re-draft and edits are sent to Department HR and County DHR/Labor Relations. The SPOA/POA is last to review, then the Special Projects SPO posts the approved policies to Share-Point.
4. Are policy and procedure manuals available onsite? Yes
5. Does the manual include the title, and contact information of the staff member to whom one can report a grievance or complaint? No
6. Does the manual include the title, and contact information of the staff member to whom one can propose a change to a policy? No
 - a. If yes, list the number of manuals available: N/A
 - b. Where are the manuals located? County Intra-net & the Probation Share-point 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? No

C. Interpersonal Communication and Diversity Training

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

D. Internal Inspections and Reviews

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

- a. If yes, how often: 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 or as needed
 - b. Medical Staff: Bi-Weekly or as needed
 - c. Mental Health Staff: Bi-Weekly or as needed
 - d. Contracted Programming Representatives: Bi-Weekly or as needed
 - e. School/Education Staff: Bi-Weekly or as needed
 - f. Volunteers: Bi-Weekly or 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: 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 live scan subsequent to post 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 live scan subsequent to post employment
 - vi. Volunteers: The Department of Justice notifies the Probation Department of any arrest of contracted staff by virtue of live scan subsequent to post employment

F. Staff Training, Licensing, and Credentialing

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

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

Use of Restraints	Yes	Initial and When available	In Person	Probation
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.): There were no impacts to the facility caused by a loss or change in funding or funding sources

B. Budget

1. Facility budget for past fiscal year: (FY19-20) \$15,747,711
2. Facility budget this fiscal year: (FY20-21) \$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.). N/A
4. If there was an increase in budget what was the increase used for: The increase was primarily due to negotiated labor increases.