



Juvenile Justice and Delinquency Prevention Commission  
November 30, 2021 | 5:15pm – 7:15pm  
Remote Access Only – Public participation instructions attached

## AGENDA

*Public comment will be accommodated under Item II for items not on the agenda. The Commission requests that members of the public, who wish to comment on items on the agenda, submit a request to the Chair prior to the start of the meeting so that they may be recognized at the appropriate time.*

**Hon. Susan Etezadi**  
Presiding Juvenile Court  
Judge, Superior Court

**Judith Holiber**  
Deputy County Counsel

### Commissioners

**Antoinette Barrack**  
Co-Chair

**Debora Telleria**  
Co-Chair

**Rebecca Flores**  
Vice Chair,  
Administration

**Melissa Wilson**  
Vice Chair, Membership

**Paul Bocanegra**

**Rocsana Enriquez**

**Karin Huber-Levy**

**Monroe Labouisse**

**Sathvik Nori**

**Johanna Rasmussen**

**Susan Swope**

**Austin Willis**

### **I. Administrative Business (5:15-5:25)**

- a. Call to Order
- b. Roll Call and Establish Quorum
- c. Welcome and Introductions
- d. Agenda Review and Approval
- e. Approval of Minutes of October 26, 20
- f. Adopt Resolution finding that, as a result of continued COVID-19 state of emergency, meeting in person would present imminent risks to the health and safety of attendees.

### **II. Oral Communications (5:25-5:30)**

*This item provides an opportunity for public comment on items not on the agenda (Time limit – two (2) minutes per person). There will be opportunity for public comment on agenda items as they are considered.*

### **III. Updates (5:30-5:50)**

- a. Court (Etezadi)
- b. Private Defender Program (Rayes)
- c. District Attorney's Office (Cho)
- d. Behavioral Health & Recovery Services (Pena)
- e. County Office of Education (Littrell)
- f. Probation (Clark, Stauffer)
- g. HSA, Children and Family Services (Fong)

### **IV. Inspection Reviews and Votes to Approve (5:50-6:10)**

- a. Youth Services Center (Rasmussen)
- b. Schools (Wilson)

### **V. Vote to form Social Media Working Group (6:10-6:15) (Rasmussen)**

### **VI. Election of 2022 Officers (6:15-6:35)**

- a. Nominees for Chair: Bocanegra and Labouisse
- b. Nominees for Vice Chair, Administration: Huber-Levy and Rasmussen
- c. Nominee for Vice Chair, Membership: Enriquez
- d. Transition Planning (Barrack, Telleria)



**VII. 2021 Project Plan Updates (6:35-7:05)**

- a. Year End Summary of Strategic Projects (Barrack)
- b. Alternatives to Incarceration (Bocanegra, Labouisse)
- c. Communicate with Elected Officials (Bocanegra, Enriquez, Labouisse)
- d. Peer Court (Willis, Wilson)
- e. Increase School Attendance (Enriquez, Swope)
- f. Diversion Programs in San Mateo County (Swope, Telleria, Willis)
- g. After School Advocacy (Barrack, Huber-Levy, Telleria)
- h. Outreach to Underserved Youth (Rasmussen)

**VIII. Commissioner Report Outs (7:05-7:15)**

- a. JJCC Update (Telleria)
- b. Youth Commission (Nori, Parikh-Briggs)
- c. Membership (Wilson)
- d. Legislation (Bocanegra, Huber-Levy)
- e. Marketing (Rasmussen)
- f. Police Liaison (Rasmussen)
- g. Community Ambassadors (all)

## Public Participation Instructions

### Join JJPDC Monthly Meeting via Zoom

Join Zoom Meeting:

<https://us02web.zoom.us/j/88104712433?pwd=RHphN2o3NER3Q3J6eIvtSThkbGg5UT09>

Meeting ID: 881 0471 2433

Passcode: 282763

One tap mobile: +16699006833,,88104712433#,,,,\*282763#

Find your local number: <https://us02web.zoom.us/j/88104712433?pwd=RHphN2o3NER3Q3J6eIvtSThkbGg5UT09>

We highly recommend you use a computer or iPad type device and activate the camera feature vs. calling in only on audio. See instructions to call in via phone (preferably, but not necessarily with a camera).

**Next Meeting: Tuesday, January 31, 2022, 5:15 – 7:15 p.m.**  
**Location: Online via Zoom**

MEETINGS ARE ACCESSIBLE TO PEOPLE WITH DISABILITIES. INDIVIDUALS WHO NEED SPECIAL ASSISTANCE OR A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION (INCLUDING AUXILIARY AIDS OR SERVICES) TO PARTICIPATE IN THIS MEETING, OR WHO HAVE A DISABILITY AND WISH TO REQUEST AN ALTERNATIVE FORMAT FOR THE AGENDA, MEETING NOTICE, AGENDA PACKET OR OTHER WRITINGS THAT MAY BE DISTRIBUTED AT THE MEETING, SHOULD CONTACT SECRETARY TONY BURCHYNS (650) 312-8878 AT LEAST 72 HOURS BEFORE THE MEETING AS NOTIFICATION IN ADVANCE OF THE MEETING WILL ENABLE THE COUNTY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING AND THE MATERIALS RELATED TO IT. ATTENDEES TO THIS MEETING ARE REMINDED THAT OTHER ATTENDEES MAY BE SENSITIVE TO VARIOUS CHEMICAL BASED PRODUCTS.

If you wish to speak to the Committee, please fill out a speaker's slip. If you have anything that you wish distributed to the Committee and included in the official record, please hand it to the County Manager who will distribute the information to the committee members.



COUNTY OF SAN MATEO  
Juvenile Justice and Delinquency Prevention Commission  
222 Paul Scannell Drive • San Mateo, CA 94402

## Minutes of the Juvenile Justice & Delinquency Prevention Commission

October 26, 2021 | 5:15-7:15 pm  
Remote Meeting

### MINUTES

**Commissioners Present:** Debora Telleria, Co-Chair; Antoinette Barrack, Co-Chair; Melissa Wilson, Co-Vice Chair Membership; Monroe Labouisse; Sathvik Nori; Susan Swope; Paul Bocanegra; Johanna Rasmussen; Austin Willis, Karin Huber-Levy, Rocsana Enriquez

**Commissioners Absent:** Rebecca Flores, Co-Vice Chair of Administration.

#### Additional Attendees:

Judge Jakubowski – Juvenile Court  
Ron Rayes – Private Defender Program  
Kate Hiester – Fresh Lifelines for Youth  
Maurice Goodman–SMCCD Trustee  
Chris Woo - Project Change  
Zach Kirk –Silicon Valley Debug  
Wendy Guinn-Art of Yoga Project  
Armaan Arora – Incoming Commissioner  
Steve Duddy – Incoming Commissioner  
Sasha Newton-Volunteer  
Jennifer Martinez– Juvenile & Family  
Services Specialist–Redwood City Police  
Department

Jehan Clark –Institutions Superintendent–Probation  
John Fong – Director of Children & Family Services  
Ligia Andrade Zúñiga - SMUHSD Board of Trustees  
Ameya Nori –Youth Commission Liaison  
Chelsea Bonini –Commission on Disabilities  
Marcelene Luna– Chair Redwood City Centennial  
Neighborhood  
Clara Jackal– Redwood City Police Advisory  
Committee & Community member  
Alex Parikh-Briggs –Youth Commission Liaison

#### I. Administrative Business

- a. **Call to Order:** Co-Chair Telleria called meeting to order at 5:15 p.m.
- b. **Roll Call and Establish Quorum:** A quorum was established at 5:15 p.m.
- c. **Welcome and Introductions**
- d. **Agenda Review:** Commissioner Swope made a motion to amend the agenda to include a Youth Court Project Update. Meeting Agenda was approved as amended.
- e. **Approval of Minutes:** Minutes were approved as distributed.



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f. **Motion to Adopt Resolution AB361** – Resolution Approved 11-0 by roll call vote.

g. **Vote to Recommend the Appointment of Steve Duddy to the JJDP.**

Approved by roll call vote 10-0-1. Commissioner Enriquez Abstained.

II. **Oral Communication:** There were no written or oral public comments received.

III. **Updates:**

a. **Juvenile Court** – The Honorable Judge Jakubowski reported:

- COVID-19 protocols remain in effect. Judge Jakubowski announced her reassignment to adult court in Redwood City. The Commission expressed its gratitude to Judge Jakubowski for her service and extended best wishes to her in her new assignment. Judge Cadet has been assigned to Juvenile Division. Her assignment will begin effective January 1, 2022.

b. **Private Defender Program** –Ron Reyes reported:

- The Governor signed dozens of new juvenile justice reform bills into law in September and October. The PDP is busy providing training on these laws to attorneys on the panel. Training will take two to three months to complete.

c. **District Attorney's Office**

- No report. Sharon Cho not present.

d. **Probation Department**–Jehan Clark Institutions Superintendent Clark reported:

There are currently:

- 141 youth on probation (general and intensive specialty cases).
- 78 youth in the Assessment Center/Investigation's Unit.
- 14 youth are on the Electronic Monitoring Program.
- One youth is on Informal six-month Contract or Diversion Program.
- Zero youth are in Placement.
- 11 youth receiving AB12 services.
- 18 Juvenile Deputy Probation Officers. four are assigned to AC/IU. Caseload ratios will be included in future monthly updates.
- 57% of youth on probation are Hispanic/Latino.



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e. **Probation Department-** Jehan Clark, Institutions Superintendent reported:

- In-person programming and visiting has resumed at the YSC and Camp Kemp facilities. COVID-19 protocols remain in place. Dual system youth who are placed out of county who are charged with new violations are tried in the county where new violation occurs. Disposition of the matter, however, is transferred back to the county of residence for imposition of sentence.
- DJJ youth: One 20-year-old male was released from the DJJ in last 72 hours. Probation will play a role in providing this youth re-entry services. Probation will include progress status reports in future updates.

There are currently:

- 15 male youth at the YSC.
- Zero female youth at the YSC.
- One female youth detained at Camp Kemp from Sonoma County.
- Four youth in DJJ.
- One male ESL Youth at the YSC.
- Seven youth in Project Change: four male youth at the YSC and three female youth from the Girls Empowerment and Camp Kemp programs.

f. **County Office of Education**

- No report. Jeneé Littrell, Superintendent Educational Services was not present.

g. **HSA –Children & Family Services** Director John Fong reported:

- **Calls into the Child Abuse Hotline:** Call volume increased to pre-pandemic levels for the first time in September and October. This is a good indicator that the return to in-person activities has increased opportunities for mandated reporters and community members to interact with and identify potential child abuse in San Mateo County.
- **Extension of non-minor dependency for youth ages 21-22.**

COVID-19 pandemic relief included the voluntary extension of non-minor dependency beyond the age of 21. This relief is due to expire on December 31, 2021 and will impact 33 youth. Non-minor dependency social workers are focused on maintaining contact and developing transitional plans for these clients to enter Aftercare and Housing Plus programs. In San Mateo County, service provisions are embedded into the system until the age of 25. In most cases, youths have the option to “opt-out” of services after the age of 18.

- **Welfare & Institutions Code 241.1: Dual Status Youth Protocols**



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Dual Status youth either have or are at risk of having both dependency (W&I Code 300) and delinquency petitions (WIC 602). Protocols seek to identify, assess, and determine, which agency is best to lead services for each youth. These recommendations are then presented to the Court for its review and final determination.

- **Absent Parent Law Provisions:** The law requires searches for all absent parents be made regardless of what country they reside in or their immigration status.
- **Relative Care Giving:** The agency is focused on increasing the number of youths placed with relatives.
- **Foster Care Placements:**
  - There were 179 youth in placement as September 26, 2021.
  - There are currently six youth placed in STRTP's.
  - There are currently 14 Dual Status (WIC 241.1) youth.
  - 32% of youth are currently placed with relatives.
  - 42% of youth are currently placed out of county.
  - 14% outside of the contiguous Bay Area counties (Central Valley).
  - There are zero youth currently placed out of state.
- **Race & Ethnicity Demographic youth in out of home placement:**
  - 12% – Asian/Pacific Islander
  - 14% – Black
  - 50% – Hispanic
  - 22.5% – White
  - 6% – Unknown
- **Race & Ethnicity Demographics: Youth in Short-Term Residential Therapeutic Program (STRTP).**
  - 33.33% – Black
  - 16.7 % – Latino
  - 50% – White
- **Race & Ethnicity Demographics of Dual Status youth.**



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- 7.1% –Asian/Pacific Islander
- 21.33% –Black
- 57.1% –Latino
- 14.3% –White

**j) Behavioral Health & Recovery Services:** Aurora Pena, MFT.

- No report. Aurora Pena was not present.

**k) Board of Education:** Youth Commission Liaison Commissioner Willis reported:

- ESRA Funding was just approved for Gateway for the continued support of in-person learning and recovering lost instructional time. Remaining funds will be allocated for equipment.

**IV. BSCC Inspection & Court Holding Facilities:** Co-Chair Telleria reported:

- Initial Survey of Court Holding Facilities in San Mateo County has been distributed.
- Biennial Inspection. On April 13, 2021 the Board of State and Community Corrections (BSCC) inspected the Youth Services Center (YSC) and the Margaret J. Kemp (CK) Girls' Camp. The 65-page report is included in meeting agenda packet.

**V. Board of Supervisors Resolution to form a committee to modify conditions at the YSC.** Commissioners Bocanegra & Labouisse reported:

- On October 5, 2021, the Board of Supervisors approved an amended resolution forming a nine-member committee to look at modifying the YSC to create a more therapeutic and restorative environment for youth.
- The nine-member committee will consist of:
  - Juvenile Court Judge,
  - Representative from the Private Defender's Office,
  - Representative from the District Attorney's Office,
  - Representative from BHRS,
  - Representative from HSA Children & Family Services,
  - County Manager,
  - Chief Probation Officer, and
  - two members of the public, selected by the Juvenile Justice and Delinquency Prevention Commission.



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- Commissioners Bocanegra & Labouisse were appointed by a roll call vote of 11-0, to fill the two positions reserved for members of the public.

**VI. 2022 Officer Nominations** Commissioner Wilson reported:

- a) The following Commissioners were nominated to serve as:
  - Chair: Commissioners Bocanegra, Labouisse, and Rasmussen
  - Vice Chair, Administration: Commissioners Huber-Levy
  - Vice Chair, Membership: Commission Enriquez
- b) Commissioner Rasmussen withdrew her nomination in support of Commissioner Bocanegra's nomination and asked to be nominated for Vice Chair, Administration.
- c) Nominees were given a few moments to speak on behalf of their nomination.
- d) The Commission will vote to select 2022 Officers at the November 30, 2021 meeting.

Public Comment:

- Marcelene Luna—Centennial Neighborhood Chair, spoke in the support of Commissioners Bocanegra, Enriquez, and Rasmussen. She noted the majority of the system impacted youth in San Mateo are youths of color and stressed the need to have individuals with similar lived experience and backgrounds lead the Commission.
- Clara Jackal—Redwood City for Racial Equity spoke in support of selecting Commissioners Bocanegra, Enriquez, and Rasmussen for the three positions of Chair and Vice Chairs. Stating they each have valuable lived experience in the juvenile justice system.
- Ligia Andrade Zúñiga - SMUHSD Board of Trustees spoke in support of Commissioners Bocanegra, Enriquez, and Rasmussen. She spoke to the caliber of their individual work, lived experience, and stressed the importance of choosing people for leadership roles who look like the community members they serve.

**VII. Social Media Ad Hoc Committee** Co-Chair Barrack

- JJRPC Social Media Guidelines were presented and approved 11-0, by roll call vote.

**VIII. 2021 Project Updates**





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- a) **Project to Increase School Attendance:** Commissioners Swope
  - A survey went out to Student Services Directors in the County. Commissioner Swope hopes the County Office of Education will encourage survey participation.
- b) **Diversion Program Project:** Commissioners Swope, Willis and Telleria
  - The team is still waiting to hear back from East Palo Alto & Menlo Park Police Departments. They hope to present a draft report at the November 30, 2021 meeting.
- c) **Peer Court Project:** Commissioners Wilson and Willis
  - The Team is currently working to decide upon an official name for the project.
  - Additional program funding continues to be researched.
- d) **Communicate with Elected Officials:** Commissioners Bocanegra and Labouisse
  - An impromptu meeting was held with Council member Lisa Gauthier.
- e) **After School Advocacy Project:** Commissioners Barrack and Huber-Levy
  - The project is now entering Phase Two.
  - Commissioner Telleria has joined the project team.
- f) **Outreach to Underserved Youth:** Commissioner Rasmussen
  - Commissioner Rasmussen reported on an online safety program she is helping to coordinate for middle school aged children at North Star Elementary school in Redwood City.
  - Implementing a countywide annual online safety program for middle school students may be a project the Commission may wish to pursue in 2022.

**IX. Commissioner Report Outs**

- a) **Law Enforcement Liaison:** Commissioner Rasmussen
  - Redwood City Police Department has hired Jennifer Martinez to fill the Juvenile & Family Services Specialist position.
- b) **Youth Commission Liaison:** Ameya Nori
  - The Youth Commission will be voting to support the Peer Court project at their upcoming meeting on October 28, 2021.
- c) **Membership:** Commissioner Wilson
  - There is currently one open position on the Commission.



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- Incoming Commissioner's Duddy and Arora are expected to be sworn in at the January 31, 2022 meeting.
- d) **Legislation:** Commissioners Bocanegra and Huber-Levy
- Dozens of Juvenile Justice reform bills were signed into law this fall. The complete list of new laws is included in the agenda packet.
  - Going forward the Commission may wish to organize outreach efforts on pending bills and legislation.
- e) **Marketing & Social Media:** Commissioner Rasmussen
- Social Media stats will start to be reported at the November 30, 2021 meeting.
- f) **JJDPC Social Media Working Group:** Commissioner Rasmussen
- The Commission will vote to create a Social Media Working Group (SMWG) at the November 30, 2021 meeting. The purpose of the SMWG is to build a library of social media content, develop a brand and design a logo, brainstorm ideas for future social media and marketing campaigns. The SMWG will be led by the JJDPC's social media manager and will consist of Commissioners and approved volunteers.

**X. Announcements:**

- Commissioner Willis is now serving as the new Board of Education Liaison for the San Mateo County Youth Commission.

Meeting adjourned 7:15 p.m.

**Next Meeting: Tuesday, November 30, 2021**

## RESOLUTION NO.

### RESOLUTION FINDING THAT, AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM, MEETING IN PERSON FOR MEETINGS OF THE JUVENILE JUSTICE & DELINQUENCY PREVENTION COMMISSION (JJDP) WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES

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**WHEREAS**, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and

**WHEREAS**, on June 4, 2021, the Governor clarified that the “reopening” of California on June 15, 2021 did not include any change to the proclaimed state of emergency or the powers exercised thereunder, and as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature; and

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative

body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

**WHEREAS**, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,

**WHEREAS**, the CDC has established a “Community Transmission” metric with 4 tiers designed to reflect a community’s COVID-19 case rate and percent positivity; and,

**WHEREAS**, the County of San Mateo currently has a Community Transmission metric of “substantial” which is the second most serious of the tiers; and,

**WHEREAS**, the JJDPC has an important governmental interest in protecting the health, safety and welfare of those who participate in its meetings; and,

**WHEREAS**, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the JJDPC deems it necessary to find that meeting in person would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing;

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that

1. The recitals set forth above are true and correct.
2. The JJDPC finds that meeting in person would present imminent risks to the health or safety of attendees.
3. Staff is directed to return no later than thirty (30) days after the adoption of this resolution with an item for the JJDPC to consider making the findings required by AB 361 in order to continue meeting under its provisions.
4. Staff is directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

\* \* \* \* \*

**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 Calendar Year: 2020-2021**

<b>FACILITY NAME:</b> San Mateo County Youth Services Center (Hillcrest)
<b>FACILITY TYPE AND CAPACITY:</b> Juvenile Hall, Maximum Capacity 180 youth.
<b>FACILITY ADDRESS:</b> 222 Paul Scannell Drive
<b>FACILITY PHONE NUMBER:</b> 650-312-5395
<b>FACILITY MANAGER INTERVIEWED:</b> Jehan Clark, Superintendent.
<b>STAFF INTERVIEWED:</b> Chadie Galera –Compliance Officer, Mr. Bussey –YSC Institutions Services Manager, Mr. Owens –Group Supervisor III, YSC Nurse Sheena, YSC Nurse Shin, YSC Nurse Ruby, Aurora Pena, BHRS– Regina Moreno –Supervisor BHRS.
<b>COMMISSION INSPECTORS:</b> Rasmussen, Bocanegra, Flores, & Nori
<b>PRESIDING JUDGE:</b> The Honorable Susan Etezadi
<b>INSPECTION DATE:</b> August 24, 2021
Interviews: Correctional Health and BHRS November 2, 2021
<b>LAST INSPECTION DATE:</b> August 21, 2020

**EXECUTIVE SUMMARY**

<b>COMMENDATIONS</b>	
Comments	<p>The inspection team collectively spent 12 hours at the YSC, during which time we met over two-dozen employees and interviewed 14 youth. The population the day of our visit was 15 youth.</p> <p>The Commission wishes to extend our appreciation to everyone who has played a part in keeping our youth safeguarded against the COVID-19 virus. From the security guards who ensure mask mandates are adhered to, administrators who diligently keep up with continuously evolving mandates, and every staff member who takes precautions on and off the clock to prevent the virus from entering and spreading through the facility.</p> <p>The Correctional Health team continues to do extraordinary work at the YSC. In addition to providing ongoing care to youth, they now manage the facility's COVID-19 vaccination and testing program for both youth and staff. They also provide education and outreach to families. Their efforts have resulted in increased vaccination rates at the YSC.</p> <p>BHRS: BHRS staff continues to advocate for youths by seeking innovative ways to provide them with trauma-informed mental health services. Client acuity is high as a result of the pending matters before the court, and the uncertainty related to the outcome of these hearings. Additionally, there are other past traumas contributing to the high acuity.</p> <p>YSC Supervisors Bussey and Owens: We had the opportunity to talk with supervisors Bussey and Owens at length during our visit. We witnessed several positive interactions with youth and staff. The youths lit up when each of the supervisors entered the units. Youths spoke very highly of both supervisors during our interviews.</p> <p>Superintendent Jehan Clark and Compliance Officer Chadie Galera went above and beyond to answer our questions and provide information and documentation. Their professionalism, transparency, and partnership are greatly appreciated.</p>

**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 Calendar Year: 2020-2021**

**RECOMMENDATIONS**

Recommendation  
 Summary

**Documentation: Pages 7-8**

Serious Incident Reports- New Law Violations/Charges Filed  
 One of the primary goals of therapeutic detention is to ensure the safety and protection of the youth and community, which includes preventing new law violations and protecting youths from placing themselves or others at further risk or harm. Understanding the circumstances surrounding new law violations is key to preventing them from occurring in the future. Analyzing these incidents to identify and evaluate the factors that lead up to them is strongly recommended. Exploring alternative practices, policies, and therapy models that address the underlying complex behaviors associated with the new law violations can help reduce injuries to youth and staff and improve overall safety at the facility.

**Youth Interviews Pages 9-11**

Almost all the youth we talked to expressed how their involvement with the criminal justice system stemmed from their schools. Working with districts and administrators to eliminate the school to prison pipeline is crucial to furthering equitable work in the Juvenile Justice system.

**Behavioral Health: Pages 11-12**

**Dedicated Mental Health Space/Therapeutic Counseling Rooms**  
 The Commission recognizes the immediate need for a dedicated mental health space within the facility. We urge the facility to identify a space where trauma-informed counseling rooms can be therapeutically designed, equipped, and utilized by BHRS staff and clinicians.

**Additional Staff Training**

The Commission recommends YSC staff undergo additional training on providing Trauma-Informed Care to vulnerable youth populations.

**Activities & Programming Pages 14-16**

The Commission recommends:

- Youth be provided college preparation and planning services.
- The creation and implementation of a Vocational Training program(s).
- Exploring apprenticeship opportunities with local Building Trade Unions, specifically LiUNA Local 261 (Laborers Union) and IBEW Local 617 (Intl 'Brotherhood of Electrical Workers). Building trades can provide youths the opportunity to earn quality wages and benefits needed to support themselves
- Resume Substance Use and Abuse programming as soon as possible.

**Room/Cell Confinement Page 16**

The Commission recommends reducing the amount of time youth are spent in locked confinement whenever possible.

**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 Calendar Year: 2020-2021**

<p>Recommendation Summary</p>	<p><b>Meals and Nutrition Pages 17-19</b></p> <p>The new food services program at the YSC has caused a considerable amount of distress amongst the youth. The number of complaints, grievances, medical visits, and staff time spent on this issue is significant. The Commission urges the facility to return to the original in-house food service program. Renewing the current food services contract is strongly discouraged.</p> <p><b>Culturally and Linguistically Appropriate Pages 19-20</b></p> <p>The overwhelming majority of youth at the YSC are youth of color. Meal planning and preparation lack cultural competence. The inability to access culturally appropriate nutrition and dietary services is a form of social inequity that contributes to health disparity. Food menus need to be reevaluated through a culturally competent lens and adjusted accordingly.</p> <p>The Commission rigorously supports the adoption/creation of:</p> <ul style="list-style-type: none"> <li>● A policy addressing the care and maintenance of ethnic skin and hair. This policy should include language that recognizes youth have unique hair and skincare needs that need to be met and maintained through a culturally competent lens.</li> <li>● A literary program that offers a variety of accessible formats of culturally and historically relevant books and reading materials (including magazines, newspapers). Utilizing resources available through the San Mateo County Libraries System is highly encouraged.</li> <li>● A program to help procure culturally and historically relevant forms of art to display at the YSC facility.</li> </ul> <p><b>LGBTQ Page 20</b></p> <p>The Juvenile Hall Classification/Room Assignment Evaluation Form should be updated to include inclusive language related to gender identity and personal gender pronouns.</p> <p><b>Use of Technology Page 20</b></p> <p>The Commission is very interested in expanding opportunities for youth to gain proficiency in the latest technology. Technology can also be utilized to advance their therapeutic, rehabilitative, and vocational goals. Technology can expand programming for youth in many ways, including reading, writing, ESL, history, art, poetry, music, films. Virtual field trips can be taken to museums, college campuses, and landmarks around the globe. One of the positive impacts of the COVID-19 pandemic has been the accelerated adoption of digital technologies. Exploring partnerships opportunities with local tech companies and foundations such as the Chan-Zuckerburg, who can provide valuable resources and grant monies to help fund technology programs, are highly recommended.</p> <p><b>Living Areas Pages 21-22</b></p> <p>Carpet: The carpet in the Forrest 3 unit is in particularly poor condition and may require replacement. The Commission recommends having all of the carpets deep cleaned once the pandemic restrictions are lifted.</p>
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<p>Recommendation Summary</p>	<p>Institutional furnishings: Furnishings are constructed of hard plastic and metal. The facility's physical environment can play a significant role in creating an atmosphere conducive to learning and personal growth. Facilities that evoke a stark correctional feel (e.g., sterile hallways and common areas, concrete beds, hard furniture) send a message to youth about how they are valued, and the type of behavior expected from them. Exploring simple and low-cost measures to enhance the environment, such as hanging artwork, painting walls calming colors, and adding comfortable furniture to common spaces and visitation rooms, are highly recommended.</p> <p><b>Individual Cells Pages 23</b></p> <p>Insomnia and sleep-related issues are the chief medical complaints at the YSC, impacting 14 of the 15 youths. Anxiety, stress, separation from family, trauma, PTSD, and legal status are significant barriers to a restful night's sleep. To help eliminate factors that contribute or exacerbate insomnia the Commission formally recommends:</p> <ul style="list-style-type: none"> <li>● Providing individual pillows to youth.</li> <li>● Discontinuing the purchase and use of the "new" style thinner mattress.</li> <li>● Permitting youth to "double-up" their mattresses until the facility can procure a more therapeutically appropriate mattress.</li> <li>● Allowing youth to hang personal photographs of loved ones, safe forms of artwork (i.e., paper drawings, origami), etc. in their cells when it is safe.</li> </ul> <p><b>Personal Hygiene/Appearance of Youth Pages 25-26</b></p> <p>The Commission recommends:</p> <ul style="list-style-type: none"> <li>● Resuming haircuts as soon as possible. San Mateo County has lifted COVID-19 restrictions for Barbers.</li> <li>● Discontinuing the use of all hygiene products that are contrary to the care and maintenance of ethnic hair and skin.</li> <li>● Discontinuing the use of the standard-issue athletic shoes and replacing them with the New Balance athletic shoes. Several youths reported the athletic shoes caused painful blisters</li> <li>● Switching the brand of shower soap over to "Dove" to help alleviate skin-related issues for all youth in the facility.</li> </ul>
<p>Actions</p>	<p><b>After review of this inspection report, please respond to the YSC Inspection Team Leader, Commissioner Rasmussen, with planned actions to address each recommendation above within 45 days.</b></p>

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<b>PANDEMIC RESPONSE</b>	
Number of Confirmed COVID-19 Cases	There have been a total of 4 confirmed COVID-19 cases at the YSC and Camp Kemp facilities since the pandemic began in March 2020.
COVID-19 Testing	The facility has a multilevel COVID-19 testing protocol in place for all youth entering the YSC. Upon arrival, youth are given a Rapid COVID-19 test prior to entering the facility. After 12-14 days, youth receive a PCR COVID-19 test. Additional testing is administered to youth who have a positive test result, are experiencing COVID-19 symptoms or whenever a potential exposure is suspected.
Youth - COVID-19 Vaccinations	The Pfizer COVID-19 vaccine is offered to each youth upon arrival at the facility. According to Correctional Health staff, as of 11/02/2021, approximately 50% of the youth currently detained at the YSC are vaccinated against COVID-19.
Staff - COVID-19 Vaccinations	Proof of vaccination or weekly COVID-19 testing for staff who are unvaccinated is required. Staff are unable to come to work if they do not have a negative test result. The YSC medical staff monitors staff COVID-19 testing.
COVID-19 Education- Youth & Families and Parental Consent	The YSC nursing team is actively working to quell fears and dispel myths about the COVID-19 virus and vaccine with youth and their families. These noteworthy efforts have increased vaccination rates considerably over the last few months. Parental consent is required for vaccination.
What were the biggest challenges faced during the COVID-19 pandemic?	Limited access into the YSC facility has been a significant challenge for youth, families, service providers, contractors, volunteers, and staff. The amount of time youth spend inside of their cells, including eating meals, has increased. Maintaining staffing levels has also been challenging. Several pre-pandemic staff members have been reassigned to assist with countywide pandemic relief efforts, retired, or promoted to positions outside of the facility.
What protocols and practices will be kept in place when the pandemic ends?	The use of Zoom technology for visiting, meetings, and routine court appearances, where applicable, are expected to continue after the pandemic restrictions are lifted.
COVID-19 Quarantine	There are three levels of quarantine currently in place at the YSC. <ul style="list-style-type: none"> <li>● Level A: Days 1-3 Level</li> <li>● Level B: Days 4-12</li> <li>● Level C: After 14 continuous days of negative testing.</li> </ul>
Commendations:	The YSC Correctional Health team has done an extraordinary job mitigating the risks and spread of the COVID-19 virus while providing quality care to our youth throughout the pandemic.

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**DOCUMENT REVIEW**

<b>INSPECTIONS/HEALTH &amp; SAFETY CODES</b>				
<b>REVIEWED:</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
County Building Inspection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	County inspections have not resumed due to COVID-19. However, the facility has been conducting inspections using the Quarterly Office Safety Checklist, to ensure the facility is both in compliance and in good working order.
Fire Authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The San Mateo County Fire Department/Fire Marshall inspected the YSC facility on November 11, 2021. Compliance Orders were issued. On December 29, 2021, the facility was reinspected and found to be in compliance.
Juvenile Court Judge Inspection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed on June 19, 2020.
SMC Probation Chief's Letter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chief's letter to BSCC dated on May 22, 2020.
Board of State and Community Corrections (BSCC)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BSCC Inspection occurred on April 13, 2021. Report was issued September 22, 2021. Report was reviewed at the October 26, 2021, JJDC meeting.
Public Health-Medical / Mental Health	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed on April 12, 2021.
Environmental Health Inspection Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed on September 15, 2021
Nutritional Health/Retail Food Inspection Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed on September 15, 2021
Food Services: Juvenile Menu Analysis for T15	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Performed by: Denise Chu R.D. on April 12, 2021.
Juvenile Facility Education Program Review & Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Last completed on June 8, 2020. Please see JJDC Annual Educational Inspection for additional information.
Natural Disaster Protocols (wildfire/earthquake)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Air Quality Indoors/Outdoors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The facility has installed a new ventilation system to address indoor air quality. The facility has protocols in place related to outdoor air quality, including smoke from regional wildfires.
Units Currently Closed or Not In Use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Forrest 2, Elm 6, Elm 7.

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<b>DOCUMENTATION</b>																																								
<b>REVIEWED:</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>																																				
Facility Rules	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	YSC facility rules are attached.																																				
Grievance Forms Availability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Grievance forms are available at the staff desk on the units.																																				
Grievance Logs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As of July 31, 2021, youth had filed 33 grievances– a 175% increase over this same period last year. The majority were related to the quality, quantity, temperature, and overall palatability of the food. Food services were contracted out during this time period.																																				
Serious Incident Reports- Including Use of Force	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Type of Incident</th> <th style="width: 15%;">Incidents</th> <th style="width: 25%;">Comparison</th> </tr> </thead> <tbody> <tr> <td>Major Disturbance: Injury to Youth.</td> <td style="text-align: center;">0</td> <td style="text-align: center;">Decrease: 100%</td> </tr> <tr> <td>Incidents Resulting in New Charges Being Filed Against Youth</td> <td style="text-align: center;">3</td> <td style="text-align: center;">Increase: 200%</td> </tr> <tr> <td>Assaults Between Youth</td> <td style="text-align: center;">2</td> <td style="text-align: center;">Decrease: 60%</td> </tr> <tr> <td>Major Disturbance: Involving Multiple Youth</td> <td style="text-align: center;">0</td> <td style="text-align: center;">Decrease: 100%</td> </tr> <tr> <td>Safety Room Placements:</td> <td style="text-align: center;">6</td> <td style="text-align: center;">Increase: 500%</td> </tr> <tr> <td>Use of Force Mechanical Restraints Per Youth</td> <td style="text-align: center;">21</td> <td style="text-align: center;">Increase: 16.67%</td> </tr> <tr> <td>Use of Force Mechanical Restraints Per Incident</td> <td style="text-align: center;">20</td> <td style="text-align: center;">Increase: 53.85%</td> </tr> <tr> <td>Assaults on Staff</td> <td style="text-align: center;">4</td> <td style="text-align: center;">Increase: 100%</td> </tr> <tr> <td>Youth on Special Program (OAA)</td> <td style="text-align: center;">24</td> <td style="text-align: center;">Decrease: 52.32%</td> </tr> <tr> <td>Reportable Incidents</td> <td style="text-align: center;">32</td> <td style="text-align: center;">N/A</td> </tr> <tr> <td>Property Destruction</td> <td style="text-align: center;">8</td> <td style="text-align: center;">N/A</td> </tr> </tbody> </table>	Type of Incident	Incidents	Comparison	Major Disturbance: Injury to Youth.	0	Decrease: 100%	Incidents Resulting in New Charges Being Filed Against Youth	3	Increase: 200%	Assaults Between Youth	2	Decrease: 60%	Major Disturbance: Involving Multiple Youth	0	Decrease: 100%	Safety Room Placements:	6	Increase: 500%	Use of Force Mechanical Restraints Per Youth	21	Increase: 16.67%	Use of Force Mechanical Restraints Per Incident	20	Increase: 53.85%	Assaults on Staff	4	Increase: 100%	Youth on Special Program (OAA)	24	Decrease: 52.32%	Reportable Incidents	32	N/A	Property Destruction	8	N/A
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				<p>Period-over-period analysis: January 1st - July 31st 2020/ 2021.            There were zero incidents of escape, fire, or death.</p>																																				
Serious Incident Reports: Suicide Attempts, Suicidal Statements & Self Mutilation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 15%;">Incidents</th> <th style="width: 25%;">Comparison</th> </tr> </thead> <tbody> <tr> <td>Suicidal Attempts</td> <td style="text-align: center;">2</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Suicide Statements</td> <td style="text-align: center;">2</td> <td style="text-align: center;">No Change</td> </tr> <tr> <td>Self-Mutilation</td> <td style="text-align: center;">1</td> <td style="text-align: center;">Decrease: 88.89%</td> </tr> </tbody> </table>		Incidents	Comparison	Suicidal Attempts	2	2	Suicide Statements	2	No Change	Self-Mutilation	1	Decrease: 88.89%																								
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Youth Request Form Medical/Dental	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Medical/Dental Request forms are readily available. Youth report having easy and timely access to medical and dental care.
Youth Institutional Case Plan (30 Days or more)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Forms were revised in 2021.
Youth Institutional Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The assessment packet is 5 pages and covers medical history, mental health, family relations, education, employment, substance abuse, gang involvement, insight, and future goals.
Current List of prohibited books & magazines.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A list of prohibited magazines/books is attached.
Comments	<p>Grievances:          The number of grievances filed regarding the new meal service vendor is alarming. The change from an in-house meal service program to an outside contracted vendor continues to be a significant source of ongoing distress for the youth. Please see the Meals &amp; Nutrition section beginning on page 17, for additional information and recommendations.</p> <p>New Law Violations/Charges Filed:          The number of new law violations is also of concern. While the nature of the law violations is unknown, one of the primary goals of therapeutic detention is to ensure the safety and protection of the youth and community, which includes preventing new law violations and protecting youths from placing themselves or others at further risk or harm.</p>			
Recommendations	<p>Understanding the circumstances surrounding new law violations is key to preventing them from occurring in the future.</p> <p>Analyzing these incidents to identify and evaluate the factors that lead up to them is strongly recommended. Exploring alternative practices, policies, and therapy models that address the underlying complex behavior(s) associated with the new law violations can help reduce injuries to youth and staff and improve the facility's overall safety.</p>			

**INTERVIEWS**

<b>ANCILLARY SERVICES</b>				
<b>INTERVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Mental Health Care	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Aurora Pena, BHRS Unit Supervisor, and her Supervisor, Regina Moreno, were interviewed at the YSC on 11/02/2021. Please see the Behavioral Health section beginning on page 11, for additional information and recommendations.
Medical Care	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All youth entering the facility receive a physical exam. The facility also provides vaccinations, medical screenings, and testing. Medical histories are obtained from parents, primary care, and mental health providers. Continuity of care and treatment is prioritized, particularly

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				with regards to psychotropic medications. Medications are contractually provided by the Mateo County Medical Center. When applicable, parents are allowed to bring their child’s prescribed medication(s) to the facility.
Dental Care	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	While we did not interview the Dentist, we received a considerable amount of information from Correctional Health and YSC staff regarding dental care and services. All youth have access to the Dentist, dental exams, routine cleanings, fillings, root canals, and crowns. Many youths receive significant dental care while at the YSC, many for the first time in their lives. The YSC dentist comes to the facility once per month. An oral surgeon is also available to perform oral surgery (i.e., remove wisdom teeth).
Kitchen/Dietary/Nutrition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fruit, snacks, and meals are contractually provided by the dietary staff at the McGuire Facility, San Mateo County’s adult jail. Please see attached food-related documents.

**YOUTH INTERVIEWS**

What was your intake and quarantine experience like?	<p>There were no issues or concerns related to orientation.</p> <p>Many of the youth detained at the YSC have been there for the duration of the pandemic. Youths who've entered the facility during this inspection period, generally reported missing going to school and being bored during the initial phase of their quarantine.</p> <p>There were inconsistencies related to the amount of time each youth spent in the initial quarantine phase. Factors included: Day/time of their arrival and the amount of time it took to receive their COVID-19 test results, which grew shorter as medical testing advanced.</p>
Describe your interactions with medical/dental.	Youth report having easy and timely access to medical and dental care.
Describe your experience with behavioral health.	Youth report having timely access to mental health referrals, requests for services, and psychotropic medications.
Describe the interactions between staff and youth.	<p>All of the youth we interviewed reported having at least one staff member they trusted and could confide in. Several spoke highly of Supervisors Bussey and Owens, who go above and beyond to maintain positive relationships with the youth.</p> <p>Overall, youth report being treated fairly by most staff members. A few described inconsistencies that were frustrating and confusing for them at times. For example, when a youth is unable to reach their parent/guardian during designated telephone time, most of the staff will usually work with them, and allow them to try again later.</p> <p>Many of the YSC staff have been employed with the Probation Department for 10+ years.</p>
What programs do you find most useful? Why?	<p>Large Muscle Activity (LMA) is the most popular programming. Youth look forward to LMA and the opportunity to interact with other youth and engage in group sports, such as basketball. Several male youths also expressed a desire for additional outdoor LMA time.</p> <p>Most youths expressed the need for vocational training, particularly from the building trades who could provide them the opportunity to earn the wages and benefits needed to support themselves.</p>

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	<p>Lastly, when asked if there was additional programming that could assist them in reaching their rehabilitative goals, many expressed interest in hearing from inspirational speakers. Specifically, people with similar lived experiences who now live healthy and successful lives.</p>
Describe the meals/food at the facility.	<p>All of the youths we spoke to reported multiple issues with the food at the facility. They reported issues with the quantity, quality, and temperature. They also reported being consistently hungry. The youth explained a medical evaluation process where additional meals or snacks can be provided if approved by the medical staff.</p> <p>Due to COVID-19, youth are eating meals inside of their cells. Many expressed that they missed eating their meals together.</p> <p>Please see the Meals and Nutrition section beginning on page 17, for additional information and recommendations.</p>
Beverages & Drinking-Water	<p>Regular, chocolate milk, and in one case, lactose-free milk were provided with meals. Several of the Hispanic youths we spoke to reported being lactose intolerant, which is a common issue, particularly for people of Mexican descent. Other options such as water and juice should be provided.</p> <p>Drinking water is not served with meals. Youths have access to drinking water in their cells, but they do not have cups—the youth report having to put their mouths under their sinks to drink when confined in their cells.</p>
Describe the Grievance Process.	<p>Youth have grievance forms on the unit that they can fill out and file.</p>
Describe your current programming.	<p>As mentioned previously youths have been at this facility for an extended period of time. For these youths, programming can quickly become redundant.</p> <p>Youth attend school on weekday mornings. Afternoon programming includes LMA, showers, and dinner. Nighttime programming can include movies, art, games, and services provided by outside providers.</p>
Telephone Calls & Visiting	<p>“Zoom” visiting is extremely beneficial to youth and their families. Youth report being allowed to visit with their younger siblings and extended family members. Zoom has given families new opportunities to visit as they are unable to come to the facility.</p> <p>As mentioned above, youths report that it can be hard to reach their family members by phone due to conflicting schedules.</p> <p>In-person visiting is allowed whenever state and local COVID-19 related mandates allow.</p>
Describe a typical day at the facility.	<p>Youths explained that their day generally begins around 8 am. On weekdays, they attend school and Court when applicable. On weekends, youth perform chores after breakfast. Chores typically include cleaning their cells and assisting with tasks on the Unit.</p> <p>Depending on staffing and day of the week, youth may also visit with family and participate in programs provided by outside providers such as Bible study, Beat Within, Art of Yoga, etc.</p> <p>Dinner is served at 4:30 pm every day, which the youth unanimously agreed was "way too early."</p> <p>Youths go into their cells for the night at 8:30 pm when programming ends for the day.</p>

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Summary of youth interview	<p>The youth we interviewed were generally in good spirits. They were engaged and invested in their rehabilitation, respectful, and expressed appreciation for our visit.</p> <p>Youths all reported doing well in school and expressed a strong desire to continue to learn, advance their education, and master new skills during their detention. They both want and need advanced educational opportunities and programming.</p> <p>Youth who are interested in earning a college degree recognize that they need a considerable amount of assistance with college preparation (placement testing, SAT, and ACT) and planning, as they will be the first in their family to attend college. Technical and vocational training is also of great interest.</p> <p>Many of the youth expressed the need to have inspirational speakers come and talk with them. Specifically, people with similar lived experiences who now live healthy and successful lives.</p> <p>Almost all of the issues and concerns raised by the youth were related to budgetary decisions and restraints. The most glaring of which was the decision to outsource the facility's food services earlier this year.</p> <p>The youth raised very few concerns regarding the facility's rules or staff members. In fact, several spoke very highly of the staff and felt they were treated fairly.</p>
Recommendations	<p>Almost all the youth we talked to expressed how their involvement with the criminal justice system stemmed from their schools. Working with districts and administrators to eliminate the school to prison pipeline is crucial to furthering equitable work in the Juvenile Justice system.</p>

<b>BEHAVIORAL HEALTH</b>	
Mental & Behavioral Health Services	<p>Individual cognitive-behavioral treatment (CBT), trauma-focused cognitive-behavioral therapy, crisis intervention, psychotropic medication management, sleep health and insomnia treatment are provided at the YSC. Additionally, individual rape trauma services, family therapy, and other group therapies as provided whenever applicable.</p> <p>A variety of therapeutic tools, including journals, weighted blankets, stress balls, and sleep logs, are utilized to assist youth in their therapy and therapeutic goals.</p>
Caseload Ratio	<p>BHRS clinicians are currently carrying a caseload of approximately 10 clients. Client acuity is currently very high.</p>
Youth Experience	<p>Youth report very positive interactions with the BHRS clinicians and staff at the facility. Nearly all of the youth detained at the YSC facility receive mental health services.</p>
How might Mental Health Treatment and Behavioral Health Services be improved at the YSC?	<p>Dedicated Mental Health Space/Therapeutic Counseling Rooms</p> <p>The YSC facility currently lacks a dedicated Mental Health space for clinicians to provide mental health care and services to youth.</p> <p>Clinicians must conduct therapy in programming rooms located in the Day Rooms of each unit. These programming rooms were not designed to be therapeutic counseling rooms. They lack the privacy needed to ensure conversations can not be heard or seen from outside the room, especially by the other youth on the unit.</p>



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	<p>Trauma-informed counseling rooms have therapeutic layouts, soft furnishings, and flooring materials (rugs/carpets) to help provide clients with a sense of safety and comfort.</p> <p>The use of dayroom programming rooms also creates conflicts with Unit’s general programming schedules, which can result in delays in mental health services.</p> <p><b>Additional Staff Training</b></p> <p>Youth who have experienced chronic trauma often do not believe that adults can or will protect them. Implementing trauma-informed care requires comprehensive training in the following areas:</p> <ul style="list-style-type: none"> <li>● What trauma is; and how immaturity, disabilities, and re-traumatization exacerbate trauma.</li> <li>● How to recognize and respond to trauma-related behavior, particularly with youth who are at greater risk of experiencing specific forms of trauma — youth crossing over from the child welfare system, girls, LGBTQ youth, and youth from neighborhoods with high levels of violence and gang activity.</li> </ul>
<p><b>Recommendations</b></p>	<p><b>Dedicated Mental Health Space/Therapeutic Counseling Rooms</b></p> <p>The Commission recognizes the immediate need for a dedicated mental health space within the facility. We urge the facility to identify a space where trauma-informed counseling rooms can be therapeutically designed, equipped, and utilized by BHRS clinicians.</p> <p><b>Additional Staff Training</b></p> <p>The Commission also supports the recommendation to offer staff advanced training in Trauma-Informed Care, particularly on the vulnerable youth populations mentioned above.</p>

<b>STAFFING</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Does the facility maintain mandated sleeping ratios? (1:30)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Female youth from Camp Kemp are housed overnight at the YSC to accommodate staffing levels.
Does the facility maintain mandated awake ratios? (1:10)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are staff/youth interactions respectful?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	While youth do report feeling unfairly treated from time to time, almost all youth felt they had at least one staff member in the facility they were close with. The youths expressed deep respect for Group Supervisors Sharma, Bussey and Owens, who were present during our inspection.
Are there enough supervisors to supervise staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We met several staff supervisors on the day of our inspection.
Is Diversity reflected in the workforce?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Racial, ethnic, and gender diversity are clearly demonstrated throughout the workforce.

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Bilingual and multilingual staff members.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There is always at least one staff member on duty that is bilingual in Spanish. 24/7 language interpretation services are also available via a call center.
Are staffing levels adequate to ensure required programs, activities, and services are provided, as required by law?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	COVID-19 has exacerbated staffing challenges at the facility. Youth report being unable to participate in programming if a staff member calls in sick. Staff shortages also impact the delivery of mental health services as two staff members must be on the unit in order for the clinician to come onto the unit and provide services.

**INTAKE AND ADMISSION**

REVIEWED	YES	NO	N/A	COMMENTS
Are youth searched during intake?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Please see the attached YSC Search Authorization Form that is completed at intake. Staff conduct pat-down searches, modified strip searches, and strip searches.
Screening, Identification Assessment, and Precautionary Protocols	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	YSC staff assess each youth upon arrival. The Intake Assessment includes the youth's: physical, behavioral, and mental health, suicide risk, potential safety issues, history/risk of abuse, physical, intellectual, and developmental disabilities.
Telephone Calls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth are allowed to call their parents/guardians within an hour of arriving at the facility.
Is food offered to youth at intake?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are youth able to shower upon arrival?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**ORIENTATION OF YOUTH**

REVIEWED:	YES	NO	N/A	COMMENTS
How are youth orientated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	At intake, youth have an orientation with staff that covers the rules of the facility and expectations of youth while they are detained. Staff also go over general programming and answer any questions the youth may have.
Are rules and grievance procedures posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Do youth understand rules and expectations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth reported understanding rules. Many youths have been detained at the YSC for several months or more and are familiar with routines and expectations.

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<b>ACTIVITIES AND PROGRAMMING</b>										
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>						
Telephone Calls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth are allowed to make phone calls four days a week. Days 1-3 are 10-minute calls and day 4 is a 20-minute phone call.						
Written Correspondence & Mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>There is no limitation on the volume of mail youths may send or receive. Anyone who is not a “non-association” can send and receive mail to and from youth.</p> <p>The YSC also utilizes the APP system Ameelio. Parents can write letters, send pictures, games, postcards thru the app—which is free of charge.</p> <p>*Please see attachments: Ameelio - English/Spanish Flyers.</p>						
Visiting (2-hr min per week)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Each week, youth may visit with parents/legal guardians and approved family members for two hours either in-person or by Zoom.</p> <p>In-person visiting has resumed at the facility for visitors providing proof of COVID-19 vaccination or a negative COVID-19 test result.</p> <p>Visits can be held behind glass while youth are being cleared through the Covid-19 quarantine process. Visitors who cannot provide COVID-19 vaccination clearance or a current negative test result can visit behind glass.</p> <p>Additional Zoom and in-person visits are allowed by court order, approval of the youth’s Deputy Probation Officer (DPO), or the Institutions Services Manager (ISM).</p> <p>Please see “Personal Visits” form attached.</p>						
Recreation (at least 1-hr of unscheduled activities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Programming schedules are compliant.						
Exercise (at least 1-hr+ of daily Large Muscle Activity/LMA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exercise and LMA is the most popular programming among male youth, basketball games in particular. Youth look forward to LMA time and enjoy interacting with one another.						
Regular Programming (please describe)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Weekday AM</th> <th style="width: 33%;">Weekday PM</th> <th style="width: 33%;">Weekend AM/PM</th> </tr> </thead> <tbody> <tr> <td>School, LMA, Showers</td> <td>Court, Open Recreation, Beat Within, Voices, Art, Documentary Films &amp; Games, Telephone Calls &amp; Visiting</td> <td>Garden, Walk, Unit &amp; Cell Clean-Up, Visiting, Telephone Calls, Movie Night</td> </tr> </tbody> </table>	Weekday AM	Weekday PM	Weekend AM/PM	School, LMA, Showers	Court, Open Recreation, Beat Within, Voices, Art, Documentary Films & Games, Telephone Calls & Visiting	Garden, Walk, Unit & Cell Clean-Up, Visiting, Telephone Calls, Movie Night
Weekday AM	Weekday PM	Weekend AM/PM								
School, LMA, Showers	Court, Open Recreation, Beat Within, Voices, Art, Documentary Films & Games, Telephone Calls & Visiting	Garden, Walk, Unit & Cell Clean-Up, Visiting, Telephone Calls, Movie Night								
Special Programming	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	During the pandemic, Zoom visiting and video games were added to the programming. Both were very popular with the youth.						

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Family Reunification and Counseling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Family Reunification and Counseling Services are offered at the facility. However, services were intermittent during this inspection period due to COVID-19.
Substance Abuse Education & Treatment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Substance Abuse programming continues to be on hold due to COVID-19. Providers have either not cleared their vaccine status to enter the facility or have chosen not to return due to COVID-19.
Victim Awareness/ Restorative Justice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Victim Awareness and Restorative Justice programming have continued throughout the pandemic.
Sexual Abuse & Harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Upon intake, youth have an orientation with staff that covers sexual abuse and harassment.
Vocational Training	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vocational training continues to be under development at this facility. Past YSC Inspection Reports indicate vocational training has been unavailable since 2015.
Post-Secondary Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	At the time of our inspection, Project Change was providing post-secondary education. These services will be provided by Success Centers in the near future.  Notre Dame de Namur University in Belmont (which provides virtual educational programming), has not returned to the facility since the pandemic began in March 2020.  Youths interested in earning a college degree recognize they need a considerable amount of assistance with college preparation (placement testing, SAT, and ACT) and planning.  Please refer to the 2021 YSC Educational Inspection Report for additional information and recommendations.
Work Programs & Community Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The facility utilizes the Community Care Program (CCP). CCP sessions have been resumed.
Parenting Classes (for youth)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parenting classes are offered to youth when applicable.
Religious Activities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Religious services have been limited throughout the pandemic to comply with state and local COVID-19 health directives, protocols, and mandates. Please see the Culturally and Linguistically Appropriate section beginning on page 19, for additional information.
Comments	<p>Due to the pandemic, substance abuse programming has been on hold for almost 2 years now. Historically, many youths have used drugs and alcohol in an attempt to self-medicate and alleviate mental health-related symptoms. COVID-19 has exacerbated mental health, substance use, and abuse in teens.</p> <p>Vocational Training continues to be under development. A search through previous Inspection Reports –which currently date back to 2015, revealed that vocational training has not been available at this facility for at least 6 years.</p>			

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Recommendations	<p>The Commission recommends the following:</p> <ul style="list-style-type: none"> <li>● Youth be provided college preparation and planning services for youth interested in attending college.</li> <li>● The creation and implementation of a Vocational Training program(s).</li> <li>● Exploring apprenticeship opportunities with local Building Trade Unions, specifically LiUNA Local 261 (Laborers Union) and IBEW Local 617 (Intl 'Brotherhood of Electrical Workers). Building trades can provide youths the opportunity to earn quality wages and benefits needed to support themselves.</li> <li>● Resume Substance Use and Abuse programming as soon as possible.</li> </ul>
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<b>ROOM/CELL CONFINEMENT</b>	
Number of hours of locked room/cell confinement on a typical day.	<p>Youths are locked in their cells:</p> <ul style="list-style-type: none"> <li>● During sleeping hours 9:00 pm - 8:30 am and between</li> <li>● 5:00 - 6:00 pm each day. *during the protected break time of staff.</li> </ul>
What time does daily programming end?	Daily programming ends at 8:30 pm.
Recommendations	The Commission recommends reducing the amount of time youth are spent in locked confinement whenever possible.

<b>DUE PROCESS</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Discipline Guidelines	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Grievance Trends	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As of July 31, 2021, 33 grievances were filed by youth. This is a 175% increase over the same time period last year. A Grievance Appeal was also filed. Prior to this, a Grievance Appeal had not been filed since 2018. The overwhelming majority of grievances filed during this inspection period were related to change in food service.

<b>MEALS AND NUTRITION</b>				
<b>REVIEWED:</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is the meal menu posted in the dayroom?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Monthly meal menus are posted.
What time are meals/snacks served?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>● Breakfast: 8:00 am</li> <li>● Lunch: 12:30 pm</li> <li>● Dinner: 4:30 pm</li> <li>● Snacks: 10:25 am &amp; 8:30 pm</li> </ul>

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Are meal servings ample?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meals are calorically sufficient and do meet the federally established school lunch program guidelines. However, we note that several youths we spoke with reported being frequently hungry and felt they were not receiving enough food under the new food services program.
Are the meal servings nutritious?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meals meet the federal school lunch program guidelines. Fresh fruits and vegetables however are lacking. For example, prepackaged mandarins in heavy syrup were served at lunch when a healthier option was readily available. Fresh mandarins are easy to procure, comparable in cost, do not require additional preparation, and are easy to transport. The Commission recommends serving fresh fruits and vegetables instead of canned, frozen, or prepackaged alternatives.
Are the meal servings appetizing?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lunch and dinner were eaten with the youth during our visit. An Asian-type noodle dish for lunch and hot dogs for dinner. The meals were edible. They were very bland and unappealing.
Are meals heated/cooled properly?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All of the Youth we spoke to reported multiple issues with the food, including the temperature of the food. The meals we were served during our inspection were heated properly.
Are staff present and supervising during meals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff is present on the unit.
Are Dietary/Food Services contracted out? If yes, please list vendor(s).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Food services are contractually provided by the Sheriff's Department/McGuire Adult County Jail facility.
Meal Service: How are meals served (i.e., cafeteria or family-style, pre-plated)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-made single-serving meals are provided in reusable plastic containers. Meals typically consist of two containers, one for hot foods and one for cold foods.
Are youth allowed to converse during meals?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Due to COVID-19, youth eat meals alone inside of their cells.
What is the length of time allotted to eat?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20 minutes
Are snacks provided? If yes, how often?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There is an AM and PM snack
Are snacks timely, ample, nutritious, and appetizing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The youth we spoke to describe the snacks as "small" and simply "not enough". Snacks meet nutritional guidelines as set by the federal school lunch program.
Foodborne Illness-incidents since the last Inspection?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There have been no reported cases of foodborne illness during this inspection period.
Is food available outside of designated meal/snack times?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Apples, bananas, and oranges are available on the unit. They are provided under the current food service contract with the Sheriff's Department/McGuire Jail Facility.

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Is there a “Canteen” or other food-related incentive program in place?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The availability and selection of “canteen” items have fluctuated since the COVID-19 pandemic began. At the time of this inspection, the “canteen” program had resumed.
What is the protocol for missed meals due to Court or an unforeseen event?	Meals are saved and reheated for youth. Staff can call in and request additional meals when needed. Dietary provides extra meals for any intake bookings.			
Explain Food Service preparation and process at the facility?	YSC staff are responsible for the heating, refrigeration, and distribution of the meals and snacks. Meals are heated in on the living units. Dietary staff is responsible for delivering meals, collecting used containers, and cleaning food containers.			
Comments	<p>The Inspection Team did not receive a copy of the new food services contract, so we could not conduct a cost comparison with the prior in-house food services program, which had been successful for many years.</p> <p>The Commission seeks to understand the data and factors behind the decision to contract out for Food Services. Providing the Commission with information regarding the costs and issues related to the previous in-house program and the terms and costs associated with the new Food Services program would be greatly appreciated.</p> <p>The facility's average population during this inspection period was approximately 16 youth.</p>			
Recommendations	<p>The new food services program at the YSC has caused a considerable amount of distress amongst the youth. The number of complaints, grievances, medical visits, and amount of staff time spent on this issue is considerable.</p> <p>The Commission urges the facility to return to the original in-house food service program. Renewing the current food services contract is strongly discouraged.</p>			

**TRAUMA INFORMED APPROACHES**

Staff Training/Education	Staff expressed a need for additional education and training on the impacts of complex trauma on children and youth.
Comments	Please see the Behavioral Health section beginning on page 11, for additional information and recommendations.
Recommendations	Additional trauma-related staff training would be beneficial to the youth and staff .

**CULTURALLY AND LINGUISTICALLY APPROPRIATE**

Meals/Food	Meal planning and preparation, lack cultural competence. The inability to access culturally appropriate nutrition and dietary services is a form of social inequity that contributes to health disparity.
Religion/Spirituality	Religious services have been limited due to the COVID-19. Catholic services have been unavailable throughout the pandemic. The majority of the youth we spoke with self-identified as Catholic. Religious services will resume when pandemic restrictions are lifted.

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Books & Reading Materials	Graphic novels and multilingual audiobooks can assist youths who have difficulty reading due to a disability, grade level, and language fluency. Several youths expressed interest in reading “true stories” or nonfiction books and materials that focus on people of color, cultural and civil rights leaders, and historical events. Appropriate contemporary street literature is also of interest. There were no finance books and a lack of law books. One youth, in particular, was interested in Finance books. Providing a variety of accessible formats of books and reading materials (magazines, newspapers) is highly recommended. Utilizing the resources available through the San Mateo County Libraries System is also encouraged.
Observances/Programming	An elaborate Día de los Muertos altar, art, pumpkins, and decorations were observed during an interview with correctional health and BHRS staff on 11/02/2021. The youth also participated in a Día de Los Muertos pumpkin decorating art contest.
Hygiene	<p>The vast majority of youth at the YSC facility are youth of color.</p> <p>Several youths reported the hygiene items provided by the facility, specifically shampoo and soap, irritated and dried out their skin and/or scalp, causing it to itch and sometimes crack. The Commission recommends providing all youth the personal hygiene items necessary for the proper care and maintenance of ethnic hair and skin.</p> <p>*The State of Connecticut Department of Children and Families has adopted an official policy and manual on care and maintenance of ethnic hair and skin. The manual can be viewed at <a href="https://portal.ct.gov/-/media/dcf/Multicultural_Affairs/pdf/EthnicHairandSkinCareManual12016pdf.pdf">https://portal.ct.gov/-/media/dcf/Multicultural_Affairs/pdf/EthnicHairandSkinCareManual12016pdf.pdf</a></p>
Culturally & Historically Relevant Artwork	<p>Overall, the facility lacks culturally relevant wall hangings and artwork. The Alameda County Juvenile Hall has an extensive collection of culturally and historically relevant artwork displayed throughout the interior of their detention facility. The Commission strongly encourages staff to explore all available options to help procure culturally and historically relevant forms of art to display at the YSC facility.</p> <p>*Please see the Alameda County Arts Commission Public Art Program at the Juvenile Justice Center at <a href="https://www.acgov.org/arts/pdfs/JJCPublicArtCatalogue.pdf">https://www.acgov.org/arts/pdfs/JJCPublicArtCatalogue.pdf</a></p>
Recommendations	<p><b>Meals and Food:</b></p> <p>Meal planning and preparation lack cultural competence. The inability to access culturally appropriate nutrition and dietary services is a form of social inequity that contributes to health disparity. Food menus need to be reevaluated through a culturally competent lens and adjusted accordingly.</p> <p>The Commission rigorously supports the adoption of the following:</p> <ul style="list-style-type: none"> <li>● A policy addressing the care and maintenance of ethnic skin and hair. This policy should include language that recognizes youth have unique hair and skincare needs that need to be met and maintained through a culturally competent lens.</li> <li>● A literary program that offers a variety of accessible formats of culturally and historically relevant books and reading materials (including magazines, newspapers). Utilizing resources available through the San Mateo County Libraries System is highly encouraged.</li> <li>● A program to help procure culturally and historically relevant forms of art to display at the YSC facility.</li> </ul>



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<b>LGBTQ+</b>	
Classification & Room Assignment Intake Form	Intake form includes inclusive LGBTQ+ language. However, there is no language or dedicated space on the form for personal gender pronouns.
Staff Education/Training & Best Practices	<p>Best practices: All documents should contain the youth's name used and pronouns. It is important to have a process in place that provides staff with this vital information and to ensure staff uses accurate pronouns.</p> <p>Staff receives training on pat-downs and searches on cross-gender, transgender, and intersex youth. Cross-gender pat-down searches and strip searches are prohibited except in exigent circumstances. Searches must be justified and documented in writing.</p>
Recommendations	<p>The Juvenile Hall Classification/Room Assignment Evaluation Form should be updated to include inclusive language related to gender identity and personal gender pronouns.</p> <p>The current form was last revised on January 1, 2019.</p>

<b>USE OF TECHNOLOGY</b>	
School/Classrooms	Technology is available and being used in the classroom.
On Housing Unit	At intake, youth are given Chromebooks to complete schoolwork until they can be integrated with the general population and participate in the regular classroom. Computers are also set up in the units for Zoom calls.
Comments	<p>One of the positive impacts of the COVID-19 pandemic has been the accelerated adoption of digital technologies. Transformations that had historically taken years have been implemented in months.</p> <p>The Commission is very interested in expanding opportunities for youth to gain proficiency in the latest technology. Technology can also be utilized to advance their therapeutic, rehabilitative, and vocational goals.</p> <p>Technology can expand programming for youth in many ways, including reading, writing, ESL, history, art, poetry, music, films. Virtual field trips can be taken to museums, college campuses, and landmarks around the globe.</p>
Recommendations	The YSC facility is located in Silicon Valley, where many of the world's largest technology companies are headquartered. Exploring partnerships opportunities with local tech companies and foundations such as the Chan-Zuckerberg, who can provide valuable resources and grant monies to help fund technology programs, are strongly recommended.

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**PHYSICAL INSPECTION**

<b>ADMINISTRATION</b>				
<b>AREA REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Facility Perimeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cleanliness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Paint, Gutters, Ceiling, Windows, Roof, Drains	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ventilation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

<b>EXTERIOR OF LOCKED FACILITY</b>				
<b>AREA REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Lawns & Gardens	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Concrete/Asphalt Walkways	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Exercise/Recreation Areas Outdoor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Facility Paint and Windows	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doors, Gates, and Fencing	<input checked="" type="checkbox"/>			
Gutters, Roof, Drains	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Security and Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Comments:	Ventilation was shut down in Pine 5 due to the fires. It still needs to be fixed.			

**INTERIOR OF LOCKED FACILITY**

<b>LIVING AREAS</b>				
<b>OBSERVATIONS</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>

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Cleanliness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Overall, the facility was clean and in good working order. Due to COVID-19, entrance into the facility has been limited. Service providers have been unable to enter the units to perform routine maintenance and services. The YSC staff have done an excellent job keeping up the facility. The youth have also taken an active role in keeping the units cleaned throughout the pandemic.
Flooring/Carpet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The change in meal service has contributed to significant carpet staining from food spills. The carpet in the Forrest 3 unit is in particularly poor condition and may require replacement. Carpets need to be cleaned on Forrest 2 and Pine 4 as well. The Commission recommends having all of the carpets deep cleaned once the pandemic restrictions are lifted.
Furnishings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Institutional furnishings are made of metal and hard plastics.
Safe Storage of Chemicals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fixtures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No issues noted.
Other:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There are no clocks in either housing unit. Staff explained this is intentional and that clocks pose a safety risk to staff and youth as they can be used to plan attacks, riots, escapes, or other intentions that can cause harm or security issues. Youth can, however, ask any staff member for the time and it will be provided to them.
Recommendations	<p>Flooring/Carpet: The Commission recommends having all the carpets deep cleaned once the pandemic restrictions are lifted. The change in meal service has contributed to significant carpet staining from food spills. The carpet in the Forrest 3 unit is in particularly poor condition and may require replacement.</p> <p>Institutional Furnishings: Institutional furnishings are constructed of hard plastic and metal. The facility's physical environment can play a big role in creating an atmosphere for learning and personal growth. Facilities that evoke a stark correctional feel (e.g., sterile hallways and common areas, concrete beds, hard furniture) send a message to youth about how they are valued, and the type of behavior expected from them.</p> <p>Exploring simple and low-cost measures to enhance the environment, such as hanging artwork, painting walls, calming colors, and adding more comfortable furniture to common spaces and visitation rooms is strongly encouraged.</p>			

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<b>INDIVIDUAL CELLS</b>				
<b>OBSERVATIONS</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Walls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The interior cell walls are very stark. No personal items i.e., photographs, drawings, were observed on the walls.
Beds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The beds are standard prison beds with metal frames.
Mattresses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All mattresses at the facility are very thin. When tested, the newer mattresses were thinner and even more uncomfortable than the previous mattresses they replaced. The Commission recommends discontinuing the purchase and use of the new mattress style and allowing youth to “double up” their mattresses while the facility procures a more therapeutically appropriate mattress. It should be noted that mattress-related back pain was the top medical complaint listed in the 2020 YSC Inspection Report.
Pillows	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Unlike the Camp Kemp facility, youth at the YSC are not provided a pillow. For therapeutic purposes, the Commission strongly recommends pillows be issued to every child in the facility as soon as possible. The superintendent was actively working to resolve the policy disparity between the two facilities prior to our inspection. We anticipate a decision and final resolution of this matter by the end of the calendar year.
Blankets	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Standard institutional blankets are provided to youth.
Sink/Toilet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The metal sink/toilet combination units appeared clean and operable.
Recommendations				<p>Insomnia and sleep-related issues are the chief medical complaints at the YSC, impacting 14 of the 15 youth at the facility.</p> <p>Anxiety, stress, separation from family, trauma, PTSD, issues surrounding legal status, and alleged crimes are all significant barriers to a restful night's sleep. While the BHRS and correctional health staff work diligently to assist youth through these very complex issues, this process inherently takes a considerable amount of time.</p> <p>There are factors, however, that contribute to and exacerbate insomnia that can be easily addressed and implemented almost immediately.</p>

**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
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				<p>For these reasons, the Commission formally recommends</p> <ul style="list-style-type: none"> <li>● Youth be provided with individual pillows.</li> <li>● Discontinuing the purchase and use of the "new" style thinner mattress.</li> <li>● Permitting youths to "double-up" their mattresses while the facility procures a more therapeutically appropriate mattress.</li> <li>● Allowing youths to hang personal photographs of loved ones and safe forms of artwork (i.e., paper drawings, origami) in their cells whenever it is safe to do so.</li> </ul> <p>Please see Living Areas section beginning on page 22, for additional information and recommendations.</p>
<b>INTERIOR OF FACILITY</b>				
Gym/Exercise Room	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Classrooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Please see JJDC 2021 Educational Inspection for additional information and recommendations.
Restrooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Showers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The showers on Pine 4 and Forrest unit were clean and in good working order. At the time of our visit, DPW had an active service/repair order to increase the water temperature on a single stall shower located in the Pine 4 unit, which has since been completed.</p> <p>The search room shower needs to be cleaned/power washed.</p>
Temperature	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We did not experience any issues with room temperature during our initial 7+-hour visit.
Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We visited the facility on a bright sunny day. The indoor lights and lighting were both adequate and in good working order.
Visitation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Holding Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Quarantine	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Calming Room	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Forrest 1 will be like the new calming room. They are working on a giant mural throughout the entire room, currently used as art therapy for the youth. It will be called the "reef room" or the multisensory de-escalation room. This room will host music lessons, art therapy, and aromatherapy.

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Admission/Release	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The search room shower needs to be cleaned/power washed.
Secure Storage Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other: Signs/Notices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There were several "Do Not Use" type signs placed on the doors of empty cells on the Forest 3 unit. YSC Staff explained that these rooms were outside the view of the cameras and therefore, were not to be used to house youth.
Request	The Commission would like to be notified when the camera issues on Forrest 3 unit have been resolved.			

<b>PERSONAL HYGIENE/APPEARANCE OF YOUTH</b>				
<b>OBSERVED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Appearance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In general, the youth we interacted with appeared to be stable and in good health and spirits. There were no visible signs of illness, bruising, or injuries of any kind. None of the youth appeared to be overly medicated or anxious.
Showers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth shower upon booking and shower every day thereafter. Youth can also shower whenever they require another shower. Such as a work program that gets them dirty, late program sports activities, or after an accident has occurred.
Clothing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth's clothing appeared to be clean, the appropriate size, and in overall good condition.
Outdoor Wear	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Our inspection took place on a warm afternoon in late August. We did not observe youth wearing coats or jackets. When asked, the teens stated they had sufficient access to adequate outdoor wear.
Shoes Athletic	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Several youths mentioned issues with the athletic shoes that caused painful blisters. We observed a few youths wearing "New Balance" athletic shoes. When asked, the youth explained that the New Balance athletic shoes were medically approved, "way better," and, most importantly, had completely resolved the pain and discomfort they'd experienced wearing the standard-issue athletic shoes. The Commission recommends discontinuing the purchase and use of the standard-issue athletic shoes and replacing them with the "New Balance" athletic shoes that have already been medically cleared and approved by the facility.

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Shoes Shower	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The quality, condition, and fit of the youth’s shower shoes were all good.
Hair Cuts	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Group Supervisor Owens provides haircuts to male youth at the YSC. Youth expressed appreciation for Mr. Owens and told us that “he does a good job”. Currently, haircuts at the YSC are suspended due to COVID-19. Almost all the teens we spoke with said they were in need of a haircut and were really looking forward to getting a haircut soon.
Nails	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The youths’ hands and fingernails were clean and well groomed.
Skin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	One youth showed us a rash on his arm that he indicated was caused by the shower soap. Many agreed to state the shower soap made their skin "very dry". Some received medical authorization (now or in the past) to use "Dove" soap (the brand provided to youth with skin sensitivities). The Commission recommends switching the brand of shower soap over to "Dove" to help alleviate skin-related issues for all youth in the facility.
Shaving	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	None of the youth we spoke with shaved.
Hygiene Items	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The youth expressed a need for hygiene items, specifically shampoo and shower soap, that doesn't irritate their skin and/or scalp. The Commission recommends discontinuing the use of hygiene products that are contrary to care and maintenance of ethnic hair and skin.
Recommendations	<p>The Commission recommends the following:</p> <ul style="list-style-type: none"> <li>● Discontinuing the use of the standard-issue athletic shoes and replacing them with the New Balance athletic shoes that have been medically cleared and approved by the facility. Several youths reported the athletic shoes caused painful blisters which at times interferes with their ability to participate in LMA.</li> <li>● Switching the brand of shower soap over to "Dove" to help alleviate skin-related issues for all youth in the facility.</li> <li>● Discontinuing the use of all hygiene products that are contrary to the care and maintenance of ethnic hair and skin.</li> <li>● San Mateo County has lifted COVID-19 restrictions for barbers. YSC staff are encouraged to resume haircuts as soon as possible.</li> </ul>			

**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
Calendar Year: 2020-2021**

**Signatures of Commissioner(s) preparing this report**



Johanna Rasmussen

Date: November 18, 2021



Paul Bocanegra

Date: November 18, 2021



Rebecca Flores

Date: November 18, 2021



Sathvik Nori

Date: November 18, 2021

Attachments:

Facility Rules for Youth Service Center & Camp Kemp  
Receiving Screening Form  
Ameelio - English & Spanish Flyers  
Juvenile Hall/Classification Room Assignment  
YSC Search Authorization Form  
Personal Visits Form  
Pamphlet: My Child Was Arrested  
Food Services - Menus  
List of Prohibited Books & Magazines



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS  
AND CAMPS  
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**Attachments:**

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PROBATION DEPARTMENT  
COUNTY OF SAN MATEO  
John T. Keene, Chief Probation Officer

FACILITY RULES  
for  
YOUTH SERVICES CENTER & CAMP KEMP

*Staff must read the Facility Rules aloud and give a written copy of rules to youth*

Youth in San Mateo County's juvenile justice facilities are required to follow the rules listed below. Ask a staff person for help if you **do not** understand them or have questions. If you do not follow the rules and reasonable staff directions, you will face consequences and discipline. Reasonable staff directions are those that do not physically or emotionally abuse you.

**General**

1. You must obey all Federal, State, and local laws and regulations during your stay. You will receive a new charge or charges if you commit a crime.
2. **Assault on staff or other youth is a crime.** All staff are Peace Officers while on duty.
3. You must go to school or have education, and must attend all programs.
4. If you have a good attitude and follow the rules, you can earn certain privileges.
5. If you have a problem with someone else, tell a staff person. Do not handle it yourself.
6. You have the right to file a compliant (a "grievance") about any aspect of your care. Staff will show you where to find the grievance forms on your living unit.

**Behavior**

7. Do not argue or talk back to staff.
8. Do not abuse or try to abuse staff or youth.
  - a. No inappropriate touching or contact, even if you are playing.
  - b. No fighting, hitting, kicking, slapping, or shoving.
  - c. No bullying, threatening, or verbal abuse.
  - d. No hitting others with body fluids (spit, urine).
9. Do not hurt yourself or attempt to hurt yourself. If you feel like hurting yourself or someone else, ask a staff member to talk to a mental health counselor right away.
10. No gang activity such as signs, tagging, writing, or communication. Unless approved by a staff person, do not talk about being in a gang or gang activities.
11. Do not mark, damage, or destroy anything in or part of the buildings. This includes things that belong to the facility, belong to staff or another youth, or belong to you. Do not chip paint, or tear sheets or clothing.
12. No stealing, borrowing, or trading of things.
13. You can only use the telephone if a staff person says you can and watches you.
14. No swearing, inappropriate language, obscene or sexual comments, or hand or face movements/gestures.
15. No talking at meals until everyone is sitting down and food is passed out. Use good table manners. Do not take extra food or stand up without permission from staff.
16. No loud or disruptive behavior. Do not talk or yell between sleeping rooms or in the dorm.
17. Do not touch door bolts, locks, fire extinguishers, or cabinets. This is a security violation, and you may be transferred to a restricted program in Juvenile Hall.
18. Do not gamble, bet, or make wagers with other youth.



PROBATION DEPARTMENT  
 COUNTY OF SAN MATEO  
 John T. Keene, Chief Probation Officer

FACILITY RULES  
 for  
 YOUTH SERVICES CENTER & CAMP KEMP

**Moving**

19. Before you move from place to place, raise your hand and ask a staff person for approval. You must have approval to stand up, leave a room, enter a different area, or go to the bathroom.
20. When moving between areas, stay in line. Do not talk with others.
21. When you leave your sleeping area, make sure that your bed is made, trash is picked up, and your books and papers are neatly stacked, in your locker, or in your drawers.
22. Do not go into another person's room or near another person's sleeping area unless a staff person tells you to.

**Safety**

23. If there is an emergency, stop what you are doing and let a staff person know. Listen carefully for what staff want you to do.

**Contraband**

24. Staff must look over and approve any things or materials you have. Things that are not inspected and approved are considered "contraband." Having contraband in a facility is a crime.
25. You must allow staff to search you, your room/sleeping area, and your things during your stay.
26. No illegal drugs or equipment people use when taking drugs. You can only take or have legal drugs if a nurse or staff person gives them to you and watches you take them.
27. No smoking materials. No cigarettes, matches, lighters, smoking papers, or other smoking items.
28. No tattooing or tattoo equipment.
29. No sexual magazines, pictures, or materials.

***Additional rules for Juvenile Hall only***

30. *When moving around in Juvenile Hall, you must have your hands behind your back, your shoulder against the wall, and your eyes straight ahead.*
31. *When you are in your sleeping room, close the door so it locks.*
32. *If you hear "Medical Emergency," or "Code Orange" on a staff radio or intercom, go immediately to your room. If you are not on your living unit, follow staff directions carefully.*

**Staff will tell you other rules during your stay**

I understand these rules. I understand that I have the right to file a grievance about my care. I have received a Youth Handbook with orientation materials and a staff member has reviewed it with me.

\_\_\_\_\_  
 Name of youth

\_\_\_\_\_  
 Signature of youth

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Name of staff

\_\_\_\_\_  
 Signature of staff

\_\_\_\_\_  
 Date

**RECEIVING SCREENING FORM**  
**SAN MATEO COUNTY YOUTH SERVICES CENTER**  
**CORRECTIONAL HEALTH SERVICES**

*(No acutely ill minor is to be accepted into the facility)*

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ PIMS# \_\_\_\_\_

Furlough  FPP  Weekender  Blue booking  Therapeutic Detention  Probation Violation  New Admit  Prior Admit

NAME: \_\_\_\_\_ AKA: \_\_\_\_\_ DOB: \_\_\_/\_\_\_/\_\_\_ SEX: M / F

Medical Consent: YES / NO Expires: \_\_\_ / \_\_\_ / \_\_\_

OBSERVATION: DOES THE MINOR HAVE OR APPEAR TO BE:		
<i>(Do not ask minor questions, watch minor and record what you see.)</i>		
1. Unconscious, unable to rouse	YES	NO
2. Visible signs of trauma, illness	YES	NO
3. Having difficulty breathing, severe chest pain	YES	NO
4. Under the influence of alcohol, drugs	YES	NO
5. Shakes, vomiting, or cramps, confusion	YES	NO
6. Developmentally disabled or delayed <i>(EXPLAIN)</i>	YES	NO
7. Signs of psychiatric problems	YES	NO
8. Agitated, assaultive, depressed, tearful, withdrawn	YES	NO

QUESTIONS: DO YOU CURRENTLY HAVE or HAVE YOU RECENTLY BEEN EXPOSED TO	
<input type="checkbox"/> Hepatitis	<input type="checkbox"/> Body Rash
<input type="checkbox"/> Chickenpox	<input type="checkbox"/> Bite Scabies
<input type="checkbox"/> Eye Infection	<input type="checkbox"/> None
<input type="checkbox"/> TB Screening	
<input type="checkbox"/> Productive/Painful Cough	<input type="checkbox"/> Night Sweats
<input type="checkbox"/> Fever	<input type="checkbox"/> Coughing Up Blood
<input type="checkbox"/> Weight Loss	<input type="checkbox"/> Chills
<i>Positive Answers to the Above Questions Require Isolation Until Screened by a Nurse</i>	
Do you have?	
<input type="checkbox"/> Seizures	<input type="checkbox"/> Asthma
<input type="checkbox"/> Diabetes	<input type="checkbox"/> None

- Do you have any illness or injury at this time? YES NO  
If yes, explain: \_\_\_\_\_
- Have you used any drugs or alcohol in the last 12 hours? YES NO  
What did you use? \_\_\_\_\_ What time was you last use? \_\_\_\_\_
- Are you being treated by a Health Provider at this time? YES NO  
If yes, name of MD, last visit, next visit: \_\_\_\_\_
- Are you currently taking medications? YES NO  
Name \_\_\_\_\_ Dose \_\_\_\_\_ Last taken? \_\_\_\_\_
- Do you have any serious dental problems? YES NO  
Comments: \_\_\_\_\_
- Are you allergic to any medication or food? YES NO  
If yes, specify: \_\_\_\_\_

Females Only:	
7. Are you pregnant?	YES NO
If yes, how many months? _____	

8. Have you recently had a baby? YES NO  
 If yes, how old is your child? Dr. Name

**RECEIVING SCREENING FORM**  
**SAN MATEO COUNTY YOUTH SERVICES CENTER**  
**CORRECTIONAL HEALTH SERVICES**  
*(No acutely ill minor is to be accepted into the facility)*

**Mental Health Questions:**

9. Are you currently or have you in the recent past seen a Mental Health Therapist? YES NO  
 Dr.'s name \_\_\_\_\_ Phone Number \_\_\_\_\_
10. Have you ever thought about killing yourself? YES NO
11. Have you thought about killing yourself within the last two weeks? YES NO
12. Have you ever tried to kill yourself? When? \_\_\_\_\_ Why? \_\_\_\_\_ YES NO
13. Do you feel like killing yourself now? YES NO  
 Explain \_\_\_\_\_
14. Do you have a plan? How will you do it? YES NO  
 Explain \_\_\_\_\_

*If yes to 9 and/or 10 complete a Mental Health Memo, and advise Mental Health via phone. If yes to any of the 11 through 14 complete a Mental Health Memo, notify Mental Health via phone and follow suicide watch policy and procedures.*

- DISPOSITION:**  Hospital Clearance Required  Hospital Clearance obtained (FORWARD CLEARANCE TO MEDICAL)  
 No Mental Health Referral  Mental Health Memo completed  Mental Health notified via phone  
 No immediate medical attention needed  Sick call referral only  immediate medical consultation  
 Isolation required/medical notified  
 Religious Preference \_\_\_\_\_ Medical Insurance \_\_\_\_\_

**\*\*\* Even If Minor Is Not Accepted For Admission: Send Form To Medical \*\*\***

**OTHER COMMENTS/ DISCRIPTIONS:**

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Screeners Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Medical Review by: \_\_\_\_\_, RN/NP/MD Date: \_\_\_\_\_



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4. Haz clic en "SEND" para enviar su carta GRÁTIS



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- Carolyn



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**PROBATION DEPARTMENT  
COUNTY OF SAN MATEO**  
John T. Keene, Chief Probation Officer

**Juvenile Hall Classification/Room Assignment Evaluation**

**ADMISSIONS STAFF FILLS OUT COMPLETELY**

Name:		DOB:	PIMS #:
		Height:	Weight:
Biological Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Intersex			
Sexual Orientation, how do you identify? <input type="checkbox"/> Heterosexual <input type="checkbox"/> Lesbian <input type="checkbox"/> Gay <input type="checkbox"/> Queer <input type="checkbox"/> Bisexual <input type="checkbox"/> Transgender (M to F) <input type="checkbox"/> Transgender (F to M) <input type="checkbox"/> Other <input type="checkbox"/> Gender Non-Conforming			
Charge(s):		First time in custody: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have the Miranda Rights been read to this youth: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Provided youth with Juvenile Hall Facility Rules <input type="checkbox"/> YSC Handbook <input type="checkbox"/> PREA pamphlet provided	
Tattoos: Update Photo: <input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Identify Location:	Describe Tattoo:
Updated in PIMS: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Moniker/AKA:		<input type="checkbox"/> Yes <input type="checkbox"/> No	Comments:
Behavior during Intake:		<input type="checkbox"/> Compliant <input type="checkbox"/> Noncompliant Example of Noncompliance:	
Vulnerability (i.e. is the minor concerned for their safety, being targeted, etc.?)		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Protective: (i.e. non associations/PC)		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Unit	Room #	Detention Reason (e.g. pre-adjudicated youth, new bookings, 24- and 48-hour holds, probation violations, transfer-outs, courtesy hold, and weekends)	
<b>Roommate Status</b>			
History of Sex Offense: <i>i.e. Blue Dot</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, <b>NO</b> roommate Blue Sticker in file
History of peer/staff violence in Juvenile Hall:		<input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:
Have you ever been sexually assaulted?		<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, <b>NO</b> roommate pending further evaluation. Notify medical and mental health staff and initial here:
Do you have any Mental Health issues to disclose:		<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, <b>NO</b> roommate pending further evaluation. Notify medical and mental health staff and initial here:
Do you have any Medical issues to disclose:		<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, include on Medical Screening Form and initial here:
Physical Disability:		<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, notify medical and initial here:
Gang Member: <input type="checkbox"/> Member <input type="checkbox"/> Associate <input type="checkbox"/> Former Member		<input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:
Admissions Staff Name:		Date:	Time:

**↓ MUST BE COMPLETED BY UNIT STAFF**

<b>Unit Staff Review</b>		
Is youth eligible to have a roommate?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:
Special Instructions:		
Reviewed by (Unit Staff Name):	Date:	Time:
Youth Signature:	Date:	Time:

Approved by ISM: \_\_\_\_\_ Date: \_\_\_\_\_

*COMPLETED FORM - Original: Admissions File Yellow: Unit File*





## Youth Services Center Search Authorization Form

Name of youth:	Date:
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**To be completed by Admissions staff**

A youth shall only be strip-searched if one or more of the following are true (check all that apply):

- This youth is charged with, being held on, or convicted of a felony.
- This youth is charged with, being held on, or convicted of a misdemeanor charge involving violence, weapons, or drugs.
- This youth is currently on probation with search and seizure orders.
- There is a reasonable suspicion that this youth is concealing drugs, contraband, or a weapon.

*Staff must obtain the signature of an ISM prior to conducting a strip search.*

**To be completed by ISM-OD**

Describe the specific and articulable facts and circumstances upon which the reasonable suspicion determination was made:

Type of search authorized:    Visual search    Clothing  
 search Incident Report generated?    Yes    No

ISM signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To be completed by Admissions staff**

Time:	AM/PM	Date:	Place:
Staff name:		Staff sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Results of search, including a list of any items removed from the person searched:			
Staff signature:			



**PROBATION DEPARTMENT  
COUNTY OF SAN MATEO**  
John T. Keene, Chief Probation Officer

**PERSONAL VISITS**

Each youth in custody is allowed two (2) one-hour visits each week (Monday begins the visiting week.) Only parents and guardians can visit. All other visitors must be approved by the judge, or by the youth's Probation Officer and Juvenile Hall Director.

People visiting must call 650-312-5240 Monday – Friday between 9:00am and 4:00pm to schedule an appointment with the YSC receptionist. With the exception of initial visits (new bookings with new charges), no visits are scheduled holidays, weekends, or after-hours. Visiting hours are:

<b>Monday – Thursday</b> 5:30pm – 6:30pm 6:45pm – 7:45pm  <b>NO VISITS ON FRIDAY</b>	<b>Saturday – Sunday</b> 8:30am – 9:30am 9:45am – 10:45am 11:00am – 1200pm 1:00pm – 2:00pm 2:45pm – 3:45pm 5:30pm – 6:30pm 6:45pm – 7:45pm
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All visitors must have proper identification (Picture I.D.). Please make sure you arrive at least 15 minutes prior to your scheduled visit. Staff escorts parents to the visiting room 5 minutes prior to visit start time. Parents arriving late WILL NOT be allowed to visit.

Visitors can bring blank paper, envelopes, PICTURES, BOOKS AND MAGAZINES. Any of these materials CANNOT contain photos or information about guns, violence, people in bikinis or underwear, sexual material, drugs, alcohol or gang-related material. No hardcover books or local newspapers are allowed. Please refer to the Juvenile Hall Reading Materials List to see approved books and magazines. No games, letters or cards will be given to youth. The Juvenile Hall Visiting Staff must approve all items prior to them being given to the youth.

Visitors MAY NOT bring any contraband (prohibited or illegal) into the facility. Please leave all items in your vehicle or store items in the provided lockers. Example of items NOT permitted in the visitation area include:

<ul style="list-style-type: none"> <li>• Purses, Wallets, Handbags, Backpacks</li> </ul>	<ul style="list-style-type: none"> <li>• Keys (except locker keys)</li> </ul>	<ul style="list-style-type: none"> <li>• Hats, Caps or any head gear</li> </ul>
<ul style="list-style-type: none"> <li>• Cell Phones, Cameras or any electronic devices</li> </ul>	<ul style="list-style-type: none"> <li>• Unauthorized Medications</li> </ul>	<ul style="list-style-type: none"> <li>• Cigarettes, Cigars, Tobacco Products, Lighters or Matches</li> </ul>
<ul style="list-style-type: none"> <li>• Weapons, Drugs, Drug Paraphernalia, Alcohol</li> </ul>	<ul style="list-style-type: none"> <li>• Candy, Gum, Food or Drink of any kind</li> </ul>	

Once in the visiting area, all visitors must sit in the chair provided and remain seated throughout the visiting period. If assistance is needed, or you need to use the restroom, please notify staff prior to leaving your seat. A brief hug, kiss, and/or handshake can take place at the beginning and/or end of the visit.

## Frequently Asked Questions

### Q. How do I get support for my family through this difficult time?

A. Family Partners are people who support families with children in the Juvenile Justice System. Contact the Counseling Unit if you have questions and/or need more information at (650) 312-5322.

### Q. Can I call my child?

A. Parents or guardians cannot call their child directly at the Youth Services Center. Your child may write or place a collect call to your home phone—not a cell phone.

### Q. Will my child receive medical treatment?

A. The Youth Services Center has medical staff who manages your child's medical concerns.

### Q. My child takes medication. What do I do?

A. Bring your child's medication to the Youth Services Center in its original container with a completed label issued by a licensed pharmacy.

### Q. Are counseling services available for my child?

A. Yes, you or your child can ask for counseling services at Youth Services Center. A staff member can also refer your child to a therapist if it is determined that your child needs support.

### Q. What costs am I responsible for?

A. Parent(s)/legal guardians are responsible for their child's Private Defender fees, detention costs, fines, and victim restitution. You will be notified of the cost, which varies case by case.

**Youth Services Center Receptionist**  
(650) 312-5327 (Monday-Friday 8 am-5 pm)  
(650) 312-5200 (After 5 pm & weekends)

**Juvenile Probation Department**  
(650) 312-8816 • (800) 312-8816 toll free  
<http://probation.smcgov.org>

**Juvenile Court Clerk's Office**  
(650) 261-5100, ext. 8

**Private Defender's Program Office**  
(650) 312-5396

**Behavioral Health & Recovery Services (BHRS)**  
**Youth Services Center-Counseling Unit**  
Support for Families: (650) 312-5322  
[www.smchealth.org/BHRS](http://www.smchealth.org/BHRS)

#### Assigned Probation Officer:

Name: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

#### Private Defender (Attorney):

Name: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

#### Therapist/Counselor:

Name: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

#### Other:

Name: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

*Developed by San Mateo County BHRS in collaboration  
with the Juvenile Justice Department.*

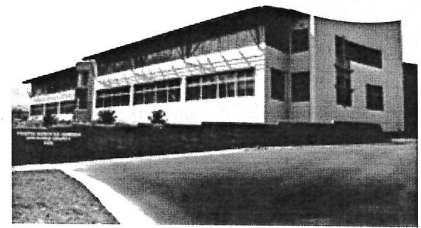


Behavioral Health and Recovery Services  
Youth Services Center  
222 Paul Scannell Drive  
San Mateo, CA 94402  
Phone: (650) 312-5322  
[www.smchealth.org/BHRS](http://www.smchealth.org/BHRS)

08/15 3k

## My Child Was Arrested What Do I Do ?

Understanding the  
San Mateo County  
Juvenile Justice System



### Youth Services Center

*Helping families  
when it matters most*

222 Paul Scannell Drive, San Mateo, CA 94402

San Mateo County Food and Nutrition

Juvenile Menu 2021

Youth Menu Week 1

Apr 9, 2021

Page 1

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Nutrients
Breakfast1 Cereal, Golden Grahams Canned Pears Hard Boiled Egg Lowfat 1% Milk	Breakfast1 Grits Apple Juice Egg Patty Lowfat 1% Milk	Breakfast1 French Toast Sticks Turkey Sausage Links Applesauce Lowfat 1% Milk	Breakfast1 Honey Nut Toasted Oats Canned Pears Hard Boiled Egg Lowfat 1% Milk	Breakfast1 Whole Wheat Eng. Muffin Fried Egg Breakfast Turkey Ham Golden Hashbrown Patty Seasonal Fruit Lowfat 1% Milk	Breakfast1 Oatmeal Diced Peaches Turkey Sausage Patty Lowfat 1% Milk	Breakfast1 Cereal, Golden Grahams Hard Boiled Egg Canned Pears Sugar Pkt Lowfat 1% Milk	Avg Nutrients Target Calc... 2881*
SNACK Granola Bar Orange Slices	SNACK Seasonal Fruit Pretzels	SNACK Fresh Pear Cheez It	SNACK Fruit and Grain Bar Seasonal Fruit	SNACK Lowfat 1% Milk Graham Crackers	SNACK Snack Mix - Spicy Apple Juice	SNACK Seasonal Fruit Cheese Stick	103% Chol... 404* mg Sodium... 4291* mg Fiber... 38.2* g 153% Iron... 59.1* mg 394%
LUNCH Turkey Corn Dog Mustard Corn w/ Peppers	LUNCH Chicken Salad Wheat Bread Split Pea Soup Fruit Crisp Lowfat 1% Milk	LUNCH Nacho/Taco Meat Corn Taco Shells	LUNCH Beef Lasagna Steamed Broccoli	LUNCH Meat and Cheese Sandwich Minestrone Soup Pasta, Elbow Macaroni	LUNCH Diced Chicken Green Beans Asian Inspired Rice	LUNCH Grilled Chicken Pasta w/ Pesto Corn	7.9%Cal Prot 120.1* g 16.7%Cal Carb 408.2* g 56.7%Cal T.Fat 87.8* g 27.4%Cal S.Fat 25.8* g 8.1%Cal
Cold Tray Green Salad w/ Tomatoes Italian Dressing Applesauce Lowfat 1% Milk	DINNER Bean and Cheese Burrito Spanish Rice Steamed Carrots	Cold Tray Lettuce and Tomato Salsa Cheddar Cheese Cube Sour Cream Applesauce Lowfat 1% Milk	Cold Tray Salad, Green w/ Peppers Thousand Island Mandarin Oranges Lowfat 1% Milk	Cold Tray Diced Peaches Salad w/ Spinach Italian Dressing Lowfat 1% Milk	Cold Tray Salad w/ Crispy Noodles Thousand Island Jello w/ Fruit Lowfat 1% Milk	Cold Tray Salad, Green w/ Peppers Thousand Island Mandarin Oranges Lowfat 1% Milk	
DINNER Grilled Chicken Sweet Potato Tots Black Beans Salsa	Cold Tray Green Salad w/ Tomatoes Salsa Italian Dressing Jello w/ Fruit Lowfat 1% Milk	DINNER Meatballs Navy Bean Soup White Rice	DINNER Chicken Nuggets BBQ Sauce Tater Tots	DINNER Chicken Apple Sausage (pork casing) Potato Wedges	DINNER Zesty Mac Sauce Meatballs Rotini	DINNER Beef Hamburger Tater Tots	
Cold Tray Macaroni Salad Ranch Dressing Fruit Cocktail Lowfat 1% Milk	SNACK Cheese Stick Apple	Cold Tray Salad, Green w/ Peppers Thousand Island Pineapple Tidbits Lowfat 1% Milk	Cold Tray Creamy Coleslaw Ketchup Fruit Cocktail Lowfat 1% Milk	Cold Tray Hot Dog Bun Mustard and Mayonnaise Ketchup Corn and Black Bean Sala Canned Pears Lowfat 1% Milk	Cold Tray Green Salad w/ Cucumber Baby Carrots Ranch Dressing Fruit Cocktail Lowfat 1% Milk	Cold Tray Mustard and Ketchup Mayonnaise Pkt Lettuce and Tomato Pickles Fruit Crisp Lowfat 1% Milk	
SNACK Chocolate Chip Cookie Fresh Fruit Lowfat 1% Milk		SNACK Banana Vanilla Yogurt	SNACK Oatmeal Raisin Fresh Fruit Lowfat 1% Milk	SNACK Seasonal Fruit Cheez It Apple Juice	SNACK Peanut Butter Cookies Fresh Fruit Lowfat 1% Milk	SNACK Saltines Crackers Italian Dry Salami Cheese Slices	

\*N/A\* - denotes a nutrient that is either missing or incomplete for an individual ingredient.  
 \* - denotes combined nutrient totals with either missing or incomplete nutrient data.

NOTICE: The data contained within this report and the NUTRIKIDS® Menu Planning and Nutritional Analysis software should not be used for and does not provide menu planning for a child with a medical condition or food allergy. Ingredients and menu items are subject to change or substitution without notice. Please consult a medical professional for assistance in planning for or treating medical conditions.

San Mateo County Food and Nutrition

Juvenile Menu 2021

Youth Menu Week 2

Apr 9, 2021

Page 1

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Nutrients
Breakfast2 Froot Loops Yogurt w/ Fruit Apple Juice Lowfat 1% Milk	Breakfast2 Oatmeal Hard Boiled Egg Diced Peaches Lowfat 1% Milk	Breakfast2 Pancakes Diced Peaches Turkey Sausage Patty Lowfat 1% Milk Chocolate Milk	Breakfast2 Oatmeal Egg Patty Diced Peaches Orange Juice Lowfat 1% Milk	Breakfast2 Biscuits Cream Gravy Turkey Sausage Patty Apple Juice Lowfat 1% Milk	Breakfast2 Cinnamon Toast Crunch Hard Boiled Egg Apple Juice Lowfat 1% Milk	Breakfast2 Oatmeal Fried Egg Diced Peaches Apple Juice Lowfat 1% Milk	Avg Nutrients Target Calc... 3085*
SNACK Corn Chips - Frito Lay Hummus	SNACK Apple Fruit Yogurt	SNACK Snack Mix - Spicy Seasonal Fruit Apple Juice	SNACK Granola Bar Vanilla Yogurt	SNACK Goldfish Seasonal Fruit	SNACK Mini Bagel Cream Cheese	SNACK Dried Fruit Trail Mix	110% Chol... 382* mg Sodium... 5035* mg Fiber... 36.7* g 147% Iron... 74.6* mg 498%
LUNCH Dragon Noodles Diced Chicken Asian Style Mix Veggies	LUNCH Chicken Stir Fry Brown Rice	LUNCH Flour Tortilla Shredded Chicken Pinto Beans	LUNCH Chicken Teriyaki Brown Rice Potato Chips Cold Tray Salad w/ Crispy Noodles Sesame Vinaigrette Fruit Cocktail Lowfat 1% Milk	LUNCH Meat Sandwich Mustard and Mayonnaise Potato Chips Celery Sticks Ranch Dressing Pear Slices Lowfat 1% Milk	LUNCH Bean and Cheese Burrito Corn w/ Peppers Salsa	LUNCH Grilled Chicken Verde Sauce Diced Potatoes	7.2%Cal Prot 123.8* g 16.1%Cal Carb 433.5* g 56.2%Cal T.Fat 97.3* g 28.4%Cal S.Fat 28.1* g 8.2%Cal
Cold Tray Mandarin Oranges Asian Coleslaw Lowfat 1% Milk	Cold Tray Corn and Black Bean Sala Applesauce Lowfat 1% Milk	Cold Tray Shredded Lettuce Salsa Mandarin Oranges Lowfat 1% Milk	Cold Tray Shredded Lettuce Salsa Mandarin Oranges Lowfat 1% Milk	Cold Tray DINNER Chicken Nuggets BBQ Sauce Sweet Potato Tots BBQ Sauce	Cold Tray Creamy Coleslaw Applesauce Lowfat 1% Milk	Cold Tray Green Salad w/ Tomatoes Italian Dressing Fruit Cocktail Lowfat 1% Milk	
DINNER Breaded Chicken Patty BBQ Sauce Peas and Carrots Potato Wedges	DINNER Bean and Cheese Burrito Diced Potatoes Salsa	DINNER Mandarin Oranges Lowfat 1% Milk	DINNER Cheese/Pepperoni Pizza Green Beans	DINNER Meatballs Rotini Noodles Gravy Brown Steamed Broccoli	DINNER Sweet Potato Tots BBQ Sauce	DINNER Turkey Corn Dog Mustard Baked Beans - Vegetarian Mixed Vegetable	
Cold Tray Whole Wheat Bun Ketchup Mustard and Mayonnaise Jello w/ Fruit Lettuce and Tomato Lowfat 1% Milk	Cold Tray Green Salad w/ Cucumber Green Peas Italian Dressing Fruit Crisp Lowfat 1% Milk	Cold Tray Turkey Frank Potato Wedges Carrots and Corn	Cold Tray Green Salad w/ Cucumber Ranch Dressing Pineapple Tidbits Lowfat 1% Milk	Cold Tray Salad, Green w/ Peppers Thousand Island Dinner Roll w/ Margarine Mandarin Oranges Lowfat 1% Milk	Cold Tray Green Salad w/ Croutons Ranch Dressing Fruit Crisp Lowfat 1% Milk	Cold Tray Baby Carrots Ranch Dressing Jello w/ Fruit Lowfat 1% Milk	
SNACK Pretzels Fresh Fruit Cheese Stick	SNACK Oatmeal Raisin Cookie Fresh Fruit Lowfat 1% Milk	SNACK Mustard and Mayonnaise Pear Slices Lowfat 1% Milk	SNACK Chocolate Chip Cookie Lowfat 1% Milk Fresh Fruit	SNACK Banana Layer Pudding Fresh Fruit Lowfat 1% Milk	SNACK Peanut Butter Cookies Fresh Fruit Lowfat 1% Milk	SNACK Cheez It Lowfat 1% Milk Banana	

Title 15 Review - Meets Requirements

\*N/A\* - denotes a nutrient that is either missing or incomplete for an individual ingredient.  
 \* - denotes combined nutrient totals with either missing or incomplete nutrient data.

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**PROBATION DEPARTMENT  
COUNTY OF SAN MATEO  
John T. Keene, Chief Probation Officer**

## **List of Approved Magazines**

This is not a complete list, **STAFF HAVE THE RIGHT TO REFUSE ANY MAGAZINE.** Staff will not accept magazines containing inappropriate materials such as but **not limited to:** guns and violence, people wearing bikinis or underwear, sexually explicit material or drug and gang-related material. Staples and perfume packets will be removed from magazines.

### **ALLOWED:**

- ALLURE
- AM HEALTH FOR WOMEN
- AMERICAN PHOTO
- ART IN AMERICA
- ART NEWS
- ATLANTIC
- AUDIO
- AUTO WEEK
- AUTOMOBILE
- BASEBALL DIGEST
- BASKETBALL DIGEST
- BETTER HOMES & GARDENS
- BICYCLE
- BLACK ENTERPRISE
- BMW MAGAZINE
- BRIDE'S
- BUSINESS WEEK
- CAR AUDIO & ELECTRONICS
- CAR CRAFT
- CAR & DRIVER
- CONSUMER DIGEST
- DETAILS
- DISCOVER
- DISNEY ADVENTURES
- EBONY
- ELECTRONICS NOW
- ELLE
- ENTERTAINMENT WEEKLY
- ENTREPRENEUR
- ESPN
- ESQUIRE
- ESSENCE
- FAMILY LIFE
- FAMILY CIRCLE
- FIELD & STREAM
- FITNESS
- FOOTBALL DIGEST
- FORBES
- FORTUNE
- GEORGE
- GOLD DIGEST
- HOUSE BEAUTIFUL
- INSTYLE JANE
- JUICY
- LADIES HOME JOURNAL
- LIFE
- MARIE CLARE
- MEN'S FITNESS
- MEN'S HEALTH
- METROPOLITAN HOME
- MODERN BRIDE
- MONEY
- MOTORCYCLES
- NATIONAL GEOGRAPHIC
- NATIONAL REVIEW
- NEW WOMAN
- NEW REPUBLIC
- NEW YORKER
- NEWSWEEK
- OUTDOOR LIFE
- PARENTING
- READER'S DIGEST
- REDBOOK
- ROLLING STONE
- SELF
- SEVENTEEN
- SHAPE
- SKIING
- SPANISH PEOPLE
- SPIN
- TEEN
- TEEN PEOPLE
- TENNIS
- TIME

- TV GUIDE
- VANITY FAIR
- WOMEN'S MAGAZINE
- WOMEN'S SPORT
- COMPUTER
- WORD UP

### **NOT ALLOWED:**

- COSMOPOLITAN
- CYCLE WORLD
- FHM
- GLAMOUR
- GUNS & AMMO
- HIGH TIMES
- HOT ROD
- LOW RIDER
- MAXIM
- MH18
- ORLIE'S LOW RIDER
- SWIMSUIT ILLUSTRATED
- SOURCE
- STUFF
- TURBO
- VIBE VOGUE
- XXL

### **NOT ALLOWED: Gang Related Books**

- NUESTRA FAMILIA
- THE BLACK HAND
- ART OF WAR
- 48 LAWS OF POWER
- THE ANARCHIST COOBOOK
- MACHIAVELI
- THE TURNER DIARY
- BOOK OF 5 RINGS

### **NOT ALLOWED: EROTIC / LUSTY NOVELS**

**JUVENILE FACILITY EDUCATION PROGRAM REVIEW AND EVALUATION**  
**Juvenile Halls and Camps**

FACILITY NAME: Camp Kemp		COUNTY: San Mateo
FACILITY ADDRESS (STREET, CITY, ZIP CODE, TELEPHONE): 400 Paul Scannell Drive, San Mateo, 94022 (650) 312-8970		
CHECK THE FACILITY TYPE AS DEFINED IN TITLE 15, SECTION 1302	JUVENILE HALL	CAMP <input checked="" type="radio"/>
DATE EVALUATED: 9/30/2021		
EDUCATION PROGRAM EVALUATOR(S) (NAME, TITLE, TELEPHONE):  Melissa Wilson, Commissioner, San Mateo Juvenile Justice and Delinquency Prevention Commission Phone: (650) 933-6676  Karin Huber-Levy, Commissioner, San Mateo Juvenile Justice and Delinquency Prevention Commission Phone: (650) 773-8707  Sathvik Nori, Commissioner, San Mateo Juvenile Justice and Delinquency Prevention Commission Phone: (650) 862-1548  Austin Willis, Commissioner, San Mateo Juvenile Justice and Delinquency Prevention Commission Phone: (650) 430-7712		
EDUCATION STAFF INTERVIEWED (NAME, TITLE, TELEPHONE):  Jeneé Littrell Deputy Superintendent, Student Services, SMCOE Court and Community Schools Email: <a href="mailto:jlittrell@smcoe.org">jlittrell@smcoe.org</a> Phone: (650) 802-5588  Shelly Johnson Principal, SMCOE Court and Community Schools Email: <a href="mailto:sjohnson@smcoe.org">sjohnson@smcoe.org</a> Phone: (650) 312-5323  Jehan Clark Superintendent, Youth Services Center Email: <a href="mailto:jclark@smcgov.org">jclark@smcgov.org</a> Phone: (650) 207-9063		

### Purpose

The facility administrator is required to request an annual review of each required element of the facility's education program by the Superintendent of Schools. A report or review checklist on compliance, deficiencies, and corrective action needed to achieve compliance with this section must be provided to the facility administrator.

**The Superintendent of Schools shall conduct this review in conjunction with a qualified outside agency or individual. It is important to note that the regulation prohibits the Superintendent of Schools from delegating this review to the principal or any staff of a juvenile court school site; the intent of this regulation is that an independent third-party review is conducted.**

Upon receipt of the review, the facility administrator or designee shall review each item with the Superintendent of Schools and shall take whatever corrective action is necessary to address each deficiency and to fully protect the educational interests of all youth in the facility.

### Instructions

To complete the review, assess each element listed in the checklists and document the findings in the "comments" section. Columns in the checklist identify compliance as "Yes", "No", or "N/A" (not applicable). When the evaluator assessing the education program "checks" a column to indicate that the facility is out of compliance with all or part of a regulation, or indicates that all or part of a regulation is not applicable, a brief explanation is required in the comments section. This explanation is critical; it assists both the BSCC and facility staff in understanding the rationale for the decision and highlights what needs correction. **Policies and procedures must be written and implemented to be in compliance.**

Education program evaluators may elect to assess areas that are not covered by the inspection checklists. If this is done, the additional issues must be clearly delineated on a separate sheet to maintain their distinction from the BSCC Title15 checklist. For information purposes, this additional sheet should be attached and distributed with the checklist.

Checklists and regulations are available on the BSCC website ([http://www.bscc.ca.gov/s\\_fsoresources](http://www.bscc.ca.gov/s_fsoresources)). Please contact the BSCC Field Representative assigned to your county at the number below or through e-mail access on the web site.

Board of State and Community Corrections; FSO Division  
2590 Venture Oaks Way, Suite 200, Sacramento, CA 95833  
Phone: 916-445-5073; <http://www.bscc.ca.gov/>

# CAMP KEMP

## Executive Summary

### Background

The school at Camp Kemp is a San Mateo County Office of Education Court and Community School and provides education for girls while in detention and for girls no longer in detention through the “Girls Empowerment Program”. Probation supports and provides supplementary education for youth in detention. The curriculum adheres to California’s Common Core State Standards at grade level. Per Title 15, education is the responsibility of the school and Probation.

### School Summary and Comments

Teachers are subject-area specialists. One teacher is always on campus to teach Math and Science. Other teachers rotate in. Special Ed services are provided during class-time with a teacher and paraeducator doing push-in. English Language Learners receive language development assistance through a translated English curriculum and Rosetta Stone. The bilingual family counselor continues to offer services to families, in particular during school transitions.

Principal Shelly Johnson is now responsible for all of the SMCOE school sites (including Gateway). She is supported by part-time Vice Principal Brad Osterander at Gateway (who also acts as School Climate Coordinator) and by Karen Gnusti, COE Executive Director of Career, College & Secondary Education.

The Measure of Academic Progress (MAP) test is given every 3 months to track student progress. The school plans to use this data to understand the progress students make in aggregate and to better target the needs of individual students.

### Commendations

We appreciate the continued dedication of the SMCOE, principal, and school staff to best serve the needs of students. They are strong advocates for these youth and for improving outcomes.

### Recommendations

#### SMCOE

- Analyze MAP testing results to evaluate student skill advancement (recommended in 2019 and 2020 inspections).
- Resolve “dangling” credits problem when a student returns to the home school.

#### Probation

- Require that all youth be educated post-graduation or after passing the HISET.
- Provide plans and implementation dates to augment vocational education. Several resources have been offered in the YSC facilities (including the educational program) inspection.
- Include vocational pathways in transition planning (recommended in 2020).

**The facility administrator or designee shall forward the plan of corrective action to the Inspection Team Leader within 45 days.**

### Notes for Next Year’s Inspection

Look at SMCOE’s MAP testing analysis to evaluate student skill advancement.



Camp Kemp is a detention center for incarcerated female youth. The school educates these youth and also students from the Girls Empowerment Program who live at home, but attend school at the facility. At the time of this inspection (09/30/2021), there were five students; three were from the Girl’s Empowerment Program, and the two girls in residence were from Santa Rosa County.

**JUVENILE FACILITY EDUCATION PROGRAM REVIEW AND EVALUATION**

<b>1370. Education Program</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
<b>(a) School Programs</b> The County Board of Education shall provide for the administration and operation of juvenile court schools in conjunction with the Chief Probation Officer, or designee pursuant to applicable State laws.	X			
The school and facility administrators shall develop and implement written policy and procedures to ensure communication and coordination between educators and probation staff.	X			We received the written policy and procedures.  School and Probation staff closely collaborate.
Culturally responsive and trauma-informed approaches should be applied when providing instruction.	X			
Education staff should collaborate with the facility administrator to use technology to facilitate learning and ensure safe technology practices.	X			It is standard for technology to be integrated into teaching and learning. Most student work requires that they use Chromebooks, the internet, and Microsoft Office.  The four court and community schools have a half-time Technology Services specialist to provide professional education and ongoing support for teachers.
The facility administrator shall request an annual review of each required element of the program by the Superintendent of Schools, and a report or review checklist on compliance, deficiencies, and corrective action needed to achieve compliance with this section.	X			We received this.
Such a review, when conducted, cannot be delegated to the principal or any other staff of any juvenile court school site.	X			
The Superintendent of Schools shall conduct this review in conjunction with a qualified outside agency or individual. Upon receipt of the review, the facility administrator or designee shall review each item with the Superintendent of Schools and shall take whatever corrective action is necessary to address each deficiency and to fully protect the educational interests of all youth in the facility.	X			
<b>(b) Required elements</b> The facility school program shall comply with the State Education Code and County Board of Education policies.	X			
As stated in the 2009 California Standards for the Teaching Profession, teachers shall establish and	X			The school excels in creating safe learning environments. Students feel very supported by

maintain learning environments that are physically, emotionally, and intellectually safe.				their teachers. Teachers and GS staff use a trauma-informed approach in all classroom interactions.
Youth shall be provided a rigorous, quality educational program that responds to the different learning styles and abilities of students and prepares them for high school graduation, career entry, and post-secondary education.		X		<p>Current preparation for graduation, career entry, and post-secondary education are the following:</p> <ol style="list-style-type: none"> <li>(1) Students work on credit-recovery through Edgenuity to increase rates of high school graduation. However, it appears that youth arrive at their home school with excess Elective Credits that do not fulfill classes required for graduation. This happens when a student returns to their home school mid-semester. Partial units are counted as electives and the student must retake the same class. The student is disheartened upon return to the home school not to have advanced academically to the extent expected. We discussed with Sequoia Union High School District about continuing the student on Edgenuity at the home school until semester's end, such that these units can be "completed" and counted towards graduation.</li> <li>(2) Students complete My Pathways Assessment and Career Zone modules. Career Zone consists of 15 pathways (1 per week) led by Ms. Sneed, the academic counselor.</li> <li>(3) Success Centers provides career information on-unit as part of its Life Skills program.</li> <li>(4) Project Change continues to impress. Two classes are offered per year at the YSC with both girls and boys in the same class. This year Project Change offered Semester 2 of 2021; Keys to Success, History 210, and Psych 100, Semester 1: Keys to Success, and Communications 100.</li> </ol>
(1) The course of study shall comply with the State Education Code and include, but not be limited to, courses required for high school graduation.	X			Sequoia Union School District intake staff notes that students return with units in the wrong areas that do not fulfill graduation requirements.
(2) Information and preparation for the High School Equivalency Test as approved by the California Department of Education shall be made available to eligible youth.	X			The school provides information, preparatory materials on Edgenuity, and proctoring.
(3) Youth shall be informed of post-secondary education and vocational opportunities.	X			Youth receive this at the YSC before transferring to Camp Kemp.
(4) Administration of the High School Equivalency Tests as approved by the California Department of Education, shall be made available when possible.	X			
(5) Supplemental instruction shall be afforded to youth who do not demonstrate	X			

sufficient progress towards grade level standards.				<p>The district plans to analyze MAP results to evaluate how well the school is advancing grade-level skills.</p> <p>For reference, Santa Clara County's JJC did a 2019 analysis of MAP scores in their facility and we include the report for reference:  <a href="https://www.scsccourt.org/documents/jjc/2019/Education%20for%20Probation%20Youth.pdf">https://www.scsccourt.org/documents/jjc/2019/Education%20for%20Probation%20Youth.pdf</a>  Subsequently, the Santa Clara court schools adopted the Renaissance Star testing program.</p>
(6) The minimum school day shall be consistent with State Education Code Requirements for juvenile court schools. The facility administrator, in conjunction with education staff, must ensure that operational procedures do not interfere with the time afforded for the minimum instructional day. Absences, time out of class or educational instruction, both excused and unexcused, shall be documented.	X			
(7) Education shall be provided to all youth regardless of classification, housing, security status, disciplinary or separation status, including room confinement, except when providing education poses an immediate threat to the safety of self or others. Education includes, but is not limited to, related services as provided in a youth's Section 504 Plan or Individualized Education Program (IEP).	X			If a student is having trouble in class, the teacher or GS is likely to have a conversation with them outside the class, let them take a walk, etc. Students do not return to the unit for behavior problems and do not miss class.
<b>(c) School Discipline</b>				
(1) Positive behavior management will be implemented to reduce the need for disciplinary action in the school setting and be integrated into the facility's overall behavioral management plan and security system.	X			
(2) School staff shall be advised of administrative decisions made by probation staff that may affect the educational programming of students.	X			
(3) Except as otherwise provided by the State Education Code, expulsion/suspension from school shall be imposed only when other means of correction fails to bring about proper conduct. School staff shall follow the appropriate due process safeguards as set forth in the State Education Code including the rights of students with special needs. School staff shall document the other means of correction used prior to imposing expulsion/suspension if an expulsion/suspension is ultimately imposed	X			Discipline needs are insignificant. Negative behaviors in the classroom are easily managed by teachers or staff through one-on-one conversation or by giving the student a short break.
(4) The facility administrator, in conjunction with education staff will develop policies and procedures that address the rights of any student who has continuing difficulty completing a school day.	X			A written policy exists, however, it does not need implementation. All students complete the school day.
<b>(d) Provisions for Special Populations</b>				

(1) State and federal laws and regulations shall be observed for all individuals with disabilities or suspected disabilities. This includes but is not limited to child find, assessment, continuum of alternative placements, manifestation determination reviews, and implementation of Section 504 Plans and Individualized Education Programs.	X			
(2) Youth identified as English Learners shall be afforded an educational program that addresses their language needs pursuant to all applicable state and federal laws and regulations governing programs for EL students.	X			Last year, a half-time English Language Development teacher was hired for court and community schools. Due to COVID-19 and lower student numbers, this position was cut.  The school relies on Edgenuity, an English curriculum available in other languages so that students may learn in their home language and be scaffolded in English. Rosetta Stone is also used.
<b>(e) Educational Screening and Admission</b>				
(1) Youth shall be interviewed after admittance and a record maintained that documents a youth's educational history, including but not limited to:	X			
(A) School progress/school history;	X			
(B) Home Language Survey and the results of the State Test used for English language proficiency;	X			
(C) Needs and services of special populations as defined by the State Education Code, including but not limited to, students with special needs.; and,	X			
(D) Discipline problems.	X			
(2) Youth will be immediately enrolled in school. Educational staff shall conduct an assessment to determine the youth's general academic functioning levels to enable placement in core curriculum courses.	X			
(3) After admission to the facility, a preliminary education plan shall be developed for each youth within five school days.	X			
(4) Upon enrollment, education staff shall comply with the State Education Code and request the youth's records from his/her prior school(s), including, but not limited to, transcripts, Individual Education Program (IEP), 504 Plan, state language assessment scores, immunization records, exit grades, and partial credits. Upon receipt of the transcripts, the youth's educational plan shall be reviewed with the youth and modified as needed. Youth should be informed of the credits they need to graduate.	X			
<b>(f) Educational Reporting</b>				
(1) The complete facility educational record of the youth shall be forwarded to the next educational placement in accordance with the State Education Code.	X			
(2) The County Superintendent of Schools shall provide appropriate credit (full or partial) for course work completed while in juvenile	X			

court school in accordance with the State Education Code.				
<b>(g) Transition and Re-Entry Planning</b>				
(1) The Superintendent of Schools and the Chief Probation Officer or designee, shall develop policies and procedures to meet the transition needs of youth, including the development of an education transition plan State Education Code and in alignment with Title 15, Minimum Standards for Juvenile Facilities, Section 1355.	X			<ol style="list-style-type: none"> <li>1. The school follows the same satisfactory educational transitioning protocol as described in the Hillcrest report.</li> <li>2. There is a multidisciplinary team meeting before release that produces meeting notes and action items.</li> </ol>
<b>(h) Post-Secondary Education Opportunities</b>				
(1) The school and facility administrator should, whenever possible, collaborate with local post-secondary education providers to facilitate access to educational and vocational opportunities for youth that considers the use of technology to implement these programs.	X			<ol style="list-style-type: none"> <li>1. Project Change is the school's and institution's method of collaboration with post-secondary education providers. Students may choose to participate and earn college credit (or work on credit-recovery during this period in the school day). Students use computers to complete assignments.</li> <li>2. Project Change continues to impress. Two classes are offered per year at the YSC with both girls and boys in the same class. This year Project Change offered Semester 2 of 2021: Keys to Success, History 210, and Psych 100; Semester 1: Keys to Success, and Communications 100.</li> </ol> <p>Students have limited access to vocational opportunities other than My Zone and the Career Pathways computer program. The school plans to offer a personal finance class once per week for 8 weeks provided by San Mateo County Credit Union in the spring.</p>

**Signature of Commissioner(s) preparing this report**

Melissa Wilson  Date: November 22, 2021

Karin Huber-Levy  Date: November 22, 2021

Austin Willis  Date: November 22, 2021

Sathvik Nori  Date: November 22, 2021



**Summary of Evaluation**  
**Attachment 1: Student Interviews**

**YOUTH INTERVIEWS**

Youth A was a GEP youth who liked the school, but not the dress code (GEP youth wear street clothes) because it is too modest and would like to listen to music in class.

Youths B and C appreciate the teachers and the time, assistance, and caring they show students. They feel like the teachers care for their total well-being.

## Attachment 2: Vocational Training Resources

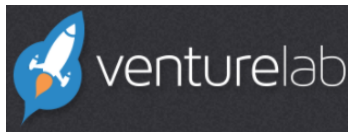


Based in Redwood City, BUILD uses entrepreneurship-based, experiential learning to ignite the potential of youth in under-resourced communities and equip them for high school, college and career success. BUILD's unique program offers students a four year entrepreneurship experience. The first year curriculum would be appropriate for our youth. Local programs exist at Sequoia High School, Woodside High School, and East Palo Alto Academy.



<https://yeacademy.org/> and <https://www.youthentrepreneurs.org/about-us>

Youth Entrepreneurs empowers young people with the values and vision to pursue their dreams. We strive to change the mindsets of young people, so they believe in themselves and what they can accomplish. Our experiential education model instills entrepreneurial and economic principles built for prosperity. We equip students to overcome barriers and seize opportunities for good. No cost.



<https://venturelab.org/curriculum/>

Provides age-appropriate no-cost curriculum in entrepreneurship to use in a school or home setting through video modules and 60 self-paced activities thirteen key concepts in entrepreneurial thinking. Consciously uses female examples. User guide: <https://venturelab.org/wp-content/uploads/2018/04/User-Guide.pdf>



Nepris is a web-based solution to bring in career speakers and take students on virtual factory tours:

<https://www.nepris.com/share/play/list/1f39ff39-1348-4e44-bd6b-1a6f8527e611>.

It helps educators expose students to different career and education paths, find real world applications to what students are learning, and inspire them to choose a STEM pathway. Educators specify the occupation area of the speaker. Career examples: <https://www.nepris.com/collections/sessions/items/8>. The free basic Nepris account gives you access to one live session and one live industry chat, and the Platinum Plan is \$149 annually and gives you unlimited access to live sessions and industry chats.



A full-list of community college certificate programs is here:

<https://www.onlineu.com/best-online-community-colleges/california>.

Opportunities are available to study automotive technology, game design, audio production, medical coding, computer networking, bookkeeping, child care, firefighting, hospitality, real estate, to name just some.



# Juvenile Justice and Delinquency Prevention Commission

## San Mateo County, California

Canyon Oaks, School Year 2020-2021 (May, 2020- August, 2021)

### Canyon Oaks School Inspection Report

Date of this Inspection: September 23, 2021

Date of Last Inspection: May 20, 2019

Facility Name: Canyon Oaks

Contact Person: Shelly Johnson, Principal

Address: 400 Edmonds Rd, Redwood City, 94062

Phone Number: (650) 312-5323

### School (Section 1370)

#### Executive Summary

#### Background

The school at the Canyon Oaks Youth Center educates youth with severe emotional challenges who are in the residential treatment facility. The facility is operated by BHRS. The San Mateo County Office of Education provides education. All students have IEPs.

There is one full-time teacher who teaches Math, Science, and Social Studies, and leads IEPs with the assistance of an administrative coordinator at the district. There is one full time paraeducator. There are three part time teachers who teach English, Physical Education, and Credit Recovery. Finally, the school academic counselor who serves all SMCOE Community School provides academic and vocational counseling to Canyon Oaks students. These services are the result of SMCOE's and the principal's robust commitment to the Canyon Oaks school and its students.

#### School Summary and Comments

The teachers and paraeducator have created a school that serves its students in a therapeutically appropriate way. They do so through: 1. strong collaboration with each other and with therapeutic staff, 2. skill in working with special needs students, and 3. sensitivity and caring. Instruction is a combination of computer-based learning, individual instruction, and group teaching.

Because approximately 85% of students are below grade level upon arrival, teachers often focus on basic skills acquisition and proficiency. There are some students who enter at a high level academically and ask for greater challenge. The curriculum adheres to California's Common Core State Standards at grade-level, ensure these students are

The Measure of Academic Progress (MAP) test is given every 3-months to track student progress. The school plans to use this data to understand the progress students make in aggregate and to better target the needs of individual students.

#### Commendations

The school satisfies all inspection areas.

SMCOE and the principal show a strong commitment to best serving these students.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission  
Canyon Oaks Inspection Report**

**Recommendations**

Ensure differentiation in education for higher level students so that they are learning at their skill-level and return to their home school without unnecessary learning deficit.

Analyze MAP testing analysis to evaluate student skill advancement while at Canyon Oaks Youth Center.

**Notes for Next Year's Inspection**

Look at SMCOE's MAP testing analysis to evaluate student skill advancement while at Canyon Oaks Youth Center.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission  
Canyon Oaks Inspection Report**

**Inspection Notes:**

**Number of Full-Time Instructors:** 1 credentialed teacher with subject area and Special Education certifications

**Number of Part-Time Instructors:** 3 - English (.25 assignment) daily, Physical Education (.25 assignment) daily, and Credit Recovery (.25 assignment) 1/week.

**Number of Full-Time Instructional Aides:** 1

**Number of Tutors (Paid? Volunteer?):** 0

**Frequency of Substitute Teachers:** Rare

**Number of youth attending School:** Currently, there are 7 students and one youth at the facility who has graduated and not attending school. Two additional students were expected to arrive in the following two weeks.

**Average Classroom Size:** 6

**Max Classroom Size:** 6

**Number of youth on independent study:** 0

**Reason:** There isn't an independent study program; students have individualized instruction built into their school day.

**Number of youth not attending school:** All youth except for one (a male youth who has graduated) --- attend school. About 80% of the students attend most of the school day on most days. This is an increase from past years.

**Reason:** Students are not forced to attend school. These students are in intense therapeutic care. They may be changing medications, need additional sleep, or have great anxiety or other psychiatric symptoms, or have social problems with other students that would make attending school on a given day difficult. Sometimes a student will have therapy during class-time.

**Describe the general atmosphere of the classrooms:** There are two classrooms. Often, the teacher instructs in one classroom and the aide works with some students in the other room. This accommodates curricular differences between students (for example, a student working on algebra when the rest of the class is learning geometry) or interpersonal conflict that prevents certain students from being in the same classroom at once.

One of the classrooms seemed quite cluttered, and access to standing desks were limited due to materials stacked on them.

**Adequate Supplies, Books, Paper, Computer?**  Acceptable  Unacceptable

**Are youth given access to computers/internet?**  Yes  No

Details (when, purpose, supervision):

The school typically uses a blended-learning approach and students often use classroom computers as part of their education.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission  
Canyon Oaks Inspection Report**

Security is provided by the program "Go Guardian".

While credit recovery may be done by pencil and paper, 90% use the Edgenuity individualized learning platform for Credit Recovery.

**Describe the relationship between school and facility staff:** There is close collaboration. Typically, 1. teachers and therapeutic staff have bi-weekly meetings to discuss each student, 2. therapeutic staff participate in IEP meetings and support compliance, 3. therapeutic staff are accessible outside of the classroom to manage emotional issues that present themselves in the classroom, and 4. all teaching staff read therapeutic logs before class each day to understand the recent history of their students.

**Describe access to school, recreation, etc. for youth confined to their rooms:** Canyon Oaks is a residential treatment facility. Youth are not confined to their rooms. They always have access to school, recreation and counseling during the day as scheduled.

**When is school held on the unit instead of in the classroom?** Not applicable.

**Post High School/GED:**

**Are there educational opportunities available for youth who have completed high school or have their GED?**  Yes  No

Describe:

**College Education:** A student may attend college (in-person or online) while at the facility. If a child is a minor, they require permission of parent/guardian to attend college. The therapeutic staff facilitates a student's enrollment and registration, transportation, and provides educational support. No students are currently enrolled in college. We were told that it is rare for students to attend college; the few that graduate while at Canyon Oaks are interested in getting jobs when they graduate.

**Vocational Training:** Vocational Education is also provided by the occupational therapist who is on staff at Canyon Oaks. "Workability", a program which provides job skills training and internships with coaching, is typically available. However, the staff position has been open since June and so the program is not operating. The staff has now been hired to administer the "We Can Work" grant, which should allow "WorkAbility" services to be again provided by the school. The plan is for this to provide 60-90 minutes of services monthly to students, comprised of weekly check-ins.

**Are youth given info/counseling on community college & 4-year college options?**  Yes  No

Describe: The academic counselor comes on-campus once every two weeks and does one-on-one check-ins with students to provide information about career and college options.

**Are youth given information/counseling about financial aid options for college?**  Yes  No

Describe: The school academic counselor offers this information and helps fill out financial aid applications.

**Are youth given resources for college entrance exam prep when appropriate?**  Yes  No

Describe: Materials to study for college entrance exams are available to students by special request.

**Are youth able to take courses for college credit online?**  Yes  No

Describe: Students have access to computers and may take online or in-person college courses.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission  
Canyon Oaks Inspection Report**

**Special Education/IEP Programs:**

**How many youth in the facility have an Individualized Education Program (IEP)?** All students at Canyon Oaks have an IEP. There are currently 7 students in the Canyon Oaks school.

**Do credentialed special education teachers participate in lesson planning and curriculum development?**  Yes  No

**How many credentialed special education teachers are at the facility full-time?** The one full-time teacher is credentialed in Special Education.

**Are regular IEP meetings held?**  Yes  No

Describe: There are four IEP meetings held per youth: within 30 days after admission, at the annual marker, at the triennial with retesting as needed, and the final is held as part of the youth's transition to his or her next school. The county also follows-up with all IEP students 1-year post graduation if they graduated from a SMCOE school. Therapeutic staff (and probation staff if the student is also under the supervision of a probation officer) are part of the IEP meetings.

**Are parents notified of these meetings?**  Yes  No

Describe: The appropriate holder of the student's educational rights attends. Parents are notified if they have these rights.

**Are parents permitted to attend these meetings?**  Yes  No

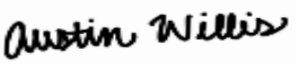
Describe: If they have educational rights.

**Describe the most common obstacle to IEP compliance:** IEP compliance when a student enters has improved because IEP meetings are typically up-to-date and documentation is prompt.

**Signature of Commissioner(s) preparing this report**

Melissa Wilson  Date: November 22, 2021

Karin Huber-Levy  Date: November 22, 2021

Austin Willis  Date: November 22, 2021

Sathvik Nori  Date: November 22, 2021

**San Mateo County Juvenile Justice and Delinquency Prevention Commission  
Canyon Oaks Inspection Report**

**Attachment 1: School Supplement**

**How many minutes of instruction per week do students receive?** Instructional minutes are per Educational Code (240 minutes per day). Actual minutes vary by student based on their attendance. The school schedule provides ½-hour for P.E., 1-hour for Science/Math, 1-hour for English, and 40 minutes for Social Science daily. Therapeutic time is also a for-credit “class” that results in Life Skills elective units.

**Do students attend school within three (3) days of placement? Does the school create a preliminary education plan for each new student before the student attends school or once the student has started?**

Yes, the students attend within 3 three days if the student is emotionally ready to do so. Although sometimes there is a delay in receiving IEP information, students have an educational plan upon arrival.

**Are there difficulties obtaining transcripts from the student’s prior school? Are these typically received before or after the student has started attending school?**

The education plan is created in anticipation of the student’s arrival unless the student is an emergency placement or if there is a delay in receiving school records. Transcripts are typically received in advance.

**How are limited English-speaking students identified and served? How are these services provided once the student has been identified as non-English proficient?**

There are no non-English-speaking youth at the school because a youth must speak English to benefit from the therapeutic services. At times, there are limited English speakers. The ELD-certified English teacher meets the needs of these students.

**Is credit recovery offered? Please describe.** Yes, credit recovery is offered via the computer application Edgenuity or can be accomplished through individually created pen-and-paper packets. There is a dedicated Credit Recovery teacher to work with and supervise student progress.

**Is homework assigned? When and where do students do homework?**

Canyon Oaks does not assign homework. The after-school program is therapeutically demanding and the school does not add schoolwork onto the students’ schedules.

**How is transition back to a student’s home district handled?**

Because all students have IEPs, Canyon Oaks initiates an IEP planning meeting with the receiving school before a student returns. There is, for the second year, a 10% time the District Coordinator for Inclusive Services to assist in IEP processes. The goal at Canyon Oaks is for students to transition back to their home school to graduate.

**Attachment 2: Student Interviews**

Of the 7 students currently attending school, 4 were interviewed. They included two middle school and two high school girls.

**Overall Observations in/outside Classroom:**

All students appeared to be well groomed and neatly dressed in clean, teen-appropriate clothing. The students acted calm and well mannered; those we interacted with were courteous to us and a couple were eager to speak with us.

## **San Mateo County Juvenile Justice and Delinquency Prevention Commission Canyon Oaks Inspection Report**

We attended two classes – there were 2 students in Math class, and 3 students in English class. In Math class, students received a lot of individual attention and the teacher had strategies to motivate students to participate. In English class, the students were not engaged, and although the teacher attempted to reach out to them, he seemed to be less effective at doing so, or had lost their confidence. We observed that his teaching style was noticeably less personable and engaging than that of the math teacher and question how much learning occurs in this class.

The classroom we attended seemed very cluttered. Although there was at least one standing desk in the room and a student requested use of the desk, it was covered in folders and not readily accessible.

We asked to interview any students willing and available to speak with us. Some students were engaged with therapists/RCS and not available to speak to us during our time at the school. In each case, we introduced ourselves and explained why we were at the school.

### **What students like at Canyon Oaks:**

#### **In General:**

- The teachers and staff are very kind, show no disrespect, and provide good communication with students; the therapists 'are awesome'.
- School work is ok - most agree that it is an improvement from their home school, and they like that the environment allows them to focus without distractions.
- They appreciate the personal attention from teachers they respect.
- The teaching style is different here and they can do well.
- School day is a good balance between academics and therapy.

#### **Specifically:**

- Several students mentioned that they hated math before they came here, but now they really like it and really like their teacher.
- One student especially likes social studies as it is news focused – watching Ted Talks, CNN.
- One student hated online learning last year, but now is doing better with in person classes; she likes social studies, and reads on her own with books borrowed from another student.
- All of the students we spoke to seem to enjoy reading, especially current fantasy/paranormal themed books (Twilight, Shiver series) that they pass around to each other; one student mentioned she likes to read stories of 'recovery' - people who have endured and overcome something in their lives.

#### **What students are concerned about:**

- The level of school work is not rigorous enough - school in general is 'easy here'. One student said she has 'not learned anything here', that she just wants to 'get out of here' and get back to her normal school.
- The only HS Senior in residence, who had just arrived 6 days prior, was concerned with keeping up her senior year school work. She had been taking AP Calc, Spanish, other advanced classes at her home school, and now she is doing what seems to be middle school level work (ie. making paper airplanes in science class), so far nothing is at an advanced level.
- All of the students would like access to more books that are current and of interest to them.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission  
Canyon Oaks Inspection Report**



**JUVENILE FACILITY EDUCATION PROGRAM REVIEW AND EVALUATION**  
**Juvenile Halls and Camps**

FACILITY NAME: Youth Services Center		COUNTY: San Mateo
FACILITY ADDRESS (STREET, CITY, ZIP CODE, TELEPHONE):  200 Paul Scannell Drive, San Mateo, 94022 (650) 312-8970		
CHECK THE FACILITY TYPE AS DEFINED IN TITLE 15, SECTION 1302	JUVENILE HALL <input checked="" type="radio"/>	CAMP <input type="radio"/>
DATE EVALUATED: 09/30/2021		
EDUCATION PROGRAM EVALUATOR(S) (NAME, TITLE, TELEPHONE):  Melissa Wilson, Commissioner, San Mateo Juvenile Justice and Delinquency Prevention Commission Phone: (650) 933-6676  Karin Huber-Levy, Commissioner, San Mateo Juvenile Justice and Delinquency Prevention Commission Phone: (650) 773-8707  Sathvik Nori, Commissioner, San Mateo Juvenile Justice and Delinquency Prevention Commission Phone: (650) 862-1548  Austin Willis, Commissioner, San Mateo Juvenile Justice and Delinquency Prevention Commission Phone: (650) 430-7712		
EDUCATION STAFF INTERVIEWED (NAME, TITLE, TELEPHONE):  Jeneé Littrell Deputy Superintendent, Student Services, SMCOE Court and Community Schools Email: jlittrell@smcoe.org Phone: (650) 802-5588  Shelly Johnson Principal, SMCOE Court and Community Schools Phone: (650) 312-5323  Jehan Clark Superintendent, Institutions Phone: (650) 312-8858		

## PURPOSE

The facility administrator is required to request an annual review of each required element of the facility's education program by the Superintendent of Schools. A report or review checklist on compliance, deficiencies, and corrective action needed to achieve compliance with this section must be provided to the facility administrator.

The Superintendent of Schools shall conduct this review in conjunction with a qualified outside agency or individual. It is important to note that the regulation prohibits the Superintendent of Schools from delegating this review to the principal or any staff of a juvenile court school site; the intent of this regulation is that an independent third-party review is conducted.

Upon receipt of the review, the facility administrator or designee shall review each item with the Superintendent of Schools and shall take whatever corrective action is necessary to address each deficiency and to fully protect the educational interests of all youth in the facility.

**The facility administrator or designee shall forward the plan of corrective action to the Inspection Team Leader within 45 days.**

## INSTRUCTIONS

To complete the review, assess each element listed in the checklists and document the findings in the "comments" section. Columns in the checklist identify compliance as "Yes", "No", or "N/A" (not applicable). When the evaluator assessing the education program "checks" a column to indicate that the facility is out of compliance with all or part of a regulation, or indicates that all or part of a regulation is not applicable, a brief explanation is required in the comments section. This explanation is critical; it assists both the BSCC and facility staff in understanding the rationale for the decision and highlights what needs correction. **Policies and procedures must be written and implemented to be in compliance.**

Education program evaluators may elect to assess areas that are not covered by the inspection checklists. If this is done, the additional issues must be clearly delineated on a separate sheet to maintain their distinction from the BSCC Title 15 checklist. For information purposes, this additional sheet should be attached and distributed with the checklist.

Checklists and regulations are available on the BSCC website ([http://www.bscc.ca.gov/s\\_fsoresources](http://www.bscc.ca.gov/s_fsoresources)). Please contact the BSCC Field Representative assigned to your county at the number below or through e-mail access on the web site.

Board of State and Community Corrections; FSO Division  
2590 Venture Oaks Way, Suite 200, Sacramento, CA 95833  
Phone: 916-445-5073; <http://www.bscc.ca.gov/>

# JUVENILE FACILITY EDUCATION PROGRAM REVIEW AND EVALUATION

## Executive Summary

### Background

Per Title 15, education is the responsibility of the school and Probation. Hillcrest at the YSC is a San Mateo County Office of Education Court and Community School and provides education for youth while in detention. Probation supports and provides supplementary education for all youth in detention. The curriculum adheres to California's Common Core State Standards at grade level.

### School Summary and Comments

Teachers are subject area specialists. Students rotate classrooms. Classes are typically one gender. Special Ed services are provided during class-time with a teacher and paraeducator doing push-in. English Language Learners receive language development assistance through a translated English curriculum and Rosetta Stone. Due to COVID-19, the previously offered Special Day class and the English Language specialist roles were eliminated. The bilingual family counselor continues to offer services to families, in particular during school transitions. COVID-19 has also interrupted 3-Day Orientation Class, although similar services are provided on-unit by a teacher during a youth's quarantine before entry into the Hillcrest campus. The CARES Class, which allows youth who are not able to function in a mainstream classroom setting, continues.

As a result of lower youth numbers, teachers now travel among the Court and Community Schools. One advantage is that the curriculum and teacher stay the same when a youth transfers from one facility to another.

Additionally, Principal Shelly Johnson is now responsible for all of the SMCOE school sites (including Gateway). She is supported by part-time Vice Principal Brad Osterander at Gateway (who also acts as School Climate Coordinator) and by Karen Gnusti, COE Executive Director of Career, College and Secondary Education.

The Measure of Academic Progress (MAP) test is given every 3 months to track student progress. The school plans to use this data to understand the progress students make in aggregate and to better target the needs of individual students.

### Commendations

We appreciate the continued dedication of the SMCOE, principal, and school staff to best serve the needs of students at Hillcrest. They are strong advocates for these youth and for improving outcomes.

SMCOE and the principal have a growth mindset and willingness to innovate.

Gains in technology use continue.

Probation strongly supports the educational efforts of the school.

### Recommendations

SMCOE

- Provide a timeline to analyze MAP testing results to evaluate student skill advancement (also recommended in 2019 and 2020 inspections).
- Solve for youth returning with "dangling credits" that cannot be applied towards graduation (recommended in 2020 inspection). Administrators are currently working through quarterly meetings with school districts.

- Consider a relationship with the San Mateo County Library System for improving diversity and depth of books. Youth have indicated a need for more books of interest in past inspections and this may be a solution.

Probation

- Require that all youth be educated post-graduation or after passing the HSET.
- Provide plans and implementation dates to augment vocational education. Several resources were offered in the 2020 inspection.
- Include vocational pathways in transition planning (recommended in 2020).

1370. Education Program	YES	NO	N/A	COMMENTS
<p><b>(a) School Programs</b> The County Board of Education shall provide for the administration and operation of juvenile court schools in conjunction with the Chief Probation Officer, or designee pursuant to applicable State laws.</p>	X			
<p>The school and facility administrators shall develop and implement written policy and procedures to ensure communication and coordination between educators and probation staff.</p>	X			<p>We received the written policy and procedures.</p> <p>The school and Probation meet twice a week to coordinate school activities and to review youth with service providers as part of the multi-disciplinary team.</p> <p>Probation is invested in youth’s academic progress.</p>
<p>Culturally responsive and trauma-informed approaches should be applied when providing instruction.</p>	X			<p>The SMCOE has a new partnership with “Effective School Solutions” to provide continuous trauma-informed training and behavioural management to teachers.</p> <p>This program will also provide private coaching to teachers to improve their teaching to youth with trauma and address teachers’ own secondary trauma.</p>
<p>Education staff should collaborate with the facility administrator to use technology to facilitate learning and ensure safe technology practices.</p>	X			<p>SMCOE continues to invest in technology.</p> <p>Use of Chromebooks began in response to COVID-19 and remote learning, but has continued since the school has returned to in-person teaching. Chromebooks are used by students in all classes. Students do research, use Google Suites, communicate with the teacher, and are developing executive functioning skills as they must track their own assignments and due dates.</p> <p>For security, Probation uses Go Guardian to track student actions online. This program sends alerts for any activities and websites of concern.</p>

			<p>Student interviews reveal that Go Guardian blocks teacher-assigned websites and online tools. Every “new” site requires approval through the County. Thereafter, that site is accessible going forward.</p> <p>Edgenuity is a curriculum for English that also provides a parallel Spanish curriculum to scaffold English learning. It is used in all Court and Community Schools, except for Camp Kemp, and the school curriculum is consistent between schools because the same teacher rotates between Gateway, Hillcrest, and Canyon Oaks.</p> <p>Carnegie is a math curriculum that differentiates by student skill level.</p> <p>The school is introducing the Next Generation Science Standards curriculum and seeking a curriculum for Social Science.</p> <p>The school also has the Talking Points text messaging service to communicate with parents. It can translate messages into the parents’ home language.</p> <p>The school district, with the assistance of the Santa Clara Office of Education, will be introducing DataZone which is a database that tracks student information to allow records to be easily shared. This is particularly useful for youth who change schools often, such as those incarcerated or in the foster care system.</p> <p>Current educational technology protocol is:</p> <ol style="list-style-type: none"> <li>1. Group A youth have just arrived and are quarantined for approximately 3 days and have paper packets with school work (the packets do not align with the in-class curriculum).</li> <li>2. Between day 4-10 (approximately), youth enter Group B. The Bridge to College teacher and a paraeducator push-in to the unit to work individually with youth to cover the curriculum that used to be part of Orientation (MAP testing, evaluation of units and creating the educational plan, CareerZone, and MyPath Assessment.) The students begin to do credit recovery via Edgenuity. All of these activities are done online. Students continue to work with paper packets for school work.</li> <li>3. Thereafter, the youth enters Group C and attends Hillcrest for in-person teaching.</li> </ol> <p>We believe technology can expand Probation’s programming and offer expanded differentiated educational, vocational, and programming opportunities for youth.</p>
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The facility administrator shall request an annual review of each required element of the program by the Superintendent of Schools, and a report or review checklist on compliance, deficiencies, and corrective action needed to achieve compliance with this section.	X			We received this.
Such a review, when conducted, cannot be delegated to the principal or any other staff of any juvenile court school site.	X			
The Superintendent of Schools shall conduct this review in conjunction with a qualified outside agency or individual. Upon receipt of the review, the facility administrator or designee shall review each item with the Superintendent of Schools and shall take whatever corrective action is necessary to address each deficiency and to fully protect the educational interests of all youth in the facility.	X			
<b>(b) Required elements</b> The facility school program shall comply with the State Education Code and County Board of Education policies.	X			
As stated in the 2009 California Standards for the Teaching Profession, teachers shall establish and maintain learning environments that are physically, emotionally, and intellectually safe.	X			
Youth shall be provided a rigorous, quality educational program that responds to the different learning styles and abilities of students and prepares them for high school graduation, career entry, and post-secondary education.		X		<p>Current preparation for graduation, career entry, and post-secondary education are the following:</p> <ol style="list-style-type: none"> <li>(1) Students work on credit-recovery through Edgenuity to increase rates of high school graduation. However, it appears that youth arrive at their home school with excess Elective Credits that do not fulfill classes required for graduation. This happens when a student returns to their home school mid-semester. Partial units are counted as electives and the student must retake the same class. The student is disheartened upon return to the home school not to have advanced academically to the extent expected. We discussed with Sequoia Union High School District about continuing the student on Edgenuity at the home school until semester's end, such that these units can be "completed" and counted towards graduation.</li> <li>(2) Students complete Career Pathways and Career Zone modules. Career Zone consists of 15 pathways (1 per week) led by Ms. Sneed, the academic counselor.</li> <li>(3) Success Centers provides career information on-unit as part of its Life Skills program.</li> <li>(4) Project Change continues to impress. Two classes are offered per year at the YSC with both girls and boys in the same class. This year Project</li> </ol>

			<p>Change offered in Semester 2 of 2021: Keys to Success, History 210, and Psych 100 ;and in Semester 1: Keys to Success, and Communications 100. Notre Dame no longer offers classes.</p> <p>Youth who have graduated or completed the HISET are not required by Probation to attend class , however we have the expectation that all youth should continue their education while at the facility. We see the opportunity for Probation to offer additional vocational and post-secondary education for these youth.</p> <p>Students are concerned that they are not working at grade level and are unprepared. We discussed during our inspection about making students feel confident by sharing with them that they are working to the California Subject Area Standards and sharing with them the progress they are making as demonstrated by MAP testing, which they do every 3 months.</p>
(5) The course of study shall comply with the State Education Code and include, but not be limited to, courses required for high school graduation.	X		<p>Last year, the inspection noted that students arrive at their home school with undesignated elective units that do not fulfill class requirements for graduation. Additionally, youth are released from detention at all times of year, and students arrive at their home school with only partial credit for a class required to graduate. The student must repeat this class at the home school. Thus the units acquired at Hillcrest are “lost”. This is a significant concern and one approach is to use the online learning platforms that are also used at the home school, such as “Edgenuity” and “Carnegie” to finish their units rather than having partial units. The school is adding two new online platforms for Science and Social Studies. With that, all subject areas will be covered and students can receive full credit for all classes should they continue on the platform once at their home school.</p>
(6) Information and preparation for the High School Equivalency Test as approved by the California Department of Education shall be made available to eligible youth.		X	<p>Normally, the school provides information, materials, and proctoring of the test. Staffing cuts have eliminated preparing students for the test, however test prep is available online and the school pays for students to take the test.</p>
(7) Youth shall be informed of post-secondary education and vocational opportunities.	X		<p>The academic counselor provides a comprehensive orientation to post-secondary educational opportunities. All students explore Career Zone and Career Pathways to understand vocational opportunities.</p>
(8) Administration of the High School Equivalency Tests as approved by the California Department of Education, shall be made available when possible.	X		
(9) Supplemental instruction shall be afforded to youth who do not demonstrate sufficient progress towards grade level standards.	X		<p>Last year, the school added an English Language Development (ELD) teacher. This position has now been eliminated to reduce staffing burden. However, the school now offers a program that</p>

			<p>provides the same curriculum in English and in Spanish and allows for scaffolding English language development.</p> <p>The district plans to teach teachers how to use the results of the Measures of Academic Progress (MAP) test in their instruction.</p> <p>The district also plans to analyze MAP results to evaluate how well the school is advancing grade-level skills.</p>
(10) The minimum school day shall be consistent with State Education Code Requirements for juvenile court schools. The facility administrator, in conjunction with education staff, must ensure that operational procedures do not interfere with the time afforded for the minimum instructional day. Absences, time out of class or educational instruction, both excused and unexcused, shall be documented.	X		<p>There are necessary absences that are not due to operational procedures. These are due to court, lawyer consults, BHRS appointments, and hospitalizations.</p>
(11) Education shall be provided to all youth regardless of classification, housing, security status, disciplinary or separation status, including room confinement, except when providing education poses an immediate threat to the safety of self or others. Education includes, but is not limited to, related services as provided in a youth's Section 504 Plan or Individualized Education Program (IEP).	X		<p>It is rare for a youth to return to the unit for school disciplinary issues. Issues tend to be handled on-site.</p> <p>However, based on a student interview, on at least one occasion, educational services have been denied when the English teacher became frustrated with some students and canceled class. All youth returned to the unit. Only when providing education poses an immediate threat to the safety of self or others may education be denied. The perception of the youth was that this was not a security issue, but the poor behavior of some students and that there were resources available to handle it and continue class. Probation staff is aware of this event and reports all students returned for the next class to resume school.</p> <p>The CARES class continues to enable difficult youth to continue their education on the school campus. We applaud its creation and continuation even when facility numbers are low because we realize it is a significant investment in these youth on the part of the SMCOE.</p>
<b>(c) School Discipline</b>			
(1) Positive behavior management will be implemented to reduce the need for disciplinary action in the school setting and be integrated into the facility's overall behavioral management plan and security system.	X		<p>The primary way the school provides incentives for good behavior and work is to ask that students focus intently for the first 25 minutes of class and then they may have time to do other work, such as credit recovery or college assignments, or play games.</p> <p>In addition, school behavior will now be incorporated into the facility's positive discipline system. This means that good behavior in school can assist a youth in accruing more privileges</p>



				on-unit. This had not begun at the time of inspection.
(2) School staff shall be advised of administrative decisions made by probation staff that may affect the educational programming of students.	X			
(3) Except as otherwise provided by the State Education Code, expulsion/suspension from school shall be imposed only when other means of correction fails to bring about proper conduct. School staff shall follow the appropriate due process safeguards as set forth in the State Education Code including the rights of students with special needs. School staff shall document the other means of correction used prior to imposing expulsion/suspension if an expulsion/suspension is ultimately imposed.	X			The on-campus CARES program was created to avoid the need for corrective action that would take a student out of school.  Students are not expelled.  Students may be suspended after previous interventions have failed. Those interventions are documented. Probation discusses the behavioral problem with the youth and guides any restorative actions.
(4) The facility administrator, in conjunction with education staff will develop policies and procedures that address the rights of any student who has continuing difficulty completing a school day.	X			This is a written policy with form.  A student may make a request to transfer from (or to stay in) the CARES program and the request will be immediately considered. A teacher may fill out a recommendation for a student transfer. Regardless, a multidisciplinary team evaluates whether a student should return to the mainstream classrooms every two weeks.
<b>(d) Provisions for Special Populations</b>				
(1) State and federal laws and regulations shall be observed for all individuals with disabilities or suspected disabilities. This includes but is not limited to child find, assessment, continuum of alternative placements, manifestation determination reviews, and implementation of Section 504 Plans and Individualized Education Programs.	X			Special Ed testing has resumed.  Doing IEP meetings via Zoom has resulted in higher attendance and increased general contact with the parents. This may continue going forward.
(2) Youth identified as English Learners shall be afforded an educational program that addresses their language needs pursuant to all applicable state and federal laws and regulations governing programs for EL students.	X			Last year, a half-time English Language Services specialist worked with teachers and youth in class. This year, due to small enrollment, this has been cut, but all teachers are being coached in ELD strategies to integrate academic strategies for ELL students via outside provider EL Achieve.  Edgenuity provides an identical curriculum in English and Spanish. This allows a language learner to continue to learn the class content while developing English language skills.  Rosetta Stone is also commonly used for non-English speakers.
<b>(e) Educational Screening and Admission</b>				
(1) Youth shall be interviewed after admittance and a record maintained that documents a youth's educational history, including but not limited to:	X			
(A) School progress/school history;	X			

(B) Home Language Survey and the results of the State Test used for English language proficiency;	X			
(C) Needs and services of special populations as defined by the State Education Code, including but not limited to, students with special needs.; and,	X			
(D) Discipline problems.	X			
(2) Youth will be immediately enrolled in school. Educational staff shall conduct an assessment to determine the youth's general academic functioning levels to enable placement in core curriculum courses.	X			The pre-COVID three day orientation has changed as there are so few students; the same services are provided via on-unit push-in by a teacher and paraeducator during the second stage of a youth's quarantine (approximately day four to day ten).
(3) After admission to the facility, a preliminary education plan shall be developed for each youth within five school days.	X			This occurs via on-unit push-in.
(4) Upon enrollment, education staff shall comply with the State Education Code and request the youth's records from his/her prior school(s), including, but not limited to, transcripts, Individual Education Program (IEP), 504 Plan, state language assessment scores, immunization records, exit grades, and partial credits. Upon receipt of the transcripts, the youth's educational plan shall be reviewed with the youth and modified as needed. Youth should be informed of the credits they need to graduate.	X			
<b>(f) Educational Reporting</b>				
(1) The complete facility educational record of the youth shall be forwarded to the next educational placement in accordance with the State Education Code.	X			
(2) The County Superintendent of Schools shall provide appropriate credit (full or partial) for course work completed while in juvenile court school in accordance with the State Education Code.	X			
<b>(g) Transition and Re-Entry Planning</b>				
(1) The Superintendent of Schools and the Chief Probation Officer or designee, shall develop policies and procedures to meet the transition needs of youth, including the development of an education transition plan State Education Code and in alignment with Title 15, Minimum Standards for Juvenile Facilities, Section 1355.	X			<p>Currently there is a problem transitioning students into their home-school because COVID-19 allows for a youth to enroll in "independent study". The youth can "get lost" educationally. We don't know whether Hillcrest can intervene, but mention it here as a point of concern for our transitioning youth.</p> <p>The educational transition planning process is:</p> <ol style="list-style-type: none"> <li>1. The school forwards a student's records to the next school and have the school counselor notify the receiving school of the youth's release date.</li> <li>2. If a student has an IEP, then the school, receiving school, parent, and youth meet to do transitional planning.</li> <li>3. SMCOE has extended help to all students with reenrollment: <ol style="list-style-type: none"> <li>a. As of 2019, a youth may be dually enrolled for the first 30-days of detention so that</li> </ol> </li> </ol>


			<p>there is no parent paperwork or parent time-off-work obstacles to re-enroll a child.</p> <p>b. The school has a permanent bilingual family counselor to assist parents with the process of re-enrollment. She confirms the youth is re-enrolled, has computer and wifi access, and assists with any other problems associated with returning to the student's home school. She teaches parents how to self-advocate, as well.</p> <p>A multidisciplinary team meeting is held to review each youth's needs and progress every week. Present are the school, Medical, BHRS, and Probation. In anticipation of a youth's exit, the team discusses a youth's transition needs for each department to implement.</p> <p>We understand that this fulfills Section 1355 requirements for policies and procedures based on guidance YSC has received from BSCC. We recommend that the policies and procedures exist in written form.</p> <p>We also recommend a more comprehensive view of transition planning. It seems that the current approach effectively transitions the youth <i>from</i> the facility, but may not meet the broad re-entry needs of a youth. For example, it excludes vocational readiness and placement.</p>
<b>(h) Post-Secondary Education Opportunities</b>			
<p>(1) The school and facility administrator should, whenever possible, collaborate with local post-secondary education providers to facilitate access to educational and vocational opportunities for youth that considers the use of technology to implement these programs.</p>	X		<ol style="list-style-type: none"> <li>1. Project Change is the school and facility's method of collaboration with post-secondary education providers. Students may choose to participate and earn college credit (or work on credit-recovery during that slot). Students use computers to complete assignments.</li> <li>2. Two classes are offered per year at the YSC with both girls and boys in the same class. This year Project Change offered Semester 2 of 2021: Keys to Success, History 210, and Psych 100; Semester 1: Keys to Success, and Communications 100.</li> <li>3. Were a student to enroll at a local community college, probation would provide transportation to the college, out-of-class access to professors, and assistance with school work.</li> </ol> <p>We understand that Probation is planning to expand vocational education. Possibilities are</p>

			<p>introducing culinary arts certification, and services through Success Center and JobTrain. We have attached information on other vocational programs in Attachment B.</p> <p>Vocational access is critically important and we look forward to an update on the launch of expanded opportunities.</p>
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**Signature of Commissioner(s) preparing this report**

Melissa Wilson  Date: November 22, 2021

Karin Huber-Levy  Date: November 22, 2021

Austin Willis  Date: November 22, 2021

Sathvik Nori  Date: November 22, 2021

## Attachment 1: Student Interviews

### INTERVIEWS OF HILLCREST STUDENTS SEPTEMBER 30, 2021

Three young men from Hillcrest School were interviewed in person. They were high school juniors or seniors.

Youth *A* was a 16 year old hispanic male from East Palo Alto. He reported previously attending East Palo Alto High School, and had gone to the Ravenswood school district throughout his life. When asked about the quality of instruction he received at Hillcrest, he reported concern about whether he was being sufficiently prepared to transition back to his home school and be able to succeed in a rigorous academic environment. When asked about his future plans, *A* reported wanting to follow in the footsteps of his sister and attend a 4 year university. He also expressed concern about how his credits were going to transfer to his home school.

Youth *B* likes the school and teachers. He did not like that a teacher sent all youth back to the unit out of frustration with behavior and that this seemed extreme and unfair in punishing all youth.

Youth *C* likes the school and appreciates the efforts of the teachers. He mentioned that the last time he was at Hillcrest, years ago, he learned to read. Now he is doing well on the outside and has plans for his future when he leaves Hillcrest. He is interested in a vocation (electrician or welding) and knows he needs to do well in math for this. He is concerned that he does not get enough attention from the math teacher when he doesn't understand something and would appreciate some one-on-one tutoring as it gets stressful when he and other students do not understand something. He mentioned that sometimes the class gets unruly when they have this stress. (Note: Principal Johnson clarified that this student is scheduled for transitional IEP as he returns to his home District, and that he needs a C or higher in Algebra for the electrician vocational program).

## Attachment 2: Vocational Training Resources, in Addition to Job Train and Success Centers



A full-list of community college certificate programs is here:

<https://www.onlineu.com/best-online-community-colleges/california>. Opportunities are available to study automotive technology, game design, audio production, medical coding, computer networking, bookkeeping, child care, firefighting, hospitality, real estate, to name just some.

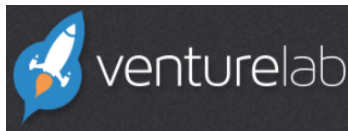


Based in Redwood City, BUILD uses entrepreneurship-based, experiential learning to ignite the potential of youth in under-resourced communities and equip them for high school, college and career success. BUILD's unique program offers students a four year entrepreneurship experience. The first year curriculum would be appropriate for our youth. Local programs exist at Sequoia High School, Woodside High School, and East Palo Alto Academy.



<https://yeacademy.org/> and <https://www.youthentrepreneurs.org/about-us>

Youth Entrepreneurs empowers young people with the values and vision to pursue their dreams. We strive to change the mindsets of young people, so they believe in themselves and what they can accomplish. Our experiential education model instills entrepreneurial and economic principles built for prosperity. We equip students to overcome barriers and seize opportunities for good. No cost.



<https://venturelab.org/curriculum/>

Provides age-appropriate no-cost curriculum in entrepreneurship to use in a school or home setting through video modules and 60 self-paced activities thirteen key concepts in entrepreneurial thinking. Consciously uses female examples. User guide: <https://venturelab.org/wp-content/uploads/2018/04/User-Guide.pdf>



Nepris is a web-based solution to bring in career speakers and take students on virtual factory tours:

<https://www.nepris.com/share/play/list/1f39ff39-1348-4e44-bd6b-1a6f8527e611>.

It helps educators expose students to different career and education paths, find real world applications to what students are learning, and inspire them to choose a STEM pathway. Educators specify the occupation area of the speaker. Career examples: <https://www.nepris.com/collections/sessions/items/8>. The free basic Nepris account gives you access to one live session and one live industry chat, and the Platinum Plan is \$149 annually and gives you unlimited access to live sessions and industry chats.

# San Mateo County JJPDC

## Social Media Working Group (SMWG)



**Purpose:** To form a Social Media Working Group (SMWG) for the San Mateo County Juvenile Justice & Delinquency Prevention Commission.

**Objective:** To build a library of social media content, develop a brand and design a logo, brainstorm ideas for future social media and marketing campaigns, advance the social media program goals outlined in the work plans, and promote the overall work of the Commission on social media.

**Members:** The SMWG will be led by the JJDC's social media manager and consist of commissioners and approved volunteers.

**Time Commitment:** The SMWG will meet bi-weekly at a date and time to be determined by the group. The estimated time commitment is five hours per month.

## **2021 Year End Report on Strategic Projects November 30, 2021**

### **Advocate for Alternatives to Incarceration**

**Deliverables:**

1. Formation of a Board of Supervisors Task Force to study alternatives

**Status:**

Complete

**Comments on Status:** JJDPC worked with the Board of Supervisors and staff to write a resolution for consideration by the Board. The resolution to consider YSC reforms was passed by the Board on October 5, 2020. JJDPC approved the selection of Commissioners Labouisse and Bocanegra to serve of the task force.

### **Analyze After School Programs for Elementary and Middle School Children**

**Deliverables:**

1. Catalogue of programs by location with services provided
2. Report analyzing barriers to use and gaps in services
3. Recommendation on follow up project to advocate for filling gaps

**Status:**

Complete

Complete

Complete

**Comments on Status:** In addition to the catalogue, a detailed analysis of programs organized by school district was completed. The final After School Report and the Project Plan for Advocating for Filling Unmet Needs were approved by JJDPC in September 2021.

### **Create a Dashboard for JJDPC to Monitor Data on Juvenile Justice**

**Deliverables: Status:**

1. Dashboard with definitions of statistics and sources

Complete

**Comment on Status:** Dashboard of monthly and annual data is updated monthly and available on the JJDPC web site.



## **Lessons Learned during COVID-19**

### **Deliverables:**

### **Status:**

1. A report on positive policy and procedural changes with assessment on feasibility Complete

**Comments on Status:** Recommendations made re future booking policies, returning to prior food service systems, providing youth with a COVID-19 education campaign, expanding use of education technology, medical screening, conducting JJDPC meetings via Zoom.

## **Communicate Regularly with Elected Officials**

### **Deliverables:**

### **Status:**

1. Introduction of JJDPC and our strategy to elected officials Ongoing

**Comments on Status:** In the second year of this project, the team met with City Council members from SSF, San Mateo, and Redwood City; trustees from the SMUHSC and the SMC School Board; the Mayor of San Carlos and Deputy Mayor of San Mateo.

## **Document Diversion Programs in San Mateo County**

### **Deliverables:**

### **Status:**

1. Report to JJDPC Ongoing
2. Provide information to those who assist justice-involved youth

**Comments on Status:** Project is 95% complete. There are two remaining interviews, in which the police departments have been unreceptive. Will continue to reach out and then complete final report.

## **Outreach to Underserved Youth and their Families**

### **Deliverables:**

### **Status:**

- |   |          |
|---|----------|
| 1. Probation decision on the viability of a Youth Advisory Council (YAC) for youth at YSC | Complete |
| 2. Monthly update on outreach to underserved communities                                  | Ongoing  |
| 3. Hold JJDPC monthly meetings in easily accessed public locations                        | Delayed  |

**Comments on Status:** Met with Probation to discuss possibility of creating a YAC; showcased FLYs YAC program at a JJDPC meeting. The possibility of monthly meetings in underserved communities will be reassessed after COVID-19 restrictions have been removed.

## **Peer Court**

### **Deliverables:**

### **Status:**

- |  |         |
|--|---------|
| 1. Establishment of peer court program implementing restorative justice model. | Ongoing |
|--|---------|

**Comments on Status:** Met with SMC Office of Education, Board of Supervisors, County Manger, Probation. Working to identify a fiscal sponsor, secure a target school, establish relationship with police department without a diversion program, coordinate efficacy study with Sandford Gardner Center, and build therapeutic programming.

## **Increase School Attendance**

### **Deliverables:**

### **Status:**

Currently reevaluating deliverables.	Ongoing
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**Comments of Status:** Project was changed from reducing truancy to increasing attendance and graduation. Now evaluating whether this project is better managed by the CO