

JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS
Calendar Year: 2019-2020

FACILITY NAME: Los Guilicos Juvenile Justice Center
FACILITY TYPE AND CAPACITY: Juvenile Hall
FACILITY ADDRESS: 7425 Rancho Los Guilicos Rd, Santa Rosa, CA 95409
FACILITY PHONE NUMBER: 707-565-6210
FACILITY MANAGER INTERVIEWED: Marty Mitchell, STAFF INTERVIEWED: Kylee Willson, Cliff Schuleter, Kristen Vela
COMMISSION CHAIR: Eve Goldberg; Mary Cone COMMISSION INSPECTORS: Eve Goldberg, Arnold Rosenfeld, Dennis Ruggiero PRESIDING JUDGE: Hon. Judge Ken Gness
INSPECTION DATE: November 19, 2019 LAST INSPECTION DATE: November 28, 2018

INSPECTION RESULTS

AREA REVIEWED	YES	NO	N/A	COMMENTS
ADMINISTRATION				
Facility Perimeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The general condition of the exterior of the building is good. Window seals and flashing are weathered.
Cleanliness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The grounds are maintained regularly by the County Parks department.
Facility Paint, Gutters, Windows, Roof, Drains	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flashing around the building is in bad shape and need of repair. Doors on perimeter are in need of repair and showing rust.
Comments:	Some of these areas have been identified as in need of new paint. It was noted that the last county employed painter retired and has not been replaced.			
Recommendations:				
LOCAL COUNTY INSPECTIONS				
County Building Inspection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1/31/18 (2019 inspection being scheduled)
Fire Authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9/4/19
Public Health-Nutrition	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10/17/19 (being completed)
Public Health-Medical/Mental Health	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11/6/18 (2019 inspection scheduled for 12/5/19)

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Public Health-Environmental	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11/20/18 (2019 inspection being scheduled)
Educational	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1/23/19
Juvenile Court	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1/17/19 (for 2018; 2019 inspection being scheduled)
Comments:				
Recommendations:				
ANCILLARY SERVICES				
Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Interview with Administrator Cliff Scheluter
Mental Health	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Interview with Health Manager Kristen Vela
Medical Care	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Full time nurses available daily.
Dental Care	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Full dental office on site. Dentist available as needed.
Nutrition	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Comments:	The medical staff at the facility provides routine medical care for all residents. The Health Services Department provides medical and dental care as well as mental health services. Residents have access to several nurses, a medical doctor, a psychiatrist, a dentist, several therapists, and a drug/alcohol counselor. Staff are all trained in Trauma Informed Care methods.			
Recommendations:				
STAFFING				
Does facility maintain mandated awake ratios?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1:10 during waking hours. Often the ratio is lower
Does facility maintain mandated sleeping ratios?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1:30 during sleeping. Each unit has at least one staff for the entire night.
Staff/Youth interactions	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Staff is extensively trained to monitor, observe, protect and support all residents. A progressive behavior management system creating positive expectations and results is fostered. Open communication to create positive change the lives of youth is visible.
Are there enough supervisors to supervise staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There are three site administrators and 7 facility supervisors on the floor.

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Are there staff who speak other languages?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16 staff are Spanish speakers. When necessary, speakers of sign and other languages are contracted
Is there a diverse staff workforce?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes.
Does facility have enough staff to ensure that all programs, activities are provided as required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes.
Comments:	There have been periods when mandatory over time was implemented due to staff vacancies and leaves of absence.			
PHYSICAL PLANT				
EXTERIOR (General)				
Grass Areas and Lawns	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The facility has more than adequate outdoor playing fields for recreation in good condition. Large field for soccer, kickball, volleyball, kickball, etc. All areas are well maintained.
Concrete/Asphalt Walkways	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Exercise/Recreation Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There are three large rec yards with covered basketball courts with non-skid ground surface. Additionally, each housing unit has their own small recreation yard also with a basketball hoop.
Facility Paint and Windows	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As noted above exterior needs repainting.
Gutters, Roof, Drains	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flashing and doors as noted above.
Security and Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hallways are clear and doors are locked at all times. They are electronically monitored and controlled. Cameras provide visual access to all areas.
Comments:	A large vegetable garden has 15 raised beds and a drip irrigation system. Youth participated in the garden expansion. The vegetables grown in this garden are used in the kitchen. The garden expanded again and now has an orchard designed to provide some fruit nearly year round when mature.			
Recommendations:				
INTERIOR (General)				
Living Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The floors are clean. Paint on walls is in good condition. There is minor scuffing of paint on a few walls and doors.

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Cleanliness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Facility is maintained daily via a contracted janitorial service.
Furnishings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fixtures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Each cell/room includes a concrete bed (two in the double rooms), and a metal sink/toilet combo unit.
Upkeep	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Areas are clean. Floors are clear of debris.
Safe Storage of Chemicals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All cleaning fluids and chemicals are secured and properly labeled.
Sleeping Space	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	One resident per room in single occupancy rooms, maximum two residents per room in double occupancy rooms.
Beds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cement platform beds are about two feet off the floor with mattress and pillow. There are "cubby holes" built into the concrete base of bed used for storage of personal items.
Mattresses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	New mattresses were purchased a few years ago.
Day Rooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean and well furnished.
Classrooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The classrooms are clean with individual desks in each unit. Youth may study in their unit classroom.
Restrooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Showers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Allow for privacy with provisions for adequate supervision.
Temperature	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temperatures inside the facility can fluctuate throughout the day within an acceptable range.
Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The seven housing units have a great deal of natural light through windows.
Holding Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There is a court waiting and visiting area where the youth wait to attend court and it is the same area the youth have visitors.
Admission/Release	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Area is maintained and secure.
Secure Storage Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There are weapons lockers in staff entrance and vehicle sally port. There is a secure contraband box in the intake sally port.
Comments:	The facility is designed and constructed to maximize communication and interaction between personnel and residents. Rooms have some damage to cement beds by carvings from residents tagging the cement structure.			

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Recommendations:				
INTAKE/ADMISSION				
Searches	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Residents are subject to various levels of searching: room, pat, strip. After any visit or before and after any transportation, residents are searched before your return to the housing unit or is there is suspicion to do so for reasons of safety.
Telephone Calls	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Phones are available on every housing unit. When you first arrive at Juvenile Hall, they are allowed up to three Initial Phone Calls, one to your parent or legal guardian, one to your employer and one to your attorney.
Comments:	A body scanner was recently purchased to minimize invasive body searches.			
Recommendations:				
ORIENTATION OF YOUTH				
Are All Youth Orientated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There is a three-day orientation plan reviewing the resident handbook.
Do youth Understand Rules and Expectations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes.
Are Rules and Grievance Procedures Posted	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes. In each day room.
Youth Interview Comments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not enough food. Inconsistent treatment by staff.
Comments:	Conversation with youth appeared open and honest from his perspective			
Recommendations:				
ACTIVITIES AND PROGRAMS				
Telephone Access (Ongoing)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Residents are granted free phone calls by their case counselors when appropriate to prosocial friends and family (examples: resident is struggling and needs to talk with mom, sick family member, sister's birthday, etc.)
Correspondence/Mail	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Residents may send and receive an unlimited number of letters. Seven stamps per week are provided at no cost.

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Visiting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Visiting Schedules are posted on your Housing Unit. Visiting schedules may be modified due to misbehavior.
Recreation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recreation & Program activities schedules are posted in the day room.
Exercise	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recreation and exercise are scheduled a minimum of three hours a day during the week and five hours a day each Saturday and Sunday.
Special Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Special Programs are individualized and designed to address an undesired behavior with an action plan and teach replacement behaviors. These are monitored daily by JCC IIs, supervisors, and administration.
Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There is a Boys and Girls Club at the facility.
Counseling and Casework	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mental health counselors are available. Residents can access a counselor by requesting this service from a JCC.
Family Reunification and Counseling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Substance Abuse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Adolescent Treatment Program: supports youth with drug and alcohol issues. Narcotics Anonymous is available.
Cognitive Behavioral	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Tutoring Verity: Individual counseling as needed.
Victim Awareness/ Restorative Justice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vocational Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Post-Secondary Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Work Programs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Community Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Parenting Classes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sexual Harassment Classes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Advocate on site.
Religious Activities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Residents have access to either religious services or counseling at least once a week.
Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provided by Sonoma County Office of Education.

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Comments:	There is a Boys and Girls Club program at Juvenile Hall. The Boys and Girls Club provides programming that will help with academic success, life skills, choosing healthy lifestyles, making positive choices and learning to lead a self-sufficient life. Many of the above programs are covered by the club activities.			
Recommendations:				
USE OF FORCE				
Comments:	Staff follow a graduated set of interventions that avoid the use of physical force or mechanical restraints, employ a range of interventions or actions before using physical force or restraints, and permit only the least restrictive measures in order to prevent physical harm to the youth or others.			
Recommendations:				
ROOM CONFINEMENT				
Comments:	All Title 15 requirements for school. exercise and recreation are met. When necessary, a resident could be separated from the group. In rare instances when there is a safety concern preventing this time, an "In Room Tracking Form" is filled out detailing the concern and need for room time.			
Recommendations:				
DUE PROCESS				
Discipline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Discipline is imposed at the least restrictive level, which promotes desired behavior.
Grievances	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Grievance forms are available and reviewed monthly by a Commissioner
Comments:	The orientation and resident handbook cover due process in detail. Staff will discuss an incident with the resident and be given an opportunity to write down anything they would like to say concerning the incident on the Due Process Form to be reviewed by a supervisor.			
Recommendations:				
MEALS/NUTRITION				
Meal Menu Posted in Dayroom	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes.

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Servings Ample, Nutritious and Appetizing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Depends who you ask! Three meals a day plus two snacks are served.
Staff Supervise Meal Service and are Present during service	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes.
Cafeteria Style Service or Direct Serve	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Direct service.
Youth Allowed to Converse During Meals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes
Length of Time Allotted to Eat	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20 to 30 minutes.
Comments:	The goal of the kitchen is to provide residents with healthy, nutritious and good tasting food. The menu is varied and includes dishes from a wide range of ethnic backgrounds. If residents have any food allergies or have medical or religious food requirements, residents can notify staff.			
Recommendations:				
PERSONAL HYGIENE/APPEARANCE				
Appearance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Personal hygiene importance is emphasized Residents appear clean and comfortable.
Showers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Residents are expected to shower on a daily basis.
Clothing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Boys: Pants, t-shirt, boxers, socks, shower shoes, shoes, shorts and a sweatshirt. Girls: Pants, t-shirt, underwear, bra, socks, shower shoes, shoes, shorts and a sweatshirt.
Hair Cuts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A barber that comes in and visits each unit approximately once a month.
Shaving	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Residents have the opportunity to shave daily at staff's discretion.
Comments:				
Recommendations:				
BEHAVIOR HEALTH				
Caseload Ratio	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Youth Experience	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Programming Offered	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Comments:	Juvenile Hall works in coordination with Probation and with families with youth participating in various programs. The Boys and Girls Club has a special service for residents in all units.			
Recommendations:				
TRAUMA INFORMED APPROACHES				
Comments:				
CULTURAL AND LINGUISTICALLY APPROPRIATE				
Comments:				
Recommendations:				
LGBTQI				
Comments:	Trans youth are supported in their self-identified gender. Appropriate housing and searches provided according to self-identified gender and needs youth. Staff is provided education in LGBTQ sensitivity.			
Recommendations:				
USE OF TECHNOLOGY				
Comments:				
Recommendations:				
RECOMMENDATIONS				

COMMENDATIONS	
Comments:	