



A Tradition of Stewardship
A Commitment to Service

COUNTY OF NAPA JUVENILE JUSTICE COMMISSION

NAPA COUNTY JUVENILE JUSTICE COMMISSION 2015 ANNUAL INSPECTION REPORT

General Information:

The Juvenile Justice Commission of Napa County is a state mandated county commission consisting of both adult members and student members from any of the high schools in the county. The Juvenile Justice Commission is charged with the annual inspection of the County Juvenile Hall facility. The Commissioners are appointed by Napa County Superior Court Judges.

Location and type of facility inspected:

Name and location: Napa County Juvenile Justice Center, 212 Walnut Street Napa, CA 94559
Phone 707-253-4361. Type of facility inspected: Juvenile Hall Detention Center.

Copies of this 2015 Annual Report will go to:

The Presiding Juvenile Court Judge of Napa County, Chief Probation Officer of Napa County, Deputy Director of the Board of Corrections State of California, Juvenile Hall Superintendent, and the Assistant Juvenile Hall Superintendent of Napa County.

Date and Time of Inspections **October 7th, 2015 Wednesday at 9:00 a.m.**

The Juvenile Justice Commission had to be split into several teams, each conducting inspections of the Juvenile Hall: school, kitchen, toilet facilities, showers, examining room, youth's rooms and the exterior and interior of the facility. Commissioners interviewed the administrative staff, nursing staff, school staff, food service staff, and youths in custody. On the date of the inspections there were 16 boys and 3 girls housed in the facility.

Juvenile Youth Interviews:

A total of 12 youths were interviewed. The ages of the youths varied from 14 years old to 17 years old. 7 youths were at Level 1, 1 youth was at Level 2, 1 youth was at Level 3 and 1 youth was at Level 4; 2 youths were on ISP. All youths knew what the rules are while at Juvenile Hall and all youths were well aware of what happens to them when they break those rules; such as having points taken away or being sent back to their room for lockdown. There was 1 youth in Juvenile Hall for the first time; 0 youth for the second time, 4 youths for the third time, 2 youths for the fourth time, 2 youths for the fifth time, 3 youths for the eighth time or more. All 12 youths interviewed knew what personal possessions they could or could not have in their room(s). 12 youths felt comfortable knowing that there is someone on staff to whom they could speak. 12 youths felt that there were staff members from their ethnic background that could speak their primary language.

12 youths knew what medical services, including psychological counseling, were available for them. 12 youths knew that by filling out the proper form they could obtain these services. 12 youths knew that religious services were available. All 12 youths interviewed knew how often and how long they could exercise daily. All 12 youths knew they could shower once a day and 12 youths were aware of how often their families were allowed to visit them. All 12 youths were aware that they were allowed to talk during meals after everyone is seated at the table and 12 youths were aware there are provisions for special diets. 12 youths attended school on the grounds.

Juvenile Youth Interviews- Additional Findings and Recommendations:

Question #1: Do you know the rules in Juvenile Hall and where they are posted

Finding: 10 youths said yes and 2 youths said no.

Recommendation: None

Question # 2: Is the staff consistent and fair when enforcing rules?

Finding: 8 youths felt that staff officers are consistent and fair and 4 youths said some staff members enforced the rules differently.

Recommendation: None.

Question #3: Are Rules and Procedures reviewed with you when you enter Juvenile hall?

Finding: 12 youths had the rules and procedures reviewed upon entering the hall?

12 youths think the rules are fair and reasonable.

Recommendation: None

Question #4: Describe the Grievance Procedure?

Finding: 12 youths knew about filling out a form for the Grievance Procedure.

Recommendation: None.

Question #5: Are you aware of the Grievance Procedure and have you ever filled out a grievance report?

Finding: 11 youths were aware of the Grievance Procedure and 1 youth was not aware. There were 10 youths who have never filed a grievance and 2 youths who had filled out a grievance report.

Recommendation: None.

Question #6: How does the staff handle your grievance and do you think it's a fair process?

Finding: 12 youths were aware that a staff member or a supervisor would review the grievances with them after their grievance was filed.

Recommendation: None

Question #7: Do you think the point system works well? If yes, why so? If no, how could it be improved?

Finding: 10 youths felt that the daily point system works well and is fair and 2 youths felt that the points system was not fair, too strict and needed to be changed.

Recommendation: None

Question #8: Are you aware that the Juvenile Justice System reviews youth grievances each month?

Finding: 10 youths were aware that the identified Commissions review their grievances each month and 2 youths were not aware of the monthly reviews of their grievances.

Recommendation: None

Question # 9: Is there adequate space, convenient times or accommodations to parent work schedules, special visits etc.

Finding: 10 youths felt that there is adequate space and accommodations for visits. 2 youths stated there was not enough space.

Recommendation: None

Question # 10: Is there adequate privacy during visits and how are visits supervised?

Finding: 12 youths felt there was adequate privacy, and 12 youths were aware that staff officers supervise visits.

Recommendation: None

Question #11: Describe the hall supervision.

Finding: 12 youths felt that staff supervision is good, fine, ok, adequate and comfortable to be around.

Recommendation: None

Question #12: How Accessible are staff when you need them?

Finding: 12 youths felt that staff is very or mostly accessible when needed by ringing the buzzer.

Recommendation: None

Question #13: Do you feel safe from harm from staff?

Finding: All 12 youths said that they felt safe.

Recommendation: None

Question #14: Do you feel safe from harm from the other kids?

Finding: 12 youths said that they felt safe.

Recommendation: None

Question #15: Do you have access to personal hygiene accessories?

Finding: All 12 youths acknowledged that they do have access to personal hygiene accessories from Juvenile Hall.

Recommendation: None

Question #16: How often can you shower and is your privacy and safety maintained while you shower?

Finding: All 12 youths interviewed felt their privacy and safety is well maintained while showering. All 12 youths felt you could take a shower every day.

Recommendation: None

Question #17: What provisions are provided for clothing, blankets, air temperature, etc. to assure comfort?

Finding: All 12 youths are aware that they would be provided with blankets, sheets, pillows, and extra blankets when needed.

Recommendation: None

Question #18: Are there programs offered to you that you participate in?

Finding: All 12 youths interviewed do participate in some Juvenile Hall programs such as Planned Parenthood, substance abuse classes, music therapy, church groups, pet therapy and anger replacement therapy (ART) and gang awareness.

Recommendation: None

Question #19: What other kinds of programs would you like to see offered?

Finding: The Youths would like to have some additional sports activities, career programs, outside activities and art programs (painting, drawing etc.).

Recommendation: None

Commissioners Inspection of the School Curriculum:

There are 2 classrooms in Juvenile Hall and they have adequate school supplies. Any youth can be excused from attending class(s) by reasons of illness, doctor or attorney appointment (s), nurse visits, lockdown, probation issues, court appearances, and court ordered activities. We found that the Hall's school course work follows the Napa County Department of Education guidelines.

Recommendation: None

**Minor Interviews on School Curriculum, Additional Findings, and
Recommendations:**

Question #20: How would you describe the atmosphere in the classroom?

Finding: 12 youths who attend Crossroads classes in Juvenile Hall had different comments regarding the atmosphere in their classroom; it was boring, it is calm, it is ok, it is small, really nice, good, quiet, better than public school, very helpful, everybody working hard, easy, controlled, appropriate, and the school is fine.

Recommendation: None

Question #21: Are there adequate supplies in the classroom?

Finding: All 12 youths felt that there are adequate supplies in the classroom.

Recommendation: None

Question #22: Are you provided with adequate school supplies in the Hall for homework?

Finding: All 12 youths interviewed felt there are adequate supplies when needed for homework.

Recommendation: None

Question #23: Describe your relationship to school, Hall staff, and probation.

Finding: All 12 youths felt the relationship with the school and Hall staff was good, ok or fair; the 12 youths felt that staff members were cool, adequate, and that staff makes you feel comfortable. All 12 youths felt that their Probation Officer was good.

Recommendation: None.

Question #24: Is there anything else you would like to share with us as a result of our visit? What works well, and what needs attention or correction?

Finding: The youths had the following complaints and suggestions: additional time outside, longer showers, changing point system, more reading material, and every staff to be consistent.

Recommendation: None.

Commissioners Inspection of Programs and Correspondence:

Programs are adequate for the youth(s) while in custody at Juvenile Hall. There is a telephone available. Postage is free and letters written or received are unlimited for the youths. All outgoing mail by the minors is uncensored and unread.

Recommendations: None

Commissioner Inspection on the Meals and Nutrition:

We found the meals for the youths adequate and nutritious with no significant health or safety issues and in compliance with the Napa County Public Health Division.

Recommendations: None

Inspection of Health Care Facility

The facility was clean, all cabinets and refrigerators were locked including med cabinet. They are still utilizing bubble packs and have a bin for new youth's medications until new hall prescription is in place. Only licensed personnel give medication now. A LVN comes in around 7pm to pass out evening medications. Staff can dispense over-the-counter medications such as Tums, acetaminophen and chap sticks.

The RN reviews all intake sheets from when the youths are admitted to the hall. There is now a 96 hour health appraisal and then a physical. The MD now does all the physicals; this has not always been met because the doctor is only scheduled to be there by contract on Fridays but also often comes in on Thursday nights to sign off. They continue to use the new intake sheet that asks questions about abuse and risky sexual activity, which directs RN and Medical staff to order STD screenings (with youth's consent), pregnancy testing and referrals or CWS as needed. The health intake form asks if the youth is sexually active; the staff is considering offering STD screening to any youth who is sexually active. If the youth is returning in less than 1 year, the RN will do a re-admit review; if the youth is new or it has been greater than one year, a complete physical is done. PPDs are administered to all youths if it has been greater than 6 months since last admit or if new to the Hall. They are not given if there is history of positive tests. Pregnancy tests are done on all female youths on admittance using Consult Diagnostic Pregnancy tests; there has been no history of problems with the test. RN will repeat the test in 10-14 days. STD screening tests are done routinely with youth's consent and other tests for diabetes etc. are done as ordered. The process seems well organized. Plan B is followed based on sexual history and risks; it is no longer formulary so staff sends a secure message requesting an exemption and then picks up prescription at local drug store a few blocks away. DMPA is offered and given if pregnancy tests are negative. The staff continues to

use typed labels for charts and all labeling for clear identity. The RN states that the youths have access to educational pamphlets about STDS and other health topics.

Vaccines are reviewed on all youths. Old charts are reviewed on re-admittance; parents complete health history, bring in records and give release of information form. RN can often obtain record from schools if parent doesn't have information.

There is a medication binder that contains each youth's medication list with name, doses, time and method of administration. If the youth brings in his/her own medication, RN will use it if it is clearly labeled and will write on med sheet own medication. RN will use up that supply and then use individual bubble packs.

Dr. Martinez is MD on call for CFM and has his own Family Practice in Napa. He does rounds usually every Friday am and completes chart checks, sees youths as needed and may come in at other times. He works at main jail 3 days per week and the hall 2 days as well as being on call by pager or cell phone for consults at other times. He has been easily reachable and responds in very reasonable time. Dr. Herr is now CFMG's Medical Director and Jason Ferroni continues as the CFMG Medical Program Manager. CFMG has become part of a larger umbrella company called Correctional Medical Companies.

RN states they continue to maintain the emergency kit/backpack that is zip-locked and dated each month when inventory is assessed and expiration dates reviewed; there is also an O2 tank in the backpack. The MedTronic AED is available on site with the emergency backpack. The AED was checked late September by ViaHeart Project; they plan to return every 1-2 years to check machine. The RN currently checks the AED monthly and documents in computer. ViaHeart is creating a log for regular documentation.

Juvenile Justice Report: Hall Staff Development Inspection

1. Describe your experience and training prior to being hired:

Experience and training included: 1 staff member worked with youth since 1999 and other staff member had a degree from UC Berkeley in Social Welfare. 1 staff member worked at a group home in Sacramento; 1 staff member worked with youth at the Solano County Juvenile Hall; 1 staff member graduated from Chico State and has been working as extra help. Some of the training includes Aggression Replacement Training as well as a 40 hour training program.

2. In your own words, what is the mission of this Juvenile Hall?

Safety and security for youth, for staff and for the community. Reduce recidivism; keep the community safe by helping youth transition back to the community; to focus more on the counseling aspect of supporting our youth; to create a safe place with guidance for our youth while they are in our Juvenile Hall. To provide safety and structure for the youth. Rehabilitate youth offenders and maintain safety.

3. What do you see as the strengths of this Juvenile Hall Team?

Various staff gave the following responses: staff members create a culture where everyone is on the same page; Provide structure and support for youth; Great communication and felt respected, valued and supported; staff members are patient; staff are a great team; staff cares and wants the same things for the youth; staff is dedicated to the youth; staff members are good at implementing programs.

4. In your opinion what needs attention or improvement?

Some suggested areas for attention or improvement included: the need to be more observant and proactive; meet with youth and provide conflict resolution support; negotiated agreements between youth; less frequent revision of the policies; consistency with rules between staff and shifts.

5. What is the Hall's practice on conflict resolution and evidenced based interventions with the youth's?

Conflict resolution works well with the youths. Staff uses the conflict resolution form process and are proactive with the youth; they meet with the youth and review safety needs. Conflict resolution usually happens within 24 hours or by the end of the shift. There is a Grievance Form process in place.

6. Please describe your relationship with your co-workers?

Various staff gave the following responses: Overall it's positive; excellent; mutual respect; support from supervision.

7. If there are issues in your relationship with a co-worker on your shift, how is this dealt with?

Various staff gave the following responses: There is a process, but it is usually settled by staff talking to each other; colleagues work it out; if not resolved, go to a supervisor.

8. Describe staff meetings and team building with your co-workers in the hall:

Various staff gave the following responses: we look for opportunities to support each other-such as birthdays and pot lucks; we have probation appreciation days, monthly unit meetings; All staff meetings every other month; supervisor journal meeting once a month; there is an open door policy for support.

9. How accessible is the Juvenile Hall staff to individual needs of the youth?

Various staff gave the following responses: overall, all the basic needs are met both physical and emotional; we know our youth well; we are very accessible; youth always have access and staff is very approachable; every youth has an assigned counselor.

10. In your opinion how effective is the current behavior management system? Are there any changes you can recommend?

Various staff gave the following responses: the point system works well; it's very effective; we've built in some new incentives; overall, the youth buy in to it; it is more attainable for youth to work their way through the levels; would like to see the ISP (Individual Special Programs) be a little more challenging and for youth to be more engaged in earning their way off.

11. How do you and your co-workers maintain consistency when enforcing the policies and procedures within the juvenile hall?

Various staff gave the following responses: we can only control what happens on our shift; being consistent with the youth helps create consistency; I don't know what they do on other shifts; you do what you have to do; I have a laid back style; somehow we do it; we can agree to disagree; communication especially with extra help; meetings with each shift with follow-up emails to summarize information; it's a challenge; there are a lot of inconsistencies but we are not horribly bad; unit cross-over meetings; things are different from supervisor to supervisor and shift to shift; I follow the lead with whomever it is I'm working with and we talk before each shift.

12. If a youth disagree with the way a rule or discipline is implemented against them, how are they able to express this?

Various staff gave the following responses: by formal grievance.

13. Are you aware that the Juvenile Justice Commission reviews the grievances and incident reports on a monthly basis?

All of the staff interviewed were aware.

14. Do you feel supported in your role by your supervisors and administration?

Various staff gave the following responses: most of the time; my supervisor is excellent; we meet at least once a month.

15. Do you feel valued in your role and/or receive feedback about your job performance?

Various staff gave the following responses: yes I feel supported; I definitely feel valued and supported; definitely, we always discuss what we are working toward.

16. Any other final comments?

Various staff gave the following responses: really enjoy working here; I'm here to make a difference and promote positive change; love working for Napa County; it's a great facility with great people.

JUVENILE HALL PHYSICAL INSPECTION REPORT

The grounds outside the facility are maintained by the County of Napa. The grass was mowed; there was no garbage of any kind on the grounds, and the general condition of the exterior of the building looks good. The sports equipment is in fair condition and there appears to be plenty of recreational equipment including volleyballs, basketballs, games, etc.

The cleaning fluids and chemicals are all labeled and safely locked in place, stored in a room with a locked door.

Hallways were clear, sleeping rooms clean and tidy with both a mattress with a built in pillow in addition to another pillow. There was no graffiti present in Merit Unit and the lighting was adequate.

Linens are changed weekly, towels changed daily, new blankets are distributed monthly and more are given upon request. The thermostats are all centralized from the downtown county building.

Professionals and volunteers from the community come into the hall to provide; substance abuse counseling, tutoring, pet therapy, life skills classes, spiritual counseling, etc. In addition, several of the Juvenile Hall staff facilitate cognitive behavioral groups.

Every youth upon entering Juvenile Hall is assigned a Juvenile Hall Counselor who meets with them weekly. In addition, they write up a behavior support plan with the youth every 2 weeks.

Napa's Juvenile Hall attempts to individualize rewards and consequences. Typically staff uses a behavior modification point system, whereby youth can earn points and privileges with good behavior and cannot earn maximum points for negative behavior. Other interventions include, role modeling, non-verbal and verbal cues, time outs, early bed, special program, failure to earn points, etc. The staff's last resort after exhausting other options would be hands on restraint.

Youth are encouraged to resolve their own conflicts with staff acting as facilitators. If a youth has a grievance or complaint, there are forms posted on the wall in each unit for them to fill out. The staff reviews these first, then the supervisor and then on up the chain of command if not resolved. In addition, the Juvenile Justice Commission reviews these grievances as well as incident reports in our monthly meetings.

Youth are allowed to use the phone to call home, but this must be arranged through their probation officer. Youth can write letters and have free postage. Their mail is not read by staff but monitored in front of the youth. With confidential correspondence, there is no monitoring.

Parents can visit their child, in a large visitation room, twice a week and sit at their own table for privacy. Staff monitors all visits except for lawyers who are meeting with their clients. Youth or parents can refuse the option of visitation. Their probation officer would approve any visits that occur outside of Juvenile Hall or any special visits (i.e. girlfriend, sibling, etc).

The Juvenile Hall School is run by Napa County Office of Education and is called Crossroads. A classroom is connected to each unit, Prospect and Merit. There are 2 full time teachers and 1 that is certified in special education. In addition, there are 4 teachers' aides. The maximum number of students in each classroom is 25. The only time youth do not go to school is if they have not gone to their detention hearing or have already graduated from High School. The atmosphere in the classroom is very quiet with computers and books and other ample school supplies. The students also are able to decorate the walls of the classroom with their work. The school staff has regular meetings with the Hall staff to assure open communication.

All youth have access to religious services. All youth have access to physical education which includes 1 hour per day (large muscle exercise). All youth are given an orientation packet when they enter the hall which reviews rules and policies. In addition, staff is available to review the packet with the youth. The orientation packet and grievance forms are available in Spanish as well.

Youth are allowed to shower once a day and staff supervise by being able to only see the youth's ankles and head. The condition of the clothing was in good shape and very organized. Youth are provided with personal hygiene accessories, such as soap, deodorant, shampoo, toothpaste etc.

All youth have access to medical and mental health services. There is a nurse available on site seven days a week for 6 hours a day. The Psychiatrist hired through CFMG is available by teleconferencing and is on call 24 hrs, 7 days a week. Youth fill out a written request to access these services. The mission of Juvenile Hall is to ensure safety and security of youth while providing positive social programming to enable youth to make better choices while being accountable and taking responsibility. The Juvenile Hall staff hopes that the youth do not return to Juvenile Hall and have learned more pro-social skills.

Commissioners Inspection of the Kitchen:

The kitchen was clean with weekly prepared menus and individual food allergies posted. The youth have 20 minutes to eat once the last youth is seated and can begin conversing once every one has their food. The servings appear ample, nutritious and appetizing. Staff monitors the youth at all times. Some youth are allowed to work in the kitchen with supervision for a culinary class. All chemicals are stored and locked.

Recommendations: None

Youth Interviews on Meals, Nutrition, Ample Servings, Additional Findings, and Recommendation:

Question #25: Describe the food and nutrition

Finding: the youths felt that the food was nutritious, appetizing, good, fair, healthy and great.

Recommendations: None

Question #26: Are servings ample and appetizing?

Finding: the youths felt that the meals were amply served and are appetizing.

Recommendations: None

Question #27: Do you have enough time to eat?

Finding: the youths feel they have enough time to eat.

Recommendations: None

Commissioners Inspection on the Personal Appearance of Minors:

The inspection found that the youths' clothing was appropriate for the weather and their clothing was clean. The youths had access to personal hygiene accessories such as shampoo, toothpaste, toothbrushes, deodorants, feminine products, and hairbrushes.

Recommendations: None

Commissioners Inspection Regarding Visits:

The youths are allowed two (2) one hour visits a week, limited to parents and grandparents. Other members of the family have to be approved and arranged by Probation. There is plenty of space for the visits and flexibility in range of visiting hours. The visits are supervised; visits are not private unless previously arranged. Not all the youth are allowed to have visits.

Recommendations: None

Commissioners Inspection regarding the Orientation for the Minors:

The youths are given rules and procedures at intake. Rules and Grievance Procedures are also posted in both English and Spanish in each unit. Several youths indicated that they were not aware of the grievance procedures.

Recommendation: None.

Commissioners Inspection on the Interior Condition of Juvenile Hall:

The general condition of the interior of the Juvenile Hall (paint, floors, drains, plumbing, fixtures, air vents, and windows) is good. The hallways were clear, and the doors were not propped open. Everything looked clean.

Recommendation: None

Commissioners Inspection on the Exterior Condition of Juvenile Hall:

The general conditions of the exterior of the Juvenile Hall (paint, roof, drains/gutters, etc.) are good.

Recommendation: None

Program:

The youths are required to clean their rooms, observe personal hygiene and good table manners.

Staff provides positive reinforcement for good behavior. The staff models good behavior and lead by example. The staff deals with power and control struggles through mediation, conflict resolution and motivational interviews; staff works with the youth to encourage the development of socially acceptable behaviors and better interaction in the community through encouraging behavior modification and attendance at various classes that are offered. The mission of the Juvenile Hall is to keep the youth healthy and safe throughout custody with good care and control.

The youths have one (1) hour of exercise daily and one (1) hour of recreation time daily.

Most of the programs in the Hall are provided by volunteer organizations. Substance abuse counseling is recommended by Probation and provided by the Wolfe Center. A Victim Awareness class is taught by staff. Anger Replacement Therapy (ART) and Thinking for Changes, addresses Gang Awareness and Youth at Risk. GirlsöCircle provided by Planned Parenthood, covers Sexual Harassment.

Discipline of the Youth:

Behavior modification is the type of discipline used. The youthsöreceive and lose points according to their behavior. The youthsöpoints determine the amount of time they can spend out of their rooms. Time outs, meals in rooms and writing papers on their bad behavior are methods used to encourage behavior modification. Interventions range from verbal counseling, room time and assigning essays to hands-on management without restraints to management of assaultive behavior with restraints. Conflict resolution through meeting and talking with the youth is practiced. Grievances are read; bi-weekly statistics are recorded, and staff grievances are sent to their supervisor.

Correspondence:

The youth can call their parents and talk for five (5) minutes. Postage is free; outgoing mail is normally not read. In-coming mail is opened and checked for contraband but not read. Inappropriate mail and confidential correspondence, which is not touched, is delivered to Probation.

Conclusions and Acknowledgments:

We find the Juvenile Hall Facility in compliance with Title 15 and Title 24 requirements for the year 2015.

This Commission commends the Napa County Chief Probation Officer, Napa County Juvenile Hall Superintendent, Juvenile Hall Management, Juvenile Hall Staff Officers, and Juvenile Hall Personnel for their courtesy, respect, and concern during the 2015 Juvenile Hall Inspection.

For his help, this Commission wishes to give special recognition and acknowledgement to Assistant Superintendent Alexander J. Alarcon for his skillful proficient capabilities during the 2015 Juvenile Hall Inspection.

Thank you to the Commissioners of the Juvenile Justice Commission for their professionalism, efficiency, concern, and interest during the 2015 Juvenile Hall Inspection.

Members of the 2015 Inspection Team were commissioners: Jean McCollum Vice-Chair and Pat Wells Chairperson and Commissioners Mike Coughlin, Sam Joen, and Stephanie Solberg.

