



Juvenile Justice Commission
Delinquency Prevention Commission

Joint Meeting
June 24, 2025
5:15 p.m.

Location and 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 or raise their hand to speak, so that they may be recognized at the appropriate time.

I. Preliminary Business

- a. Call to Order
- b. Translation Services for JJDPC meetings
- c. Swearing in of Trena Patton
- d. Roll Call and Establish Quorum
- e. Agenda Review and Approval

II. Oral Communications - Public Comment

This item provides an opportunity for public comment on items not on the agenda (Time limit – three (3) minutes per person. There will be opportunity for public comment on agenda items as they are considered.

III. Updates from System Partners

- a. Private Defender Program – Ron Rayes
- b. District Attorney – Nadia Hahn
- c. Probation Department – Ivone Bustos & Becky Powers
- d. County Office of Education – Sarah Notch
- e. Behavioral Health & Recovery Services
- f. FLY–Fresh Lifelines for Youth
- g. HSA–Children & Family Services – John Fong

Hon. Susan Etezadi
Presiding Judge
Juvenile Court

David Canepa
Board of Supervisors
District 5

Judith Holiber
Deputy County Counsel

Commissioners

Johanna Rasmussen
Chair

Karin Huber-Levy
Vice Chair
Administration

Whitney Genevro
Vice Chair
Membership

Shakeel Ali

Jennifer Blanco

Paul Bocanegra

Niklas Klemmer

Asteris Ling

Ameya Nori

Trena Patton

Jiya Venkatesh



Juvenile Justice Commission
Delinquency Prevention Commission

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IV. Receive Presentation from Fresh Lifelines for Youth (FLY)

- a. Presentation on the Peer Point restorative justice diversion program.

V. 2025 Inspections

- a. 2025 Inspection Dates
- b. BSCC Inspection Report dated May 23, 2025

VI. Liaison Updates

- a. San Francisco Juvenile Probation Commission: Rasmussen
- b. San Francisco Juvenile Justice Commission: Rasmussen & Bocanegra

VII. San Mateo County Budget Update: Rasmussen

- a. Recommended Budget for Fiscal Years 2025-26 / 2026-27

VIII. Annual Retreat Planning Session

- a. Retreat will be held on Saturday, August 9, 2025
- b. Time and Location
- c. Topics and Activities

IX. Matters of Commissioner Interest

X. Adjournment



Juvenile Justice Commission
Delinquency Prevention Commission

Joint Meeting

June 24, 2025

5:15 p.m.

Public Participation Instructions

Join In Person

Meeting Location

Manzanita Hall
500 County Center, 1st Floor
Redwood City, Ca. 94063

The only entrance to Manzanita Hall is located outside of the building, on the side of the building facing Marshall Street.

Join Zoom Meeting

Please click the link below to join the webinar:

<https://smcgov.zoom.us/j/92658837521>

Webinar ID: 926 5883 7521

Spanish translation services are available via Zoom videoconference

If you wish to speak to the Commission during public comment, you may raise your hand using Zoom with the Reactions button at the bottom of your screen, or indicate that you would like to speak if you are attending in person. If you have any materials that you wish distributed to the Commission and included in the official record, please send them via email to sanmateojjdc@gmail.com, prior to the meeting and attach the materials.

Next Meeting

Tuesday, July 29, 2025, 5:15 p.m.

Monthly meetings are held in the same location each month.

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 Connie Juarez-Diroll cjuarez-diroll@smcgov.org at least 72 hours in advance of the meeting to 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.

Hon. Susan Etezadi
Presiding Judge
Juvenile Court

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May 23, 2025

John T. Keene, Chief Probation Officer
San Mateo Probation Department
222 Paul Scannell Drive
San Mateo, CA, 94402

2025-2026 COMPREHENSIVE INSPECTION, WELFARE & INSTITUTIONS CODE SECTIONS 209 & 885, SAN MATEO COUNTY PROBATION DEPARTMENT DETENTION FACILITIES

Dear Chief Keene:

The 2025-2026 Comprehensive Inspection of the San Mateo County Probation Department has been completed. A pre-inspection briefing was held on Tuesday, February 11, 2025, and the following facilities were inspected between Monday, March 3, 2025, and Friday, March 7, 2025:

FACILITY NAME	BSCC #	FACILITY TYPE
Youth Services Center	7550	JH
Secured Youth Treatment Facility	7554	SYTF

These inspections were conducted pursuant to Welfare and Institutions Code Sections 209 and 885 to determine compliance with the Minimum Standards for Juvenile Detention Facilities as outlined in Titles 15 and 24, California Code of Regulations.

In addition to the inspection(s) by the Board of State and Community Corrections (BSCC), Title 15, Section 1313, and its authorizing statute require annual inspections conducted by a local Health Officer, fire authority having jurisdiction, county building inspection by an agency designated by the County Board of Supervisors, County Superintendent of Schools, Juvenile Court, and Juvenile Justice Commission. The results of those inspections are considered a part of this report.

INSPECTION RESULTS

We identified no items of noncompliance with Title 15 Minimum Standards. Refer to the attached Title 15 Procedures Checklist for detailed information.

No items of noncompliance were identified with Title 24 Minimum Standards. Refer to the Physical Plant Evaluation and Living Area Space Evaluation attachments for information related to Rated Capacity.

An Exit Briefing with your staff was held on Friday, March 7, 2025; BSCC staff presented an inspection overview and discussed technical assistance and best practice recommendations.

John T. Keene
Chief Probation Officer
Page 2

* * *

Please email me at craigus.thompson@bscc.ca.gov or call (916) 597-4610 if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Craigus Thompson".

CRAIGUS THOMPSON
Field Representative
Facilities Standards and Operations Division

Enclosures

Cc: Presiding Judge, San Mateo County Juvenile Court*
Chair, Juvenile Justice Commission, San Mateo County*
Chair, Board of Supervisors, San Mateo County*
County Administrator, San Mateo County*
Moniay Wade, Deputy Chief Probation Officer, San Mateo County
Sanam Aram, Assistant Deputy Chief Probation Officer

**Copies of the inspection are available upon request or online at www.bscc.ca.gov.*



May 23, 2025

John T. Keene, Chief Probation Officer
San Mateo Probation Department
222 Paul Scannell Drive
San Mateo, CA 94402

2025-2026 COMPREHENSIVE INSPECTION, WELFARE & INSTITUTIONS CODE SECTIONS 209 & 885, SAN MATEO COUNTY PROBATION DEPARTMENT DETENTION FACILITIES

Dear Chief Keene:

The 2025-2026 Comprehensive Inspection of the San Mateo County Probation Department has been postponed due to your Margaret J. Kemp Girl's Camp (Camp Kemp) not housing any youth during the 2025 calendar year.

FACILITY NAME	BSCC #	FACILITY TYPE
Margaret J. Kemp Girl's Camp	7551	CAMP

When you house youth, the inspection will be conducted pursuant to Welfare and Institutions Code Sections 209 and 885 to determine compliance with the Minimum Standards for Juvenile Detention Facilities as outlined in Titles 15 and 24, California Code of Regulations. Also, the Board of State and Community Corrections (BSCC) staff will be conducting compliance monitoring pursuant to Welfare and Institutions Code Sections 209(f) and the federal Juvenile Justice and Delinquency Prevention Act (JJDP) requirements for separation between juveniles and adults when you house youth.

In addition to inspection(s), Title 15, Section 1313, and its authorizing statute require annual inspections conducted by a local Health Officer, fire authority having jurisdiction, county building inspection by an agency designated by the County Board of Supervisors, County Superintendent of Schools, Juvenile Court, and Juvenile Justice Commission. In the future, the results of those inspections will be considered a part of this report.

INSPECTION RESULTS

Due to San Mateo Girl's Camp not housing any youth during the 2025 calendar year, the Comprehensive Inspection has been postponed. A Comprehensive inspection will be scheduled when you begin to house youth.

Juvenile Justice and Delinquency Prevention Act Compliance Monitoring

The Board of State and Community Corrections (BSCC) staff will be conducting compliance monitoring pursuant to Welfare and Institutions Code Sections 209(f) and the federal Juvenile Justice and Delinquency Prevention Act (JJDP) requirements for separation between juveniles and adults when you house youth.

* * *

Please email me at craigus.thompson@bscc.ca.gov or call (916) 597-4610 if you have any questions.

Sincerely,



CRAIGUS THOMPSON SR.
Field Representative
Facilities Standards and Operations Division

Enclosures

Cc: Presiding Judge, San Mateo County Juvenile Court*
Chair, Juvenile Justice Commission, San Mateo County*
Chair, Board of Supervisors, San Mateo County*
County Administrator, San Mateo County*
Moniay Wade, Deputy Chief Probation Officer, San Mateo County
Sanam Aram, Assistant Deputy Chief Probation Officer

**Copies of the inspection are available upon request or online at www.bscc.ca.gov.*

JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS
Board of State and Community Corrections
PROCEDURES CHECKLIST¹

BSCC Code: 7550

FACILITY NAME: Youth Services Center (YSC)	FACILITY TYPE: JH
PERSON(S) INTERVIEWED: Moniy Wade, Assistant Deputy Chief Probation Officer; Ivonne Bustos, Institution Service Manager; Sanam Aram, Superintendent; Shin Choi, Registered Nurse San Mateo Correctional Nurse; Dr. Jesus Jimenez, Director of Court and Community Schools San Mateo Office of Education; Ornit Shoham, Behavioral Health Recovery Services (BHRS); Wallace Richwood, Institution Services Manager (ISM); Carmen Ramirez, Institution Services Manager; Contessa Sterrett, Institution Services Manager; Johnny Rucker; Group Supervisor III; Reynaldo Gonzalez, Group Supervisor III; Ana Davila, Group Supervisor II; Dawn Fregosa, CEO Collaborative Education Advisor	
FIELD REPRESENTATIVE: Craigus Thompson Sr.	DATE: March 6, 2025

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
1313 COUNTY INSPECTION AND EVALUATION OF BUILDING AND GROUNDS On an annual basis, or as otherwise required by law, each juvenile facility administrator shall obtain a documented inspection and evaluation from the following: (a) county building inspector or person designated by the Board of Supervisors to approve building safety;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All Local Inspections completed for this inspection cycle. Article 2 Section 1313 <u>YSC Building Facility Safety Inspection</u> <ul style="list-style-type: none"> • Completed on February 20, 2025.
(b) fire authority having jurisdiction, including a fire clearance as required by Health and Safety Code Section 13146.1(a) and (b);	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>YSC Fire Safety Inspection</u> <ul style="list-style-type: none"> • Completed on May 20, 2024.
(c) local health officer, inspection in accordance with Health and Safety Code Section 101045;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>YSC Environmental Health Inspection</u> <ul style="list-style-type: none"> • Completed on October 8, 2024. <u>YSC Nutritional Health Inspection</u> <ul style="list-style-type: none"> • Completed on May 16, 2024, and October 1, 2024. <u>Medical/ Mental Health Inspection</u> <ul style="list-style-type: none"> • Completed on May 3, 2024.

¹ This document is intended for use as a tool during the inspection process; this worksheet may not contain each Title 15 regulation that is required. Additionally, many regulations on this worksheet are SUMMARIES of the regulation; the text on this worksheet may not contain the entire text of the actual regulation. Please refer to the complete California Code of Regulations, Title 15, Minimum Standards for Juvenile Facilities, Division 1, Chapter 1, Subchapter 5 for the complete list and text of regulations.

² Excerpts from facility policies, procedures, or other reference documents are indicated in *italicized text*.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(d) county superintendent of schools on the adequacy of educational services and facilities as required in Section 1370;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><u>YSC Educational Review and Evaluation</u></p> <ul style="list-style-type: none"> Completed on October 25, 2024, by Dr. Jennifer I. Gonzales Senior Director, Alternative Education, Santa Cruz County Office of Education.
(e) juvenile court as required by Section 209 of the Welfare and Institutions Code; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><u>YSC Juvenile Court Judge</u></p> <ul style="list-style-type: none"> Completed on December 4, 2024, by Juvenile Court Judge Susan I. Etezadi.
(f) the Juvenile Justice Commission as required by Section 229 of the Welfare and Institutions Code or Probation Commission as required by Section 240 of the Welfare and Institutions Code.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><u>YSC JJDC Inspection</u></p> <ul style="list-style-type: none"> Completed on August 12, 2024, and August 13, 2024, by Commissioners Johanna Rasmussen, Ameya Nori, and Susan Swope.
<p>1320 APPOINTMENT AND QUALIFICATIONS</p> <p><i>Note: Compliance with this section is determined by receipt of the Chief Probation Officer's certification letter confirming that all elements of regulation are met.</i></p> <p>(a) Appointment In each juvenile facility there shall be a superintendent, director or facility manager in charge of its program and employees. Such superintendent, director, facility manager and other employees of the facility shall be appointed by the facility administrator pursuant to applicable provisions of law.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Memo submitted to BSCC by Chief John T. Keene on February 19, 2025.</p>
<p>(b) Employee Qualifications Each facility shall: (1) recruit and hire employees who possess knowledge, skills and abilities appropriate to their job classification and duties in accordance with applicable civil service or merit system rules;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Chief Keene memo.</p>
<p>(2) require a medical evaluation and physical examination including tuberculosis screening test and evaluation for immunity to contagious illnesses of childhood (i.e., diphtheria, rubeola, rubella, and mumps);</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Chief Keene memo.</p>
<p>(3) adhere to the minimum standards for the selection and training requirements adopted by the Board pursuant to Section 6035 of the Penal Code; and</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Chief Keene memo.</p>
<p>(4) conduct a criminal records review, on each new employee, and psychological examination in accordance with Section 1031 of the Government Code.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Chief Keene memo.</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(c) Contract personnel, volunteers, and other non-employees of the facility, who may be present at the facility, shall have such clearance and qualifications as may be required by law, and their presence at the facility shall be subject to the approval and control of the facility manager.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1320 Chief Keene memo.
<p>1321 STAFFING</p> <p>Each juvenile facility shall:</p> <p>(a) have an adequate number of personnel sufficient to carry out the overall facility operation and its programming, to provide for safety and security of youth and staff, and meet established standards and regulations;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p> <p>We reviewed a variety of documents, including safety check records, grievances, disciplinary actions, and incidents reports. Also we reviewed January and February 2025 staffing schedules for the Youth Service Center (YSC) Juvenile Hall (JH). Review of these documents, as well as the policy and procedure manuals, revealed compliance with this regulation.</p> <p>At the time of the inspection, the Youth Service Center staffing consisted of 1 Superintendent; 1 Compliance Officer; 5 Institution Services Managers; 12 Group Supervisors III; 19 Group Supervisors II; 4 Group Supervisors I; 1 Transportation Officer; 1 Community Care Program (CCP) Officer; and 13 Extra-Help Group Supervisors.</p> <p>At the time of the inspection, YSC housing units for JH consisted of Forest 2 and 3 units. Interviews with staff revealed staffing continues to be a challenge however, YSC is always staffed to carry out the overall programming of the facility.</p> <p>It should be noted YSC staffing is utilized for JH, Camp Kemp, and SYTF youth.</p> <p>YSC currently has open recruitments for full-time Group Supervisors I and Extra-Help Group Supervisors positions.</p>
(b) ensure that no required services shall be denied because of insufficient numbers of staff on duty absent exigent circumstances;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321
(c) have a sufficient number of supervisory level staff to ensure adequate supervision of all staff members;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p> <p>A Supervisor (Officer of the Day) is identified on the daily shift schedules.</p>
(d) have a clearly identified person on duty at all times who is responsible for operations and activities and has completed the Juvenile Corrections Officer Core Course and PC 832 training;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p> <p>A Supervisor is assigned to each shift. In the Supervisor's absence, a Lead Officer is identified on the roster and assumes the Supervisor's role.</p>
(e) have at least one staff member present on each living unit whenever there are youth in the living unit;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p> <p>Review of staffing schedules as well as the facility walkthrough revealed compliance with this regulation.</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(f) have sufficient food service personnel relative to the number and security of living units, including staff qualified and available to: plan menus meeting nutritional requirements of youth; provide kitchen supervision; direct food preparation and servings; conduct related training programs for culinary staff; and maintain necessary records; or, a facility may serve food that meets nutritional standards prepared by an outside source;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 All YSC meals are provided by San Mateo's Sheriff Department.
(g) have sufficient administrative, clerical, recreational, medical, dental, mental health, building maintenance, transportation, control room, facility security and other support staff for the efficient management of the facility, and to ensure that youth supervision staff shall not be diverted from supervising youth; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 At the time of the inspection, YSC Housekeeping staff consisted of 1 Senior Utility Worker, 1 Utility Worker II, and 1 Utility Worker Extra-Help.
(h) assign sufficient youth supervision staff to provide continuous wide awake supervision of youth, subject to temporary variations in staff assignments to meet special program needs. Staffing shall be in compliance with a minimum youth-staff ratio for the following facility types:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of staffing schedules as well as the facility walkthrough revealed compliance with this regulation.
(1) Juvenile Halls (A) during the hours that youth are awake, one wide-awake youth supervision staff member on duty for each 10 youth in detention;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 At the time of the comprehensive inspection, YSC JH was utilizing two housing units for JH youth. On the day of the inspection, unit Forest 2 housed 3 male youths and Forest 3 housed 17 youth: 15 males and 2 females.
(B) during the hours that youth are confined to their room for the purpose of sleeping, one wide-awake youth supervision staff member on duty for each 30 youth in detention;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of daily schedules revealed compliance with this regulation.
(C) at least two wide-awake youth supervision staff members on duty at all times, regardless of the number of youth in detention, unless an arrangement has been made for backup support services which allow for immediate response to emergencies; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of daily schedules revealed compliance with this regulation.
(D) at least one youth supervision staff member on duty who is the same gender as youth housed in the facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of daily schedules revealed compliance with this regulation.
(E) personnel with primary responsibility for other duties such as administration, supervision of personnel, academic or trade instruction, clerical, kitchen or maintenance shall not be classified as youth supervision staff positions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of daily schedules revealed compliance with this regulation.
(2) Special Purpose Juvenile Halls (A) during hours that youth are awake, one wide-awake youth supervision staff member on duty for each 10 youth in detention;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Applicable.
(B) during the hours that youth are confined to their room for the purpose of sleeping, one wide-awake youth supervision staff member on duty for each 30 youth in detention;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(C) at least two wide-awake youth supervision staff members on duty at all times, regardless of the number of youth in detention, unless an arrangement has been made for backup support services which allow for immediate response to emergencies; and,	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(D) at least one youth supervision staff member on duty who is the same gender as youth housed in the facility.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(E) personnel with primary responsibility for other duties such as administration, supervision of personnel, academic or trade instruction, clerical, kitchen or maintenance shall not be classified as youth supervision staff positions.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(3) Camps (A) during the hours that youth are awake, one wide-awake youth supervision staff member on duty for each 15 youth in the camp population;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Applicable.
(B) during the hours that youth are confined to their room for the purpose of sleeping, one wide-awake youth supervision staff member on duty for each 30 youth present in the facility;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(C) at least two wide-awake youth supervision staff members on duty at all times, regardless of the number of youth in residence, unless arrangements have been made for backup support services which allow for immediate response to emergencies;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(D) at least one youth supervision staff member on duty who is the same gender as youth housed in the facility;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(E) in addition to the minimum staff to youth ratio required in (h)(3)(A)-(B), consideration shall be given to the size, design, and location of the camp; types of youth committed to the camp; and the function of the camp in determining the level of supervision necessary to maintain the safety and welfare of youth and staff;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(F) personnel with primary responsibility for other duties such as administration, supervision of personnel, academic or trade instruction, clerical, farm, forestry, kitchen or maintenance shall not be classified as youth supervision staff positions.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1322 YOUTH SUPERVISION STAFF ORIENTATION AND TRAINING				Article 3 Section 1322
(a) Prior to assuming any responsibilities each youth supervision staff member shall be properly oriented to their duties, including: (1) youth supervision duties;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The elements of this regulation are covered in Chief Keene's letter, dated February 19, 2025.
(2) scope of decisions they shall make;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(3) the identity of their supervisor;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(4) the identity of persons who are responsible to them;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(5) persons to contact for decisions that are beyond their responsibility; and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(6) ethical responsibilities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(b) Prior to assuming any responsibility for the supervision of youth, each youth supervision staff member shall receive a minimum of 40 hours of facility-specific orientation, including: (1) individual and group supervision techniques;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322 It should be noted all new employees receive forty (40) hours of training prior to assuming any responsibility for the supervision of youth.
(2) regulations and policies relating to discipline and rights of youth pursuant to law and the provisions of this chapter;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(3) basic health, sanitation and safety measures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(4) suicide prevention and response to suicide attempts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(5) policies regarding use of force, de-escalation techniques, chemical agents, mechanical and physical restraints;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(6) review of policies and procedures referencing trauma and trauma-informed approaches;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(7) procedures to follow in the event of emergencies;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(8) routine security measures, including facility perimeter and grounds;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(9) crisis intervention and mental health referrals to mental health services;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(10) documentation; and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(11) fire/life safety training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(c) Prior to assuming sole supervision of youth, each youth supervision staff member shall successfully complete the requirements of the Juvenile Corrections Officer Core Course pursuant to Penal Code Section 6035.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(d) Prior to exercising the powers of a peace officer youth supervision staff shall successfully complete training pursuant to Section 830 et seq. of the Penal Code.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
1323 FIRE AND LIFE SAFETY Whenever there is a youth in a juvenile facility, there shall be at least one wide awake person on duty at all times who meets the training standards established by the Board for general fire and life safety which relate specifically to the facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1323 Review of documentation indicates that all youth supervisory staff receive site-specific life safety training during orientation. Also, all full-time employees receive fire and safety training in juvenile CORE.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1324 POLICY AND PROCEDURES MANUAL</p> <p>All facility administrators shall develop, publish, and implement a manual of written policies and procedures that address, at a minimum, all regulations that are applicable to the facility. Such a manual shall be made available to all employees, reviewed by all employees, and shall be administratively reviewed at a minimum every two years, and updated, as necessary. Those records relating to the standards and requirements set forth in these regulations shall be accessible to the Board on request.</p> <p>The manual shall include:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1324 (1-3)</p> <p>County of San Mateo Youth Service Center Policy, Procedures and Operations Manuals was provided prior to the date of the inspection. The manual was administratively reviewed by Jehan Clark, Deputy Chief Probation Officer, on March 29, 2024. It should be noted the policy and procedure manual is utilized for JH, Camp Kemp, and SYTF youth.</p> <p>During this inspection cycle, YSC updated policies 1329 Suicide Prevention Plan, 1354 Separation, and 1354.3 Room Confinement. YSC also added a new policy and procedure, 1603 Minor/Nonminor Voting Rights, during this inspection cycle.</p>
(a) table of organization, including channels of communications and a description of job classifications;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (b)
(b) responsibility of the probation department, purpose of programs, relationship to the juvenile court, the Juvenile Justice/Delinquency Prevention Commission or Probation Committee, probation staff, school personnel and other agencies that are involved in juvenile facility programs;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (f)
(c) responsibilities of all employees;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (d)
(d) initial orientation and training program for employees;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (d)
(e) initial orientation, including safety and security issues and anti-discrimination policies, for support staff, contract employees, school, mental/behavioral health and medical staff, program providers and volunteers;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (g)
(f) maintenance of record-keeping, statistics and communication system to ensure: (1) efficient operation of the juvenile facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (h)
(2) legal and proper care of youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324
(3) maintenance of individual youth's records;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (h)
(4) supply of information to the juvenile court and those authorized by the court or by the law; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (i)
(5) release of information regarding youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (j)
(g) ethical responsibilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (k)
(h) trauma-informed approaches;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (l)
(i) culturally responsive approaches;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (m)
(j) gender responsive approaches;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (n)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(k) a non-discrimination provision that provides that all youth within the facility shall have fair and equal access to all available services, placement, care, treatment, and benefits, and provides that no person shall be subject to discrimination or harassment on the basis of actual or perceived race, ethnic group identification, ancestry, national origin, immigration status, color, religion, gender, sexual orientation, gender identity, gender expression, mental or physical disability, or HIV status, including restrictive housing or classification decisions based solely on any of the above mentioned categories;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (o)
(l) storage and maintenance requirements for any chemical agents related security devices, and weapons and ammunition, where applicable;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Applicable Chemical agents are prohibited within the facility.
(m) establishment of procedures for collection of Medi-Cal eligibility information and enrollment of eligible youth; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (p)
(n) establishment of a policy that prohibits all forms of sexual abuse, sexual assault and sexual harassment. The policy shall include an approach to preventing, detecting and responding to such conduct and any retaliation for reporting such conduct, as well as a provision for reporting such conduct by youth, staff or a third party.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (q)
1325 FIRE SAFETY PLAN The facility administrator shall consult with the local fire department having jurisdiction over the facility, or with the State Fire Marshal, in developing a plan for fire safety which shall include, but not be limited to: (a) a fire prevention plan to be included as part of the manual of policy and procedures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325 Review of the policy and procedure manual as well as review of documentation provided revealed compliance with this regulation.
(b) monthly fire and life safety inspections by facility staff with two-year retention of the inspection record;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325 We reviewed monthly and fire safety inspections for the inspection cycle. Review of documentation reveals compliance with this regulation.
(c) fire prevention inspections as required by Health and Safety Code Section 13146.1(a) and (b);	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325
(d) an evacuation plan;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325
(e) documented fire drills not less than quarterly;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325 We reviewed fire drills for the inspection cycle. Review of documentation reveals compliance with this regulation.
(f) a written plan for the emergency housing of youth in the case of fire; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325
(g) development of a fire suppression pre-plan in cooperation with the local fire department.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1326 SECURITY REVIEW</p> <p>Each facility administrator shall develop policies and procedures to annually review, evaluate, and document security of the facility. The review and evaluation shall include internal and external security, including, but not limited to, key control, equipment, and staff training.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1326</p> <p>Security Review for YSC completed by Superintendent Sanam N. Aram on February 25, 2025.</p>
<p>1327 EMERGENCY PROCEDURES</p> <p>The facility administrator shall develop facility-specific policies and procedures for emergencies that shall include, but not be limited to:</p> <p>(a) escape, disturbances, and the taking of hostages;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1327</p> <p>On February 19, 2025, Compliance Officer Ivonne Bustos sent an all staff email titled "Policies Receipt Acknowledgement Institutions Division" requiring staff to read YSC emergency policies and procedures. Review of staff acknowledgement forms revealed compliance with this regulation.</p>
(b) civil disturbance, active shooter and terrorist attack;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327
(c) fire and natural disasters;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327
(d) periodic testing of emergency equipment;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327
(e) emergency evacuation of the facility; and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327
(f) a program to provide all youth supervision staff with an annual review of emergency procedures.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1327</p> <p>Review of Emergency Response Procedures staff acknowledgment forms confirmed all staff have reviewed the facility policy and procedure emergency procedures.</p>
<p>1328 SAFETY CHECKS</p> <p>The facility administrator shall develop and implement policy and procedures that provide for direct visual observation of youth at a minimum of every 15 minutes, at random or varied intervals during hours when youth are asleep or when youth are in their rooms, confined in holding cells or confined to their bed in a dormitory. Supervision is not replaced, but may be supplemented by, an audio/visual electronic surveillance system designed to detect overt, aggressive or assaultive behavior and to summon aid in emergencies. All safety checks shall be documented with the actual time the check is completed.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1328</p> <p>We reviewed each facility's safety checks for the months of January and February 2025. Review of documentation revealed safety checks are being completed per regulation. It should be noted checks were completed at random or varied intervals whenever youth are present in their room.</p> <p>We also reviewed live time safety checks as we toured the facility. All checks reviewed were in compliance with this regulation.</p>
<p>1329 SUICIDE PREVENTION PLAN</p> <p>The facility administrator, in collaboration with the healthcare and behavioral/mental health administrators, shall plan and implement written policies and procedures which delineate a Suicide Prevention Plan. The plan shall consider the needs of youth experiencing past or current trauma. Suicide prevention responses shall be respectful and in the least invasive manner consistent with the level of suicide risk. The plan shall include the following elements:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1329</p> <p>During the inspection process, we reviewed one (1) youth suicide prevention reports from the YSC JH facility. Review of documentation provided and policy and procedure manuals revealed compliance with this regulation.</p> <p>It should be noted, during this inspection cycle, the above youth has been placed on Mental Health Observation five (5) times. The youth continues to be closely monitored by Behavioral Health and Recovery Services (BHRS) while housed at YSC.</p>
(a) Suicide prevention training as required in Section 1322, Youth Supervision Staff Orientation, and Training and the Juvenile Corrections Officer Core Course.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.4

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) Screening, Identification Assessment and Precautionary Protocols (1) All youth shall be screened for risk of suicide at intake and as needed during detention.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1a)
(2) All youth supervision staff who perform intake processes shall be trained in screening youth for risk of suicide.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.4
(3) All youth who have been identified during the intake screening process to be at risk of suicide shall be referred to behavioral/mental health staff for a suicide risk assessment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 Review of documentation as well as interview with the facility Behavioral Health and Recovery Services Supervisor revealed compliance with this regulation.
(4) Precautionary protocols shall be developed to ensure the youth's safety pending the behavioral/mental health assessment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329
(c) Referral process to behavioral/mental health staff for assessment and/or services.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329
(d) Procedures for monitoring of youth identified at risk for suicide.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.1 It should be noted the YSC policy and procedure manual was updated this inspection cycle to provide better clarification regarding youth placed on Mental Health Observation safety checks times while on suicide watch. MH observations for youth on suicide watch are 5- or 10-minute safety checks or continuous direct supervision by staff.
(e) Safety Interventions (1) Procedures to address intervention protocols for youth identified at risk for suicide which may include, but are not limited to: (A) Housing consideration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329
(B) Treatment strategies including trauma-informed approaches	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329
(2) Procedures to instruct youth supervision staff how to respond to youth who exhibit suicidal behaviors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.4
(f) Communication (1) The intake process shall include communication with the arresting officer and family guardians regarding the youth's past or present suicidal ideations, behaviors or attempts.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1a)
(2) Procedures for clear and current information sharing about youth at risk for suicide with youth supervision, healthcare, and behavioral/mental health staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1b)
(g) Debriefing of Critical Incidents Related to Suicides or Attempts (1) Process for administrative review of the circumstances and responses proceeding, during and after the critical incident.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.3 Debriefing
(2) Process for a debriefing event with affected staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.3
(3) Process for a debriefing event with affected youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.3

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(h) Documentation (1) Documentation processes shall be developed to ensure compliance with this regulation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1c)
Youth identified at risk for suicide shall not be denied the opportunity to participate in facility programs, services and activities which are available to other non-suicidal youth, unless deemed necessary for the safety of the youth or security of the facility. Any deprivation of programs, services or activities for youth at risk of suicide shall be documented and approved by the facility manager.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1c)
1340 REPORTING OF LEGAL ACTIONS Each facility shall submit to the Board a letter of notification on each legal action, pertaining to conditions of confinement, filed against persons or legal entities responsible for juvenile facility operation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1340 YSC reports no legal actions filed against the facility this inspection cycle.
1341 DEATH AND SERIOUS ILLNESS OR INJURY OF A YOUTH WHILE DETAINED (1) Death of a Youth. (a) The facility administrator, in cooperation with the health administrator and the behavioral/mental health director, shall develop written policies and procedures in the event of the death of a youth while detained, which include notifications to necessary parties, which may include the Juvenile Court, the parent, guardian or person standing in loco parentis and the youth's attorney of record.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341 No death of a youth reported this inspection cycle.
(b) The health administrator, in cooperation with the facility administrator, shall develop written policies and procedures to assure there is a medical and operational review of every in-custody death of a youth. The review team shall include the facility administrator and/or facility manager, the health administrator, the responsible physician and other health care and supervision staff who are relevant to the incident.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341
(c) The administrator of the facility shall provide to the Board a copy of the report submitted to the Attorney General under Government Code Section 12525. A copy of the report shall be submitted to the Board within 10 calendar days after the death.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341
(d) Upon receipt of a report of the death of a youth from the administrator, the Board may within 30 calendar days inspect and evaluate the juvenile facility, jail, lockup or court holding facility pursuant to the provisions of this subchapter. Any inquiry made by the Board shall be limited to the standards and requirements set forth in these regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341
(2) Serious Illness or Injury of Youth. (a) The facility administrator, in cooperation with the health administrator, shall develop written policies and procedures for the notification to necessary parties, which may include the Juvenile Court, the parent, guardian or person standing in loco parentis and the youth's attorney of record in the case of a serious illness or injury of a youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341 No serious illness or injury of a youth reported this inspection cycle.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
1342 POPULATION ACCOUNTING Each juvenile facility shall submit required population and profile survey reports to the Board within 10 working days after the end of each reporting period, in a format to be provided by the Board.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1342
1343 JUVENILE FACILITY CAPACITY (EXCERPT) When the number of youth detained in a living unit of a juvenile facility exceeds its rated capacity for more than fifteen (15) calendar days in a month, the facility administrator shall provide a crowding report to the Board in a format provided by the Board.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1343 <u>YSC Rated Capacity</u> JH - 155 Camp - 30 SYTF - 30
1350 ADMITTANCE PROCEDURES The facility administrator shall develop and implement written policies and procedures for admittance of youth that emphasize respectful and humane engagement with youth, and reflect that the admission process may be traumatic to youth who may have already experienced trauma. Policies shall be trauma-informed, culturally relevant, and responsive to the language and literacy needs of youth. In addition to the requirements of Sections 1324 and 1430 of these regulations:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350 We reviewed ten (10) youth admittance packages from YSC JH facility. Review of documentation provided and policy and procedure manuals revealed compliance with this regulation.
(a) the admittance process shall include: (1) Access to two free phone calls within one hour of admittance in accordance with the provisions of Welfare and Institution Code Section 627;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(2) Offer of a shower;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5 Youth offering of a shower upon admissions is documented on the YSC-Admission Booking Checklist. Review of documentation revealed compliance with this regulation.
(3) Documented secure storage of personal belongings;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(4) Offer of food upon arrival;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5 Youth offering of hot food upon admissions is documented on the YSC-Admission Booking Checklist. Review of documentation revealed compliance with this regulation.
(5) Screening for physical and behavioral health and safety issues, intellectual or developmental disabilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(6) Screening for physical and developmental disabilities in accordance with Sections 1329, 1413, and 1430 of these regulations;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(7) Contact with Regional Center for the Developmentally Disabled for youth that are suspected of or identified as having a developmental disability, pursuant to Section 1413; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(8) Procedures consistent with Section 1352.5.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) juvenile hall administrators shall establish written criteria for detention that considers the least restrictive environment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(c) juvenile camps and post-dispositional programs in juvenile halls shall develop policies and procedures that advise the youth of the estimated length of stay, inform them of program guidelines and provide written screening criteria for inclusion and exclusion from the program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(d) juvenile halls shall develop policies and procedures that advise any committed youth of the estimated length of his/her stay.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
1350.5 SCREENING FOR THE RISK OF SEXUAL ABUSE The facility administrator shall develop and implement written policies and procedures to reduce the risk of sexual abuse by or upon youth. The policy shall require facility staff to assess each youth within 72 hours of admission based on the following information: (a) Prior sexual victimization or abusiveness;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 The facility has implemented the West Coast Children's Clinic "Commercial Sexual Exploitation Identification Tool" (CSE-IT) to screen youth for the risk of sexual abuse. We reviewed ten (10) CSE-IT packages from the YSC JH facility. Review of documentation provided and policy and procedure manuals revealed compliance with this regulation. Article 5 Section 1350.5 (a)
(b) Gender nonconforming appearance or manner; or identification as lesbian, gay or bisexual, transgender, queer or intersex, and whether the youth may, therefore, be vulnerable to sexual abuse;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (b)
(c) Current charges and offense history;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (c)
(d) Age;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (d)
(e) Level of emotional and cognitive development;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (e)
(f) Physical size and stature;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (f)
(g) Mental illness or mental disabilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (g)
(h) Intellectual or developmental disabilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (h)
(i) Physical disabilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (i)
(j) The youth's perception of vulnerability; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (j)
(k) Any other specific information about the individual youth that may indicate heightened needs for supervision, additional safety precautions, or separation from certain other youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (k)
Staff shall ascertain this information through conversations with the youth during the admittance process, medical and behavioral health screenings; during classification assessments; and by reviewing court records, case files, facility behavioral records, and other relevant documentation from the youth's files.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
The facility administrator shall implement appropriate controls on the dissemination of information within the facility relative to responses received pursuant to this assessment in order to ensure that sensitive information is not exploited to the youth's detriment by staff or other youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5
1351 RELEASE PROCEDURES The facility administrator shall develop and implement written policies and procedures for release of youth from custody which provide for:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351 We reviewed ten (10) Notice of Release forms from the YSC JH facility. Review of documentation provided and policy and procedure manual revealed compliance with this regulation.
(a) verification of identity/release papers;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351
(b) return of personal clothing and valuables;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351 We reviewed ten (10) Property Receipt forms from the YSC JH facility. Review of documentation provided and policy and procedure manual revealed compliance with this regulation.
(c) notification to the youth's parents or guardian;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351
(d) notification to the facility health care provider in accordance with Sections 1408 and 1437 of these regulations, for coordination with outside agencies; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351 Interviews with medical staff revealed compliance with this regulation.
(e) notification of school staff;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351 Interviews with school staff revealed compliance with this regulation.
(f) notification of facility mental health personnel.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351 Interviews with behavioral health staff revealed compliance with this regulation.
The facility administrator shall develop and implement policies and procedures for post-disposition youth to coordinate the provision of transitional and reentry services including, but not limited to, medical and behavioral health, education, probation supervision and community-based services.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351
The facility administrator shall develop and implement written policies and procedures for the furlough of youth from custody.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351
1352 CLASSIFICATION The facility administrator shall develop and implement written policies and procedures on classification of youth for the purpose of determining housing placement in the facility. Such procedures shall:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 We reviewed ten (10) youth classification packets from YSC JH. Review of documentation provided and policy and procedure manual revealed compliance with this regulation.
(a) provide for the safety of the youth, other youth, facility staff, and the public by placing youth in the appropriate, least restrictive housing and program settings. Housing assignments shall consider the need for single, double or dormitory assignment or location within the dormitory;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (2a)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) consider facility populations and physical design of the facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (2b)
(c) provide that a youth shall be classified upon admittance to the facility; classification factors shall include, but not be limited to: age, maturity, sophistication, emotional stability, program needs, legal status, public safety considerations, medical/mental health considerations, gender and gender identity of the youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (2b)
(d) provide for periodic classification reviews, including provisions that consider the level of supervision and the youth's behavior while in custody; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 Youth classifications are reviewed weekly during the Multi-Disciplinary Team Meetings (MDT) with probation, medical, school, and behavioral health staff.
(e) provide that facility staff shall not separate youth from the general population or assign youth to a single occupancy room based solely on the youth's actual or perceived race, ethnic group identification, ancestry, national origin, color, religion, gender, sexual orientation, gender identity, gender expression, mental or physical disability, or HIV status. This section does not prohibit staff from placing youth in a single occupancy room at the youth's specific request or in accordance with Title 15 regulations regarding separation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (4)
(f) facility staff shall not consider lesbian, gay, bisexual, transgender, questioning or intersex identification or status as an indicator of likelihood of being sexually abusive.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (4)
1352.5 TRANSGENDER AND INTERSEX YOUTH. The facility administrator shall develop written policies and procedures ensuring respectful and equitable treatment of transgender and intersex youth. The policies shall provide that:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352.5 We reviewed the Transgender/Intersex Youth Preference form. Review of form provided and policy and procedure manuals revealed compliance with this regulation. It should be noted YSC facility has not utilized the Transgender/Intersex Youth Preference form this inspection cycle.
(a) Facility staff shall respect every youth's gender identity and shall refer to the youth by the youth's preferred name and gender pronoun, regardless of the youth's legal name. Facilities may prohibit the use of gang or slang names or names that otherwise compromise facility operations as determined by the facility manager or designee, and shall document any decision made on this basis.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352.5
(b) Facility staff shall permit youth to dress and present themselves in a manner consistent with their gender identity and shall provide youth with the institution's clothing and undergarments consistent with their gender identity.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352.5

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(c) Facility staff shall house youth in the unit or room that best meets their individual needs and promotes their safety and well-being. Staff may not automatically house youth according to their external anatomy and shall document the reasons for any decision to house youth in a unit that does not match their gender identity. In making a housing decision, staff shall consider the youth's preferences, as well as any recommendations from the youth's health or behavioral health provider.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352.5
(d) Facility administrators shall ensure that transgender and intersex youth have access to medical and behavioral health providers qualified to provide care and treatment to transgender and intersex youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352.5
(e) Consistent with the facility's reasonable and necessary security considerations and physical plant, facility staff shall make every effort to ensure the safety and privacy of transgender and intersex youth when the youth are using the bathroom or shower, or dressing or undressing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352.5
Facility staff shall not conduct physical searches of any youth for the purpose of determining the youth's anatomical sex. Whenever feasible, the facility shall respect the youth's preference regarding the gender of the staff member who conducts any search of the youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352.5
1353 ORIENTATION The facility administrator shall develop and implement written policies and procedures to orient a youth prior to placement in a living area. Both written and verbal information shall be provided and supplemented with video orientation if feasible. Provision shall be made to provide accessible orientation information to all detained youth including those with disabilities, limited literacy, or English language learners. Orientation shall include information that addresses:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 We reviewed ten (10) youth San Mateo County YSC JH Orientation forms. Review of documentation provided and policy and procedure manual revealed compliance with this regulation. Each youth is provided a Youth Orientation Handbook during the booking process. The handbook is available in English and Spanish.
(a) facility rules including contraband and searches and disciplinary procedures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (1)
(b) facility's system of positive behavior interventions and supports, including behavior expectations, incentives that youth will receive for complying with facility rules, and consequences that may result when youth violate the rules of the facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (2)
(c) age appropriate information that explains the facility's policy prohibiting sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (14)
(d) identification of key staff and their roles;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (21) Key staff and their roles are documented within the youth handbook.
(e) the existence of the grievance procedure, the steps that must be taken to use it, the youth's right to be free of retaliation for reporting a grievance, and the name of the person or position designated to resolve the issue;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (5)
(f) access to legal services and information on the court process;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (9)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(g) access to routine and emergency health and mental health care;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (6)
(h) access to education, religious services, and recreational activities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (10)
(i) housing assignments;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (8)
(j) opportunity for personal hygiene and daily showers including the availability of personal care items	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (4)
(k) rules and access to correspondence, visits and telephone use;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (3)
(l) availability of reading materials, programming, and other activities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (11)
(m) facility policies on the use of force, use of restraints, chemical agents and room confinement;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (12)
(n) immigration legal services;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (16)
(o) emergencies including evacuation procedures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (17)
(p) non-discrimination policy and the right to be free from physical, verbal or sexual abuse and harassment by other youth and staff;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (20)
(q) availability of services and programs in a language other than English if appropriate;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (7)
(r) the process for requesting different housing, education, programming and work assignments;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (23)
(s) a process for which parents/guardians receive information regarding the youth's stay in the facility that at a minimum includes answers to frequently asked questions and provides contact information for the facility, medical, school and mental health; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (24)
(t) a process by which youth may request access to Title 15 Minimum Standards for Juvenile Facilities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (25) Copies of Title 15 regulations are located within each housing unit. Access to Title 15 regulations is available upon youth request to staff.
1354 SEPARATION The facility administrator shall develop and implement written policies and procedures that address:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354 During this inspection cycle, the YSC JH has had one incident which resulted in one youth being placed on Protective Custody (PC) per request of the youth. Documentation provided and review of policy and procedure revealed compliance with this regulation.
(a) separation of youth for reasons that include, but are not be limited to, medical and mental health conditions, assaultive behavior, disciplinary consequences and protective custody.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
(b) consideration of positive youth development and trauma-informed care.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
(c) separated youth shall not be denied normal privileges available at the facility, except when necessary to accomplish the objective of separation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
(d) when the objective of the separation is discipline, Title 15 Section 1390 shall apply.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(e) when separation results in room confinement, the separation shall occur in accordance with Welfare and Institutions Code Section 208.3 and Section 1354.5 of these regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
(f) policies and procedures shall ensure a daily review of separated youth to determine if separation remains necessary.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
1354.5 ROOM CONFINEMENT (a) The facility administrator shall develop and implement written policies and procedures addressing the confinement of youth in their room that are consistent with Welfare and Institutions Code Section 208.3. The placement of a youth in room confinement shall be accomplished in accordance with the following guidelines:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354.3 Room Confinement We requested to review all room confinement incidents from January 2025 to present. In all, we reviewed seven (7) Room Confinement incident reports from the YSC JH facility. Review of documentation provided revealed compliance with this regulation. During YSC JH weekly Supervisors meeting, we provided technical assistance with regards to ensuring room confinement documentation is accurate, especially when listing start and ending times of youth room confinement. It should be noted the facility recently implemented room confinement protocol calls on January 28, 2025.
(1) Room confinement shall not be used before other, less restrictive, options have been attempted and exhausted, unless attempting those options poses a threat to the safety or security of any youth or staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (1)
(2) Room confinement shall not be used for the purposes of punishment, coercion, convenience, or retaliation by staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (2)
(3) Room confinement shall not be used to the extent that it compromises the mental and physical health of the youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (3)
(b) A youth may be held up to four hours in room confinement. After the youth has been held in room confinement for a period of four hours, staff shall do one or more of the following:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (4)
(1) Return the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (4a)
(2) Consult with mental health or medical staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (4a)
(3) Develop an individualized plan that includes the goals and objectives to be met in order to reintegrate the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (4c)
(4) If room confinement must be extended beyond four hours, staff shall do each of the following: (A) Document the reasons for room confinement and the basis for the extension, the date and time the youth was first placed in room confinement, and when he or she is eventually released from room confinement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (5a)
(B) Develop an individualized plan that includes the goals and objectives to be met in order to integrate the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (5b)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(C) Obtain documented authorization by the facility superintendent or his or her designee every four hours thereafter.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (5c)
(5) This section is not intended to limit the use of single-person rooms or cells for the housing of youth in juvenile facilities and does not apply to normal sleeping hours.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (6)
(6) This section does not apply to youth or wards in court holding facilities or adult facilities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (11)
(7) Nothing in this section shall be construed to conflict with any law providing greater or additional protections to youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement
(8) This section does not apply during an extraordinary emergency circumstance that requires a significant departure from normal institutional operations, including a natural disaster or facility-wide threat that poses an imminent and substantial risk of harm to multiple staff or youth. This exception shall apply for the shortest amount of time needed to address this imminent and substantial risk of harm.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement
(9) This section does not apply when a youth is placed in a locked cell or sleeping room to treat and protect against the spread of a communicable disease for the shortest amount of time required to reduce the risk of infection, with the written approval of a licensed physician or nurse practitioner, when the youth is not required to be in an infirmary for an illness. Additionally, this section does not apply when a youth is placed in a locked cell or sleeping room for required extended care after medical treatment with the written approval of a licensed physician or nurse practitioner, when the youth is not required to be in an infirmary for illness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (9)
1355 INSTITUTIONAL ASSESSMENT AND PLAN The facility administrator shall develop and implement written policies and procedures for assessment and case planning.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1355 Reviewed ten (10) Youth Institutional Assessment Case plans from the YSC JH facility. Review of documentation provided revealed compliance with this regulation.
(a) Assessment: The assessment is based on information collected during the admission process with periodic review, which includes the youth's risk factors, needs and strengths including, but not limited to, identification of substance abuse history, educational, vocational, counseling, behavioral health, consideration of known history of trauma, and family strengths and needs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1355.1 Assessment (a, b, c, d)
(b) Institutional Case Plan: (1) A case plan shall be developed for each youth held for at least 30 days or more and created within 40 days of admission.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 Institutional Case Plan
(2) The institutional plan shall include, but not be limited to, written documentation that provides: (A) objectives and time frame for the resolution of problems identified in the assessment;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 (a) Institutional Case Plan

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(B) a plan for meeting the objectives that includes a description of program resources needed and individuals responsible for assuring that the plan is implemented;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 (b) Institutional Case Plan During the inspection process, we provided technical assistance with regards to youth goals and objectives being individualized for each youth criminogenic needs.
(3) periodic evaluation of progress towards meeting the objectives, including periodic review and discussion of the plan with the youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 Institutional Case Plan (c) It should be noted periodic reviews of youth case plans are conducted every 60 days.
(4) a transition plan, the contents of which shall be subject to existing resources, shall be developed for post dispositional youth in accordance with Section 1351; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 (d) Institutional Case Plan
(5) in as much as possible and if appropriate, the plan, including the transition plan, shall be developed with input from the family, supportive adults, youth, and Regional Center for the Developmentally Disabled.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 (e) Institutional Case Plan
1356 COUNSELING AND CASEWORK SERVICES The facility administrator shall develop and implement written policies and procedures ensuring the availability of appropriate counseling and casework services for all youth. Policies and procedures shall ensure: (a) youth will receive assistance with needs or concerns that may arise;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1356 Reviewed ten (10) youth Counseling and Casework packets from YSC JH. Review of documentation provided revealed compliance with this regulation.
(b) youth will receive assistance in requesting contact with parents, other supportive adults, attorney, clergy, probation officer, or other public official; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1356.1 Request and Referrals
(c) youth will be provided access to available resources to meet the youth's needs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1356.1 Request and Referrals
1357 USE OF FORCE The facility administrator, in cooperation with the responsible physician, shall develop and implement written policies and procedures for the use of force, which may include chemical agents. Force shall never be applied as punishment, discipline, retaliation or treatment. (a) At a minimum, each facility shall develop policies and procedures which:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1357 We reviewed six (6) hands-on use of force reports from the YSC JH facility. Review of policy and procedure and documentation revealed compliance with this regulation. It should be noted each report reviewed contained staff efforts to de-escalate the incident and command calls given to the youth prior to going hands-on to protect the safety of the youth and the facility.
(1) restricts the use of force to that which is deemed reasonable and necessary, as defined in Section 1302 to ensure the safety and security of youth, staff, others and the facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1357
(2) outline the force options available to staff including both physical and non-physical options and define when those force options are appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1357.10 Training
(3) describe force options or techniques that are expressly prohibited by the facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1357.10 Training

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(4) describe the requirements of staff to report any inappropriate use of force, and to take affirmative action to immediately stop it.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1357
(5) define a standardized reporting format that includes time period and procedure for documenting and reporting the use of force, including reporting requirements of management and line staff and procedures for reviewing and tracking use of force incidents by supervisory and or management staff, which include procedures for debriefing a particular incident with staff and/or youth for the purposes of training as well as mitigating the effects of trauma that may have been experienced by staff and /or the youth involved.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1357.5 Reporting the Use of Force</p> <p>It should be noted a considerable amount technical assistance was provided to Administrative staff and Supervising staff regarding consistencies with inclusion of all details associated with the documentation of a use of force incident report.</p> <p>We suggested the facility to consider report writing trainings for all supervision staff. We also suggested the facility to implement a more formal debriefing process for reviewing use of force incidents.</p>
(6) Include an administrative review and a system for investigating unreasonable use of force.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1357.9 Use of Force Review
(7) define the role, notification, and follow-up procedures required after use of force incidents for medical, mental health staff and parents or legal guardians.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1357. 6 Institution Services Manager/Officer of the Day Responsibility (g)</p> <p>Review of use of force incidents documentation revealed compliance with this regulation. Notification to parents/guardians, medical, and behavioral health staff are documented within the staff incident reports.</p>
(8) describe the limitations of use of force on pregnant youth in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1357
(b) Facilities that authorize chemical agents as a force option shall include policies and procedures that: (1) identify who is approved to carry and/or utilize chemical agents in the facility and the type, size and the approved method of deployment for those chemical agents.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Use of Chemical agents is prohibited at the YSC facility.
(2) mandate that chemical agents only be used when there is an imminent threat to the youth's safety or the safety of others and only when de-escalation efforts have been unsuccessful or are not reasonably possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(3) outline the facility's approved methods and timelines for decontamination from chemical agents. This shall include that youth who have been exposed to chemical agents shall not be left unattended until that youth is fully decontaminated or is no longer suffering the effects of the chemical agent.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(4) define the role, notification, and follow-up procedures required after use of force incidents involving chemical agents for medical, mental health staff and parents or legal guardians.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(5) provide for the documentation of each incident of use of chemical agents, including the reasons for which it was used, efforts to de-escalate prior to use, youth and staff involved, the date, time and location of use, decontamination procedures applied and identification of any injuries sustained as a result of such use.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(c) Facilities shall develop policies and procedure which require that agencies provide initial and regular training in use of force and chemical agents when appropriate that address: (1) known medical and behavioral health conditions that would contraindicate certain types of force;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(2) acceptable chemical agents and the methods of application.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(3) signs or symptoms that should result in immediate referral to medical or behavioral health.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(4) instruction on the Constitutional Limitations of Use of Force.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(5) physical training force options that may require the use of perishable skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(6) timelines the facility uses to define regular training.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1358 USE OF PHYSICAL RESTRAINTS The facility administrator, in cooperation with the responsible physician and mental health director, shall develop and implement written policies and procedures for the use of restraint devices. Restraint devices include any devices which immobilize a youth's extremities and/or prevent the youth from being ambulatory.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 Review of documentation provided and policy and procedure manuals revealed compliance with this regulation. It should be noted handcuffs or mechanical restraints are only used for transportation or movement within the facility.
Physical restraints may be used only for those youth who present an immediate danger to themselves or others, who exhibit behavior which results in the destruction of property, or reveals the intent to cause self-inflicted physical harm. Physical restraints should be utilized only when it appears less restrictive alternatives would be ineffective in controlling the youth's behavior.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 Handcuffs or mechanical restraints are only used for transportation or movement within the facility. Plastic cuffs will be used only in unusual situations where handcuffs are not available.
In no case shall restraints be used as punishment or discipline, or as a substitute for treatment. The use of restraint devices that attach a youth to a wall, floor or other fixture, including a restraint chair, or through affixing of hands and feet together behind the back (hogtying) is prohibited. The use of restraints on pregnant youth is limited in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 Interviews with youth and staff revealed compliance with this regulation.
The provisions of this section do not apply to the use of handcuffs, shackles or other restraint devices when used to restrain youth for movement or transportation within the facility. Movement within the facility shall be governed by Section 1358.5, Use of Restraint Devices for Movement Within the Facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
Youth shall be placed in restraints only with the approval of the facility manager or designee. The facility manager may delegate authority to place a youth in restraints to a physician. Reasons for continued retention in restraints shall be reviewed and documented at a minimum of every hour.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358
A medical opinion on the safety of placement and retention shall be secured as soon as possible, but no later than two hours from the time of placement. The youth shall be medically cleared for continued retention at least every three hours thereafter.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (5)
A mental health consultation shall be secured as soon as possible, but in no case longer than four hours from the time of placement, to assess the need for mental health treatment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (7)
Continuous direct visual supervision shall be conducted to ensure that the restraints are properly employed, and to ensure the safety and well-being of the youth. Observations of the youth's behavior and any staff interventions shall be documented at least every 15 minutes, with actual time of the documentation recorded.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (8)
In addition to the requirements above, policies and procedures shall address: (a) documentation of the circumstances leading to an application of restraints.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9a)
(b) known medical conditions that would contraindicate certain restraint devices and/or techniques.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9b)
(c) acceptable restraint devices.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9c)
(d) signs or symptoms which should result in immediate medical/mental health referral.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9d)
(e) availability of cardiopulmonary resuscitation equipment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9e)
(f) protective housing of restrained youth. While in restraint devices, all youth shall be housed alone or in a specified housing area for restrained youth which makes provision to protect the youth from abuse.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9f)
(g) provision for hydration and sanitation needs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9g)
(h) exercising of extremities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9h)
1358.5 USE OF RESTRAINT DEVICES FOR MOVEMENT AND TRANSPORTATION WITHIN THE FACILITY. The Facility Administrator, in cooperation with the responsible physician and behavioral/mental health director, shall develop and implement written policies and procedures for the use of restraint devices when the purpose is for movement or transportation within the facility that shall include the following: (a) identification of acceptable restraint devices, staff approved to utilize restraint devices and the required training.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5 Review of documentation provided and policy and procedure manuals revealed compliance with this regulation. All permanent and core trained youth supervision staff are approved to use restraints within the facility.
(b) the circumstances leading to the application of restraints must be documented.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(c) an individual assessment of the need to apply restraints for movement or transportation that includes consideration of less restrictive alternatives, consideration of a youth's known medical or mental health conditions, trauma informed approaches, and a process for documentation and supervisor review and approval.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5
(d) consideration of safety and security of the facility, with a clearly defined expectation that restraint devices shall not be used for the purposes of discipline or retaliation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5
(e) the use of restraints on pregnant youth is limited in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5.1 Pregnant Youth
1359 SAFETY ROOM PROCEDURES (a) The facility administrator, and where applicable, in cooperation with the responsible physician, shall develop and implement written policies and procedures governing the use of safety rooms, as described in Title 24, Part 2, Section 1230.1.13. The room shall be used to hold only those youth who present an immediate danger to themselves or others, who exhibit behavior which results in the destruction of property, or reveals the intent to cause self-inflicted physical harm. A safety room shall not be used for punishment or discipline, or as a substitute for treatment. Policies and procedures shall:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359 Compliance with this regulation is based solely on the review of the facility policy and procedure manual as the safety room has yet to be utilized this inspection cycle. Review of the policy and procedure manual revealed compliance with this regulation.
(1) include provisions for administration of necessary nutrition and fluids, access to a toilet, and suitable clothing to provide for privacy;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(2) provide for approval of the facility manager, or designee, before a youth is placed into a safety room;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(3) provide for continuous direct visual supervision and documentation of the youth's behavior and any staff interventions every 15 minutes, with actual time recorded;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(4) provide that the youth shall be evaluated by the facility manager, or designee, every four hours;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(5) provide for immediate medical assessment, where appropriate, or an assessment at the next daily sick call; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(6) provide a process for documenting the reason for placement, including attempts to use less restrictive means of control, and decisions to continue and end placement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(b) The placement of a youth in the safety room shall be accomplished in accordance with the following: (1) safety room shall not be used before other less restrictive options have been attempted and exhausted, unless attempting those options poses a threat to the safety or security of any youth or staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(2) safety room shall not be used for the purposes of punishment, coercion, convenience, or retaliation by staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(3) safety room shall not be used to the extent that it compromises the mental and physical health of the youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(c) A youth may be held up to four hours in the safety room. After the youth has been held in the safety room for a period of four hours, staff shall do one or more of the following:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(1) return the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(2) consult with mental health or medical staff,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(3) develop an individualized plan that includes the goals and objectives to be met in order to reintegrate the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(d) If confinement in the safety room must be extended beyond four hours, staff shall develop an individualized plan that includes the requirements of Section 1354.5 and the goals and objectives to be met in order to integrate the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
1360 SEARCHES The facility administrator shall develop and implement written policies and procedures governing the search of youth, the facility, and visitors. Policies and procedures shall provide that:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360 We reviewed the search/strip search logs for January and February 2025 at the YSC JH. Review of policy and procedure and review of documentation provided revealed compliance with this regulation. However, technical assistance was provided regarding having articulable facts and reasonable suspicion to strip search each youth prior to conducting a strip search.
(a) Searches shall be conducted to ensure the safety and security of the facility, public, visitors, youth, and staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.9 Training
(b) Searches shall be conducted in a manner that preserves the privacy and dignity of the person being searched and shall not be conducted for harassment or as a form of discipline or punishment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.9 Training
(c) Strip searches and visual or physical body cavity searches shall comply with Penal Code Section 4030.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.2 Strip Searches
(d) Physical body cavity searches shall only be conducted by a medical professional.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.3 Physical Body Cavity Search

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(e) Any youth held after a detention hearing shall only be strip searched with prior approval of a supervisor when there is reasonable suspicion based on specific and articulable facts to believe that youth is concealing contraband. The reasonable suspicion shall be documented.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.2 Strip Search Based on a pattern and practice of the searches we reviewed between January 1, 2025 through March 3, 2025, the facility has overall met the requirements of this section and is in compliance. However, we identified a strip search involving multiple youths in February 2025 where, although there was reasonable suspicion to conduct a search for contraband, reasonable suspicion was not documented for each individual that was searched. We recommended that facility leadership take steps to ensure that staff articulate and document reasonable suspicion for each youth subjected to strip search. Following the inspection, we were notified that the facility has ordered a body scanner to assist with detecting contraband and that all staff will be trained on policy and practice related to strip searches. Please send verification that training has been provided once it is complete. We will continue to review this issue in upcoming inspections.
(f) Searches of transgender and intersex youth shall comply with Section 1352.5.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.5 Transgender Searches
(g) Cross-gender pat-down searches and strip searches are prohibited except in exigent circumstances or when conducted by a medical professional. Such searches must be justified and documented in writing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.5 Transgender Searches
1361 GRIEVANCE PROCEDURE The facility administrator shall develop and implement written policies and procedures whereby any youth may appeal and have resolved grievances relating to any condition of confinement, including but not limited to health care services, classification decisions, program participation, telephone, mail or visiting procedures, food, clothing, bedding, mistreatment, harassment or violations of the nondiscrimination policy. There shall be no time limit on filing grievances. Policies and procedures shall include provisions whereby the facility manager ensures:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 We reviewed the grievance logs from January and February 2025 at YSC JH. In all, we reviewed thirty-five (35) youth grievance forms. Review of policy and procedure and review of documentation provided revealed compliance with this regulation.
(a) a grievance form and instructions for registering a grievance, which includes provisions for the youth to have free access to the form;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 (1)
(b) the youth shall have the option to confidentially file the grievance or to deliver the form to any youth supervision staff working in the facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 (8)
(c) resolution of the grievance at the lowest appropriate staff level;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 (2)
(d) provision for a prompt review and initial response to grievances within three (3) business days, grievances that relate to health and safety issues must be addressed immediately;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 (5) It should be noted all grievances reviewed had initial responses completed prior to three (3) business days.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(1) The youth may elect to be present to explain his/her version of the grievance to a person not directly involved in the circumstances which led to the grievance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
(2) Provision for a staff representative approved by the facility administrator to assist the youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
(e) provision for a written response to the grievance which includes the reasons for the decisions;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
(f) a system which provides that any appeal of a grievance shall be heard by a person not directly involved in the circumstances which led to the grievance;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
(g) resolution of the grievance must occur within ten (10) business days unless circumstances dictate a longer time frame. The youth shall be notified of any delay; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361.3 Timely Resolution of Grievance It should be noted all grievances reviewed were resolved within ten (10) business days of the grievance being submitted.
(h) the policy shall provide multiple internal and external methods to report sexual abuse and sexual harassment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
Whether or not associated with a grievance, concerns of parents, guardians, staff or other parties shall be addressed and documented in accordance with written policies and procedures within a specified timeframe.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
1362 REPORTING OF INCIDENTS A written report of all incidents which result in physical harm, use of force, serious threat of physical harm, or death of an employee, youth or other person(s) shall be maintained. Such written record shall be prepared by the staff and submitted to the facility manager by the end of the shift, unless additional time is necessary and authorized by the facility manager or designee.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362 We review several YSC JH incident reports which revealed compliance with this regulation. However, we suggested the facility to consider report writing trainings for all supervision staff. We also suggested report reviewing for all Institution Services Manager.
1363 USE OF REASONABLE FORCE TO COLLECT DNA SPECIMENS, SAMPLES, IMPRESSIONS (a) Pursuant to Penal Code Section 298.1 authorized law enforcement, custodial, or corrections personnel including peace officers, may employ reasonable force to collect blood specimens, saliva samples, and thumb or palm print impressions from individuals who are required to provide such samples, specimens or impressions pursuant to Penal Code Section 296 and who refuse following written or oral request. (1) For the purpose of this section, the “use of reasonable force” shall be defined as the force that an objective, trained and competent correctional employee, faced with similar facts and circumstances, would consider necessary and reasonable to gain compliance with this section.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362 Force will not be used in the collection of samples except as authorized by court order. The OD Supervisor will review and approve any use of force. The Supervisor shall be present to supervise and document the use of force. Force has not been utilized to obtain any type of samples this inspection cycle.
(2) The use of reasonable force shall be preceded by efforts to secure voluntary compliance. Efforts to secure voluntary compliance shall be documented and include an advisement of the legal obligation to provide the requisite specimen, sample or impression and the consequences of refusal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) The force shall not be used without the prior written authorization of the supervising officer on duty. The authorization shall include information that reflects the fact that the offender was asked to provide the requisite specimen, sample, or impression and refused.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362
(1) If the use of reasonable force includes a cell extraction, the extraction shall be videotaped. Video shall be directed at the cell extraction event. The videotape shall be retained by the agency for the length of time required by statute. Notwithstanding the use of the video as evidence in a court proceeding, the tape shall be retained administratively.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362
<p>1370 EDUCATION PROGRAM</p> <p>(a) School Programs 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. The school and facility administrators shall develop and implement written policy and procedures to ensure communication and coordination between educators and probation staff. Culturally responsive and trauma-informed approaches should be applied when providing instruction. Education staff should collaborate with the facility administrator to use technology to facilitate learning and ensure safe technology practices. 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. Such a review, when conducted, cannot be delegated to the principal or any other staff of any juvenile court school site. 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.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The San Mateo County Office of Education (SMOE) Court and Community School Program provides a student-centered, standards-based curriculum. SMOE engages in a partnership with the College of San Mateo through Project Change, which provides students with unique opportunities to develop college and career readiness skills, complete California's High School requirements for Graduation, and pursue college-level courses for college credit.</p> <p>We interviewed school staff, probation staff, youth, and reviewed school daily schedules which revealed compliance with this regulation.</p> <p>It should be noted the Annual Education review was completed on October 25, 2024 by Dr. Jennifer I. Gonzales Senior Director, Alternative Education, Santa Cruz County Office of Education.</p>
(b) Required Elements The facility school program shall comply with the State Education Code and County Board of Education policies, all applicable federal education statutes and regulations and provide for an annual evaluation of the educational program offerings. 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. 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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
All youth shall be treated equally, and the education program shall be free from discriminatory action. Staff shall refer to transgender, intersex and gender-nonconforming youth by their preferred name and gender.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(3) Youth shall be informed of post-secondary education and vocational opportunities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(4) Administration of the High School Equivalency Tests as approved by the California Department of Education, shall be made available when possible.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(5) Supplemental instruction shall be afforded to youth who do not demonstrate sufficient progress towards grade level standards.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(c) School Discipline (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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370 The education program is integrated into the juvenile facilities' overall positive behavioral management plan and security program. Any violations committed while participating in the education program will be handled under the Youth Discipline Policy.
(2) School staff shall be advised of administrative decisions made by probation staff that may affect the educational programming of students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(d) Provisions for Special Populations (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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(2) Youth identified as English Learners (EL) 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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(e) Educational Screening and Admission (1) Youth shall be interviewed after admittance and a record maintained that documents a youth's educational history, including but not limited to:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(A) School progress/school history;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(B) Home Language Survey and the results of the State Test used for English language proficiency;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(C) Needs and services of special populations as defined by the State Education Code, including but not limited to, students with special needs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(D) Discipline problems.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(3) After admission to the facility, a preliminary education plan shall be developed for each youth within five school days.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(f) Educational Reporting (1) The complete facility educational record of the youth shall be forwarded to the next educational placement in accordance with the State Education Code.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(g) Transition and Re-Entry Planning (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, in accordance with the State Education Code and in alignment with Title 15, Minimum Standards for Juvenile Facilities, Section 1355.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(h) Post-Secondary Education Opportunities (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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370 It should be noted that, at the time of the inspection, YSC had seven (7) youth enrolled in the College of San Mateo.
1371 PROGRAMS, RECREATION, AND EXERCISE. The facility administrator shall develop and implement written policies and procedures for programs, recreation, and exercise for all youth. The intent is to minimize the amount of time youth are in their rooms or their bed area.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371 Review of policy and procedures and daily schedule revealed compliance with this regulation. Documentation of youth's programs, recreation, and exercise is documented within the youth program sheets. We reviewed the months of January and February 2025 from the YSC JH facility, which also revealed compliance with this regulation. Each youth receives a minimum of one hour of programming, exercise, and recreation daily.
Juvenile facilities shall provide the opportunity for programs, recreation, and exercise a minimum of three hours a day during the week and five hours a day each Saturday, Sunday or other non-school days, of which one hour shall be an outdoor activity, weather permitting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371
A youth's participation in programs, recreation, and exercise may be suspended only upon a written finding by the administrator/manager or designee that a youth represents a threat to the safety and security of the facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371
Such program, recreation, and exercise schedule shall be posted in the living units.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371 It should be noted, during the inspection facility walkthrough, the youth daily schedule was observed posted within the living unit.
There will be a written annual review of the programs, recreation, and exercise by the responsible agency to ensure content offered is current, consistent, and relevant to the population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371 Programs Annual Review completed by Superintendent Sanam Aram on February 25, 2025.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>(a) Programs. All youth shall be provided with the opportunity for at least one hour of daily programming to include, but not be limited to, trauma focused, cognitive, evidence-based, best practice interventions that are culturally relevant and linguistically appropriate, or pro-social interventions and activities designed to reduce recidivism. These programs should be based on the youth's individual needs as required by Sections 1355 and 1356. Such programs may be provided under the direction of the Chief Probation Officer or the County Office of Education and can be administered by county partners such as mental health agencies, community based organizations, faith-based organizations or Probation staff.</p> <p>Programs may include but are not limited to:</p> <ul style="list-style-type: none"> (1) Cognitive Behavior Interventions; (2) Management of Stress and Trauma; (3) Anger Management; (4) Conflict Resolution; (5) Juvenile Justice System; (6) Trauma-related interventions; (7) Victim Awareness; (8) Self-Improvement; (9) Parenting Skills and support; (10) Tolerance and Diversity; (11) Healing Informed Approaches; (12) Interventions by Credible Messengers; (13) Gender Specific Programming; (14) Art, creative writing, or self-expression; (15) CPR and First Aid training; (16) Restorative Justice or Civic Engagement; (17) Career and leadership opportunities; and, (18) Other topics suitable to the youth population. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 6 Section 1371</p> <p>YSC youth all participate in programming which focuses on trauma-focused, cognitive, evidence-based, best practice interventions that are culturally relevant and linguistically appropriate, or prosocial interventions and activities designed to reduce recidivism.</p> <p>Review of daily program schedules and interviews with the staff and youth revealed compliance with this regulation.</p>
<p>(b) Recreation. All youth shall be provided the opportunity for at least one hour of daily access to unscheduled activities such as leisure reading, letter writing, and entertainment. Activities shall be supervised and include orientation and may include coaching of youth.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 6 Section 1371</p> <p>Review of daily program schedules and interviews with the staff and youth revealed compliance with this regulation.</p>
<p>(c) Exercise. All youth shall be provided with the opportunity for at least one hour of large muscle activity each day.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 6 Section 1371</p> <p>Review of daily program schedules and interviews with the staff and youth revealed compliance with this regulation.</p>
<p>The administrator/manager may suspend, for a period not to exceed 24 hours, access to recreation and programs. The administrator/manager shall document the reasons why suspension of recreation and programs occurs.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 6 Section 1371</p>
<p>1372 RELIGIOUS PROGRAM</p> <p>The facility administrator shall provide access to religious services and/or religious counseling at least once each week. Attendance shall be voluntary. A youth shall be allowed to participate in an activity outside of their room if he/she elects not to participate in religious programs. Religious programs shall provide for:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 6 Section 1372</p> <p>Review of daily schedule revealed youth can participate in alternative programming during the scheduled religious program time.</p>
<p>(a) opportunity for religious services and practices;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 6 Section 1372.2</p>
<p>(b) availability of clergy; and,</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 6 Section 1372.1</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(c) availability of religious diets.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1372.5
1373 WORK PROGRAM The facility administrator shall develop policies and procedures regarding the fair and consistent assignment of youth to work programs. Work assigned to a youth shall be meaningful, constructive and related to vocational training or increasing a youth's sense of responsibility. Work programs shall not be imposed as a disciplinary measure	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Article 6 section 1373 Review of policy and procedure revealed compliance with this regulation. Although the facility has policies and procedures regarding work programs, the facility is currently not operating any work programs for youth.
1374 VISITING The facility administrator shall develop and implement written policies and procedures for visiting, that include provisions for special visits. Youth shall be allowed to receive visits by parents, guardians or persons standing in loco parentis, and children of youth. Other family members, such as grandparents and siblings, and supportive adults, may be allowed to visit with the approval of the facility administrator or designee, and in conjunction with the youth's case plan or in the best interest of the youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374 We reviewed the YSC JH visiting logs for January and February 2025. Review of logs and review policy and procedures revealed compliance with this regulation.
All visits shall occur at reasonable times, subject only to the limitations necessary to maintain order and security. Visitation shall not be denied solely based on the visitor's criminal history. The staff shall determine in each case, whether the visitor's criminal history represents a risk to the safety of youth or staff in the facility. Any denial of visitation or limitation on visitations shall be communicated to the youth, person denied and facility administrator.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374
Opportunity for visitation shall be a minimum of two hours per week. Visits may be supervised, but conversations shall not be monitored unless there is a security or safety need.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374
Provisions for special visits, in addition to the two-hour minimum and/or outside of the regular visiting hours, shall be accommodated as necessary and within the discretion of the facility administrator or designee. Family therapy and professional visits shall be accommodated outside the provisions of this regulation. Facilities may provide visitation opportunities outside of normal visiting hours to accommodate special visits.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374
The facility may provide access to technology as an alternative, but not as a replacement, to in-person visiting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374 Zoom visits are offered to youth but not as a replacement to in-person visits.
1375 CORRESPONDENCE The facility administrator shall develop and implement written policies and procedures for correspondence which provide that: (a) there is no limitation on the volume of mail that youth may send or receive;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1375 Staff and youth interviewed as well as review of policy and procedures revealed compliance with this regulation.
(b) youth may send two letters per week postage free;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1375

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(c) youth may correspond confidentially with state and federal courts, any member of the State Bar or holder of public office, and the Board; however, authorized facility staff may open and inspect such mail only to search for contraband and in the presence of the youth; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1375
(d) incoming and outgoing mail, other than that described in (c), may be read by staff only when there is reasonable cause to believe facility safety and security, public safety, or youth safety is jeopardized.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1375
1376 TELEPHONE ACCESS The administrator of each juvenile facility shall develop and implement written policies and procedures to provide youth with access to telephone communications.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1376 Staff and youth interviewed as well as review of policy and procedures revealed compliance with this regulation.
1377 ACCESS TO LEGAL SERVICES The facility administrator shall develop written procedures to ensure the right of youth to have access to the courts and legal services. Such access shall include: (a) access, upon request by the youth, to licensed attorneys and their authorized representatives;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1377 Staff and youth interviewed as well as review of policy and procedures revealed compliance with this regulation. Article 6 section 1377.2
(b) provision for confidential consultation with attorneys; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1377.1
(c) unlimited postage free, legal correspondence and cost-free telephone access as appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1377.4
1390 DISCIPLINE The facility administrator shall develop and implement written policies and procedures for the discipline of youth that shall promote acceptable behavior; including the use of positive behavior interventions and supports. Discipline shall be imposed at the least restrictive level which promotes the desired behavior and shall not include corporal punishment, group punishment, physical or psychological degradation. Deprivation of the following is not permitted:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 Review of policy and procedures and documentation revealed compliance with this regulation.
(a) bed and bedding;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (a)
(b) daily shower, access to drinking fountain, toilet and personal hygiene items, and clean clothing;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (b)
(c) full nutrition;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (c)
(d) contact with parent or attorney;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (d)
(e) exercise;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (e)
(f) medical services and counseling;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (f)
(g) religious services;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (g)
(h) clean and sanitary living conditions;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (h)
(i) the right to send and receive mail;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (i)
(j) education; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (j)
(k) rehabilitative programming.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (k)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
The facility administrator shall establish rules of conduct and disciplinary penalties to guide the conduct of youth. Such rules and penalties shall include both major violations and minor violations, be stated simply and affirmatively, and be made available to all youth. Provision shall be made to provide accessible information to youth with disabilities, limited English proficiency, or limited literacy.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390
1391 DISCIPLINE PROCESS The facility administrator shall develop and implement written policies and procedures for the administration of discipline which shall include, but not be limited to:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391 We reviewed ten (10) Due Process Tickets from YSC JH. Review of policy and procedures and documentation revealed compliance with this regulation.
(a) designation of personnel authorized to impose discipline for violation of rules;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(b) prohibiting discipline to be delegated to any youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(c) definition of major and minor rule violations and their consequences, and due process requirements;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(d) trauma-informed approaches and positive behavior interventions;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(e) minor rule violations may be handled informally by counseling, advising the youth of expected conduct imposing a minor consequence. Discipline shall be accompanied by written documentation and a policy of review and appeal to a supervisor; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(f) major rule violations and the discipline process shall be documented and require the following: (1) written notice of violation prior to a hearing;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391 We reviewed ten (10) Due Process Tickets from YSC JH. Review of policy and procedures and documentation revealed compliance with this regulation.
(2) accommodations provided to youth with disabilities, limited literacy, and English language learners;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(3) hearing by a person who is not a party to the incident;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(4) opportunity for the youth to be heard, present evidence and testimony;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(5) provision for youth to be assisted by staff in the hearing process;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(6) provision for administrative review.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(g) violations that result in a removal from camp or commitment program, but not a return to court, will follow the due process provisions in subsection (e) above.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
1410 MANAGEMENT OF COMMUNICABLE DISEASES. The health administrator/responsible physician, in cooperation with the facility administrator and the local health officer, shall develop written policies and procedures to address the identification, treatment, control and follow-up management of communicable diseases. The policies and procedures shall address, but not be limited to:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410 Review of policy and procedure revealed compliance with this regulation.
(a) Intake health screening procedures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) Identification of relevant symptoms;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(c) Referral for medical evaluation;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(d) Treatment responsibilities during detention;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(e) Coordination with public and private community-based resources for follow-up treatment;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(f) Applicable reporting requirements; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(g) Strategies for handling disease outbreaks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
The policies and procedures shall be updated as necessary to reflect communicable disease priorities identified by the local health officer and currently recommended public health interventions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
1433 REQUESTS FOR HEALTH CARE SERVICES The health administrator, in cooperation with the facility administrator, shall develop policy and procedures to establish a daily routine for youth to convey requests for emergency and non-emergency medical, dental and behavioral/mental health care services.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1433 All youth Housing units have a medical lock box in the dayroom. Youth fills out a medical service request form for medical or behavioral health services.
1480 STANDARD FACILITY CLOTHING ISSUE The youth's personal clothing, undergarments and footwear may be substituted for the institutional clothing and footwear specified in this regulation. The facility has the primary responsibility to provide clothing and footwear. Clothing provisions shall ensure that:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480 Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.
(a) Clothing is clean, reasonably fitted, durable, easily laundered, in good repair, and free of holes and tears.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(b) The standard issue of climatically suitable clothing for youth shall consist of but not be limited to: (1) Socks and serviceable footwear;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(2) Outer garments;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(3) New non-disposable underwear which shall remain with the youth throughout their stay, and;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(4) Undergarments, that are freshly laundered and free of stains, including tee shirts and bras.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(c) Clothing is laundered at the temperature required by local ordinances for the commercial laundries and dried completely in a mechanical dryer or other laundry method approved by the local health officer.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(d) Suitable clothing is issued to pregnant youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
1482 CLOTHING EXCHANGE The facility administrator shall develop and implement written policies and site-specific procedures for the cleaning and scheduled exchange of clothing. Unless work, climatic conditions, or illness necessitates more frequent exchange, outer garments, except for footwear, shall be exchanged at least once each week. Tee shirts, bras, and underwear shall be exchanged daily; youth shall receive their own underwear back at exchange.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1482 Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation and youth are receiving their own underwear back at clothing exchange.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1484 CONTROL OF VERMIN IN YOUTH'S PERSONAL CLOTHING</p> <p>There shall be written policies and site-specific procedures developed and implemented by the facility administrator to control the contamination and/or spread of vermin and ecto-parasites in all youth's personal clothing. Infested clothing shall be cleaned or stored in a closed container so as to eradicate or stop the spread of the vermin.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1484</p> <p>Review of policy and procedure revealed compliance with this regulation.</p>
<p>1485 ISSUE OF PERSONAL CARE ITEMS</p> <p>There shall be written policies and site-specific procedures developed and implemented by the facility administrator for the availability of personal hygiene items. Each female youth shall be provided with sanitary napkins, panty liners and tampons as requested. Each youth to be held over 24 hours shall be provided with the following personal care items;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1485</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p>
(a) Toothbrush;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(b) Toothpaste;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(c) Soap;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(d) Comb;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(e) Shaving implements;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(f) Deodorant;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(g) Lotion;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(h) Shampoo; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(i) Post-shower conditioning hair products.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
<p>Youth shall not be required to share any personal care items listed in items (a) through (d). Liquid soap provided through a common dispenser is permitted. Youth shall not share disposable razors. Double edged safety razors, electric razors, and other shaving instruments capable of breaking the skin, when shared among youth, shall be disinfected between individual uses by the method prescribed by the State Board of Barbering and Cosmetology in Sections 979 and 980, Chapter 9, Title 16, California Code of Regulations.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
<p>1486 PERSONAL HYGIENE</p> <p>There shall be written policies and site specific procedures developed and implemented by the facility administrator for showering/bathing and brushing of teeth. Youth shall be permitted to shower/bathe up on assignment to a housing unit and on a daily basis thereafter and given an opportunity to brush their teeth after each meal.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1486</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1487 SHAVING</p> <p>Youth shall have access to a razor daily, unless their appearance must be maintained for reasons of identification in Court. All youth shall have equal opportunity to shave face and body hair. The facility administrator may suspend this requirement in relation to youth who are considered to be a danger to themselves or others.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1487</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation. It should be noted YSC youth are afforded an opportunity to shave daily.</p>
<p>1488 HAIR CARE SERVICES</p> <p>Hair care services shall be available in all juvenile facilities. Youth shall receive hair care services monthly. Equipment shall be cleaned and disinfected after each haircut or procedure, by a method approved by the State Board of Barbering and Cosmetology.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1488</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p> <p>It should be noted the facility has a contract with FadeOclock barbers and braiders who provides haircare services twice a month for all youth.</p>
<p>1500 STANDARD BEDDING AND LINEN ISSUE</p> <p>Clean laundered, suitable bedding and linens, in good repair, shall be provided for each youth entering a living area who is expected to remain overnight, shall include, but not be limited to:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p>
<p>(a) One mattress or mattress-pillow combination which meets the requirements of Section 1502 of these regulations;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p>
<p>(b) One pillow and a pillow case unless provided for in (a) above;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p>
<p>(c) One mattress cover and a sheet or two sheets;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p>
<p>(d) One towel; and,</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p>
<p>(e) One blanket or more, up on request</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p> <p>It should be noted that, on multiple occasions this inspection cycle, the youth have been provided extra blankets due to the Units being cold.</p>
<p>1501 BEDDING LINEN EXCHANGE</p> <p>The facility administrator shall develop and implement site specific written policies and procedures for the scheduled exchange of laundered bedding and linen issued to each youth housed. Washable items such as sheets, mattress covers, pillow cases and towels shall be exchanged for clean replacement at least once each week.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1501</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p>
<p>The covering blanket shall be cleaned or laundered once a month.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1501</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1510 FACILITY SANITATION, SAFETY AND MAINTENANCE</p> <p>The facility administrator shall develop and implement written policies and site-specific procedures for the maintenance of an acceptable level of cleanliness, repair and safety throughout the facility. The plan shall provide for a regular schedule of housekeeping tasks, equipment, including restraint devices, and physical plant maintenance and inspections to identify and correct unsanitary or unsafe conditions or work practices in a timely manner. The use of chemicals shall be done in accordance to the product label and Safety Data Sheet which may include the use of Personal Protection Equipment (PPE).</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1510</p> <p>Review of policy and procedure revealed compliance with this regulation.</p>

REVIEW OF NON-REGULATORY REQUIREMENTS

GRANT FUNDING OR CODE REFERENCE	YES	NO	N/A	P/P REFERENCE - COMMENTS
JUVENILE PROBATION AND CAMPS FUNDING (JPCF) (Camps Only)				
The programs/services identified on the JPCF Camp Eligibility Form are being provided at the facility. (Refer to the JPCF Camp Eligibility Form)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
208.5 WIC CONTACT BETWEEN PERSONS UNDER THE JUVENILE COURT AGES 19- 20 AND MINORS IN THE FACILITY				
The facility houses Juvenile Court Wards 19 years of age and older.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The facility has been approved to hold persons under the juvenile court who are ages 19 through 21.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The facility continues to comply with the requirements of 208.5 WIC (programming, capacity and security of the facility) as outlined in the county's application.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS, AND CAMPS
LIVING AREA SPACE EVALUATION
Board of State and Community Corrections**

BSCC Code: 7550+7554

FACILITY: San Mateo Youth Service Center (YSC)	TYPE: JH SYTF	RC: 155 30
FIELD REPRESENTATIVE: Craigus Thompson Sr.		DATE: March 6, 2025

ROOMS							EACH ROOM					
Unit Designation	Room Type	Applicable Standards	# Rooms	EACH ROOM		Total RC	DIMENSIONS (L x W x H)	FIXTURES*				
				# Beds	RC			T	U	W	F	S
Intake												
Pre-receiving	Interview	2001	1		(0)	(0)	9.4 x 9.7 x 9 75 square feet					
Note: This room is not rated. This room is for arresting officers to complete forms and/or reports. Seating is provided by the 7.8-foot bench located in the sallyport entrance.												
Holding 1	Holding	2001	1		5	5	13.2 x 9.7 x 9 115 square feet	1		1	1	
Note: 7.5-foot bench limits capacity.												
Holding 2	Holding	2001	1		4	4	8.4 x 9.3 x 9 70 square feet	1		1	1	
Note: 6.5-foot bench limits capacity.												
Holding 3,4	Holding	2001	2		4	4	7.5 x 9.8 x 9 68 square feet	1		1	1	
Note: 6.5-foot bench limits capacity.												
Transport Staging	Holding	2001	1		21	21	24.8 x 13 x 9 322 square feet					
Note: 32-foot bench. Fixtures are accessible in the intake area.												
Safety	Safety	2001	1		1	1	7.8 x 8.6 x 8.5 67 square feet	1				
Note: Safety room has a floor toilet.												
Forest												
Unit 1	Single	2001	5	1	1	5	10.4 x 7.3 x 9	1		1	1	
	Double	2001	2	2	2	4	12.4 x 9.3 x 9	1		1	1	

*T = Toilets; U = Urinals; W = Wash Basins; F = Fountains; S = Showers in unit. If "Total RC" appears in brackets (), it is not part of the facility's rated capacity.

ROOMS							EACH ROOM					
Unit Designation	Room Type	Applicable Standards	# Rooms	EACH ROOM		Total RC	DIMENSIONS (L x W x H)	FIXTURES*				
				# Beds	RC			T	U	W	F	S
	Dayroom	2001	1				1750 square feet				2	2
Note: Tables and seating for 16.												
	Dorm	2009	1	6	6	6	19 x 17 x 9					
	Safety		1		1	1	10.2 x 6.8 x 9	1				
Note: At the time of the inspection, Unit 1 was unoccupied.												
Unit 2	Single	2001	20	1	1	20	10.4 x 7.3 x 9	1		1	1	
	Dayroom	2001	1				3806 square feet	1		1	1	4
Note: Tables and seating for 22.												
	Class	2001	1				25 x 15.9					
	Rec Yard	2001	1				1620 square feet					
Note: At the time of the inspection, Unit 2 housed male detention youth.												
Unit 3	Single	2001	9	1	1	9	10.4 x 7.3 x 9	1		1	1	
	Single	2001	1	1	1	1	13.5 x 7.3 x 9 Handicap room	1		1	1	1
	Dayroom	2001					3775 square feet	1		1	2	6
Note: Tables and seating for 30.												
	Class	2001					16.6 x 16.2					
	Rec Yard	2001					2288 square feet					
Note: At the time of the inspection, Unit 3 housed male and female detention youth.												
Pine												
Unit 4	Single	2001	9	1	1	9	10.4 x 7.3 x 9	1		1	1	
	Single	2001	1	1	1	1	16 x 7.3 x 9 Handicap room	1		1	1	1
	Double	2001	10	2	2	20	12.4 x 9.3 x 9	1		1	1	
	Safety	2001	1		1	1	10.2 x 6.8 x 9	1				
	Dayroom	2001	1				5175 square feet	1		1	2	6

*T = Toilets; U = Urinals; W = Wash Basins; F = Fountains; S = Showers in unit. If "Total RC" appears in brackets (), it is not part of the facility's rated capacity.

ROOMS							EACH ROOM					
Unit Designation	Room Type	Applicable Standards	# Rooms	EACH ROOM		Total RC	DIMENSIONS (L x W x H)	FIXTURES*				
				# Beds	RC			T	U	W	F	S
Note: Tables and seating for 32.												
	Class	2001	1				35.5 x 22.7					
	Rec Yard	2001	1				2200 square feet					
Note: At the time of the inspection, Pine Unit 4 housed male SYTF youth.												
Unit 5	Single	2001	1	1	1	1	10.4 x 7.3 x 9	1		1	1	1
	Single	2001	1	1	1	1	16 x 7.3 x 9 Handicap room	1		1	1	1
	Double	2001	14	2	2	28	12.4 x 10.3 x 9	1		1	1	1
	Dayroom	2001	1				5175 square feet	1		1	2	6
Note: Tables and seating for 32.												
	Class	2001	1				32.7 x 16					
	Rec Yard	2001	1				2200 square feet					
Elm												
Unit 6	Single	2001	9	1	1	9	10.4 x 7.3 x 9	1		1	1	
	Single	2001	1	1	1	1	10.4 x 9.5 Handicap room	1		1	1	
	Single	2001	10	2	2	20	12.4 x 9.3 x 9	1		1	1	
	Dayroom	2001	1				4500 square feet	1		1	2	6
Note: Tables and seating for 32.												
	Class	2001	1				33 x 16	1		1	1	
	Rec Yard	2001					1760 square feet	1		1	1	
Elm												
Unit 7	Single	2001	9	1	1	9	10.4 x 7.3 x 9	1		1	1	
	Single	2001	1	1	1	1	10.4 x 9.5	1		1	1	1
	Double	2001	10	2	2	20	12.4 x 9.3 x 9	1		1	1	
	Dayroom	2001	1				4500 square feet	1		1	2	6

*T = Toilets; U = Urinals; W = Wash Basins; F = Fountains; S = Showers in unit. If "Total RC" appears in brackets (), it is not part of the facility's rated capacity.

ROOMS							EACH ROOM					
Unit Designation	Room Type	Applicable Standards	# Rooms	EACH ROOM		Total RC	DIMENSIONS (L x W x H)	FIXTURES*				
				# Beds	RC			T	U	W	F	S
Note: Tables and seating for 32.												
	Class	2001	1				33 x 16					
	Rec Yard	2001	1				1760 square feet					
Court Holding												
236/237	Holding	2001	2		3	6	10.5 x 8 x 9	1		1	1	
Note: Juvenile holding rooms.												
235	Holding	2001	1		3	3	10.5 x 8 x 9	1		1	1	
Note: Utilized as an adult holding cell or juvenile holding room.												
Note: Youth not considered a security risk can sit in the large open area in the center of the court holding area. Interview rooms and a youth restroom are available. Theater seating is used.												
Building 4												
	Gym	2001	1				90 x 62					
	Class	2001	6				38.75 x 18.1					
	Class	2001	1				20.5 x 38.75			Computer classroom		
	Class	2001	1				31 x 15.9			Special Education Classroom		
	Class	2001	1				25.5 x 38.75			Resource room/Library		
	Class	2001	1				32.2 x 35.5			Vocational room		
	Yard	2001	1				Over 61,650 sq. ft			Outdoor recreation		
Note: Oval shape with running track at the perimeter. The yard is artificial turf.												
	Dining	2001	1				3312.5 square feet					

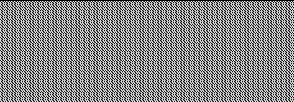
*T = Toilets; U = Urinals; W = Wash Basins; F = Fountains; S = Showers in unit. If "Total RC" appears in brackets (), it is not part of the facility's rated capacity.

**JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS
PHYSICAL PLANT EVALUATION
Board of State and Community Corrections**

APPLICABLE TITLE 24 REGULATIONS: 4/98; 2001; 2003; 2009; 2014; 2018

BSCC Code: 7550+7554

FACILITY NAME: San Mateo Youth Services Center (YSC)				FACILITY TYPE: JH + SYTF		
APPLICABLE REGULATIONS (Check All That Apply):	4/98:	2001:	2003:	2009:	2014:	2018:
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FIELD REPRESENTATIVE: Craigus Thompson Sr.				DATE: March 6, 2025		

TITLE 24 SECTION	YES	NO	N/A	COMMENTS
1230.1.1 Reception/intake admission. In each juvenile hall, space used for the reception of youth pending admission to juvenile hall shall have the following space and equipment:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
1. Weapons lockers as specified in Section 1230.2.9;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Weapons lockers located within the Sallyport.
2. A secure room for the confinement of youth pending admission to juvenile hall as specified in Section 1230.1.2; In each juvenile hall, camp and ranch, space used for the reception of youth pending admission to these facilities shall have the following space and equipment:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
3. Access to a shower;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Access to showers is available within the intake unit.
4. A secure vault or storage space for youth, valuables;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth are locked away in a designated secure area of the intake unit.
5. Telephone accessible to youth; and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Access to a telephone is provided outside the holding rooms.
6. Access to hot and cold running water for staff use.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff have access to running water.
1230.1.2 Locked holding room. A locked holding room shall:				Physical walkthrough of the facility revealed compliance with this regulation.
1. Contain a minimum of 15 square feet of floor area per youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See Living Area Space Evaluation (LASE).
2. Provide no less than 45 square feet of floor space and have a clear ceiling height of 8 feet or more;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
3. Contain seating to accommodate all youth as specified in Section 1230.2.8;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Be equipped with a toilet, wash basin, mirror and drinking fountain unless as specified in Section 1230.2, unless a procedure is in effect to give the youth access to a toilet, wash basin and drinking fountain;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
5. Maximize visual supervision of youth by staff; and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Have an outward swinging or lateral sliding door.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

TITLE 24 SECTION	YES	NO	N/A	COMMENTS
<p>1230.1.3 Natural light.</p> <p>Outer-facing exterior windows where youth's privacy is not at risk shall be provided in locked sleeping rooms, single occupancy sleeping rooms, double occupancy sleeping rooms, dormitories and dayrooms. Natural light may be provided by, but is not limited to, skylights or windows in dayrooms, windows in adjacent exterior exercise areas, and in sleeping rooms and/or dormitories.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Natural lighting is provided by skylights and windows in the dayroom and youth sleeping rooms.
<p>1230.1.4 Corridors</p> <p>Corridors in living areas shall be at least eight feet wide.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All corridors are a minimum of eight feet wide.
<p>1230.1.5 Living unit.</p> <p>A living unit shall be a self-contained unit containing locked sleeping rooms, single and double occupancy sleeping rooms, or dormitories, dayroom space, toilet, wash basins, drinking fountains and showers commensurate to the number of youth housed.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The Youth Service Center (YSC) is comprised of seven (7) housing units within three separate buildings.</p> <p>Forest Building - three (3) housing units</p> <p>Pine Building - two (2) housing units</p> <p>Elm Building - two (2) housing units</p>
<p>A living unit shall not be divided in a way that hinders direct access, supervision, immediate intervention or other action if needed. In juvenile halls, the number of youth housed in a living unit shall not exceed 30.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No housing unit exceeds 30.
<p>1230.1.6 Locked sleeping rooms.</p> <p>Locked sleeping rooms shall be equipped with an individual or combination toilet, wash basin, mirror and drinking fountain.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Physical walkthrough of the facility revealed compliance with this regulation.</p> <p>All housing units sleeping rooms contain a combination toilet, wash basin, mirror, and drinking fountain.</p>
<p>Doors to locked sleeping rooms shall swing outward or slide laterally.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All doors in each housing unit swing outward.
<p>1230.1.7 Single occupancy sleeping rooms.</p> <p>Single occupancy sleeping rooms shall provide the following:</p> <p>1. A minimum of 70 square feet of floor area;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
<p>2. A minimum ceiling height of eight feet; and,</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
<p>3. The door into this room shall swing outward or slide laterally and be provided with a view panel, a minimum of 144 square inches, constructed of security glazing.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All doors in each housing unit swing outward.
<p>4. Contain a bed as specified in 1230.2.5.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>1230.1.8 Double occupancy sleeping rooms.</p> <p>Double occupancy sleeping rooms shall provide the following:</p> <p>1. A minimum of 100 square feet of floor area;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
<p>2. A minimum clear ceiling height of 8 feet and a minimum width of 7 feet; and,</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.

TITLE 24 SECTION	YES	NO	N/A	COMMENTS
3. The door into this room shall swing outward or slide laterally and be provided with a view panel, a minimum of 144 square inches, constructed of security glazing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All doors in each housing unit swing outward.
4. Contain a bed as specified in 1230.2.5.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.1.9 Dormitories Dormitories shall provide the following: 1. A minimum of 50 square feet of floor area per youth with the minimum size of a dormitory being 200 square feet of floor area and a minimum 8-foot clear ceiling height;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation. See LASE.
2. Designed for no fewer than four youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Dormitories in juvenile halls shall be designed for no more than 30 youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Camps shall conform to Items 1 and 2.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1230.1.10 Dayrooms Dayrooms shall contain 35 square feet of floor area per youth, contain tables and seating to accommodate the maximum numbers of youth allowed access at a given time.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
Access must be provided to toilets, wash basins, drinking fountains and showers as specified in Section 1230.2.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Access to toilets, wash basin, drinking fountains, and showers is available in the dayrooms.
1230.1.11 Physical activity and recreation areas. Indoor/outdoor physical activity and recreation areas shall be designed as follows: 1. Minimum indoor outdoor recreation space for facility capacity: 40 or less is 9,000 square feet; 41-274 is 225 square feet per youth up to 61,650 square feet; 275 or more is 61,650 square feet, plus 145 square feet for each youth beyond 274 [up to a maximum of 87,120 square feet]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation. See LASE. The drinking fountain is in the outdoor exercise area as required by Section 460A.2.3.
1.1 At least one quarter of the dedicated indoor/outdoor space shall be a paved or like surface.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1.2 The required recreation area shall contain no single dimension less than 40 feet.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. A portion of the dedicated space for physical activity and recreation shall be out-of-doors and be sufficient size and equipped in such a manner to allow compliance with Title 15, Section 1371, which requires at least one hour per day of outdoor activity for each detained youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
3. Lighting of outdoor recreation areas shall be provided to allow for evening activities and to provide security.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
4. Access must be provided to a toilet, wash basin and drinking fountain as specified in Section 1230.2.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A drinking fountain is located within the recreation outdoor space.

TITLE 24 SECTION	YES	NO	N/A	COMMENTS
<p>1230.1.12 Academic classrooms.</p> <p>There shall be a dedicated classroom space for every juvenile in every facility.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Physical walkthrough of the facility revealed compliance with this regulation.</p> <p>Academic classrooms are located within Building four (4). Building 4 has a total of ten (10) classrooms. It should be noted one (1) classroom is located within each housing unit.</p>
The primary purpose for the academic classroom shall be for education.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Each academic classroom shall contain a minimum of 160 square feet of floor space for the teacher's desk and work area and a minimum of 28 square feet of floor space per minor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
A communication system shall be provided in each classroom to allow for immediate response to emergencies.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
The classroom shall be designed for a maximum of 20 minors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
There shall be space available in every juvenile facility that may be used for specialized, one-on-one or small group educational purposes.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>1230.1.13 Safety room.</p> <p>A safety room shall:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Physical walkthrough of the facility revealed compliance with this regulation.</p> <p>See LASE.</p>
1. Contain a minimum of 48 square feet of floor area and a minimum clear ceiling height of 8 feet;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Be limited to one youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Be padded as specified in Section 1230.2.7;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Provide one or more vertical view panels constructed of security glazing. These view panels shall be no more than 4 inches wide nor less than 24 inches long, which shall provide a view of the entire room;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
5. Provide an audio monitoring system as specified in Section 1230.1.22;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Contain a flushing ring toilet, capable of accepting solid waste, mounted flush with the floor, the controls for which must be located outside of the room;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
7. Be equipped with a variable intensity, security-type lighting fixture with controls located outside the room;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Any wall or ceiling-mounted devices must be designed to prohibit access to the youth occupant; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Provide a food pass with lockable shutter, no more than 4 inches high, and located between 26 inches and 32 inches as measured from the bottom of the food pass to the floor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>1230.1.14 Medical examination room.</p> <p>There must be a minimum of one suitably equipped medical examination room in every juvenile facility.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.

TITLE 24 SECTION	YES	NO	N/A	COMMENTS
Medical examination rooms shall provide the following:				The facility has a Medical Unit which complies with this regulation.
1. Space for carrying out routine medical examinations and emergency care and used for no other purpose;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Privacy for youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Lockable storage space for medical supplies;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Not less than 144 square feet of floor space with no single dimension less than 7 feet;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
5. Hot and cold running water;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Smooth, nonporous, washable surface;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. A medical exam table; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Adequate lighting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.1.15 Pharmaceutical storage. Provide lockable storage space for medical supplies and pharmaceutical preparations as specified by Title 15, Section 1438.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation. All medication and medical supplies are locked away and stored within the medical unit.
1230.1.16 Dining areas. Dining areas in juvenile facilities shall contain a minimum of 15 square feet of floor space and sufficient tables and seating for each person being fed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation. At the time of the inspection, the facility was utilizing the dayroom for youth to eat all meals.
Persons being fed include youth, staff and visitors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dining areas shall not contain toilets or showers in the same room without appropriate visual barrier.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No toilets or showers are located within the facility's dining hall.
1230.1.17 Visiting space. Space shall be provided in all juvenile facilities for in-person visiting which shall be unobstructed by barriers such as, but not limited to, security glazing for mesh.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation. The Visiting unit is directly connected to the lobby of the facility.
1230.1.18 Institutional storage. One or more storage rooms shall be provided to accommodate a minimum of 80 cubic feet of storage space per minor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
Items to be stored shall be institutional clothing, bedding, supplies and activity equipment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.1.19 Personal storage. Each youth in a juvenile facility shall be provided with a minimum of 9 cubic feet of secure storage space for personal clothing and belongings.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth personal storage is secure within the intake unit.
1230.1.20 Safety equipment storage. In all juvenile facilities, a secure area shall be provided for the storage of safety equipment, such as fire extinguishers, self-contained breathing apparatus, wire and bar cutters, emergency lights, etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.

TITLE 24 SECTION	YES	NO	N/A	COMMENTS
<p>1230.1.21 Janitorial closet.</p> <p>In all juvenile facilities, at least one securely lockable janitorial closet, containing a mop sink and sufficient area for the storage of cleaning implements, must be provided within a security area of the facility.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
<p>1230.1.22 Audio monitoring system.</p> <p>In safety rooms, locked holding rooms, locked sleeping rooms, single and double occupancy rooms and dormitories, there must be an audio monitoring system capable of actuation by the minor that alerts personnel.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
<p>1230.1.23 Emergency power.</p> <p>There shall be a source of emergency power in all juvenile facilities capable of providing minimal lighting in all living units, activities areas, corridors, stairs and central control points, and to maintain fire and life safety, security, communications and alarm systems (Title 24, Part 2, Chapter 27).</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
<p>Such an emergency power source shall conform to the requirements specified in Title, 24, Part 3, Article 700, California Electrical Code, California Code of Regulations.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>1230.1.24 Confidential interview room.</p> <p>Confidential interview rooms shall contain a minimum of 60 square feet of floor area.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
<p>In juvenile halls there shall be a minimum of one suitably furnished interview room for each 30 youth.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	It should be noted a confidential interview room is located within each housing unit.
<p>In camps there shall be a minimum of one suitably furnished interview room for each facility.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>This interview room shall provide for confidential consultations with youth.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>1230.1.25 Special-purpose juvenile halls.</p> <p>Special-purpose juvenile halls shall conform to all minimum standards for juvenile facilities contained in this section with the following exceptions:</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Facility is not an SPJH.
<p>1. Physical activity and recreation areas as specified in Section 1230.1.11;</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>2. Academic classrooms as specified in Section 1230.1.12;</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>3. Medical examination room as specified in Section 1230.1.14; and,</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>4. Dining areas as specified in Section 1230.1.16.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>1230.1.26 Court holding room for youth.</p> <p>A court holding room shall:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
<p>1. Contain a minimum of 10 square feet of floor area per youth;</p>				It should be noted a youth supervision staff is always present when a youth is placed in the court holding room.
<p>2. Be limited to no more than 16 youth;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

TITLE 24 SECTION	YES	NO	N/A	COMMENTS
3. Provide no less than 40 square feet of floor area and have a ceiling height of 8 feet or more;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
4. Contain seating to accommodate all youth as specified in Section 1230.2.8;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Contain a toilet, wash basin and drinking fountain as specified in Section 1230.2;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
6. Maximize visual supervision of youth by staff; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. A mirror of material appropriate to the level of security shall be provided as specified in Section 1230.2.11.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.1.27 Programs and activity areas. All juvenile facilities shall include adequate space for specific programs in addition to recreation and exercise areas.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation. The facility utilizes the housing units' dayrooms and dormitories for programs and activities.
1230.2.1 Toilets/urinals. All toilet areas shall provide privacy for the youth and help reduce the risk of voyeurism without mitigating staff's ability to supervise.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
Toilets must be available in a ratio to youth as follows:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
1. Juvenile halls 1:6;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Camps 1:10; and	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3. Locked holding rooms 1:8:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
One toilet and one urinal may be substituted for every 15 males.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.2.2 Wash basins. In living units, wash basins must be available in a ratio to youth as follows:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation. See LASE.
1. Juvenile halls 1:6;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Camps 1:10; and	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3. Locked holding rooms 1:8:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Wash basis must be provided with hot and cold or tempered water.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.2.3 Drinking fountains. In living areas and indoor and outdoor recreation areas, drinking fountains must be accessible to youth and to staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation. It should be noted drinking fountains are located within the outside recreation yard and the dayrooms.
1. The drinking fountain bubbler shall be on an angle which prevents waste water from flowing over the drinking bubbler; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. The water flow shall be actuated by a mechanical means.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.2.4 Showers. Shower areas shall provide privacy for the youth and help reduce the risk of voyeurism without mitigating staff's ability to supervise.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation. It should be noted showers are located within each housing unit dayroom.

TITLE 24 SECTION	YES	NO	N/A	COMMENTS
Showers shall be available to all youth on a ratio of at least one shower or bathtub to every six youth. Showers shall be provided with tempered water.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.2.5 Beds.				Physical walkthrough of the facility revealed compliance with this regulation.
Beds shall be at least 30 inches wide and 76 inches long and be of the solid bottom type.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
Beds shall be at least 12 inches off the floor and spaced no less than 36 inches apart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
Bunk beds must have no less than 33 inches vertically between the solid bottoms.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See LASE.
In secure facilities, the bunks shall be securely anchored and flushed against the floor and/or wall.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.2.6 Lighting.				Physical walkthrough of the facility revealed compliance with this regulation.
Lighting in locked sleeping rooms, single occupancy rooms, double occupancy rooms, dormitories, day rooms and activity areas shall provide not less than 20 foot candles of illumination at desk level.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Night lighting is required in these areas to provide for good visibility for supervision and be conducive to sleep.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.2.7 Padding.				Physical walkthrough of the facility revealed compliance with this regulation.
Padding in safety rooms, padding shall cover the entire floor, door, walls and everything on walls to a clear height of eight feet.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Benches or platforms are not to be placed on the floor of this room.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All padded rooms must be equipped with a tamper resistant fire sprinkler as approved by the State Fire Marshal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All padding must be:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1. Approved for use by the State Fire Marshal;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Nonporous to facilitate cleaning;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. At least 1 1/2 inch thick;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Of a unitary or laminated construction to prevent its destruction by teeth, hand tearing or small metal objects;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Firmly bonded to all padded surfaces to prevent tearing or ripping; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Without any exposed seams susceptible to tearing or ripping.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.2.8 Seating.				Physical walkthrough of the facility revealed compliance with this regulation.
Seating shall be designed for the level of security.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
When bench seating is used, 18 inches of bench is seating for one person.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1230.2.9 Weapons lockers.				Physical walkthrough of the facility revealed compliance with this regulation.
Weapons lockers are required in all secure juvenile facilities and shall be located outside the secure area of the facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	It should be noted a weapons locker is located within the sallyport directly outside of the intake unit.

TITLE 24 SECTION	YES	NO	N/A	COMMENTS
Weapons lockers shall be equipped with individual compartments, each with an individual locking device.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>1230.2.10 Security glazing.</p> <p>Security glazing shall comply with the minimum requirements of one of the following test standards: American Society for Testing and Materials, ASTM F 1233-98, Class III glass, or; California Department of Corrections, CDC 860-94d, Class C glass or; H.P. White Laboratory, Inc., HPW-TP-0500.02, Forced Entry Level III.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.
<p>1230.2.11 Mirrors.</p> <p>A mirror of a material appropriate to the level of security must be provided near each wash basin specified in these regulations.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical walkthrough of the facility revealed compliance with this regulation.

JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS
Board of State and Community Corrections
PROCEDURES CHECKLIST¹

BSCC Code: 7554

FACILITY NAME: San Mateo Secure Youth Treatment Facility (SYTF)	FACILITY TYPE: SYTF
PERSON(S) INTERVIEWED: Moniy Wade, Assistant Deputy Chief Probation Officer; Ivonne Bustos, Institution Service Manager; Sanam Aram, Superintendent; Shin Choi, Registered Nurse San Mateo Correctional Nurse; Dr. Jesus Jimenez, Director of Court and Community Schools San Mateo Office of Education; Ornit Shoham, Behavioral Health Recovery Services (BHRS); Wallace Richwood, Institution Services Manager (ISM); Carmen Ramirez, Institution Services Manager; Contessa Sterrett, Institution Services Manager; Johnny Rucker; Group Supervisor III; Group Supervisor III; Reynaldo Gonzalez, Group Supervisor III; Ana Davila, Group Supervisor II; Dawn Fregosa, CEO Collaborative Education Advisor	
FIELD REPRESENTATIVE: Craigus Thompson Sr.	DATE: March 6, 2025

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
1313 COUNTY INSPECTION AND EVALUATION OF BUILDING AND GROUNDS On an annual basis, or as otherwise required by law, each juvenile facility administrator shall obtain a documented inspection and evaluation from the following: (a) county building inspector or person designated by the Board of Supervisors to approve building safety;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All Local Inspection completed for this inspection cycle. Article 2 Section 1313 <u>YSC Building Facility Safety Inspection</u> <ul style="list-style-type: none"> Completed on February 20, 2025.
(b) fire authority having jurisdiction, including a fire clearance as required by Health and Safety Code Section 13146.1(a) and (b);	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>YSC Fire Safety Inspection</u> <ul style="list-style-type: none"> Completed on May 20, 2024.
(c) local health officer, inspection in accordance with Health and Safety Code Section 101045;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>YSC Environmental Health Inspection</u> <ul style="list-style-type: none"> Completed on October 8, 2024. <u>YSC Nutritional Health Inspection</u> <ul style="list-style-type: none"> Completed on May 16, 2024, and October 1, 2024. <u>Medical/ Mental Health Inspection</u> <ul style="list-style-type: none"> Completed on May 3, 2024.

¹ This document is intended for use as a tool during the inspection process; this worksheet may not contain each Title 15 regulation that is required. Additionally, many regulations on this worksheet are SUMMARIES of the regulation; the text on this worksheet may not contain the entire text of the actual regulation. Please refer to the complete California Code of Regulations, Title 15, Minimum Standards for Juvenile Facilities, Division 1, Chapter 1, Subchapter 5 for the complete list and text of regulations.

² Excerpts from facility policies, procedures, or other reference documents are indicated in *italicized text*.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(d) county superintendent of schools on the adequacy of educational services and facilities as required in Section 1370;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><u>YSC Educational Review and Evaluation</u></p> <ul style="list-style-type: none"> Completed on October 25, 2024, by Dr. Jennifer I. Gonzales Senior Director, Alternative Education, Santa Cruz County Office of Education.
(e) juvenile court as required by Section 209 of the Welfare and Institutions Code; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><u>YSC Juvenile Court Judge</u></p> <ul style="list-style-type: none"> Completed on December 4, 2024, by Juvenile Court Judge Susan I. Etezadi.
(f) the Juvenile Justice Commission as required by Section 229 of the Welfare and Institutions Code or Probation Commission as required by Section 240 of the Welfare and Institutions Code.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><u>YSC JJDPIC Inspection</u></p> <ul style="list-style-type: none"> Completed on August 12, 2024, and August 13, 2024, by Commissioners Johanna Rasmussen, Ameya Nori, and Susan Swope.
<p>1320 APPOINTMENT AND QUALIFICATIONS</p> <p><i>Note: Compliance with this section is determined by receipt of the Chief Probation Officer's certification letter confirming that all elements of regulation are met.</i></p> <p>(a) Appointment In each juvenile facility there shall be a superintendent, director or facility manager in charge of its program and employees. Such superintendent, director, facility manager and other employees of the facility shall be appointed by the facility administrator pursuant to applicable provisions of law.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Memo submitted to BSCC by Chief John T. Keene on February 19, 2025.</p>
<p>(b) Employee Qualifications Each facility shall: (1) recruit and hire employees who possess knowledge, skills and abilities appropriate to their job classification and duties in accordance with applicable civil service or merit system rules;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Chief Keene memo.</p>
<p>(2) require a medical evaluation and physical examination including tuberculosis screening test and evaluation for immunity to contagious illnesses of childhood (i.e., diphtheria, rubeola, rubella, and mumps);</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Chief Keene memo.</p>
<p>(3) adhere to the minimum standards for the selection and training requirements adopted by the Board pursuant to Section 6035 of the Penal Code; and</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Chief Keene memo.</p>
<p>(4) conduct a criminal records review, on each new employee, and psychological examination in accordance with Section 1031 of the Government Code.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Chief Keene memo.</p>
<p>(c) Contract personnel, volunteers, and other non-employees of the facility, who may be present at the facility, shall have such clearance and qualifications as may be required by law, and their presence at the facility shall be subject to the approval and control of the facility manager.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1320</p> <p>Chief Keene memo.</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1321 STAFFING</p> <p>Each juvenile facility shall:</p> <p>(a) have an adequate number of personnel sufficient to carry out the overall facility operation and its programming, to provide for safety and security of youth and staff, and meet established standards and regulations;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p> <p>We reviewed a variety of documents, including safety check records, grievances, disciplinary actions, and incidents reports. Also we reviewed January and February 2025 staffing schedules for the Youth Service Center (YSC). Review of these documents, as well as the policy and procedure manuals, revealed compliance with this regulation.</p> <p>At the time of the inspection, the Youth Service Center staffing consisted of 1 Superintendent; 1 Compliance Officer; 5 Institution Services Managers; 12 Group Supervisors III; 19 Group Supervisors II; 4 Group Supervisors I; 1 Transportation Officer; 1 Community Care Program (CCP) Officer; and 13 Extra-Help Group Supervisors.</p> <p>At the time of the inspection, YSC housing unit for SYTF was Pine 4 unit. Interviews with staff revealed staffing continues to be a challenge, however, YSC is always staffed to carry out the overall programming of the facility.</p> <p>It should be noted YSC staffing is utilized for JH, Camp Kemp, and SYTF youth.</p> <p>YSC currently has open recruitments for full-time Group Supervisors I and Extra-Help Group Supervisors positions.</p>
<p>(b) ensure that no required services shall be denied because of insufficient numbers of staff on duty absent exigent circumstances;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p>
<p>(c) have a sufficient number of supervisory level staff to ensure adequate supervision of all staff members;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p> <p>A Supervisor (Officer of the Day) is identified on the daily shift schedules.</p>
<p>(d) have a clearly identified person on duty at all times who is responsible for operations and activities and has completed the Juvenile Corrections Officer Core Course and PC 832 training;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p> <p>A Supervisor is assigned to each shift. In the Supervisor's absence, a Lead Officer is identified on the roster and assumes the Supervisor's role.</p>
<p>(e) have at least one staff member present on each living unit whenever there are youth in the living unit;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p> <p>Review of staffing schedules as well as the facility walkthrough revealed compliance with this regulation.</p>
<p>(f) have sufficient food service personnel relative to the number and security of living units, including staff qualified and available to: plan menus meeting nutritional requirements of youth; provide kitchen supervision; direct food preparation and servings; conduct related training programs for culinary staff; and maintain necessary records; or, a facility may serve food that meets nutritional standards prepared by an outside source;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1321</p> <p>All YSC meals are provided by San Mateo's Sheriff Department.</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(g) have sufficient administrative, clerical, recreational, medical, dental, mental health, building maintenance, transportation, control room, facility security and other support staff for the efficient management of the facility, and to ensure that youth supervision staff shall not be diverted from supervising youth; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 At the time of the inspection, YSC Housekeeping staff consisted of 1 Senior Utility Worker, 1 Utility Worker II, and 1 Utility Worker Extra-Help.
(h) assign sufficient youth supervision staff to provide continuous wide awake supervision of youth, subject to temporary variations in staff assignments to meet special program needs. Staffing shall be in compliance with a minimum youth-staff ratio for the following facility types:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of staffing schedules as well as the facility walkthrough revealed compliance with this regulation.
(1) Juvenile Halls				Not Applicable.
(A) during the hours that youth are awake, one wide-awake youth supervision staff member on duty for each 10 youth in detention;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(B) during the hours that youth are confined to their room for the purpose of sleeping, one wide-awake youth supervision staff member on duty for each 30 youth in detention;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(C) at least two wide-awake youth supervision staff members on duty at all times, regardless of the number of youth in detention, unless an arrangement has been made for backup support services which allow for immediate response to emergencies; and,	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(D) at least one youth supervision staff member on duty who is the same gender as youth housed in the facility.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(E) personnel with primary responsibility for other duties such as administration, supervision of personnel, academic or trade instruction, clerical, kitchen or maintenance shall not be classified as youth supervision staff positions.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(2) Special Purpose Juvenile Halls				Not Applicable.
(A) during hours that youth are awake, one wide-awake youth supervision staff member on duty for each 10 youth in detention;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(B) during the hours that youth are confined to their room for the purpose of sleeping, one wide-awake youth supervision staff member on duty for each 30 youth in detention;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(C) at least two wide-awake youth supervision staff members on duty at all times, regardless of the number of youth in detention, unless an arrangement has been made for backup support services which allow for immediate response to emergencies; and,	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(D) at least one youth supervision staff member on duty who is the same gender as youth housed in the facility.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(E) personnel with primary responsibility for other duties such as administration, supervision of personnel, academic or trade instruction, clerical, kitchen or maintenance shall not be classified as youth supervision staff positions.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(3) Camps (A) during the hours that youth are awake, one wide-awake youth supervision staff member on duty for each 15 youth in the camp population;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 SYTF population at the time of the inspection was four (4) male youths. Review of documentation revealed staffing ratios are met at all times.
(B) during the hours that youth are confined to their room for the purpose of sleeping, one wide-awake youth supervision staff member on duty for each 30 youth present in the facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of daily schedules revealed compliance with this regulation.
(C) at least two wide-awake youth supervision staff members on duty at all times, regardless of the number of youth in residence, unless arrangements have been made for backup support services which allow for immediate response to emergencies;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of daily schedules revealed compliance with this regulation.
(D) at least one youth supervision staff member on duty who is the same gender as youth housed in the facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of daily schedules revealed compliance with this regulation.
(E) in addition to the minimum staff to youth ratio required in (h)(3)(A)-(B), consideration shall be given to the size, design, and location of the camp; types of youth committed to the camp; and the function of the camp in determining the level of supervision necessary to maintain the safety and welfare of youth and staff;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of daily schedules revealed compliance with this regulation. It should be noted the San Mateo SYTF is located within the Youth Service Center (YSC).
(F) personnel with primary responsibility for other duties such as administration, supervision of personnel, academic or trade instruction, clerical, farm, forestry, kitchen or maintenance shall not be classified as youth supervision staff positions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1321 Review of daily schedules revealed compliance with this regulation.
1322 YOUTH SUPERVISION STAFF ORIENTATION AND TRAINING				Article 3 Section 1322
(a) Prior to assuming any responsibilities each youth supervision staff member shall be properly oriented to their duties, including: (1) youth supervision duties;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The elements of this regulation are covered in Chief Keene letter, dated February 19, 2025.
(2) scope of decisions they shall make;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(3) the identity of their supervisor;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(4) the identity of persons who are responsible to them;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(5) persons to contact for decisions that are beyond their responsibility; and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(6) ethical responsibilities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(b) Prior to assuming any responsibility for the supervision of youth, each youth supervision staff member shall receive a minimum of 40 hours of facility-specific orientation, including: (1) individual and group supervision techniques;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322 It should be noted all new employees receive forty (40) hours of training prior to assuming any responsibility for the supervision of youth.
(2) regulations and policies relating to discipline and rights of youth pursuant to law and the provisions of this chapter;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(3) basic health, sanitation and safety measures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(4) suicide prevention and response to suicide attempts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(5) policies regarding use of force, de-escalation techniques, chemical agents, mechanical and physical restraints;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(6) review of policies and procedures referencing trauma and trauma-informed approaches;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(7) procedures to follow in the event of emergencies;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(8) routine security measures, including facility perimeter and grounds;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(9) crisis intervention and mental health referrals to mental health services;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(10) documentation; and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(11) fire/life safety training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(c) Prior to assuming sole supervision of youth, each youth supervision staff member shall successfully complete the requirements of the Juvenile Corrections Officer Core Course pursuant to Penal Code Section 6035.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
(d) Prior to exercising the powers of a peace officer youth supervision staff shall successfully complete training pursuant to Section 830 et seq. of the Penal Code.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1322
1323 FIRE AND LIFE SAFETY Whenever there is a youth in a juvenile facility, there shall be at least one wide awake person on duty at all times who meets the training standards established by the Board for general fire and life safety which relate specifically to the facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1323 Review of documentation indicates that all youth supervisory staff receive site-specific life safety training during orientation. Also, all full-time employees receive fire and safety training in juvenile CORE.
1324 POLICY AND PROCEDURES MANUAL All facility administrators shall develop, publish, and implement a manual of written policies and procedures that address, at a minimum, all regulations that are applicable to the facility. Such a manual shall be made available to all employees, reviewed by all employees, and shall be administratively reviewed at a minimum every two years, and updated, as necessary. Those records relating to the standards and requirements set forth in these regulations shall be accessible to the Board on request. The manual shall include:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (1-3) County of San Mateo Youth Service Center Policy, Procedures and Operations Manuals was provided prior to the date of the inspection. The manual was administratively reviewed by Jehan Clark, Deputy Chief Probation Officer, on March 29, 2024. It should be noted the policy and procedure manual is utilized for JH, Camp Kemp, and SYTF youth. During this inspection cycle, YSC updated policies 1329 Suicide Prevention Plan, 1354 Separation, and 1354.3 Room Confinement. YSC also added a new policy and procedure, 1603 Minor/Nonminor Voting Rights, during this inspection cycle.
(a) table of organization, including channels of communications and a description of job classifications;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (b)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) responsibility of the probation department, purpose of programs, relationship to the juvenile court, the Juvenile Justice/Delinquency Prevention Commission or Probation Committee, probation staff, school personnel and other agencies that are involved in juvenile facility programs;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (f)
(c) responsibilities of all employees;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (d)
(d) initial orientation and training program for employees;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (d)
(e) initial orientation, including safety and security issues and anti-discrimination policies, for support staff, contract employees, school, mental/behavioral health and medical staff, program providers and volunteers;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (g)
(f) maintenance of record-keeping, statistics and communication system to ensure: (1) efficient operation of the juvenile facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (h)
(2) legal and proper care of youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324
(3) maintenance of individual youth's records;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (h)
(4) supply of information to the juvenile court and those authorized by the court or by the law; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (i)
(5) release of information regarding youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (j)
(g) ethical responsibilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (k)
(h) trauma-informed approaches;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (l)
(i) culturally responsive approaches;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (m)
(j) gender responsive approaches;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (n)
(k) a non-discrimination provision that provides that all youth within the facility shall have fair and equal access to all available services, placement, care, treatment, and benefits, and provides that no person shall be subject to discrimination or harassment on the basis of actual or perceived race, ethnic group identification, ancestry, national origin, immigration status, color, religion, gender, sexual orientation, gender identity, gender expression, mental or physical disability, or HIV status, including restrictive housing or classification decisions based solely on any of the above mentioned categories;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (o)
(l) storage and maintenance requirements for any chemical agents related security devices, and weapons and ammunition, where applicable;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Not Applicable. Chemical agents are prohibited within the facility.
(m) establishment of procedures for collection of Medi-Cal eligibility information and enrollment of eligible youth; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (p)
(n) establishment of a policy that prohibits all forms of sexual abuse, sexual assault and sexual harassment. The policy shall include an approach to preventing, detecting and responding to such conduct and any retaliation for reporting such conduct, as well as a provision for reporting such conduct by youth, staff or a third party.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1324 (q)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
1325 FIRE SAFETY PLAN The facility administrator shall consult with the local fire department having jurisdiction over the facility, or with the State Fire Marshal, in developing a plan for fire safety which shall include, but not be limited to: (a) a fire prevention plan to be included as part of the manual of policy and procedures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325 Review of the policy and procedure manual as well as review of documentation provided revealed compliance with this regulation.
(b) monthly fire and life safety inspections by facility staff with two-year retention of the inspection record;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325 We reviewed monthly and fire safety inspections for the inspection cycle. Review of documentation reveals compliance with this regulation.
(c) fire prevention inspections as required by Health and Safety Code Section 13146.1(a) and (b);	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325
(d) an evacuation plan;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325
(e) documented fire drills not less than quarterly;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325 We reviewed fire drills for the inspection cycle. Review of documentation reveals compliance with this regulation.
(f) a written plan for the emergency housing of youth in the case of fire; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325
(g) development of a fire suppression pre-plan in cooperation with the local fire department.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1325
1326 SECURITY REVIEW Each facility administrator shall develop policies and procedures to annually review, evaluate, and document security of the facility. The review and evaluation shall include internal and external security, including, but not limited to, key control, equipment, and staff training.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1326 Security Review for YSC completed by Superintendent Sanam N. Aram on February 25, 2025.
1327 EMERGENCY PROCEDURES The facility administrator shall develop facility-specific policies and procedures for emergencies that shall include, but not be limited to: (a) escape, disturbances, and the taking of hostages;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327 On February 19, 2025, Compliance Officer Ivonne Bustos sent an all-staff email titled "Policies Receipt Acknowledgement Institutions Division" requiring staff to read YSC emergency policies and procedures. Review of staff acknowledgement forms revealed compliance with this regulation.
(b) civil disturbance, active shooter and terrorist attack;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327
(c) fire and natural disasters;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327
(d) periodic testing of emergency equipment;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327
(e) emergency evacuation of the facility; and	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327
(f) a program to provide all youth supervision staff with an annual review of emergency procedures.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1327 Review of Emergency Response Procedures staff acknowledgment forms confirmed all staff have reviewed the facility policy and procedure emergency procedures.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1328 SAFETY CHECKS</p> <p>The facility administrator shall develop and implement policy and procedures that provide for direct visual observation of youth at a minimum of every 15 minutes, at random or varied intervals during hours when youth are asleep or when youth are in their rooms, confined in holding cells or confined to their bed in a dormitory. Supervision is not replaced, but may be supplemented by, an audio/visual electronic surveillance system designed to detect overt, aggressive or assaultive behavior and to summon aid in emergencies. All safety checks shall be documented with the actual time the check is completed.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1328</p> <p>We reviewed each facility’s safety checks for the months of January and February 2025. Review of documentation revealed safety checks are being completed per regulation. It should be noted checks were completed at random or varied intervals whenever youth are present in their room.</p> <p>We also reviewed live time safety checks as we toured the facility. All checks reviewed were in compliance with this regulation.</p>
<p>1329 SUICIDE PREVENTION PLAN</p> <p>The facility administrator, in collaboration with the healthcare and behavioral/mental health administrators, shall plan and implement written policies and procedures which delineate a Suicide Prevention Plan. The plan shall consider the needs of youth experiencing past or current trauma. Suicide prevention responses shall be respectful and in the least invasive manner consistent with the level of suicide risk. The plan shall include the following elements:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1329</p> <p>Review of YSC policy and procedure manual revealed compliance with this regulation.</p> <p>During this inspection cycle, zero (0) SYTF youth have been placed on any level on suicide watch.</p>
<p>(a) Suicide prevention training as required in Section 1322, Youth Supervision Staff Orientation, and Training and the Juvenile Corrections Officer Core Course.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.4
<p>(b) Screening, Identification Assessment and Precautionary Protocols</p> <p>(1) All youth shall be screened for risk of suicide at intake and as needed during detention.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1a)
<p>(2) All youth supervision staff who perform intake processes shall be trained in screening youth for risk of suicide.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.4
<p>(3) All youth who have been identified during the intake screening process to be at risk of suicide shall be referred to behavioral/mental health staff for a suicide risk assessment.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1329</p> <p>Review of policy and procedures as well as interview with the facility Behavioral Health and Recovery Services Supervisor revealed compliance with this regulation.</p>
<p>(4) Precautionary protocols shall be developed to ensure the youth’s safety pending the behavioral/mental health assessment.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329
<p>(c) Referral process to behavioral/mental health staff for assessment and/or services.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329
<p>(d) Procedures for monitoring of youth identified at risk for suicide.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 3 Section 1329.1</p> <p>It should be noted the YSC policy and procedure manual was updated this inspection cycle to provide better clarification regarding youth placed on Mental Health Observation safety checks times while on suicide watch. MH observations for youth on suicide watch are 5- or 10-minute safety checks or continuous direct supervision by staff.</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(e) Safety Interventions (1) Procedures to address intervention protocols for youth identified at risk for suicide which may include, but are not limited to: (A) Housing consideration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329
(B) Treatment strategies including trauma-informed approaches	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329
(2) Procedures to instruct youth supervision staff how to respond to youth who exhibit suicidal behaviors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.4
(f) Communication (1) The intake process shall include communication with the arresting officer and family guardians regarding the youth's past or present suicidal ideations, behaviors or attempts.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1a)
(2) Procedures for clear and current information sharing about youth at risk for suicide with youth supervision, healthcare, and behavioral/mental health staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1b)
(g) Debriefing of Critical Incidents Related to Suicides or Attempts (1) Process for administrative review of the circumstances and responses proceeding, during and after the critical incident.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.3 Debriefing
(2) Process for a debriefing event with affected staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.3
(3) Process for a debriefing event with affected youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329.3
(h) Documentation (1) Documentation processes shall be developed to ensure compliance with this regulation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1c)
Youth identified at risk for suicide shall not be denied the opportunity to participate in facility programs, services and activities which are available to other non-suicidal youth, unless deemed necessary for the safety of the youth or security of the facility. Any deprivation of programs, services or activities for youth at risk of suicide shall be documented and approved by the facility manager.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 3 Section 1329 (1c)
1340 REPORTING OF LEGAL ACTIONS Each facility shall submit to the Board a letter of notification on each legal action, pertaining to conditions of confinement, filed against persons or legal entities responsible for juvenile facility operation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1340 YSC reports no legal actions filed against the facility this inspection cycle.
1341 DEATH AND SERIOUS ILLNESS OR INJURY OF A YOUTH WHILE DETAINED (1) Death of a Youth. (a) The facility administrator, in cooperation with the health administrator and the behavioral/mental health director, shall develop written policies and procedures in the event of the death of a youth while detained, which include notifications to necessary parties, which may include the Juvenile Court, the parent, guardian or person standing in loco parentis and the youth's attorney of record.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341 No death of a youth reported this inspection cycle.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) The health administrator, in cooperation with the facility administrator, shall develop written policies and procedures to assure there is a medical and operational review of every in-custody death of a youth. The review team shall include the facility administrator and/or facility manager, the health administrator, the responsible physician and other health care and supervision staff who are relevant to the incident.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341
(c) The administrator of the facility shall provide to the Board a copy of the report submitted to the Attorney General under Government Code Section 12525. A copy of the report shall be submitted to the Board within 10 calendar days after the death.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341
(d) Upon receipt of a report of the death of a youth from the administrator, the Board may within 30 calendar days inspect and evaluate the juvenile facility, jail, lockup or court holding facility pursuant to the provisions of this subchapter. Any inquiry made by the Board shall be limited to the standards and requirements set forth in these regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341
(2) Serious Illness or Injury of Youth. (a) The facility administrator, in cooperation with the health administrator, shall develop written policies and procedures for the notification to necessary parties, which may include the Juvenile Court, the parent, guardian or person standing in loco parentis and the youth's attorney of record in the case of a serious illness or injury of a youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1341 No serious illness or injury of a youth reported this inspection cycle.
1342 POPULATION ACCOUNTING Each juvenile facility shall submit required population and profile survey reports to the Board within 10 working days after the end of each reporting period, in a format to be provided by the Board.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1342
1343 JUVENILE FACILITY CAPACITY (EXCERPT) When the number of youth detained in a living unit of a juvenile facility exceeds its rated capacity for more than fifteen (15) calendar days in a month, the facility administrator shall provide a crowding report to the Board in a format provided by the Board.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 4 Section 1343 <u>YSC Rated Capacity</u> JH - 155 Camp - 30 SYTF - 30
1350 ADMITTANCE PROCEDURES The facility administrator shall develop and implement written policies and procedures for admittance of youth that emphasize respectful and humane engagement with youth, and reflect that the admission process may be traumatic to youth who may have already experienced trauma. Policies shall be trauma-informed, culturally relevant, and responsive to the language and literacy needs of youth. In addition to the requirements of Sections 1324 and 1430 of these regulations:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350 We reviewed four (4) youth admittance packages from SYTF. Review of documentation provided and policy and procedure manuals revealed compliance with this regulation.
(a) the admittance process shall include: (1) Access to two free phone calls within one hour of admittance in accordance with the provisions of Welfare and Institution Code Section 627;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(2) Offer of a shower;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5 Youth offering of a shower upon admissions is documented on the YSC-Admission Booking Checklist. Review of documentation revealed compliance with this regulation.
(3) Documented secure storage of personal belongings;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(4) Offer of food upon arrival;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5 Youth offering of hot food upon admissions is documented on the YSC-Admission Booking Checklist. Review of documentation revealed compliance with this regulation.
(5) Screening for physical and behavioral health and safety issues, intellectual or developmental disabilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(6) Screening for physical and developmental disabilities in accordance with Sections 1329, 1413, and 1430 of these regulations;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(7) Contact with Regional Center for the Developmentally Disabled for youth that are suspected of or identified as having a developmental disability, pursuant to Section 1413; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(8) Procedures consistent with Section 1352.5.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(b) juvenile hall administrators shall establish written criteria for detention that considers the least restrictive environment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(c) juvenile camps and post-dispositional programs in juvenile halls shall develop policies and procedures that advise the youth of the estimated length of stay, inform them of program guidelines and provide written screening criteria for inclusion and exclusion from the program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
(d) juvenile halls shall develop policies and procedures that advise any committed youth of the estimated length of his/her stay.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1350/1350.5
1350.5 SCREENING FOR THE RISK OF SEXUAL ABUSE The facility administrator shall develop and implement written policies and procedures to reduce the risk of sexual abuse by or upon youth. The policy shall require facility staff to assess each youth within 72 hours of admission based on the following information: (a) Prior sexual victimization or abusiveness;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 The facility has implemented the West Coast Children’s Clinic “Commercial Sexual Exploitation Identification Tool” (CSE-IT) to screen youth for the risk of sexual abuse. We reviewed four (4) CSE-IT packages from the SYTF. Review of documentation provided and policy and procedure manuals revealed compliance with this regulation. Article 5 Section 1350.5 (a)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) Gender nonconforming appearance or manner; or identification as lesbian, gay or bisexual, transgender, queer or intersex, and whether the youth may, therefore, be vulnerable to sexual abuse;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (b)
(c) Current charges and offense history;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (c)
(d) Age;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (d)
(e) Level of emotional and cognitive development;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (e)
(f) Physical size and stature;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (f)
(g) Mental illness or mental disabilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (g)
(h) Intellectual or developmental disabilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (h)
(i) Physical disabilities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (i)
(j) The youth's perception of vulnerability; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (j)
(k) Any other specific information about the individual youth that may indicate heightened needs for supervision, additional safety precautions, or separation from certain other youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5 (k)
Staff shall ascertain this information through conversations with the youth during the admittance process, medical and behavioral health screenings; during classification assessments; and by reviewing court records, case files, facility behavioral records, and other relevant documentation from the youth's files.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5
The facility administrator shall implement appropriate controls on the dissemination of information within the facility relative to responses received pursuant to this assessment in order to ensure that sensitive information is not exploited to the youth's detriment by staff or other youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1350.5
1351 RELEASE PROCEDURES The facility administrator shall develop and implement written policies and procedures for release of youth from custody which provide for:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351 Compliance with this regulation is strictly based on a review of the facility policy and procedure manual as there has not been a release of a SYTF youth this inspection cycle. Review of the policy and procedure manual revealed compliance with this regulation.
(a) verification of identity/release papers;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351
(b) return of personal clothing and valuables;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351
(c) notification to the youth's parents or guardian;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351
(d) notification to the facility health care provider in accordance with Sections 1408 and 1437 of these regulations, for coordination with outside agencies; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351 Interviews with medical staff revealed compliance with this regulation.
(e) notification of school staff;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351 Interviews with school staff revealed compliance with this regulation.
(f) notification of facility mental health personnel.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351 Interviews with behavioral health staff revealed compliance with this regulation.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
The facility administrator shall develop and implement policies and procedures for post-disposition youth to coordinate the provision of transitional and reentry services including, but not limited to, medical and behavioral health, education, probation supervision and community-based services.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351
The facility administrator shall develop and implement written policies and procedures for the furlough of youth from custody.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1351
1352 CLASSIFICATION The facility administrator shall develop and implement written policies and procedures on classification of youth for the purpose of determining housing placement in the facility. Such procedures shall:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 We reviewed four (4) youth classification packets from SYTF. Review of documentation provided and policy and procedure manual revealed compliance with this regulation.
(a) provide for the safety of the youth, other youth, facility staff, and the public by placing youth in the appropriate, least restrictive housing and program settings. Housing assignments shall consider the need for single, double or dormitory assignment or location within the dormitory;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (2a)
(b) consider facility populations and physical design of the facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (2b)
(c) provide that a youth shall be classified upon admittance to the facility; classification factors shall include, but not be limited to: age, maturity, sophistication, emotional stability, program needs, legal status, public safety considerations, medical/mental health considerations, gender and gender identity of the youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (2b)
(d) provide for periodic classification reviews, including provisions that consider the level of supervision and the youth's behavior while in custody; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 Youth classifications are reviewed weekly during the Multi-Disciplinary Team Meetings (MDT) with probation, medical, school, and behavioral health staff, which occur every Monday.
(e) provide that facility staff shall not separate youth from the general population or assign youth to a single occupancy room based solely on the youth's actual or perceived race, ethnic group identification, ancestry, national origin, color, religion, gender, sexual orientation, gender identity, gender expression, mental or physical disability, or HIV status. This section does not prohibit staff from placing youth in a single occupancy room at the youth's specific request or in accordance with Title 15 regulations regarding separation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (4)
(f) facility staff shall not consider lesbian, gay, bisexual, transgender, questioning or intersex identification or status as an indicator of likelihood of being sexually abusive.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1352 (4)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1352.5 TRANSGENDER AND INTERSEX YOUTH.</p> <p>The facility administrator shall develop written policies and procedures ensuring respectful and equitable treatment of transgender and intersex youth. The policies shall provide that:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1352.5</p> <p>We reviewed the Transgender/Intersex Youth Preference form. Review of form provided and policy and procedure manuals revealed compliance with this regulation.</p> <p>It should be noted YSC facility has not utilized the Transgender/Intersex Youth Preference form this inspection cycle.</p>
<p>(a) Facility staff shall respect every youth's gender identity and shall refer to the youth by the youth's preferred name and gender pronoun, regardless of the youth's legal name. Facilities may prohibit the use of gang or slang names or names that otherwise compromise facility operations as determined by the facility manager or designee, and shall document any decision made on this basis.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1352.5</p>
<p>(b) Facility staff shall permit youth to dress and present themselves in a manner consistent with their gender identity and shall provide youth with the institution's clothing and undergarments consistent with their gender identity.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1352.5</p>
<p>(c) Facility staff shall house youth in the unit or room that best meets their individual needs and promotes their safety and well-being. Staff may not automatically house youth according to their external anatomy and shall document the reasons for any decision to house youth in a unit that does not match their gender identity. In making a housing decision, staff shall consider the youth's preferences, as well as any recommendations from the youth's health or behavioral health provider.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1352.5</p>
<p>(d) Facility administrators shall ensure that transgender and intersex youth have access to medical and behavioral health providers qualified to provide care and treatment to transgender and intersex youth.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1352.5</p>
<p>(e) Consistent with the facility's reasonable and necessary security considerations and physical plant, facility staff shall make every effort to ensure the safety and privacy of transgender and intersex youth when the youth are using the bathroom or shower, or dressing or undressing.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1352.5</p>
<p>Facility staff shall not conduct physical searches of any youth for the purpose of determining the youth's anatomical sex. Whenever feasible, the facility shall respect the youth's preference regarding the gender of the staff member who conducts any search of the youth.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1352.5</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
1353 ORIENTATION The facility administrator shall develop and implement written policies and procedures to orient a youth prior to placement in a living area. Both written and verbal information shall be provided and supplemented with video orientation if feasible. Provision shall be made to provide accessible orientation information to all detained youth including those with disabilities, limited literacy, or English language learners. Orientation shall include information that addresses:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 We reviewed four (4) youth San Mateo County SYTF Orientation forms. Review of documentation provided and policy and procedure manual revealed compliance with this regulation. Each youth is provided a Youth Orientation Handbook during the booking process. The handbook is available in English and Spanish.
(a) facility rules including contraband and searches and disciplinary procedures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (1)
(b) facility's system of positive behavior interventions and supports, including behavior expectations, incentives that youth will receive for complying with facility rules, and consequences that may result when youth violate the rules of the facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (2)
(c) age appropriate information that explains the facility's policy prohibiting sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (14)
(d) identification of key staff and their roles;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (21) Key staff and their roles are documented within the youth handbook.
(e) the existence of the grievance procedure, the steps that must be taken to use it, the youth's right to be free of retaliation for reporting a grievance, and the name of the person or position designated to resolve the issue;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (5)
(f) access to legal services and information on the court process;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (9)
(g) access to routine and emergency health and mental health care;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (6)
(h) access to education, religious services, and recreational activities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (10)
(i) housing assignments;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (8)
(j) opportunity for personal hygiene and daily showers including the availability of personal care items	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (4)
(k) rules and access to correspondence, visits and telephone use;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (3)
(l) availability of reading materials, programming, and other activities;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (11)
(m) facility policies on the use of force, use of restraints, chemical agents and room confinement;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (12)
(n) immigration legal services;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (16)
(o) emergencies including evacuation procedures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (17)
(p) non-discrimination policy and the right to be free from physical, verbal or sexual abuse and harassment by other youth and staff;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (20)
(q) availability of services and programs in a language other than English if appropriate;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (7)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(r) the process for requesting different housing, education, programming and work assignments;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (23)
(s) a process for which parents/guardians receive information regarding the youth's stay in the facility that at a minimum includes answers to frequently asked questions and provides contact information for the facility, medical, school and mental health; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (24)
(t) a process by which youth may request access to Title 15 Minimum Standards for Juvenile Facilities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1353 (25) Copies of Title 15 regulations are located within each housing unit. Access to Title 15 regulations is available upon youth request to staff.
1354 SEPARATION The facility administrator shall develop and implement written policies and procedures that address:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354 During this inspection cycle, the YSC JH has had one incident which resulted in one youth being placed on Protective Custody (PC) per request of the youth. Documentation provided and review of policy and procedure revealed compliance with this regulation. It should be noted zero (0) SYTF youth have been placed on a separation program this inspection cycle.
(a) separation of youth for reasons that include, but are not be limited to, medical and mental health conditions, assaultive behavior, disciplinary consequences and protective custody.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
(b) consideration of positive youth development and trauma-informed care.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
(c) separated youth shall not be denied normal privileges available at the facility, except when necessary to accomplish the objective of separation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
(d) when the objective of the separation is discipline, Title 15 Section 1390 shall apply.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
(e) when separation results in room confinement, the separation shall occur in accordance with Welfare and Institutions Code Section 208.3 and Section 1354.5 of these regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
(f) policies and procedures shall ensure a daily review of separated youth to determine if separation remains necessary.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354
1354.5 ROOM CONFINEMENT (a) The facility administrator shall develop and implement written policies and procedures addressing the confinement of youth in their room that are consistent with Welfare and Institutions Code Section 208.3. The placement of a youth in room confinement shall be accomplished in accordance with the following guidelines:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1354.3 Room Confinement Review of policy and procedure manual revealed compliance with this regulation. It should be noted zero (0) SYTF youth had been placed on room confinement this inspection cycle.
(1) Room confinement shall not be used before other, less restrictive, options have been attempted and exhausted, unless attempting those options poses a threat to the safety or security of any youth or staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (1)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(2) Room confinement shall not be used for the purposes of punishment, coercion, convenience, or retaliation by staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (2)
(3) Room confinement shall not be used to the extent that it compromises the mental and physical health of the youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (3)
(b) A youth may be held up to four hours in room confinement. After the youth has been held in room confinement for a period of four hours, staff shall do one or more of the following:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (4)
(1) Return the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (4a)
(2) Consult with mental health or medical staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (4a)
(3) Develop an individualized plan that includes the goals and objectives to be met in order to reintegrate the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (4c)
(4) If room confinement must be extended beyond four hours, staff shall do each of the following: (A) Document the reasons for room confinement and the basis for the extension, the date and time the youth was first placed in room confinement, and when he or she is eventually released from room confinement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (5a)
(B) Develop an individualized plan that includes the goals and objectives to be met in order to integrate the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (5b)
(C) Obtain documented authorization by the facility superintendent or his or her designee every four hours thereafter.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (5c)
(5) This section is not intended to limit the use of single-person rooms or cells for the housing of youth in juvenile facilities and does not apply to normal sleeping hours.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (6)
(6) This section does not apply to youth or wards in court holding facilities or adult facilities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (11)
(7) Nothing in this section shall be construed to conflict with any law providing greater or additional protections to youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement
(8) This section does not apply during an extraordinary emergency circumstance that requires a significant departure from normal institutional operations, including a natural disaster or facility-wide threat that poses an imminent and substantial risk of harm to multiple staff or youth. This exception shall apply for the shortest amount of time needed to address this imminent and substantial risk of harm.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(9) This section does not apply when a youth is placed in a locked cell or sleeping room to treat and protect against the spread of a communicable disease for the shortest amount of time required to reduce the risk of infection, with the written approval of a licensed physician or nurse practitioner, when the youth is not required to be in an infirmary for an illness. Additionally, this section does not apply when a youth is placed in a locked cell or sleeping room for required extended care after medical treatment with the written approval of a licensed physician or nurse practitioner, when the youth is not required to be in an infirmary for illness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1354.3 Room Confinement (9)
1355 INSTITUTIONAL ASSESSMENT AND PLAN The facility administrator shall develop and implement written policies and procedures for assessment and case planning.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1355 Reviewed four (4) Youth Institutional Assessment Case plans from the SYTF. Review of documentation provided revealed compliance with this regulation.
(a) Assessment: The assessment is based on information collected during the admission process with periodic review, which includes the youth's risk factors, needs and strengths including, but not limited to, identification of substance abuse history, educational, vocational, counseling, behavioral health, consideration of known history of trauma, and family strengths and needs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1355.1 Assessment (a, b, c, d)
(b) Institutional Case Plan: (1) A case plan shall be developed for each youth held for at least 30 days or more and created within 40 days of admission.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 Institutional Case Plan
(2) The institutional plan shall include, but not be limited to, written documentation that provides: (A) objectives and time frame for the resolution of problems identified in the assessment;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 (a) Institutional Case Plan
(B) a plan for meeting the objectives that includes a description of program resources needed and individuals responsible for assuring that the plan is implemented;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 (b) Institutional Case Plan During the inspection process, we provided technical assistance with regards to youth goals and objectives being individualized for each youth criminogenic needs.
(3) periodic evaluation of progress towards meeting the objectives, including periodic review and discussion of the plan with the youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 Institutional Case Plan (c) It should be noted periodic reviews of youth case plans are conducted every 60 days.
(4) a transition plan, the contents of which shall be subject to existing resources, shall be developed for post dispositional youth in accordance with Section 1351; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 (d) Institutional Case Plan
(5) in as much as possible and if appropriate, the plan, including the transition plan, shall be developed with input from the family, supportive adults, youth, and Regional Center for the Developmentally Disabled.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1355.2 (e) Institutional Case Plan

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1356 COUNSELING AND CASEWORK SERVICES</p> <p>The facility administrator shall develop and implement written policies and procedures ensuring the availability of appropriate counseling and casework services for all youth. Policies and procedures shall ensure:</p> <p>(a) youth will receive assistance with needs or concerns that may arise;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1356</p> <p>Reviewed four (4) youth Counseling and Casework packets from the SYTF. Review of documentation provided revealed compliance with this regulation.</p>
<p>(b) youth will receive assistance in requesting contact with parents, other supportive adults, attorney, clergy, probation officer, or other public official; and,</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1356.1 Request and Referrals</p>
<p>(c) youth will be provided access to available resources to meet the youth's needs.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1356.1 Request and Referrals</p>
<p>1357 USE OF FORCE</p> <p>The facility administrator, in cooperation with the responsible physician, shall develop and implement written policies and procedures for the use of force, which may include chemical agents. Force shall never be applied as punishment, discipline, retaliation or treatment.</p> <p>(a) At a minimum, each facility shall develop policies and procedures which:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1357</p> <p>Review of YSC policy and procedure manual revealed compliance with this regulation. It should be noted, during this inspection cycle, zero (0) SYTF youth have been involved in a use of force incident.</p>
<p>(1) restricts the use of force to that which is deemed reasonable and necessary, as defined in Section 1302 to ensure the safety and security of youth, staff, others and the facility.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1357</p>
<p>(2) outline the force options available to staff including both physical and non-physical options and define when those force options are appropriate.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1357.10 Training</p>
<p>(3) describe force options or techniques that are expressly prohibited by the facility.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1357.10 Training</p>
<p>(4) describe the requirements of staff to report any inappropriate use of force, and to take affirmative action to immediately stop it.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1357</p>
<p>(5) define a standardized reporting format that includes time period and procedure for documenting and reporting the use of force, including reporting requirements of management and line staff and procedures for reviewing and tracking use of force incidents by supervisory and or management staff, which include procedures for debriefing a particular incident with staff and/or youth for the purposes of training as well as mitigating the effects of trauma that may have been experienced by staff and /or the youth involved.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1357.5 Reporting the Use of Force</p> <p>It should be noted a considerable amount of technical assistance was provided to YSC Administrative staff and Supervising staff regarding consistencies with inclusion of all details associated with the documentation of a use of force incident report.</p> <p>We suggested the facility consider report writing trainings for all supervision staff. We also suggested the facility to implement a more formal debriefing process for reviewing use of force incidents.</p>
<p>(6) Include an administrative review and a system for investigating unreasonable use of force.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1357.9 Use of Force Review</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(7) define the role, notification, and follow-up procedures required after use of force incidents for medical, mental health staff and parents or legal guardians.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1357. 6 Institution Services Manager/Officer of the Day Responsibility (g) Review of YSC use of force incidents documentation revealed compliance with this regulation. Notification to parents/guardians, medical, and behavioral health staff are documented within the staff incident reports.
(8) describe the limitations of use of force on pregnant youth in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1357
(b) Facilities that authorize chemical agents as a force option shall include policies and procedures that: (1) identify who is approved to carry and/or utilize chemical agents in the facility and the type, size and the approved method of deployment for those chemical agents.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Use of Chemical agents is prohibited at the YSC facility.
(2) mandate that chemical agents only be used when there is an imminent threat to the youth's safety or the safety of others and only when de-escalation efforts have been unsuccessful or are not reasonably possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(3) outline the facility's approved methods and timelines for decontamination from chemical agents. This shall include that youth who have been exposed to chemical agents shall not be left unattended until that youth is fully decontaminated or is no longer suffering the effects of the chemical agent.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(4) define the role, notification, and follow-up procedures required after use of force incidents involving chemical agents for medical, mental health staff and parents or legal guardians.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(5) provide for the documentation of each incident of use of chemical agents, including the reasons for which it was used, efforts to de-escalate prior to use, youth and staff involved, the date, time and location of use, decontamination procedures applied and identification of any injuries sustained as a result of such use.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(c) Facilities shall develop policies and procedure which require that agencies provide initial and regular training in use of force and chemical agents when appropriate that address: (1) known medical and behavioral health conditions that would contraindicate certain types of force;	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(2) acceptable chemical agents and the methods of application.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(3) signs or symptoms that should result in immediate referral to medical or behavioral health.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(4) instruction on the Constitutional Limitations of Use of Force.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(5) physical training force options that may require the use of perishable skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(6) timelines the facility uses to define regular training.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1358 USE OF PHYSICAL RESTRAINTS</p> <p>The facility administrator, in cooperation with the responsible physician and mental health director, shall develop and implement written policies and procedures for the use of restraint devices. Restraint devices include any devices which immobilize a youth's extremities and/or prevent the youth from being ambulatory.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1358</p> <p>Review of documentation provided and policy and procedure manuals revealed compliance with this regulation.</p> <p>It should be noted handcuffs or mechanical restraints are only used for transportation or movement within the facility.</p>
<p>Physical restraints may be used only for those youth who present an immediate danger to themselves or others, who exhibit behavior which results in the destruction of property, or reveals the intent to cause self-inflicted physical harm. Physical restraints should be utilized only when it appears less restrictive alternatives would be ineffective in controlling the youth's behavior.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1358</p> <p>Handcuffs or mechanical restraints are only used for transportation or movement within the facility.</p> <p>Plastic cuffs will be used only in unusual situations where handcuffs are not available.</p>
<p>In no case shall restraints be used as punishment or discipline, or as a substitute for treatment. The use of restraint devices that attach a youth to a wall, floor or other fixture, including a restraint chair, or through affixing of hands and feet together behind the back (hogtying) is prohibited. The use of restraints on pregnant youth is limited in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1358</p> <p>Interviews with youth and staff revealed compliance with this regulation.</p>
<p>The provisions of this section do not apply to the use of handcuffs, shackles or other restraint devices when used to restrain youth for movement or transportation within the facility. Movement within the facility shall be governed by Section 1358.5, Use of Restraint Devices for Movement Within the Facility.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1358</p>
<p>Youth shall be placed in restraints only with the approval of the facility manager or designee. The facility manager may delegate authority to place a youth in restraints to a physician. Reasons for continued retention in restraints shall be reviewed and documented at a minimum of every hour.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1358</p>
<p>A medical opinion on the safety of placement and retention shall be secured as soon as possible, but no later than two hours from the time of placement. The youth shall be medically cleared for continued retention at least every three hours thereafter.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1358 (5)</p>
<p>A mental health consultation shall be secured as soon as possible, but in no case longer than four hours from the time of placement, to assess the need for mental health treatment.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1358 (7)</p>
<p>Continuous direct visual supervision shall be conducted to ensure that the restraints are properly employed, and to ensure the safety and well-being of the youth. Observations of the youth's behavior and any staff interventions shall be documented at least every 15 minutes, with actual time of the documentation recorded.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1358 (8)</p>
<p>In addition to the requirements above, policies and procedures shall address: (a) documentation of the circumstances leading to an application of restraints.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 5 Section 1358 (9a)</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) known medical conditions that would contraindicate certain restraint devices and/or techniques.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9b)
(c) acceptable restraint devices.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9c)
(d) signs or symptoms which should result in immediate medical/mental health referral.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9d)
(e) availability of cardiopulmonary resuscitation equipment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9e)
(f) protective housing of restrained youth. While in restraint devices, all youth shall be housed alone or in a specified housing area for restrained youth which makes provision to protect the youth from abuse.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9f)
(g) provision for hydration and sanitation needs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9g)
(h) exercising of extremities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358 (9h)
1358.5 USE OF RESTRAINT DEVICES FOR MOVEMENT AND TRANSPORTATION WITHIN THE FACILITY. The Facility Administrator, in cooperation with the responsible physician and behavioral/mental health director, shall develop and implement written policies and procedures for the use of restraint devices when the purpose is for movement or transportation within the facility that shall include the following: (a) identification of acceptable restraint devices, staff approved to utilize restraint devices and the required training.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5 Review of documentation provided and policy and procedure manuals revealed compliance with this regulation. All permanent and core trained youth supervision staff are approved to use restraints within the facility.
(b) the circumstances leading to the application of restraints must be documented.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5
(c) an individual assessment of the need to apply restraints for movement or transportation that includes consideration of less restrictive alternatives, consideration of a youth's known medical or mental health conditions, trauma informed approaches, and a process for documentation and supervisor review and approval.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5
(d) consideration of safety and security of the facility, with a clearly defined expectation that restraint devices shall not be used for the purposes of discipline or retaliation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5
(e) the use of restraints on pregnant youth is limited in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1358.5.1 Pregnant Youth

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
1359 SAFETY ROOM PROCEDURES (a) The facility administrator, and where applicable, in cooperation with the responsible physician, shall develop and implement written policies and procedures governing the use of safety rooms, as described in Title 24, Part 2, Section 1230.1.13. The room shall be used to hold only those youth who present an immediate danger to themselves or others, who exhibit behavior which results in the destruction of property, or reveals the intent to cause self-inflicted physical harm. A safety room shall not be used for punishment or discipline, or as a substitute for treatment. Policies and procedures shall:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359 Compliance with this regulation is based solely on the review of the facility policy and procedure manual as the safety room has yet to be utilized this inspection cycle. Review of the policy and procedure manual revealed compliance with this regulation.
(1) include provisions for administration of necessary nutrition and fluids, access to a toilet, and suitable clothing to provide for privacy;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(2) provide for approval of the facility manager, or designee, before a youth is placed into a safety room;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(3) provide for continuous direct visual supervision and documentation of the youth's behavior and any staff interventions every 15 minutes, with actual time recorded;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(4) provide that the youth shall be evaluated by the facility manager, or designee, every four hours;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(5) provide for immediate medical assessment, where appropriate, or an assessment at the next daily sick call; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(6) provide a process for documenting the reason for placement, including attempts to use less restrictive means of control, and decisions to continue and end placement.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(b) The placement of a youth in the safety room shall be accomplished in accordance with the following: (1) safety room shall not be used before other less restrictive options have been attempted and exhausted, unless attempting those options poses a threat to the safety or security of any youth or staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(2) safety room shall not be used for the purposes of punishment, coercion, convenience, or retaliation by staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(3) safety room shall not be used to the extent that it compromises the mental and physical health of the youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(c) A youth may be held up to four hours in the safety room. After the youth has been held in the safety room for a period of four hours, staff shall do one or more of the following:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(1) return the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(2) consult with mental health or medical staff,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
(3) develop an individualized plan that includes the goals and objectives to be met in order to reintegrate the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(d) If confinement in the safety room must be extended beyond four hours, staff shall develop an individualized plan that includes the requirements of Section 1354.5 and the goals and objectives to be met in order to integrate the youth to general population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1359
1360 SEARCHES The facility administrator shall develop and implement written policies and procedures governing the search of youth, the facility, and visitors. Policies and procedures shall provide that:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360 Review of policy and procedure revealed compliance with this regulation. It should be noted zero (0) SYTF youth had been strip searched this inspection cycle.
(a) Searches shall be conducted to ensure the safety and security of the facility, public, visitors, youth, and staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.9 Training
(b) Searches shall be conducted in a manner that preserves the privacy and dignity of the person being searched and shall not be conducted for harassment or as a form of discipline or punishment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.9 Training
(c) Strip searches and visual or physical body cavity searches shall comply with Penal Code Section 4030.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.2 Strip Searches
(d) Physical body cavity searches shall only be conducted by a medical professional.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.3 Physical Body Cavity Search
(e) Any youth held after a detention hearing shall only be strip searched with prior approval of a supervisor when there is reasonable suspicion based on specific and articulable facts to believe that youth is concealing contraband. The reasonable suspicion shall be documented.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.2 Strip Search Zero (0) SYTF youth had been strip searched this inspection cycle.
(f) Searches of transgender and intersex youth shall comply with Section 1352.5.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.5 Transgender Searches
(g) Cross-gender pat-down searches and strip searches are prohibited except in exigent circumstances or when conducted by a medical professional. Such searches must be justified and documented in writing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1360.5 Transgender Searches
1361 GRIEVANCE PROCEDURE The facility administrator shall develop and implement written policies and procedures whereby any youth may appeal and have resolved grievances relating to any condition of confinement, including but not limited to health care services, classification decisions, program participation, telephone, mail or visiting procedures, food, clothing, bedding, mistreatment, harassment or violations of the nondiscrimination policy. There shall be no time limit on filing grievances. Policies and procedures shall include provisions whereby the facility manager ensures:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 We reviewed the grievance logs from January and February 2025 at the SYTF. In all, we reviewed eight (8) youth grievance forms. Review of policy and procedure and review of documentation provided revealed compliance with this regulation.
(a) a grievance form and instructions for registering a grievance, which includes provisions for the youth to have free access to the form;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 (1)
(b) the youth shall have the option to confidentially file the grievance or to deliver the form to any youth supervision staff working in the facility;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 (8)
(c) resolution of the grievance at the lowest appropriate staff level;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 (2)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(d) provision for a prompt review and initial response to grievances within three (3) business days, grievances that relate to health and safety issues must be addressed immediately;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361 (5) It should be noted all grievances reviewed had initial responses completed prior to three (3) business days.
(1) The youth may elect to be present to explain his/her version of the grievance to a person not directly involved in the circumstances which led to the grievance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
(2) Provision for a staff representative approved by the facility administrator to assist the youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
(e) provision for a written response to the grievance which includes the reasons for the decisions;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
(f) a system which provides that any appeal of a grievance shall be heard by a person not directly involved in the circumstances which led to the grievance;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
(g) resolution of the grievance must occur within ten (10) business days unless circumstances dictate a longer time frame. The youth shall be notified of any delay; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361.3 Timely Resolution of Grievance It should be noted all grievances reviewed were resolved within ten (10) business days of the grievance being submitted.
(h) the policy shall provide multiple internal and external methods to report sexual abuse and sexual harassment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
Whether or not associated with a grievance, concerns of parents, guardians, staff or other parties shall be addressed and documented in accordance with written policies and procedures within a specified timeframe.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 Section 1361
1362 REPORTING OF INCIDENTS A written report of all incidents which result in physical harm, use of force, serious threat of physical harm, or death of an employee, youth or other person(s) shall be maintained. Such written record shall be prepared by the staff and submitted to the facility manager by the end of the shift, unless additional time is necessary and authorized by the facility manager or designee.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362 We review several YSC SYTF incident reports which revealed compliance with this regulation. However, we suggested the facility to consider report writing trainings for all supervision staff. We also suggested report reviewing for all Institution Services Manager.
1363 USE OF REASONABLE FORCE TO COLLECT DNA SPECIMENS, SAMPLES, IMPRESSIONS (a) Pursuant to Penal Code Section 298.1 authorized law enforcement, custodial, or corrections personnel including peace officers, may employ reasonable force to collect blood specimens, saliva samples, and thumb or palm print impressions from individuals who are required to provide such samples, specimens or impressions pursuant to Penal Code Section 296 and who refuse following written or oral request. (1) For the purpose of this section, the “use of reasonable force” shall be defined as the force that an objective, trained and competent correctional employee, faced with similar facts and circumstances, would consider necessary and reasonable to gain compliance with this section.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362 Force will not be used in the collection of samples except as authorized by court order. The OD Supervisor will review and approve any use of force. The Supervisor shall be present to supervise and document the use of force. Force has not been utilized to obtain any type of samples this inspection cycle.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>(2) The use of reasonable force shall be preceded by efforts to secure voluntary compliance. Efforts to secure voluntary compliance shall be documented and include an advisement of the legal obligation to provide the requisite specimen, sample or impression and the consequences of refusal.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362
<p>(b) The force shall not be used without the prior written authorization of the supervising officer on duty. The authorization shall include information that reflects the fact that the offender was asked to provide the requisite specimen, sample, or impression and refused.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362
<p>(1) If the use of reasonable force includes a cell extraction, the extraction shall be videotaped. Video shall be directed at the cell extraction event. The videotape shall be retained by the agency for the length of time required by statute. Notwithstanding the use of the video as evidence in a court proceeding, the tape shall be retained administratively.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 5 section 1362
<p>1370 EDUCATION PROGRAM</p> <p>(a) School Programs 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. The school and facility administrators shall develop and implement written policy and procedures to ensure communication and coordination between educators and probation staff. Culturally responsive and trauma-informed approaches should be applied when providing instruction. Education staff should collaborate with the facility administrator to use technology to facilitate learning and ensure safe technology practices. 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. Such a review, when conducted, cannot be delegated to the principal or any other staff of any juvenile court school site. 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.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The San Mateo County Office of Education (SMOE) Court and Community School Program provides a student-centered, standards-based curriculum. SMOE engages in a partnership with the College of San Mateo through Project Change which provides students with unique opportunities to develop college and career readiness skills, complete California's High School requirements for Graduation, and pursue college-level courses for college credit.</p> <p>We interviewed school staff, probation staff, youth, and reviewed school daily schedules which revealed compliance with this regulation.</p> <p>It should be noted the Annual Education review was completed on October 25, 2024, by Dr. Jennifer I. Gonzales Senior Director, Alternative Education, Santa Cruz County Office of Education.</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(b) Required Elements The facility school program shall comply with the State Education Code and County Board of Education policies, all applicable federal education statutes and regulations and provide for an annual evaluation of the educational program offerings. 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. 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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
All youth shall be treated equally, and the education program shall be free from discriminatory action. Staff shall refer to transgender, intersex and gender-nonconforming youth by their preferred name and gender.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(3) Youth shall be informed of post-secondary education and vocational opportunities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(4) Administration of the High School Equivalency Tests as approved by the California Department of Education, shall be made available when possible.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(5) Supplemental instruction shall be afforded to youth who do not demonstrate sufficient progress towards grade level standards.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(c) School Discipline (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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370 The education program is integrated into the juvenile facilities' overall positive behavioral management plan and security program. Any violations committed while participating in the education program will be handled under the Youth Discipline Policy.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(2) School staff shall be advised of administrative decisions made by probation staff that may affect the educational programming of students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(d) Provisions for Special Populations (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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(2) Youth identified as English Learners (EL) 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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(e) Educational Screening and Admission (1) Youth shall be interviewed after admittance and a record maintained that documents a youth's educational history, including but not limited to:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(A) School progress/school history;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(B) Home Language Survey and the results of the State Test used for English language proficiency;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(C) Needs and services of special populations as defined by the State Education Code, including but not limited to, students with special needs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(D) Discipline problems.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
(3) After admission to the facility, a preliminary education plan shall be developed for each youth within five school days.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>(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.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
<p>(f) Educational Reporting (1) The complete facility educational record of the youth shall be forwarded to the next educational placement in accordance with the State Education Code.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
<p>(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.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
<p>(g) Transition and Re-Entry Planning (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, in accordance with the State Education Code and in alignment with Title 15, Minimum Standards for Juvenile Facilities, Section 1355.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1370
<p>(h) Post-Secondary Education Opportunities (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>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 6 section 1370</p> <p>It should be noted that, at the time of the inspection, YSC had four (4) youth enrolled in the College of San Mateo.</p>
<p>1371 PROGRAMS, RECREATION, AND EXERCISE. The facility administrator shall develop and implement written policies and procedures for programs, recreation, and exercise for all youth. The intent is to minimize the amount of time youth are in their rooms or their bed area.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 6 Section 1371</p> <p>Review of policy and procedures and daily schedule revealed compliance with this regulation. Documentation of youth's programs, recreation, and exercise are documented within the youth program sheets. We reviewed the months of January and February 2025 from the YSC SYTF facility, which also revealed compliance with this regulation. Each youth receives a minimum of one hour of programming, exercise, and recreation daily.</p>
<p>Juvenile facilities shall provide the opportunity for programs, recreation, and exercise a minimum of three hours a day during the week and five hours a day each Saturday, Sunday or other non-school days, of which one hour shall be an outdoor activity, weather permitting.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
A youth's participation in programs, recreation, and exercise may be suspended only upon a written finding by the administrator/manager or designee that a youth represents a threat to the safety and security of the facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371
Such program, recreation, and exercise schedule shall be posted in the living units.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371 It should be noted, during the inspection facility walkthrough, the youth daily schedule was observed posted within the living unit.
There will be a written annual review of the programs, recreation, and exercise by the responsible agency to ensure content offered is current, consistent, and relevant to the population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371 Programs Annual Review completed by Superintendent Sanam Aram on February 25, 2025.
(a) Programs. All youth shall be provided with the opportunity for at least one hour of daily programming to include, but not be limited to, trauma focused, cognitive, evidence-based, best practice interventions that are culturally relevant and linguistically appropriate, or pro-social interventions and activities designed to reduce recidivism. These programs should be based on the youth's individual needs as required by Sections 1355 and 1356. Such programs may be provided under the direction of the Chief Probation Officer or the County Office of Education and can be administered by county partners such as mental health agencies, community based organizations, faith-based organizations or Probation staff. Programs may include but are not limited to: (1) Cognitive Behavior Interventions; (2) Management of Stress and Trauma; (3) Anger Management; (4) Conflict Resolution; (5) Juvenile Justice System; (6) Trauma-related interventions; (7) Victim Awareness; (8) Self-Improvement; (9) Parenting Skills and support; (10) Tolerance and Diversity; (11) Healing Informed Approaches; (12) Interventions by Credible Messengers; (13) Gender Specific Programming; (14) Art, creative writing, or self-expression; (15) CPR and First Aid training; (16) Restorative Justice or Civic Engagement; (17) Career and leadership opportunities; and, (18) Other topics suitable to the youth population.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371 YSC youth all participate in programming which focus on trauma-focused, cognitive, evidence-based, best practice interventions that are culturally relevant and linguistically appropriate, or prosocial interventions and activities designed to reduce recidivism. Review of daily program schedules and interviews with the staff and youth revealed compliance with this regulation.
(b) Recreation. All youth shall be provided the opportunity for at least one hour of daily access to unscheduled activities such as leisure reading, letter writing, and entertainment. Activities shall be supervised and include orientation and may include coaching of youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371 Review of daily program schedules and interviews with the staff and youth revealed compliance with this regulation.
(c) Exercise. All youth shall be provided with the opportunity for at least one hour of large muscle activity each day.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371 Review of daily program schedules and interviews with the staff and youth revealed compliance with this regulation.

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
The administrator/manager may suspend, for a period not to exceed 24 hours, access to recreation and programs. The administrator/manager shall document the reasons why suspension of recreation and programs occurs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1371
1372 RELIGIOUS PROGRAM The facility administrator shall provide access to religious services and/or religious counseling at least once each week. Attendance shall be voluntary. A youth shall be allowed to participate in an activity outside of their room if he/she elects not to participate in religious programs. Religious programs shall provide for:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1372 Review of daily schedule revealed youth can participate in alternative programming during the scheduled religious program time.
(a) opportunity for religious services and practices;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1372.2
(b) availability of clergy; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1372.1
(c) availability of religious diets.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1372.5
1373 WORK PROGRAM The facility administrator shall develop policies and procedures regarding the fair and consistent assignment of youth to work programs. Work assigned to a youth shall be meaningful, constructive and related to vocational training or increasing a youth's sense of responsibility. Work programs shall not be imposed as a disciplinary measure	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Article 6 section 1373 Review of policy and procedure revealed compliance with this regulation. Although the facility has policies and procedures regarding work programs, the facility is currently not operating any work programs for youth.
1374 VISITING The facility administrator shall develop and implement written policies and procedures for visiting, that include provisions for special visits. Youth shall be allowed to receive visits by parents, guardians or persons standing in loco parentis, and children of youth. Other family members, such as grandparents and siblings, and supportive adults, may be allowed to visit with the approval of the facility administrator or designee, and in conjunction with the youth's case plan or in the best interest of the youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374 We reviewed the SYTF visiting logs for January and February 2025. Review of logs and review policy and procedures revealed compliance with this regulation.
All visits shall occur at reasonable times, subject only to the limitations necessary to maintain order and security. Visitation shall not be denied solely based on the visitor's criminal history. The staff shall determine in each case, whether the visitor's criminal history represents a risk to the safety of youth or staff in the facility. Any denial of visitation or limitation on visitations shall be communicated to the youth, person denied and facility administrator.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374
Opportunity for visitation shall be a minimum of two hours per week. Visits may be supervised, but conversations shall not be monitored unless there is a security or safety need.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374
Provisions for special visits, in addition to the two-hour minimum and/or outside of the regular visiting hours, shall be accommodated as necessary and within the discretion of the facility administrator or designee. Family therapy and professional visits shall be accommodated outside the provisions of this regulation. Facilities may provide visitation opportunities outside of normal visiting hours to accommodate special visits.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
The facility may provide access to technology as an alternative, but not as a replacement, to in-person visiting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1374 Zoom visits are offered to youth but not as a replacement to in-person visits.
1375 CORRESPONDENCE The facility administrator shall develop and implement written policies and procedures for correspondence which provide that: (a) there is no limitation on the volume of mail that youth may send or receive;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1375 Staff and youth interviewed as well as review of policy and procedures revealed compliance with this regulation.
(b) youth may send two letters per week postage free;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1375
(c) youth may correspond confidentially with state and federal courts, any member of the State Bar or holder of public office, and the Board; however, authorized facility staff may open and inspect such mail only to search for contraband and in the presence of the youth; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1375
(d) incoming and outgoing mail, other than that described in (c), may be read by staff only when there is reasonable cause to believe facility safety and security, public safety, or youth safety is jeopardized.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 Section 1375
1376 TELEPHONE ACCESS The administrator of each juvenile facility shall develop and implement written policies and procedures to provide youth with access to telephone communications.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1376 Staff and youth interviewed as well as review of policy and procedures revealed compliance with this regulation.
1377 ACCESS TO LEGAL SERVICES The facility administrator shall develop written procedures to ensure the right of youth to have access to the courts and legal services. Such access shall include: (a) access, upon request by the youth, to licensed attorneys and their authorized representatives;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1377 Staff and youth interviewed as well as review of policy and procedures revealed compliance with this regulation. Article 6 section 1377.2
(b) provision for confidential consultation with attorneys; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1377.1
(c) unlimited postage free, legal correspondence and cost-free telephone access as appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 6 section 1377.4
1390 DISCIPLINE The facility administrator shall develop and implement written policies and procedures for the discipline of youth that shall promote acceptable behavior; including the use of positive behavior interventions and supports. Discipline shall be imposed at the least restrictive level which promotes the desired behavior and shall not include corporal punishment, group punishment, physical or psychological degradation. Deprivation of the following is not permitted:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 Review of policy and procedures and documentation revealed compliance with this regulation.
(a) bed and bedding;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (a)
(b) daily shower, access to drinking fountain, toilet and personal hygiene items, and clean clothing;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (b)
(c) full nutrition;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (c)
(d) contact with parent or attorney;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (d)
(e) exercise;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (e)

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
(f) medical services and counseling;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (f)
(g) religious services;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (g)
(h) clean and sanitary living conditions;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (h)
(i) the right to send and receive mail;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (i)
(j) education; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (j)
(k) rehabilitative programming.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390 (k)
The facility administrator shall establish rules of conduct and disciplinary penalties to guide the conduct of youth. Such rules and penalties shall include both major violations and minor violations, be stated simply and affirmatively, and be made available to all youth. Provision shall be made to provide accessible information to youth with disabilities, limited English proficiency, or limited literacy.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1390
1391 DISCIPLINE PROCESS The facility administrator shall develop and implement written policies and procedures for the administration of discipline which shall include, but not be limited to:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391 Review of policy and procedures and documentation revealed compliance with this regulation.
(a) designation of personnel authorized to impose discipline for violation of rules;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(b) prohibiting discipline to be delegated to any youth;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(c) definition of major and minor rule violations and their consequences, and due process requirements;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(d) trauma-informed approaches and positive behavior interventions;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(e) minor rule violations may be handled informally by counseling, advising the youth of expected conduct imposing a minor consequence. Discipline shall be accompanied by written documentation and a policy of review and appeal to a supervisor; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(f) major rule violations and the discipline process shall be documented and require the following: (1) written notice of violation prior to a hearing;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391 It should be noted zero (0) SYTF youth have been in violation of YSC major rules.
(2) accommodations provided to youth with disabilities, limited literacy, and English language learners;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(3) hearing by a person who is not a party to the incident;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(4) opportunity for the youth to be heard, present evidence and testimony;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(5) provision for youth to be assisted by staff in the hearing process;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(6) provision for administrative review.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391
(g) violations that result in a removal from camp or commitment program, but not a return to court, will follow the due process provisions in subsection (e) above.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 7 Section 1391

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1410 MANAGEMENT OF COMMUNICABLE DISEASES.</p> <p>The health administrator/responsible physician, in cooperation with the facility administrator and the local health officer, shall develop written policies and procedures to address the identification, treatment, control and follow-up management of communicable diseases. The policies and procedures shall address, but not be limited to:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1410</p> <p>Review of policy and procedure revealed compliance with this regulation.</p>
(a) Intake health screening procedures;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(b) Identification of relevant symptoms;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(c) Referral for medical evaluation;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(d) Treatment responsibilities during detention;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(e) Coordination with public and private community-based resources for follow-up treatment;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(f) Applicable reporting requirements; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
(g) Strategies for handling disease outbreaks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
The policies and procedures shall be updated as necessary to reflect communicable disease priorities identified by the local health officer and currently recommended public health interventions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1410
<p>1433 REQUESTS FOR HEALTH CARE SERVICES</p> <p>The health administrator, in cooperation with the facility administrator, shall develop policy and procedures to establish a daily routine for youth to convey requests for emergency and non-emergency medical, dental and behavioral/mental health care services.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1433</p> <p>All youth Housing units have a medical lock box in the dayroom. Youth fill out a medical service request form for medical or behavioral health services.</p>
<p>1480 STANDARD FACILITY CLOTHING ISSUE</p> <p>The youth's personal clothing, undergarments and footwear may be substituted for the institutional clothing and footwear specified in this regulation. The facility has the primary responsibility to provide clothing and footwear. Clothing provisions shall ensure that:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1480</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p>
(a) Clothing is clean, reasonably fitted, durable, easily laundered, in good repair, and free of holes and tears.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(b) The standard issue of climatically suitable clothing for youth shall consist of but not be limited to:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(1) Socks and serviceable footwear;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(2) Outer garments;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(3) New non-disposable underwear which shall remain with the youth throughout their stay, and;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(4) Undergarments, that are freshly laundered and free of stains, including tee shirts and bras.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(c) Clothing is laundered at the temperature required by local ordinances for the commercial laundries and dried completely in a mechanical dryer or other laundry method approved by the local health officer.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480
(d) Suitable clothing is issued to pregnant youth.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1480

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1482 CLOTHING EXCHANGE</p> <p>The facility administrator shall develop and implement written policies and site-specific procedures for the cleaning and scheduled exchange of clothing. Unless work, climatic conditions, or illness necessitates more frequent exchange, outer garments, except for footwear, shall be exchanged at least once each week. Tee shirts, bras, and underwear shall be exchanged daily; youth shall receive their own underwear back at exchange.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1482</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation and youth are receiving their own underwear back at clothing exchange.</p>
<p>1484 CONTROL OF VERMIN IN YOUTH'S PERSONAL CLOTHING</p> <p>There shall be written policies and site-specific procedures developed and implemented by the facility administrator to control the contamination and/or spread of vermin and ecto-parasites in all youth's personal clothing. Infested clothing shall be cleaned or stored in a closed container so as to eradicate or stop the spread of the vermin.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1484</p> <p>Review of policy and procedure revealed compliance with this regulation.</p>
<p>1485 ISSUE OF PERSONAL CARE ITEMS</p> <p>There shall be written policies and site-specific procedures developed and implemented by the facility administrator for the availability of personal hygiene items. Each female youth shall be provided with sanitary napkins, panty liners and tampons as requested. Each youth to be held over 24 hours shall be provided with the following personal care items;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1485</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p>
(a) Toothbrush;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(b) Toothpaste;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(c) Soap;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(d) Comb;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(e) Shaving implements;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(f) Deodorant;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(g) Lotion;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(h) Shampoo; and,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
(i) Post-shower conditioning hair products.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485
<p>Youth shall not be required to share any personal care items listed in items (a) through (d). Liquid soap provided through a common dispenser is permitted. Youth shall not share disposable razors. Double edged safety razors, electric razors, and other shaving instruments capable of breaking the skin, when shared among youth, shall be disinfected between individual uses by the method prescribed by the State Board of Barbering and Cosmetology in Sections 979 and 980, Chapter 9, Title 16, California Code of Regulations.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 10 Section 1485

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
<p>1486 PERSONAL HYGIENE</p> <p>There shall be written policies and site specific procedures developed and implemented by the facility administrator for showering/bathing and brushing of teeth. Youth shall be permitted to shower/bathe up on assignment to a housing unit and on a daily basis thereafter and given an opportunity to brush their teeth after each meal.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1486</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p>
<p>1487 SHAVING</p> <p>Youth shall have access to a razor daily, unless their appearance must be maintained for reasons of identification in Court. All youth shall have equal opportunity to shave face and body hair. The facility administrator may suspend this requirement in relation to youth who are considered to be a danger to themselves or others.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1487</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation. It should be noted YSC youth are afforded an opportunity to shave daily.</p>
<p>1488 HAIR CARE SERVICES</p> <p>Hair care services shall be available in all juvenile facilities. Youth shall receive hair care services monthly. Equipment shall be cleaned and disinfected after each haircut or procedure, by a method approved by the State Board of Barbering and Cosmetology.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 10 Section 1488</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p> <p>It should be noted the facility has a contract with FadeOclock barbers and braiders who provides haircare services twice a month for all youth.</p>
<p>1500 STANDARD BEDDING AND LINEN ISSUE</p> <p>Clean laundered, suitable bedding and linens, in good repair, shall be provided for each youth entering a living area who is expected to remain overnight, shall include, but not be limited to:</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p>
<p>(a) One mattress or mattress-pillow combination which meets the requirements of Section 1502 of these regulations;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p>
<p>(b) One pillow and a pillow case unless provided for in (a) above;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p>
<p>(c) One mattress cover and a sheet or two sheets;</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p>
<p>(d) One towel; and,</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p>
<p>(e) One blanket or more, up on request</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1500</p> <p>It should be noted that, on multiple occasions this inspection cycle, the youth have been provided extra blankets due to the Units being cold.</p>
<p>1501 BEDDING LINEN EXCHANGE</p> <p>The facility administrator shall develop and implement site specific written policies and procedures for the scheduled exchange of laundered bedding and linen issued to each youth housed. Washable items such as sheets, mattress covers, pillow cases and towels shall be exchanged for clean replacement at least once each week.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1501</p> <p>Review of policy and procedure and interviews with staff and youth revealed compliance with this regulation.</p>

TITLE 15 SECTION	YES	NO	N/A	P/P REFERENCE – COMMENTS ²
The covering blanket shall be cleaned or laundered once a month.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Article 11 Section 1501
<p>1510 FACILITY SANITATION, SAFETY AND MAINTENANCE</p> <p>The facility administrator shall develop and implement written policies and site-specific procedures for the maintenance of an acceptable level of cleanliness, repair and safety throughout the facility. The plan shall provide for a regular schedule of housekeeping tasks, equipment, including restraint devices, and physical plant maintenance and inspections to identify and correct unsanitary or unsafe conditions or work practices in a timely manner. The use of chemicals shall be done in accordance to the product label and Safety Data Sheet which may include the use of Personal Protection Equipment (PPE).</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Article 11 Section 1510</p> <p>Review of policy and procedure revealed compliance with this regulation.</p>

REVIEW OF NON-REGULATORY REQUIREMENTS

GRANT FUNDING OR CODE REFERENCE	YES	NO	N/A	P/P REFERENCE - COMMENTS
JUVENILE PROBATION AND CAMPS FUNDING (JPCF) (Camps Only)				
The programs/services identified on the JPCF Camp Eligibility Form are being provided at the facility. <i>(Refer to the JPCF Camp Eligibility Form)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
208.5 WIC CONTACT BETWEEN PERSONS UNDER THE JUVENILE COURT AGES 19- 20 AND MINORS IN THE FACILITY				
The facility houses Juvenile Court Wards 19 years of age and older.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The facility has been approved to hold persons under the juvenile court who are ages 19 through 21.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The facility continues to comply with the requirements of 208.5 WIC (programming, capacity and security of the facility) as outlined in the county's application.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

RECOMMENDED BUDGET

Fiscal Years 2025-26 / 2026-27



Board of Supervisors

Jackie Speier, District 1

Noelia Corzo, District 2

Ray Mueller, District 3

Lisa Gauthier, District 4

David Canepa, District 5

Recommended by:

Michael P. Callagy, County Executive Officer

BOARD OF SUPERVISORS

San Mateo County is governed by an elected five-member Board of Supervisors. Each supervisor must live in and represent one of five districts, which are roughly equal in population but vary in geographic size. Supervisors are elected by voters within their districts to staggered four-year terms, with a maximum of three terms in office. Supervisors appoint the County Executive to carry out the Board's policies and goals and oversee the efficient running of County government.



Jackie Speier
District 1



Noelia Corzo
District 2



Ray Mueller
District 3



Lisa Gauthier
District 4



David J. Canepa
District 5

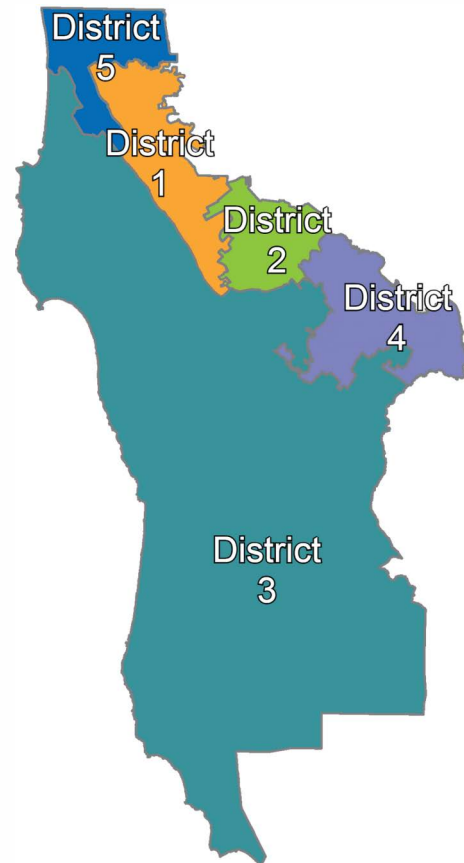
DISTRICT 1: Cities of Burlingame, Hillsborough, Millbrae, San Bruno (everything east of Interstate 280 and areas west of 280 and south of Sneath Lane), and South San Francisco (east of Junipero Serra Boulevard and south of Hickey and Hillsdale Boulevards). Unincorporated Burlingame Hills, San Mateo Highlands, and San Francisco International Airport.

DISTRICT 2: Cities of San Mateo, Foster City, and most of Belmont (excluding southeast portion)

DISTRICT 3: Cities of Atherton, southeast Belmont, Half Moon Bay, part of Menlo Park (west of El Camino Real), Pacifica, Portola Valley, San Carlos, and Woodside. Unincorporated Devonshire Canyon, El Granada, Emerald Lake Hills, Harbor Industrial Park, La Honda, Ladera, Loma Mar, Los Trancos Woods, Menlo Oaks, Miramar, Montara, Moss Beach, Palomar Park, Pescadero, Princeton By-The-Sea, San Gregorio, Skyline, Sequioa Tract, Skylonda, Stanford Lands, Vista Verde, and West Menlo Park

DISTRICT 4: Cities of East Palo Alto, part of Menlo Park (east of El Camino), and Redwood City, Unincorporated North Fair Oaks.

DISTRICT 5: Cities of Brisbane, Colma, Daly City, San Bruno (north of Sneath Lane and west of Interstate 280), and South San Francisco (East of Junipero Serra Boulevard and north of Hickey and Hillsdale boulevards). Unincorporated Broadmoor village.



Other Elected County Officials

- Chief Elections Officer & Assessor-County Clerk Recorder
- District Attorney
- Controller
- Sheriff
- Coroner
- Treasurer-Tax Collector

*Chief Probation Officer and Superior Court Executive Officer appointed by Superior Court

COUNTY DEMOGRAPHICS

POPULATION & PEOPLE

Population by City

As of Jan. 2024

POP.	CITY
6,976	Atherton
26,931	Belmont
4,661	Brisbane
30,513	Burlingame
1,410	Colma
101,458	Daly City
29,078	East Palo Alto
32,581	Foster City
11,238	Half Moon Bay
11,116	Hillsborough
33,140	Menlo Park
23,093	Millbrae
37,062	Pacifica
4,249	Portola Valley
81,863	Redwood City
42,152	San Bruno
29,420	San Carlos
103,352	San Mateo
64,601	South San Francisco
5,133	Woodside
61,538	Unincorporated
741,565	TOTAL

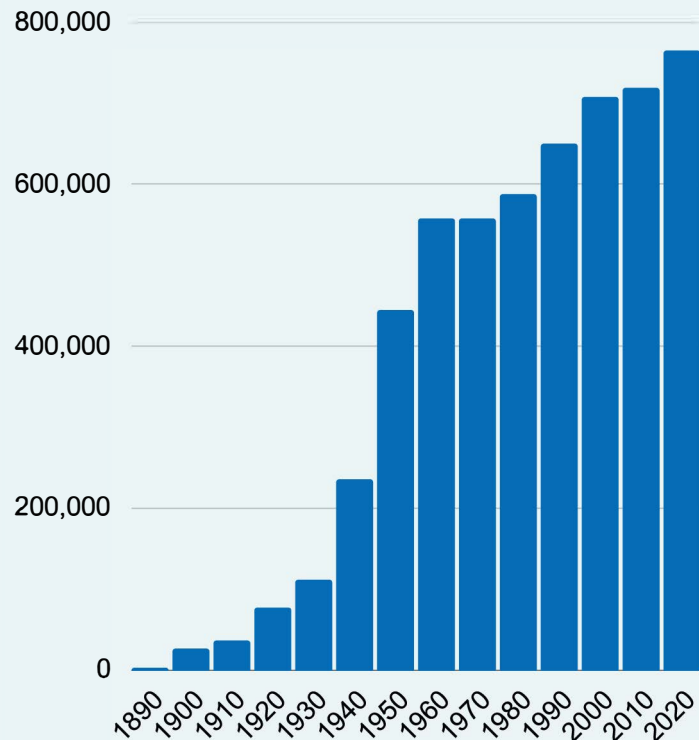
State of California, Department of Finance, E-1 Population Estimates for Cities, Counties and the State with Annual Percent Change — January 1, 2023 and 2024. Sacramento, California, May 2024.

Foreign Born

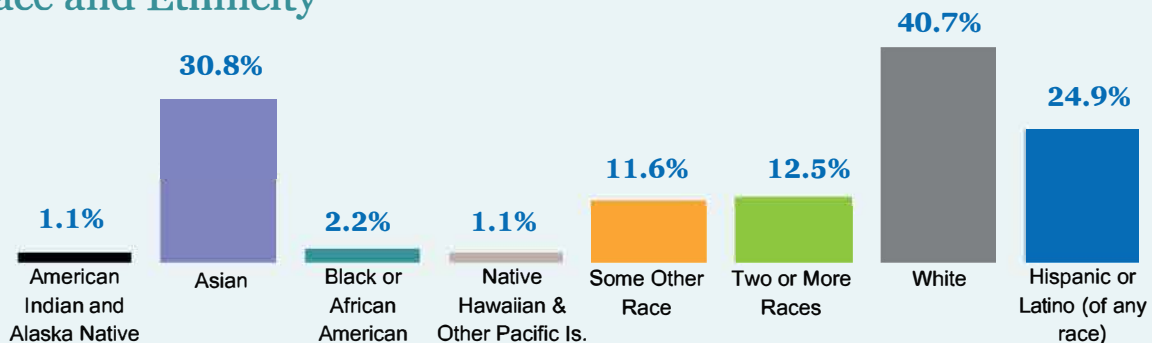


Unless otherwise specified, all data from: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates Data Profiles

Population by Decade



Race and Ethnicity

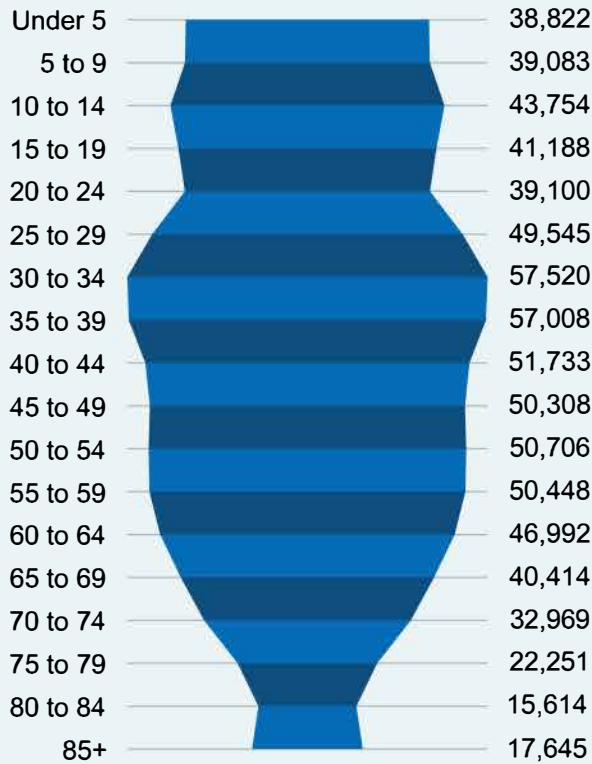


COUNTY DEMOGRAPHICS

POPULATION & PEOPLE

Age Groups

Median Age **40.6** County **37.6** California



U.S. Census Bureau, U.S. Department of Commerce. "Age and Sex." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S0101, 2023, <https://data.census.gov/tables/ACSST5Y2023.S0101?q=Age+and+Sex&g=050XX00US06081>. Accessed on March 26, 2025.

Veterans

16,023



Unless otherwise specified, all data from: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates Data Profiles

Medi-Cal

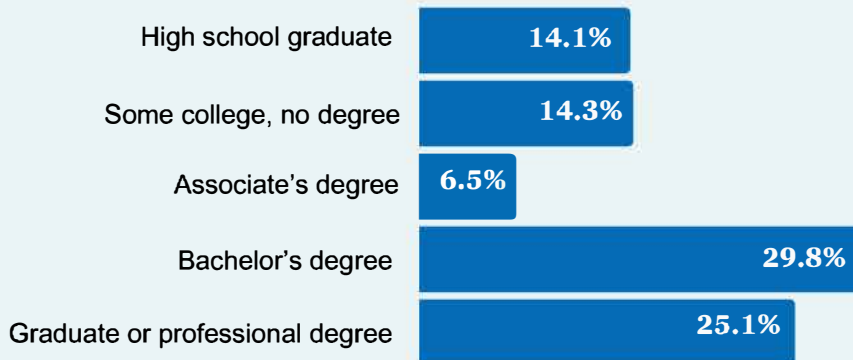
161,056

Participants

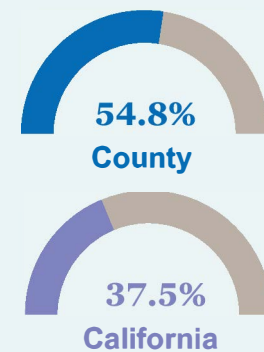
- Hispanic** 47.6%
- Asian** 14.9%
- Not Available** 15.3%
- White** 12.0%
- Other** 7.0%
- Black or African American** 1.7%
- Samoan & Pacific & Other Islander** 1.4%
- American Indian or Alaskan Native** 0.1%

Human Services Agency

Educational Attainment



Bachelor's Degree or Higher

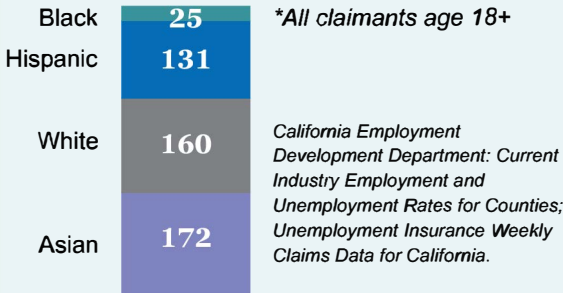


COUNTY DEMOGRAPHICS

ECONOMY & INDUSTRY

Unemployment

Average Weekly New Unemp. Claims 2024*



As of Dec. 2024

3.3%
lowest unemp. rate in California

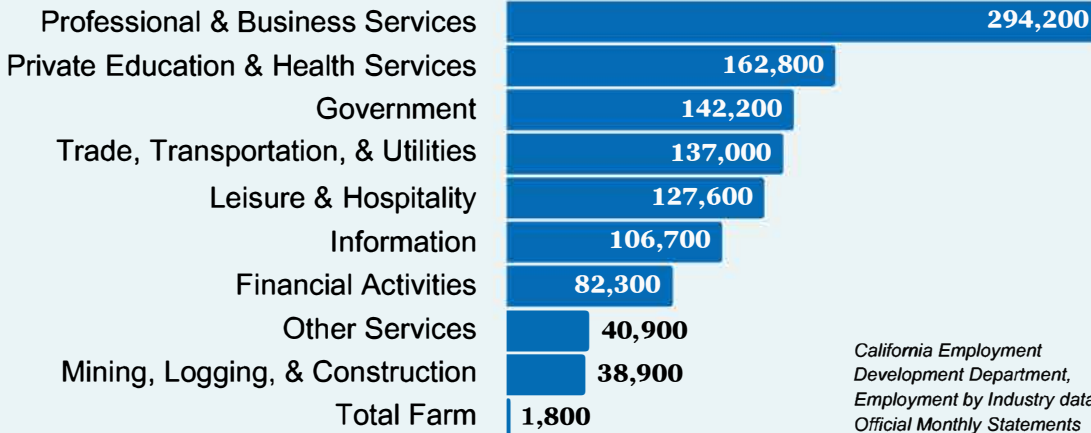
14,500
unemployed

422,200
employed

Unless otherwise specified, all data from: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates Data Profiles

Employment by Industry

As of Dec. 2024



Major Employers

- Electronic Arts Inc.
- Genentech Inc.
- Gilead Sciences Inc.
- Kaiser Permanente
- Meta Platforms Inc.
- San Francisco International Airport
- San Mateo County
- Visa Inc.
- YouTube LLC.

California Employment Development Department, Major Employers in San Mateo County

Commute to Work

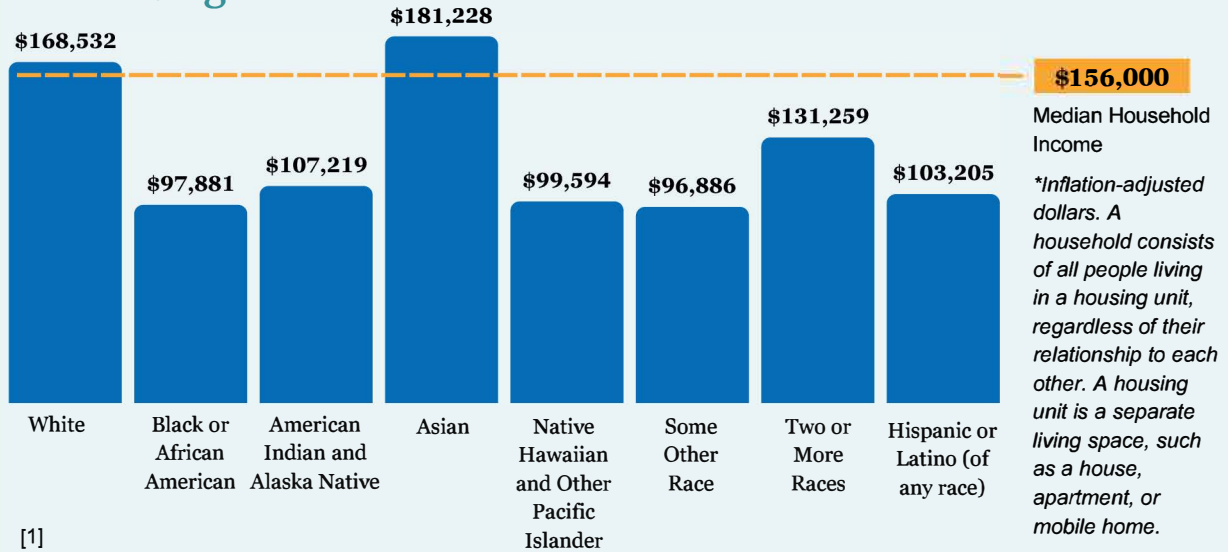


*Car, Truck, or Van. **Excluding taxicabs

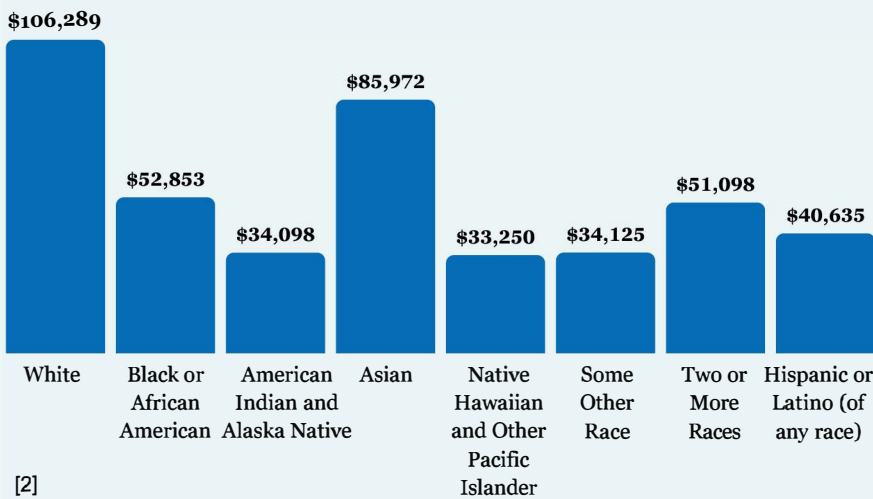
COUNTY DEMOGRAPHICS

INCOME & POVERTY

Median Household Income by Race & Hispanic/Latino Origin*



Per Capita Mean Income by Race & Hispanic/Latino Origin



Poverty Level

\$93,600

300% of the 2024 Federal Poverty Level for a family of 4



32,683

Families with income below 300 percent of poverty level

Covered California Program Eligibility by Federal Poverty Level for 2025

[3]

1. U.S. Census Bureau, U.S. Department of Commerce. "Median Income in the Past 12 Months (in 2023 Inflation-Adjusted Dollars)." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S1903, 2023, <https://data.census.gov/tables/ACSST5Y2023.S1903?q=Income+and+Earnings&g=050XX00US06081>. Accessed on April 1, 2025.

2. U.S. Census Bureau, U.S. Department of Commerce. "Mean Income in the Past 12 Months (in 2023 Inflation-Adjusted Dollars)." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S1902, 2023, <https://data.census.gov/tables/ACSST5Y2023.S1902?t=Income+and+Poverty&g=050XX00US06081>. Accessed on April 1, 2025.

3. U.S. Census Bureau, U.S. Department of Commerce. "Poverty Status in the Past 12 Months of Families." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S1702, 2023, <https://data.census.gov/tables/ACSST5Y2023.S1702?q=families+poverty+san+matee+county>. Accessed on April 1, 2025.

COUNTY DEMOGRAPHICS

HOUSING & HOMELESSNESS

Housing

43.2%

of occupied units paying **\$3,000 or more in rent**



Unless otherwise specified, all data from: U.S. Census Bureau, 2019-2023 American Community Survey 5-Year Estimates Data Profiles

According to the 2025 Silicon Valley Index, “At the end of 2024, average Silicon Valley rental rates ranged from \$2,450 for a studio apartment to \$4,710 for a 3-bedroom/2-bath unit.”

Joint Venture Silicon Valley, Institute for Regional Studies. 2025 Silicon Valley Index (www.jointventure.org/siliconvalleyindex).

80.3%

of Owner-Occupied Units Valued at Over

\$1 M

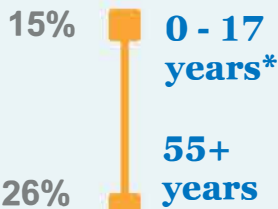
\$1.5 M

Median Cost of Owner-Occupied Unit

Homelessness

2,263

Clients served by homeless outreach teams in 2024



*Nearly all clients in this age group are part of a household, not unaccompanied

SMC Housing & Homelessness 2024 Year in Review

Shelter Waitlist | Feb. 2025

49 Adults

6 Families

- 26 vacant units/beds available
- 2 vacant units for families, 1 intake scheduled

Overflow Shelter Program | Feb. 2025

15 Families



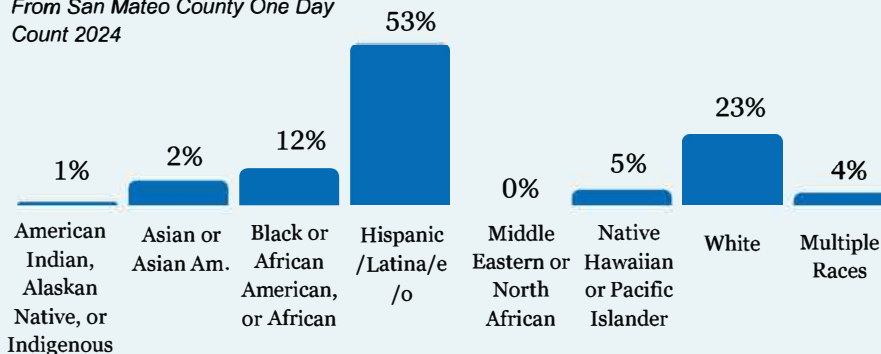
Monthly Unsheltered Count by City | Feb. 2025

962	All
0	Atherton
5	Belmont
6	Brisbane
5	Burlingame
1	Colma
41	Daly City
64	East Palo Alto
2	Foster City
122	Half Moon Bay
0	Hillsborough
113	Menlo Park
5	Millbrae
178	Pacifica
0	Portola Valley
159	Redwood City
15	San Bruno
3	San Carlos
1	SF Int. Airport
93	San Mateo
97	S. San Francisco
0	Woodside
52	Unincorporated
49	Coastside
0	North
0	Central
3	South

Human Services Agency Monthly Unsheltered Count

Ethnicity & Race of Homeless Population

From San Mateo County One Day Count 2024



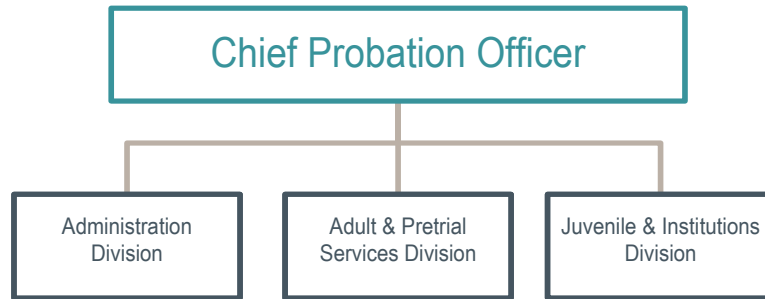


Criminal Justice
FY 2025-26 and FY 2026-27
All Funds Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Total Requirements							
General Fund Budgets							
Sheriff's Office	292,591,738	296,387,528	308,903,391	332,656,820	23,753,429	334,396,651	1,739,831
Probation Department	108,916,239	112,953,961	145,137,788	142,272,026	(2,865,762)	142,812,078	540,052
District Attorney's Office	48,204,783	49,806,925	54,521,529	56,958,745	2,437,216	58,286,986	1,328,241
Private Defender Program	20,950,009	21,966,256	24,614,510	25,790,383	1,175,873	26,562,875	772,492
Coroner's Office	4,999,671	5,944,066	6,636,130	6,860,843	224,713	6,979,277	118,434
County Support of the Courts	18,137,969	17,645,517	17,021,321	16,866,431	(154,890)	16,866,431	—
Total General Fund	493,800,409	504,704,253	556,834,669	581,405,248	24,570,579	585,904,298	4,499,050
Total Requirements	493,800,409	504,704,253	556,834,669	581,405,248	24,570,579	585,904,298	4,499,050
Total Sources	269,451,343	268,165,668	297,165,307	316,513,917	19,348,610	312,245,751	(4,268,166)
Net County Cost	224,349,067	236,538,585	259,669,362	264,891,331	5,221,969	273,658,547	8,767,216
Non-General Fund Budgets							
Sheriff's Office	—	—	—	—	—	—	—
Total Non-General Funds	—	—	—	—	—	—	—
Authorized Positions							
Salary Resolution	1,331.0	1,325.0	1,324.0	1,304.0	(20.0)	1,304.0	—
Funded FTE	1,329.9	1,316.4	1,315.8	1,296.2	(19.6)	1,296.2	—

Probation Department (3200B)

PROBATION DEPARTMENT



Probation Department

COUNTY OF SAN MATEO 



Department Locator

County > Criminal Justice > Probation Department

Mission Statement

The mission of the San Mateo County Probation Department is to enhance community safety, reduce crime, and assist the victims of crime through offender accountability and rehabilitation.

Overview

The San Mateo County Probation Department is responsible for the supervision and monitoring of approximately 2,200 adult probationers (including those in realignment, reentry, specialty courts, diversion, administrative bank cases and deferred entry of judgment), 1,050 adults on pretrial monitored own recognizance, 346 juveniles (including prevention and diversion), and 26 youth in detention at the Youth Services Center-Juvenile Hall (YSC-JH), including those under the Secure Youth Treatment Facility program.

Probation represents the link between the application of appropriate consequences for illegal behavior and the establishment of offenders to productive, law-abiding lives. This specialized criminal justice role of probation is a successful and cost-effective balance of both enforcement and treatment. Deputy Probation Officers are responsible for monitoring probationers in the community by enforcing court-ordered restrictions and providing access to rehabilitation programs as well as promoting victim safety and restoration.

Probation's primary purpose of enhancing public safety is achieved in three specialized ways: 1) investigating major elements of crimes, the impact upon victims, the criminal histories and behavior of offenders, plus possible sentencing alternative and provide this information to the Superior Court in the form of accurate and impartial reports and recommendations; 2) monitoring and supervising those placed on probation to ensure that court ordered "conditions of probation" are obeyed and public safety is maintained; and 3) providing opportunities for probationers to receive

treatment, resources, and services that will prevent future criminal activities.

In FY 2025-26, the Department embarked on a journey to utilize advancements to artificial intelligence (AI). Probation partnered with Cognisen to enhance the efficiency and effectiveness of Deputy Probation Officers (DPOs). Probation will continue to implement AI technology to streamline court report drafting as well as optimizing field supervision practices. Additionally, Probation developed enhancements to its existing case management system by adding a new module for Institutions that will provide more accurate and efficient way to collect data as well as assist in housing classification and program and services enrollment and performance tracking of youth housed at the Youth Services Center-Juvenile Hall and the Margaret J. Kemp Camp. Probation will also be installing payment kiosks in the Redwood City and Youth Services Center offices to enhance collections for victim restitution.

Changing legislation continues to be a challenge in providing steady and effective supervision to aid in probationers' rehabilitation and successful reentry. Probation continues its collaboration with county and community partners through the enhancement of existing programs and services such as enhanced case management, vocational training and facility improvements.

Department Innovations and Achievements

In FY 2025-27, Probation anticipates implementing programs to enhance service delivery to our clients and staff alike:

- Cognisen Artificial Intelligence – this will serve as an additional resource to assist Deputy Probation Officers (DPOs) by streamlining court report drafting and optimizing field supervision practices. Court report writing is a critical function of the Probation Department, requiring DPOs to meticulously document a defendant's criminal and social history. This technology aims to streamline this process by automating repetitive tasks, improving efficiency, enhancing accuracy and consistency. Importantly, the AI tool will be used as an

assistive technology, with DPOs maintaining full oversight and responsibility for the final content of all reports. Cognisen will also transform field operations for supervision officers by streamlining client prioritization, optimizing routes for field operations, and automating routine case documentation. By providing real-time case insights and automating routine tasks, the technology will empower DPOs with the necessary tools for efficient, data-driven supervision in the field. This innovative solution not only simplifies client compliance tracking, but it also enhances officer safety by providing instant access to critical information, such as warrants and safety notes, prior to each client interaction.

- Payment Kiosks – new kiosks will be available in the Youth Services Center and Redwood City Probation office lobbies to enhance collections for victim restitution.

- In FY 2023-24, Probation launched Prob2Go, a mobile probation service that provides an additional resource to assist probationers, particularly those individuals who are unhoused and struggling with meeting probation requirements to meet with their Deputy Probation Officers, receive services (e.g., mental health, health, housing, substance abuse counseling, employment). Bringing mobile services to the community assisted unhoused clients meet their probation requirements, reduce failure to report and other technical violations, and improve outcomes – increasing access for probationers experiencing homelessness, reducing disparities in outcomes, and improving community safety. Prob2Go has participated in 5 community events and connected with two probationers out in the field.

Performance Measures

Performance Measure					
Fiscal Year	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Estimate	FY 2025-26 Target	FY 2026-27 Target
Probation Outcomes for Adult Clients by Race	57%	54%	60%	60%	60%
Probation Outcomes for Juvenile Clients by Race	74%	88%	72%	72%	72%

Performance Narrative

The significance of this measure is to provide an overview of the adult and juvenile clients that are completing probation versus the totality of the probation supervision population. This data can be used to develop targeted training and research on assisting the population to have equitable success in their probation supervision. This measure will include information for both juvenile and adults on probation. This particular data point will be compared against the total probation population, providing a comparison of who amongst the supervised population are more likely to end their probation supervision successfully, i.e. with no new law violations or conditions of probation (technical) violations.

Probation has defined successful completion as the absence of any new law violation or technical violations at the time of probation supervision termination. The challenge for the ata collected for this measure in the past is that the definition of successful completion has varied from one manager to another, making it difficult to compare data across the different supervision units.

This data can be used to develop targeted training and research on assisting the population to have success in their probation supervision.

Disaggregated Data for FY 2024-25 Estimate

Category	Latinx	White	Black	Asian	Native Hawaiian or Pacific Islander
Probation Outcomes for Adult Clients by Race	64%	55%	34%	62%	56%
Probation Outcomes for Juvenile Clients by Race	93%	88%	100%	100%	100%

Performance Measures

Performance Measure					
Fiscal Year	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Estimate	FY 2025-26 Target	FY 2026-27 Target
Percent of active probation clients compared to Deputy Probation Officers by race	60%	60%	60%	60%	60%

Performance Narrative

This measure will include information on Deputy Probation Officers (DPOs) for both the juvenile and adult divisions and the clients they are actively supervising. The successful practice of probation supervision is grounded on the relationship between the DPO and the client aided by supportive community and treatment services. More often, when the DPOs are culturally understanding and responsive to their clients, it will result in a successful completion of probation supervision. The Federal Probation Journal (2004) says that “cultural differences can lead to difficulties in developing the rapport that is necessary to build a helping relationship between the offender and the probation officer.” Furthermore, research also says that a culturally-aware DPO is aware and sensitive to their own cultural heritage, and also value cultural influences affect each person differently. DPOs should be aware that each client be understood as a unique individual within the context of culture. Culturally skilled DPOs are comfortable with differences that exist between themselves and their client, and they are comfortable referring clients to someone who may be better qualified to help.

Disaggregated Data for FY 2024-25 Estimate

Category	Latinx	White	Black	Asian	Native Hawaiian or Pacific Islander
Percent of active clients on supervision by race	45%	22%	16%	7%	3%
Percent of Deputy Probation Officers by race	38%	33%	11%	5%	13%

All Funds FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Taxes	—	—	250,000	250,000	—	250,000	—
Fines, Forfeitures and Penalties	23,687	11,297	11,910	10,736	(1,174)	10,736	—
Intergovernmental Revenues	35,182,139	34,662,636	40,396,358	40,168,976	(227,382)	39,554,459	(614,517)
Charges for Services	4,600	4,311	—	—	—	—	—
Interfund Revenue	2,560	2,896	—	—	—	—	—
Miscellaneous Revenue	227,471	167,449	238,494	203,200	(35,294)	203,200	—
Total Revenue	35,440,457	34,848,589	40,896,762	40,632,912	(263,850)	40,018,395	(614,517)
Fund Balance	36,785,776	46,368,354	52,958,455	52,958,455	—	51,958,455	(1,000,000)
Total Sources	72,226,233	81,216,943	93,855,217	93,591,367	(263,850)	91,976,850	(1,614,517)
Requirements							
Salaries and Benefits	52,462,226	46,165,607	65,400,310	62,127,918	(3,272,392)	64,071,788	1,943,870
Services and Supplies	5,577,772	6,022,211	9,134,594	8,417,190	(717,404)	7,767,190	(650,000)
Other Charges	9,426,721	9,322,853	10,023,032	11,164,355	1,141,323	11,395,121	230,766
Fixed Assets	7,285	227,289	1,380,000	1,380,000	—	1,380,000	—
Other Financing Uses	6,427,308	7,781,691	6,474,346	7,457,057	982,711	6,472,473	(984,584)
Gross Appropriations	73,901,313	69,519,651	92,412,282	90,546,520	(1,865,762)	91,086,572	540,052
Intrafund Transfers	(270,849)	(225,722)	(232,948)	(232,948)	—	(232,948)	—
Net Appropriations	73,630,463	69,293,930	92,179,334	90,313,572	(1,865,762)	90,853,624	540,052
Contingencies/Dept Reserves	35,285,776	43,660,031	52,958,454	51,958,454	(1,000,000)	51,958,454	—
Total Requirements	108,916,239	112,953,961	145,137,788	142,272,026	(2,865,762)	142,812,078	540,052
Net County Cost	36,690,006	31,737,018	51,282,571	48,680,659	(2,601,912)	50,835,228	2,154,569
Salary Resolution	354.0	329.0	327.0	305.0	(22.0)	305.0	—
Funded FTE	353.9	328.4	325.5	303.4	(22.1)	303.4	—

FY 2025-26 Budget Overview

TOTAL SOURCES

Total Sources decreased by \$263,850 or 0.3 percent from the FY 2024-25 Revised to the FY 2025-26 Recommended Budget due to the following changes:

Taxes

There is no change in this funding source.

Fines, Forfeitures and Penalties

There is a net decrease of \$1,174 in this funding source due to decreases in juvenile traffic court fines.

Intergovernmental Revenues

There is a net decrease of \$227,382 in this funding source due to elimination of one-time CalAIM grant. This decrease was partially offset by an increase in a state grant of County Operated Juvenile Facility Funds for the Juvenile Hall facility improvement needs and an increase in TCM-MAA revenue. AB 109 Public Safety Realignment revenue is also increased to commensurate with expenditure.

Miscellaneous Revenue

There is a net decrease of \$35,294 in this funding source due to anticipated lower workers compensation insurance refunds.

Fund Balance

There is no change in this funding source. Fund Balance used for one-time projects and purchases in FY 2022-23 has been eliminated.

TOTAL REQUIREMENTS

Total Requirements decreased by \$2,865,762 or 2 percent from the FY 2024-25 Revised to the FY 2025-26 Recommended Budget due to the following changes:

Salaries and Benefits

There is a net decrease of \$3,272,392 in this expenditure category due to position reductions, partially offset by negotiated labor increases and merit increases.

Services and Supplies

There is a net decrease of \$717,404 in this expenditure category due to elimination of one-time expenditure funded by CalAIM grant from FY 2024-25. This decrease was partially offset by increases in software license fees and one time recarpeting and repainting project for the Youth Services Center Juvenile Hall facility.

Other Charges

There is a net increase of \$1,141,323 in this expenditure category due to county internal service charges including ISD automation services, general liability insurance, and motor vehicle mileage charges.

Fixed Assets

There is no change in this expenditure category.

Other Financing Uses

There is a net increase of \$982,711 in this expenditure category due to HOJ 3rd floor renovations project.

Contingencies/Departmental Reserves

There is net decrease of \$1,000,000 in this expenditure category due to the use of departmental reserves to cover the HOJ 3rd floor renovations. The balance in General Fund Reserves represents 57.5 percent of Net Appropriations, which exceeds the County 4 percent Reserves policy. There are no changes to Non-General Fund Reserves.

NET COUNTY COST

There is a decrease of \$2,601,912 or 5.1 percent in this Department's General Fund allocation.

FY 2026-27 Budget Overview

TOTAL SOURCES

Total Sources decreased by \$1,614,517 or 1.7 percent from the FY 2025-26 Recommended to the FY 2026-27 Preliminary Recommended Budget due to the following changes:

Taxes

There is no change in this funding source.

Fines, Forfeitures and Penalties

There is no change in this funding source.

Intergovernmental Revenues

There is a net decrease of \$614,517 in this funding source primarily due to the elimination of one-time funding used for the Juvenile Hall facility improvement project in FY 2025-26.

Miscellaneous Revenue

There is no change in this funding source.

Fund Balance

There is a net decrease of \$1,000,000 in this funding source due to the use of Fund Balance for one-time HOJ 3rd floor renovations project in FY 2025-26.

TOTAL REQUIREMENTS

Total Requirements increased by \$540,052 or 0.4 percent from the FY 2025-26 Recommended to the FY 2026-27 Preliminary Recommended Budget due to the following changes:

Salaries and Benefits

There is a net increase of \$1,943,870 in this expenditure category due to negotiated labor increases and merit increases.

Services and Supplies

There is a net decrease of \$650,000 in this expenditure category due to elimination of one-time facility improvement project in the Juvenile Hall in FY 2025-26.

Other Charges

There is a net increase of \$230,766 in this expenditure category due to increases in county internal core service charges.

Fixed Assets

There is no change to this expenditure category.

Other Financing Uses

There is a net decrease of \$984,584 in this expenditure category due to elimination of one-time HOJ 3rd floor renovations project in FY 2025-26.

Contingencies/Departmental Reserves

There is no change in this expenditure category. The balance in General Fund Reserves represents 57.2 percent of Net Appropriations, which exceeds the County 4 percent Reserves policy. There are no changes to Non-General Fund Reserves.

NET COUNTY COST

There is an increase of \$2,154,569 or 4.4 percent in this Department's General Fund allocation.

Administrative Services (3211P)

County > Criminal Justice > Probation Department > Administrative Services

Program Outcome Statement

Enhance Department operations through executive-level leadership and administrative support

Program Results

Administrative Services provides Department-wide leadership and support in the areas of budget, performance measures, personnel, fiscal services, risk management, background investigations, training, internal affairs, data collection, technology, public relations, procurement, and contract management.

Financially, the Department’s budget has been and will continue to be a challenge, as it relies heavily on the County’s general fund and capped State revenues with designated purposes. The Department’s command staff continues to work with staff to control costs and maintain reserves while maintaining service levels for the community.

In FY 2023-25, the Program delivered diversity/cultural training to sworn personnel; provided training on new use-of-force standards; managed grant-funded contracts with community-based organizations to deliver programs and services to at-risk and justice-involved youth; continued “Compstat” reporting to support data-driven decision-making Department-wide; and implemented technology to improve case-management, shift scheduling, and security. In addition, the Program completed the phased implementation of the Department’s new case-management system to improve workflow and data reporting across all divisions.

For FY 2025-27, the Program will continue to provide high-quality training focused on law enforcement trends and best practices to mirror our current and future workforce. The Program will also focus on continuing the commitment to recruitment, investing in management teams at all levels, continuing advancements of workload analysis throughout the organization, enhancements of our computer systems across a variety of our business practices, and advancing our data collection processes and capabilities.

Performance Measures

Performance Measure					
Fiscal Year	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Estimate	FY 2025-26 Target	FY 2026-27 Target
Number of cultural sensitivity-related training hours completed by sworn staff	3,630 hours	1,702 hours	1500 hours	1500 hours	1500 hours

Performance Narrative
 This measure provides information on the number of high-quality cultural sensitivity-related training to Deputy Probation Officers (DPOs) and Group Supervisors (GSs). This will also be used in identifying other opportunities for employee development and retention. This measure is crucial in ensuring staff’s understanding of different cultural groups and the ability to interact with different populations of people especially when managing conflict. Although state guidelines mandate every probation department DPOs and GSs to complete 40 hours of training, it does not specify the types of training needed. This measure shows the San Mateo County Probation Department’s commitment to ensure that staff have the knowledge and skills to be culturally aware in their interactions with not only their clients but with every resident they encounter.

Resource Allocation Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Total Sources	27,425,138	27,745,373	34,281,660	34,281,660	—	34,281,660	—
Total Requirements	33,506,650	36,226,821	46,599,536	44,022,031	(2,577,505)	44,556,740	534,709
Net County Cost	6,081,511	8,481,448	12,317,876	9,740,371	(2,577,505)	10,275,080	534,709
Salary Resolution	41.0	42.0	39.0	39.0	—	39.0	—
Funded FTE	41.0	42.0	39.0	39.0	0.0	39.0	—

1. Adjustments to Provide Current Level Services: Budget adjustments are made to reflect current costs for existing levels of service and performance in FY 2025-26 and FY 2026-27, including: negotiated salary and benefit increases, including merit increases and adjustments to retiree health contributions; increases in internal service charges; and elimination of one-time revenues and expenditures, Fund Balance and associated Appropriations in Reserves and other one-time expenditures have been removed from the Current Level Budget. Net funding adjustments in FY 2025-26 total (\$2,577,505). Net funding adjustments in FY 2026-27 total \$534,709.

	Total CLB FY 2025-26	Total CLB FY 2026-27
Sources	(31,843,740)	(31,843,740)
Requirements		
Gross Appropriations	580,807	534,709
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(35,002,052)	(31,843,740)
Net County Cost	(2,577,505)	534,709
Positions	—	—

2. Reappropriation of Fund Balance, Reserves, and Associated Expenditures: This action reappropriates Fund Balance from the prior year.

	RLB Adjustments FY 2025-26	RLB Adjustments FY 2026-27
Sources	31,843,740	31,843,740
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	31,843,740	31,843,740
Net County Cost	—	—
Positions	—	—

FY 2025-26 & FY 2026-27 Total Funding Adjustments

	Total Funding Adjustments FY 2025-26	Total Funding Adjustments FY 2026-27
Sources	—	—
Requirements		
Gross Appropriations	580,807	534,709
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(3,158,312)	—
Net County Cost	(2,577,505)	534,709
Positions	—	—

Adult and Pretrial Services (3227P)

County > Criminal Justice > Probation Department > **Adult and Pretrial Services**

Program Outcome Statement

Enhance public safety and support client rehabilitation through collaborative efforts

Program Results

The Adult and Pretrial Services Division contributes to the County’s Shared Vision commitment to ensure public safety by reducing crime in our neighborhoods and providing residents seamless service. The Division has three distinct services: Court services, Supervision services, and Pretrial services. Court services provide timely and impartial information to the Superior Court. Supervision services provide offender accountability through the enforcement of court-ordered probation conditions. Pretrial services provide the courts with background information to determine appropriate release for defendants in custody prior to sentencing and works with them to ensure they appear in court as ordered.

In FY 2023-24, 783 clients were terminated from probation. Of these, 408 clients successfully completed their probation

term. Rehabilitation and treatment opportunities have been provided to all probation clients. Court Services completed 1,474 reports to the Superior Court and Pretrial Services completed 4,401 reports to the Superior Court. 2,157 defendants were granted release on Supervised Own Recognizance. The services provided allow the courts to make decisions that ensure public safety and allow eligible clients to return to their communities.

For FY 2025-27, the Division’s focus includes continuing enhancements to increase the effectiveness of victim restitution collection, expanding community engagement and collaboration with partner agencies by linking clients to appropriate services through mobile probation services, and supporting caseload assessment efforts to best serve our clients and community. The Division is also working on integrating artificial intelligence technology to support court report writing and field work.

Through research and continuous training, we aim to continue to provide solid leadership and well-trained officers to enhance community safety, help our clients succeed, while supporting policy, addressing new legislation, and remaining transparent to continue and expand quality probation services and support.

Performance Measures

Performance Measure					
Fiscal Year	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Estimate	FY 2025-26 Target	FY 2026-27 Target
Percent of Pretrial clients served by Probation broken down by release recommendation	80%	81%	81%	80%	80%

Performance Narrative

When an individual is arrested and considered for pretrial release, Probation staff administer a risk assessment to determine what type of release is most appropriate for the defendant. Generally, Probation staff can recommend release on one’s own recognizance, release with monitoring, or deny release. The data tells the story of how often Probation staff make a recommendation to the judge to release a defendant from jail while they are awaiting trial. Furthermore, the data can help us understand if a defendant’s chances of pretrial release may be influenced by race. Most of San Mateo County’s jail population is not serving a jail sentence; in other words, most inmates are being held in jail before they are found guilty by the courts. This data provides the community with a better understanding of how often pretrial defendants are recommended for release by the Probation Department, and if those recommendations are applied across all racial and ethnic groups. If a pretrial defendant is granted release from custody, they are more likely to stay connected to their families, communities, employment, and reduce the likelihood of recidivism while they are waiting for their court date.

San Mateo County’s pretrial pilot program launched in January 2020 with the implementation of the Virginia Pretrial Risk Assessment Instrument – Revised (VPRAI-R). This tool measures the risk of pretrial failure as well as the likelihood of defendants to return to court for their arraignment. Prior to adopting the new pretrial risk assessment tool, Probation did not collect data on pretrial release recommendations by race or ethnicity. It is unknown whether the new risk assessment tool has improved racial equity outcomes for pretrial defendants. Pretrial risk assessment tools use a defendant’s prior criminal history to determine their risk level. If data related to criminal activity, arrests, convictions, etc. are racially biased, then the risk assessment tool may produce racially biased results.

Resource Allocation Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Total Sources	14,968,602	19,241,746	20,486,372	20,666,075	179,703	19,666,075	(1,000,000)
Total Requirements	26,770,589	26,993,798	35,808,017	33,920,775	(1,887,242)	33,807,028	(113,747)
Net County Cost	11,801,987	7,752,052	15,321,645	13,254,700	(2,066,945)	14,140,953	886,253
Salary Resolution	155.0	141.0	144.0	133.0	(11.0)	133.0	—
Funded FTE	155.0	141.0	143.3	132.3	(11.0)	132.3	—

1. Adjustments to Provide Current Level Services: Budget adjustments are made to reflect current costs for existing levels of service and performance in FY 2025-26 and FY 2026-27, including: negotiated salary and benefit increases, including merit increases and adjustments to retiree health contributions; increases in internal service charges; and elimination of one-time revenues and expenditures. As a one-time funding source, Fund Balance and associated Appropriations in Reserves and other one-time expenditures have been removed from the Current Level Budget. To align with the current level budget, this update also reflects position changes that occurred after the adoption of the prior year's budget but before the start of the current budget cycle. Net funding adjustments in FY 2025-26 total (\$2,066,945) and (11) positions. Net funding adjustments in FY 2026-27 total \$886,253.

	Total CLB FY 2025-26	Total CLB FY 2026-27
Sources	(3,742,393)	(3,922,096)
Requirements		
Gross Appropriations	(1,887,242)	(113,747)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(3,922,096)	(2,922,096)
Net County Cost	(2,066,945)	886,253
Positions	(11)	—

2. Fund Balance Adjustment: This action reappropriates Fund Balance from the prior year and includes adjustments to Year-End Fund Balance.

	RLB Adjustments FY 2025-26	RLB Adjustments FY 2026-27
Sources	3,922,096	2,922,096
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	3,922,096	2,922,096
Net County Cost	—	—
Positions	—	—

3. Hall of Justice 3rd Floor Renovation: This action appropriates Reserves for office renovations designed to improve accessibility for the public and probation clients. These renovations are required to take place before Redwood City-based Probation staff can move into the 3rd floor of Hall of Justice. Department Reserves will be used to cover the cost of this project.

	RLB Adjustments FY 2025-26	RLB Adjustments FY 2026-27
Sources	—	—
Requirements		
Gross Appropriations	1,000,000	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(1,000,000)	—
Net County Cost	—	—
Positions	—	—

FY 2025-26 & FY 2026-27 Total Funding Adjustments

	Total Funding Adjustments FY 2025-26	Total Funding Adjustments FY 2026-27
Sources	179,703	(1,000,000)
Requirements		
Gross Appropriations	(887,242)	(113,747)
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(1,000,000)	—
Net County Cost	(2,066,945)	886,253
Positions	(11)	—

Juvenile and Institutions Services (3253P)

County > Criminal Justice > Probation Department >
Juvenile and Institutions Services Division

Program Outcome Statement

Provide rehabilitative and supervision services for justice system-involved youth

Program Results

The Juvenile and Institutions Services Division provides services, resources, and guidance to youth and families involved in the juvenile justice system. Juvenile Services screens cases, conducts court investigations, offers prevention/diversion programs, and supervises court wards. Institutions Services operates the Youth Services Center-Juvenile Hall (YSC-JH), providing treatment, rehabilitation, and reentry support through evidence-based, trauma-informed, and culturally responsive programs.

In FY 2023-24, Juvenile Services averaged 178 youth receiving intake assessments, court investigations, and prevention/diversion services at any given time, with another 176 under supervision. Institutions Services provided in-custody care for 194 youth at the YSC-JH and now-suspended Margaret J. Kemp Camp for Girls, with an average daily population of 29.

For FY 2025-27, the Program will enhance services and reentry support for serious youth offenders, including adding a newly funded full-time position in partnership with Behavioral Health and Recovery Services to provide drug and alcohol prevention services at the YSC-JH. Additionally, the Program will collaborate with system partners to implement the 2025-2030 Local Action Plan, shaping countywide strategies for addressing juvenile crime. Family engagement and rehabilitation efforts will also be strengthened in alignment with the 2023-2028 System Improvement Plan and Family First Services Act.

Ongoing initiatives, in alignment with SB 823, focus on investing in programs and reentry planning to support young people at San Mateo County's Secure Youth Treatment Facility, part of the YSC-JH. This includes planning for individualized step-down models to help them transition smoothly back into the community. Additionally, the Program is expanding workforce development in collaboration with the San Mateo County Office of Education. This initiative connects justice-impacted youth with career education and counseling services through the state Department of Rehabilitation and local nonprofits. It is funded by an Office of Youth and Community Restoration grant, awarded in 2024 to just nine counties.

Performance Measures

Performance Measure					
Fiscal Year	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Estimate	FY 2025-26 Target	FY 2026-27 Target
Percent of Youths in Intensive Family Services Who Remain in their Homes	100%	100%	100%	100%	100%

Performance Narrative

The data will tell the story of what the impact is of probation supervision and community-based services have to youth that are in the Intensive Family Services unit. Youth in this unit/caseload are at high risk for out-of-home placement due to significant family, emotional and/or mental health issues. To avoid out-of-home placement and keep families intact, the assigned Deputy Probation Officers (DPOs) coordinate services that are family-focused, coupled with community-based crisis intervention services designed to help maintain youth safely in their homes and prevent the unnecessary separation of families. Additionally, DPOs provide intensive supervision, frequent contacts, coordination of resources, referrals to specialized therapy and works directly with families to enable them to overcome obstacles.

The outcome for this measure show that the evidence-based comprehensive family services and related family-strengthening programs utilized have a positive impact on the long-term outcomes as 100% of families experienced successful reunification. Additionally, the Intensive Family Services unit administers equity while developing individualized case plans by addressing and learning about the values, beliefs, culture, generational gaps, and strengths and needs of the youth and family, and thereby incorporating these into the goals and strategies for successful reunification.

Disaggregated Data for FY 2024-25 Estimate

Category	Latinx	White	Black	Asian	Native Hawaiian or Pacific Islander
Percent of Youth in Intensive Family Services Who Remain in their Home	100%	xx	xx	xx	xx

Performance Measures

Performance Measure					
Fiscal Year	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Estimate	FY 2025-26 Target	FY 2026-27 Target
Percent of Youth who Successfully Complete the Community Care Program	79%	77%	80%	80%	80%

Disaggregated Data for FY 2024-25 Estimate

Category	Latinx	White	Black	Asian	Other
Number of Youth that participaed in CCP	62%	9%	9%	2%	18%

Performance Narrative

The CCP presents an alternative to detention by providing an opportunity for youth to serve court-ordered custody time by working on weekend community projects. Under the direct oversight and coordination of designated Institutions' staff, youth in this program are generally working on light outdoor landscaping or maintenance projects for schools, parks, and city agencies.

Resource Allocation Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Total Sources	29,738,234	34,081,778	39,087,185	38,643,632	(443,553)	38,029,115	(614,517)
Total Requirements	48,544,743	49,572,315	62,730,235	64,329,212	1,598,977	64,448,096	118,884
Net County Cost	18,806,509	15,490,536	23,643,050	25,685,580	2,042,530	26,418,981	733,401
Salary Resolution	158.0	146.0	144.0	133.0	(11.0)	133.0	—
Funded FTE	157.9	145.4	143.3	132.1	(11.2)	132.1	—

1. Adjustments to Provide Current Level Services: Budget adjustments are made to reflect current costs for existing levels of service and performance in FY 2025-26 and FY 2026-27, including: negotiated salary and benefit increases, including merit increases and adjustments to retiree health contributions; increases in state revenue; increases in software license fees and internal service charges; and elimination of one-time revenues and expenditures. As a one-time funding source, Fund Balance and associated Appropriations in Reserves and other one-time expenditures have been removed from the Current Level Budget. To align with the current level budget, this update also reflects position changes that occurred after the adoption of the prior year's budget but before the start of the current budget cycle. Net funding adjustments in FY 2025-26 total \$2,042,531 and (11) positions. Net funding adjustments in FY 2026-27 total \$733,402.

	Total CLB FY 2025-26	Total CLB FY 2026-27
Sources	(18,286,172)	(17,807,136)
Requirements		
Gross Appropriations	(2,209,335)	118,884
Intrafund Transfers	—	—
Contingencies/Dept Reserves	(14,034,306)	(17,192,618)
Net County Cost	2,042,531	733,402
Positions	(11)	—

2. Fund Balance Adjustment: This action reappropriates Fund Balance from the prior year and includes adjustments to Year-End Fund Balance.

	RLB Adjustments FY 2025-26	RLB Adjustments FY 2026-27
Sources	17,192,619	17,192,619
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	17,192,618	17,192,618
Net County Cost	(1)	(1)
Positions	—	—

3. YSC Flooring Project: The one-time County Operated Juvenile Facility Funds from the State will be used to replace carpeting and repaint in the Juvenile Hall to greatly enhance the interior and atmosphere of the Youth Services Center Juvenile Hall units and create a more homelike/normative environment for youth in long-term custody to receive rehabilitative services. This project aligns with the California Legislature's strong interest in renovating and improving juvenile halls following the closure of the Division of Juvenile Justice, with a focus on providing more therapeutic, youth-centered, trauma-informed, and developmentally appropriate rehabilitative environment.

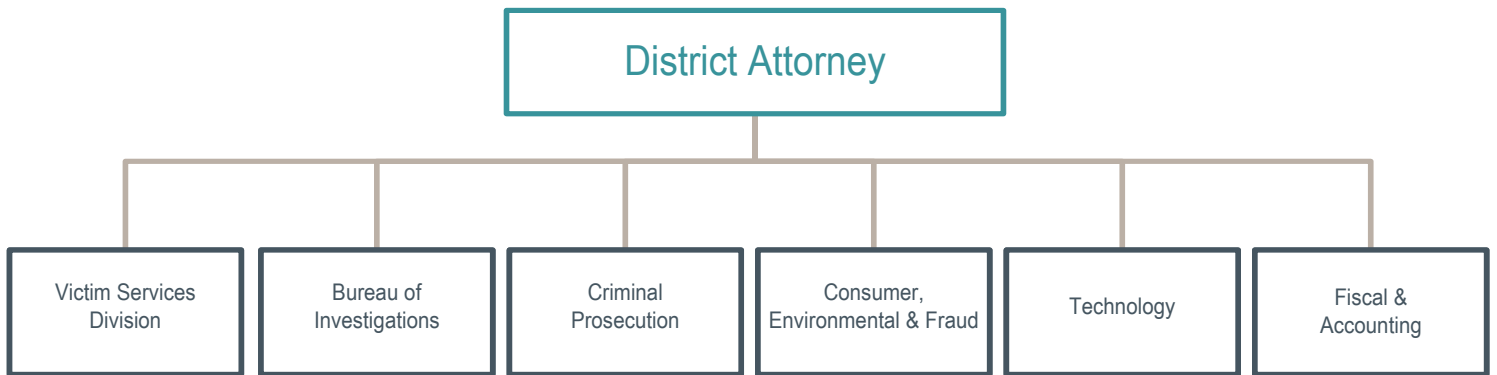
	RLB Adjustments FY 2025-26	RLB Adjustments FY 2026-27
Sources	650,000	—
Requirements		
Gross Appropriations	650,000	—
Intrafund Transfers	—	—
Net County Cost	—	—
Positions	—	—

FY 2025-26 & FY 2026-27 Total Funding Adjustments

	Total Funding Adjustments FY 2025-26	Total Funding Adjustments FY 2026-27
Sources	(443,553)	(614,517)
Requirements		
Gross Appropriations	(1,559,335)	118,884
Intrafund Transfers	—	—
Contingencies/Dept Reserves	3,158,312	—
Net County Cost	2,042,530	733,401
Positions	(11)	—

District Attorney's Office (2510B)

DISTRICT ATTORNEY'S OFFICE



District Attorney's Office

COUNTY OF SAN MATEO



Department Locator

County > Criminal Justice > **District Attorney's Office**

Mission Statement

The mission of the District Attorney's Office is the prosecution of adult and juvenile offenders, provision of support for victims of crime, enforcement of consumer and environmental laws, provision of legal and investigative support to other law enforcement agencies, and dissemination of public information about law enforcement. To that end, we are committed to ensuring that no member of our office will seek or obtain a criminal conviction or seek or obtain a sentence of any individual on the basis of race, ethnicity, gender, gender identity, sexual orientation, religion, or disability.

Overview

The District Attorney's Office reviews all requests for prosecution of felonies and misdemeanors in San Mateo County with the goal of holding offenders accountable for their criminal conduct. For those cases in which charges are filed, the District Attorney's Office handles the prosecution in court, provides witness assistance, conducts follow-up investigation, recommends appropriate punishment, and seeks full restitution to the victims of the criminal conduct.

There are also several integral units within the District Attorney's office that provide resources to the community.

- The Environmental and Consumer Protection Unit enforces laws protecting the environment in areas such as handling, storage, and disposal of hazardous waste; underground tanks used to store hazardous materials; and air and water pollution.
- The Inspector's Bureau provides witness relocation, concealment, and security in all cases, and most recently in human trafficking and gang cases. In addition, the Inspector's Bureau is responsible for all child abduction investigations that involve visitation,

arrests violators, enforces child custody orders, and locates, recovers, and returns dependent children.

- The Victim Services Unit provides services to victims of violent crimes, such as crisis intervention, emergency assistance, and resource and referral assistance.

The District Attorney's Office also collaborates with the courts and other criminal justice partners to obtain, in appropriate cases, alternative sentences for certain offenders in an effort to reduce recidivism and victimization of the community.

One significant challenge for the DA's Office is the Legislature's continued expansion of post-conviction litigation where defendants can seek to be re-sentenced and shorten their imposed sentences. This imposes on our office the need to re-litigate cases that have been settled and closed for years. To alleviate the additional staffing burdens for attorneys who must become familiar with cases from, in some cases, decades ago, we have designated a paralegal to help with post-conviction litigation. That paralegal has developed expertise in post-conviction procedures and in gathering records from prisons. We hope to add a dedicated victim advocate who can develop the specialized knowledge required to explain these complex proceedings to victims.

The Legislature's passage of Race Blind Charging presents another significant challenge to the Office. This law requires prosecutors to engage in a two-step charging process whereby a prosecutor reviews police reports that are redacted of all racial elements, makes a charging decision, then re-reads the same reports with racial elements identified. To comply with the new law, we have spent many hours developing new business processes and training our staff to review cases in a way that complies with the law. We expect Public Records Act (PRA) requests that seek race blind charging data to put additional burdens on our IT staff.

The final significant challenge lies in the continued expansion of collaborative courts. These now include Drug Court, Multiple Driving Under the Influence Court, Military Diversion Court, Veterans' Court, Misdemeanor Diversion Court, Restitution Court, Homeless Court, Mental Health Diversion

Court, Pathways, PC 1370 Court. Some of these courts, such as Veteran's Court and Mental Health Diversion Court, have doubled their numbers of calendars, which requires additional support staff and attorney resources. The AB 109 funds that we received to fund a dedicated mental health deputy has greatly enhanced our ability to respond to mental health diversion motions. We also assigned a paralegal to the mental health diversion unit to help attorneys in drafting their legal briefs.

Department Innovations and Achievements

We created a Wage Theft unit that consists of a prosecutor and an inspector. With specialized training, we expect the number of wage theft prosecutions in our county to rise substantially. The wage theft prosecutor has also been cross-trained in labor trafficking by an inspector who is an expert in human trafficking cases. As a result, we hope to see increased investigation and prosecution of cases that will assist some of our most vulnerable victims of crime.

In FY 2025-27 we hope to see significant progress in the establishment of the county's first Family Justice Center (FJC), which will be run by the DA's Office. Our Office has

hired a FJC Director, who will start on May 12, 2025. We intend to build a center that provides trauma-informed services for all victims of violent crime in one location. Multi-disciplinary services will be provided to victims of sexual assault, human trafficking, elder abuse, domestic violence, and child abuse. As part of this project, we will strengthen and expand our Child Advocacy Center, which will be a part of the FJC along with many community-based organizations. The ultimate goal is to break cycles of violence and promote healing in our community.

In 2025, we have started issuing Spanish-language subpoenas to increase access to the criminal justice system to non-English speaking victims and witnesses. We plan to create subpoenas written in simplified Chinese and Tagalog, which along with Spanish are the most widely spoken non-English languages in our county. The Committee has also invited a speaker to train the entire office on issues surrounding disability and ageism. The Committee continues to do outreach throughout the year by attending community events to educate people about the role that a prosecutor's office plays in the community.

Performance Measures

Performance Measure	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Estimate	FY 2025-26 Target	FY 2026-27 Target
Number of Elder Abuse cases referred to the DAO for criminal charges by age group.	583	967	938	920	920

Disaggregated Data					
Category	65-70 yrs	71-74 yrs	75-80 yrs	80+ yrs	Total
Number of Elder Abuse Cases by Age Group, FY 2022-23	234	98	115	136	583
Number of Elder Abuse Cases by Age Group, FY 2023-24	426	193	192	156	967

Performance Narrative
Senior citizens are the foundation of our community. National estimates indicate that up to five million older adults are abused every year. Elder financial abuse is one of the fastest growing crimes. It is estimated that elder victims of financial abuse lose at least \$2.6 billion dollars annually.

The San Mateo County District Attorney's Office (DA) is proud to partner with Aging and Disability Services, the Public Guardian, and County Counsel on a County-wide elder and dependent adult protection initiative, Elder and Dependent Adult Protection Team (EDAPT).

An elder is defined as anyone 65 years and older. San Mateo County's (SMC) older adult population is expected to grow by over 70 percent by 2030. As more people grow older in SMC, we need to ensure everyone can do so safely. San Mateo County Health statics show that the population 65 years and older represents 17 percent (131,601) of the overall population. While Justice.gov estimates that nationwide one in 10 persons over the age of 65 will experience at least one form of abuse during their lifetime, most incidents go unreported. Because this measure is new there is not enough data to provide any conclusions. Over the coming years the DA will monitor the age group data of its elder abuse cases to determine if there are any prevailing trends.

In terms of challenges, it is believed that elder abuse is under reported due to many barriers faced by the victims: intrafamilial victimization, the ability to access resources/assistance, limited access to native language resources and trust in law enforcement and the criminal justice system. Many of these factors are out of the DA's direct control and are a focus of EDAPT.

Performance Measures

Performance Measure					
Percent of violent cases referred to the DAO for criminal charges that occurred by jurisdiction					
	Atherton	Belmont	Brisbane	Broadmoor	Burlingame
Median Household Income	\$250,000+	\$156,052	\$110,372	\$94,160	\$128,447
Persons experiencing poverty	3.70%	4.10%	6.64%	3.52%	4.50%
FY 2022-23 Actual: Percentage of violent cases	2.43%	9.66%	7.50%	7.85%	15.78%
FY 2023-24 Actual: Percentage of violent cases	2.77%	5.38%	4.61%	3.17%	8.36%

Performance Measure					
Percent of violent cases referred to the DAO for criminal charges that occurred by jurisdiction					
	Daly City	East Palo Alto	Foster City	Hillsborough	Menlo Park
Median Household Income	\$94,550	\$67,087	\$158,529	\$250,000+	\$160,784
Persons experiencing poverty	7.60%	13.50%	4.40%	2.40%	7.60%
FY 2022-23 Actual: Percentage of violent cases	13.43%	20.31%	14.28%	26.92%	10.09%
FY 2023-24 Actual: Percentage of violent cases	9.26%	17.65%	6.29%	21.73%	6.35%

Performance Measure					
Percent of violent cases referred to the DAO for criminal charges that occurred by jurisdiction					
	Redwood City	San Bruno	San Mateo	S. San Francisco	SMC SO*
Median Household Income	\$117,123	\$109,387	\$124,842	\$105,459	
Persons experiencing poverty	9.00%	4.70%	7.50%	6.90%	7.27%
FY 2022-23 Actual: Percentage of violent cases	19.19%	10.39%	14.36%	15.32%	14.03%
FY 2023-24 Actual: Percentage of violent cases	13.56%	4.76%	9.29%	6.98%	7.60%

Performance Measures

Disaggregated Data					
Category	Atherton	Belmont	Brisbane	Broadmoor	Burlingame
Median Household Income	\$250,000+	\$156,052	\$110,372	\$94,160	\$128,447
Persons experiencing poverty	3.70%	4.10%	6.64%	3.52%	4.50%
Percentage of violent cases, FY 2022-23	2.43%	9.66%	7.50%	7.85%	15.78%
Percentage of violent cases, FY 2023-24	2.77%	5.38%	4.61%	3.17%	8.36%

Disaggregated Data					
Category	Daly City	East Palo Alto	Foster City	Hillsborough	Menlo Park
Median Household Income	\$94,550	\$67,087	\$158,529	\$250,000+	\$160,784
Persons experiencing poverty	7.60%	13.50%	4.40%	2.40%	7.60%
Percentage of violent cases, FY 2022-23	13.43%	20.31%	14.28%	26.92%	10.09%
Percentage of violent cases, FY 2023-24	9.26%	17.65%	6.29%	21.73%	6.35%

Disaggregated Data					
Category	Redwood City	San Bruno	San Mateo	S. San Francisco	SMC SO
Median Household Income	\$117,123	\$109,387	\$124,842	\$105,459	
Persons experiencing poverty	9.00%	4.70%	7.50%	6.90%	7.27%
Percentage of violent cases, FY 2022-23	19.19%	10.39%	14.36%	15.32%	14.03%
Percentage of violent cases, FY 2023-24	13.56%	4.76%	9.29%	6.98%	7.60%

Performance Narrative

Residents in low-income communities face the greatest risk of violent victimization. According to a 2014 Bureau of Justice Statistics Report—the latest year for which data is available—the victimization rate for violent crimes among individuals who are at or below the federal poverty level had more than double the rate of violent victimization as persons in high income households.

We suspect that the data will yield important information about the rates of victimization for members of our community based on income. For this measurement, we will evaluate our crime rates and the median income by city/town and major areas patrolled by the San Mateo County Sheriff's Office.

Crime and victimization bring a host of social and economic costs, often with long-lasting impacts on its victims. In addition to the direct costs of crime, such as costs associated with injury and out-of-pocket expenses, victims of crime—particularly violent crime—often suffer from emotional harm and financial difficulties. According to 2020 Census data, the median household income in SMC is \$122,641 and our poverty rate is at 6.71 percent (calculated by the Small Area Income and Poverty Estimates) or approximately 125,000 residents.

It is widely understood that crimes are underreported due to the many barriers faced by the victims, such as: intergenerational cycles of crime and victimization, poverty, income, the ability to access resources/assistance, limited access to native language resources and trust in law enforcement and the criminal justice system. Many of the challenges outlined are larger issues that are out of the DA's control but effect a willingness to seek help, report crimes and participate in the criminal justice process.

All Funds FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Taxes	1,430,118	1,355,195	2,285,711	2,252,202	(33,509)	1,276,568	(975,634)
Fines, Forfeitures and Penalties	634,944	1,654,844	1,860,955	2,360,955	500,000	2,360,955	—
Intergovernmental Revenues	14,836,593	15,778,360	16,858,561	17,572,692	714,131	17,519,558	(53,134)
Charges for Services	318,489	152,216	315,826	295,999	(19,827)	596,814	300,815
Interfund Revenue	244,399	51,766	—	—	—	—	—
Miscellaneous Revenue	177,444	96,393	73,400	133,400	60,000	133,400	—
Total Revenue	17,641,987	19,088,775	21,394,453	22,615,248	1,220,795	21,887,295	(727,953)
Fund Balance	8,638,502	9,263,175	7,415,191	6,235,818	(1,179,373)	6,235,818	—
Total Sources	26,280,489	28,351,950	28,809,644	28,851,066	41,422	28,123,113	(727,953)
Requirements							
Salaries and Benefits	36,192,818	37,903,162	42,364,565	44,083,693	1,719,128	46,253,012	2,169,319
Services and Supplies	2,147,562	4,055,215	3,735,578	3,658,030	(77,548)	3,333,938	(324,092)
Other Charges	2,462,087	2,329,325	2,785,660	3,531,331	745,671	3,580,572	49,241
Fixed Assets	—	228,744	1,025,266	726,959	(298,307)	550,000	(176,959)
Other Financing Uses	156,336	153,012	125,089	507,810	382,721	139,260	(368,550)
Gross Appropriations	40,958,804	44,669,458	50,036,158	52,507,823	2,471,665	53,856,782	1,348,959
Intrafund Transfers	(255,017)	(428,129)	(437,646)	(498,044)	(60,398)	(518,762)	(20,718)
Net Appropriations	40,703,787	44,241,329	49,598,512	52,009,779	2,411,267	53,338,020	1,328,241
Contingencies/Dept Reserves	7,500,996	5,565,596	4,923,017	4,948,966	25,949	4,948,966	—
Non-General Fund Reserves	—	—	—	—	—	—	—
Total Requirements	48,204,783	49,806,925	54,521,529	56,958,745	2,437,216	58,286,986	1,328,241
Net County Cost	21,924,294	21,454,976	25,711,885	28,107,679	2,395,794	30,163,873	2,056,194
Salary Resolution	151.0	151.0	155.0	156.0	1.0	156.0	—
Funded FTE	150.0	150.0	154.3	155.3	1.0	155.3	—

FY 2025-26 Budget Overview

TOTAL SOURCES

Total Sources increased by \$41,422 or 0.1 percent from the FY 2024-25 Revised to the FY 2025-26 Recommended Budget due to the following changes:

Taxes

There is a net decrease of \$33,509 in this funding source due to a decrease in funds needed for the Gun Violence Program. This decrease reduces Measure K funds.

Fines, Fees and Forfeitures

There is a net increase of \$500,000 in this funding source due to the anticipated settlements of civil and environmental cases.

Intergovernmental Revenues

There is a net increase of \$714,131 in this funding source to address Victim advocacy needs.

Charges for Services

There is a net decrease of \$19,827 in this funding source due to the anticipated decrease in the number of real estate documents recorded and real estate fees collected.

Interfund Revenue

There is no change in this funding source.

Miscellaneous Revenue

There is a net increase of \$60,000 in this funding source category due to anticipated increase in the number of documents requested and for the reimbursement from the California Witness Protection Program.

Fund Balance

There is a net decrease of \$1,179,373 in this funding source due to the related unspent capital projects.

TOTAL REQUIREMENTS

Total Requirements increased by \$2,437,216 or 4.5 percent from the FY 2024-25 Revised to the FY 2025-26 Recommended Budget due to the following changes:

Salaries and Benefits

There is a net increase of \$1,719,128 in this expenditure category due to negotiated salary and benefits increases as well as increases and adjustments to benefits categories as well as the addition of two FTE.

Services and Supplies

There is a net decrease of \$77,548 in this expenditure category is due to the nonessential need for large technology purchases.

Other Charges

There is a net increase of \$745,671 in this expenditure category due to an increase in internal services charges.

Fixed Assets

There is a net decrease of \$298,307 due to related County Office Building 3 furniture, fixtures, and equipment that have been paid in the previous year.

Other Financing Uses

There is a net increase of \$382,721 in this expenditure category due to expected change orders related to the District Attorney's Office move to a new building.

Intrafund Transfers

There is a net increase of \$60,398 in this expenditure category due to due to an increase in benefits calculations.

Contingencies/Departmental Reserves

There is a net increase of \$25,949 in this expenditure category due to unspent salary and benefits funds from prior year as the result of unfilled positions. The balance in General Fund Reserves represents 9.5 percent of Net Appropriations, which exceeds the County 4 Percent Reserves Policy.

NET COUNTY COST

There is an increase of \$2,395,794 or 9.3 percent in this Department's General Fund allocation.

FY 2026-27 Budget Overview

TOTAL SOURCES

Total Sources decreased by \$727,953 or 2.5 percent from the FY 2025-26 Recommended to the FY 2026-27 Preliminary Recommended Budget due to the following changes:

Taxes

There is a net decrease of \$975,634 in this funding source due to a decrease in funds needed for the Gun Violence Program. This decrease reduces Measure K funds.

Fines, Fees and Forfeitures

There is no change in this funding source.

Intergovernmental Revenues

There is net decrease of \$53,134 in this funding source category due to a possible decrease in grant funding.

Charges for Services

There is a net increase of \$300,815 in this funding source due to the anticipation of an increase in the number of real estate documents recorded and real estate fees collected.

Interfund Revenue

There is no change in this funding source.

Miscellaneous Revenue

There is no change in this funding source.

Fund Balance

There is no change in this funding source. Fund Balance used for one-time projects and purchases in FY 2025-26 has been eliminated.

TOTAL REQUIREMENTS

Total Requirements increased by \$1,328,241 or 2.3 percent from the FY 2025-26 Recommended to the FY 2026-27 Preliminary Recommended Budget due to the following changes:

Salaries and Benefits

There is a net increase of \$2,169,319 in this expenditure category due to negotiated salary and benefit increases as well as an increase and adjustments to benefits categories.

Services and Supplies

There is a net decrease of \$324,092 in this expenditure category due to removal of one-time expenditures.

Other Charges

There is a net increase of \$49,241 in this expenditure category due to increase in internal services charges.

Fixed Assets

There is a net decrease of \$176,959 in this expenditure category due to expected County Office Building 3 related furniture, fixtures, and equipment to be fully paid.

Other Financing Uses

There is a net decrease of \$368,550 due to county chargeback change in calculation.

Intrafund Transfers

There is a net increase of \$20,718 in this expenditure category due to an increase in salary and benefits calculations.

Contingencies/Departmental Reserves

There is no change in this expenditure category. The balance in General Fund Reserves represents 9.3 percent of Net Appropriations, which exceeds the County 4 Percent Reserves Policy.

NET COUNTY COST

There is an increase of \$2,056,194 or 7.3 percent in this Department's General Fund allocation.

District Attorney's Office (2510P)

Resource Allocation Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Total Sources	26,280,489	28,351,950	28,809,644	28,851,066	41,422	28,123,113	(727,953)
Total Requirements	48,204,783	49,806,925	54,521,529	56,958,745	2,437,216	58,286,986	1,328,241
Net County Cost	21,924,294	21,454,976	25,711,885	28,107,679	2,395,794	30,163,873	2,056,194
Salary Resolution	151.0	151.0	155.0	156.0	1.0	156.0	—
Funded FTE	150.0	150.0	154.3	155.3	1.0	155.3	—

1. Adjustments to Provide Current Level Services: Budget adjustments are made to reflect current costs for existing levels of service and performance in FY 2025-26 and FY2026-27, including: negotiated salary and benefit increases, including merit increases and adjustments to retiree health contributions; increases in internal service charges; and elimination of one-time revenues and expenditures. As a one-time funding source, Fund Balance and associated appropriations in Reserves and one-time expenditures are removed from the Current Level Budget. Net funding adjustments in FY2025-26 total \$3,409,403. Net funding adjustments in FY2026-27 total \$3,341,46.

	Total CLB FY 2025-26	Total CLB FY 2026-27
Sources	(6,194,396)	(6,963,771)
Requirements		
Gross Appropriations	2,198,422	1,346,959
Intrafund Transfers	(60,398)	(20,718)
Contingencies/Dept Reserves	(4,923,017)	(4,948,966)
Non-General Fund Reserves	—	—
Net County Cost	3,409,403	3,341,046
Positions	—	—

2. Reappropriation of Fund Balance and Reserves: This action reappropriates Fund Balance and Reserves.

	RLB Adjustments FY 2025-26	RLB Adjustments FY 2026-27
Sources	6,209,869	6,235,818
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	4,923,017	4,948,966
Net County Cost	(1,286,852)	(1,286,852)
Positions	—	—

3. Final Fund Balance Adjustment: Final Year-End Fund Balance is appropriated in Reserves.

	RLB Adjustments FY 2025-26	RLB Adjustments FY 2026-27
Sources	25,949	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	25,949	—
Net County Cost	—	—
Positions	—	—

4. Position Adjustment - Family Justice Center Manager: This action adds one full-time Family Justice Center Manager to oversee and manage the forthcoming Family Justice Center (FJC). The FJC will work with community partners and stakeholders to develop and maintain a one-step holistic service and support center for families and survivors of domestic violence, family violence, sexual assault, child abuse, stalking, human trafficking, and elder abuse; and perform related duties as assigned.

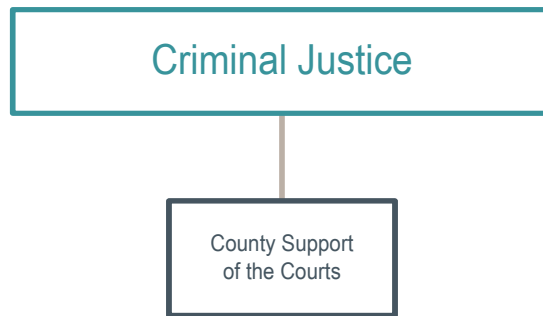
	RLB Adjustments FY 2025-26	RLB Adjustments FY 2026-27
Sources	—	—
Requirements		
Gross Appropriations	273,243	2,000
Intrafund Transfers	—	—
Net County Cost	273,243	2,000
Positions	1	—

FY 2025-26 & FY 2026-27 Total Funding Adjustments

	Total Funding Adjustments FY 2025-26	Total Funding Adjustments FY 2026-27
Sources	41,422	(727,953)
Requirements		
Gross Appropriations	2,471,665	1,348,959
Intrafund Transfers	(60,398)	(20,718)
Contingencies/Dept Reserves	25,949	—
Non-General Fund Reserves	—	—
Net County Cost	2,395,794	2,056,194
Positions	1	—

County Support of the Courts (2700B)

COUNTY SUPPORT OF THE COURTS



County Support of the Courts

COUNTY OF SAN MATEO 



Department Locator

County > Criminal Justice > **County Support of the Courts**

Mission

In accordance with the provisions of the Trial Court Funding Act of 1997, all court-related County General Fund revenue and expenditures are accounted for in this budget unit. Revenues include pre-existing court-generated General Fund revenues and Fine and Forfeiture revenues that

comprise the mandated Maintenance of Effort (MOE) base calculation. Expenditures include MOE requirements for court operations, including County Facility Payments for court facilities transferred to the State in FY 2008-09, Fine and Forfeiture State remittances, and court-related costs not within the definition of "court operations." A Memorandum of Agreement (MOA) between the Courts and the County specifies services to be performed by the County for the Courts.

All Funds

FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Fines, Forfeitures and Penalties	3,288,675	2,952,121	3,430,306	3,230,306	(200,000)	3,230,306	—
Charges for Services	469,408	443,354	605,921	605,921	—	605,921	—
Miscellaneous Revenue	187,629	173,663	24,953	24,953	—	24,953	—
Total Revenue	3,945,712	3,569,138	4,061,180	3,861,180	(200,000)	3,861,180	—
Fund Balance	2,181,413	—	—	—	—	—	—
Total Sources	6,127,125	3,569,138	4,061,180	3,861,180	(200,000)	3,861,180	—
Requirements							
Salaries and Benefits	—	—	—	—	—	—	—
Services and Supplies	931,103	1,427,701	1,490,013	1,490,053	40	1,490,053	—
Other Charges	16,523,153	16,217,816	17,031,308	17,076,378	45,070	17,076,378	—
Other Financing Uses	—	—	—	—	—	—	—
Gross Appropriations	17,454,256	17,645,517	18,521,321	18,566,431	45,110	18,566,431	—
Intrafund Transfers	—	—	(1,500,000)	(1,700,000)	(200,000)	(1,700,000)	—
Net Appropriations	17,454,256	17,645,517	17,021,321	16,866,431	(154,890)	16,866,431	—
Contingencies/Dept Reserves	683,713	—	—	—	—	—	—
Total Requirements	18,137,969	17,645,517	17,021,321	16,866,431	(154,890)	16,866,431	—
Net County Cost	12,010,844	14,076,378	12,960,141	13,005,251	45,110	13,005,251	—

County Support of the Courts (2700P)

Resource Allocation Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Total Sources	6,127,125	3,569,138	4,061,180	3,861,180	(200,000)	3,861,180	—
Total Requirements	18,137,969	17,645,517	17,021,321	16,866,431	(154,890)	16,866,431	—
Net County Cost	12,010,844	14,076,378	12,960,141	13,005,251	45,110	13,005,251	—

1. Adjustments to Provide Current Level Services: Budget adjustments are made to reflect current costs for existing levels of service and performance in FY 2025-26 and FY 2026-27, including: adjustments to internal service charges; and elimination of one-time revenues and expenditures. Net funding adjustments in FY 2025-26 total \$245,110. Net funding adjustments in FY 2026-27 total \$0.

	Total CLB FY 2025-26	Total CLB FY 2026-27
Sources	(200,000)	—
Requirements		
Gross Appropriations	45,110	—
Intrafund Transfers	—	—
Contingencies/Dept Reserves	—	—
Net County Cost	245,110	—
Positions	—	—

2. Intrafund Transfer from General Fund: This action transfers one-time funding from General Fund to fill a shortfall in court fines.

	RLB Adjustments FY 2025-26	RLB Adjustments FY 2026-27
Sources	—	—
Requirements		
Gross Appropriations	—	—
Intrafund Transfers	(200,000)	—
Net County Cost	(200,000)	—
Positions	—	—

FY 2025-26 & FY 2026-27 Total Funding Adjustments

	Total Funding Adjustments FY 2025-26	Total Funding Adjustments FY 2026-27
Sources	(200,000)	—
Requirements		
Gross Appropriations	45,110	—
Intrafund Transfers	(200,000)	—
Contingencies/Dept Reserves	—	—
Net County Cost	45,110	—
Positions	—	—

Private Defender Program (2800B)

PRIVATE DEFENDER PROGRAM



Private Defender Program

COUNTY OF SAN MATEO 



Department Locator

County > Criminal Justice > **Private Defender Program**

Mission

The Mission of the Private Defender Program is to provide high quality legal representation to every indigent person whose case has been entrusted to us by the San Mateo Superior Court. We are dedicated to vigorous protection of the fundamental rights of our clients in criminal, juvenile, mental health, and other cases for which the appointment of counsel at public expense is provided by law. While acting as strong ethical advocates for those facing loss of life, freedom or family, we strive to preserve the dignity of individuals we represent, to keep them and the communities

in which they live safe from wrongful convictions and unjust outcomes, and to enhance the integrity of the criminal justice system in San Mateo County.

In accordance with constitutional requirements and state statutes, the Private Defender Program (PDP) provides competent legal representation to individuals determined to be indigent by the Court. Services are provided through a contract with the San Mateo County Bar Association. The San Mateo County Bar Association's Private Defender Program has been providing legal representation to the indigent in San Mateo County for 55 years. Currently, there are 108 lawyers on the PDP panel, of whom more than half have over 16 years of criminal or juvenile law experience.

Performance Measures

Performance Measure					
Fiscal Year	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Estimate	FY 2025-26 Target	FY 2026-27 Target
Number of Criminal Arraignments, Both Limited and General	21,585.00	21,244.00	21,250.00	21,400.00	21,400.00

Performance Narrative

In 2023-24, PDP appointed attorneys to provide representation approximately 21,000 times. We are on track to hit about the same number for 2024-25 and beyond.

When reviewing the number of criminal arraignments, both limited and general, there are many variables to consider, including the seriousness and complexity of each case and the skills and experience of the individual lawyer. Useful information might be gathered from an evaluation of the total caseloads of Private Defender Program attorneys and the number of total criminal arraignments. Not all cases will go to arraignment, but the criminal arraignment is the first time the defendant goes to court and receives formal instructions on what is charged against them, their rights, and their initial plea.

Performance Measures

Performance Measure					
Fiscal Year	FY 2022-23 Actual	FY 2023-24 Actual	FY 2024-25 Estimate	FY 2025-26 Target	FY 2026-27 Target
Number of Client Complaints	145	96	96	90	90
Relationship Issues:	98	63	63	60	60
Performance Issues:	47	33	33	30	30

Performance Narrative

PDP is proud to serve the community with the most qualified and competent lawyers. PDP attorneys receive ongoing training and support from their management team, and their performance is continuously monitored. PDP records and documents all client complaints into a centralized system to track their program's performance. The PDP management team reviews all complaints on an ongoing basis to ensure PDP attorneys provide their clients with appropriate resources and service. During the review process, multiple nonpartisan parties review the complaint, and if needed, the case will be reassigned to a different attorney. It is important to note, for the majority of years, the number of complaints for both relationship and performance are under the threshold of 90 and 50 respectively. The spike of complaints in FY 2022-2023 can be linked to the large amount of caseloads after the COVID-19 pandemic due to courts having a large bottle neck in the years before. PDP will continue to strive towards this goal of providing excellent customer service and representation. This measure is important because it showcases PDP's commitment to client satisfaction.

All Funds

FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Intergovernmental Revenues	—	—	173,316	173,316	—	173,316	—
Charges for Services	—	—	—	—	—	—	—
Miscellaneous Revenue	—	—	—	—	—	—	—
Total Revenue	—	—	173,316	173,316	—	173,316	—
Fund Balance	—	—	—	—	—	—	—
Total Sources	—	—	173,316	173,316	—	173,316	—
Requirements							
Services and Supplies	20,888,229	21,905,483	24,549,347	25,718,591	1,169,244	26,484,815	766,224
Other Charges	24,749	23,551	27,836	34,364	6,528	40,543	6,179
Other Financing Uses	37,031	37,222	37,327	37,428	101	37,517	89
Gross Appropriations	20,950,009	21,966,256	24,614,510	25,790,383	1,175,873	26,562,875	772,492
Intrafund Transfers							
Net Appropriations	20,950,009	21,966,256	24,614,510	25,790,383	1,175,873	26,562,875	772,492
Total Requirements	20,950,009	21,966,256	24,614,510	25,790,383	1,175,873	26,562,875	772,492
Net County Cost	20,950,009	21,966,256	24,441,194	25,617,067	1,175,873	26,389,559	772,492

FY 2025-26 Budget Overview

TOTAL SOURCES

Total Sources had no change from the FY 2024-25 Revised to the FY 2025-26 Recommended Budget.

Intergovernmental Revenues

There is no change to this funding source.

TOTAL REQUIREMENTS

Total Requirements increased by \$1,175,873 or 4.8 percent from the FY 2024-25 Revised to the FY 2025-26 Recommended Budget due to the following changes:

Services and Supplies

There is a net increase of \$1,169,244 in this expenditure category due to an increase in the San Mateo Bar Association contract and internal Countywide service charges.

Other Charges

There is a net increase of \$6,528 in this expenditure category due to increased internal Countywide service charges.

Other Financing Uses

There is a net increase of \$101 in this expenditure category due to an increase in the County's facility surcharges.

NET COUNTY COST

There is an increase of \$1,175,873 or 4.8 percent in this Department's General Fund Allocation.

FY 2026-27 Budget Overview

TOTAL SOURCES

Total Sources had no change from the FY 2025-26 Revised to the FY 2026-27 Recommended Budget.

Intergovernmental Revenues

There is no change to this funding source.

TOTAL REQUIREMENTS

Total Requirements increased by \$772,492 or 3 percent from the FY 2025-26 Recommended to the FY 2026-27 Preliminary Recommended Budget due to the following changes:

Services and Supplies

There is a net increase of \$766,224 in in this expenditure category due to an increase in both San Mateo Bar Association contract and internal Countywide service charges.

Other Charges

There is a net increase of \$6,179 in this expenditure category due to an increase in Countywide service charges.

Other Financing Uses

There is a net increase of \$89 in this expenditure category due to increased debt service operating transfers and increased facility surcharges.

NET COUNTY COST

There is a net increase of \$772,492 or 3 percent in this Department's General Fund Allocation.

Private Defender Program (2800P)

Resource Allocation Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Total Sources	—	—	173,316	173,316	—	173,316	—
Total Requirements	20,950,009	21,966,256	24,614,510	25,790,383	1,175,873	26,562,875	772,492
Net County Cost	20,950,009	21,966,256	24,441,194	25,617,067	1,175,873	26,389,559	772,492

1. Adjustments to Provide Current Level Services: Budget adjustments are made to reflect current costs for existing levels of service and performance in FY 2025-26 and FY 2026-27, including: increases to the San Mateo Bar Association contract; increases in ongoing State funds, and increases in internal service charges. Net funding adjustments in FY 2025-26 total \$ 1,175,873. Net funding in FY 2026-27 total \$ 772,492.

	Total CLB FY 2025-26	Total CLB FY 2026-27
Sources	—	—
Requirements		
Gross Appropriations	1,175,873	772,492
Intrafund Transfers	—	—
Net County Cost	1,175,873	772,492
Positions	—	—

FY 2025-26 & FY 2026-27 Total Funding Adjustments

	Total Funding Adjustments FY 2025-26	Total Funding Adjustments FY 2026-27
Sources	—	—
Requirements		
Gross Appropriations	1,175,873	772,492
Intrafund Transfers	—	—
Net County Cost	1,175,873	772,492
Positions	—	—



Probation Department (3200B)

All Funds FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Taxes	—	—	250,000	250,000	—	250,000	—
Fines, Forfeitures and Penalties	23,687	11,297	11,910	10,736	(1,174)	10,736	—
Intergovernmental Revenues	35,182,139	34,662,636	40,396,358	40,168,976	(227,382)	39,554,459	(614,517)
Charges for Services	4,600	4,311	—	—	—	—	—
Interfund Revenue	2,560	2,896	—	—	—	—	—
Miscellaneous Revenue	227,471	167,449	238,494	203,200	(35,294)	203,200	—
Total Revenue	35,440,457	34,848,589	40,896,762	40,632,912	(263,850)	40,018,395	(614,517)
Fund Balance	36,785,776	46,368,354	52,958,455	52,958,455	—	51,958,455	(1,000,000)
Total Sources	72,226,233	81,216,943	93,855,217	93,591,367	(263,850)	91,976,850	(1,614,517)
Requirements							
Salaries and Benefits	52,462,226	46,165,607	65,400,310	62,127,918	(3,272,392)	64,071,788	1,943,870
Services and Supplies	5,577,772	6,022,211	9,134,594	8,417,190	(717,404)	7,767,190	(650,000)
Other Charges	9,426,721	9,322,853	10,023,032	11,164,355	1,141,323	11,395,121	230,766
Fixed Assets	7,285	227,289	1,380,000	1,380,000	—	1,380,000	—
Other Financing Uses	6,427,308	7,781,691	6,474,346	7,457,057	982,711	6,472,473	(984,584)
Gross Appropriations	73,901,313	69,519,651	92,412,282	90,546,520	(1,865,762)	91,086,572	540,052
Intrafund Transfers	(270,849)	(225,722)	(232,948)	(232,948)	—	(232,948)	—
Net Appropriations	73,630,463	69,293,930	92,179,334	90,313,572	(1,865,762)	90,853,624	540,052
Contingencies/Dept Reserves	35,285,776	43,660,031	52,958,454	51,958,454	(1,000,000)	51,958,454	—
Total Requirements	108,916,239	112,953,961	145,137,788	142,272,026	(2,865,762)	142,812,078	540,052
Net County Cost	36,690,006	31,737,018	51,282,571	48,680,659	(2,601,912)	50,835,228	2,154,569
Salary Resolution	354.0	329.0	327.0	305.0	(22.0)	305.0	—
Funded FTE	353.9	328.4	325.5	303.4	(22.1)	303.4	—

Administrative Services (3211P)

All Funds

FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Taxes	—	—	—	—	—	—	—
Intergovernmental Revenues	1,336,517	2,464,388	2,437,920	2,437,920	—	2,437,920	—
Charges for Services	25	—	—	—	—	—	—
Interfund Revenue	2,560	2,896	—	—	—	—	—
Miscellaneous Revenue	32,397	24,450	—	—	—	—	—
Total Revenue	1,371,499	2,491,734	2,437,920	2,437,920	—	2,437,920	—
Fund Balance	26,053,639	25,253,639	31,843,740	31,843,740	—	31,843,740	—
Total Sources	27,425,138	27,745,373	34,281,660	34,281,660	—	34,281,660	—
Requirements							
Salaries and Benefits	7,331,962	7,058,485	8,190,402	8,753,278	562,876	9,262,536	509,258
Services and Supplies	800,173	1,275,612	1,443,805	1,062,224	(381,581)	1,062,224	—
Other Charges	820,876	880,774	963,277	1,362,789	399,512	1,388,240	25,451
Fixed Assets	—	—	1,000,000	1,000,000	—	1,000,000	—
Other Financing Uses	—	—	—	—	—	—	—
Gross Appropriations	8,953,011	9,214,870	11,597,484	12,178,291	580,807	12,713,000	534,709
Intrafund Transfers	—	—	—	—	—	—	—
Net Appropriations	8,953,011	9,214,870	11,597,484	12,178,291	580,807	12,713,000	534,709
Contingencies/Dept Reserves	24,553,639	27,011,951	35,002,052	31,843,740	(3,158,312)	31,843,740	—
Total Requirements	33,506,650	36,226,821	46,599,536	44,022,031	(2,577,505)	44,556,740	534,709
Net County Cost	6,081,511	8,481,448	12,317,876	9,740,371	(2,577,505)	10,275,080	534,709
Salary Resolution	41.0	42.0	39.0	39.0	—	39.0	—
Funded FTE	41.0	42.0	39.0	39.0	0.0	39.0	—

Adult and Pretrial Services (3227P)

All Funds FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Fines, Forfeitures and Penalties	894	59	3,400	100	(3,300)	100	—
Intergovernmental Revenues	14,572,376	15,227,246	16,460,176	16,643,179	183,003	16,643,179	—
Charges for Services	4,575	4,311	—	—	—	—	—
Miscellaneous Revenue	80,793	88,034	100,700	100,700	—	100,700	—
Total Revenue	14,658,638	15,319,650	16,564,276	16,743,979	179,703	16,743,979	—
Fund Balance	309,964	3,922,096	3,922,096	3,922,096	—	2,922,096	(1,000,000)
Total Sources	14,968,602	19,241,746	20,486,372	20,666,075	179,703	19,666,075	(1,000,000)
Requirements							
Salaries and Benefits	23,085,209	20,359,751	29,090,711	27,080,735	(2,009,976)	27,915,653	834,918
Services and Supplies	1,410,503	927,487	844,895	734,020	(110,875)	734,020	—
Other Charges	1,885,037	1,529,910	1,588,722	1,829,079	240,357	1,878,404	49,325
Fixed Assets	—	199,544	300,000	300,000	—	300,000	—
Other Financing Uses	79,875	1,363,332	61,593	1,054,845	993,252	56,855	(997,990)
Gross Appropriations	26,460,625	24,380,024	31,885,921	30,998,679	(887,242)	30,884,932	(113,747)
Intrafund Transfers	—	—	—	—	—	—	—
Net Appropriations	26,460,625	24,380,024	31,885,921	30,998,679	(887,242)	30,884,932	(113,747)
Contingencies/Dept Reserves	309,964	2,613,774	3,922,096	2,922,096	(1,000,000)	2,922,096	—
Total Requirements	26,770,589	26,993,798	35,808,017	33,920,775	(1,887,242)	33,807,028	(113,747)
Net County Cost	11,801,987	7,752,052	15,321,645	13,254,700	(2,066,945)	14,140,953	886,253
Salary Resolution	155.0	141.0	144.0	133.0	(11.0)	133.0	—
Funded FTE	155.0	141.0	143.3	132.3	(11.0)	132.3	—

Juvenile and Institutions Services (3253P)

All Funds

FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Taxes	—	—	250,000	250,000	—	250,000	—
Fines, Forfeitures and Penalties	22,793	11,238	8,510	10,636	2,126	10,636	—
Intergovernmental Revenues	19,178,987	16,822,956	21,498,262	21,087,877	(410,385)	20,473,360	(614,517)
Charges for Services	—	—	—	—	—	—	—
Miscellaneous Revenue	114,281	54,965	137,794	102,500	(35,294)	102,500	—
Total Revenue	19,316,061	16,889,159	21,894,566	21,451,013	(443,553)	20,836,496	(614,517)
Fund Balance	10,422,173	17,192,619	17,192,619	17,192,619	—	17,192,619	—
Total Sources	29,738,234	34,081,778	39,087,185	38,643,632	(443,553)	38,029,115	(614,517)
Requirements							
Salaries and Benefits	22,045,056	18,747,372	28,119,197	26,293,905	(1,825,292)	26,893,599	599,694
Services and Supplies	3,272,838	3,660,539	6,845,894	6,620,946	(224,948)	5,970,946	(650,000)
Other Charges	6,720,808	6,909,715	7,471,033	7,972,479	501,446	8,128,263	155,784
Fixed Assets	7,285	27,745	80,000	80,000	—	80,000	—
Other Financing Uses	6,347,432	6,418,359	6,412,753	6,402,212	(10,541)	6,415,618	13,406
Gross Appropriations	38,393,419	35,763,730	48,928,877	47,369,542	(1,559,335)	47,488,426	118,884
Intrafund Transfers	(270,849)	(225,722)	(232,948)	(232,948)	—	(232,948)	—
Net Appropriations	38,122,570	35,538,009	48,695,929	47,136,594	(1,559,335)	47,255,478	118,884
Contingencies/Dept Reserves	10,422,173	14,034,306	14,034,306	17,192,618	3,158,312	17,192,618	—
Total Requirements	48,544,743	49,572,315	62,730,235	64,329,212	1,598,977	64,448,096	118,884
Net County Cost	18,806,509	15,490,536	23,643,050	25,685,580	2,042,530	26,418,981	733,401
Salary Resolution	158.0	146.0	144.0	133.0	(11.0)	133.0	—
Funded FTE	157.9	145.4	143.3	132.1	(11.2)	132.1	—

District Attorney's Office (2510B)

All Funds FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Taxes	1,430,118	1,355,195	2,285,711	2,252,202	(33,509)	1,276,568	(975,634)
Fines, Forfeitures and Penalties	634,944	1,654,844	1,860,955	2,360,955	500,000	2,360,955	—
Intergovernmental Revenues	14,836,593	15,778,360	16,858,561	17,572,692	714,131	17,519,558	(53,134)
Charges for Services	318,489	152,216	315,826	295,999	(19,827)	596,814	300,815
Interfund Revenue	244,399	51,766	—	—	—	—	—
Miscellaneous Revenue	177,444	96,393	73,400	133,400	60,000	133,400	—
Total Revenue	17,641,987	19,088,775	21,394,453	22,615,248	1,220,795	21,887,295	(727,953)
Fund Balance	8,638,502	9,263,175	7,415,191	6,235,818	(1,179,373)	6,235,818	—
Total Sources	26,280,489	28,351,950	28,809,644	28,851,066	41,422	28,123,113	(727,953)
Requirements							
Salaries and Benefits	36,192,818	37,903,162	42,364,565	44,083,693	1,719,128	46,253,012	2,169,319
Services and Supplies	2,147,562	4,055,215	3,735,578	3,658,030	(77,548)	3,333,938	(324,092)
Other Charges	2,462,087	2,329,325	2,785,660	3,531,331	745,671	3,580,572	49,241
Fixed Assets	—	228,744	1,025,266	726,959	(298,307)	550,000	(176,959)
Other Financing Uses	156,336	153,012	125,089	507,810	382,721	139,260	(368,550)
Gross Appropriations	40,958,804	44,669,458	50,036,158	52,507,823	2,471,665	53,856,782	1,348,959
Intrafund Transfers	(255,017)	(428,129)	(437,646)	(498,044)	(60,398)	(518,762)	(20,718)
Net Appropriations	40,703,787	44,241,329	49,598,512	52,009,779	2,411,267	53,338,020	1,328,241
Contingencies/Dept Reserves	7,500,996	5,565,596	4,923,017	4,948,966	25,949	4,948,966	—
Non-General Fund Reserves	—	—	—	—	—	—	—
Total Requirements	48,204,783	49,806,925	54,521,529	56,958,745	2,437,216	58,286,986	1,328,241
Net County Cost	21,924,294	21,454,976	25,711,885	28,107,679	2,395,794	30,163,873	2,056,194
Salary Resolution	151.0	151.0	155.0	156.0	1.0	156.0	—
Funded FTE	150.0	150.0	154.3	155.3	1.0	155.3	—

County Support of the Courts (2700B)

All Funds

FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Fines, Forfeitures and Penalties	3,288,675	2,952,121	3,430,306	3,230,306	(200,000)	3,230,306	—
Charges for Services	469,408	443,354	605,921	605,921	—	605,921	—
Miscellaneous Revenue	187,629	173,663	24,953	24,953	—	24,953	—
Total Revenue	3,945,712	3,569,138	4,061,180	3,861,180	(200,000)	3,861,180	—
Fund Balance	2,181,413	—	—	—	—	—	—
Total Sources	6,127,125	3,569,138	4,061,180	3,861,180	(200,000)	3,861,180	—
Requirements							
Salaries and Benefits	—	—	—	—	—	—	—
Services and Supplies	931,103	1,427,701	1,490,013	1,490,053	40	1,490,053	—
Other Charges	16,523,153	16,217,816	17,031,308	17,076,378	45,070	17,076,378	—
Other Financing Uses	—	—	—	—	—	—	—
Gross Appropriations	17,454,256	17,645,517	18,521,321	18,566,431	45,110	18,566,431	—
Intrafund Transfers	—	—	(1,500,000)	(1,700,000)	(200,000)	(1,700,000)	—
Net Appropriations	17,454,256	17,645,517	17,021,321	16,866,431	(154,890)	16,866,431	—
Contingencies/Dept Reserves	683,713	—	—	—	—	—	—
Total Requirements	18,137,969	17,645,517	17,021,321	16,866,431	(154,890)	16,866,431	—
Net County Cost	12,010,844	14,076,378	12,960,141	13,005,251	45,110	13,005,251	—

Private Defender Program (2800B)

All Funds FY 2025-26 & FY 2026-27 Budget Unit Summary

	Actual 2022-23	Actual 2023-24	Revised 2024-25	Recomm 2025-26	Change 2025-26	Recomm 2026-27	Change 2026-27
Sources							
Intergovernmental Revenues	—	—	173,316	173,316	—	173,316	—
Charges for Services	—	—	—	—	—	—	—
Miscellaneous Revenue	—	—	—	—	—	—	—
Total Revenue	—	—	173,316	173,316	—	173,316	—
Fund Balance	—	—	—	—	—	—	—
Total Sources	—	—	173,316	173,316	—	173,316	—
Requirements							
Services and Supplies	20,888,229	21,905,483	24,549,347	25,718,591	1,169,244	26,484,815	766,224
Other Charges	24,749	23,551	27,836	34,364	6,528	40,543	6,179
Other Financing Uses	37,031	37,222	37,327	37,428	101	37,517	89
Gross Appropriations	20,950,009	21,966,256	24,614,510	25,790,383	1,175,873	26,562,875	772,492
Intrafund Transfers							
Net Appropriations	20,950,009	21,966,256	24,614,510	25,790,383	1,175,873	26,562,875	772,492
Total Requirements	20,950,009	21,966,256	24,614,510	25,790,383	1,175,873	26,562,875	772,492
Net County Cost	20,950,009	21,966,256	24,441,194	25,617,067	1,175,873	26,389,559	772,492