



A Tradition of Stewardship
A Commitment to Service

COUNTY OF NAPA JUVENILE JUSTICE COMMISSION

NAPA COUNTY JUVENILE JUSTICE COMMISSION 2012 ANNUAL INSPECTION REPORT

General Information:

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

Location and type of facility inspected:

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

Copies of this 2012 Annual Report will go to:

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

Date and Time of Inspections

October 3th, 2012 Wednesday at 9:00 a.m. and October 4th, 2012 Thursday at 9:00 a.m.

The Juvenile Justice Commission had to be split into 2 teams, each conducting inspections of the Juvenile Hall: school, kitchen, toilet facilities, showers, examining room, minor's rooms and the exterior and interior of the facility. Commissioners interviewed the administrative staff, nursing staff, school staff, food service staff, and minors in custody. On the dates of the inspections there were 20 boys and 6 girls housed in the facility.

Juvenile Minor Interviews:

A total of 12 minors were interviewed. The ages of the minors varied from 12 years old to 17 years old. 6 minors were at Level 1, 3 minors were at Level 2, 2 minors were at Level 3 and 1 minor was at Level 4. All minors knew what the rules are while at Juvenile Hall and all minors were well aware of what happens to them when they break those rules, such as having points taken away or being sent back to their room for lockdown. There was 1 minor in Juvenile Hall for the first time, 2 minors for the second time, 1 minor for the third time, 1 minor for the sixth time, 1 minor for the seventh time, 6 minors for the eighth time or more. 12 minors were to be released anywhere from 1 day to 10 months from the date of the inspections. The 12 minors interviewed had been in custody ranging from 1 week to 10 months. All 12 minors interviewed knew what personal possessions they could or could not have in their room. 8 minors felt comfortable knowing there is someone on staff that they could speak to and 4 minors did not. 11 minors felt that there were staff officers from their ethnic background that could speak their primary language and 1 minor did not.

12 minors knew what medical services, including psychological counseling, were available for them. 12 minors knew that by filling out the proper form they could obtain these services. 12 minors knew that religious services were available. All 12 minors interviewed knew how often and how long they could exercise daily. All 12 minors knew they could shower once a day and 11 minors were aware of how often their families were allowed to visit them, 1 ward did not know. All 12 minors were aware that they were allowed to talk during meals after everyone is seated at the table and 8 minors were aware there are provisions for special diets, and 4 minors were not aware. 11 minors were aware that sometimes staff would eat with them, and 1 minor was not aware. 6 minors attended school on the grounds, and 6 minors attended school off the grounds.

Juvenile Minors Interviews- Additional Findings and Recommendations:

Question #1: Are the hall rules understandable and reasonable?

Finding #1 9 minors found them understandable, reasonable, and fair and 2 minors stated sometimes to the question and 1 minor said not really.

Recommendation: None

Question # 2: Are the rules posted

Finding #2 11 minors were aware that the hall rules are posted and 1 minor thought the rules needed to be explained better at booking.

Recommendation: None

Question # 3: Are staff consistent and fair when enforcing rules and issuing consequences?

Finding #3 5 minors felt that staff officers are consistent and fair, 6 minors felt that some staff officers were not consistent when enforcing the Juvenile Hall rules and 1 minor said each staff member enforced the rules differently.

Recommendation: Work to improve staff consistence with enforcing rules and issuing consequences.

Question #4: Are Rules and Procedures reviewed with you when you enter the hall?

Finding # 4 12 minors had the rules and procedures reviewed upon entering the hall. All 12 minors were given a packet of the rules and procedures to read.

Recommendation: None

Question #5: Describe the Grievance Procedure?

Finding #5 8 minors knew about filling out a form for the Grievance Procedure, and 4 minors were unable to describe the Grievance Procedure.

Recommendation: Review Grievance Procedures with minors at intake.

Question #6: How are you made aware of the Grievance Procedure upon entering the hall and have you ever filled out a grievance report?

Finding #6 1minor said he was aware of the Grievance Procedure by receipt of the packet received at intake, and 7 minors were aware by posted information in the unit, 4 minors were not aware. There were 7 minors who have never filed a grievance and 5 minors who had filled out a grievance report.

Recommendation: Review Grievance Procedure at intake.

Question #7: How are filed Grievances handled by staff?

Finding #7 5 minors did not know how they were handled, and 7 minors were aware that a staff member or a supervisor would review the grievances with them after their grievance was filed.

Recommendation: None

Question #8: Do you think the daily point system works well and is fair?

Finding #8 8 minors felt that the daily point system works well and is fair, 2 minors felt it depended on the staff, 2 minors felt that the points system was not fair.

Recommendation: None

Question #9: Are you aware that the Juvenile Justice and Delinquency Prevention Commissions are now reviewing the resident's grievances each month?

Finding #9 1 minor was aware that the identified Commissions review their grievances each month and 11 minors were not aware of the monthly reviews of their grievances.

Recommendation: None

Question # 10: Is there adequate space, convenient times or accommodations to parent work schedules, special visits etc.

Finding #10 6 minors felt that there is adequate space and accommodations for visits, 2 minors stated there was not enough space, 1 minor stated sometimes there was and 3 minors did not know because they do not have visits.

Recommendation: None

Question # 11: Is there adequate privacy during visits and how are visits supervised?

Finding #11 5 minors felt there was no privacy, 3 minors did not know, 4 minors felt there was adequate privacy, and 11 minors were aware that staff officers supervise visits and 1 did not know.

Recommendation: None

Question #12: Describe the hall supervision.

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

Recommendation: None

Question #13: How Accessible are staff when you need them?

Finding #13 10 minors felt that staff was very accessible when needed by ringing the buzzer, and 2 minors felt that staff was not accessible.

Recommendation: None

Question #14: Do you feel safe from harm from staff?

Finding #14 All 12 minors felt safe.

Recommendation: None

Question #15: Do you feel safe from harm from the other kids?

Finding #15 11 minors felt safe and 1 minor did not feel safe.

Recommendation: None

Question #16: Tell us what things you like about the hall?

Finding #16 3 minors liked the food, school and PE. 9 minors did not like anything about the hall.

Recommendation: None

Question #17: Is your exercise period of one hour ever restricted?

Finding #17 12 minors said yes, if you are hurt, injured or have a medical excuse.

Recommendation: None

Question #18: Describe recreation activities and supplies and is there enough quantity.

Finding #18 All 12 minors enjoy basketball, video games, board games, dominos, all other games, watching television, playing cards, free time, P.E. and talking with people. All 12 minors felt that there is enough quantity of recreational supplies.

Recommendation: None

Question #19: Describe the condition of the recreation supplies?

Finding #19 All 12 minors felt the condition of the recreational supplies were fairly new, and good.

Recommendation: None

Question #20: Do you have access to personal hygiene accessories?

Finding #20 All 12 minors acknowledged that they do have access to personal hygiene accessories from Juvenile Hall.

Recommendation: None

Question #21: What factors cause you to be most uncomfortable while at the hall?

Finding #21 4 minors felt that there was nothing causing them to be uncomfortable while in the hall, 1 minor did not like the mattress, 1 minor did not like being strip searched, 2 minors stated that some staff made them feel uncomfortable, 2 minors stated the other kids made them feel uncomfortable, 1 minor was uncomfortable with the clothes and towels and 1 minor said it was uncomfortable being on level 4.

Recommendation: None

Question #22: Is your privacy and safety maintained while you shower?

Finding #22 All 12 minors interviewed felt their privacy and safety is well maintained while showering.

Recommendation: None

**Question #23: What provisions are provided for clothing, blankets?
air temperature, etc. to assure comfort?**

Finding #23 All 12 minors are aware that they would be provided with blankets, sheets, pillows, and extra blankets when needed.

Recommendation: None

Question #24: Are there programs offered to you that you participate in?

Finding #24 12 minors interviewed do participate in some Juvenile Hall programs such as substance abuse classes, music therapy, church groups, pet therapy and anger replacement therapy (ART).

Recommendation: None

Question #25: What other kinds of programs would you like to see offered?

Finding #25 All 12 minors would like to have some kind of sports activity and art programs (painting, drawing etc.).

Recommendation: None

Commissioners Inspection of the School Curriculum:

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

Recommendation: None

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

Question #26: How would you describe the atmosphere in the classroom?

Finding #26 6 minors who attend Crossroads classes in Juvenile Hall had different comments regarding the atmosphere in their classroom; it was boring, it is calm, it is ok, it is small, really nice, good, quiet, better than public school, very helpful, everybody working hard, easy, controlled, appropriate, and the school is fine. 5 minors who attended Creekside and Liberty stated they hated their school; it was uncomfortable, stressful and strict. 1 minor who attended St. Helena High School feels the school was quiet and good.

Recommendation: None

Question #27: Are there adequate supplies in the classroom?

Finding #27 12 minors felt that there are adequate supplies in the classroom.

Recommendation: None

Question #28: Are you provided with adequate school supplies in the Hall for homework?

Finding #28 12 minors interviewed felt there are adequate supplies when needed for homework.

Recommendation: None

Question #29: Describe your relationship to school, Hall staff, and probation.

Finding #29 12 minors felt the relationship with the school and Hall staff was good, ok or fair, the minors felt that staff members were cool, adequate, and that staff makes you feel comfortable. 8 minors felt their Probation Officer was good and 4 minors complained about their Probation Officer (the 4 minors had the same probation officer).

Recommendation: Address concerns about Probation officer.

**Question #30: What would you like to share with us as a result of our visit?
What works well, and what needs attention or correction?**

Finding #30 Commissioners findings were: Minors complained about the need for longer showering time, and additional free time out of their rooms.

Recommendation: None

Commissioners Inspection of Programs and Correspondence:

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

Recommendations: None

Commissioner Inspection on the Meals and Nutrition:

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

Recommendations: None

Inspection of Health Care Facility

The medical facility is run by the California Forensic Medical Group (CFMG). The clinic is staffed by an RN M-F 7am-1pm and 7am-12pm Saturdays and Sundays. There is no MD assigned at this time. The CFMG is providing a covering physician until Dr. Furman's replacement is identified. There is one MD on call 24/7 @ CFMG who is also making weekly rounds at the hall. The doctor regularly assigned to the hall is on call 24/7 and if that MD is not available there is another MD at the corporate office who can be used for consultation.

There are protocols from CFMG for the RN's to follow for assessment and planning. The assessments are made following minors' complaints and the RN's have had special training to perform physicals.

There is a blank intake form that helps the admitting staff evaluate the minor and determine if there are immediate medical needs or if they can wait until the RN arrives the following day, (if the intake occurs after clinic hours). RN does a physical on all minors unless they are returning in less than 1 year. Minors may also fill out a sick call sheet to talk with the RN about most problems. RN also administers PPDs unless recent records indicate otherwise or there is a known positive. All females' minors get a pregnancy test on arrival. Vaccines are also administered if indicated and are stored properly. All minors are searched when they leave the medical clinic.

Med cabinet: locked while RN is in clinic. The RN logs all meds. Meds are in a bubble pack for single dose administration and well labeled with minors' name and directions. If a minor arrives with clearly labeled medications they can approve use for 7 days, if a written consent from parent is on file, if not they need to wait for court approval. If the important medication is critical, i.e. seizure, diabetes etc., is needed the RN may try and call the family for verbal consent or review the medication with the medical record consultant at Corporate.

Emergency kit was locked and has limited supplies, but is available. There is an AED on site but it is currently not in use as there are no protocols or staff training.

RN draws labs for med levels, STD screening if symptoms or risky behavior is evident, CBC, chemistry panels, Hgb A1 c levels etc. No standards. The RN also does pregnancy tests if there are any questions about menses. The RN does not currently repeat the pregnancy test in 2 weeks but plans to start. The RN also expressed that there was limited educational pamphlets to give to the minors about STDs etc.

A Psychiatrist is available by teleconference on Wednesday; however, crisis staff will come from Napa Crisis if necessary.

The Medical facility was clean and everything was orderly.

Recommendation: AED protocols need to be in place and staff trained. Identify resource(s) Hall would like to use for health education materials.

Juvenile Justice Report: Hall Staff Development Inspection

1. Describe your experience and training prior to being hired? Most of the staff has an Associate and/or Baccalaureate degree in criminal justice, social and behavioral sciences, psychology and/or sociology. Their experience ranged from working in other Juvenile Halls or law enforcement to going to the police academy.
2. In your own words, what is the mission of this juvenile hall? A commitment to making a difference in a kid's life. Care for the minors in custody and meet their needs, counsel, teach and make them accountable. Rehabilitation, provide a safe and secure environment, cognitive behavior, evidence based practice and personal choices
3. What do you see as the strengths of this juvenile hall? The size, the ability to be generalists. The opportunity to excel is proactive, counseling, programing and staff.
4. In your opinion what needs attention or improvements? More In house training. Communication and focus on routines and changes.
5. What is the Hall's practice on conflict resolution and evidenced based interventions with the minors? The staff is proactive, practices conflict resolution, positive reinforcement and some specialized in intervention. However; additional training on intervention programs could be helpful.
6. Describe your relationship with your coworkers? Professional, low key, help each other, great and we get along.
7. If there are issues in your relationship with a co-worker on your shift, how is this dealt with? Should be resolved by the people in the conflict.
8. Describe the effectiveness of training, staff meetings and team building opportunities that are provided for the staff. It was noted that more training was needed for Juvenile Hall staff. There are monthly meetings and yearly core training.
9. How accessible is the Juvenile Hall staff to individual needs of the minors? This answer ranged from very accessible to, it can be challenging depending on the hall population.
10. In your opinion how effective is the current behavior management system? The point system was changed not too long ago and there was some confusion but it is working now. Fair, effective and good.
11. How do you and your co-workers maintain consistency when enforcing the Hall rules? There are checks and balances. Everything is documented. Working with each other.

12. If a juvenile disagrees with the way a rule or discipline is implemented against them, how are they able to express this? They can approach staff directly or write a grievance.
13. Are you aware that the Juvenile Justice Commission is now reviewing the minors Grievances? 100% of staff was aware of this.
14. Do you feel supported in your role by supervisors and administration? Yes
15. Do you feel valued in your role/or receive feedback about your job performance? Most staff felt valued and stated they receive regular feedback.
16. Any other final comments? Lucky to have a job. Need more training. Improve communications. Administration needs to spend more time on unit. Administration may be disconnected from the day to day aspects of the units. Would like staff input on rule changes.

JUVENILE HALL PHYSICAL INSPECTION REPORT

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

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

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

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

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

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

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

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

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

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

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

All minors have access to religious services. All minors have access to physical education which includes 1 hours per day, (one being a large muscle exercise) and 5 hours on the weekend. All minors are given an orientation packet when they enter the hall which reviews rules and policies. In addition, staff is available to review the packet with the minor. The orientation packet and grievance forms are available in Spanish as well.

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

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

All minors have access to medical and mental health services. There is a nurse available on site seven days a week for 6 hours a day. The Psychiatrist hired through CFMG is available by teleconferencing and is on call 24 hrs, 7 days a week. Minors fill out a written request to access these services.

The mission of Juvenile Hall is to ensure safety and security of minors while providing positive social programming to enable minors to make better choices while being accountable and taking responsibility. The Juvenile Hall staff hopes that the minors do not return to Juvenile Hall and have learned more pro-social skills.

The only improvement staff requested was for another covered courtyard for minors to be able to participate in outdoor activities in the rain.

Commissioners Inspection of the Kitchen:

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

Recommendations: None

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

Question #31: Describe the food and nutrition

Finding #31 Minors felt that the food was nutritious, appetizing, good, fair, healthy and great.

Recommendations: None

Question #32: Are servings ample and appetizing?

Finding #32 Minor's felt that the meals were amply served and are appetizing.

Recommendations: None

Question #33: Do you have enough time to eat?

Finding #33 Minors feel they have enough time to eat.

Recommendations: None

Commissioners Inspection on the Personal Appearance of Minors:

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

Recommendations: None

Commissioners Inspection Regarding Visits:

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

Recommendations: None

Commissioners Inspection regarding the Orientation for the Minors:

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

Recommendation: Staff needs to make sure that the procedures are reviewed with all minors at intake.

Commissioners Inspection on the Interior Condition of Juvenile Hall:

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

Recommendation: None

Commissioners Inspection on the Exterior Condition of Juvenile Hall:

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

Recommendation: None

Program:

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

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

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

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

Discipline of Minors:

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

Correspondence:

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

Conclusions and Acknowledgments:

We find the Juvenile Hall Facility in compliance with Title 15 and 24 requirements for the year 2012.

This Commission commends the Napa County Chief Probation Officer, Napa County Juvenile Hall Superintendent, Juvenile Hall Management, Juvenile Hall Staff Officers, and Juvenile Hall Personnel for their courtesy, respect, and concern during the 2012 Juvenile Hall Inspection.

For their help this Commission wishes to give special recognition and acknowledgement to Superintendent Christopher Howard, Assistant Superintendent Alexander J. Alarcon, and Supervisor Chuck Hannaford for their skillful proficient capabilities during the 2012 Juvenile Hall Inspection.

Thank you to the Commissioners of the Juvenile Justice Commission for their professionalism, efficiency, concern, and interest during the 2012 Juvenile Hall Inspection.

Members of the 2012 Inspection Team were commissioners: Jean McCollum Vice-Chair and Pat Wells Chairperson and Commissioners Charles Rose and Mike Coughlin.