

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

**Sup. David Canepa**  
Board of Supervisors,  
District 5

**Judith Holiber**  
Deputy County Counsel

**Commissioners**

**Monroe Labouisse**  
Chair

**Karin Huber-Levy**  
Vice Chair,  
Administration &  
Membership

**Paul Bocanegra**

**Allen Bustos**

**Rebecca Flores**

**Wesley Liu**

**Ameya Nori**

**Sathvik Nori**

**Johanna Rasmussen**

**Susan Swope**

**Melissa Wilson**



Juvenile Justice and Delinquency Prevention Commission  
November 29, 2022  
5:15pm – 7:15pm  
Remote Access Only – Public participation instructions attached

**AGENDA**

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

- I. Preliminary Business (5:15-5:30)**
  - a. Call to Order
  - b. Roll Call and Establish Quorum
  - c. Vote on Resolution to meet remotely, per AB 361
  - d. Agenda Review and Approval
  - e. Approval of Minutes from October 2022 Monthly Meeting
  
- II. Oral Communications (5:30-5:35)**

*This item provides an opportunity for public comment on items not on the agenda (Time limit – two (2) minutes per person). There will be opportunity for public comment on agenda items as they are considered.*
  
- III. Commission Administrative Business (5:35-5:50)**
  - a. Election of Commission Officers for 2023 (Wilson)
  - b. Membership Updates (Labouisse)
  
- IV. Follow-Ups to Previous Commission Business (5:50-6:05)**
  - a. SamTrans Letter (Swope)
  - b. Juvenile Justice Fee Relief (Labouisse)
  - c. Juvenile Justice Coordinating Council Update (Labouisse)
  
- V. Inspections Reports and Presentations (6:05-7:00)**
  - a. Canyon Oaks (Huber-Levy and Wilson)
  - b. Camp Kemp (Labouisse and Flores)
  - c. YSC (Rasmussen, Bocanegra, Nori)
  - d. Education (Rasmussen, Nori)

Links to c. and d.: [https://bit.ly/JJDPC\\_Inspections](https://bit.ly/JJDPC_Inspections)
  
- VI. System Updates [Time Allowing] (7:00-7:15)**

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## **JJDPC Meeting, November 29, 2022 Public Participation Instructions**

Pursuant to the Shelter in Place Orders issued by the San Mateo County Health Officer and the Governor, and the CDC's social distancing guidelines which discourage large public gatherings, the Juvenile Justice and Delinquency Commission's meetings will be held remotely with public access available by videoconference.

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/89192127346?pwd=MGo4c3VuRmFHbnVPL3ROc0JDdTdydz09>

We prefer that participants use a device with video and activate the camera vs. calling in only on audio. However, if you need to call in via phone only, see instructions below.

**One tap mobile** +16699006833,,89192127346#,,,,\*767471#

**Dial-in** +1 669 900 6833

**Meeting ID:** 891 9212 7346

**Passcode:** 767471

**Next Meeting: Tuesday, January 31, 2022, 5:15 – 7:15 p.m.  
Location: To Be Announced**

MEETINGS ARE ACCESSIBLE TO PEOPLE WITH DISABILITIES. INDIVIDUALS WHO NEED SPECIAL ASSISTANCE OR A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION (INCLUDING AUXILIARY AIDS OR SERVICES) TO PARTICIPATE IN THIS MEETING, OR WHO HAVE A DISABILITY AND WISH TO REQUEST AN ALTERNATIVE FORMAT FOR THE AGENDA, MEETING NOTICE, AGENDA PACKET OR OTHER WRITINGS THAT MAY BE DISTRIBUTED AT THE MEETING, SHOULD CONTACT SECRETARY ADRIANA CASTANEDA AT (650) 312-8876 AT LEAST 72 HOURS BEFORE THE MEETING AS NOTIFICATION IN ADVANCE OF THE MEETING WILL ENABLE THE COUNTY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING AND THE MATERIALS RELATED TO IT. ATTENDEES TO THIS MEETING ARE REMINDED THAT OTHER ATTENDEES MAY BE SENSITIVE TO VARIOUS CHEMICAL BASED PRODUCTS.

If you wish to speak to the Commission, please send an email to [sanmateojjdpc@gmail.com](mailto:sanmateojjdpc@gmail.com) before the meeting. If you have anything that you wish distributed to the Commission and included in the official record, please attach it to the email.

## RESOLUTION NO.

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

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

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

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

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

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

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

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

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

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

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

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

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

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COUNTY OF SAN MATEO

Juvenile Justice and Delinquency Prevention Commission

222 Paul Scannell Drive • San Mateo, CA 94402

**Minutes of the Juvenile Justice & Delinquency Prevention Commission**

**October 25, 2022 | 5:15-7:15 pm**

**Remote Meeting**

**MINUTES**

**Commissioners Present:** Monroe Labouisse, Chair; Karin Huber-Levy, Vice Chair Administration & Membership; Paul Bocanegra; Allen Bustos; Rebecca Flores; Wesley Liu; Ameya Nori; Sathvik Nori; Johanna Rasmussen; Susan Swope; Appollonia “Dee” Uhila (incoming); Melissa Wilson.

**Additional Attendees:**

Judge Susan Etezadi – Juvenile Court  
Jehan Clark – SMC Probation  
Ron Rayes –Private Defender Program  
Jennifer Martinez – Juvenile & Family  
Specialist, Redwood City PD  
Wendy Gwyn – The Art of Yoga Project  
Kate Hiester – FLY  
Alex Parikh-Briggs – SMC Youth  
Commission Liaison

Sharon Cho – District Attorney’s Office  
Aurora Pena – Behavioral Health & Recovery  
Services  
John Fong – HSA, Children & Family Services  
Ligia Andrade Zúñiga– SMUHSD Board of Trustees,  
Liaison- SMC Commission on Disabilities  
Chelsea Bonini – Liaison- SMC Commission on  
Disabilities; Board Member, SMC COE  
Clara Jaeckel – Community Member

**I. Administrative Business**

- a. **Call to Order:** Chair Labouisse called the meeting to order at 5:15 p.m.
- b. **Roll Call and Establish Quorum:** A quorum was established at 5:16 p.m.
- c. **Action to Adopt Resolution:** Meeting Location Change - Brown Act Compliance (AB361). It was noted by the Chair that the Commission will need to return to meetings in person starting March 2023, per advice of the County Executive’s Office and in accordance with state law.

**MOTION: Swope /SECOND: Huber-Levy**  
**AYES (VOICE VOTE): All present**  
**NOES: none**  
**ABSTAIN: none**  
**MOTION PASSED.**

- d. **Action to Set Agenda for October 25, 2022:**

**MOTION: Swope/SECOND: Huber-Levy**  
**AYES (ROLL CALL VOTE): All present**  
**NOES: none**  
**ABSTAIN: none**  
**MOTION PASSED.**

- e. **Action for Approval of September 2022 Minutes:** Chair Labouisse invited a motion to adopt the September 2022 minutes, with minor amendment made.

**MOTION: Swope /SECOND: Wilson**  
**AYES (VOICE VOTE): All present**  
**NOES: none**  
**ABSTAIN: none**  
**MOTION PASSED.**



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- f. **Resignation of Commissioner Rocsana Enriquez.** Chair Labouisse noted that Commissioner Enriquez had resigned for personal reasons, and recognized and thanked her for her valuable service to the Commission.
- g. **Swearing in of Appollonia Dee Uhila as Commissioner.** Judge Etezadi swore in Appollonia Dee Uhila as a Commissioner of the JJDPC.

**II. Oral Communications (Public Comment):** none made at this time.

### III. System Updates and Trends:

- a. **Juvenile Court (Etezadi):** Court is continuing as normal. Commissioners, especially those who have not yet attended court, are encouraged to attend court to observe in person.
- b. **Private Defender (Rayes):** Activity of program during the past month:
  - **22** appointments, including: 2 – 707(b) offences; 6 petitions for record sealing filed with court
  - **39** calls received from police regarding youth 17 years and younger detained for interrogation and arrest

Mr Rayes summarized the impactful legislation for which he has been advocating and which were recently signed into law, namely: **AB 2361** (youth transfer to adult court), **AB 2629** (juvenile petition dismissal), **AB 2644** (custodial interrogation protections), **AB 2658** (juvenile electronic monitoring), and **SB 1493** (public safety omnibus bill – specific provisions for judicial discretion in ‘wobble’ offenses). Congratulations and thanks were expressed to Mr Rayes for these important advances in juvenile justice.

- c. **District Attorney (Cho):** Ms Cho recognized the work of the Commission in serving youth in the juvenile justice system. As Ms Cho will be sworn in as a judge, this will be her last meeting representing the DA. Nadia Hahn will now be representing the DA at JJDPC meetings, starting in December.
- d. **Legislation (Liu):** Commissioner Liu provided a further update on other key legislation impacting juvenile justice, some of which have now been signed into law (AB 2169, AB 2321, AB 2417), and others which he will continue to track and report on going forward. A copy of the update is attached to these minutes.
- e. **Probation (Clark):** There are 16 deputy probation officers in juvenile division.

#### **Status of Youth on Probation:**

- Intake (Assessment for Diversion/Investigations): 173– with 25 new referrals in October:
  - 2 youth assigned for petty theft program
  - 19 youth referred to DA’s office (mandatory send to DA for prior probation violations, or incomplete diversion, with new offense)



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- Supervised Probation: 117 (court-ordered formal & informal)
  - Placement: 0
  - With Gang Conditions: 9 (intensive probation)
  - Non-Minor Dependent Status: 4 (AB12 services - previously in placement, now receiving extended foster care with funding and services)
- Electronic Monitoring (EMP): 15 (pre-disposition youth and youth on probation)

**Status of Youth at Institutions, Youth Services Center/Camp Kemp (Clark):** 17 youth in custody:

- **YSC:** 17 youth (14 male/2 female/1 trans-male)
- **Camp Kemp:** 6 female youth

Hillcrest School has now returned to its pre-COVID practice of allowing youth to change classrooms; also have more providers coming in for in-person services. The de-escalation room should open within the next month; COVID restrictions delayed placement of furniture and clean-up of room. Commissioners will be invited to the formal opening of this important space.

**Total youth in SMC juvenile justice system: 302** (59 female/ 243 male)

**f. Behavioral Health & Recovery Services (Pena):** Currently, BHRS is having difficulty hiring clinicians to fill vacant positions due to a general shift towards more flexible work options through Telehealth services. Although at one point in time youth were introduced to services through the tray slot in the door, this was temporary requirement of the health department to ensure the safe integration of new youth who were required to have medical screening before being brought into juvenile hall. As the requirement has been lifted, now all youth are met with in person.

**g. HSA, Children and Family Services (Fong)**

John Fong provided insights to the written update on relevant metrics provided prior to the meeting (circulated with agenda packet) and reviewed key changes over past month, highlighting key improvements and trends. Key differences between populations served at Canyon Oaks Youth Centre (residential schooling provided) and Elysian STRTPs were reviewed

**Oral Communications (Public Comment):** Chelsea Bonini (Liaison, SMC Commission on Disabilities, and Board Member, SMC COE), announced that Chair Labouisse and Principal of Court & Community Schools, Shelley Johnson, will be speaking at the upcoming SMC COE Board meeting (October 26). Chair Labouisse will be presenting a high level overview of JJDPC work in SMC. Ms Bonini invited all to attend and noted that the agenda is available at [www.smcoe.org](http://www.smcoe.org).

**IV. Inspections Updates:**

- a. Commissioner Rasmussen reported that all inspections are underway or complete. Full reports will be presented at the November meeting. Commissioner Rasmussen also noted that as SAMTRANS has suspended its bus service to Juvenile Court and Youth Services Center, this is an equity issue that must be addressed.

Commissioner Swope introduced a motion to address the lack of public transit service to Juvenile Court and the Youth Services Center, as follows:





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Commissioners Swope, Rasmussen, Bocanegra shall prepare a letter to SAMTRANS requesting the restoration of bus service to the juvenile courts and Youth Services Center, and copying Supervisor Canepa of the SMC Board of Supervisors. This letter shall be reviewed and voted on at the November meeting of the JJDPC.

**MOTION: Swope /SECOND: Rasmussen**

**AYES (VOICE VOTE): All present**

**NOES: none**

**ABSTAIN: none**

**MOTION PASSED.**

- b. Commissioners Rasmussen and Huber-Levy provided updates on specific issues identified in YSC and Canyon Oaks Youth Center inspections. The COYC draft report is available for Commissioners to review on the JJDPC google drive.
- c. **Reimagine Juvenile Hall Update:** Chair Labouisse noted that the committee to Reimagine Juvenile Hall will accept suggestions from the JJDPC for renovations to improve juvenile hall. There is \$1.5M in state funding allocated to SMC for this purpose

#### V. Commission Administrative Business:

a. **Nominating Committee for 2023 JJDPC Officers** (Wilson): The committee contacted each Commissioner to assess their interest in serving as officers for the upcoming year. At the time of the meeting, the following nominations exist:

- o Chairperson - Labouisse
- o Vice Chair, Membership – Huber-Levy
- o Vice Chair, Administration – A. Nori and Lui (sharing position)

Chair Labouisse noted that any other Commissioners interested in serving may still contact the committee. Voting on the officers will take place at the November meeting.

#### VI. Recommendations for Secure Track Programming in YSC (Rasmussen, Bocanegra):

Commissioner Rasmussen presented research, conducted with Commissioner Bocanegra, to identify services and core programming needed at YSC to serve approximately 7 youth likely to be in YSC for a longer term, along with any Secure Track youth. The research identified programs that have been successful at DJJ and in other counties' youth services centers. Nine essential components of core treatment programs were identified and discussed: Intensive mental health care, victim impact and awareness, anger management, substance abuse, restorative justice, vocations, life skills, mentorship, and parenting classes.

Commissioner Rasmussen asked the Commission to vote to adopt and approve the Secure Track programming recommendations; once approved, the recommendations are to be presented to the Board of Supervisors to advise them of these critical programming needs and help secure any additional funding needed to implement them into the Secure Track program.

Commissioner Wilson moved to adopt and approve these recommendations, and present them in their current form to the Board of Supervisors.



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Recognizing the time, Chair Labouisse invited a motion to extend the meeting by 10 minutes.

**MOTION: Swope /SECOND: Wilson**  
**AYES (VOICE VOTE): All present**  
**NOES: none**  
**ABSTAIN: none**  
**MOTION PASSED.**

After discussion, it was recommended that a subcommittee be formed to collaborate with probation and further refine the programming recommendations over the next month to reflect current programming offered at YSC, understand the current Block Grant funding available, and amend the final programming recommendations accordingly.

Chair Labouisse moved to remove the replace the existing motion from Commissioner Wilson with the following:

That the Commission form a subcommittee to revise the Secure Track programming recommendations presented, working in collaboration with Probation to reflect programming currently offered at YSC, in order to present a recommendation to the Board of Supervisors early in 2023.

**MOTION: Labouisse /SECOND: Flores**  
**AYES (VOICE VOTE): All present**  
**NOES: none**  
**ABSTAIN: none**  
**MOTION PASSED**

Meeting adjourned at 7:25 pm.

**Next Meeting: Tuesday, November 29, 2022**

SAMTRANS Board of Directors  
San Mateo County Board of Supervisors

**Subject: Access to the Youth Services Center and Juvenile Court via Public Transportation**

**Problem:** As a result of the Reimagining SamTrans project, SamTrans recently eliminated service to San Mateo County's Youth Services Center (YSC) - the location of San Mateo County's juvenile court, juvenile probation, and juvenile hall. Now, NO reasonable public transportation to the facility exists. Route 260, which used to have a stop at the YSC, now ends at Ralston Ave. and Alameda de las Pulgas. From there, the YSC is now a steep 2.7 miles uphill walk that in many places does not even have a sidewalk.

The Youth Services Center provides vital court ordered services to children and families. These services include:

- Juvenile Dependency Court (Child Protective Services, Foster Care, and Adoptions)
- Juvenile Delinquency Court
  - Justice System Involved Youth & Families
  - Crime Victims & Families.
- Juvenile Hall (Visiting, BHRS Services: i.e., Family Therapy, Educational Meetings: i.e., IEP)
- Juvenile Probation (Probation Officers & Services, Community Care Program, Electronic Monitoring Program)
- Juvenile Traffic Court
- Private Public Defender Legal Services.

**Possible Solution:** Extend Route 260 bus service to coincide with juvenile court calendars and juvenile hall visitation schedules.

**Background:** SamTrans final report on their three-year project, Reimagining SamTrans, was issued in March 2022. One of its four guiding principles was to "Provide transportation services that support principles of social equity." This included prioritizing "service, infrastructure, and pilot projects in SamTrans' Equity Priority Areas." SamTrans defined its Equity Priority Areas as those with:

- Zero car households
- Lower-income households
- Non-white households.

Much of East Palo Alto, Redwood City, South San Francisco, San Bruno, Daly City, and Half Moon Bay qualify as Equity Priority Areas. A portion of Belmont, along Polhemus Road is also designated as an Equity Priority Area.

The vast majority of youth and families who must access the Youth Services Center live in Equity Priority Areas and meet all three qualifiers: zero cars, lower income, and non-white. The San Mateo County Community Collaboration for Children's Success report documents the high involvement of lower-income, non-white youth in the juvenile justice system

Public transportation to the Youth Services Center is a vital and necessary service consistent with SamTrans' equity priorities.

In order to meet the needs of our most vulnerable children and families in San Mateo County, we are formally requesting Sam Trans restore service to the Youth Services Center as soon as possible.

Sincerely,

**Juvenile Justice and Delinquency Prevention Commission  
San Mateo County, California**

**Group Home Inspection**

**Facility Name:** Canyon Oaks Youth Center                      **Facility Capacity:** 12 (11 during pandemic)

**Address:** 400 Edmonds Rd, Redwood City, 94062              **Phone Number:** (650) 839-1810

**Dates of Inspection:** September 7 & 20, 2022              **Date of Last Inspection:** August 30, 2021

**Annual Population:** Average 9-10

**Current Population:** 7 youth in residence (5 girls/2 boys); 1 youth AWOL as of 9/2

**Contact Person:** Victoria Valencia, Head of Service, Clinical Services Manager

**Facility Commission Inspection Team:** Karin Huber-Levy, Melissa Wilson

**School Commission Inspection Team:** Sathvik Nori, Johanna Rasmussen, Roczana Enriquez

**Presiding Juvenile Court Judge:** Hon. Susan Irene Etezadi

**Facility Overview**

Canyon Oaks Youth Center (COYC) opened in August 2003 as a Level 14 group home. To comply with the policy changes of AB403 (Continuum of Care Reform, 2015), COYC converted to a Short Term Residential Treatment Program (STRTP) facility, receiving their permanent STRTP license on June 1, 2019. COYC is a co-ed facility with 12 beds, located at the Cordilleras site in Redwood City, and operated by the Behavioral Health and Recovery Services (BHRS) Division of San Mateo County Health. The program serves seriously mentally ill and emotionally disturbed boys and girls, ages 12-18. Serving as an alternative to psychiatric hospitalization for youth in crisis, the program's "crisis beds" are used to stabilize out-of-control, dangerous behaviors so that youth can be returned to the community as quickly as possible. The program also serves the most challenging youth that require out-of-home treatment for a longer period of time. Intensive individualized services are provided to these youth, engaging families as working partners in the treatment process. Youth in COYC can also be AB12 youth (extended foster care). The program is designed to work closely with all levels of service providers within BHRS and the referring agencies of Children and Family Services, Juvenile Probation, and local Special Education Departments, to provide effective and well-integrated services.

Before placement, residents are certified by the County's Interagency Placement Review Committee as youth who require residential treatment services at an STRTP that provides intensive mental health services. The objective of the program is to help youth reduce symptoms, gain stability, and transition into the least restrictive setting in which they can succeed. The typical resident spends one year at Canyon Oaks.

COYC is guided by a program philosophy that provides placement for youth who face serious emotional and behavioral challenges: they strive to ensure that youth are not discharged as a result of their prior or current challenging behaviors. This is referred to as a 'no eject, no reject' philosophy. If the treatment team is unable to meet a youth's needs safely or adequately, a treatment plan is made for the youth to be transferred to a facility that can better meet their needs. A plan is made for a youth to return to COYC once they have been stabilized. The ultimate goal is always to return the youth, in the least amount of time possible, to the least restrictive setting in which they can succeed.

## **EXECUTIVE SUMMARY**

### **Commendations**

We visited Canyon Oaks Youth Center on September 7, 2022 to interview Victoria Valencia, Head of Service, and again on September 20, 2022 to interview Karrie Stafford, Supervisor for Direct Care. During our first visit we toured the facility, reviewed key documents, ate lunch with residents, and interviewed three youth and a staff member. We returned to the Center on September 20 for follow-up questions and specifically to review the binder/file of current grievances, which was not available for our review during our initial visit.

Our overall impression of the facility is that it is professionally run by a knowledgeable and dedicated staff large enough to present a very favorable staff-to-resident ratio, and that despite the fact that teens in an STRTP setting will often have some complaints, they are generally well cared for and appear to appreciate the team at Canyon Oaks and the services provided to them. The facility is commendable and does a very good job of serving the youth entrusted to their care.

### **Concerns & Recommendations**

As stated above, the facility is commendable for the treatment, services and opportunities provided for residents. The physical facility is well maintained and provides a positive, supportive environment for residents. We do wish to note the following concerns:

#### **1. BHRS Grievance/Problem Resolution Process**

**Concern:** Of the three youth interviewed during our inspection, one expressed satisfaction with the grievance process, however two youth expressed reluctance to file grievances citing concerns about staff retaliation. These two youth shared with us serious, credible concerns for their own safety; the third youth referred to this same safety threat as the one thing they wished could change about COYC. We urged the two youth to file grievances to document their concerns, but only one agreed to file.

The negative consequences they both cited included:

- Public, whole-group conversations (staff and youth) in which youths' grievances are discussed, with negative staff comments by Residential Counselors (RCs).
- Being denied participation in an activity, with reason given by the RC that 'now I am not comfortable taking you out' unless a second RC accompanies them. Having a second RC along

on an outing may be a reasonable precaution, but it was perceived as punitive when introduced after a grievance was filed.

- Staff supervisors encourage residents to focus on understanding the perspective of the RCs, but do not validate concerns expressed by residents.

We recognize that staff response is context dependent, and that the outcomes described above may be reasonable in a specific context. However, we are concerned that: (1) even the perception that filing a grievance carries with it a risk of retaliation will prevent residents from accessing the grievance process and thus issues will not be documented and addressed; and (2) there may be actual retaliation in the form described above.

We note that it is the practice of clinical staff to file grievances on a youth's behalf when they become aware of relevant issues and youth do not themselves file a grievance. This practice provides a method for grievance documentation, but does not resolve the issue of reluctance to use the grievance process for fear of retaliation.

**Recommendation:** The issue of residents' lack of trust in the grievance process due to their perception of retaliatory consequences, or the possibility of retaliatory actions by RCs, should be addressed in order to safeguard the integrity of the grievance process. We defer to the experience and expertise of the clinicians at COYC to consider and take the appropriate steps to address the issues raised in our concern.

## **2. Procurement**

**Concern:** The length of time - often multiple years - and effort required by staff to get needed repairs to the facility and replacement of equipment is problematic. There are a number of repairs and replacements to be addressed, including: resurfacing the basketball court, installing a new generator, upgrading the laundry machines, and replacing out of date/broken technology, including a broken laptop meant for youth use, an outdated cell phone meant for youth use, and a staff computer.

We spoke with BHRS Deputy Director of Administration, Janet Gard, who provided the following information:

(1) Identifying County-approved contractors who pass background checks is a problem and the main source of delays for repairs. She suggested that BHRS assign a dedicated repair person who is a County-approved contractor to address ongoing maintenance needs at COYC.

(2) While funding has been an obstacle in the past, there are currently sufficient funds to address needs. Because budgetary timelines can be an obstacle, COYC staff are encouraged to contact Ms Gard directly as needs occur. For example, the current technology needs of COYC could be resolved on an expedited basis through available discretionary funds.

**Recommendation:** COYC staff should direct specific requests to BHRS Deputy Director of Administration regarding needed technology replacements and upgrades. BHRS should assign a dedicated County-approved contractor to carry out ongoing maintenance and repairs at COYC.

## **3. Food**

**Concern:** During Resident Council meetings, residents were invited to make and had made menu suggestions, which have largely not been incorporated in menu offerings. Menus and food (both raw ingredients and prepared items) are provided by San Mateo Medical Center. A new MOU has recently been entered into with San Mateo Medical Center for a dedicated dietician to be on site at COYC every other week. It is our understanding that this dietician will be able to apply menu input from residents to inform the menu as much as possible within the applicable stringent regulatory standards.

**Recommendation:** COYC to follow up with dietician and residents to ensure appropriate and options are included in weekly menu choices.

**After review of this inspection report, please respond to the Inspection Team Leader with planned actions to address the recommendations above within 45 days:**

- **Canyon Oaks Youth Center, please address the grievance process and food/menu recommendation.**
- **BHRS, please address the remaining procurement issues.**

**Other Notes:**

**Access to Youth**

During a facility inspection, JJDPC Commissioners typically interview any youth residents who agree and wish to be interviewed. This is a critical part of the inspection process as it allows Commissioners to understand and assess the youths' lived experience in the facility/residential program and the services provided to them, and identify any concerns or needs that they have. From our perspective, the ability to interview any youth willing to speak with us is an important part of the inspection process.

As of the date of this report, we have been advised that, going forward, JJDPC Commissioners will be permitted to interview only wards of the court/court-dependent youth at COYC.

Interviews of youth who are willing to speak with us, whether court-involved or non-court-involved, provide important insights relevant to evaluating the overall facility and its appropriateness for court-involved youth. For instance, the youth we interviewed at COYC this year were not court-involved youth, however, they shared credible concerns for their personal safety, and their reluctance to use the formal grievance process to report those concerns.

Given this limitation on youth interviews, Commissioners will need to determine when court-involved youth are at COYC and conduct periodic facility visits throughout the year in order to ensure that an adequate number of wards of the court/court-dependent youth are interviewed.



**Response to COVID-19 - Update:**

**What were the biggest challenges faced during the COVID-19 pandemic?** COVID-related restrictions on visitors and day and overnight passes made daily life difficult for residents - these restrictions have now all been lifted. Also remote school was a challenge, and school has now returned to its pre-pandemic form and is entirely in person. Online education is occasionally used to enhance in-person offerings.

**What protocols and practices will be kept in place when the pandemic ends?** The facility staff still offers Zoom visits for convenience, however most youth and their families prefer in-person visits, as do staff, for the wellbeing of the residents. All therapy sessions are in person. Staff are required to be masked; youth are not required to wear masks unless they have tested positive for COVID. On site COVID testing (both PCR and rapid) is available. Vaccinations are not mandatory, however there are ensuing restrictions on travel to and from the Center if a youth is not vaccinated. As of the date of our inspection, all youth in residence were fully vaccinated.

**REPORTS**

**Fire Inspection Report:**             Yes  No            Date: 9/6/2022  
Comments: Compliant and up to date

**Resident's Handbook:**             Yes  No            Date: updated in the last year  
Comments: Also available in Spanish

**Licensing Inspection:**             Yes  No            Date: 12/15/2021  
Rating Level: STRTP

**AREAS REVIEWED**

**Quality of Life**

- Physical Buildings
- Meals/Nutrition
- Mental Health
- Physical/Dental Health
- Religious Services
- Volunteer Involvement
- Visiting

**Programs**

- Education
- Vocational/Employability
- Community Service
- Individual/Group Counseling
- Substance Abuse
- Other: \_\_\_\_\_

**Persons Interviewed**

- Youth
- Director
- Youth Supervisor/Staff
- Food Services Staff
- Other: \_\_\_\_\_

**YOUTH GENERAL INFORMATION**

**Target population of youth:** The Mental Health Services at COYC serve emotionally disturbed youth aged 12-18 (up to 19 if Non-Dependent Minor) who are in residence at the CYOC, Short Term Residential Treatment Program. Youth are referred to COYC by Juvenile Probation, Children & Family Services of San Mateo County and by school districts throughout San Mateo County per the IEP Process. Placement is paid for by the school district. Each youth served will have been certified by the County's IPRC

(Interagency Placement Review Committee) as requiring residential treatment services at an STRTP facility providing intensive mental health services. Canyon Oaks takes youth whose challenges are appropriate for the type of therapy they provide, which is dialectical behavior therapy. For example, they do not take on youth with intellectual disabilities. Youth need to have at least a 5th grade level reading ability.

Almost all of the youth currently in residence were referred by school districts and their exit will be determined by an IEP team meeting or by a parent or guardian (which may include the juvenile court judge). Two youth in residence are on informal probation: one was referred by their school district and the other by a social worker.

**Age range of youth:** 12-19      **Ethnicity of youth:** "Mostly Latinx", per the Head of Service.

**Youths' home counties & number of youth per county:** San Mateo County only, by design, in order for youths' families to be nearby.

## **STAFFING**

**Describe staff specialties:** Clinical staff includes two full-time therapists, plus an occupational therapist (Tina Jensen) and an art therapist. In addition, the Head of Service (Victoria Valencia) and Supervisor for Direct Care (Karrie Stafford) are also therapists. Ms Stafford is leaving her position as of mid-September and the open job position has now been posted by BHRS (Supervising Mental Health Clinician). The opening for a co-occurring AOD therapist has been filled, however the incoming person is currently on sabbatical until July 2023. A psychiatrist (Dr Osher) visits the Center two times per week (Wednesday/Friday) and is otherwise available as needed by telephone 24/7. BHRS assigns a replacement when Dr Osher is on vacation.

**Describe staff including numbers, background, ethnicity, language:** Staff include a Supervising Mental Health Clinician (1), Mental Health Program Specialist (1), Psychiatric Social Workers/Marriage and Family Therapists (2.5), Creative Arts Therapist (1), Occupational Therapist (1), Psychiatrist (.25), Residential Counselors (17 plus per diem relief staff) and a Medical Office Specialist (1).

The 17 full-time Residential Counselors (RCs) provide care and coaching for residents and provide for their safety. Residential Counselors are the primary caregivers for residents and are on-site 24 hours a day, 7 days a week. Canyon Oaks also retains 12-13 'relief' RCs who are called on when full-time RCs need to take time off. Canyon Oaks always has at least one bilingual therapist on staff, and at least 3 of the RCs are bilingual. The Head of Service noted that having two bilingual therapists would be ideal. Regarding ethnicity of staff: 6 of the 17 full-time RCs are LatinX and bilingual; the remaining are biracial or African American/Black. Currently, there are 38 persons on staff at the Center.

**Educational requirements for staff:** All clinicians have at least a Master's degree. RCs are required to have at least a Bachelor's degree, and several have Master's degrees as well.

**Training provided for staff:** All staff receive a minimum of 40 hours of training every year, including the year they're hired, as required for STRTPs. At onboarding, RCs and clinicians receive direct training from more senior staff, e.g., 8 hours of shadowing, in addition to using the Relias online training system (a state-approved system for STRTPs) for start-up training. Ongoing training includes trauma-informed, cultural, suicide prevention, and County-required training. There is also a separate 40 hours (2 ½ days) training (similar structure) for clinicians. Proact Advantage training for hands-on situations includes trauma-informed care, cultural competence and psychotropic medications. Clinicians also have required training for licensure. This requires ongoing training of 36 hours every two years to maintain their license.

### **Staff to Youth Ratio**

**Awake:** RCs are on duty seven days per week: three for the morning shift, and six for the afternoon shift. In addition, during weekday work hours, the four staff clinicians/therapists are on site, plus the Head of Services and Supervisor for Direct Care. Teachers rotate in for different subjects during the school day. During the day on weekdays, staff often outnumber clients/youth.

**Sleeping:** Three RCs remain onsite for the overnight shift, seven days a week.

**How is staff backup handled during graveyard shift?** The 'relief' RCs are available to backup staff during the grave-yard shift. Several relief RCs prefer working grave-yard shifts. Normally, three RCs are staffed overnight, and even if the facility was at capacity with 12 youth and only two RCs were able to work, the facility would still be in compliance. Clinicians are onsite Monday through Friday.

In addition to RCs, either the Head of Service or Supervisor for Direct Care, both clinicians, are always on call 24/7, including during grave-yard shifts and on weekends to respond in the event that law enforcement must be called on site, e.g., for a 5150 call when a youth is a danger to themselves or others. Only the Head of Service or Supervisor for Direct Care are authorized to call law enforcement.

**Describe staff turnover, including frequency and reason:** There is little to no turnover amongst RCs at Canyon Oaks; most have a tenure of around 15 years. The Head of Service and Supervisor for Direct Care have also both been at Canyon Oaks for many years, although as noted above, Ms. Stafford, the Supervisor for Direct Care is now leaving (her last day was September 23). Staff clinicians turn over more frequently, which the Director described as typical when serving youth like the residents of Canyon Oaks. Staff clinicians tend to be clinicians early in their career who are still working on their licensing, and after a few years at Canyon Oaks, once they are licensed, most move on to other types of clinical work.

**Describe general staff and youth interactions:** During our first visit, we were able to have lunch with 3 of the youth, and they were friendly and open to speaking with us. From our conversations, we were left with the impression that youth-staff interactions are generally positive, although during one:one discussions, youth shared with us issues pertaining to staff reactions to their use of the grievance process.

### **CONDITIONS OF BUILDING AND GROUNDS**

**Give a general description of the property:** The building is a one-story structure on the edge of a wooded area on three sides and a fire station and mental health hospital on the road leading up to it. There is a walled court inside the entrance. The building looks neat and maintained from the outside. The interior courtyard contains an area for turf, benches and tables, a basketball court, and planting boxes. New turf was being installed during our visit. The basketball court still requires repaving as it is quite rough and presents a risk of injury should a youth or staff fall. There are several small vegetable/flower beds that have been planted and are tended by the residents. Up the hill on the property are storage sheds and a garden in development. The building and property are small for the activities it accommodates and will feel even more so when the new hospital construction is complete.

**Give a general description of the main facility including housekeeping and sanitation:** There is a wing that has a lobby, two classrooms and a therapy room. There is a dining room with a connected kitchen and a pass through window at which food is served for pick up by the residents. There is a hall with bedrooms on either side that leads to a living room area furnished with armchairs and bean bag sofas, exercise equipment, a bookcase, large screen TV, and a chalkboard wall. The area with the large screen TV, chalkboard wall, and bean bag sofas includes a memorial area being designed by residents to honor a RC who recently passed away. On the other side of the living room, there is another hall with bedrooms on either side. At the end of that hall is an office for the therapists, a laundry room, a safety room, and a therapy room. A janitor comes in every day Monday through Friday.

The facility looked clean and well organized. However, we were informed by staff that as the current laundry machines are not commercial grade, they are not suitable for the intense use of the Center and frequently break down and require repair. While waiting for repairs, the Center's staff must arrange for a commercial laundry service to pick up and drop off laundry or go to a laundromat to do the laundry, both of which are inconvenient and time-consuming.

**Lawns:**  Acceptable  Unacceptable: Artificial turf was being installed in the interior courtyard during our visit.

**Playing Fields:**  Acceptable  Unacceptable.  NA

**Blacktop:**  Acceptable  Unacceptable: The blacktop is in need of resurfacing to be safe for use. (This issue was identified in the 2019 inspection report).

**Paint:**  Acceptable  Unacceptable: \_\_\_\_\_

**Roof:**  Acceptable  Unacceptable: \_\_\_\_\_

**Drains and Gutters:**  Acceptable  Unacceptable: \_\_\_\_\_

**General Appearance:**  Acceptable  Unacceptable: Staff have requested various small repairs and improvements; it is taking far too long to fulfill requests.

**Condition of Interior of Building**

*San Mateo County Juvenile Justice and Delinquency Prevention Commission  
Group Home Inspection Report*

As noted in the 2021 inspection report, COYC has requested a new generator to provide power during planned outages. This request is still outstanding. Although there was nothing in urgent need of repair on the day of our inspection, the existing laundry machines fail on a fairly regular basis and require repairs which result in them being out of service for weeks. The current machines are not robust enough to withstand institutional use. Accordingly, new commercial grade laundry machines are needed on an urgent basis. In addition, a larger refrigerator for staff use would be helpful.

**Walls:** ✓ Acceptable  Unacceptable:

**Paint:** ✓ Acceptable  Unacceptable: The interior walls are touched up periodically where needed.

**Floors:** ✓ Acceptable  Unacceptable: The carpets are steam cleaned annually, and looked clean and well maintained when we inspected the facility

**Ceilings:** ✓ Acceptable  Unacceptable:

**Drains:**  Acceptable  Unacceptable: Did not observe closely. No issues noticed.

**Plumbing Fixtures:**  Acceptable  Unacceptable: Did not observe closely. No issues noticed.

**Air Vents/Heating/Windows:**  Acceptable  Unacceptable: Did not observe closely. No issues noticed.

**Smoke Alarms:**  Acceptable  Unacceptable: Did not observe closely. No issues noticed.

**Storage of Cleaning Fluids/Chemicals:** ✓ Acceptable  Unacceptable: Stored in a locked closet.

**Recreation/Sports Equipment:** ✓ Acceptable  Unacceptable:

**Hallways Clear/Doors Propped Open:** ✓ Acceptable  Unacceptable:

**Sleeping Rooms:** ✓ Acceptable  Unacceptable: Either single or double occupancy

**Beds:** ✓ Acceptable  Unacceptable: twin beds

**Art, Books, Personal Items Allowed in Rooms:** ✓ Acceptable  Unacceptable: Youth may decorate their rooms as they wish.

**Graffiti Present:** ✓ Acceptable  Unacceptable: None evident

**Ample Blankets:** ✓ Acceptable  Unacceptable:

**Study Area:** ✓ Acceptable  Unacceptable:

**Adequate Lighting:** ✓ Acceptable  Unacceptable:

**Temperature:** ✓ Acceptable  Unacceptable: Center has air conditioning and was comfortable even during the heatwave occurring at the time of our visit.

## PERSONAL APPEARANCE OF YOUTH

**Appearance:** ✓ Acceptable  Unacceptable:

**Showers (frequency, privacy, supervised):** ✓ Acceptable  Unacceptable:

Youth may shower as often as they like in am, pm, or on request. There are 2 showers and 1 bathtub available.

**Condition of clothing (clean, fit, etc.):** ✓ Acceptable  Unacceptable:

**Clothing appropriate to current weather:** ✓ Acceptable  Unacceptable:

**Comments:** The three youth we spoke with all commented that they had made suggestions for menu items, however their suggestions were only minimally implemented. It was our observation that the youth may benefit from programming which incorporates their suggestions for healthy menu options along with nutrition and exercise goals in a positive and interesting format.**YOUTH ORIENTATION**

**What is the intake process for the facility?** The Interagency Placement Review Committee notifies the Head of Service when they have a youth to recommend for admission. The youth's social worker provides information about the youth. The Head of Service interviews the youth wherever they are at the time (hospital, YSC) to get a sense of the child; typically this takes place outside of Canyon Oaks for a first visit. The child would then be brought to Canyon Oaks by the parent, guardian, social worker, or probation officer. Now, with more voluntary placements occurring, the first meeting may take place at Canyon Oaks. According to the Head of Service, there are currently almost no court or social services placements.

**Are youth oriented to the house rules and procedures?** ✓ Yes  No **Explain:** The orientation includes reviewing the house rules and grievance process verbally, providing a copy of the Resident Handbook, and having the youth fill out an orientation packet.

**Are house rules and grievance procedures posted?** ✓ Yes  No **Explain:** These are posted in the hall.

**What is in place to ensure that these rules and procedures are understood by youth?** Staff go through the handbook with the youth and quiz them on it to be sure they understand. Also, youth are held accountable to rules and procedures through an incentive and phasing system. As residents learn and demonstrate compliance with rules and procedures, they advance through phased levels: 1) Orientation, 2) Learning, 3) Practicing, and 4) Succeeding. With each new phase, youth acquire new privileges. Once they attain a phase, they don't lose it even if they stop behaving in accordance with their level, however, they may temporarily lose certain privileges.

**Are clothing and possessions inventoried on arrival and departure? How are youth's clothing and possessions protected or stored?** Youth wear their own clothes. Staff inventories everything at orientation, and takes away anything that could be used for self harm or is inappropriate, e.g., overly revealing. They also do not allow anything gang-related, including gang colors, if the youth has gang

orders from the court. Youth cannot keep a mobile phone unless they need it for a job. Clothing and possession inventories are updated upon return from each day or overnight pass. If appropriate for their development level, youth may have a lockbox in their room to safely store their possessions.

**Pre-Plan for Emergencies:**  Yes  No **Date of Last Drill:** unknown

**Interviewed Youth:**  Yes  No **Details:** During our on-site visit, we ate lunch with three youth who all agreed to speak with us afterwards for private 1:1 discussions. Overall, the youth were positive about their living conditions at Canyon Oaks, and had no major complaints. They appreciated the opportunities provided to them. One youth is currently working at a part-time job at Michael's (craft store), and they enjoy this.

One of the issues raised in our discussions concerned the youths' perception that the grievance process was not a good way to resolve issues as RCs react negatively to any youth who files a grievance.

### **MEALS/NUTRITION**

**Kitchen:**  Acceptable  Unacceptable: Food, including raw ingredients and prepared items are supplied by Sysco Foodservices (primary) and BiRite Foodservices, who deliver food to the hospital, where food is prepared and then frozen or refrigerated. Food is then transported to San Mateo Medical Center (5-10 minutes transport) and then delivered on to COYC. Menus for COYC are approved for nutritional content by the head dietician at San Mateo Medical Center, Nutrition Services.

A new MOU has been signed which will provide for additional bi-weekly on site visits by a dedicated dietician, including regular audits of the kitchen. This will hopefully also mean more time to interact with residents and reflect more of their personal choices in the menu offerings.

**Do the youth share in preparation of meals?**  Yes  No: Youth will occasionally cook during the holidays.

**Are meals served family style?**  Yes  No: Youth come to the window between the kitchen and dining room to pick up their plated meal. They have a choice of the scheduled menu or an alternate.

**Are youth permitted to converse during meals?**  Yes  No:

**Are staff present and supervising during meals?**  Yes  No:

**Are weekly menus posted?**  Yes  No: They are posted in the dining room next to the kitchen door.

**Are servings ample, nutritious, appetizing?**  Yes  No: The servings appear to be ample, well-prepared, and include a variety of options. On the day of inspection, lunch included a choice of salad (faro, arugula, strawberries), main (grilled cheese), vegetable side (roasted cauliflower) and vegetable soup. The residents we ate lunch with liked the cook and had no complaints about the food other than they would like to have more of their menu suggestions reflected.

**Weaker youth protected from having food taken from them?** ✓ Yes  No: This is not a problem. The Director cannot imagine someone stealing someone else's food.

**Are snacks and beverages available?** ✓ Yes  No: AT 7:30 am, 10:10 am, 12:10 pm, 2:30 pm, 5 pm, and 8 pm. Youth can purchase snacks with points they've earned. They just ask the staff. Snacks they can choose are in a closet in the dining room. Fruit is available all day long.

**How does the facility meet special nutritional needs?**

When a special need is identified, e.g., diabetic, vegan, appropriate meals are prepared as needed.

**Length of time allowed to eat?** Up to an hour. They can be at dinner as long as they want.

**Mealtimes** (no more than 4 hours between meals, breakfast to dinner, without a snack).

**Breakfast:** 9-10:30 am summer/ 7:30-8:45 school year **Lunch:** 12:10 - 2:30 pm summer/12:20 PM school year **Dinner:** 5 pm all year round (unless they are off-site)

**MEDICAL AND MENTAL HEALTH**

**Access to Medical and Dental Services:** ✓ Acceptable  Unacceptable: Each youth has a physical within 30 days of admission. They can choose to go to their own doctors if they have one. Otherwise they are taken to the teen medical clinic in San Mateo.

**Access to Mental Health Services:** ✓ Acceptable  Unacceptable: The most common mental conditions of the residents are depression, anxiety, PTSD, and trauma. Some have bipolar, other psychotic disorders. Clinicians check in with them all the time. They have meals with them. They check in with the school teachers every other week to see how they are doing academically. Individual and family therapy are provided.

**Individual Counseling:** ✓ Acceptable  Unacceptable: The trauma-informed psychosocial skills-based/therapeutic attachment model focuses on increasing each resident's ability to form and sustain more gratifying and supportive relationships within the program, their family and the greater community. Through the development of an individualized, strength-based, family-centered *Needs Appraisal and Service Plan*, the program facilitates acquiring skills necessary for youth to reunite with their family or move to a less restrictive setting/lower level of care.

Each youth is provided with a minimum of one hour of individual psychotherapy per week and one hour of family therapy per week. Additional psychotherapy sessions are offered as needed depending on emergent needs and phase of treatment, reflective of the youth's needs as indicated in their *Needs Appraisal and Services Plan* and their BHRS treatment plan.

**Group Counseling:** ✓ Acceptable  Unacceptable: Dialectical Behavioral Therapy groups are offered 3 days/week, focusing on the acquisition and generalization of dialectical behavioral skills to improve functioning in areas of mindfulness, emotional regulation, distress tolerance and interpersonal effectiveness. The goal is to learn to reduce self-harmful behavior, interpersonal conflicts, emotional



lability, impulsivity and aggression. They have two groups by age: one for 12- to 14-year olds, the other for 15- to 18-year olds. Groups meet twice a week for 90 minutes. They have art therapy twice a week for 45 minutes and occupational therapy three times a week for 45 minutes.

**Substance Abuse Counseling:** ✓ Acceptable □ Unacceptable: The facility will be without an AOD Counselor until July 2023. Typically, a half-time AOD is on staff. However, AOD counseling is integrated with their individual counseling therapy and there is the HealthRight 360 course online. If youth in residence are in need of it, AA groups are brought onsite, or youth may attend sessions with an outside group.

## **PROGRAMS**

**Recreation (type, amount, etc.):** ✓ Acceptable □ Unacceptable: There is a weekly trip to a local ranch in Half Moon Bay for equine therapy (two sessions: a.m. for up to two residents; p.m for up to 4 residents). There are therapeutic walks. One girl is doing boxing. Art of Yoga is not currently offered, as it was not well received at this time; the facility is working on offering access to programs at the Riekes Center for Human Advancement in Menlo Park instead. Residents also go to museums, parks, and movies.

**Exercise (daily schedule, amount, etc.):** ✓ Acceptable □ Unacceptable: They have PE at school. Other than that, any exercise is voluntary.

**Access to Religious Services:** ✓ Acceptable □ Unacceptable: They take youth to services on request. They will take them or they may go with their parents. Online services are also an option.

**Victim Awareness Classes:** □ Yes ✓ No:

**Gang Awareness Classes:** □ Yes ✓ No:

**Sexual Harassment Classes:** ✓ Yes □ No: Staff address this if it comes up. It is covered in the house rules.

**Parenting Classes:** □ Yes ✓ No: Unless a youth is pregnant or has a child. Then, staff would arrange them.

**Vocational Classes:** ✓ Yes □ No: Their occupational therapist will tailor classes for youth as needed with the goal that all youth be employable in a vocational pathway in the future.

**Work Program:** ✓ Yes □ No: The occupational therapist arranges as needed. Residents participate in Workability through the school, and the Independent Living Program through the County. Currently, one youth works at a ranch and another at Michael's (craft & art supply store in San Mateo).

**Internet Access and Use of Technology:** There is an out-of-date cell phone and laptop for resident use. A second laptop no longer works. Technology upgrades are needed.

## **YOUTH DISCIPLINE**

**Describe the discipline process of youth:** COYC utilizes a phase system which is detailed in the Resident Handbook. Each phase has a set of criteria that measures the client's engagement in treatment. There is also a Color System, also explained in the Handbook, which sets out behaviors and corresponding program expectations/limitations as consequences. The Handbook also sets out specific disciplinary procedures along with the therapeutic interventions and limit setting techniques employed by staff. A list of strategies and techniques developed to aid staff in planning interventions is also detailed in the Handbook.

**Describe incident reports:** From July 2021 to June 2022 or three-fourths of the year, there were a total of 113\_(93 in the previous year).

**Describe interactions with law enforcement:** From July 2021 to June 2022, there were 67 incidents of contact with law enforcement. Of those, 36 were for psychiatric holds, 15 for missing persons (AWOL incidents), 8 were associated with CPS reports, 3 were associated with gaining medical clearance, and 0 were for arrest. Six days before our inspection, a youth had been placed on a psychiatric hold and cited for assaulting three staff members (the DA's Office chose not to file charges).

## GRIEVANCES

**Grievance Process:** ✓ Acceptable □ Unacceptable: The San Mateo County BHRS grievance process is set out in the Resident Handbook. Upon admission to COYC, all youth and their parents/caregivers or authorized representatives are given written information about the grievance processes. Staff reviews the written material with them and a copy of the State-mandated Clients Rights is visibly posted in the lobby area, with contact information for BHRS - Office of Consumer Affairs (OCA) and Community Care Licensing (CCL). BHRS Problem Resolution Request Forms are also openly available in the lobby area. Youth, caregivers or authorized representatives may file grievances with BHRS-OCA, or they may report them directly to the Head of Service or Supervisor for Direct Care. Any grievances received in person or by telephone that are resolved by close of business the next day following receipt are exempt from the requirement to send a written acknowledgement and resolution letter, however they still are logged and included in reports to the Department of Health Care Services (DHCS).

If the youth is not satisfied, they can report their grievance to the Office of Consumer Affairs and OCA will investigate. Youth can also call Community Care Licensing at any time. In addition to grievances filed, OCA also sends out a satisfaction survey to youth and their families twice a year.

**Number of grievances this year:** Since the last inspection there have been 10 grievances filed by youth: All of these grievances were resolved with satisfactory outcomes; none were escalated to licensing. *There have been no recent grievances filed by any Probation- or CFS-placed youth at COYC. The only recent grievances reported to DHCS and/or BHRS involve youth placed by school districts, which is outside the jurisdiction of the JJDPC and therefore not to be disclosed through the JJDPC inspection process.*

**Trends and/or Comments:** During our inspection interviews, youth discussed their experience of negative consequences in filing grievances, and their consequent reluctance to use the grievance process to report current issues for fear of resulting retaliatory reactions from RCs. They related that senior staff

"backs up the RCs rather than trying to understand clients' views" and that RCs say things to the youth like "go and tell Karrie and Victoria, they can't do anything, we are the ones out in the milieu", "you can't be trusted", and "now I don't feel comfortable taking you out". RCs will also refer to a grievance in a public meeting of youth and staff. We brought this to the attention of the Supervisor for Direct Care.

In general, grievances are varied: staff are unfair, all youth aren't treated the same, they are not happy with the consequences imposed by staff. The Director of Service noted that residents are in fact treated differently based on their individual diagnoses.

## **COMMUNICATION**

**Access US Mail?**  Yes  No:

**Postage Free?**  Yes  No

**Incoming/Outgoing Mail (screened? Confidential?):**  Yes  No:  Someone who is authorized for contact with the youth will open mail to check for contraband. They do not read the message.

**Access to Telephone?**  Yes  No: They can only call people on their approved contact list.

**Visiting Schedule:** Flexible, based on the needs of the youth and their families. Usually week to week and parents arrange their visits with the youth's therapist.

**Do all youth have access to visitations?**  Yes  No: Unless there is a court order prohibiting them.

**Under what circumstances would visitation be restricted?** The court may restrict visits. The youth can say if they don't want to see a person, including a parent.

**Are visitation logs kept?**  Yes  No: Visitation schedules are only kept for one week. There is no long-term tracking of visits.

**Adequate Space:**  Acceptable  Unacceptable: Youth and families can use a therapy room, a classroom, or use the bench and table in the courtyard (although this location does not preserve privacy as youth windows are open to the courtyard)

**Staff Supervision:**  Acceptable  Unacceptable: Canyon Oaks staff do not supervise visits. The youth's social worker may.

**Privacy Provided:**  Yes  No:

**Games or Activities Provided:**  Yes  No: They can choose any games they want, watch TV, read, and play video games.

**Signature of Commissioners preparing this report:**

*San Mateo County Juvenile Justice and Delinquency Prevention Commission  
Group Home Inspection Report*

Karin Huber-Levy \_\_\_\_\_

Date: \_\_\_\_\_

Melissa Wilson \_\_\_\_\_

Date: \_\_\_\_\_



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 CAMP KEMP**

<b>FACILITY NAME:</b> Camp Kemp
<b>FACILITY TYPE AND CAPACITY:</b> The Margaret J Kemp Camp (rated capacity: 30)
<b>FACILITY ADDRESS:</b> 400 Paul Scannell Drive, San Mateo, CA 94402
<b>FACILITY PHONE NUMBER:</b> 650-312-8970
<b>FACILITY MANAGER INTERVIEWED:</b> Harold Mayberry
<b>FACILITY STAFF INTERVIEWED:</b> Ms. Andrews, Ms. Davila, Ms. Garibay
<b>COMMISSION INSPECTORS:</b> Rebecca Flores and Monroe Labouisse
<b>PRESIDING JUDGE:</b> Judge Susan Etezadi
<b>INSPECTION DATE:</b> September 22 and 23, 2022
<b>DATE OF LAST INSPECTION:</b> July 21, 2021

**EXECUTIVE SUMMARY**

Comments	<p>Camp Kemp is a model program overall for youth who are wards of the Court in San Mateo County. While Camp Kemp has some areas where it can improve, and we do recommend that those essential changes be made, nonetheless we believe that if the County were able to offer more programming and settings like Camp Kemp's to all youth in the system -- for example, to boys in the YSC or to some youth on probation in the community -- then youth who are wards of the Court in San Mateo County would overall be better served.</p>
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**COMMENDATIONS**

Comments	<p>Camp Kemp's program is well designed, as reflected for example in clear and supportive orientation materials; the facility is a clean and healthy environment; the staff care about the success of youth and are proactive about providing healthy programming and experiences; service providers such as therapists can operate in a supportive and communicative setting; staff and service providers make a real effort to involve family where possible in each youth's rehabilitation; judges in other counties like Sonoma and Santa Cruz are fans of the program and want to send their youth to Camp Kemp when there are no such facilities in their counties; and residents give overall good reviews.</p>
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**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION**  
**JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS**  
**CAMP KEMP**

	<p>One telling indication of the success that Camp Kemp has with its residents is a program called Respite. The last stage of rehabilitation for Kemp residents is the Girls Empowerment Program, where residents move back home and come into Kemp only for school. Sometimes, however, a youth feels less safe at home than they did at Camp and they call Kemp to request a return to reside there. The fact that youth sometimes want to return to Camp is, while an upsetting statement about the conditions in their home, also a remarkable statement about the success of Camp Kemp.</p>
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**RECOMMENDATIONS**

Comments	<p>Although there are a number of reasons to hold up Camp Kemp as a model program and something the County needs more of, there are also some clear areas for improvement which at their root cause are systemic issues that affect both Camp Kemp and the Juvenile Hall at the Youth Services Center.</p> <p>The root issue for our youth detention facilities is budget cuts which have followed from a significantly smaller population in all of the facilities. At one point last winter, there were zero residents at Camp Kemp, although the population was back up to six when we visited. The net effect of budget restraint that has followed population decline is that staffing is thinner and more strained, Kemp residents have to sleep in cells at Juvenile Hall instead of the home/dorm like environment at Kemp, food of low quality is delivered from the County Sheriff’s commissary, and essential programming like Star Vista drug and alcohol counseling and Rape Trauma Services have been cut.</p> <p>To remedy the root issue that would address the secondary issues affecting staff, sleeping quarters, food, and programming, we recommend that there should always be a minimum level of funding for Kemp, regardless of its population, that would pay for the supportive environment and services the Camp is designed for. It is counterproductive to design a rehabilitative Camp like Kemp but then undercut its design by serving bad food, cutting essential programming and sending residents to sleep on thin mattresses in a sensory-deprived jail cell.</p> <p>To be more specific about changes that Camp Kemp should implement in 2023, there are three essential changes that we recommend are implemented as soon as possible:</p> <ol style="list-style-type: none"> <li>1. The current meals service should be replaced as soon as possible with a food service that produces meals that not just meet minimum requirements for nutrition but that also are appealing to youth. As staff told us, nothing is more fundamental to teenagers’ well-being than being well fed. Ideally, also, youth would participate as much as possible in making meals.</li> <li>2. Essential programming that was discontinued because of low numbers of youth in the facility earlier in the year should be brought back as soon as possible. Specifically, for youth at Kemp, Star Vista or some other drug and alcohol counseling and Rape Trauma Services should both</li> </ol>
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return as soon as possible. Staff may have other recommendations for programming that is needed, but these two are clear known needs.

3. As recommended in previous years, we continue to call for the staffing needed to enable Kemp youth to sleep in the dorms at Kemp, as the program was designed, instead of sending them to the Juvenile Hall to sleep in jail cells. This need, along with food and essential programming, is in our opinion fundamental to the success of the program as designed, and fundamental to the mental health and well-being of the residents.

In addition, we recommend other less urgent changes that would nonetheless bring noticeable improvements to Kemp and which we estimate would not be expensive to implement.

- The County Office of Education, which is responsible for the contents of the Kemp library, should implement a refresh of the books in the library to make them, amongst other criteria, more linguistically and culturally appropriate for the youth who tend to reside at Kemp. There are good examples of detention facility library refreshes that have been implemented at youth detention centers in the Bay Area and nationally that could easily be sourced.
- The gutters, exterior wall and walkway outside of the gym need to be thoroughly cleaned of bird feces and then netting put up under the gutters to prevent birds from nesting there. This part of the facility looks like an ocean wharf beset by sea gulls, is inconsistent with the overall cleanliness of the facility and is possibly unhygienic. Management have asked for help getting this fixed for over a year.
- A fence and gate to the left of the front entrance are off their hinges and open, and an exposed subterranean pipe in front of them is covered only by a wooden plank. The building department should repair this as soon as feasible. It appears to us to be a security issue -- someone uninvited could conceivably enter the facility -- though we admit we are not security experts.
- We were told by BHRS staff that Kemp used to host large, monthly, social gatherings that included family, staff, and service providers, and that these helped with connections and collaboration for all. Now that the number of residents has risen again, these seem to us to be worth bringing back.

Lastly, our impression was that the trauma-informed approaches to working with youth that were recommended in Title 15 are a subject for which it would be worth having staff refresh training. That recommendation is not based on any direct observation of staff and youth interaction, but rather, based on a comment from BHRS combined with our impression from staff interviews that the topic has not been an explicit part of annual training. Since trauma-informed approaches recommended in Title 15 and a current best practice that is relatively new to the corrections and education fields, we recommend that Probation consider making them a subject that is an explicit part of annual training for at least the next few years.



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Action Plan	<b>The Commission requests an action plan addressing each recommendation be provided to the JJDCP within 45 days of the date of this report.</b>
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<b>RECOMMENDATIONS FROM PRIOR INSPECTION</b>
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REVIEWED	YES	NO	N/A	COMMENTS
Implemented Recommendations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The gym has been cleaned, including a recent waxing and polishing of the floors, and dirty floor mats have been replaced.</p> <p>Showers are now power washed regularly.</p> <p>Updates to orientation materials and manuals have been made.</p>
Items Pending Implementation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>While no specific quiet room has been created, as at the YSC, Kemp staff are hoping to do the same, and in the meantime they make use of the small gym and the courtyard as places where youth can decompress when needed.</p>
Items Awaiting Action	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>No change has been made to the food program, which continues to be a big source of discontent for the residents. Staff do bring in and cook a meal with youth twice per month, however.</p> <p>Also, youth are still sleeping at the YSC, for budget reasons. The managers have determined that an additional four staff, a significant increase over current staffing, would be required to enable youth to sleep at Kemp.</p> <p>Recommendations from last year to spruce up dorm areas, e.g. to touch up old desks and put more artwork on the wall, have not been implemented, but our observation was that the dorms are in good condition and that this is a minor issue if an issue at all.</p> <p>No updates to or expansion of the parking lot are being planned. Staff use parking in the back of the camp when needed to accommodate visitors and service providers; staff did not think parking is a significant concern and are able to accommodate when there are a significant number of visitors, e.g. school graduation.</p>





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<b>STATISTICAL INFORMATION</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Average Population	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Current: 6 total, 5 youth 24hrs, and 1 GEP youth M-F Last 12 months: Population decreased from 4 to 0 from August 2021 through January 2022, then increased gradually to 4 by August 2022, and then 6 at the time of our visit in late September 2022.
Average Length of Stay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	It's a 6 month program, so stays are ~6-9 months
County of Origin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3 Sonoma and 3 San Mateo County
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5 residents: 1 Native American, 1 Armenian, 1 Indian, 1 Mix Latina, 1 Tongan
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	youngest 14, oldest 17
Primary Language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For most it is English. One is primarily a speaker of Spanish who is taking English lessons.
Facilities/Units Currently In Use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gym, Library, Classrooms, Kitchen/Dining Hall, Dorms for daytime activities such as rest/break and programming
Facilities/Units Not In Use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dorms for sleeping at night

<b>COVID-19 PANDEMIC RESPONSE</b>	
<b>REVIEWED</b>	<b>COMMENTS</b>
Total number of confirmed COVID-19 cases since last inspection (youth and staff)	Two youth had COVID in December of 2021, according to staff interviewed, and were quarantined at the YSC. Staff were unable to disclose staff cases "due to HIPAA".
Youth: COVID-19 Testing Protocols	Follow the recommendations of the medical staff and test as needed. All youth who attend outside programs, such as boxing, test Thursdays and Sundays.
COVID-19 vaccine protocols for entering the facility.	Provide proof of vaccination or proof of a negative test within the previous 72 hours.



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COVID-19 Education and parental consent.	Youth are offered vaccines if they are unvaccinated and are counseled/educated by the YSC medical staff. Youth under 18 also need to have parental consent.
Staff: COVID-19 testing protocols.	Unvaccinated staff test once a week. Symptomatic staff are required to test and contact the Risk Management team for instructions.
Staff COVID-19 vaccine protocols for entering the facility.	Provide proof of vaccination or proof of a negative test once a week.
COVID-19 Notifications (i.e., exposure, lockdown, parents, changes in visiting, service providers).	When someone tests positive, then parents and service providers are notified by the Kemp staff. The community of residents, staff and service providers is small enough to enable notice to be undertaken just through on-site staff calls.
Quarantine Protocols: Please specify details and include timeline.	Youth quarantine at the YSC, not at Kemp. See YSC quarantine protocols. Youth at Kemp always start their detention for at least a month at the YSC, regardless of COVID protocols.
Number of COVID-19 related lockdowns since the last inspection?	None.
Impact of COVID-19 on programming and daily activities.	No current impact. Since the last inspection, there was a period in the winter when services had to be remote due to a County-wide spike in cases (and two cases at Kemp). Services have all since resumed in person.
Impact of COVID-19 on visiting and telephone calls.	In 2021, the number of phone calls increased and longer Zoom visits were offered. While in person visits have resumed, youth still get four phone calls a week and Zoom visits are available for families who cannot visit in person.
Comments	No comments.
Commendations	Staff have been managing COVID-19 in accordance to CDC protocols and there have not been very many cases. CDC protocols now allow more flexibility and freedom for youth.
Recommendations	No recommendations at this time.



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<b>DOCUMENT REVIEW</b>				
<b>FACILITY INSPECTIONS</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
County Building Inspection	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Self inspection from April 2021 was the only document available. No report from the last 12 months, nor a report from County Building.  Staff have a “safety committee” and are required to conduct monthly buildings inspections, per titles 24 and 8.
Fire Authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No violations, report dated October 2021
Juvenile Court Judge Inspection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Short statement that says simply that “Juvenile Hall” is “a suitable place for the confinement of Minors, within the meaning of Welfare and Institutions Code §209”, from December 2021.
SMC Probation Chief’s Letter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	One page letter to the BSCC field representative dated August 2022 attested that employees at “juvenile facilities” have been hired and received training according to requirements.
Board of State & Community Corrections (BSCC)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	BSCC inspection is conducted every two years. April 2021 was the last inspection. No report from the last 12 months. The last report was factual, without recommendations or commendations. No violations noted.
Public Health-Medical / Mental Health	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Reviewed April 2021 inspection report, labeled “YSC”. No report from the last 12 months. Medical and Mental Health provide services to both Camp Kemp and the YSC and produce only one inspection report.



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Nutritional Health/Retail Food Inspection Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reviewed the October 2021 inspection. Requirements met.
Food Services: Juvenile Menu Analysis	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	April 2021 analysis provided. No report from the last 12 months. Minimum dietary requirements met.
Juvenile Facility: Education Program Review & Evaluation.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	See our Education inspection.
Natural Disaster Protocols	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No issues.
Air Quality Indoors/Outdoors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No AQI report provided. DPW takes care of inside ventilations and no issues have been reported by DPW.
Comments				A number of documents are from April 2021, which was before the last inspection, although these may be the latest available. All available reviews and inspections find the facility in compliance.
Recommendations				None at this time.

<b>DOCUMENTATION</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Facility Manual & Program Rules	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The facility manual and program rules are included as part of orientation materials and come in a colorful, small bound notebook given to each resident. Rules and expectations are clearly spelled out in language that is both firm but also supportive. It is made clear that residents are part of a program designed to help them but also that they are in an institution that has rules for safety that will restrict their freedom.
Current Facility Budget	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Facility-specific budget not provided.
Current Contracts (Sonoma County, Programming, Goods & Services, etc.).	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sonoma MOU not available on site. Relayed two questions to Superintendent Clark: 1. Are there certain criteria Sonoma youth must meet in order to participate in the program, and 2. What is the compensation per youth sent by Sonoma? The latter was not



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				provided. To answer the former, staff provided a list of disqualifiers such as history of assaults on staff, use of violence, or aggressive sexual behavior in a custodial setting.
Grievance Forms Availability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	On the wall in the dorm.
Grievance Form Log	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>There was only one grievance filed in the last 12 months, in March. In the winter, there was an issue with hot water pipes and heating in Camp Kemp which took a long time to fix. Youth had to shower at the YSC which they didn't like. The issue was resolved.</p> <p>Note: Why did last year's inspection report note 19 grievances and this year only 1? Three reasons: 1) Last year's inspection report looked at grievances filed over the previous 19 months (all of 2020 and 7 months of 2021) vs. our review of the previous 13 months since the last inspection. 2) For several months during the winter of 2021-2022, there were either 0 or only 1 youth in the facility. And 3) Grievances tend to get filed in bunches, as youth encourage each other to all file together. So, a comparison of a count of grievances is not necessarily representative; a comparison of the frequency of grievances is a more accurate picture. While 19 grievances were filed during the previous period, during all of 2020 and 2021, grievances were filed at just two times during each year; in March 2020, 8 were filed at once about food, and in June, 2 more at the same time; in March 2021, 7 grievances were filed in a span of 3 days, and in April, 2 in one week.</p>
Serious Incident Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>A total of 14 Serious Incident Reports were filed since the last inspection at Kemp (July 2021). All of the reports were filed from March to September of 2022, when the population of Kemp was rising from 0 in January to 6 in September. From August 2021 to November 2021, the population of Kemp fell from 4 to 1, and no Serious Incident Reports were filed.</p> <p>There were two types of Serious Incident Reports filed: Informational and Rules infringement. Half of the reports were Informational and the other half Rules infringement. Informational reports are mostly about youth acting out, being disruptive or aggressive and needing to cool off. Sometimes during such episodes, youth also violate rules, e.g. threatening another resident. Nine out of the 14 total reports were incidents of acting out, 7 of those Informational. The remaining Rules</p>



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				infringement reports mainly covered use of technology (e.g. using a cellphone on a home pass) or intoxicants (e.g. smoking on a home pass). None were serious enough to warrant significant discipline or additional criminal filings.
Serious Incident Reports: Use of Force	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Note: Use of Force is a subsection of Serious Incident Reports. There were zero reports of use of force since the last inspection at Kemp (July 2021).
Serious Incident Reports: Suicide Attempts, Suicidal Statements, and Self-Mutilation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Note: Suicide and Self-Harm are subsections of Serious Incident Reports. There were zero reports for either happening on-site.  There was only one mention, in an Informational Serious Incident Report, of a youth's CASA calling in to let staff know that a youth had taken a large number of pills at home and was receiving treatment.
Serious Incident Notification Policy & Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No written policy and procedures were provided, or may exist. Instead, communication amongst the team of professionals and family that are responsible for each youth is a key part of the Kemp program. For example, probation officers, therapists, Kemp staff, attorneys and other relevant professionals and family meet regularly in MDT meetings. Serious incidents and grievances would be discussed then. Anything needing more urgent communication would be conveyed with phone calls to relevant parties from staff.
Release: Planning and Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Release is one stage of the overall program at Kemp, so no separate planning and procedures are needed. When youth are ready and their home environment is conducive, they return home but continue to come to Kemp for school and programming during the day (this stage is called the Girls Empowerment Program, GEP).  Note: Sometimes youth in GEP call to ask to return to live at Kemp because they do not think their home environment is safe or conducive to their rehabilitation. This is known as Respite and there are instructions in the staff office for how to handle this situation. It does happen and staff are prepared for it.
Medical/Dental/BHRS request forms.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Available on the wall in the dorms.
Youth Orientation Materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See "Facility Manual and Program Rules". Note: last year's inspection said that the manual needed some updating, and an update was completed in October 2021.



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Parent Orientation Materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See "Facility Manual and Program Rules". In addition, parent and child sign forms at intake stating that they understand the rules presented to them.
Youth: Institutional Intake Forms	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Intake happens at the YSC. See Intake section below.
Youth Institutional Case Plan (30 Days or more)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	In lieu of individual Case Plans, youth enroll in Kemp's standardized six month program. Their progress is tracked through MDT meetings with probation officers, therapists, Kemp staff, attorneys and other relevant professionals. Each youth has an MDT file maintained by Kemp staff.
Probation Court Reports	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff provide a one page status update form to the Court for each monthly hearing. We reviewed samples of these forms, which summarize each youth's status and progress since their previous hearing.
Magazine & Book List	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	An allowed and banned magazine list is available for youth and parents. Magazines not allowed deal with sexual, gang, or weapons topics. There is no banned book list; books are managed and provided (and screened for the same considerations) by the Office of Education. If a parent or other visitor brings a book to a resident, it is screened by staff for the same considerations.
Comments	No further comments.			
Commendations	The program orientation manual and handbook for youth is clear, colorful and supportive. The facility's rate of grievances and serious incidents are low and incidents have been minor. Documentation is clear and thorough.			
Recommendations	None at this time.			



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**INTERVIEWS**

<b>ANCILLARY SERVICES</b>				
<b>INTERVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Correctional Health Medical & Dental	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Interviewed as part of YSC inspection.
Behavioral Health & Recovery Services.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See interview section for BHRS below.
Kitchen, Dietary, and Nutrition	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no kitchen/dietary/nutrition staff or service provider on site. Food is brought in from the Sheriff's Office kitchen which serves adult County prisons.
Re-Entry Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There are no ancillary re-entry services. Re-entry is a part of the Kemp program, run by Kemp staff. See "Release: Planning and Procedures" above.
Other Services Provided	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No other service providers interviewed yet but have reached out to Brighter Day and Unity Arts Movement.
Comments	None at this time.			
Recommendations	None at this time.			

<b>YOUTH INTERVIEWS</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Please explain your intake and orientation experience.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rebecca's interview: The intake experience was good. This youth only speaks Spanish so she was given an interpreter to help translate the handbook and rules of Camp Kemp. She was also given a tour of the facility and staff made her feel welcomed.  Monroe's interview: "Really good", clear, rules explained
Were your medical and behavioral health needs addressed at intake? Please explain.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rebecca's interview: Yes, she was assessed by medical.  Monroe's interview: Yes, examined by medical





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<p>Please explain your quarantine experience.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Rebecca’s interview: Youth did not have to quarantine as she recently entered the facility. They just had to follow CDC protocols and wear masks.</p> <p>Monroe’s interview: She did have to quarantine and it was hard: 3 days in a room, then 2 weeks of separation on unit</p>
<p>Do you have any immediate needs, comments, or concerns related to the facility’s operation and maintenance or staff member?</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Rebecca’s interview: Youth did not express needs or concerns at this time.</p> <p>Monroe’s interview: No major concerns, staff overall are good. Only complaint was that water that comes out of the sinks at the YSC is “nasty” because it’s cloudy with something, and has to sit for a while for gross stuff to settle to the bottom of a cup. When they go to YSC to sleep, it’s OK because they have water bottles, but it was not good at intake. (Another youth spoken to at lunch also noted that the ventilation at the rooms at the YSC, where they sleep, is not good. She also thought one or two staff members could be more empathetic about her anxiety.)</p>
<p>Have you had the opportunity to see or speak with a medical, dental, or behavioral health staff member? Please explain your experience.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Rebecca’s interview: Yes. She was seen by medical, dental and a therapist. She has had three dental visits for exams and cleanings. Has not had any major medical concerns. She sees her therapist regularly and finds it helpful.</p> <p>Monroe’s interview: Experience with all is really good. Medical and dental are really nice, and it’s quick. Behavioral health are “really supportive.”</p>
<p>Have you utilized any of the therapeutic tools offered by BHRS (weighted blanket, journal, stress ball)?</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Rebecca’s interview: No she has not.</p> <p>Monroe’s interview: Yes, she’s used a journal, stress ball, fidget toys. She likes these.</p>
<p>Do you know and understand the rules, procedures, and expectations at Camp Kemp?</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Rebecca’s interview: Yes, it was explained at intake during orientation.</p> <p>Monroe’s interview: Yes, but when there are very few youth, staff have leeway to be flexible, and now that more youth are coming into the facility, it would be good to have rules explained clearly again so she understands where rules might tighten up.</p>
<p>Do you have an academic IEP?</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Rebecca’s interview: No, she is just in an English learning class.</p>



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				Monroe's interview: No
Do you know who your attorney is and how to contact them?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rebecca's interview: Yes, she knows her attorney well and has their contact information.  Monroe's interview: Yes
Incentive and Reward Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rebecca's interview: As an incentive/reward she gets to have a dorm suite all to herself, with a private toilet. Such suites are available to any youth who earns it with good behavior. She also gets snacks from the canteen area.  Monroe's interview: She likes the canteen program. She gets snacks for accumulating points. Points can roll over to other weeks and staff will also sometimes add extra if she has gone above and beyond.
Are you subject to routine searches? Please explain	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rebecca's interview: Yes, they are searched about three times a month  Monroe's interview: Yes, occasional "room burns", also strip searches if staff suspects something and routinely after home passes (+ breathalyzer), visits and family therapy.
Have you participated in a natural disaster drill or been instructed on what to do in the event of an emergency?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rebecca's interview: Yes, she knows what to do in case of an emergency.  Monroe's interview: Yes, regular drills
Do you have any suggestions or ideas on how to improve the facility's daily operations or overall maintenance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rebecca's interview: Better food and programs.  Monroe's interview: Runs smoothly but food is not good.
Describe the interactions between staff and youth.	Rebecca's interview: Friendly, courteous and kind.  Monroe's interview: Friendly, good humor, smiles, but staff also give firm, parent-like direction to kids. Caring but controlled.			
Describe a typical day at the facility.	Rebecca's interview: Youth are picked up from YSC and taken to camp. They eat breakfast, then hang out in their rooms until it's time to go to school. They receive a lunch break, then go back to school. After school, youth attend yoga. After yoga, youth are allowed to nap, read, draw or simply relax. Then they go to boxing [or other LMA] and after boxing they shower around 6pm and then have free time until bedtime.  Monroe's interview: Picked up from YSC, given meds by Medical, get ready for school at camp, go to school, staff shift change after school so stay in dorm, LMA for			



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	1 hour, dinner 4:30-5:00, 5:00-6:00 staff break so free time on bed in dorm, shower at 6:00, programs in the evening, then back to YSC for meds again and sleep in room. p.s. She likes sleeping at the YSC because of the privacy of the room.
Describe the current programming. Please include weekdays, weekends, and Holidays.	Rebecca's interview: Current programming includes: Boxing, yoga, cooking class, AA meetings, arts and crafts, job prep, and English learning.  Monroe's interview: [did not cover]
What programs do you look forward to participating in most/least? Please explain.	Rebecca's interview: Painting, cooking and boxing.  Monroe's interview: Art therapy, Brighter Day, Yoga
What programs are the most useful in helping you achieve your therapeutic goals? Please explain	Rebecca's interview: English learning class, boxing, painting and cooking.  Monroe's interview: AA
Staff Communication: Is information distributed among staff in a timely and efficient manner?	Rebecca's interview: Yes.  Monroe's interview: Yes
Describe the meals, snacks, and beverages at the facility.	Rebecca's interview: Meals consist of a protein like chicken or beef, grains and vegetables.  Monroe's interview: Food is terrible. When she was staying at the YSC, she sometimes would find hair and bugs in the food. They have the same meals over and over. She just throws it out sometimes.
Please describe the Grievance Process.	Monroe's interview: Fill out a form, someone comes to talk to you and work it out. It works well. She has used it.
Telephone Calls & Visiting	Rebecca's interview: Youth are allowed 4 phone calls a week or more upon request.  Monroe's interview: Thinks this is generous; staff let them go over and above the allowance sometimes.
Is there anything else you want to share about your experience at this facility?	Rebecca's interview: Not at this time.  Monroe's interview: No, we covered it all. Only other thing is that the mattresses at the YSC are sometimes too thin; there are different types.
Summary of Youth Interviews	Youth expressed positive attitudes and satisfaction with the program, staff and facility in general, although food clearly stands out as an opportunity for improvement.
Comments	Nothing further.
Recommendations	Very much need to improve the quality of the food served at meals.



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**STAFF INTERVIEWS**

REVIEWED	YES	NO	N/A	COMMENTS
Do you have the tools, training, technology, and staffing to perform your duties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	It is challenging to staff adequately for two reasons: 1) the number of youth is so low that it's hard for management to justify budget; when you run small teams, you have less slack in your staffing schedules for things like vacations and sick days; and 2) it's hard to attract new recruits to Probation in San Mateo County; law enforcement is hard everywhere, but benefits are better in San Francisco and Santa Clara counties. One other effect of #2 is that management uses promotions as a carrot for retention which means junior staff move out of their roles more quickly than they maybe would have.
What is the process and criteria for staff promotions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does feel that the right behaviors are rewarded, i.e. focus on support for kids not punishment. [Otherwise, did not cover performance criteria in detail]  [In a follow-up discussion with ISM Mayberry, he noted that annual performance reviews do cover areas like timeliness, going out of the way for training, coming up with new programs, meeting goals set at the start of the year, and adhering to training and standard practices.]  Suggestion for promotions: Give GS-level (Group Supervisor) staff an opportunity to be promoted without becoming ISM (Institution Services Manager) or a PO. At GS level, they cap out on salary, but some want to continue with front-line work with youth, so there should be an individual contributor track that allows for increasing seniority and pay.
Are there programs or services you would like to see implemented at this facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, many. Too much of programming falls on staff to find or come up with on their own, or even spend some of their own money on (e.g. AA and Boxing are programs that staff found on their own). Root issue is the low number of kids which leads to budget cuts, and also providers feel less that it is worth their time if so few kids. They lost providers last winter, when population dropped to zero, and some have not returned (e.g. Star Vista, and Rape Trauma Services (RTS)).  Top ask is for drug and alcohol counseling, which is a common need for residents. AA is adequate but it is not the best that can be done; it



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				would be better for kids to work with trained therapists. Another big need is more programming for CSEC, which ~50% of youth have experienced. For example, RTS is something that is really needed again.
Are there any policy or procedural changes that would assist you in performing your duties?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	[did not have time to discuss]
Do you have any suggestions or ideas on how to improve the daily operations or maintenance of the facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Need to improve the food. This is fundamental. It is hard to manage hungry teenagers, who then can't get the most out of the program.
Staff Communication: Internal & External Please describe how information is distributed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The positive side of low staffing is that communication is easy and staff are well informed. Staff also care about doing their job well so are proactive.
Do you have any suggestions or ideas on how to improve Staff communications?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No.
What are the biggest challenges facing staff at this facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Low budget, low staffing, all stemming from low number of residents. Some consequences of low staffing (in addition to what was mentioned in the first row above) is that schedules cannot accommodate 4 shifts of 10 hours, vs. 5 shifts of 8 hours, which means more staff work weekends and they have shorter breaks during the week; those breaks would be better for staff mental health.  GS level staff are burning out from low staffing levels, still burned out from working through COVID, and have a less clear path to advancement when there is low staff. They "need to be treated better" in order to retain them. Their stress can trickle down to the kids.
Is there anything we have not covered that you would like to share or include in our report?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	It is a "big positive" to have youth from Sonoma, and would like to see youth from Santa Cruz County as well (the judge in Santa Cruz used to be in Sonoma and "raves" about Kemp). Having youth from other counties is a positive for a few reasons: 1) they make progress and have more access to positive programming than in their own county; 2) increasing the number of youth at Kemp helps with budget and programming, 3) while they may be farther from family and community, in some cases that's a good thing because they need a new



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			<p>environment, to be removed from dangerous situations, and/or they don't even have family in their home county.</p> <p>Lastly, in the opinion of the experienced staff member interviewed, the pendulum has swung too far towards leniency in consequences for youth. While they understand the move towards less incarceration, on the other hand, Kemp is a good program where youth make progress and they appreciate it, but they do not have an opportunity to benefit from it if they are out on probation or EMP. Many youth in the system need access to structured programs like Kemp.</p>
Summary of Staff Interviews	<p>Because of the low numbers of youth, the budget has generally been cut back which has put pressure on staff scheduling and programs, and so staff have to come up with some of the programming on their own. Bottom line is that Probation is not investing a sufficient amount to support the kind of programming that the youth need. For example, there is no longer support from Rape Trauma Services or Star Vista.</p>		
Commendation	<p>Staff are very much invested in the success of youth at Camp Kemp and care enough to have thought deeply about what needs improvement. Very insightful interview.</p>		
Recommendations	<p>We recommend larger budget allocations for better programming and more complete and flexible staffing. There is a minimum level of staffing and programming that needs to be maintained for the sake of the residents rehabilitation success, regardless of the population of the facility.</p>		



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<b>BEHAVIORAL HEALTH INTERVIEW</b>	
<b>REVIEWED</b>	<b>COMMENTS</b>
Behavioral Health and Recovery Services (BHRS) are offered at this facility. Please list	<p>Individual and family therapy are mandated. Crisis counseling is also provided as needed, including after hours. BHRS works closely with FLY, CASA, PO*, teachers, sharing what’s going on with youth with those providers, e.g. via regular MDTs. (Sonoma youth, however, do not have POs and don’t go to Court.)</p> <p>Because of the low number of residents, they have not had group therapy since June. Youth also have to be vulnerable with each other for the group to work. Group was challenging earlier because of lower numbers and zoom. Would also be burned out from zoom all day for school and services.</p> <p>* Note: there is a dedicated PO, one PO, for Kemp</p>
Do you have the tools, training, staffing, space, and technology needed to provide quality treatment and services? Please explain	Because Kemp is designed specifically for therapeutic services, collaboration with staff in a residential setting, etc., they have the space they need, and tools, and the communication they need. It works well.
Frequency of treatment and services.	Once a week for individual and family minimum; could be more often depending on the case, if clinician is available. MDT meetings are every other week.
Caseload Ratio	Ratio is quite low. While there are well under 10 youth at Kemp, clinicians’ ratios are not just based on Kemp cases. Clinicians work both with Kemp residents and youth in the community; there isn’t one dedicated clinician at Kemp like there is a single PO. It doesn’t make sense because you want the right fit between clinician and client. Also, there are different clinicians for family and for individual therapy. Across all cases, Kemp and non-Kemp, clinicians’ ratios are about 10:1.
Therapeutic aides and tools available to youth. Please list.	<p>Art supplies, music, games, fidget toys, and other things depending on the therapist and needs of youth.</p> <p>In their opinion, Kemp needs to refresh its library with better books. It would be nice at Kemp and YSC to do that, e.g. create a suggestion list based on staff and youth interactions, etc. (There was recently a news story about how Alameda did this in a big revamp.)</p>
Is the BHRS Team at this facility fully staffed?	Short one clinician but can still manage, however might be hard to expand services. Team is now 1.5 clinicians and 1 case manager + 1 supervisor + a part time psychiatrist and psychologist.





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Current number of vacant positions.	There is one open clinician position (want to be at 2.5). Also need to fill a full time family partner role (just lost one -- in the meantime can use other BHRS family partners -- but would be best to find someone for the role with lived experience, which has worked well).
Where are BHRS services provided to families?	Individual therapy and family therapy; BHRS may also refer youth to contracted partners e.g. parenting classes, substance abuse treatment.
How are translation services provided to clients and their families?	There are enough Spanish speakers on the team to manage that language, but for other languages use a contracted service called Voyce, e.g. Tagalog
Communication with parents, staff, school, and other service providers. Please explain how, when, and with whom information is shared.	Other than regular reports to the Court and MDT meetings, there are also monthly meetings with the community school (though not schools they are transitioning to; this meeting also includes Superintendent Clark). If a youth has an IEP, or were at a community clinic before Kemp, then communicate with schools and community clinics.
What are the biggest challenges facing BHRS staff at this facility?	GSs (Kemp staff) do need more training on trauma-informed practices; can get frustrated, like parents, because they're so close with the youth. Understandable and well-intentioned, but we could all use more training and practice in that area.
How might BHRS be improved at this facility?	Coming out of the pandemic, BHRS are hopeful that better and more group interactions will get going again, e.g. Once a quarter in the past they'd have Family Night with family, service providers, staff, residents, etc. -- a big gathering. Those were good for everyone.
Is there anything we have not covered that you would like to share or include in our report?	Pre-pandemic there was an annual retreat with staff and providers which was helpful. Would like to get back to that because it creates more cohesiveness.
Comments	Nothing further.
Recommendations	BHRS recommends a refresh of books available in the Camp's library. It was also apparent to us that book selection was limited and not oriented towards the cultures of most of the residents. For example, almost all the books are fiction and not linguistically and culturally appropriate fiction for typical residents.  BHRS also recommends more trauma-informed training for staff, which was also apparent to us in discussing the limited number of trauma-informed training taken by staff recently.





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	Lastly, it sounds like pre-pandemic, the Camp was good about holding large group activities that included family, service providers, et al. It would be good for the mental health of all involved to resume these types of events.
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<b>CAMP KEMP STAFFING</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is the facility fully staffed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There are enough staff to run the facility and maintain required ratios: currently 9 total staff (8 female, 1 male)
Current number of vacant positions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2 vacant positions
Does the facility maintain mandated awake ratios? (1:10)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, their ratios are at least 3:1. Mornings and afternoons, there are usually 3 staff on duty, and afternoons twice a week there are 4. The facility has not had more than 6 residents all year.
Does the facility maintain mandated sleeping ratios? (1:30)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Residents do not sleep at Camp Kemp; they move to the YSC
Are staff youth interactions appropriate and respectful?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes.
Are there enough supervisors to supervise staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, 2 institutions services managers (ISMs)
Is Diversity reflected in the workforce?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - African American men and Latina women, primarily
Bilingual and multilingual staff members.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - 4 Spanish speaking; no other language
Are staffing levels adequate to ensure programs, activities, and services are provided, as required by law?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, minimum requirements of the law are being met, although staff feel that programs are not adequate (see Staff interview).
Is there adequate coverage to provide staff with breaks?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, staff breaks are between 5:00 and 6:00 while youth are in the dorms, although staff do have concerns about relatively thin staffing, i.e. not much buffer in staffing for sick days and vacation days (see Staff interview)
Comments	Nothing further.			



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Recommendations	While staffing is meeting minimum requirements to run the facility, it is not sufficient for the optimal type of supportive, rehabilitative environment that youth need. For example, youth are still sleeping at the YSC simply because of staffing limitations. As stated in previous sections, we recommend increasing the budget in order to support more complete and flexible staffing and programming.
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<b>INTAKE/ADMISSION</b>
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REVIEWED	COMMENTS
Describe what occurs when a youth arrives at the facility.	Note: Any youth living at Kemp has already spent a minimum of one month at the YSC, where all of the YSC's intake and admissions procedures are followed (see the YSC inspection report.)  Upon arrival at Kemp from the YSC, staff sit down with youth to go over expectations, rules; they go to Medical to be seen by medical staff; and then they are given a tour of the living quarters. They are introduced to staff and counselors.
Please explain the facility's screening and assessment procedures and protocols.	Packet is put together by the youth's PO as an "application"; the packet includes previous charges, school info, family history, and BHRS concerns. The packet is reviewed by the Chief, Assistant Chief, Deputy Chief, and Superintendent and they decide if youth will be accepted to Camp. Once the youth is accepted into Camp Kemp, an ISM will send the packet as an FYI to the appropriate departments, such as Medical, BHRS, School, etc.
How are youths with special needs identified?	Medical screening and intake screening when they enter the YSC.
How are a youth's special needs communicated to staff, BHRS, school, Correctional Heath, the youth's attorney, and the court?	Through the intake/screening/application form, which is forwarded to all departments that work at the institution.
Agency Notification: Are partner agencies notified of a youth's detention (i.e., CPS, Foster Care, CASA, School)? Please explain	Yes, CPS is contacted through the hotline, a report is generated and the agency will follow up. Youth entry into Kemp also generates a referral to CASA if youth does not already have a CASA.
Admission Procedures: showers, clothing, unit and room assignments, etc.	There are few procedures over and above what is described in the first row above, since admission to Kemp is a second step after admission and a minimum one month stay at the YSC.



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	The only other thing is that youth are issued new clothing and a new caddy for hygiene items.
Quarantine Procedures	Youth have already been quarantined at the YSC before they come to Kemp. If after entering Kemp, a youth is exposed to COVID then Medical will provide guidelines to follow.
Personal Items & Clothing	Personal items are stored in a locker until the youth is released.
Telephone calls and access	In general 3 times a week, plus 2 in person visits, 2 Zoom
Describe the food available to youth during intake.	Intake is quick enough that snacks are not necessarily needed, but they are available.
Comments:	Nothing further. As stated in the previous section on Documentation, intake and orientation materials and procedures are thorough and supportive.
Recommendations:	None.

<b>ORIENTATION OF YOUTH</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Please describe the orientation process for youth?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	An orientation meeting is held with the youth, their parents, BHRS and a Probation Officer, where expectations are set by each party, programs are reviewed, rules and checklist reviewed. Youth and parents are given a packet to sign. If an orientation meeting cannot be held with all participants present, a separate orientation meeting will be scheduled with missing groups. For out of county youth, e.g. Sonoma, parents are included by phone. The whole process is 1 to 1.5 hours.
Are rules and grievance procedures posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rules and grievance procedures are posted in the dorms.
How does staff ensure youth comprehend the rules, procedures, and what is expected of them during their detention?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	During orientation, staff make the process interactive, asking questions of youth to ensure they understand and respond.



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Are parents/guardians orientated? Please explain	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, see first row's answer
What orientation materials, booklets, or paperwork is provided to youth?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A small bound notebook explaining the Kemp program, rules, etc. is left with each youth. Paperwork for parents and youth has to be signed as well; the papers explain rules and programs.
Who is responsible for conducting orientations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any of the Group Supervisors can conduct orientation. The staff is small, so they're all trained on how to conduct orientation.
Comments	Nothing further.			
Recommendations	Nothing further. See previous section.			

<b>ACTIVITIES AND PROGRAMS</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Daily/Monthly Program Schedule Please attach.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Weekly schedule attached at the end of this section
Daily activity schedule.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See weekly schedule attached
Visiting (2-hr min per week) Please explain the process for scheduling and hosting each type of visit (Zoom, during quarantine, in-person, professional).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Visiting hours are Wednesdays 6:00-7:00 pm or 7:00-8:00 pm, and Sunday from 2:00-3:00 pm or 3:15-4:15 pm. Two visitors permitted per visit, who must be pre-approved by the youth's Probation officer. Parents and other visitors call in to schedule. Zoom calls are also available.
Recreation (at least 1-hr of unscheduled activities)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recreation in the evenings or on weekends can include movies, games, reading, writing, drawing, walks & hikes. On the weekends especially, they have more recreation time and the staff may take youth on outings.  Also, the 5:00-6:00 pm time slot each day, during staff breaks, is unscheduled, and during that time youth have to stay near their beds, so they can read, write, and draw.
Exercise (at least 1-hr+ of daily LMA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LMA exercise can include PE classes, volleyball, boxing classes in the community, and workouts in the small gym in the dorm. LMA is daily from 3:30-4:30.



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Regular Programming Please describe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See attachments at the end of this section
Special Programming Please describe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See attachments at the end of this section
Family Reunification and Counseling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reunification is part of weekly family therapy sessions. Staff ensure that family relationships are going well before providing home passes.
Substance Abuse Education, Prevention, & Treatment offered at this facility/	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	AA classes are held every other Friday.
Victim Awareness/ Restorative Justice	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	StarVista used to offer but does not anymore, reduced their programming during the Omicron COVID wave at the end of 2021 when there were zero residents at Kemp.
Vocational Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff try to arrange for youth on a case by case basis. Kemp staff manage the PREP (aka Phoenix) program for the YSC and Kemp, and sometimes vocational training is a part of the program they design for youth. For example, earlier this year they helped a Kemp resident get a food handling certificate.
Post-Secondary Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project Change is available as needed.
Work Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brighter Day helps residents 16 years and older to prepare for job interviews and to get jobs, e.g. at Safeway. Also, youth enrolled in PREP get coaching on job interviews and job search.
Community Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth make deliveries to Samaritan House, and they also had a program recently to deliver hats and scarves to the homeless.
Parenting Classes for youth with children.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Not currently a need, but if needed, the Medical staff would provide
Rape Trauma Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Not currently available
Sexual Harassment Classes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	They discuss during Girls Circle (see programming descriptions)
Religious Activities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Religious activities are not held on-site, but if requested, residents are allowed to attend religious services off-site, e.g. to attend church with family.
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See previous descriptions of phone calls allowed



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Mail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mail service comes once or twice a week. No restrictions on how many letters they can write. Letters are screened coming in and going out. Not allowed to write to individuals on probation, same as visits.
Please list any other programming offered at this facility.	<p>For residents who qualify, Kemp staff run the PREP Reentry program (aka Phoenix). To qualify for PREP, youth must be at least 16, have been a resident for more than 30 days, and have 3-4 months remaining on their sentence. They also must be willing to participate in PREP and maintain a minimum level of good behavior. Staff coach residents on life skills such as opening and managing their own bank and email accounts, going to the DMV to start the process of getting a driver's license, applying to community college, or transitioning back to high school.</p> <p>In addition, staff supplement services and programs a great deal by running their own programs with residents, such as arts and crafts. One example: Staff worked with residents to research teen health and health services and created a "Teen Health Board" at the entry to the dorms. Youth can also earn incentive points by working as a helper with laundry.</p> <p>Lastly, for youth who have reached a certain performance level in the program, staff supplement programming, and give youth incentives, with outings on weekends and sometimes during the week, for example going to the beach, movies, zoo, pumpkin patch, parks, hikes, touring local community colleges (whether or not in PREP or Project Change).</p>			
Comments	Nothing further.			
Recommendations	Staff are doing what they can with limited resources to supplement programming, and are doing an excellent job with what they have. For example, they found a boxing class in the community that they take youth to; youth really enjoy this. However, as stated in previous sections we recommend increasing budget to support necessary programming from specialists that staff cannot provide such as Rape Trauma Services and Star Vista. Both are needed as youth at Kemp experience high incidences of commercial sexual exploitation and substance abuse.			





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**WEEKLY CAMP SCHEDULE**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
9:00am-12:40pm	SCHOOL Yoga (11am-12pm)	SCHOOL	SCHOOL Yoga (1130am-12:30pm)	SCHOOL	SCHOOL Yoga (11am-12pm)	ROOM CLEANING	
12:40pm-1:15pm	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1:15pm-3:00pm	SCHOOL	SCHOOL	Spanish Zumba	SCHOOL	SCHOOL		
3:30pm-4:30pm	FLY first Monday of month LMA	LMA	BOXING	LMA	LMA	LMA	LMA
4:30pm-5:00pm	DINNER	DINNER	DINNER	DINNER	DINNER	DINNER	DINNER
6:00pm-8:00PM	BRIGHTER DAY 6pm PHONE CALLS		BOXING (4-5pm) PHONE CALLS	ART THERAPY 6pm	AA MEETING 6pm COOKING 2x Monthly	BEAUTY NIGHT Phone Calls	WHY TRY PHONE CALLS



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**Contracted programs:**

- **Yoga:** Youth learn how to meditate and breathe to help manage difficult and emotional situations. Builds strength and balance and they earn physical education credits for school.
- **FLY:** Educating youth of their rights to help advocate for themselves.
- **Art unity movement:** Creates change by healing individuals and uniting communities through inspiring expressive arts workshops.

**Volunteer programs:**

- **Brighter day:** Help at risk youth gain job skills training and offer job placement assistance at the end of the session.
- **Boxing:** Provides structure for the youth, a positive outlet for anger and they get a physical work out. It also helps them with coordination.
- **Alcoholic Anonymous:** Learn ways to cope without alcohol and get support from others.
- **Samaritan house food deliveries:** Teaches the youth how to give back to the community by dedicating their time giving back to others.

**Programs by staff:**

- **Zumba:** Helps with coordination, targets a lot of muscle groups, helps with health and distress.
- **Spanish 101:** Provides youth with the opportunity to learn the basics of the Spanish language comprehension and speaking.
- **WHY TRY:** It teaches youth essential life skills, social and emotional education in a way that they can understand and remember and teaching them resilience. It's an approach to motivating even the most difficult to reach students through hands-on activities, multimedia and use of music.





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- **Cooking:** The youth will learn to shop, prepare and cook easy, healthy meals. Skills taught will include knife safety, properly handling and storage of uncooked meat and poultry as well as food prep for large numbers. While youth progress through this program, they will be able to obtain a food handlers card, which can be used when applying at restaurant style jobs.
  
- **Beauty night:** Help the youth practice self care and teach them how to practice good hygiene and beauty techniques.
  
- **Animal therapy:** Teach the youth how to care for animals, spend time with animals while learning about their diet and needs. The youth find that spending time with animals can be therapeutic.
  
- **Girls circle:** Gender responsive program that is evidence based. Teaches them about resiliency, positive connections, personal and collective strengths and more.
  
- **Garden program:** Learning about plants, veggies, herbs, flowers. Youth learn how to cultivate and care for a garden. They also make meals from the garden after harvesting.
  
- **Voices:** A program of self-discovery and empowerment for girls. Youth share their experiences and voice their thoughts, feelings, ideas in a safe place. They also find support from each other.

Note: All of the programs ran by staff are rotated. The current programs in session are found in the weekly camp schedule.

We also offer other services to youth who qualify such as DMV services ( ID/Driving permit test/Online drivers education courses), Bank accounts and employment services (resume writing/mock interviews/application/ assisting them with transportation to their interview).



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<b>USE OF FORCE</b>	
<b>REVIEWED</b>	<b>COMMENTS</b>
Number of Use of Force Incidents reported since the last Inspection.	Zero. See "Serious Incident Reports" in other section
Please describe the use of force training and education provided to staff since last inspection.	Required by state: 8 hours of arrest & control, 8 hours of ground defense, 4 hours of handcuffing.
Comments	None.
Recommendation	None.

<b>ROOM CONFINEMENT</b>	
Number of hours of room confinement per day. Please explain.	Staff break for 1 hour at 5pm, plus another hour at 8:30 at YSC before lights out
Are there any factors or conditions that could cause an increase or decrease in room confinement time?	Management of emotions / for safety of other youth; youth would go to YSC if really needed. However, for releasing emotions / decompressing, at Kemp the preferred alternatives are to take a walk in the courtyard or go into the small gym in the dorm.
What time does programming begin and end for the day?	See section on programming and daily schedules
Comments	None.
Recommendations	None.



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<b>DUE PROCESS</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Discipline Guidelines (write-up or point removal criteria).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rules and expectations are outlined in orientation. If rules are not followed or youth are not engaged, then that may delay their progress through the Kemp program. For example, the following are types of incidents that would impede progress: not engaging with the program (school, therapy, programming), disruptions and fights, not following rules, or being disrespectful with teachers and staff.
Grievance Trends	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	See review of Grievance Log under “Documentation” section
Access to Supervisors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mr. Mayberry (ISM) walks around regularly so that youth see him and know they can approach him.
Are copies of grievances forwarded to the youth’s parents/guardians and/or attorney?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No, but they are sent to PO, Ms Clark, and to staff management.
Comments	None.			
Recommendations	None.			

<b>MEALS/NUTRITION</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Is the meal menu posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Meal menus are posted in the dorms
Are meal servings ample?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Meals are based on dietitian prescribed guidelines.
Are the meal servings nutritious?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Protein, vegetables and fruit were all included in the lunch the day we were there. That said, the protein was a hot dog, which came with potatoes. Fruit is available as a supplement in the kitchen.
Are the meal servings appetizing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth complain that meals are not appetizing, some meals are served repeatedly, and that the food should be improved.



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Are meals heated and cooled properly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes. Note: The storage fridge has been broken for 2 months, but they have 2 alternative fridges to store the food from YSC in the meantime.
Are staff present and supervising during meals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes
Are Dietary/Food Services Contracted out?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, to the Sheriff's Office, whose commissary also serves adult prisons.
Are youth allowed to converse during meals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes
What is the length of time allotted to eat?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20-30 minutes.
Are snacks provided? If yes, how often?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, once at night before bed time.
Are snacks timely, ample, nutritious, and appetizing? Please give examples.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The residents seem happy with the snacks available to supplement their meals, which are often unappetizing. Snacks include fresh fruit.
Have there been any reported incidents of food-borne illness since the last Inspection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No
Is food available outside of the designated meal/snack times if youth are still hungry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, through the canteen snack program
Does the facility have a "Canteen" program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes, see interviews with youth for more information
What is the protocol for missed meals that are due to court, visiting, or unforeseen event?	Staff always try to feed youth before court. If for whatever reason, another appointment conflicts with a meal, staff save the tray and bring youth to the dining area after that appointment.			
What time are meals served (Breakfast, Lunch, & Dinner).	8:00, 12:30, 4:30			
Dietary Food Services Provider.	County Sheriff manages food for adult institutions and delivers to YSC and Kemp.			
Comments	The quality of the food served at meals, provided by the County Sheriff, has been the persistent and consistent top complaint of residents of Kemp, and the YSC, for more than two years.			



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<b>Recommendations</b>	An investment needs to be made as soon as possible by the County in improving the food at Camp and at the YSC. The current situation is unacceptable. As a Camp staff interviewed said, food is fundamental to all other personal development and progress that youth at Kemp can make. Hungry teenagers do not learn or behave well.
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**TRAUMA INFORMED APPROACHES**

<b>REVIEWED</b>	<b>COMMENTS</b>
Programs and Services Offered	Therapy is offered through BHRS only at this time. While Girls Circle is an opportunity to talk about sexual harassment or abuse youth at Camp have been the victims of the camp no longer receive services from Rape Trauma Services.
Staff Training and Education. Please include any training and education provided since the last inspection.	“Working with Offenders through a Trauma Lens” was an 8-hour course offered in 2019 but there have not been new trauma-informed training classes offered in the past year. (There were fewer trainings generally in the last year + because of Covid.)
Assessment Process	Performance Evaluations once a year. While trauma-informed practices are not a standard section, supervisors might take it into account.
Communication with staff, school, and service providers.	Nothing over and above trainings that were provided after Title 15 passage, in 2019.
Comments	When residents of Camp Kemp need a moment to let off steam / decompress, they are able to get time alone in the interior courtyard to walk it off and/or in the small gym / exercise room where they can even use a boxing punching bag. Staff reports that both are very helpful for residents experiencing frustration.
Recommendations	Despite the fact that youth and staff seem to get along quite well overall, BHRS staff do recommend in their interview that Kemp staff take more trauma-informed training and staff could not give examples of trauma-informed specific training they have taken in the last two years, although other trainings do cover trauma in youth. So, we concur with BHRS that staff should consider taking more trauma-informed training and that trauma-informed practices should be a continual focus at the Camp.



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<b>CULTURALLY AND LINGUISTICALLY APPROPRIATE</b>	
<b>REVIEWED</b>	<b>COMMENTS</b>
Meals and Food	Ethnic foods are not a regular part of the menu, but staff make an effort to accommodate with their culinary program (cooking meals together, 2x/month).
Hygiene Items	Staff make accommodations as needed, e.g. hair products for African-American youth, e.g. particular skin care products.
Religion/Spirituality	Staff make accommodations as needed. See, e.g., Holidays and Observances below: accommodating Ramadan for a resident.
Books and Reading Materials	The library was not noticeably stocked with culturally and linguistically relevant materials (e.g. a section of the library for Latina Heritage), but such books are available for residents upon request. The Office of Education maintains the library and its contents.
Translation Services	The main language in demand is Spanish and Camp Kemp has abundant Spanish-speaking staff. If translation services were needed for another language, the County would be able to provide, but it has not been an issue.
Instructions and Notices	Orientation packets have been translated into Spanish. Where needed for a Spanish-only speaking youth, other materials are translated. Most notices and instructions are by default in English. Grievance forms are in English only, and medical forms are in both Spanish and English.
Holidays and Observances	Staff decorate for and accommodate holidays and observances as needed. For example, when we visited, they were working on a Frida Kahlo art project for Latina Heritage Month, and had also put out a display for Dia de los Muertos. Staff also mentioned an instance in the past of accommodating a Muslim resident during Ramadan.
Programming	Where needed, will provide Spanish-only programming, e.g. AOD and Bible study.
Culturally & Historically Relevant Environment (i.e., artwork, decorations, etc.)	See Holidays and Observances above. Also, the officer's desk in the dorms is covered in the front with interesting words in both English and Spanish, as an educational project.
Staff Education and Training	Staff are well versed in cultural needs as many of the staff are from the same cultural communities as the residents. In addition, some training is happening through the Probation



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	Department; managers just started a course called Race History / “cultural humility”, which they expect to be available in the future to all staff.
Comments	Other than changes suggested in the library, staff do a good job of accommodating and supporting cultural and linguistic differences.
Recommendations	Recommend creating heritage sections in the library to peak the interest of youth; they should not have to ask for these materials -- their educators should be peaking their interest, not the other way around.

<b>LGBTQ</b>	
<b>REVIEWED</b>	<b>COMMENTS</b>
Classification: Room/Dorm Assignments	As above, upon request or as needed; there is a procedure for accommodating youth on case by case basis
Clothing	Staff have provided residents, e.g. trans youth, with boxers, binders, white vs. pink shirts and socks, etc.
Hygiene Items	Available to all youth.
Observances	Would observe, e.g. Pride Month, if LGBTQ youth are in residence.
Accommodations	Not standard, but could make accommodations
Institutional Forms: Gender Neutral Language	Have changed “girls” to “youth” in a number of places
Staff Education, Training, and Best Practices.	Optional training available
Comments	None of the current residents are LGBTQ+, but one recent resident was transgender.
Recommendations	None. Staff do a good job of acknowledging LGBTQ+ youth when in residence





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<b>USE OF TECHNOLOGY</b>	
<b>REVIEWED</b>	<b>COMMENTS</b>
In School and Classroom	In classrooms at Camp Kemp, residents are able to use laptops for school.
On Housing Unit	Use of laptops and tablets is usually not allowed or available in the dorm, with the exception of study hall if youth need to complete homework assignments. However, the staff are bringing up to date the technology available for movie nights. Residents are not interested in using the DVR system available. Staff have finally been successful in having the County provide a Netflix account so that staff do not have to use their personal accounts.
Library	The library only contains books but youth can bring in their laptops during school hours.
Other:	The school rooms have the strongest internet signal. School laptops use monitoring software to prevent residents from visiting prohibited sites or from going off task during school.
Comments	None at this time.
Recommendations	None at this time.

**PHYSICAL INSPECTION**

<b>ADMINISTRATION</b>				
<b>AREA REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Facility Perimeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition overall.
Cleanliness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean overall.
Facility Paint, Gutters, Ceiling, Windows, Roof, Drains	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition at the front of the building.





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Ventilation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good overall, except in the kitchen. Heat gets trapped in if the doors are not open. This may be an issue only in the summer. Youth are allowed to eat in the dorm area where there is AC if they are too hot.
Comments	None.			
Recommendations	None.			

<b>EXTERIOR OF LOCKED FACILITY</b>				
<b>AREA REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Open Green Space, Lawns, and Gardens	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Well maintained. The facility has flower and vegetable gardens in the back, as well as chickens in a chicken coop. Youth can work in the garden and care for the chickens on the weekends.
Concrete/Asphalt Walkways	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Well maintained.
Exercise/Recreation Areas Outdoor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gym floors were polished and waxed 3 weeks ago.  One of the outside walls that faces the interior of the courtyard, next to the large gym entrance, and the concrete walkway beneath it, are covered with bird feces because of several mud nests that have been built under the roof sill above. ISM Mayberry has requested netting be put under the sill to discourage birds from nesting but none has been provided for over a year.
Facility Paint and Windows	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition.
Doors, Gates, and Fencing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition, with the exception of a fence/gate to the left side of the front door. Because of work done on subterranean pipes (related to hot water issue from winter of 2021/2022) in this area, there is a hole in the ground covered by wood planks and a section of the fence has been removed and put to the side. So, the fence is open in this area.



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Gutters, Roof, Drains	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gutters outside of the Gym, where birds are nesting and defecating on the exterior wall, may also need some maintenance work done.  Also, a gutter above the garden in the back is rusted through and so open on the bottom.
Security and Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition.
Comments	Nothing further.			
Recommendations	Provide netting to keep birds from nesting under the aforementioned roof sill in order to clean up this part of the courtyard, and check gutters where nests are now.  Repair fence and exposed pipes to the left of the front door.			

<b>INTERIOR OF LOCKED FACILITY</b>				
<b>AREA REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Lobby	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Well maintained.
Visiting Area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Well maintained.
Living Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition.
Cleanliness	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Well maintained.
Furnishings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition.
Fixtures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Well maintained.
Upkeep	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Well maintained.
Floors and Carpets	<input checked="" type="checkbox"/>			In good condition.
Safe Storage of Chemicals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Secure, clean and organized.



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Sleeping Space	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Well maintained, but not used for sleeping at night, only resting in the afternoon.  Note: Kemp residents sleep in the upstairs cells at the Forest 3 unit at the YSC. Only Kemp residents are upstairs in that unit. Downstairs at the unit are any youth, male or female, who have recently been admitted to the YSC and are in quarantine.
Beds	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition.
Mattresses	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition.
Pillows	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ample pillows provided.
Blankets	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ample blankets provided.
Day Rooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean and organized.
Gym/Exercise Room	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The large gym floor was recently waxed and polished, and the dirty floor mats noted in last year's inspection were replaced.
Classrooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Classrooms were clean.
Restrooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Restrooms were clean.
Showers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Showers were powerwashed 3 weeks prior to our inspection
Temperature: Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good.
Temperature: Building and Rooms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good overall, except there was no AC in the kitchen which was much needed.
Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good.
Visitation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open and spacious. It would be nice to have more resources available in the visitation room aside from just in the waiting/ lobby area.



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Holding Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean and in good condition.
Quarantine	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Quarantine is at the juvenile hall, which we did not tour.
Calming Room	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Still in progress.
Admission/Release	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Organized and well maintained.
Secure Storage Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storage areas are organized, locked and secured.
Comments	None.			
Recommendations	None.			

<b>PERSONAL HYGIENE/APPEARANCE OF YOUTH</b>				
<b>OBSERVED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Appearance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good hygiene, well groomed, and healthy.
Showers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Showers were powerwashed 3 weeks prior to our inspection
Clothing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Youth are provided with 7 days worth of clothing. They get 7 personalized undergarments, 7 shirts, 7 pants, 7 socks, all of which are washed every week.
Outdoor Wear	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition.
Shoe:s Athletic	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition.
Shoes: Shower	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In good condition.
Hair Cuts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean.




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Nails	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean.
Skin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean.
Sunscreen or Sunblock	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	They do receive and use.
Shaving	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Razors provided upon request. Youth are also given the opportunity to use razors for shaving during beauty night every Saturday.
Feminine Hygiene	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Available.
General Hygiene Items: Please list items provided.	Toothbrush, toothpaste, deodorant, shampoo, lotion, Dove soap, hairbrush, comb			
Comments	None.			
Recommendations	None.			

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

  
 \_\_\_\_\_  
 Chair: Monroe Labouisse

Date: November 11, 2022

  
 \_\_\_\_\_  
 Commissioner: Rebecca Flores

Date: November 11, 2022

Attachments: None