

# Juvenile Justice Commission County of Santa Clara

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## SANTA CLARA COUNTY JUVENILE JUSTICE COMMISSION INSPECTION REPORT CALIFORNIA ANCHOR RESIDENT GROUP HOME FOR BOYS JULY 2014

### I. INTRODUCTION

California Anchor Resident, Inc. operates two group homes in Santa Clara County, one for boys and the second for girls. The boys group home is licensed for dependency court placement and the girls home is licensed for both dependency court and juvenile justice placement. Both homes have been downgraded to a Level 9 facility based on a recent audit by the California Department of Social Services, Community Care Licensing Division (CCLD). Two Commissioners of the Santa Clara County Juvenile Justice Commission visited the girls group home on May 21, 2014. The findings and observations of this visit are attached to this inspection report.

Based on the girls group home visit, the Commission decided to conduct a routine inspection of the California Anchor boys group home in San Jose pursuant to California Welfare and Institutions Code Section 229.5. Four Commissioners visited the boys group home on July 24, 2014 at which time the Commissioners inspected the facility and interviewed on-site staff and juveniles placed in the home. The findings and observations of the inspection and interviews conducted are detailed in this report. In reviewing the findings and observations of the two reports, both group homes share some common themes concerning the condition of the kitchen, the maintenance of yards, and screens on the window.<sup>1</sup>

### II. POPULATION

The boys group home is licensed for a maximum capacity of six minors. As of the inspection date, there were six residents ranging from age 14 to 17. Two of the residents were from Santa Clara County and the remaining four were from Alameda, Contra Costa and Santa Cruz Counties. One of the youth was currently absent without leave (AWOL).

### III. FACILITY

The home is located in a residential neighborhood that is adequately maintained. California Anchor rented the home three years ago. Inspection of the group home

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<sup>1</sup> The visit to the girls group home was not considered a formal inspection. As such, the visit did not cover and address the broad spectrum of subjects normally included in an inspection. Therefore a comparison in the management of the group homes is limited to only the areas covered by the girls group home visit.

exterior, front and back, indicated that the property maintenance needed some improvements. The yard is not kept and there is sparse lawn in both the front and back yard. The team was informed that there is a gardener, but the lawns were not robust enough to be mowed. The backyard was basically dirt with a wire mesh enclosure in one part. There were no tables, chairs, benches, or sports equipment. A patio area was located between the kitchen and staff office. Fencing on one side of the yard was in poor condition. On the day of the inspection, it was very hot and the unscreened windows were open in all the rooms even though the house had air conditioning.

The home is a single story structure with 3 resident bedrooms containing two beds each and two dressers, two bathrooms, a staff office, living room, small dining area and kitchen. Instead of doors to closets, curtains were used. The bedrooms were maintained in a neat and orderly fashion. Access to two of the bedrooms and office required a step down, which could present a hazard to individuals not familiar with the home layout or with disabilities. Signs were posted during the inspection indicating that entrance required a step down.

The staff office is located in what appeared to be the previous master bedroom. The youth's files are kept in a locked file cabinet. Also located in the office was a safe, a computer (limited resident access only), a second refrigerator (locked), supplies, a small refrigerator (that could be locked) for medications requiring refrigeration and a first aid kit. All residents have chores assigned during their stay. Daily and weekly chore assignments are posted on a large calendar in the staff office.

The living room had a large amount of seating and one television, which was on during the inspection. The Commissioners did not see a bookcase, books or games for the residents.

The kitchen and dining area are located off the main hallway across from the living room. The dining table was adequate to seat 6 people for meals.

The garage is located next to the kitchen. The washer and dryer are located in the garage and were in use during our visit. Residents are responsible for their own laundry.

Access to the Internet is limited. A former resident had damaged the home computer a few weeks earlier and it had not been replaced. Under normal circumstances, the computer could be used in a supervised environment if approved by a social worker. If a resident required the use of a computer to complete homework or fill out important papers such as a job application, he would be allowed to use the staff computer or go to the HUB Resource Center, YMCA or the library. Staff could not give a date when the damaged computer would be replaced.

#### **IV. STAFFING**

The staff work in three eight-hour shifts, 7a.m.-3p.m., 3p.m.-11p.m. and 11p.m.-7a.m. The average workweek is between 42 and 48 hours with some staff working double shifts. There is currently 8 staff, including a facility manager. House staffing levels depend on the number of boys in residence. One staff per shift is scheduled when 1 to

4 boys live in home. The number of staff per shift increases to two when the number of boys rises to 5. The home, at times, will have 1 staff working the night shift, with a second staff on-call, if needed.

Staff education requirements include a high school diploma or GED. If applicants do not have either, they are required to have at least one year's experience in a group home under the supervision of a regular staff member. Existing staff are required to undergo 20 hours of training each year and new hires must complete 40 hours of training. Training classes are offered either by California Anchor at the group home or staff attend classes provided by governmental agencies or community based organizations. Training opportunities are posted in the office and staff must sign-up for the training. All staff must submit a certificate of completion, which is placed in a binder. However, during the interview the staff were unable to provide a comprehensive or mandated list of topics that were to be covered in further training classes.

#### **V. FOOD**

The kitchen area was clean; however, cabinet surfaces and shelves need a deep cleaning. A four-week planning menu was posted on one of the cabinets. Staff indicated that the home follows the nutritional guidelines required by CCLD. Staff was unaware of any other regulations. If the home is informed about a youth's special nutritional needs, the home will provide foods appropriate to his requirements. Metal knives are stored in the safe located in the staff office. The cupboards were full of food, including canned soup, corn, peas and beans. Fresh fruit was located on the dining table. The refrigerator and freezer were well stocked. Eating utensils (plastic and firmware) and plastic plates are used to serve the food. Dinner is from 6-6:30 p.m.

#### **VI. SAFETY**

Smoke detectors were located in every room and the office. One CO2 detector in the house was located in the hallway, which the staff had difficulty finding. There was no evidence of a fire alarm in the home or a posted evacuation plan. Also, there was no evidence of a Fire Marshall inspection or any reports since the home was rented three years ago. Two small fire extinguishers were found, one of which was still in its box. A first aid kit was located in the staff office closet and appeared to be fairly complete. As noted previously, the home has no screens on any of the bedroom windows, even though the "Group Accountability Rules" included in the group home's printed material states "All screens and blinds in place at all times." Staff stated that the screens were removed because of the residents were constantly removing them.

#### **VII. MEDICAL SERVICES**

The group home is responsible for medical care of youth while he resides there. A newly admitted resident must be seen by a doctor, a dentist and have an eye examine within 30 days of admission to the home. The group home must schedule any required follow-up appointments. As part of the intake packet, the social worker will provide medical information completed by a physician, which is kept in the residents' file in a locked cabinet in the staff office. On her own initiative, if the newly admitted youth does not have a Medi-Cal card, the Facility Manager has an arrangement with the clinics used by the group home to register the youth for a 30-day interim medical,

dental, and vision program through the California Health Plan, (CHP). This arrangement enables the youth to have medical and dental coverage until the Medi-Cal card is available. All clinics are geographically close to the group home. Medical appointments are made at the Foothill Clinic and dental appointments at K.C. Dental.

Medications requiring refrigeration are kept and locked in a small, refrigerated unit in the Office. Staff reported that currently none of the youth require temperature-controlled medications. Commissioners confirmed the locked unit was empty. Medications not temperature-sensitive are kept in a locked cabinet in the office with designated staff retaining the key.

The staff provides transportation for medical appointments. In case of an emergency, 911 Emergency Services will be called, and staff will meet the youth at the receiving medical facility. The assigned social worker and the analyst from CCLD are notified of the emergency. Although the staff receive training, the group home currently does not have any written protocol that outlines the process.

All medical, dental and eye doctor visits for the youth are documented in the youth's file, including medications, immunizations and diagnosis given at the time of visit. This information will go with the youth to any possible new placement.

Also included in each youth's file is the Admissions Agreement, the intake packet, an Emergency Contact List, along with a form to be signed by the parent or authorized representative giving consent to emergency medical care. Reproductive health education is also addressed in the Admissions Agreement, stating that it is the responsibility of Eastfield Ming Quong (EMQ) to provide each youth with reproductive health education regarding healthy relationships, birth control and communicable diseases and their prevention. This information may be discussed in groups or privately with each youth by Treatment Team staff.

### **VIII. MENTAL HEALTH**

The Group Home has a contract therapist who sees the youth one hour each week either individually or in a group. If so indicated in the treatment plan, EMQ provides additional therapy. EMQ will transport the youth to the agency's facilities. The group home staff are members of the overall treatment team and will participate in Children and Family therapy meetings. The group home also conducts mandatory informal discussions (rap sessions) every evening to check in with the residents on the events of the day.

### **IX. EDUCATION**

James Lick High School, the nearest and jurisdictional high school, is the general school for enrollment of the youth. Pine Hill School is available for residents with special educational needs. Staff stated efforts are made to transport residents to their home school in an attempt to provide continuity and stability. The efforts to accomplish this depend on the geographic location of the youth's school of origin. Commissioners were told that EMQ staff assists with the transport of the youth to and from school as part of the Wrap-Around Services provided to the residents. Group home staff or on-call staff also are available for transportation. In some instances, a

youth may have access to a bus pass.

The daily time sheet reflects a study hour from 3:30 p.m. to 6:30 p.m., and refers to “shared computer usage”. As referenced previously, the computer was damaged, and staff is unsure as to when it will be repaired or replaced. If a resident required computer access to complete school assignments or fill out job applications, they are permitted supervised use of the office computer or they are transported to the HUB Resource Center, local library or the YMCA.

Commissioners, while inspecting the residence, observed, apart from the dining table, there were no desks or flat surfaces in any of the rooms where a youth would be able to study. It was later confirmed that the dining table, in fact, serves as the study area. The table size limits the number of residents who could sit and complete homework assignments.

## **X. PROGRAMS**

Some of the services provided to the youth include both on-site and off-site programs. Listed here are some of the most basic programs available:

- Points and Rewards System
- Anchor Group home therapy, individualized for each youth’s needs
- RAP sessions
- EMQ Programs (EMQ, Matrix and Family First): once each week. The programs offered include therapy services, life skills guidance, personal care and reproductive health education.
- Alcohol and Drug Treatment: AA and NA
- YMCA
- The HUB Resource Center provides a wide variety of services from life skills to assistance in job searches.

## **XI. BEHAVIOR MANAGEMENT PROGRAM**

Points and Reward System: The group home relies on a points and rewards system, which serves to guide the behavior of the residents. The group home is responsible for maintaining discipline in the home, using positive reinforcement for appropriate behavior.

The residents are assigned a behavior level letter depending on behavior and cooperation. An “A” designates the highest level, with “B”, “C” and “D”, the lower levels. Each new youth is placed at the “D” level. Points are given for cooperation and good behavior, which moves the minor up a level. A youth also receives an allowance, based on his level and status in the home. The Admission Agreement indicates these monies may not be withheld, but are closely monitored, and are dependent on the youth’s compliance with home rules, the timely completion of assigned chores, school attendance, and curfew compliance. Each resident must also earn access to a day pass to leave the home.

Discipline: Discipline in the group home is referenced in several handouts the youth is given upon arrival: Admissions Agreement, House Rules and Consequences, and Discipline Policies and Procedures, which the youth and social worker must sign.

These rules refer to several types of discipline, but not limited to:

- Restriction to room, house or grounds
- Deprivation of privileges: TV, outings, use of telephone, playing music.
- Suspension of activities for failure to perform chores or for curfew violations.
- Restitution if a youth, through maliciousness or negligence, causes damage to property of another person. This could be a monetary payment, or by doing chores for the other person.
- Points are not given if behavioral expectations are not met. The level and standing in the home will be affected and monies are not earned.
- All points are forfeited if violent behavior is exhibited or if resident is AWOL.

Failed Placement: Points are forfeited and a resident risks removal from the group home for the following reasons:

- Violent behavior
- AWOL - A resident does not return by curfew.
- Property Destruction
- Physically assaulting another resident or staff

Grievances: Residents must request a grievance form from staff. The grievance procedure for families and youth is detailed, in part, in the Admissions Agreement. When questioned, staff stated the processing of a grievance is not detailed in any printed staff policy and procedures manual.

The printed Grievance Form given to the Commissioners provides space for the youth's signature only. No space is allotted for supervising staff to indicate that the grievance was reviewed and investigated and what action, if any, was taken. Commissioners asked about Anchor's Grievance Review Policy and were informed that the procedure is not in writing.

Staff indicated that they have not received a grievance during the past 12 months.

Incident Reports (IR): An IR is completed when a youth has significantly violated house rules, school regulations or committed an illegal act. A Commissioner looked through the group home's IR binder, containing 188 incident reports, which covers the past 16 months. Examining a random sample of 70 reports, the Commissioner found the majority of the IRs were for violations of curfew rules, leaving the premises without permission (AWOL), disruptive and destructive behavior and failure to attend school. Some IR's indicated more serious behavior violations: threatening staff or other residents; theft; fighting off-premises, which required medical care; and extreme destruction of property on premises. Staff could not provide the Commissioners with any written procedure for staff to follow in the processing of IRs.

While each was dated with the time of the incident, and the reporting staff member's name was typed at the top of the report, the Commissioners could not find the reporting staff's signature on the IRs. The Commissioners were informed that the staff member's typed name was considered to be the signature of the reporting party. The form provides space at the bottom for the reporting party to indicate "Immediate

Action Taken and Persons Contacted”. This portion had been completed on each of the 70 forms reviewed. The Anchor Administrator confirmed that, although he reviews the IR’s, he does not sign them as having been reviewed. The Executive Director stated that he is in regular contact with the group home, and is made aware of all incidents. The Executive Director indicated that the Board of Directors was told about the most serious incidents.

Bank Accounts: Youth with jobs may keep a maximum of \$50 from each paycheck, which is closely monitored. Earnings over and above that amount must be deposited in a bank account, co-signed by authorized staff management, who retain the passbook.

## **XII. FAMILY VISITATION**

All visits must be pre-approved by the youth’s social worker. The group home receives a list of individuals the youth may see, as well as a no-contact list. Subsequent visits are approved by the Facility Manager or other authorized staff.

Generally, at-home visits are approved the day before, but can be granted on the day of the visit. At the time of the initial at-home visit, the family picking up a youth must produce identification, proof of car registration and insurance, and must complete a Home Pass Contract. A pass is required for an outing or at-home visit. All approved passes for the day are posted on the bulletin board. Staff stated that approval for subsequent visits is verbal, and that no one actually signs off on a “Visit Approval Form”.

All visitors to the group home sign in and out and only 2 visitors are permitted at any given time. Visiting minors must provide some form of identification, which states their name and address and proof of the high school they are attending.

## **XIII FEEDBACK FROM YOUTH**

Commissioners received feedback from four residents on the day of the inspection. One group home resident (14) had recently been placed in the home. He said the staff treated him very well and he was treated with respect. Another resident, who had been in the group home for 2 months, said he also liked the home and got along with the other residents. He stated that he also liked the food that was being served and that he was able to visit family members frequently. A third interview was conducted with a youth who has been a resident for 6 months and had been in this home previously. He liked the staff, but indicated that he would like more activities available to the youth, particularly on the weekend. A fourth resident (16) arrived 3 days previously. He was originally from Alameda County and stated this was his third group home over a period of time. He said he had also been a resident in an Independent Living Program home, but he had “messed up” and had been sent to another group home placement, prior to being admitted to this home. He said he missed his friends and playing basketball. He was looking forward to obtaining a bus pass so that he could see and learn to navigate the surrounding area.

## **XIV COMMENDATIONS**

- Staff are commended for

- Their efforts to ensure youth without a Medi-Cal card have medical coverage until the Medi-Cal card is available.
- Their cooperation with the Commissioners during the inspection.
- Staff and residents are commended for
  - Their efforts in maintaining a clean and orderly home.

**XV. RECOMMENDATIONS**

The Juvenile Justice Commission recommends the following:

- Schedule a fire inspection
- Post an evacuation plan at various places in the house.
- Provide training and procedures manuals to staff with all procedures in writing, including the handling of medical emergencies, the processing grievance forms and incident reports, and training requirements for new hires and on-going training for all staff.
- Establish a list of mandatory training for staff and a timeline when this training must be completed or updated.
- Revisit the minimum qualifications for staff hiring, even though the qualifications meet minimum standards for licensure.
- Designate a specific study area in the home other than the dining table.
- Replace the damaged computer.
- Clean up the front, back and side yards and patio area to make it inviting for the residents: by improving the landscaping and adding a basketball hoop on the cemented area, a table with chairs or benches and lawn chairs.
- Deep clean the kitchen cabinets both inside and out.
- Place screens on the windows throughout the house.
- Handle the IR's in a more formal fashion, with signatures of both the reporting staff and the Administrator with oversight by Board of Directors, pursuant to State of Calif. Regulations

**XVI. SUMMARY**

Based on the information gathered during the boys group home inspection, The Santa Clara County Juvenile Justice Commission reports that the California Anchor boys home in San Jose has met the standards and requirements for a group home.

However, it must be noted again that the separate reports prepared by the Commissioners for the girls and boys group homes shared common themes concerning the condition of the facility and yards. Both reports recommend improvements in the maintenance and cleanliness of the kitchen, the condition of the yards and the need to place screens on the windows.

Approved by the Santa Clara County Juvenile Justice Commission on October 7, 2014.

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Penelope Blake, Chairperson

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Date

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Jean Pennypacker, Inspection Chair

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Date



**DOCUMENTS REVIEWED**

- Group Accountability Rules
- 30 Day Menu Planning
- Admissions Agreement and Contract
- Printout of Residents' Privileges
- Intake Packet, to include:
  - Diagnostic Summary of Youths' Needs
  - Group Home Agreement
  - Discipline Policies and Procedures
  - Appraisal Needs and Services Plan
  - Orientation and Transition Phase-A Guide For Youth
  - Transitional Living Form and Agreement
  - "Do Not Contact" List for each new resident
- List of Youth's Personal Rights
- Pre-Placement Appraisal Information Form
- Home Pass Worksheet
- Home Pass Medical Log (Lists Prescriptions)
- List for Residents, "101 Things You Need to Transition Into Independent Living Program"
- Table showing current Anchor Residents' points and levels for July, 2014, noting residents' personal behavior points and status level
- List of Off-Site Activities for June 2014 prepared by the group home
- AWOL Protocol
- Consent For Medical Care and Emergency Treatment -To be signed by youth's authorized agent
- Protocol for Dismissal and Removal
- Health Contact Form, Listing
  - Social Worker
  - Parent, Foster Parent, Guardian, or Nearest Relative (to include phone numbers)
  - Medical Provider
  - Immunizations
  - Most Recent Medical, Dental, Vision Exams
- Emergency Contact Information
- List of Off-Site Programs (fliers from various agencies listing services and activities:
  - East Valley YMCA
  - The HUB
- Group Home Regulations for Board of Directors (Published by State of California Department of Social Services, Community Care Licensing Division, Child and Family Services Division)
- California Anchor Residents, "Employee Training Dates for First Quarter 2014 July, August and September"
- California DSS Manual CCLD Regulations – Group Home Regulations 84064 – 84064.3 and 84065

- California Welfare and Institutions Code, Section 229.5
- California Department of Social Services, Foster Care Rates Bureau, Overview of Group Home Rate Classification Levels (RCLs)
- California Alliance of Child and Family Services, Group Homes for Foster Children Fact Sheet
- California Unusual Incident Report Form
- Unusual Incident/Injury/Death Report
- Children's/Family Complaint Form
- Emergency Disaster Plan for Children's Residential Facilities – phone numbers of emergency facilities
- Activity Schedule, July 2014
- Sample of daily chore schedule
- Point System Explanation

## SANTA CLARA COUNTY JUVENILE COMMISSION GROUP HOME VISIT REPORT

### I. INTRODUCTION

Prior notice was given to the Executive Director of California Anchor Resident, In., which operates the Girls Group Home located in San Jose. On Wednesday, May 21<sup>st</sup> at 5:30 p.m. two Commissioners conducted a visit to this home. At the time of the visit the Facility Manager was present along with one counselor and two female minors.

The Hurstwood Home is a six-bed residential girls' home, which has been providing services for both Juvenile Probation Department (W&I Section 600) female minors and Dependence Court (W&I Section 300) female minors for more than 13 years. Although it is not designated as a mental health facility the Facility Manager reported that minors with mental health disorders are placed there. The staff-to-minor ratio is set at 1 to 3. The Facility Manager's own residence is nearby and she is frequently on site.

At the time of the visit four girls were assigned to the home. However, one girl from Santa Cruz County was AWOL and had been for almost a week at the time of visit. Another was at the Santa Clara Valley Medical Center (VMC) for causes that were not specified but were related to a mental health hold. The girls ranged in age from 14 to 17 years of age. There were no Section 600 placements currently assigned to the home. The home is licensed as a Level 10 property, although on occasion higher risk girls have been placed there if no other facility was available. It is also a "hands free" home. This means that any girl wishing to leave the property, without permission, will not be restrained from doing so.

According to the staff representatives from agencies and/or community-based organizations (CBO's) involved in "wrap-around" services are at the home at various times of the day throughout the week.

### II. PHYSICAL SETTING

The house is a single story home located just inside the corner of a cul-de-sac. The exterior of the home was not well maintained with a number of wood eave surfaces with paint that was worn away or flaking. The lawns in front and back had not been maintained or recently mowed (images # 1 and # 2.) The walkway next to the house that led through a gate into the backyard was partially blocked by boards leaning against the house.

In the backyard was a large, mostly wooden child's slide that appeared to be long out of use. (images # 1 and # 2.) Near the back fence was a very large palm tree that had not been maintained/trimmed.

The Commissioners were concerned any falling limbs could possibly injure anyone standing nearby. Next to the door out from the garage into the backyard side walkway was a newer central A/C unit, but it wasn't in use during our visit.

On the back of the house there was green moss, or possibly mold, noticeable on the edge of the patio door wall and the adjoining office wall as well as on the patio itself.

The living room had three couches, a small knickknack cabinet and one floor lamp. On the wall was a pull handle for a central fire alarm. A small screen LCD TV was also there. On the ceiling (and in the other rooms as well) was a smoke detector. All the detectors were tested by the Commissioners and were in working order.

In the kitchen the wall and under counter cabinets were in bad condition with loose hinges, etc. (images # 3, # 4 and # 5.) The cabinets contained plastic plates and cups. There was an uncovered plastic container on the counter next to the stove that the Commissioners were told contained "grease" used for cooking (images # 6 and # 7.) There was a table in the kitchen that was used for meals. Under the table was a bag containing glass dinnerware. There was a refrigerator, which contained various food items and fruit-type drinks. There was no metal cutlery in the kitchen. Plastic utensils were used instead since a current client has history of cutting herself. The metal utensils were being kept in the supervisor's office.

In the family room there is a sliding door to the backyard and a standard door into the garage. Located there was a small computer stand or table with a notebook computer on it. Aside from a chair at the computer stand, there was no other furniture in the family room. The Commissioners were concerned that it was unknown if any "blocks" were used to regulate what can be viewed on the computer. The hour when the computer usage is ended for the day seemed to vary from an official 9:00 p.m. to as late as 10:00 p.m.

The garage was unused except for storage of old couches. The water heater insulation blanket needed replacing. There was a locked horizontal-style freezer chest there as well. It contained frozen foods. There was no temperature log in sight. A number of 5 gallon water bottles were stored there. The door from the family room is kept locked.

Each of the three small bedrooms had two beds and little other furniture. The rooms seemed to free of clutter.

What had been a hallway closet had had the sliding door(s) replaced with a sheet or curtain. The closet held toilet tissue rolls and other various supplies. On a wall nearby was a carbon dioxide detector.

What may have been another bedroom was used as a supervisor's office, which has a key-locked door. The office held locked file cabinets that contained client records, medications and cleaning supplies. An open shelf area held various dry goods and food. There were a number of wall signs detailing who was assigned to the home; their current status; and their housekeeping and cooking assignments.

Bulk bottled water is provided.

### **III. SAFETY**

There are 5 ~ 6 surveillance cameras mounted on various elevated areas on the exterior of the

house. The cameras cover the front and sides of the house and the video outputs are monitored in the office. There was no visible video feed from several of the camera positions.

None of the windows have locks or alarms. Most of the windows are missing screens, about which the commissioners were told that California Anchor Residents does not have to replace them. Flimsy curtains were used to hold out flies or bugs, which the Commissioners viewed as being inadequate screening.

As mentioned the fire alarm pull box is located on the living room wall next to the entrance to the kitchen. Operating smoke detectors were seen in each room. There was one CO<sub>2</sub> detector in the bedroom hallway area.

One small fire extinguisher is mounted on the wall in the supervisor's office. The Commissioners were concerned that the staff could not recall when the last fire inspection had taken place and that no fire inspection certificate was available for inspection at the home.

Should a girl go AWOL a 311 call is placed by an on duty staff member as soon as possible after the event and a record is kept of any responding police badge number(s) and any case number that is assigned. The Facility Manager, assigned social worker and Executive Director was also immediately notified.

If a girl returns from being AWOL that girl is first taken to VMC for a physical examination.

#### **IV. EDUCATION**

Juveniles attend their home schools if that is possible. The home arranges to transport them to and from school. If they are not doing well academically, they are sent to the nearest neighborhood school. At present one of the current residents has declined to attend school.

#### **V. RECOMENDATIONS**

1. That a current fire inspection certificate be available for inspection.
2. That the house numbers on the front of the home be repaired or replaced.
3. That the front and back yards be properly maintained.
4. That the palm tree in the back yard be trimmed.
5. That loose boards next to the side of the house be removed/discarded.
6. That the moss or mold on the rear exterior of the house be removed.
7. A clear statement of the retirement hour be posted.
8. That the home be aware of what blocks, if any, exist for what can be viewed on the computer.
9. That glass dinnerware in the kitchen be removed and stored securely.
10. That replacement screens be installed in windows typically opened for ventilation, or suitable weight curtains be installed.

#### **VI. COMMENDATIONS**

That the facility be commended for providing a wide variety of foods and more than adequate quantities of bottled water.

That the Facility Manager be commended for making herself available to deal with any issues or emergencies that might arise.

**Approved by the Santa Clara County Juvenile Justice Commission on July 1, 2014**

Penelope Blake, JJC Chairperson

Date:

Vincent Tarpey, JJC Inspection Chair

Date:

Image #1: Under counter in kitchen



Image # 2: Under counter in the kitchen





Image #3: Backyard



Image #4: Under counter in kitchen



Image #5: Backyard lawn and child's gym set



Image #6: Cooking grease on kitchen counter next to stove



Image #7: Cooking grease on kitchen counter next to stove

