



## 2013-2014 SANTA CLARA COUNTY CIVIL GRAND JURY REPORT

# IS THE RECEIVING, ASSESSMENT AND INTAKE CENTER A SAFE PLACE FOR CHILDREN?

### Summary

The 2013-2014 Santa Clara County Civil Grand Jury received a complaint stating that Santa Clara County's new Receiving, Assessment and Intake Center for children entering foster care is cramped and dangerous.

Santa Clara County Juvenile Justice Commission issued a report in January 2013, entitled "Santa Clara County Juvenile Justice Commission Receiving Center Site Visit Report."<sup>1</sup> The report highlighted concerns about the new location and listed 14 recommendations. One recommendation stated, "In light of the temporary nature of the current Receiving, Assessment and Intake Center, the Commission recommends that the Social Services Agency initiate an immediate and thorough process to secure a new facility, in a central and safe location."

County officials did not dispute the findings in the report, but noted that by February 2013 most of the immediate concerns had been addressed. The Social Services Agency has said that while the facility is not ideal, it is only temporary (three to five years),<sup>2</sup> and that children are not routinely held for more than 24 hours.

With the location being a concern, the Grand Jury decided to pursue this investigation with an emphasis on the safety and security of the children coming into the Receiving, Assessment and Intake Center.

### Background

The Santa Clara County Social Services Agency (SSA) Receiving, Assessment and Intake Center (RAIC) serves the Department of Family and Children's Services (DFCS) as a non-residential facility that provides a receiving point for children placed in temporary custody by law enforcement officers and/or social workers.<sup>3</sup>

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<sup>1</sup> "Santa Clara County Juvenile Justice Commission Receiving Center Site Visit Report", January 2013

<sup>2</sup> May 16, 2013 minutes of the Children, Seniors and Families Committee of the Board of Supervisors

<sup>3</sup> Social Services Online Policies and Procedures, §1.10 ([http://www.sccgov.org/ssa/opp2/01\\_intake/1-10.html](http://www.sccgov.org/ssa/opp2/01_intake/1-10.html))

## **The Location and Facility**

The RAIC was originally housed at the Santa Clara County Children's Shelter on Union Avenue in San Jose. "To keep up with national changes in child welfare practices, Santa Clara County Social Services Agency began to phase-out residential care at the children's shelter in favor of home-based placement for abused and neglected children."<sup>4</sup> In 2010, the DFCS began transitioning from a shelter approach to a RAIC approach at the Union Avenue location.<sup>5</sup>

Because fewer children were coming into the RAIC and staying for shorter periods, the shelter on Union Avenue was too large and became too costly to maintain. In 2012, the shelter was sold. With limited budget, time, and available facilities from which to choose, DFCS was forced to find a new location for the RAIC. The facility chosen was in the Mediplex Building on East Santa Clara Street in downtown San Jose and the new center opened in January 2013.

The Mediplex is a three-story building built in the early 1980s and currently sits adjacent to a large construction site. There are three other public agencies occupying portions of the building during the hours of 8:00 a.m. to 5:30 p.m. Monday through Friday. Some sections of the building are vacant.

The RAIC is located in the bottom floor/basement down one flight of stairs from the street level. The entrance for the RAIC is off a shared lobby where people utilizing other services in the building pass through. The RAIC does not have a direct entrance or exit from the building. The door to the RAIC is locked from the inside and visitors have to be admitted by the RAIC staff or the deputy sheriff on duty. There is no night or weekend occupancy of the building other than the RAIC.

The interior of the RAIC has four small bedrooms that can sleep nine children and two infants. There is a communal area approximately 20'x24' that is divided into two sections to provide activities for older and younger children. The area has two televisions, two play areas, and also serves as the dining area. One play area is set up with activities and toys for younger children and infants. The other area has activities, including games and books, for older children and teens. The windows are either frosted or curtained so no one can see into the rooms. In January 2014, a new playground was added to the facility.

## **The Process**

In Santa Clara County, when children are removed from parental custody, the first stop for many is the RAIC. Removing a child from a home is an intervention of last resort,

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<sup>4</sup> "County of Santa Clara Declares Children's Shelter Property Surplus," County of Santa Clara Office of Public Affairs, May 10, 2011

<sup>5</sup> October 2013, Harvey-Rose Associates, LL, "Management Audit of the County of Santa Clara's Department of Children and Family Services"

taken only if the immediate risk to the physical, psychological or emotional safety of the child is so great that the child cannot safely remain at home. The child's safety/welfare is the most important criterion in deciding whether to bring the child into protective custody.<sup>6</sup> "The Assessment and Intake Center does not turn away any child who is assessed to be at risk of abuse or neglect."<sup>7</sup>

Children (0-18 years) are brought to the RAIC by emergency response social workers or law enforcement officers. The facility operates 24 hours a day, seven days a week and is staffed with counselors who work varying shifts to provide continuous supervision. If needed, the children are provided with clothing, a bath, meals, and snacks. The counselors comfort the children, read to them, or just talk. The children are offered a blanket or stuffed animal for comfort, and they are able to take those items, along with any clothes they are given, when they leave the RAIC. The safety and security of the children are the utmost priorities of the staff.

If a child shows signs of obvious illness or injury, it is the responsibility of the emergency response social worker or law enforcement officer to transport the child to the hospital prior to arriving at the RAIC. If there is a medical issue after the child is at the RAIC, a nurse from Juvenile Hall can respond in person or by phone; or if an urgent medical issue arises, the staff may transport the child to Valley Medical Center or call 911. There is a Physician's Assistant (PA) on duty in the same county Mediplex Building during the hours of 12:00 p.m. to 9:00 p.m., Monday through Friday. If a child has a non-urgent medical issue during off hours, the staff will leave the information for the PA to follow up while on duty.

Mental health screenings are not required for each child. The social worker will assess the child and if it is believed necessary, the child will be seen within 24 hours by a mental health professional.

After obtaining information from the emergency response social worker, the onsite social worker will interview the child to find out if there are any close relatives, friends or neighbors who might be able to take the child into their home. Social workers are on duty Monday through Friday 7:00 a.m. to 9:00 p.m. and Saturday 9:00 a.m. to 6:00 p.m. The social worker then conducts interviews, does background checks and arranges for fingerprints to be taken of any prospective custodial candidates. If a qualified person is not found to take the child, the next step for the social worker is to find an appropriate foster home or group home, preferably one in a neighborhood close to the child's school.

The RAIC is not a licensed shelter; therefore, once the children are admitted, California Community Care Licensing Division Regulations, Title 22, Division 12, require that they be placed into a foster home or other alternative living situation within 24 hours of entering the RAIC.

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<sup>6</sup> Social Services Online Policies and Procedures, §1.11

<sup>7</sup> *ibid*

## **Juvenile Justice Commission Reports**

After their initial visit in January 2013, members of the Juvenile Justice Commission<sup>8</sup> made two more visits to the RAIC and issued an updated report in March 2013, entitled “Santa Clara County Juvenile Justice Commission Receiving Center Site Report Update.”<sup>9</sup> This report highlighted some new concerns and concluded that while most problems had been corrected, the location remains an issue that needs to be addressed. The updated report stated “As discussed in our initial site report (1/17/13), the Center is located in an area that had 1600 reported crimes in one year...The staff reported observing numerous illegal activities such as marijuana smoking and prostitution within the immediate vicinity of the Center. The Center is a couple of blocks from the Roosevelt Park, an area known for gang activity. Since the Center cannot restrain any youth that comes to the Center, a certain percentage of older youth routinely run away from the facility. Staff has reported observing runaway youth who are engaging in illegal and dangerous activities in the immediate area.”

## **Methodology**

During the process of preparing this report, the Grand Jury conducted 13 interviews with county employees from SSA, Juvenile Justice Commission members, and security personnel. The Grand Jury also made four inspections of the RAIC, attended three RAIC Stakeholder meetings, and reviewed documents. See Appendix A for a list of documents reviewed.

## **Discussion**

### **Safety and Security**

During the Grand Jury’s investigation, some incidents reported in interviews with county employees included homeless people urinating near the building and sleeping in the bushes under the RAIC bedroom windows. The Grand Jury was informed that there have been altercations between the public and the Mediplex Building staff. In one incident, a woman came to the RAIC demanding to see her child and when denied entry, left the area. A few minutes later the fire alarm went off, requiring the building to be evacuated. It was initially feared that the alarm had been pulled as a diversion, but upon investigation it was discovered that the woman had been smoking drugs in a bathroom and the smoke caused the alarm to sound.

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<sup>8</sup> “The Juvenile Justice Commission of Santa Clara County is a state-mandated court-appointed authority. The broad purpose of the Commission is to inquire into the administration of the juvenile court law in the county “. [http://www.sccscourt.org/court\\_divisions/juvenile/jjc/jjc\\_home.shtml](http://www.sccscourt.org/court_divisions/juvenile/jjc/jjc_home.shtml)

<sup>9</sup> “*Santa Clara County Juvenile Justice Commission Receiving Center Site Report Update*”, March 2013

While reviewing crime statistics reported by the San José Police Department and the Santa Clara County Sheriff's Office, the Grand Jury found the following statistics:<sup>10</sup> From February 1, 2014 through March 1, 2014, there were 124 incidents within a quarter-mile radius of the RAIC reported to law enforcement.

<b>Number of Incidents</b>	<b>Type of Incident</b>
1	Assault with a Deadly Weapon
2	Disturbance with a Weapon
4	Disturbance Fight
3	Missing Juvenile
4	Missing Person
1	Criminal Threats
6	Suspicious Person
3	Narcotics Possession
1	Use of a Controlled Substance
1	Robbery
2	Mentally Disturbed Person
2	Person Down
3	Suspicious Vehicle
1	Suspicious Circumstance
1	Theft
<b>89</b>	<b>Other</b>
<b>124</b>	<b>Total</b>

By comparison, the former site at Union Avenue had only one incident reported during that same time period.<sup>11</sup>

The RAIC has security, mainly in the form of a security guard, onsite 24 hours per day, seven days a week. A deputy sheriff is onsite during the hours of 6:30 p.m. to 1:30 a.m., Tuesday through Friday (a total of 35 hours per week). For the remaining 133 hours per week, a private security guard (guard) is onsite. When the RAIC moved to this location, the county had an existing contract<sup>12</sup> with the private security company to patrol this facility during business hours. The contract was expanded to include the RAIC, adding night and weekend shifts.

The Grand Jury concludes that the presence of a deputy sheriff helps the staff and children feel protected and may dissuade the children from running away. The deputy

<sup>10</sup><https://www.crimereports.com> (followed by these parameters: address-725 E. Santa Clara Street, San Jose; date range-February 1, 2014-March 1, 2014)

<sup>11</sup> <https://www.crimereports.com> (followed by these parameters: address-4525 Union Ave, San Jose; date range – February 1, 2014-March 1, 2014)

<sup>12</sup> Santa Clara County Amendment to Service Agreement with Professional Security Consultants, December 18, 2012

sheriff makes him/herself visible by frequently touring the facility and moving their patrol vehicle several times throughout the night to let people know they are patrolling the area. Both the deputy sheriff and the guards are available to escort the RAIC employees to and from their cars after dark.

The security guard, however, is unarmed carrying only keys and a cell phone and is responsible for the entire building during business hours. The security guards work for a private security company and receive the same training as their counterparts working at shopping malls and other businesses. Their duties are to try to deescalate any situation and call 911.

A concern of the RAIC staff is that parents or other relatives may become angry and abusive, and try to get their children back using force. Therefore, children are escorted at all times. When the deputy sheriff or guard are not making their rounds, they sit at a station outside the locked door to the RAIC. They monitor anyone coming into the area and also watch the security camera feeds. When they are making rounds, the guard station is unattended.

While the RAIC is locked to incoming visitors for the protection of the children inside, the RAIC is not a locked facility for the children. If the children leave or run away, there is serious concern for their safety once outside the facility. For example, the RAIC status report<sup>13</sup> for the month of March 2014 shows a total of seven runaways from the RAIC, ranging in age from 13 to 17.

An additional concern is that the parking lot visibility is poor in some areas. There are security cameras around the perimeter of the Mediplex Building. When a car in the parking lot was broken into, the camera feeds were not helpful in investigating the crime because of poor lighting and tree branches blocking the camera's view. In a recent tour of the RAIC on March 11, 2014, the Grand Jury noted that the trees have been trimmed so all areas are currently visible to the camera. Additionally, the Grand Jury was informed that the Santa Clara County Facilities and Fleet Department is working on converting the lights in the parking lot to brighter white lights instead of the current amber-colored mercury vapor lights. However, it has been over six months since the Grand Jury was given that information and as of March 11, 2014, the lights have not been changed.

### **Accessibility and Emergency Evacuation**

In the Juvenile Justice Commission report published in January 2013, one of the concerns was that the RAIC's interior needs to meet legally required standards for children with disabilities and special needs. The report stated in part that, "Wheelchair access/egress is very questionable. Even though we have been assured that the facility

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<sup>13</sup> Santa Clara County Receiving Center Monthly Statistical Summary, March 2014

meets ADA requirements, it appears to the Commission that in an emergency, it would be very difficult to leave the Center in a safe fashion.”

SSA presented a RAIC Emergency Plan, dated November 2012, to the Children, Seniors and Families Committee of the Board of Supervisors on October 10, 2013. It dealt with numerous emergency issues including loss of electricity, fires, earthquakes, gas leaks, active shooter, bomb threats, and evacuation. In the evacuation part of the document, the section on persons with disabilities was blank except for a comment that it would be updated once the construction had been completed. The RAIC is on the lowest level of the Mediplex Building, below street level, and is accessible only by elevator or stairs. The evacuation assembly area for non-disabled children and staff is the north parking lot located up a flight of stairs away from the building. Employees are instructed to evacuate children with disabilities to the back courtyard near the stairs leading to the parking lot and wait for rescue. If that is not possible, they are to wait in a one-hour fire-rated hall in the Mediplex Building that is adjacent to the RAIC.<sup>14</sup> County employees interviewed did express concern about the children having to wait in a fire-rated hall for rescue.

### **Safety Training of Staff**

The RAIC Emergency Plan refers to having an adequate number of trained individuals to respond and manage common emergencies including Emergency Response Team (ERT) members at the RAIC. The ERT members are trained in fire theory and extinguishment, medical first aid, CPR, hazard assessment and rescue, evacuation, and organizing and operating an emergency command center.

It is a basic requirement for RAIC counselors,<sup>15</sup> the deputy sheriff, and private security guards to have current knowledge and skills in first aid, cardiopulmonary resuscitation (CPR), and how to use an automated external defibrillator (AED). Social workers within the RAIC are not required to have the same level of training as the counselors.

According to information provided by the Red Cross, first aid skills—including CPR and AED—should be recertified every two years. When the Grand Jury inquired about training attendance records, RAIC management could not provide staff safety training attendance records.

DFCS could not confirm whether or not any employees were currently certified to be an ERT member, but the Grand Jury was told that the department is planning to encourage employees to volunteer to be certified. In April 2014, RAIC management informed the

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<sup>14</sup> “ The Building Assessment for 725 E. Santa Clara Street Mediplex,” Joseph Chow & Associates, Inc., September 25, 2013

<sup>15</sup> County of Santa Clara Children’s Counselor Job Description, Class Code X31

Grand Jury that they have developed a safety training attendance tracking system and that two ERT employees were now attending CPR recertification.<sup>16</sup>

During the course of its investigation, the Grand Jury also learned in interviews that there had been little, if any, training in the use of fire extinguishers.

## **Playground**

When the RAIC was relocated, the counselors, social workers, and other staff, as well as the SSA administration, the Board of Supervisors and the Juvenile Justice Commission were all acutely aware that the children could not play outdoors because the facility lacked a safe, secure play area. Thus, the Board of Supervisors approved a proposal presented by SSA to build a playground and allocated \$316,000.00 from the sale proceeds of the Union Avenue Children's Shelter property. The playground was completed on January 21, 2014.

The playground consists of a 4,380 square foot play area divided in half with an asphalt concrete basketball court and two sheds on one side and an artificial grass soccer/athletic field with a bench-type picnic table and trellis on the other. A four-foot wide, gently graded asphalt path and ramp from the existing lower level walkway up to the play area make it accessible for disabled children. There are also two dedicated cameras focused on the playground to increase the security of the children.

There is a chain link fence with slats enclosing the play area with a 10-foot high portion on the side of the basketball court next to the building. The remaining three sides of the fence are eight feet high. The slats do not overlap and have gaps between them so anyone can look through the fence and see the children. Since the RAIC is in a high crime area the need for safety, security, and confidentiality of the children is compromised. SSA had indicated that they are procuring privacy screens for the fencing to prevent the public from being able to see or engage the children through the slats. As of the date of this report, the privacy screens have not been installed.

Items could also be thrown over the fence into the playground. Because of that possibility, the playground should be checked for items and debris before children are allowed to enter.

## **RAIC Stakeholder Group**

During the meeting of the Children, Seniors and Families Committee of the Santa Clara County Board of Supervisors on May 16, 2013, SSA administration, in response to a request by Committee Chairperson Simitian, said the SSA agreed to convene a stakeholder working group to develop recommendations relating to the Receiving, Assessment, and Intake Center. Chairperson Simitian further requested that the group

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<sup>16</sup> Email from RAIC Management, dated April 11, 2014



address the facility itself, including improvements to the current facility, the location and the long-term vision of the temporary and permanent sites, and the attitude of intake center management.<sup>17</sup>

The first monthly meeting of the RAIC Stakeholder Group was held on July 9, 2013. The group is chaired by the director of DFCS and is comprised of over 60 community leaders and county partners, including foster parents, counselors, judges, health care professionals, former foster children, staff of SSA and RAIC, and other county representatives.

In the course of this investigation, the Grand Jury attended three Stakeholder Group meetings and reviewed the minutes from all meetings held since inception of the Stakeholder Group.

The first meeting the Grand Jury attended was held on September 9, 2013. The minutes from that meeting reflect that SSA administration stated the following: “Action items recommended by Juvenile Justice Commission have been addressed and resolved.” However, the Grand Jury considers this statement to be inaccurate because the Grand Jury has determined that the safety and security recommendations of the Juvenile Justice Commission’s report still remain unresolved related to:

- ADA evacuation plan,
- Security, cameras and lighting, and
- High crime area/runaways.

During meetings attended by the Grand Jury in September, October, and November 2013, safety and security concerns continued to be raised by stakeholders that are not included in the Stakeholder Group meeting minutes compiled by the SSA administration. These continuing concerns include the high level of crime in the area, the need for a deputy sheriff onsite 24/7, and the concern about the staff having to “hunker down” in a fire-rated hall with a disabled child while waiting to be rescued.

Subsequent meeting agendas and minutes reviewed by the Grand Jury contain no further reference to ongoing safety and security issues. It appears to the Grand Jury that for the past several months the primary focus of the SSA members of the Stakeholder Group has been limited to developing a new RAIC Emergency Placement Model to the exclusion of addressing ongoing safety and security issues.

## **Conclusions**

The Grand Jury believes that the safety and security of children who pass through the RAIC must be improved. Every child must feel protected until an alternative placement can be found.

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<sup>17</sup> May 16, 2013 minutes of the Children, Seniors and Families Committee of the Board of Supervisors

Extra security measures need to be taken because the RAIC is in a high crime area. Also, the multi-block-sized parcel that the Mediplex Building sits within is otherwise unoccupied nights and weekends, making the area dark and isolated. There is serious concern for the children's safety because the RAIC is not a locked facility. When children run away from the facility, they place themselves in potentially dangerous situations.

In the event of an emergency, the ADA evacuation plan for disabled children is inadequate. A physically disabled child, who is not able to climb the stairs to exit the building during a fire, should not be required to shelter-in-place in a hallway while awaiting rescue.

By direction of the Santa Clara County Board of Supervisors, the RAIC Stakeholder Group has developed a concept for a RAIC model which could completely eliminate the need for children to stay overnight. However, it will take years before the new model will be fully implemented. The Grand Jury would like to see this model implemented and a new facility opened as soon as possible before the three to five year timeline proposed by the Social Services Agency, Department of Family and Children's Services.<sup>18</sup>

The RAIC Stakeholder Group should continue to focus on the current RAIC facility and closely monitor its safety and security along with other issues/problems that persist. Since children will likely occupy the current RAIC facility for the next three to five years, the Grand Jury concludes that the SSA and the RAIC Stakeholder Group need to recommit to improving the existing facility.

Whether the RAIC is in its current temporary location for three to five days or three to five years, the Santa Clara County Social Services Agency has the responsibility to ensure that every vulnerable child taken into protective custody is safe and secure at all times.

## **Findings and Recommendations**

### **Finding 1**

The existing security at the RAIC is not sufficient to keep the children safe at all times.

### **Recommendation 1**

The County should increase the number of hours a deputy sheriff is onsite at the RAIC to 24/7.

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<sup>18</sup> Ibid 2

**Finding 2**

Lighting and visibility in the parking lot is inadequate.

**Recommendation 2a**

The County should increase parking lot lighting.

**Recommendation 2b**

The County should ensure that security camera sight lines are not compromised.

**Finding 3**

The existing slats in the playground fence allow items to be passed through and permit people to observe the children.

**Recommendation 3**

The County should procure and install privacy screens to cover the fencing.

**Finding 4**

There is no procedure for the RAIC staff to inspect the playground prior to allowing the children to enter.

**Recommendation 4**

The County should develop and implement a procedure that requires the RAIC staff to inspect the playground and remove any items/debris before the children enter.

**Finding 5**

There is not an updated, comprehensive ADA evacuation plan.

**Recommendation 5a**

The County should develop a comprehensive ADA evacuation plan for the RAIC.

**Recommendation 5b**

The County should train RAIC staff in the implementation of the ADA evacuation plan.

**Finding 6**

RAIC counselors are not certified in CPR/First Aid/AED every two years.

**Recommendation 6**

The County should ensure that RAIC counselors are certified in CPR/First Aid/AED every two years.

**Finding 7**

Non-counselor RAIC staff members are not trained in First Aid and fire extinguisher use.

**Recommendation 7**

The County should provide First Aid and fire extinguisher training to all non-counselor RAIC staff.

**Finding 8**

SSA does not regularly report RAIC safety and security issues during the Stakeholder Group meetings.

**Recommendation 8**

The County should require that RAIC safety and security issues be reported during every Stakeholder Group meeting.

**Finding 9**

SSA does not document discussions regarding RAIC safety and security issues in the minutes of the Stakeholder Group meetings.

**Recommendation 9**

The County should require that RAIC safety and security issues be included in the minutes of the Stakeholder Group meetings.

## **Appendix A Documents Reviewed**

*"The Building Assessment for 725 E. Santa Clara Street Mediplex,"* Santa Clara County Facilities and Fleet Department prepared by Joseph Chow & Associates, Inc., September 25, 2013

California Community Care Licensing Division Regulations, Title 22, Division 12

*"Children's Shelter: Santa Clara County Needs to Close Inadequate Intake Center"* article published in the Mercury News, April 30, 2013, by Judge Patrick Tondreau and Ray Blockie

Children, Seniors and Families Committee of the Board of Supervisors meeting minutes, May 16, 2013

*"County of Santa Clara Declares Children's Shelter Property Surplus,"* County of Santa Clara Office of Public Affairs, May 10, 2011

Crime Statistics reported by the San Jose Police Department and the Santa Clara County Sheriff at [www.crimereports.com](http://www.crimereports.com)

*"Interagency Collaboration Committee Report of the Santa Clara County Receiving, Assessment and Intake Center, February 13 and 18, 2013"*, tour report prepared by the Child Abuse Council of Santa Clara County

Letter to the Board of Supervisors from the Child Abuse Council of Santa Clara County dated June 7, 2013, *"Receiving, Assessment and Intake Center"*

Management Audit of the Department of Family and Children's Services, October 10, 2013, Harvey M. Rose Associates, LLC

RAIC Stakeholder Group agendas, handouts and minutes from meetings held on July 9, 2013, August 12, 2013, September 9, 2013, October 8, 2013, November 5, 2013, December 10, 2013, and January 7, 2014

Report to the Children, Seniors and Families Committee of the Board of Supervisors from Social Services Agency Director, *"Child Welfare Quarterly Report"*, April 16, 2013

Report to the Children, Seniors and Families Committee of the Board of Supervisors from Social Services Agency Director on August 15, 2013, *"Receiving, Assessment and Intake Center"*

Report to the Children, Seniors and Families Committee of the Board of Supervisors from Social Services Agency Director on October 10, 2013, *"Public Safety Issues at the Receiving, Assessment and Intake Center Facility"*

Report to the Children, Seniors and Families Committee of the Board of Supervisors from Social Services Agency Director on December 12, 2013, "*Progress Report on the Implementation of the Harvey Rose Management Audit of DFCS*"

Report to the Children, Seniors and Families Committee of the Board of Supervisors from Social Services Agency Director on January 9, 2014, "*Stakeholder and Planning Process Update*" including the "*RAIC Emergency Placement Model Strategic Plan*"

Santa Clara County Amendment to Service Agreement with Professional Security Consultants, December 18, 2012

Santa Clara County Board of Supervisors Report 68193, regarding playground design and construction costs at the Receiving, Assessment, and Intake Center, approved September 10, 2013

Santa Clara County "Children's Counselor" job description, Class Code X31, revision date March 10, 1998

Santa Clara County Department of Family and Children's Services Receiving, Assessment, Intake Center (RAIC) Workgroup Meeting 3 Minutes, October 15, 2013

Santa Clara County Facility and Fleet Department work orders for the Receiving, Assessment and Intake Center, January 1, 2013 through August 22, 2013

Santa Clara County Facilities & Fleet Department response to the August 7, 2013 "*Current Fire Marshall Report: Status for RAIC*"

"*Santa Clara County Juvenile Justice Commission Receiving Center Site Visit Report*", January 2013

"*Santa Clara County Juvenile Justice Commission Receiving Center Site Report Update*", March 2013

Santa Clara County Receiving Center Monthly Statistical Summary, March 2014

Santa Clara County Social Services Agency "*RAIC Emergency Plan*" November 2012

Silicon Valley Children's Fund Post on the Office of Public Affairs website on May 10, 2011

Social Services Agency Department of Family and Children's Services Online Policies and Procedures, Handbook 1: Intake, 1-10 Assessment of Intake Center: Staffing and Functions, [http://www.sccgov.org/ssa/opp2/01\\_intake/1-10.html](http://www.sccgov.org/ssa/opp2/01_intake/1-10.html)

Welfare and Institutions Code (WIC), §308(a), 1-11, Receiving Center

Welfare and Institution Code §10850, Division 19 Confidentiality of Information, Chapter 19-000, Confidentiality of Records

This report was **PASSED** and **ADOPTED** with a concurrence of at least 12 grand jurors on this 10<sup>th</sup> day of June, 2014.



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Bob E. Johnson  
Foreperson



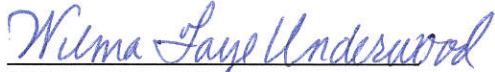
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Michael M. López  
Foreperson pro tem



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Anita A. Robles  
Secretary



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Wilma Faye Underwood  
Secretary