

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA # B-10

Urgent

Routine

CEO Concurs with Recommendation YES NO

(Information Attached)

AGENDA DATE February 26, 2013

4/5 Vote Required YES NO

SUBJECT:

Approval of Actions Necessary to Complete and Occupy the New Juvenile Commitment Facility Constructed Pursuant to SB 81 State Lease Revenue Bond Funding, Including the Transition and Staffing Plan and Budget and Related Actions

STAFF RECOMMENDATIONS:

1. Approve the recommended actions necessary to complete and occupy the new Juvenile Commitment Facility constructed pursuant to SB 81.
2. Approve the Probation Department Transition Plan for the newly constructed Juvenile Commitment Facility located at 2215 Blue Gum Avenue, Modesto, California.
3. Amend the Salary and Position Allocation Resolution on the effective dates as shown in the Staffing Impact section of this item.

Continued on Page 2

FISCAL IMPACT:

On March 31, 2009, the Board of Supervisors acknowledged an award of up to \$18 million from the State of California to build a Juvenile Youth Treatment Facility (YTF) with funds under the Department of Corrections 2007 Local Youthful Offender Rehabilitative Construction Funding (SB 81) and directed staff to negotiate a contract with the State.

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BOARD ACTION AS FOLLOWS:

No. 2013-84

On motion of Supervisor Withrow, Seconded by Supervisor Monteith
and approved by the following vote,

Ayes: Supervisors: O'Brien, Withrow, Monteith, De Martini and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) X Approved as recommended

2) _____ Denied

3) _____ Approved as amended

4) _____ Other:

MOTION:

ATTEST:


CHRISTINE FERRARO TALLMAN, Clerk BY: Deputy

File No.

STAFF RECOMMENDATIONS (Continued):

4. Direct the Auditor-Controller to establish a new operating budget for the Probation Department for operation of the Juvenile Commitment Facility funded by a transfer of Juvenile Hall funds, Youthful Offender Block Grant (YOBG) and Juvenile Probation and Camps Funding (JPCF), and to increase the YOBG budget, as detailed in the Budget Journal form.
5. Authorize the Project Manager in coordination with the Auditor-Controller, to initiate an audit by an independent auditor, of the Juvenile Commitment Facility (SB 81) Project budget.
6. Authorize the Project Manager to plan and conduct appropriate public dedication ceremonies for the newly constructed Juvenile Commitment Facility, to occur at a future date yet to be determined.

FISCAL IMPACT (Continued):

On September 20, 2011, the Board of Supervisors adjusted the project budget at the time of the award of the construction as a result of bids coming in below the estimate; the total Project Cost was reduced from the Financing Plan estimate of \$24,232,528 to \$22,713,828. The primary sources of cash match the County has committed to the Juvenile Commitment Facility project includes funding of \$1,725,000 of Public Facility Fees (PFF), funding of \$2,732,528 from the Criminal Justice Facilities Fund, and a non-cash match from land valued at \$1,775,000 at the site where the new facility is being constructed. The Board of Supervisors SB 81 Project Budget is as described below:

Juvenile Commitment Center Sources	Amount
State Funding	\$16,481,300
Detention Public Facility Fees	\$1,450,000
Criminal Justice Public Facility Fees	\$275,000
Criminal Justice Facilities Fund	\$2,732,528
Land	\$1,775,000
Total	\$22,713,828

Juvenile Commitment Center Uses	Amount
Cash Uses for Design/Construction	\$20,938,828
Non-Cash Uses for Land/Site Acquisition	\$1,775,000
Total	\$22,713,828

The state of the art Juvenile Commitment Facility (SB 81) met a significant construction milestone of Substantial Completion on February 11, 2013. The newly completed

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Juvenile Commitment Facility is the first State-funded Commitment Facility Project to be constructed statewide under the 2007 Local Youthful Offender Rehabilitative Construction Funding (SB 81) Program. A significant accomplishment in itself, the County also realized major cost savings for the State of California as a result of the successful completion of the project.

The Project Manager, Capital Projects team, Probation Department staff along with the Lionakis Design Team and the Roebbelen Construction team have delivered the Juvenile Commitment Facility on-time and under budget, resulting in cost savings to the State of California: \$1.5 million from the original Project Budget and additional savings of greater than \$800,000 as a result of actual construction costs. This amount could not be used for any purpose beyond providing facility construction work, fixed furniture and equipment and additional site improvements. The County Team maximized all available State funding for the Project to deliver an innovative, safe and efficient facility for managing and rehabilitating the local youth offender population. Total County match cash and in-kind allocation including the value of the land, for the Project totaled \$6,232,528 which is on-budget as approved by the Board of Supervisors on September 20, 2011.

In accordance with the County's agreement with the State and within 90 days of final completion of the Project, a financial audit must be conducted. The project budget includes \$10,000 for this audit. The Auditor-Controller recommends using an independent auditor to complete this work and will assist the Chief Executive Office in this matter.

The Probation Department has developed a transitional staffing plan to address the additional bed units within the juvenile housing system that will be online with the opening of the Juvenile Commitment Facility. It is anticipated that with the opening of the new facility, that the average daily population in the existing Juvenile Hall will be reduced by somewhere between 45 and 60 juveniles. The transfer of these individuals to the new facility will result in the concurrent transferring of staff to the new facility as well. Improved staffing ratios of 1 staff to every 15 individuals will allow the Department to operate the new facility with minimal personnel costs in the initial years. The recommended increase in staffing allocations of four positions is projected to increase appropriations by approximately \$119,589 for the remainder of Fiscal Year 2012-2013, funded from Youthful Offender Block Grant (YOBG) funds. The annual cost of the new positions is estimated at \$478,356.

It is the intent of the Department wherever possible to use the existing economies present at the Juvenile Hall to further assist with the operational costs of the new facility. It is anticipated that, as the overall population of both youth facilities is within the range of the current Juvenile Hall 158-bed capacity, the associated costs for medical services, food services and ancillary supplies will approximate the current costs.

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The annual costs to operate the new facility are estimated to be \$3,700,000. These costs will be funded through a transfer of existing Juvenile Hall (Institution) funds, Youthful Offender Block Grant (YOBG) and Juvenile Probation and Camps Funding (JPCF). The Probation Department is requesting a new legal budget titled Probation - Juvenile Commitment Facility and appropriations be established as outlined in the attached Budget Journal. Estimated costs for the remainder of the current fiscal year are \$732,429 with \$612,840 covered with a transfer of existing appropriations from the Institutions budget. The remaining \$119,589 will be funded through YOBG fund balance. The Probation YOBG fund currently has a positive balance of \$4,019,438.

DISCUSSION:

Background

Stanislaus County has partnered with the State of California to build a 60-bed Juvenile Commitment Facility at 2215 Blue Gum Avenue, Modesto, CA. This project has been funded by a State grant of up to \$18 million from the State of California Corrections Standards Authority from the Department of Corrections 2007 Youthful Offender Rehabilitative Facility Construction Funding Program (SB 81). The Board of Supervisors acknowledged this award on March 31, 2009 and on January 12, 2010, the Board authorized the Project Manager to negotiate and sign contracts and work authorizations necessary to manage schematic design including construction management, professional services and other project related costs.

On September 20, 2011, the Board of Supervisors approved the award of the construction contract for the Juvenile Commitment Center to Roebbelen Contracting, Inc. in the lump sum of \$14,983,000, for a total project cost of \$22,713,828. On February 11, 2013, the Project met a significant milestone of substantial completion. Final completion of the construction contract with Roebbelen Contracting, Inc. will occur on March 28, 2013, on time and under budget. Occupancy of the building must occur within 90 days of construction completion, by June 28, 2013. The State of California has recently begun the sale of bonds to provide construction financing for the Project.

Probation Department Transition Plan

The Probation Department is recommending that the Board of Supervisors approve its Transition Plan for occupancy and operation of the newly constructed Juvenile Commitment Facility. In anticipation of the opening of the Juvenile Commitment Facility (JCF), the Probation Department has developed a detailed transition plan. In March 2013, written policies and procedures will be finalized for the new facility. Staff will work closely with the Board of State and Community Corrections (BSCC) to review policies to ensure compliance with Title 15 of the California Code of Regulations, which sets the minimum standards for juvenile facilities.

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During the months of April and May, facility staff will begin a thorough safety and security evaluation of the new facility. Staff orientation and training will also begin during this period of time. This will allow supervision staff the opportunity to become familiar with the building layout, security and electronic systems, movement within the facility, etc. Partnering agencies such as medical, education, mental health, maintenance, and nutrition will be included in the orientation and training.

Kitchen staff will begin to prepare a series of meals for the Juvenile Hall prior to the occupation of the new commitment facility. This will allow kitchen staff to adjust to their new environment and work out any issues prior to the opening of the facility.

The living units within the new facility are designed with a mixture of single, double and dormitory style sleeping rooms to provide supervision staff with the ability to segregate and/or group individuals to modify behavior. During the weeks prior to occupancy, facility staff will begin the process of identifying court committed or sentenced youth appropriate for transfer to the commitment facility.

Court committed or sentenced youth have historically accounted for one-third to nearly half of the daily population in the existing Juvenile Hall. Based on this historical average, it is anticipated that with the opening of the new facility, the average daily population in the existing facility can be reduced by somewhere between 45 and 60 juveniles. The transfer of these individuals to the new facility will result in the concurrent transferring of staff to the new facility as well. The Probation Department will transfer youth from the Juvenile Hall to the JCF in a two-phase process. Beginning June 1, 2013, Unit 3 of the existing Juvenile Hall will close and up to 30 court committed male youth and the associated staffing will then be transferred to Unit C within the new facility. This is a 30-bed unit and the largest within the new JCF.

On June 28, 2013, female youth will be transferred out of Unit 8 within the Juvenile Hall. Up to 15 court committed or sentenced females will be transferred to Unit A in the JCF. The remainder of the detained females and those females not suitable for the JCF will be transferred to Unit 2 within the Juvenile Hall. Unit 4, another 38-bed unit within the Juvenile Hall will then be closed. Up to 15 court committed or sentenced males will be transferred to Unit B within the JCF. The non-court committed males and those unsuitable for transfer to the JCF from Unit 4 will then be housed in Unit 8 within the Juvenile Hall.

Public Dedication

A public dedication is recommended for the Spring of 2013. This new facility is a key component in the County's juvenile justice system and the first SB 81 Project started and completed in the State of California in response to the State-County Juvenile Justice Realignment. It is recommended that the Project Manager plan and conduct appropriate public dedication ceremonies to recognize this accomplishment.

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STAFFING IMPACT:

The new Juvenile Commitment Facility requires less supervision staff to operate than the existing Juvenile Hall. The State-mandated staffing ratio for the new facility will require 1 staff for every 15 youth offenders, whereas those same minors in the existing Juvenile Hall are required to be supervised at a level of 1 staff for every 10 youth offenders. The resulting efficiencies in staffing of the new facility will allow the Department to open and occupy the new facility with less supervision staff than is needed to operate Juvenile Hall. Additional supervisory and support positions will be necessary. A total of 32 positions are required to operate the new facility, which are offset by 28 positions gained from the closure of Units 3 and 4 of the existing Juvenile Hall, as shown in the table below:

Position	Required for Treatment Facility	Transfer from Juvenile Hall Closure	Positions to be Deleted	New Positions
<i>Probation Corrections Officer III</i>	5	6	(1)	-
<i>Probation Corrections Officer II</i>	21	22	(1)	-
<i>Facility Superintendent (Mgr II)</i>	1	-	-	1
<i>Supervising Probation Corrections Officer</i>	4	-	-	4
<i>Legal Clerk III</i>	1	-	-	1
TOTALS	32	28	(2)	6

The Department will use funding from the Youthful Offender Block Grant (YOBG) and Juvenile Probation and Camps Funding to fund the additional personnel costs.

The detail of the staffing request is included in the table below. If approved, it is requested the Salary and Position Allocation Report be amended as indicated.

Positions	Position #	Classification	Request	Effective Date
1	11051	Probation Corrections Officer III	Delete upon resulting vacancy from Supervising Probation Corrections Officer Promotion	June 1, 2013
1	11048	Probation Corrections Officer II	Delete Vacant Position	First pay period following Board of Supervisors' approval
1		Manager II Safety	Add New Position	First pay period following Board of Supervisors' approval
4		Supervising Probation Corrections Officer	Add New Positions	First pay period following Board of Supervisors' approval

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Positions	Position #	Classification	Request	Effective Date
1		Legal Clerk III	Add New Position	First pay period following Board of Supervisors' approval

The Probation Department will return to the Board at a future date to request the remaining Probation Correction Officer positions be transferred from the Probation Institutions budget into the new Juvenile Commitment Facility budget.

Existing Capital Projects staff will coordinate the project working in collaboration with the Probation Department and the State Department of Corrections and Rehabilitation, the State Department of Finance and other State agencies will continue to implement the project.

POLICY ISSUES:

Approval of this action promotes the Board's priorities of A Safe Community and Efficient Delivery of Public Services by making the most cost effective and efficient use of County resources to complete a project that enhances a large scale capital project for the County.

CONTACT PERSON:

Patricia Hill Thomas, Chief Operations Officer. Telephone: (209) 525-6333.

Database
Balance Type
Data Access Set

FMSDBPRD.CO.STANISLAUS.CA.US.PROD
Budget
County of Stanislaus

DO NOT CHANGE
DO NOT CHANGE
DO NOT CHANGE

Ledger
Budget
Category
Source
Currency

* List - Text County of Stanislaus
List - Text LEGAL BUDGET
* List - Text Budget - Upload
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DO NOT CHANGE
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Period
Batch Name

List - Text Feb-13
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DO NOT CHANGE
ENTER AS MMM-YY (ALL CAPS FOR MMM) EX: NOV-11

Journal Name
Journal Description
Journal Reference
Organization
Chart Of Accounts

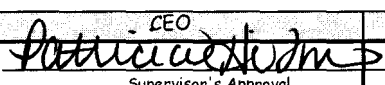

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Text Commitment Facility Set-Up
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List - Text Stanislaus Budget Org
Accounting Flexfield

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Upl	Fund (4 char)	Org (7 char)	Account (5 char)	GL Project (7 char)	Location (6 char)	Misc. (6 char)	Other (5 char)	Debit incr appropriations decr est revenue * Number	Credit decr appropriations incr est revenue * Number	Line Description Text	
		0100	0026071	50000	0000000	000000	000000		401136	Salaries	
		0100	0026071	52000	0000000	000000	000000		171358	Retirement	
		0100	0026071	52010	0000000	000000	000000		26016	FICA	
		0100	0026071	53000	0000000	000000	000000		133919	Group Health	
		0100	0026071	46600	0000000	000000	000000		119589	Op Trans In	
		0100	0026210	50000	0000000	000000	000000		333536	Salaries	
		0100	0026210	52000	0000000	000000	000000		144506	Retirement	
		0100	0026210	52010	0000000	000000	000000		21902	FICA	
		0100	0026210	53000	0000000	000000	000000		112896	Group Health	
		1698	0026407	85850	0000000	000000	000000		119589	YOBG	
Totals:									852018	732429	

Tip: This is not the end of the Template. Unprotect the sheet and insert as many rows as needed.

Explanation: Estimated salary costs for the remaining three months of FY 12/13 for the new Commitment Facility are funded with a transfer from the Institutions budget and from use of Youth Accountability Block Grant (YOBG) funds.

Requesting Department Karen Curci 525-4556		Data Entry		Auditor (Office Only)	
Prepared by 19-Feb-13	Date	 Supervisor's Approval 2/22/13 Date	Keyed by	Prepared By	Approved By
				 2-21-13 Date	

2013 Transition Plan for the Stanislaus County Juvenile Commitment Facility

In anticipation of the 2013 opening of the Stanislaus County Juvenile Commitment Facility, the following transition plan has been established. This plan incorporates the physical movement of the minors from the current Juvenile Hall facility to the new Juvenile Commitment Facility. This plan also includes the staffing, food service transition, clothing and laundry, family visitation, medical and mental health services and schooling within the new facility. All dates are tentative and based on facility construction being completed on March 28, 2013.

- A. *Capacity of the Commitment Facility* – The 60-bed Commitment Facility will be comprised of one 30-bed and two 15-bed living units. As a part of the transition process, court committed minors will be moved into the Commitment Facility in two phases. Phase One, June 1st, 2013, will consist of closing Unit 3, one of the large Juvenile Hall living units for males, and transitioning up to 30 court committed male minors to Unit C (30 bed unit) in the Commitment Facility. Phase Two will begin June 28th, 2013. Phase Two will consist of transferring the females housed in Unit 8 to one of two units. Up to 15 court committed female minors will transfer to Unit A (15 bed unit) in the Commitment Facility. The remaining non-court committed female minors will be moved within Juvenile Hall to Unit 2. Phase Two will also consist of closing Unit 4, the second large Juvenile Hall living unit for male minors. Up to 15 court committed male minors in Juvenile Hall will be transitioned to Unit B (15 bed unit) in the Commitment Facility. The non-court committed male minors previously housed in Unit 4 will be housed in Unit 8 in Juvenile Hall.
- B. *Staffing* – A vast majority of the staffing for the Commitment Facility will transition over from the vacated units within Juvenile Hall. The Staffing Chart listed below indicates the number of staff needed to fully operate the Commitment Facility.

Transfer of Staffing	AM Shift	PM Shift	Late Night	Relief Positions	Total
Juvenile Hall Closures					
Unit 3 – General Population – Male					
<i>Probation Corrections Officer</i>	3.00	3.00	1.00	4.71	11.71
<i>Probation Corrections Officer III</i>	1.00	1.00	-	1.35	3.35
Unit 4 – General Population – Male					
<i>Probation Corrections Officer</i>	3.00	3.00	1.00	4.71	11.71
<i>Probation Corrections Officer III</i>	1.00	1.00		1.35	3.35
Treatment Facility Needs					
Unit A – 15 Bed Female Unit					
<i>Probation Corrections Officer</i>	1.00	1.00	1.00	2.02	5.02

Unit B – 15 Bed Male Unit
Probation Corrections Officer

1.00 1.00 1.00 2.02 5.02

Unit C – 30 Bed Male Unit
Probation Corrections Officer
Probation Corrections Officer III

1.00 1.00 1.00 2.02 5.02
 1.00 1.00 1.00 2.02 5.02

Central Control
Probation Corrections Officer

1.00 1.00 - 1.35 3.35

Runner
Probation Corrections Officer

1.00 1.00 - 1.35 3.35

Position	Required for Treatment Facility	Transfer from Juvenile Hall Closure	Net Result
<i>Probation Corrections Officer III</i>	5.00	(6.00)	(1.00)
<i>Probation Corrections Officer</i>	21.00	(22.00)	(1.00)
<i>Facility Superintendent (Mgr II)</i>	1.00	-	1.00
<i>Supervising Probation Corrections Officer</i>	4.00	-	4.00
<i>Legal Clerk</i>	1.00	-	1.00
TOTALS	32.00	(28.00)	4.00

C. *Security and Classification of Minors to be housed in the Commitment Facility* – Each of the three living units (A, B, C) are designed with a mixture of room arrangements. Units A and B have single and double capacity rooms while Unit C has a combination of single, double and four bed dormitory style rooms. The current Juvenile Hall classification system will be modified to accommodate the cross section of court committed minors within the Commitment Facility. Classification will address the appropriateness of each minor’s housing assignment within the facility. Factors such as age, criminal history, maturity and programming needs will all be considered. Prior to housing any minors in the Commitment Facility, the entire facility will undergo a thorough safety and security evaluation. This evaluation will occur April 8th, 2013 thru April 19th, 2013. This process will assist in identifying any possible security concerns related to housing, internal and external door security, security electronics and common access areas.

D. *Training* - Staff assigned to work in the facility will be provided training and orientation related to the facility. This orientation and training will be conducted April 22nd, 2013 thru April 26th, 2013 for Probation Staff and will consist of:

- A. Safety and Security
 - Key operation/card key
 - Panic buttons
 - Fire Suppression
 - Shut off locations
 - Staff Response to Emergencies
 - Hall Movement
 - Staff Placement
 - Unit & Room searches
 - Emergency Procedures

- B. Unit Operations
 - Staff Station
 - Food Service
 - Lighting and HVAC
 - Unit Paperwork
 - Radio System
 - Classrooms
 - Program Rooms

All key elements related to the safety and security of the facility will be reviewed with not only Probation personnel, but also those partner agency personnel (medical, education, mental health, nutrition, maintenance, etc.) who will regularly be working inside the facility. This orientation and training will be conducted April 29th, 2013 thru May 3rd, 2013 and will consist of:

- A. Safety and Security
 - Lay out of the facility
 - Emergency Procedures
 - Panic Buttons
 - Card Key Operation
 - Facility Entrance and Exit Doors

E. *Food Preparation and Serving* – The new central kitchen and food storage area within the Commitment Facility will be designed to feed the existing Juvenile Hall population in addition to the court committed minors housed in new facility. Prior to the kitchen transition date of May 20th, 2013 all appliances will be repeatedly utilized to ensure proper functionality and staff familiarization during the week of May 6th thru 10th, 2013. During the week of May 13th thru 17th, 2013 a series of meals will be prepared and carted over to the Juvenile Hall prior to the court committed minors occupying the new facility. This will allow food service personnel time to adjust to the new environment and work out any issues prior to the opening of the facility. Kitchen staff working in this facility will be identified prior to the transition by the current food services provider, the Howard Training Center. All remaining items in the Juvenile Hall kitchen (utensils, trays, food items, etc.) will be moved to the new facility the night prior to the selected kitchen

transition date of May 19th, 2013 between the hours of 2200 to 0400. Probation personnel will assist in the transportation of items from Juvenile Hall to the Commitment Facility. The carts will be transported to Juvenile Hall where a portion of the minors will either eat in the multipurpose room or in their respective living units. All meals will be served in the living units of the Commitment Facility. Meals will be prepared, placed into serving pans, loaded onto hot food buffet carts and transported to the living unit. The minors will be served “home style” or “buffet style” in their living unit. Daily servings of milk and cold food will be stored and served from small refrigerators located within each living unit in the Commitment Facility. Staff assigned to the Commitment Facility living units will undergo food service training, such as *ServSafe*, to be in compliance with the California Uniform Retail Food Facilities Law (CURFFL). This training will be provided during the initial staff training and orientation period in April of 2013.

- F. *Visiting* - The visiting program will offer parental visitation two times per week in accordance with Title 15 standards. All visiting (both minors housed in Juvenile Hall and in the Commitment Facility) will take place in the new Commitment Facility’s Visitor’s Center. Visitor’s will be processed through the main lobby of the Commitment Facility and will be screened by Probation staff then proceed directly to the designated visiting area. Visitors will check in and a list of minors receiving a visit will be provided to each unit. Staff will escort those minors from Juvenile Hall to the Commitment Facility’s Visitor’s Center for their visit. Visiting will be conducted on Wednesdays from 6:00-7:30 P.M. and Sundays from 1:00-2:30 P.M. for Juvenile Hall minors. After visiting is concluded, minors will be patted down and escorted back to their respective units at Juvenile Hall.

For the minors housed in the Commitment Facility, visiting will be conducted on Thursday’s from 6:00-7:30 P.M. and Saturday’s from 1:00-2:30 P.M. Family visiting rooms will be available in the Visitor’s Center to accommodate larger family visits or when more privacy is necessary. Maximum security minors will not be housed in the Commitment Facility. These minors will remain at the existing Juvenile Hall where non-contact visiting rooms are available. Attorney or other professional interviews will take place the interview rooms located in each living unit.

- G. *Exercise - Recreational* and exercise activities will be scheduled during the day and/or the early evening hours to ensure compliance with Title 15 standards. The Commitment Facility will provide outdoor recreational areas within the secure perimeter. Upon completion of the facility, March 28th, 2013, a larger recreation yard will be available for such activities as soccer, baseball, or football. A small track will be available for walking or jogging and a hard-court surface area will provide for basketball and volleyball activities. The indoor multi-purpose room/visitor’s center will include basketball hoops and open space for exercise programs during inclement weather. All exercise programs will be under direct supervision of Probation staff.
- H. *Programming* – Programming space will be accessible in each of the four classrooms (after school and weekend hours), the multi-purpose room, the culinary classroom, the three living unit dayrooms, the outdoor recreation areas, and an interview/counseling room located on each living unit. The educational and culinary classrooms will be

technologically equipped with computers and video interfaces that will allow programs and outside courses to be made available to minors. These programs will begin September 2nd. Two designated program rooms will provide space for smaller educational and treatment programming. Such programming will include drug and alcohol interventions, gender-specific programming, college prep and job readiness courses and other evidence-based programs facilitated by both Probation staff and community-based providers. June 22nd has been targeted as a start date for the aforementioned programming.

- I. *School Programs* – The Stanislaus County Office of Education is responsible for providing the teachers, teacher aides, educational programming and the coordination of educational services with the minor’s regular school. The school program will provide a full curriculum of required Title 15, Section 1370 classes that meet State Education Code and County Board of Education policies. The school program provides for Individual Education Plans and any related assessments to be completed for those students with special needs. All academic programs will be provided in four classrooms located outside of the living units within the Commitment Facility. One classroom will be designated for special education programming. Minors housed at Juvenile Hall who are in need of special education services will be escorted from Juvenile Hall to the Commitment Facility to attend school. Two education offices are located adjacent to the classroom space. Classrooms will be supplied and equipped with the input of the Stanislaus County Office of Education during the week of May 20th thru the 24th, 2013. Teaching staff working in this facility will be identified by April 1st, 2013 by Stanislaus County Office of Education.
- J. *Medical Services* – A private medical screening room will be located on each living unit within the Commitment Facility for routine medical assessments/screenings. This room will also be used to dispense medication to the minors. Minors with communicable diseases or those who have significant illnesses or injuries that cannot be treated at the Commitment Facility will be transferred to Juvenile Hall or to Doctor’s Medical Center for care. The Medical Clinic and a negative pressure isolation room are located within the Juvenile Hall and will be used for minors needing more extensive medical diagnosis and treatment. The living units will be technologically equipped so that medical staff can remotely access and make entries into their electronic medical records. The Medical Clinic within Juvenile Hall will provide for the secure storage of pharmaceuticals for both facilities.
- K. *Mental Health Services* – Initial mental health screenings will be completed at the Juvenile Hall by a Mental Health Clinician or a Behavioral Health Specialist with the Behavioral Health & Recovery Services prior to a minor being assigned to the Commitment Facility. These screenings take place as part of the initial booking and classification process. Interview rooms located within each living unit of the new commitment facility will be utilized by mental health professionals to provide treatment and counseling to minors. In cases where a minor begins to exhibit self-harm and/or suicidal indicators, or displays a great deal of stress or despair after commitment to the Commitment Facility, the minor will be evaluated by mental health staff. Those minors

requiring a safety cell or more intensive intervention will be transferred to Juvenile Hall for observation. Psychiatric assessments will be completed by the Psychiatrist in the Medical Clinic located at the Juvenile Hall. The Probation Department will begin negotiations with Mental Health Services beginning in February. We will be looking to add and fill new positions to expand Mental Health services to our minors by July 1st.

- L. *Cleaning and Laundry Services* – Secure janitorial closets will be provided in all living units and in a centralized area of the facility. Minors, in conjunction with staff, will provide cleaning and housekeeping services in the secure areas of the Commitment Facility, with the exception of the administration and kitchen areas. The food services provider will be responsible for cleaning the kitchen area on a daily basis. Janitorial services will be provided by the current janitorial vendor at County Center V. Laundry services will need to be expanded as both facilities reach full capacity. It is anticipated that future laundry services will be relocated and expanded to the vacated kitchen area in Juvenile Hall. Additional consideration could be given to the expansion of the current Juvenile Hall laundry and storage area or acquiring the services of an outside laundry vendor. Until future accommodations are made, laundry carts for both clean and dirty laundry will be transported to and from the Juvenile Hall. Clothing and linen exchange will be provided to meet Title 15 standards in both facilities.

- M. *Staff to Staff Communications System and Central Control* – The communication system will include hand held radios, intercoms, telephones and the use of the electronic mail system. A fully equipped, stand-alone central control will be constructed at the new Commitment Facility. This new central control will be integrated with the electronics system at central control in the existing Juvenile Hall so that the related functions may be transferred during sleeping hours to maximize staffing efficiencies. During daily AM and PM shifts, central control within the Commitment Facility will be operated separately from the Juvenile Hall. During the late night shift, the officer in Juvenile Hall will oversee the central control operations for both facilities. Training on the Commitment Facilities' central control electronics will be conducted in the current Juvenile Hall central control during the week of May 20th, 2013. This training will provide the information and skill necessary to operate both facilities' security electronics during the late night shift from Juvenile Hall central control. Training specific to the Commitment Facilities' central control will take place during the week of May 20th, 2013 as well.

Juvenile Commitment Facility

Approval of Actions Necessary to Complete and Occupy the New Juvenile Commitment Facility Constructed Pursuant to SB 81 State Lease Revenue Bond Funding, Including the Transition and Staffing Plan and Budget and Related Actions

Stanislaus County Board of Supervisors Meeting

February 26, 2013 Agenda Item B-10

SB81

Juvenile Commitment Facility

Project Description

- Local Youthful Offender Rehabilitative Facility
- 60-Bed Facility to House Sentenced Youth Offenders
- Adjacent to the existing Juvenile Hall on the Juvenile Justice Center site at 2215 Blue Gum Avenue, Modesto
- Includes (2) 15-bed housing units; (1) 30-bed housing unit; Kitchen; Visitation/Multipurpose Room; Classrooms; Program rooms; administrative and central control offices.
- **Substantial Completion on February 11, 2013!!!**

Juvenile Commitment Facility Groundbreaking, Oct. 18, 2011



Juvenile Commitment Facility Substantial Completion



Juvenile Commitment Facility

Project Financing Plan

Juvenile Commitment Center Sources	<i>Amount</i>
State Funding	\$16,481,300
Detention Public Facility Fees	\$1,450,000
Criminal Justice Public Facility Fees	\$275,000
Criminal Justice Facilities Fund	\$2,732,528
Land	\$1,775,000
Total	\$22,713,828

Juvenile Commitment Center Uses	<i>Amount</i>
Cash Uses for Design/Construction	\$20,938,828
Non-Cash Uses for Land/Site Acquisition	\$1,775,000
Total	\$22,713,828

Juvenile Commitment Center

Tasks Completed

- ✓ Update Juvenile Justice System Needs Assessment 6/3/2008
- ✓ Application to State for SB81 Funding 1/27/2008
- ✓ Develop Juvenile Justice Facilities Master Plan 3/31/2009
- ✓ Receive Conditional Award of SB81 Grant Funding 3/31/2009
- ✓ Select and Engage Architectural Services 1/12/2010
- ✓ Complete Schematic Design 8/3/2010
- ✓ Develop and Approve Project Financing Plan 12/21/2010
- ✓ Approve 30-Year Operational/Staffing Plan 1/25/2011
- ✓ File CEQA Notice of Determination 1/28/2011
- ✓ Submit Construction Drawings the State Fire Marshal 3/10/2011
- ✓ Receive Approval of Plans from Corrections Standards Authority 3/21/2011
- ✓ Receive Approval of Plans from Co. Dept. of Environmental Resources 3/31/2011
- ✓ Budget funds for Driveway Improvements 4/19/2011
- ✓ Complete Due Diligence for Lease Revenue Bond Funding 4/19/2011
- ✓ Finalize Project Delivery & Constr. Agreement and CSA Agreements 4/26/2011
- ✓ File CEQA Notice of Determination with State Clearinghouse 4/27/2011
- ✓ Secure State Fire Marshal Approval of Plans 4/29/2011
- ✓ State Public Works Board Approves Scope, Cost, Schedule, Contracts 5/13/2011

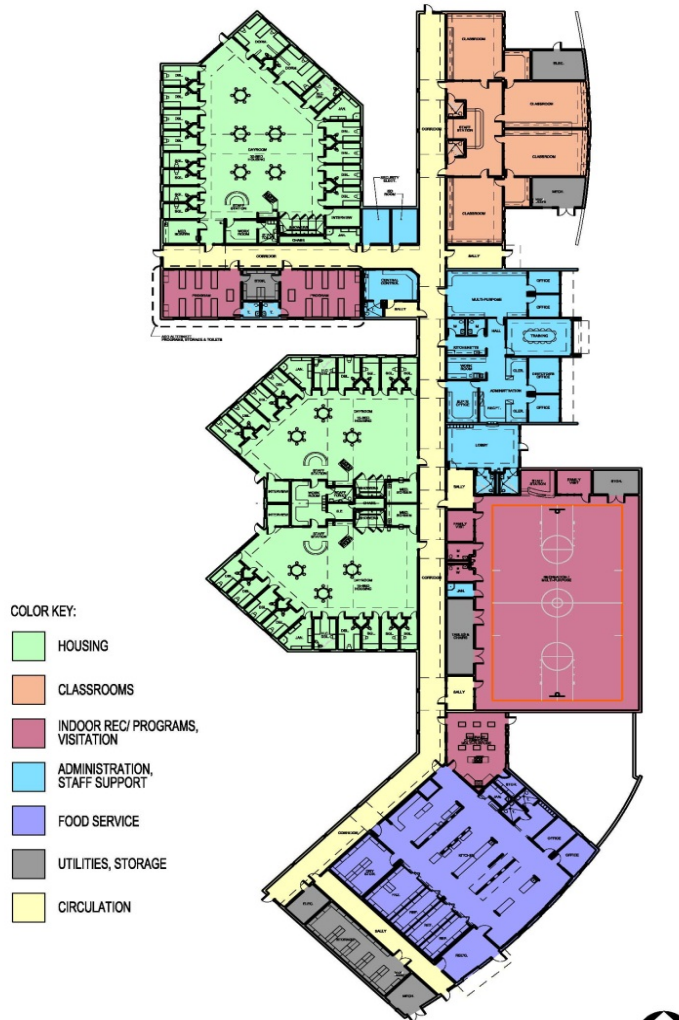
Juvenile Commitment Facility

Tasks -- *Continued*

- | | |
|---|--------------|
| ✓ Board Approves Construction Documents; Proceed to Bid | 7/12/2011 |
| ✓ Receive Construction Bids | 8/24/2011 |
| ✓ Board of Supervisors Conditional Award of Construction Contract | 9/20/2011 |
| ✓ Dept. of Finance Action to Award Construction Contract | 9/22/2011 |
| ✓ Issue Notice to Proceed with Construction | 9/26/2011 |
| ✓ Ground Breaking | 10/18/2011 |
| ✓ Completion of Construction-Substantial Completion | 2/11/2013 |
| ☐ Commissioning and Occupancy | By 6/28/2013 |

Juvenile Commitment Facility

New Facility Plan



Juvenile Commitment Facility

Transition Plan-Schedule

March

- State Review of Facility Policies & Procedures
- Facility Maintenance Training
- Finalize Purchases of FF&E

April

- Safety & Security Evaluation
- Furniture Installation

May

- Staff & Partner Agency Orientation and Training
- Meal Preparation in New Facility Begins
- Ward Classification Review and Unit Assignment

June

- Phase 1 & 2 Transfer to JCF – Full Occupation by June 28th
- Closure of Units 3 & 4 Within Juvenile Hall
- Re-opening of Unit 2 Within Juvenile Hall

Juvenile Commitment Facility

Transition Plan-Youth Offenders

PHASE I JUNE 1, 2013

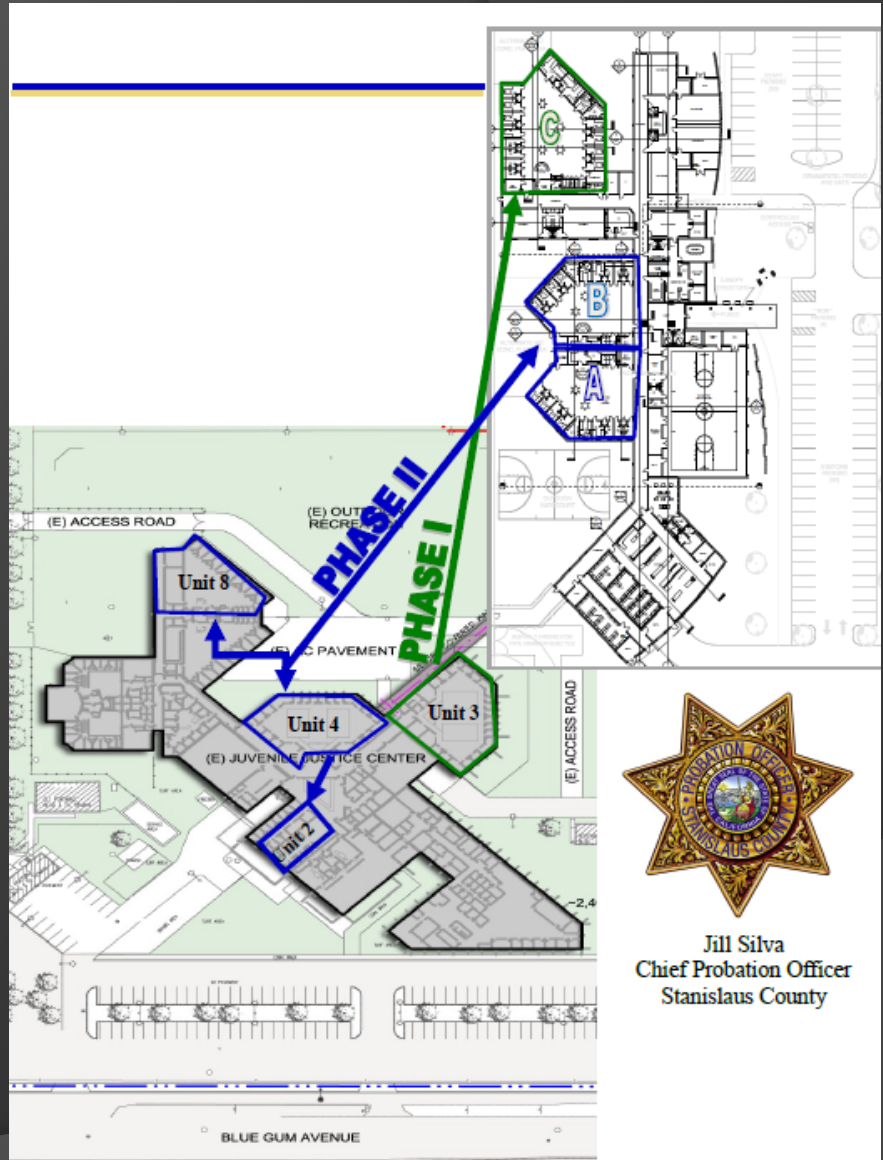
Close Unit 3 ———> Transition 30 Males to Unit C

PHASE II JUNE 28, 2013

Repurpose Unit 8 —> Transition 15 Females to Unit A

Close Unit 4 ———> Transition 15 Males to Unit B and
Transition 15 Males into Unit 8

Open Unit 2 ———> Transition Remaining 10 Juvenile
Offenders from Units 3, 4, or 8



Juvenile Commitment Facility

Transition Plan-Staffing

- Total of 32 positions are required to operate the new facility, which are offset by 28 positions gained from the closure of Units 3 and 4 of the existing Juvenile Hall.

Position	Required for Treatment Facility	Transfer from Juvenile Hall Closure	Positions to be Deleted	New Positions
Probation Corrections Officer III	5	6	(1)	-
Probation Corrections Officer II	21	22	(1)	-
Facility Superintendent (Mgr II)	1	-	-	1
Supervising Probation Corrections Officer	4	-	-	4
Legal Clerk III	1	-	-	1
TOTALS	32	28	(2)	6

Juvenile Commitment Facility

Establish an Operating Budget for JCF

- Estimated costs for the remainder of FY 12-13 are \$732,429 with \$612,840 covered with a transfer of existing appropriations from the Juvenile Hall (Institutions) budget.
- Remaining balance of \$119,589 to be funded through YOBG fund balance.
- Probation YOBG has positive fund balance of \$4,019,438.

Juvenile Commitment Facility

Establish an Operating Budget for JCF

Estimated Expenses	
Salaries & Benefits	\$2,929,716
Services & Supplies	\$451,000
Other Charges	\$335,000
Fixed Assets	\$5,000
Total Expenses	\$3,720,716
Estimated Funding	
Transfer Existing Juvenile Hall Appropriations	\$2,704,716
Youthful Offender Block Grant & Juvenile Probation & Camps Funding	\$1,016,000
Total Available Funding	\$3,720,716

Juvenile Commitment Facility

Audit for SB-81 Juvenile Commitment Facility Project

- Agreement with State of California under the 2007 Local Youthful Offender Rehabilitative Facility Construction Funding Program (SB-81).
- Perform an independent audit within 90 days of final completion of the Project.
- Approved Project budget includes \$10,000 for this audit.

Juvenile Commitment Facility

Planning for Facility Public Dedication

- First SB-81 Youth Commitment Facility in California.
- State of California were integral partners in the Project.
- Public Dedication to be held in Spring 2013.

Juvenile Commitment Facility

Next Recommended Actions

- 1. Approve the recommended actions necessary to complete and occupy the new Juvenile Commitment Facility constructed pursuant to SB 81*

Juvenile Commitment Facility

Next Recommended Actions (CONTINUED)

- 2. Approve the Probation Department Transition Plan for the newly constructed Juvenile Commitment Facility located at 2215 Blue Gum Avenue, Modesto, California*

Juvenile Commitment Facility

Next Recommended Actions (CONTINUED)

- 3. Amend the Salary and Position Allocation Resolution on the effective dates as shown in the Staffing Impact section of this item.*

Juvenile Commitment Facility

Next Recommended Actions (CONTINUED)

- 4. Direct the Auditor-Controller to establish a new operating budget for the Probation Department for operation of the Juvenile Commitment Facility funded by a transfer of Juvenile Hall funds, Youthful Offender Block Grant (YOBG) and Juvenile Probation and Camps Funding (JPCF), and to increase the YOBG budget, as detailed in the Budget Journal form.*

Juvenile Commitment Facility

Next Recommended Actions (CONTINUED)

- 5. Authorize the Project Manager in coordination with the Auditor-Controller, to initiate an audit by an independent auditor, of the Juvenile Commitment Facility (SB 81) Project budget.*

Juvenile Commitment Facility

Next Recommended Actions (CONTINUED)

- 6. Authorize the Project Manager to plan and conduct appropriate public dedication ceremonies for the newly constructed Juvenile Commitment Facility, to occur at a future date yet to be determined.*

Juvenile Commitment Facility

Dedication Spring 2013

Opening Spring 2013

