

County of Santa Clara

Probation Department

Juvenile Division
840 Guadalupe Parkway
San Jose, California 95110

Administrative Offices
840 Guadalupe Parkway
San Jose, California 95110



Laura Garnette
Chief Probation Officer

DATE: November 20, 2020

TO: Honorable Members of the Board of Supervisors
Jeffrey V. Smith, County Executive

FROM: Laura Garnette, Chief Probation Officer

SUBJECT: Off agenda report under advisement from October 6, 2020 (Item No. 25): Receive report from the Probation Department, Department of Family and Children Services, Behavioral Health Services Department and partners relating to education and non-academic supports for youth in the care and custody of the County.

At the October 6, 2020 Board of Supervisors meeting the Board received multi-agency report related to education and non-academic supports for youth in the care and custody of the County. The Board provided further direction to report back off-agenda related to resumption of visiting for youth in juvenile hall and ranch, and a plan for visiting during inclement weather.

In person visiting with parents and guardians of youth in the care of the Probation Department resumed during the week of October 26, 2020. The Public Health and Custody Health Departments have reviewed the visiting protocol and locations and provided their endorsement of the Probation Department's plan.

Juvenile Hall Facility Visiting During COVID-19

Implementation of in person visits with parents/guardians and youth began on October 28, 2020 and will continue every Wednesday during the hours of 1:00 pm to 5:00 pm. The plan is designed to mitigate risk and provide for a healthy and safe environment for all staff and residents here in the facility. Please see the following provisions below as part of the beginning Phase for opening family visiting.

Additional staffing has been assigned to assist visitors entering the facility and remaining six feet apart from the residents and staff during the visit.

All visitors must wear a mask upon entering Juvenile Hall and throughout the visit. Staff and youth will wear a mask while conducting visiting.

Visitors will pass through the metal detector located at the Juvenile Court House located at 840 Guadalupe Pkwy, San Jose, CA 95110 to be cleared by Sheriff Deputies. Once cleared, they will check in with the Visiting Group Counselor (GC). Upon checking in with the GC, each visitor will engage in a symptom screening and temperature check. If the temperature is greater than 100 degrees, the GC will explain to the visitor that for the protection of the residents we cannot allow them to participate in a face to face visit, and the GC will offer to set up a visit through Zoom.

Once all visitors have been cleared, they will be escorted through the Court Room into the main hallway of Juvenile Hall. All visitors will be asked to maintain 6-foot distance from other visitors. Visiting will be conducted on the outside walkway which will have tables and chairs set up for the youth and visitors. In times of inclement weather, and dependent on the activities allowed indoors per the state and local health orders, visiting will be held in the gymnasium. The gymnasium provides space to ensure social distancing and the front and back door can remain open for air flow, this option has been reviewed by the Public Health Department and they concur with the use of the facility for in person visiting during inclement weather.

After each visiting session, the chairs, tables, and doors will be sprayed with disinfectant spray before the next visiting starts.

All families will be mailed a Visiting Flyer explain the process and safety protocols in both English and Spanish language.

Visiting Time:

- Visiting will occur in 45-minute blocks between 1:00 and 5:00 pm on Wednesdays.
- Once the population increases, more visiting time blocks will become available
- Visitors must check in 15 minutes prior to their visiting time. No late admittance will be allowed. However, if a parent/guardian is late, staff will work to set up a zoom call with the youth.

Restrictions:

- Eight visits maximum in the visiting area at a time.
- No more than 1 visitor per resident at a time.
- No physical contact between youth and parent/guardian.

- We will not be accepting any books, magazines, or other items for residents.
- No food or drinks.
- Visitors, staff, and youth must always wear facial covering/mask.
- No cards or games are allowed during this time.

William F. James Ranch Facility Visiting During COVID-19

Implementation of in person visits with parents/guardians and youth began on October 31, 2020 and will continue every Saturday and Sunday during the hours of 10:00 am to 5:00 pm. The plan is designed to mitigate risk and provide for a healthy and safe environment for all staff and residents on campus.

A new outdoor visiting area was constructed and will be used primarily for visits, except during inclement weather. In the event of inclement weather, and dependent on the activities allowed indoors per the state and local health orders, visiting will be moved inside to the Legacy Recreation Hall. The tables will be positioned under windows which will be left open. In addition, all three doors will remain wide open with fans stationed in front of them, pushing out and increasing bidirectional air flow. Tables will be positioned eight feet apart and plastic table coverings will be placed on each table surface to assist with sanitization efforts. Tables will be sanitized, and table coverings replaced after each visit.

Portable handwashing stations have been placed at the entrance doors leading to the visiting area.

All visitors are encouraged to come 30 minutes before the scheduled visit. Visitors are directed to remain in their vehicle, pull to the check in point. Each visitor will engage in a symptom screening and temperature check. If the temperature is greater than 100 degrees the visitor will not be allowed to visit and a Zoom visit will be scheduled. The visitor will remain in their vehicles until 5 minutes prior to visiting, when they will be instructed to line up. Cones will be placed six feet apart to mark the designated areas where parents/guardians can line up. Before entering the visiting area, all visitors must wash their hands using the portable washing stations provided. Parents will be encouraged to wash their hands upon leaving but it will not be required.

Youth and parent/guardian must wear their masks properly during the entire duration of the visit. If they do not have a properly fitting mask, one will be provided by probation.

Youth and families will be allowed one hour to visit.

Visiting Time:

- Visiting will occur in one-hour blocks between 10:00 am and 5:00 pm on Saturdays and Sundays.
- If the population increases, more visiting time blocks will become available.
- Visitors must check in 30 minutes prior to their visiting time. No late admittance will be allowed. However, if a parent/guardian is late, staff will work to set up a zoom call with the youth.

Restrictions:

- Parent/guardian only, maximum two visitors per youth.
- No children allowed.
- Visitors will only be permitted to bring keys and ID Cards into the visit.
- No food or drinks.
- Visitors, staff, and youth must always wear facial covering/mask.
- No physical contact between youth and parent/guardian.
- No cards or games will be allowed during this time.

As the COVID-19 pandemic evolves in Santa Clara County and the world, the Probation Department will continue to review and revise these protocols in accordance with guidance received from the Public Health Department. The Probation Department has appreciated the swift and thorough collaboration with both the Custody Health and Public Health Departments which has enabled Probation to minimize the spread of COVID-19 throughout the facilities. We know that both youth and parents/guardians are excited and relieved to be able to resume visiting.

Cc:

Chief Board Aides

Miguel Marquez, Chief Operating Officer

James Williams, County Counsel

Megan Doyle, Clerk of the Board

Nam Thi, OBA Analyst

Mary Ann Barrous, County Agenda Review Administrator