

County of Santa Clara

Office of the County Executive


County Government Center, East Wing
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MEMORANDUM

Date: November 19, 2020

To: Honorable Board of Supervisors
Jeffrey V. Smith, M.D., J.D., County Executive

From: Ky Le, Deputy County Executive ^{DS} 
Nick Birchard, Deputy Chief Probation Officer
Tim Davis, Assistant Sheriff
Eureka C. Daye PhD., MPH, MA, CCHP, Director, Custody Health Services
George Han, MD, MPH, Deputy Health Officer

Subject: Protocols to Prevent Transmission of COVID-19 in Custody Settings – Report #3

This is the Administration's third off-agenda regarding efforts to reduce and prevent the transmission of COVID-19 in Main Jail, the Elmwood Correctional Facility (Elmwood), Juvenile Hall and the William F. James Ranch (the Ranch). The first and second reports were submitted on September 18, 2020 and October 15, 2020, respectively. The Administration's next report will be provided on January 15, 2021.

- 1. Face Coverings.** On November 3, 2020, the Administration directed all County Departments, but in particular the Probation Department (Probation), the Department of Correction (DOC), the Sheriff's Custody Bureau (Custody Bureau), Custody Health Services (CHS), and the Behavioral Health Services Department (BHSD), to ensure that all County staff assigned to custody settings wear surgical masks. The County's Emergency Operations Center (EOC) provided Probation, Custody Bureau, and CHS with 11,000 surgical masks in case departmental supply orders were not filled in a timely manner.
- 2. Additional Staff to Support Testing.** In October, Public Health recommended that all persons working in custody settings be tested every two weeks. Per the November 3, 2020, memorandum from the County Executive, Departments are responsible for determining which staff must be tested, communicating requirements to their staff, establishing policies and procedures to ensure compliance, and reporting on adherence to the testing requirement. CHS has been working to hire 10 FTE to support the additional requirements.

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Status of CHS hires as of November 13, 2020:

- a. FTEs hired, on-boarded and working: 1.4 FTE
- b. FTEs hired, but not yet working: 1.6 FTE
- c. FTEs in the hiring process: 3.0 FTE
- d. FTEs to be hired: 4.0 FTE

3. Status of Surveillance Testing Programs

Population	Testing Frequency	Approximate Persons	Status
Elmwood Staff	Every 2 weeks	625 to 725	The additional 3.0 FTE are prioritized for testing of Elmwood staff. CHS anticipates fully supporting staff testing at Elmwood and Main Jail starting early December.
Main Jail Staff	Every 2 weeks	550 to 600	
Elmwood Inmates	Every 4 weeks	1,500	Currently, CHS can test 31% of inmates every four weeks. CHS anticipates testing all inmates every four weeks starting mid-December.
Juvenile Hall and James Ranch Staff	Every 2 weeks	350 to 365	20% of County staff and contractors are being tested every two weeks. The small contingent of BHSD staff and contractors will be fully compliant starting this week. CHS anticipates testing all staff every two weeks starting late December.
Juvenile Hall and James Ranch Youth	Every 4 weeks	80 to 90	Initiated on Nov. 4 at Juvenile Hall and Nov. 7 James Ranch.
Main Jail Inmates	Every 4 weeks	650 to 700	Currently, CHS does not conduct surveillance testing of inmates at Main Jail. CHS anticipates starting in January 2021.

- 4. Visitation for Youth.** As of November 2, 2020, Juvenile Hall and the Ranch resumed in-person visitation. To further reduce risk to staff and youth, Administration hosted a community testing event at Juvenile Hall on October 22, 2020. While the event was open to the public, it was marketed to family and close friends of youth residing in Juvenile Hall and the Ranch. In addition, CHS began surveillance testing of all youth at Juvenile Hall on November 4, 2020, and of youth at James Ranch on November 7, 2020.

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5. Educational and Vocational Services for Inmates.

- a. As of November 16, Milpitas Adult Education (MAE) is providing educational classes via Zoom at both Elmwood and Main Jail facilities. This pilot program is currently limited to Elmwood low-security inmates and Main Jail medium-security (5B) inmates but will expand as soon as logistically possible.
- b. Since August 2020, Five Keys has been providing structured programming, primarily to help inmates obtain a high school diploma. MAE began providing structured programming in September 2020. Structured programming is available to inmates in Main Jail and Elmwood through Subject Course Packets.
- c. The Sheriff's Offices has executed agreements with four community colleges to bring Multimedia Design, Welding, Automotive, and Culinary/ServSafe vocational classes to Elmwood. The Sheriff's Office also recently signed an agreement with CityLab to offer Certified Cisco Networking Associate classes. These classes would be offered remotely. Custody Bureau anticipates that some classes will begin on December 14, 2020 and that all classes will begin in Spring 2021.

CC: Chief Board Aides

Laurie Smith, Sheriff, County of Santa Clara

Miguel Márquez, M.P.P., J.D., Chief Operating Officer

James Williams, County Counsel

Megan Doyle, Clerk of the Board

Deputy County Executives

Sara Cody, M.D., Director, Public Health Department and Public Health Officer

Laura Garnette, Chief Probation Officer