## Will County JDC

Chris Watkins 3200 McDounough St. Joliet, Illinois 60431

**Chief Judge** Judge Richard Schoenstedt 14 W. Jefferson St. Joliet, Illinois 60431 **Circuit Clerk** Andrea Chasteen 14 W. JeffersonSt. Joliet, Illinois 60431 **County Board President** 

Larry Walsh 302 Chicago St. Joliet, Illinois 60431

## Sheriff

Mike Kelly 14 W. Jefferson St. Joliet, Illinois 60431

## **County Clerk**

Nancy Voots 302 Chicago St. Joliet, Illinois 60431

Date of Inspection: 08-17-2018

#### Officials (and titles) Interviewed:

Officials	Titles
Chris Watkins	
Shannon McCormick	
Date Building Constructed: 1999	Date Renovated: N/A

	Male	Female	Total
Capacity:			<u>102</u>
Population on Inspection Date:	<u>26</u>	<u>00</u>	<u>25</u>
	Single	Double	Other
Number of Detention Rooms:	<u>102</u>	<u>0</u>	<u>0</u>
	Male	Female	
Number of Employees Assigned Full-time Detention Duties:	<u>24</u>	<u>12</u>	
Number of Employees Assigned Part-time Detention Duties:	<u>0</u>	<u>00</u>	

	702.10 ADMISSION POLICY			
1.	Is the court's admission policy in writing?	YES	NO	N/A □
1. 2.	Had a qualified intake officer been appointed?	$\boxtimes$		
	Are 24-hour intake services provided?	$\square$		
	• Does the officer presenting a youth to the court's intake officer submit a detailed written report of the alleged charge?	$\boxtimes$		
	Have admissions been maintained at or below center capacity?	$\boxtimes$		
3.	Are neglected minors, dependent minors, minors otherwise in need of supervision, and status offenders prohibited from being confined?	$\boxtimes$		
4.	Is each delinquent minor brought before a judicial officer within 40 hours, exclusion of Saturdays, Sundays, and court designated holidays?	$\boxtimes$		
5.	Is each minor released from custody at the expiration of 40 hours if not brought before a judicial officer within that period?	X		
6.	Is a written order issued by a judge, his designee, or petition placed on file if a youth is further detained?	$\boxtimes$		
7.	Are youth prohibited from being committed in excess of 30 days as a form of sentence?	$\boxtimes$		
	702.20 ADMINISTRATION			
		YES	NO	N/A
1.	Does the superintendent have full responsibility and accountability for secure custody management?	$\boxtimes$		
2.	Are purpose of supervision, guidance, and treatment clearly stated in writing?	$\boxtimes$		
	Are staff members fully aware of these objectives?	$\square$	Ц	
3.	Is there a program that provides orientation, staff development, and in-service training?	$\square$		
	• Do staff members with direct contact of detainees receive a minimum 40 hours in-service training each year?	$\boxtimes$		
	Are staff members familiar with the Illinois County Juvenile Detention Standards?	$\boxtimes$		
4.	Has an operational manual been published?	$\boxtimes$		
	Is a copy of the manual furnished to each staff member?	$\square$	Ц	
	• Are emergency procedures (evacuations, fires, riots, escapes, bomb threats, and natural disasters) a part of the manual?			
5.	Are there comprehensive, written duty descriptions of each detention position?	$\square$	Ц	
~	Is the copy issued to each employee performing the function?	$\boxtimes$		
6. 7	Are all required records maintained? Do staff members have access to a library providing professional literature dealing with	$\boxtimes$		
7.	detention-related fields?			
	702.30 PERSONNEL	YES	NO	N/A
1.	Are sufficient personnel assigned to provide adequate supervision of youth 24 hours a day?	$\boxtimes$		
2.	Has a superintendent been appointed?	$\boxtimes$		
	• Is the superintendent qualified to supervise youth and staff, by training and experience?	$\boxtimes$		
	• Has an assistant superintendent been designated for this facility, if rated for more than 25 or more capacity?	$\boxtimes$		
	<ul> <li>Is the assistant superintendent qualified to supervise youth and staff, by training and experience?</li> </ul>	$\boxtimes$		
3.	Is a female staff member on duty any time a female youth is in custody?	$\boxtimes$		
4.	Are three persons on duty per shift?	$\boxtimes$		
5.	Do staff members have a thorough knowledge of the rules and regulations?	$\bowtie$		

6.	Are staff members thoroughly acquainted with all security features and emergency equipment?			
	702.30 PERSONNEL Continued			N/A
7.	Are appropriate numbers of professional persons assigned?	$\boxtimes$		
8.	Does the professional staff posses appropriate qualifications as required by law?	$\boxtimes$		
1				
	<u>702.40 RECORDS</u>	YES	NO	N/A
1.	Has a complete and accurate face sheet and personal record file been established for each youth?			
	Does it contain the required data?	$\boxtimes$		
2.	Are face sheet data and police record information prohibited from being made public without court authorization?	$\boxtimes$		
3.	Is the monthly population report properly submitted?	$\boxtimes$		
4.	Are extraordinary or unusual occurrences properly reported?	$\boxtimes$		
5.	Are youth who have been detained continuously for more than 30 days brought to the	$\boxtimes$		
	attention of the presiding judge of the juvenile court?			
	702.50 ADMISSION PROCEDURES	VEO		
1	Are Nations of Dights in the English and Spanish languages conspiculture voted?	YES	NO	N/A
1.	Are Notices of Rights in the English and Spanish languages conspicuously posted?	$\boxtimes$		
2.	<ul><li>Do intake personnel determine the legality of detention?</li><li>Is the identity of a youth verified?</li></ul>	$\boxtimes$		
2				X
3.	Are seriously injured, ill, or unconscious youth given a medical examination by a licensed physician prior to admittance?	_		^
4.	Are parents, guardians, or other responsible persons notified of a youth's admission within one hour?	$\boxtimes$		
5.	Are youth given a strip search consistent with law?	$\boxtimes$		
	Are strip searches conducted in privacy?	$\boxtimes$		
	<ul> <li>Are strip searches conducted by a person of the same sex?</li> </ul>	$\bowtie$		
	Is the personal clothing searched?	$\boxtimes$		
6.	Are receipts issued for all personal items taken?	$\boxtimes$		
	Does the receipt contain signatures of the receiving staff member and the youth?	$\boxtimes$		
	<ul> <li>Is the original receipt filed with the youth's records?</li> </ul>	$\bowtie$		
	Are personal items fully described?	$\boxtimes$		
7.	Is personal property securely stored?	$\boxtimes$		
	<ul> <li>If personal property has been released to a third party, do receipts contain necessary signatures?</li> </ul>	$\boxtimes$		
	<ul> <li>Is there a system, established in writing, for strict accountability to ensure personal property security?</li> </ul>	$\boxtimes$		
8.	Does the receiving staff member inquire and examine the youth for obvious injuries, medical tags, rashes, etc.?	$\boxtimes$		
	Are referrals made to health care personnel immediately for youth having physical or mental distress?	$\boxtimes$		
9.	Is medication in a youth's possession at admission labeled and withheld, until examined by a physician?	$\boxtimes$		
	<ul> <li>Is the examination and determination made within eight hours, or within the time interval specified for administration of medication on the prescription container, whichever is less?</li> </ul>	$\boxtimes$		
10.	Is immediate treatment given upon detection of body pests or vermin?	$\boxtimes$		
11.	Are all youth required to take an admitting shower or bath?	$\boxtimes$		

* N	landatory Items	Yes	No	Number	How often cleaned, or issued?		-
Tow	<i>v</i> el	Х		1	Daily		
Bath	n Soap	Х		1	As	s needed	d
Toil	et Tissue	Х		1	As	s needed	d
Mat	tress	Х		1	Checl	ked wee	ekly
Blar	nkets	Х		1		Week	-
She	ets	Х		2		Week	
Pillo	W	Х		1	Checl	ked wee	ekly
Inst	Uniform	Х		2		Week	
Foo	twear	Х		2	Checl	ked wee	ekly
12. 13. 14. 15. 16.	<ul> <li>Are the items</li> <li>Is each youth give</li> <li>Are youth prohibit</li> <li>medical examinat</li> <li>Are mattresses fla</li> <li>Is an orientation g</li> <li>Does it includ</li> <li>Is the orientat</li> </ul>	ed from being routinely ion or observed by staff ime retardant? iven to each youth at the e all required information ion information in writin	n? egulations at time of admiss placed in isolation at admis ? me of admission? on?				
1. 2. 3. 4. 5. 6.	• Is a record main Is each youth give Are youth searche Are all personal pr Are copies of item permanent record Are youth transfer	ation of each youth ma ade as to date, time, an n a physical inspection d prior to release? roperty items inventorie ized and signed receipt ?	2.60 RELEASE PROCEDI de prior to discharge, trans d authority of each release and a record made of wour d and returned to the youth s maintained by the detenti e Illinois Department of Cor s Revised Statutes?	fer, or release? ? nds or injuries? ? on center as a	YES	NO	N/A
		702 7	0 SEPERATON, SEGRE	CATION			
1. 2. 3. 4. 5.	Do disturbed youth a. Are such youth Are clinical service Are drug abusers Are youth placed i a. Is room confir b. Are youth visit	iving areas separated f n requiring special treat h transferred to an app es available for youth w given proper medical ca n disciplinary or admini- nement directed for no r	rom auditory and visual cor ment receive immediate ex ropriate facility? ith suicidal tendencies or se are? strative segregation kept in nore than 36 hours? tendent, or designated repr	ntact with male youth? amination? erious mental distress? room confinement?	$\begin{array}{c} YES \\ \boxtimes \\ $		N/A

702.80	HOUSING

Гюс	ra of dotantion:	01			
	ors of detention: anliness Rating:	01	GOOD	FAIR	POOR
	<ul> <li>Showers</li> </ul>		$\boxtimes$		
	Windows		$\boxtimes$		
	Rooms		$\boxtimes$		
	<ul> <li>Floors</li> </ul>		$\boxtimes$		
	<ul> <li>Walls</li> </ul>		$\boxtimes$		
	Corridors		$\boxtimes$		
			YES	NO	N/A
1.		ntion room provide at least 80 square feet of floor space?	$\square$		
	<ul> <li>Are detention</li> </ul>	on rooms designated single occupancy?	$\boxtimes$		
	Are youth p	rovided at least 80 square feet of floor space in multiple occupancy rooms?	Х		
2. A	re detention room				
	<ul> <li>A rigidly cor</li> </ul>	nstructed bed?	$\boxtimes$		
	A washbasi	n with piped hot and cold water?	$\boxtimes$		
		702.80 HOUSING Continued	YES	NO	N/A
	<ul> <li>A toilet?</li> </ul>		$\boxtimes$		
		umination to ensure a comfortable reading level?	$\boxtimes$		
	•	drinking cups (if not bubbler equipped)?	$\boxtimes$		
3.	-	in detention rooms recessed and tamperproof?	$\boxtimes$		
4.		oms located above ground level?	$\boxtimes$		
5.	•	provide at least 30 square feet of floor space per youth?	$\square$		
6.		equipped with tables, chairs, radio, television, bulletin board, drinking e shower head for each six occupants?	$\boxtimes$		
7.	Are items adapta	able for use as weapons inaccessible to youth?	$\boxtimes$		
		702.90 MEDICAL	VES	NO	N/ A
1.	Are required me	edical and mental health services available?	YES	NO	N/A
2.	•	access to psychiatric and/or psychological services?		Ē	
3.	•	cal examination room?		Π	
4.	Are all youth co	nfined for more than seven days given a medical screening by a medical	$\boxtimes$		
5.	-	ed nurse, or physician's assistant? luled daily sick call? (If not, explain in Comments.)	$\boxtimes$		
5.		of those reporting to sick call recorded?	$\boxtimes$		
6	-	ncy complaints receive prompt attention? I personnel prescribe medication?	$\boxtimes$		
6. 7 \v	•	escribed medication to youth?			
		ty Staff Members. Sick call occurs twice a day.			
		cal staff members dispense any form of over-the-counter medication, is there roval by the facility physician?	$\boxtimes$		
8.	Is a medical trea	atment log maintained?	$\boxtimes$		
9.	Are medications	s and first aid supplies securely stored under lock and key?	$\boxtimes$		
10.	Do procedures	ensure youth actually ingest medication?	$\boxtimes$		
11.		e staff member on each shift completed a recognized course in first aid,	$\boxtimes$		
12.	Are recommend	pulmonary resuscitation? lations of the facility physician reported to parents or guardians in writing	$\boxtimes$		
	through the prol	Dation officer?			

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	• Are serious illnesses or injuries reported to parents, guardians, the probation office, and the court?	$\boxtimes$		
13.	Are diabetics and epileptics closely supervised?	$\boxtimes$		
	Are they seen regularly by the physician?	$\boxtimes$		
				1
	702.100 CLOTIHING, PERSONAL HYGIENE, GROOMING			
		YES	NO	N/A
4				
1.	Are adequate supplies and equipment provided for cleaning personal clothing?	$\bowtie$		
1. 2.	Are adequate supplies and equipment provided for cleaning personal clothing? Is institutional clothing changed at least three times weekly?	$\boxtimes$		
		=		
	Is institutional clothing changed at least three times weekly?	$\boxtimes$		
2.	<ul><li>Is institutional clothing changed at least three times weekly?</li><li>Are underclothing and socks changed daily?</li></ul>			

- 5. Are barber and beautician services available?
- 6. Are necessary articles provided for grooming and hygiene?

	702.110 FOOD SERVICES			
1.	<ul> <li>Are meals of sufficient nutritional value?</li> <li>Indicate meal and beverage menu on the day of inspection:</li> <li>Breakfast:</li></ul>	YES ⊠	NO □	<b>N/A</b> □
	Dinner:			
		YES	NO	N/A
2. 3. 4.	Is the use of food as a reward or punishment prohibited? Does food quantity appear sufficient? Are meals served at reasonable intervals? • If not, serving times are: Breakfast <u>0700</u> Lunch <u>1100</u> Dinner <u>1630</u>	$\boxtimes$		
	Meals are prepared by: An Employee Cook:      Catered:			
5. 6. 7. 8.	<ul> <li>Are three complete and balanced meals served each 24 hours?</li> <li>Is a drink other than water available with each meal?</li> <li>Is milk served for at least two meals each 24 hours?</li> <li>Are special diets served as prescribed?</li> <li>Are menus preplanned?</li> <li>Retained for at least three months?</li> <li>Diversified?</li> <li>Are records maintained of catered meals served?</li> </ul>	$\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$ $\boxtimes$		
9.	Are the jail cook and kitchen staff familiar with security aspects of the jail?			
3. 10.	Do youth assigned to food service duties undergo a physical examination for communicable diseases?			$\square$
	Are assigned youth inspected regularly for personal cleanliness?			$\bowtie$
	Are assigned youth required to bathe daily?			$\boxtimes$
	Are assigned youth provided with clean clothing daily?			$\boxtimes$
11.	Are insulated or heated carts utilized to transport food from the kitchen when a significant distance is involved?	$\boxtimes$		
	Does delivered food maintain its temperature?	$\boxtimes$		
12.	Are good and drink protected from contaminants during preparation and delivery?	$\boxtimes$		
13.	Are ranges, stoves, and ovens equipped with accurate thermostats or temperature gauges?	$\boxtimes$		
14.	<ul> <li>Does the kitchen have a:</li> <li>Mechanical dishwasher or three-compartment stainless steel sink?</li> </ul>	$\boxtimes$		

 $\boxtimes$ 

	Are water temperatures within proper range?	$\boxtimes$		
15.	Are utensils drain dried?	$\boxtimes$		
16.	Are dry goods properly stored?	$\boxtimes$		
17.	Are fresh fruits, raw vegetables, dairy products, meats, and frozen goods properly stored?	$\boxtimes$		
18.	Are all refrigerators and freezers equipped with an accurate thermometer or temperature gauge?	$\boxtimes$		
19.	Are refrigerated and frozen foods maintained at the proper temperature?	$\boxtimes$		
20.	Are staff members served the same menu youth are served?	$\boxtimes$		
21.	Are toilet and washbasin facilities available to food service personnel?	$\boxtimes$		
22.	Is a light snack available to youth prior to bedtime?	$\boxtimes$		
23.	Are fresh fruits and juices served frequently?	$\boxtimes$		
24.	Is apportioning of food by youth supervised?		$\boxtimes$	
25.	Are youth prohibited from storing food in rooms?	$\boxtimes$		

	702.120 SANITATION			
<ol> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> <li>5.</li> <li>6.</li> <li>7.</li> <li>8.</li> <li>9.</li> <li>10</li> <li>11</li> <li>12</li> </ol>	Has a cleaning schedule been established? Are floors swept and mopped at least daily? Are insect screens installed in windows that can be opened? Is ventilation sufficient to admit fresh air and remove disagreeable odors? Are walls clear of etchings, drawings and writing? Are walkways and corridors free of litter and trash? Are cleaning implements and equipment cleaned, dried, and securely stored after use? Are youth cleaning details supervised? Are toilets, washbasins, showers, and sinks cleaned daily? Are trash and garbage containers equipped with tight fitting covers? Are drinking fountains provided in the indoor recreation area? Is an adequate supply of clean clothing, bedding, towels, soap, and cleaning supplies maintained?	$\begin{array}{c} YES \\ \boxtimes \\ \square \\ \boxtimes \\ \boxtimes$		
13.	<ul> <li>Rate general appearance of the kitchen:</li> <li>Are floors of all rooms where food or drink is stored, prepared, or served clean?</li> <li>Are utensils stored in a clean, dry place and protected from contaminants?</li> <li>Is he plumbing system adequate?</li> <li>Are range cooking surfaces clean?</li> <li>Are hoods, vents, and filters clean?</li> <li>Are windows, walls, and woodwork clean?</li> </ul> Are frequent inspections of the facility conducted for pests, vermin, and rodents?	GOOD	<b>FAIR</b>	POOR
1. 2. 3. 4. 5.	Total Supervision         Are sufficient staff members present, awake, and alert at all times to provide supervision?         Are supervisory checks made of each youth at least once every 30 minutes?         • Are the checks recorded?         Is a shift log maintained?         Are youth prohibited from exercising control over other youth?         What is designated lights out time?         According to level.	YES	<b>NO</b>	N/A

6.	Are youth	protected	from p	oublic view?
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( If not, explain in Comments)

 $\boxtimes$ 

7. Are detention room doors provided with an observation window of at least 60 squa	e inches?
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s the glass wire reinforced, heavy safety type or high tempered, measuring at least $\frac{1}{4}$	
nch thick?	

 $\boxtimes$ 

	702.140 SECURITY		
1. 2. 3. 4.	<ul> <li>Are youth searched prior to leaving and re-entering the detention home?</li> <li>Are detention personnel trained in security measures?</li> <li>Are detention locks and doors frequently inspected?</li> <li>Are they operable and in good working condition?</li> <li>Are living unit doors kept locked, except to permit entry or exit?</li> <li>Are detention room doors and storage rooms locked when not in use?</li> <li>Are light switches located in corridors?</li> <li>Are they key operated?</li> <li>Are they key operated?</li> </ul>	$\begin{array}{c} YES \\ \boxtimes \\ $	
6.	screening? Are shakedowns conducted of detainees and their living quarters?	$\boxtimes$	
0.	702.140 SECURITY Continued	YES	N/A
	Document Frequency:		 
7.	Are tools and equipment accounted for on a regular basis?	$\boxtimes$	
	Are they securely stored after use?	$\boxtimes$	
	Is the kitchen cutlery listed and inventoried daily?	$\boxtimes$	
8.	Is damaged or nonfunctioning security equipment promptly repaired?	$\boxtimes$	
9.	Are youth prohibited from handling or possessing facility keys of any type?	$\boxtimes$	
10.	Is youth prohibited access to personnel records of staff or youth?	$\boxtimes$	
11.	Is a head count taken at least for times daily?	$\boxtimes$	
	Does it include counts at shift change and lockup?	$\boxtimes$	
	Are head counts recorded?	$\boxtimes$	
12.	Are detention keys securely stored?	$\boxtimes$	
	<ul> <li>Is there at least one full set of detention keys, separate from those in use, securely stored?</li> </ul>	$\boxtimes$	
13.	Are persons with weapons denied entrance to the detention area?	$\boxtimes$	
	<ul> <li>Are weapons securely stored outside the security area?</li> </ul>	$\boxtimes$	
14.	<ul><li>Are detention room searches conducted with the youth observing?</li><li>Are searches recorded?</li></ul>	$\boxtimes$	
15.	Are youth denied unsupervised access to windows?	$\boxtimes$	
	Is there a master population or location board in use?	$\boxtimes$	
17.	Are population spot checks taken at least hourly?	$\boxtimes$	
18.	Are keys inventoried daily at the beginning of each shift?	$\boxtimes$	
19.	Are shadow boards used for tool control?	$\boxtimes$	
20.	Is an emergency electrical power source available?	$\boxtimes$	

#### 702.150 SAFETY YES NO N/A Are there an adequate number of fire extinguishers available? 1. $\boxtimes$ Are they inspected at least once annually? $\boxtimes$ $\square$ $\square$ • Does the inspection tag contain the inspection date and initials of the inspector? $\boxtimes$ • $\boxtimes$ Are staff members familiar with the operation of all types of extinguishers in the facility? • Are fire drills for staff personnel conducted quarterly? $\boxtimes$ $\square$ $\square$ . 2. Are all emergency exit doors properly marked? $\boxtimes$

	Are door keys immediately available to the detention staff?	$\boxtimes$	
	Are there two exits from each floor of detention?	$\boxtimes$	
3.	Are youth assigned to vocational tasks given a safety orientation prior to participation?	$\boxtimes$	
4.	Are combustible materials, i.e., drapes, curtains, and rugs, flame proofed?	$\boxtimes$	
5.	Are floors and other walking surfaces free of hazardous substances?	$\boxtimes$	
6.	Are safely lectures held periodically?	$\boxtimes$	
7.	Are smoke detectors installed?	$\boxtimes$	

	702.160 DISCIPLINE				
		YES	NO	N/A	
1.	Are youth provided with written rules?	$\boxtimes$			
2.	Are rules explained to illiterate youth?	$\boxtimes$			
	<ul> <li>Is special assistance given to non-English speaking youth?</li> </ul>	$\boxtimes$			
3.	Are written reports submitted on disciplinary violations?	$\boxtimes$			
4.	Is group punishment prohibited?	$\boxtimes$			
5.	Are disciplinary violations investigated?	$\boxtimes$			
6.	Is corporal punishment prohibited?	$\boxtimes$			
	702.160 DISCIPLINE Continued	YES	NO	N/A	
7.	Are restraint devices used properly and written reports made?	$\boxtimes$			
8.	Are psychotropic medicines prohibited for use as a disciplinary device or control measure?	$\boxtimes$			
9.	Are restraint devices prohibited from being displayed?	$\boxtimes$			

#### 702.170 EMPLOYMENT OF YOUTH YES Are youth assigned housekeeping tasks? (If outside their living area, explain in Comments) 1. $\square$ $\square$ $\boxtimes$

NO	N/A

	702.180 MAIL PROCEDURES			
		YES	NO	N/A
1.	Can youth receive an unlimited number of letters?	$\boxtimes$		
2.	Is incoming mail opened and examined for contraband or funds?	$\boxtimes$		
3.	Are staff members prohibited from routinely reading, censoring, or reproducing incoming mail?	$\boxtimes$		
4.	Is mail distributed to the youth the same say it is received?	$\boxtimes$		
5.	Is mail properly handled for youth who are no longer detained?	$\boxtimes$		
6.	Are youth prohibited from handling another's mail?	$\boxtimes$		
7.	Are packages opened in the presence of the addressee?	$\boxtimes$		
8.	Can youth mail and unlimited number of letters as long as they provide postage?	$\boxtimes$		
9.	Are indigent persons given postage for at least three letters per week?	$\boxtimes$		
10.	Is outgoing mail collected Monday through Friday?	$\boxtimes$		
11.	Are non-privileged letters submitted for mailing unsealed?	$\boxtimes$		
12.	Are procedures established for processing certified or registered mail?	$\boxtimes$		
13.	Is the staff aware of procedures for privileged communications?	$\boxtimes$		
14.	Is privileged mail opened only in the presence of the addressee?	$\boxtimes$		
15.	Are mail rights retained, regardless of disciplinary action?	$\boxtimes$		
16.	Are released, transferred, or discharged youth permitted to retain all personal mail?	$\boxtimes$		
17.	Is a record maintained of addressee names on privileged outgoing mail for each youth?	$\boxtimes$		
	702.190 TELEPHONE			
1.	Are procedures established to permit each youth one telephone call weekly?	YES	NO	N/A
	Is at least fifteen minutes allowed for each call?	$\bowtie$		

•	Are calls free from monitoring?	(Verification of the party called may be require	ed)

Х

	Are calls recorded?	$\boxtimes$		
	<ul> <li>Are calls to attorneys separate from allotted calls?</li> </ul>	$\boxtimes$		
2.	Are youth allowed to receive telephone calls?	$\boxtimes$		
	<u>702.200 VISITING</u>	YES	NO	N/A
1.	Are visiting procedures established?	$\boxtimes$		
	Are there at least two visiting days per week?	$\boxtimes$		
	<ul> <li>Is one of those days a weekend day?</li> </ul>	$\boxtimes$		
	Are visits at least 30 minutes in duration?	$\boxtimes$		
2.	Is liberal visiting allowed for attorneys and clergymen?	$\boxtimes$		
	Is a private area provided?	$\boxtimes$		
3.	Are visitors required to sign in?	$\boxtimes$		
4.	Are visitors subject to search?	$\bowtie$		
	<ul> <li>Is a visitor "Search Notice" sign posted?</li> </ul>	$\boxtimes$		
	Are youth searched after each contact visit?	$\boxtimes$		
				1
	702.210 SOCIAL SERVICE PROGRAMS	YES		
1.	Are psychiatric, social, and counseling services available?		NO □	N/A □
2.	Are volunteer workers and counselors invited to participate in treatment programs?	$\boxtimes$		
	702.220 EDUCATION	YES	NO	N/A
1.	Is the schedule of instruction and activities operated twelve months a year?			
2.	Are school program objectives in writing?	$\boxtimes$		
2. 3.	Are school program objectives in writing? Is the curriculum designed to meet individual needs?	$\boxtimes$		
	<ul><li>Are school program objectives in writing?</li><li>Is the curriculum designed to meet individual needs?</li><li>Is communication with a youth's home school maintained?</li></ul>	$\boxtimes$		
	Is the curriculum designed to meet individual needs?	$\boxtimes$		
	<ul><li>Is the curriculum designed to meet individual needs?</li><li>Is communication with a youth's home school maintained?</li></ul>	$\boxtimes$		
3.	<ul> <li>Is the curriculum designed to meet individual needs?</li> <li>Is communication with a youth's home school maintained?</li> <li>Does the library include vocational material?</li> </ul>	$\boxtimes$		
3.	<ul> <li>Is the curriculum designed to meet individual needs?</li> <li>Is communication with a youth's home school maintained?</li> <li>Does the library include vocational material?</li> <li>Is class size limited to a maximum of 15 students per teacher?</li> </ul>	$\boxtimes$		
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#### 3. Has a staff member been designated library responsibilities?

#### 702.240 RELIGIOUS SERVICES

1. 2.	Are religious services available? Is religious counseling available?	YES ⊠ ⊠	<b>NO</b> □ □	N/A □ □
	702.250 RECREATION AND LEASURE TIME			
		YES	NO	N/A
1.	Is there a daily scheduled program of vigorous indoor and outdoor activities?	$\boxtimes$		
2.	Is the area available for physical indoor activities sufficient?	$\boxtimes$		
3.	Is the area available to physical outdoor activities sufficient?	$\boxtimes$		
4.	Are drinking and toilet facilities accessible off the play area of exercise rooms and outdoor yard areas?	$\boxtimes$		
5.	Is sufficient equipment available?	$\boxtimes$		
6.	Is there a written policy covering day-to-day exercise activities and schedules?	$\boxtimes$		

### **Inspector's Comments**

The facility is connected to the Juvenile Courts building. This combination allows for the efficient process of admitting and removing a youth from secure custody. The facility seems very large it first impression, however when brought to each living unit and specialized area, the facility is operated in a very detailed and controlled manner. The sanitation of the building is a high priority of the facility administration. The Facility Operations Administrator produced a comprehensive cleaning schedule. The staff members in the different areas were well aware of the day's schedule and the operation of the facility as a whole. The disciplinary process in place shows attention to the need for redirection and possible sanction requirements for the choices of the youth. The education department of the facility works very well with the operations staff. The programming of the facility is a very focused entity within the facility. The facility is driven by the programming schedule instead of the operational needs of the JDC. The school is administered by the Regional Office of Education System. Each youth is entered into the school system a day or two after arrival. There are many programs in action at the school away from normal academics. The recreational schedule is active. The leadership of the facility motivate a calm and understanding operational philosophy at the facility. The staff and the youth feel supported and important. During the inspection, the facility was quiet and the youth were appropriate at all times. The youth were clean and utilized appropriate communication techniques. The facility staff were open and attentive to the youth around them. The staff members had a solid command of the schedule of the facility.

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