

Juvenile Justice and Delinquency Prevention Commission San Mateo County, California

Group Home Inspection

Facility Name: EPA Teen Home

Facility Capacity: 6

Address: 2265 Oakwood Dr., EPA, CA 94303-1448

Current Population 3

Contact Person: Sheila George

Annual Population: 12-15

Phone Number: 650 324 8487

Date of this Inspection: 8/15/2013

Date of Last Inspection: NA

Commission Inspection Team: Susan Swope and Margot Rawlins

Presiding Juvenile Court Judge: Susan Irene Etezadi

Major Concerns, Observations, and Recommendations

Fire Inspection Report: Yes No Date: ~ 4-5 years ago

Health Department Report: Yes No Date: they say it is not required

Miscellaneous: _____

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Areas Reviewed

Quality of Life

- Physical Plants
- Meals/Nutrition
- Mental Health
- Physical/Dental Health
- Religious Services
- Volunteer Involvement
- Visiting
- Other: _____

Programs

- Education
- Vocational/Employability
- Community Service
- Individual/Group Counseling
- Substance Abuse
- Other: _____

Persons Interviewed

- Minors
- Director
- Youth Supervisor/Staff
- Food Services Staff
- Other: _____

General Information

Stated purpose of facility: To meet the needs of and benefit teenage residents and teenage mothers with children who are in the foster care system, in order that they may live in a safe, clean, alcohol/drug-free, and supportive home environment in San Mateo County

Type of operating license: Group Home

License number: 415600001

Most recent licensing inspection: _____ ????

Rating level: 9

Target population of juveniles: 6 females and their children

Age range of juveniles: 0 (unborn) to 18 years

Juveniles' home counties: Merced, Santa Clara, San Francisco (have had San Mateo residents in the last year)

Pre-Plan for Emergencies: Yes No Date of Last Drill: May 2013

Comments: They have a safe house at the corner of the street to which they evacuate

Staffing

Describe staff specialties: 4 full time, 3 part time—They are have child care workers, a case manager and a facilities manager

Describe staff including numbers, background, ethnicity, language: Staff are Hispanic and African American. They speak Spanish and English.

Educational requirements for Staff: Minimum is an AA and two years experience.

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Training provided for staff: Seneca Center provides a 2 hour training on the 2nd Monday of every month on a wide variety of subjects. They also send staff to Foster Care Support Network training.

Staff to minor ratio: Awake 1:2 Sleeping 1:3

How is staff backup handled during grave-yard shift?: Shirley George, Lanel Burleson and one other staff member are on call as needed.

Describe staff turnover, including frequency and reason: Staff is pretty stable. They recently had major turnover. One 12 year staff retired, one 8-year staff moved. One of the current staff has been there for 20 years.

Describe general staff and minor interactions: Atmosphere seemed familial. Staff and residents interacted comfortably.

Comments: _____

Conditions of Grounds and Building Exterior

Give a general description of the property: Facility is a two-story house. The second floor has a bedroom suite for two, a deck and a study/therapy room. The first floor has a visiting/recreation room, a living room, two bedrooms (one with its own bathroom, a combination kitchen/dining room and an office. The property has mature trees and comfortable seating place in the front. There is no lawn and the backyard has a patio with table and chairs and a barbeque.

Give a general description of the main facility including housekeeping and sanitation: The girls all have their chores. Staff supervises and instruct in proper procedures where they need to be taught how to clean. Staff and residents clean the facility together every day.

Lawns: Acceptable Unacceptable: no lawn to speak of

Playing Fields: Acceptable Unacceptable: no playing fields

Blacktop: Acceptable Unacceptable: _____

Paint: Acceptable Unacceptable: They are putting in new windows and are in the process of preparing to paint the inside of the house.

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Roof: Acceptable Unacceptable: _____

Drains and Gutters: Acceptable Unacceptable: _____

General Appearance: Acceptable Unacceptable: _____

Condition of Interior of Building

Walls: Acceptable Unacceptable: _____

Paint: Acceptable Unacceptable: Notre Dame students are going to help them paint, Even so, the inside does not look unacceptable.

Floors: Acceptable Unacceptable: Carpets are cleaned every six months

Ceilings: Acceptable Unacceptable: _____

Drains: Acceptable Unacceptable: _____

Plumbing Fixtures: Acceptable Unacceptable: _____

Air Vents/Heating/Windows: Acceptable Unacceptable: _____

Smoke Alarms: Acceptable Unacceptable: They have smoke and carbon monoxide alarms

Storage of Cleaning Fluids/Chemicals: Acceptable Unacceptable: Locked up when not in use

Recreation/Sports Equipment: Acceptable Unacceptable: _____

Hallways Clear/Doors Propped Open: Acceptable Unacceptable: _____

Sleeping Rooms: Acceptable Unacceptable: Max of two girls per room

Beds Acceptable Unacceptable: _____

Art, Books, Personal Items Allowed in Rooms: Acceptable Unacceptable: Residents can keep possessions with them at their own risk or staff will lock them up and provide them when residents want to use them.

Graffiti Present: Acceptable Unacceptable: No graffiti

Ample Blankets: Acceptable Unacceptable: _____

Study Area: Acceptable Unacceptable: _____

Adequate Lighting: Acceptable Unacceptable: _____

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Temperature: Acceptable Unacceptable: _____

Orientation of Minors

What is the intake process for the facility? They get a phone call about availability of a bed. If yes, the referrer faxes paperwork. Staff review and decide whether the young woman is appropriate for their Level 9 facility. The process takes about 24 hours.

Are minors oriented to the house rules and procedures?: Yes No Explain: Staff have a one-on-one orientation to the house rules and they are given to them in a packet.

Are house rules and grievance procedures posted?: Yes No Explain: They are usually posted in the kitchen. They had been taken down in preparation for painting.

What is in place to ensure that these rules and procedures are understood by minors?: They go over the rules at the House Meeting that is held every Monday.

Are clothing and possessions inventoried on arrival and departure? How are juvenile's clothing and possessions protected or stored? Possessions are inventoried at arrival and departure and the documentation becomes part of the young woman's file. Some residents arrive with nothing.

Interviewed Minors: Yes No Details: None of the current residents are San Mateo County residents. They all seemed fine with the home. Note that staff were within earshot during discussions.

Meals/Nutrition

Kitchen: Acceptable Unacceptable: _____

Do the youth share in preparation of meals?: Yes No Details: They can if they want to.

Are meals served family style?: Yes No Details: _____

Are minors permitted to converse during meals?: Yes No Details: _____

Are staff present and supervising during meals?: Yes No Details: The cook

Are weekly menus posted?: Yes No Details: Minors help plan menu. It was not posted during our visit in preparation for interior painting.

Are servings ample, nutritious, appetizing?: Yes No Details: _____

Weaker minors protected from having food taken from them?: Yes No Details:

Based on the amount of food available, this would not be a problem.

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Are snacks and beverages available?: Yes No Details: Granola bars, fruit, trail mix, etc.

How do you meet special nutritional needs? Rarely happens. They follow doctor's orders when provided.

Length of time allowed to eat?: As long as they want. Until they finish eating.

Mealtimes (no more than 4 hours between meals, breakfast to dinner, without a snack).

Breakfast: School days 6:30 am; Non-school days 9:30 am Lunch: noon to 1 pm

Dinner: ~ 5 pm

Comments: Residents can prepare their own lunches if they wish.

Personal Appearance of Minor

Appearance: Acceptable Unacceptable: _____

Showers (frequency, privacy, supervised): Acceptable Unacceptable: Daily shower required

Condition of clothing (clean, fit, etc.): Acceptable Unacceptable: _____

Clothing appropriate to current weather: Acceptable Unacceptable: _____

Programs

Recreation (type, amount, etc.): Acceptable Unacceptable: They have memberships in the EPA YMCA and the Boxing Club if they wish. They can go to the YMCA whenever they wish.

Exercise (daily schedule, amount, etc.): Acceptable Unacceptable: No exercise in home. They get exercise at school or the YMCA gym. They go for hikes on trails.

Access to Religious Services: Acceptable Unacceptable: Any resident who wishes to go to religious service can go. They are all in walking distance from the home.

Access to Medical Services: Acceptable Unacceptable: They use the Ravenswood Clinic and Stanford. All pregnant residents have their babies at Stanford.

Access to Mental Health Services: Acceptable Unacceptable: They all get individual counseling for an hour a week at the residence. Some also see a psychiatrist once a week or once a month

Individual Counseling: Acceptable Unacceptable: _____

Group Counseling: Acceptable Unacceptable: Available as needed

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Substance Abuse Counseling: Acceptable Unacceptable: Provided by EPA One Drug and Alcohol, El Centro in Redwood City. They refer to Hope House if residential treatment is needed.

Victim Awareness Classes: Acceptable Unacceptable: Provided in Redwood City is needed (prescribed by judge)

Gang Awareness Classes: Yes No Details: Provided if ordered by judge

Sexual Harassment Classes: Yes No Details: Have not been needed thus far

Parenting Classes: Yes No Details:

Vocational Classes: Yes No Details: Stanford students provide tutoring

Work Program: Yes No Details: During the summer, they can work if they want to

Other:

Discipline of Minors

Describe the discipline process of minors: Depending on the infraction, e.g., home late, they will have time reduced from their pass. In other cases, they may be required to remove themselves from the floor (to their rooms). In extreme cases, staff would call 911.

Grievances

Grievance Process: Acceptable Unacceptable: A resident would fill out a grievance form and staff would talk to each party separately and then bring them together. This usually works to bring them to the truth

Number of grievances this year: None

Correspondence / Telephone

Access US Mail?: Yes No Details: They can receive mail except that from a jail or juvenile hall.

Postage Free?: Yes No Details:

Incoming/Outgoing Mail (screened? Confidential?): Yes No Details: Screening is only for originating address. Content is not screened.

Access to Telephone?: Yes No Details: Most residents have their own mobile phone.

Visiting

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Visiting Schedule: Weekdays noon to 8 pm Weekends noon to 9 pm Special Events _____

Do all minors have access to visitations?: Yes No Details: Parents have only to call ahead to say they are coming. Friends have to be cleared in advance.

Under what circumstances would visitation be restricted?: Visits are not allowed during programming. Might be restricted if a resident skipped school or was guilty of other misbehavior. Sometimes there are judges', social workers' or probation officers' restrictions.

Are visitation logs kept?: Yes No Details: All visitors must sign in

Adequate Space: Acceptable Unacceptable: There is a separate room used for visits.

Staff Supervision: Acceptable Unacceptable: The door must be open and there are cameras, but conversation is private.

Privacy Provided: Yes No Details: _____

Games or Activities Provided: Yes No Details: They have table games like Monopoly, magazines, books. But the residents mainly into texting and talking. Crafts are also available.

School

List the schools your residents attend: Carlmont and Redwood High School

How is transportation to school provided: School bus picks them up and drops them off

Are students able to participate in school-based extra curricular activities?: Yes

Is tutoring available?: Yes through Stanford, the library and the high school

Adequate Supplies, Books, Paper, Computer?: A local Church provides backpacks with all the supplies they need.

Access to computers/Internet? How is this managed? : They can use the computers at the library. All residents get a library card.

Describe the relationship between school and staff: They have a good relationship. The Director will fight for her kids to make sure they get a fair shake.

Comments: _____

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Comments

General comments or concerns that should be noted that haven't already been addressed?: _____

Signature of Commissioner(s) preparing this report:

_____/s/Susan Swope_____ Date: 9/5/2013

_____/s/Margot Rawlins_____ Date: 9/5/2013

_____ Date: _____