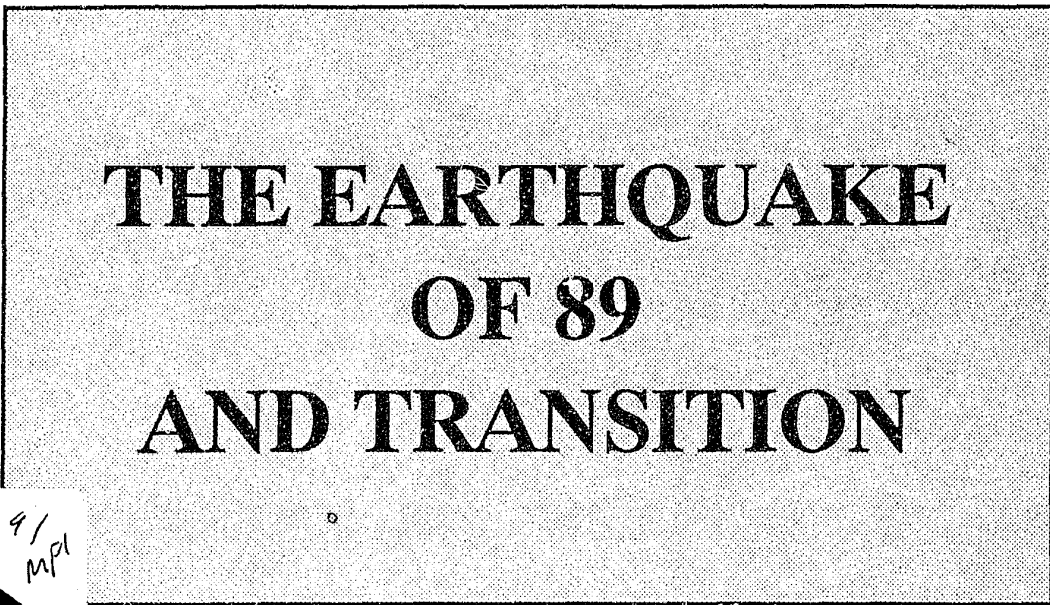


PROBATION DEPARTMENT

OF SANTA CLARA



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**ANNUAL REPORT
FISCAL YEAR 1989-90**



Pete Silva
Chief Probation Officer

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Pedro R. Silva
Chief Probation Officer

August 9, 1990

Honorable Read Ambler
Presiding Judge Superior Court
Santa Clara County
191 North First Street
San Jose, CA 95113

Honorable Leonard P. Edwards
Presiding Dependency Judge
Juvenile Court
Santa Clara County
41 North First Street
San Jose, CA 95112

Honorable John T. Ball
Presiding Delinquency Judge
Juvenile Court
Santa Clara County
840 Guadalupe Parkway
San Jose, CA 95110

Honorable Rise Pichon
Presiding Judge Municipal Court
Santa Clara County
200 West Hedding Street
San Jose, CA 95110

Sally Reed, County Executive
Santa Clara County
70 West Hedding Street
San Jose, CA 95110

I'm pleased to provide you the Probation Department's Fiscal Year 1990 Annual Report. The title "A Quake and Transition" aptly highlights our experiences during this past year.

The devastating October 17, 1989, earthquake interrupted what we often consider an orderly and routine existence. Although the Department responded admirably to Court, client and custody needs, we were reminded how essential it is to be prepared for such a natural disaster. The earthquake also set into motion other events related to how we conduct our business which are still unfolding. Certainly it accelerated transitions and enabled us to better focus our resources on Juvenile Delinquent and Adult Probation Services. Shortly after the earthquake it became evident that a section of the Juvenile Center, particularly our main lobby, had to be demolished due to its unsafe condition. With that, a decision had to be made to move dependency courts from the building.

The Harvey Rose Report regarding the Social Services Agency followed within a few months. It recommended transfer of the Probation Dependent Intake function to that Agency. At Board of Supervisors direction and after many years of service to neglected and abused children the Department initiated the transition of its last service function for these children to Social Services. This orderly transfer should be completed by January 1, 1991. The Board was most responsive and allowed the Probation Department to retain all staff committed to this function to be deployed within other critically needed areas of Adult and Juvenile Services. I will touch on these enhancements momentarily.

We also initiated the transition of our Adult Services staff from many years of inadequate office space at the County Administration Building west wing to modern offices on North First Street. This location and building should serve both our client and staff needs well.

Progress has been made in the following two areas over the year:

- (1) Case Classification
- (2) Youth Diversion

Due to geographical distribution of caseloads and classification standards we have been able to actively supervise the majority of our high-risk adult and juvenile offenders. The reallocation of dependency staff in the latter half of calendar year 1990 should enable us to increase our classification services to all high-risk and the majority of medium risk offenders.

We have also started to see the fruits of our efforts to develop diversion partnerships with cities and local law enforcement agencies. In February the City of Cupertino, Cupertino and Fremont School Districts approved a contract to fund a Probation Officer to provide diversion services for that city and those school districts. The Sunnyvale City Council has also approved partial funding for a Probation Officer to be assigned to the Department of Public Safety for similar services. The reassignment of dependency staff will enable us to expand Diversion within the Sheriff and San Jose Police Departments as well as augment the Probation Department's Juvenile Intake function to increase the diversion of appropriate youngsters from admission to Juvenile Hall.

The ability to expand Juvenile Diversion and Intake services has come at a most critical time period. For the second year we have seen a rise in our detention population which has put undue pressure on our boys' living units and affected plans for Juvenile Hall remodeling and modernization. In light of this we sought a

review of the Juvenile Hall Masterplan and demographics to update detention requirements and program needs. About the same time the Board requested a Probation Department Management audit by the Harvey Rose Accountancy firm. Unfortunately, the results and use of either report to assist population planning will not be available until the latter part of the 1990 calendar year.

We entered the 1991 budget process with a clarity of purpose as to what our needs were against a backdrop of tremendous fiscal uncertainty. It was essential that the Juvenile Hall Masterplan unit reconstruction be moved forward for a multitude of health and safety reasons for children in custody. Equally essential was the need to rebuild Smith Creek, a juvenile rehabilitation facility, to provide relief to our Juvenile Hall and other Ranches. The California Department of Forestry has been most receptive to the Department returning to use their land to reestablish a youth correction facility and to work with their staff. Unfortunately, our request for reopening comes at a time when the Department and County must again reduce their budgets.

We enter 1991 with some uncertainty regarding the budget and the Juvenile Hall Masterplan direction. We are pessimistic regarding Smith Creek's construction approval. However, I cannot help but be thankful for many aspects of 1990. The Board continues to be most supportive of the Department's direction and has provided staffing in a period of most difficult financial circumstances. Probation Department staff continue to excel and demonstrate the commitment to their clients and community in a manner that I am most pleased and thankful for. Although we will continue to pursue the acquisition of needed resources and programs, you can be assured the Department will endeavor to provide the highest quality of services at all times and in particular in this time of severe fiscal limitations.

Sincerely,



PETE SILVA
Chief Probation Officer

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MISSION AND GOALS STATEMENT

The Mission of the Santa Clara County Probation Department, as an integral part of the Criminal Justice System, is to PROTECT THE COMMUNITY.

The Mission of the Department will be accomplished by providing investigation, supervision, and custodial care of adults and juveniles referred for probation services.

The Mission to Protect extends to abused and neglected children, clients and victims of crime.

In pursuit of the Mission, the Department will maintain standards of professional excellence.

Encompassed in Community Protection are the following goals whereby the Department will:

Hold offenders responsible to the community and to themselves through personal accountability and RESTITUTION as part of any sanction.

Assess an individual's potential RISK to the community through standardized criteria which will guide probation decisions. The Department will employ risk assessment to aid in the reduction of further criminal activity and victimization;

Work aggressively with Justice Agencies and community organizations to develop and support CRIME PREVENTION Programs.

Provide PROGRAMS for clients, both in and out of custody, with the goal that the individual will accept social responsibilities as he/she is reintegrated into the community. Such programs will include, but not be limited to: work, recreation, education, vocational training and counseling.

Provide support to the Courts and perform all MANDATED probation functions, in accord with standards and constitutional requirements;

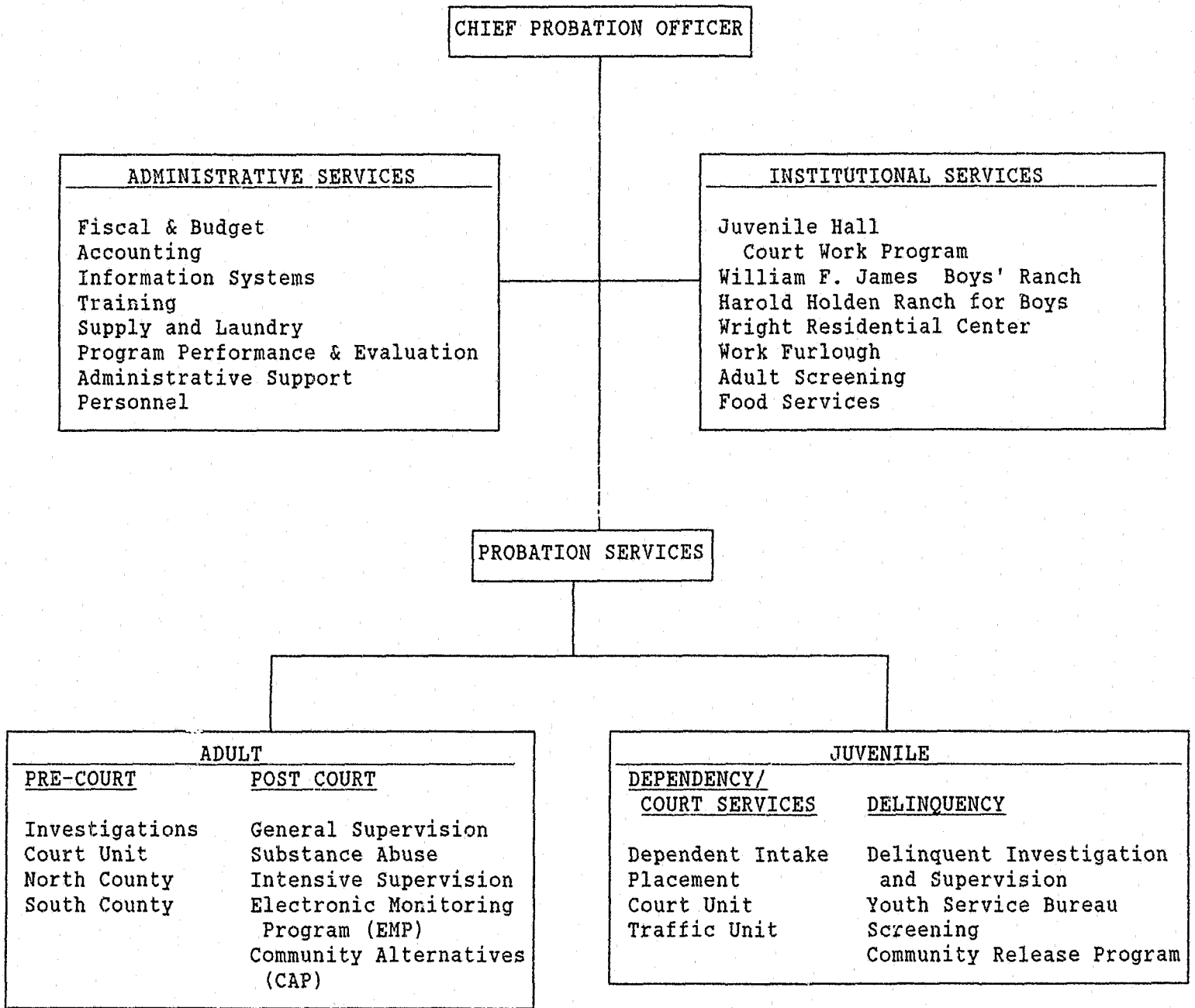
Utilize CUSTODIAL CARE as a limited resource for those persons for whom no other appropriate or less-restrictive alternative exists. Conditions of confinement will be constitutional, safe, secure and humane in compliance with applicable State and Local Law.

Be an advocate for the needs of VICTIMS.

Provide avenues for PUBLIC INVOLVEMENT and participation in the pursuit of the Department's overall Mission.

January 11, 1989

SANTA CLARA COUNTY
PROBATION DEPARTMENT ORGANIZATION



IV. JUVENILE PROBATION SERVICES

A. Introduction

The purpose of the Juvenile Court Law, as stated in Section 202 of the California Welfare and Institutions Code, is:

"(a) ... to provide for the protection and safety of the public and each minor under the jurisdiction of the juvenile court and to preserve and strengthen the minor's family ties whenever possible, removing the minor from the custody of his or her parents only when necessary for his or her welfare or for the safety and protection of the public. When the minor is removed from his or her own family, it is the purpose of this chapter to secure for the minor custody, care, and discipline as nearly as possible equivalent to that which should have been given by his or her parents.

(b) Minors under the jurisdiction of the Juvenile Court who are in need of protective services shall receive care, treatment and guidance consistent with their best interest and the best interest of the public. Minors under the jurisdiction of the juvenile court as a consequence of delinquent conduct shall, in conformity with the interests of public safety and protection, receive care, treatment and guidance which is consistent with their best interest, which holds them accountable for their behavior, and which is appropriate for their circumstances. Such guidance may include punishment that is consistent with the rehabilitative objectives of this chapter. Juvenile courts and other public agencies charged with enforcing, interpreting and administering the Juvenile Court Law shall consider the safety and protection of the public and the best interest of the minor in all deliberations pursuant to this chapter."

Juveniles who come within the jurisdiction of the Court are described as those who are under the age of 18 years and who fall into any of the general categories defined by Section 300, 601, or 602 of the Welfare and Institutions Code.

1. Dependents

Section 300 establishes jurisdiction over minors who:

- a. Have suffered or are at risk of suffering serious physical harm inflicted non-accidentally by the parent (or guardian);
- b. Have suffered or at risk of suffering serious physical harm or illness as a result of the parent (or guardian's) failure to protect, or the parent (or guardian's) failure to provide the necessities of life or the inability of the parent (or guardian) to provide regular care due to their illness, developmental disability or substance abuse;
- c. Are suffering serious emotional damage, or are at risk of suffering serious emotional damage as a result of the parent (or guardian's) conduct;

- d. Have been sexually abused, or there is substantial risk of sexual abuse by the parent or member of the household and when a parent (or guardian) failed to protect a child from sexual abuse when the parent (or guardian) knew or reasonably should have known that the child was in danger of sexual abuse;
- e. Under the age of five and has suffered severe physical abuse;
- f. Have a parent who has been convicted of causing the death of another child through abuse or neglect;
- g. Have been left with no provision for support;
- h. Have been freed for adoption and the adoption petition has not been granted;
- i. Are subject to acts of cruelty by a parent (or guardian) or member of the household;
- j. Have siblings who have been abused or neglected.

2. Delinquents

Section 602 establishes jurisdiction over those minors who violate any local, county, state, or federal law or ordinance.

3. Status Offenders

Section 601 of the Welfare and Institutions Code established jurisdiction over minors who:

- a. Are beyond control of parents or guardians, or who violate a curfew based on age.
- b. Are habitual truants or beyond control of school authorities and fail to respond to the directives of the school attendance review board.

B. Delinquent Screening Unit

The Delinquent Screening Unit provides a variety of "front-end" services that divert low severity level law violators and lessen the penetration level of such offenders into the juvenile justice system. At the same time, more serious offenders are also recognized and propelled into the juvenile justice system expediently so judicial accountability may be realized in a timely manner.

The effects of the functions described below provide protection for the community and accountability of the offender, while allowing the agency to maintain a low custody population.

1. Intake Screening (3 officers, 18 hours per day, 7 days per week)

A child accused of a delinquent violation may be referred to the Probation Department by parents, relatives, guardians, police officers, school officials, or other community members. If delivered to Juvenile Hall by police, the Screening Officer determines whether to release or detain the minor. The minor, his/her parents, and other involved persons may be interviewed to assess the level of adjustment at home, in school, and in the community. Other considerations include whether a parent or guardian, or responsible adult is available and willing to provide care and exercise control over the minor, whether a suitable home exists, whether the minor is likely to flee the jurisdiction of the Court, or if he/she is believed to have violated an Order of the Juvenile Court.

Each minor who enters Juvenile Hall is evaluated regarding the risk he/she represents to the community. A score is developed based on the following factors:

- a. The offense leading to custody;
- b. Sobriety status at arrest and admission to Juvenile Hall;
- c. Prior arrests;
- d. Probation status;
- e. Warrant status; and
- f. Institutional escape or failure status.

In the vast majority of cases, this score dictates whether the minor is to be detained in Juvenile Hall until his/her Detention Hearing or released. However, a deputy may override the risk score, with the approval of the Supervising Probation Officer, if extenuating circumstances support such action.

The value of this risk assessment tool is multi-faceted. It requires that each minor be evaluated on specific, standardized criteria which reflect the spirit of the Juvenile Court Law and the concerns of the legal body responsible for public protection and juvenile rehabilitation. It is also an excellent tool to use for statistics gathering and screening policy decision making.

2. Screening Intake (3 officers)

Frequently, minors are referred to the Probation Department for minor offenses; however, their return to the family is not forthcoming because of family dysfunction. In many cases, the offense was committed in the home with a family member as a victim. Probation Officers bring these families together, provide counseling, and mobilize community resources to assist resolving underlying problems. Two additional officers will be added to this function during the 1990-1991 Fiscal Year in order to intensify our efforts with these families.

3. Community Release Program (6 counselors)

The Community Release (Home Supervision) Program is an alternative to detention for children who would otherwise be held in Juvenile Hall prior to disposition. Counseling staff provide daily supervision and assistance to the youngster and family. At the direction of the Court, the staff also serve dependent children who are at home pending disposition. Community Release staff report the results of their monitoring to assigned probation officers and the Court.

4. Screening - Educational Intervention Program (1 Officer)

The purpose of this project is to improve services to youth referred to the Probation Department who have significant school-related problems. It is a cooperative effort of the Probation Department and the County Office of Education funded by a grant from the Packard Foundation.

Started in March, 1989, this program was developed in order to detect learning disabilities in our clients. It has long been believed that serious educational problems are significant contributors to delinquent behavior.

Each minor brought to Juvenile Hall is administered a short screening test to determine the possible existence of learning disabilities. If the test results indicate these problems may exist, follow-up is done to isolate and address problems. Parents and school administrators are notified of test results, and probation plans are developed to address needs. In addition, an alternative vocational training program has been developed recently to serve appropriate youth. This program will end at the close of the 1989-1990 Fiscal Year.

5. Cupertino Youth Outreach Program (1 Officer)

In the 1970's, this agency operated a broad range of youth services, delinquency prevention and diversion services throughout Santa Clara County in the form of Youth Service Bureaus and probation officers placed in Police Departments. The severe budget reduction of the early 1980's saw these programs discontinued. In February of 1990, a consortium consisting of the Probation Department, the City of Cupertino, the Cupertino Union School District and the Fremont Union High School District, formed the Cupertino Youth Outreach Program. This program features a probation officer who provides delinquent diversion services for low level offenders and a variety of services to at risk youth identified by the two school districts. Similar programs in San Jose, Sunnyvale and South Santa Clara County will be added in the 1990-91 Fiscal Year.

6. Family Reunification Program (1 officer - MFCC Licensed)

This Program uses crisis intervention techniques to mediate problems between youth and their families in an attempt to defuse situations so that the youth can return home. The intent of the Department is to provide appropriate intervention to clients at the earliest possible stage in the justice process.

The transfer of Dependent Investigation functions to the Department of Social Services allowed the Family Intervention Program to be used exclusively as a resource for the Outreach Programs and Intake functions. Counseling will focus on Crisis Intervention referrals to other community resources and/or giving family counseling support.

7. Intensive Intervention (1 officer - MFCC Licensed)

The purpose of the Intensive Intervention Unit is to provide immediate therapeutic intervention for high risk child abuse cases in order to facilitate family reunification prior to the Juvenile Court Dispositional Hearing and to provide appropriate case evaluation to the Court. These cases require ongoing Court involvement because of high risk to the children, but project services may prevent further system penetration. Project experience shows that prompt, intensive services prevent placement by assisting families in resolving issues and implementing treatment and change while safeguarding the child. The Court process is expedited and appropriate dispositions are enhanced by the project case evaluations and recommendations. The prompt intervention provides an environment which reduces hostility, encourages settlement, and lessens trauma to the child and family.

8. Victim-Offender Mediation Program (1/2 officer)

This program is designed to bring victims and offenders together in the presence of a trained mediator in order to address restitution issues that can benefit from negotiation and mediation. It offers the victim the opportunity to face the offender directly, and the offender to see the direct impact of his crime in personal terms.

C. Delinquent Investigation and Supervision (54 Officers)

Minors who are alleged to have committed a violation of the law are referred to the Probation Department for corrective action.

The Intake-Investigation Officer investigates the background of the child and family and the incident causing the referral. Three intake dispositions are available: Settled at Intake, Informal Supervision and Petition. If only minimal intervention is necessary, the officer may settle the matter at the intake level. If a moderate level of action is deemed appropriate by the assigned Officer, the child may be placed on Informal Supervision for a period of six (6) months and/or referred to a community resource. If a more authoritative response is appropriate, the officer will confer with the District Attorney's Office and file a Petition to have the matter heard by the Juvenile Court. Options available to the Court include Probation, placement in a juvenile rehabilitation facility, relative, foster home or private institutional placement and referral to the California Youth Authority.

Once the Petition is drawn, the Intake/Investigation Officer prepares a thorough report for the Court, setting out all pertinent legal and social factors together with a plan of treatment. As specified in the Welfare & Institutions Code, the safety and protection of the community and the best interests of the minor are evaluated and recommendations developed for the Court. The report provides the Court the necessary information with which to make its Orders and implement a plan of rehabilitation.

The Supervision Officer is responsible for assisting the delinquent child, who is on informal supervision or a Ward of the Court on formal probation, and his parents to recognize problem areas that led to the delinquent behavior, and resolve those problems in order to prevent future delinquency. This involves casework and counseling on the part of the Probation Officer and utilization of community services agencies. The main goals of Probation Supervision are:

1. To protect the public from potential criminal conduct of minors by averting further delinquent activity.
2. To ensure compliance with Juvenile Court Orders.
3. To assist the delinquent child in a program of rehabilitation and to develop within the minor a sense of responsibility for his/her own acts. This may include reimbursement to the victim for financial losses sustained as a consequence of the minor's conduct.

The investigation and supervision functions are combined into one unit for each of five geographic areas of the county. This allows both intake and supervision officers in each area to become more knowledgeable of available community services, to establish lasting relationships with school and police personnel serving the specific areas. Clients are provided with more consistent services since cases remain within a unit under the same Supervising Probation Officer.

FY 90 HIGHLIGHTS

In FY 90, the Gang Unit, which is responsible for the investigation and supervision of juvenile gang-related cases, continued with partial funding from the State Office of Criminal Justice Planning. The vertical prosecution of gang cases was greatly enhanced during the year when the District Attorney's office assigned a full-time attorney to prosecute and coordinate gang cases with the probation officers assigned to the gang unit. Additional progress was accomplished in the area of cooperation and teamwork with other law enforcement agencies as members of the gang unit worked in teams with local police, sheriff and state parole agents in gang identification at the County Fair, and two other local festivals, assisting in suppressing potential gang violence.

Plans were developed for a combined adult and juvenile gang unit to further coordinate the department's gang violence suppression activity. The new combined and expanded unit will be implemented during the 1990-1991 fiscal year.

The Community Mobilization Grant also funded by the Office of Criminal Justice Planning continued during the fiscal year to educate the community and assist in developing strategies to combat the growth of street gangs and substance abuse. The handbook developed by this grant for the community has now over 3500 copies distributed to various community groups. The handbook has been translated and a Spanish edition is planned for printing during the 1990-1991 fiscal year.

A comprehensive case classification system is in its second year of implementation. This system consists of client risk and need evaluation, the objective setting of a specific supervision intensity level, case plan formulation and periodic reassessments of probationers. This system allows management to deploy staff based upon the actual workload of a given task rather than simple caseload numbers. The system also provides the Department with a means to clearly and accurately describe the level of service it can provide with a specific number of officers. Finally, by using this system, the workload of each officer can be objectively evaluated. This allows work to be evenly distributed among staff members.

D. East Valley Youth Services Bureau (EVYSB)

The East Valley Youth Service Bureau (EVYSB) is a crime prevention, diversion program, funded by the Santa Clara County Probation Department and the California Youth Authority. Bureau staff provide services to over 1500 youth per year. Referrals come from the Probation Department, San Jose Police Department, schools and the East San Jose community.

The Bureau is staffed by personnel from the Santa Clara County Probation Department and the San Jose Police Department. In-house programs operated by Bureau staff include the Community Services Program (CSP), the Employability Skills Program (ESP), the Vision Program and the Truancy Abatement Program.

The Employability Skills Program staff work with the Youth Employment Service (Y.E.S.) to provide skills and jobs. The Vision and Truancy Abatement Program take place in the elementary and middle schools. Staff receive "at risk" referrals from the schools and provide group and individual counseling in the school setting, and do follow-up work in the youth's home.

Two programs, the Shoplifting Reduction Program (SRP) and the Substance Abuse Program (SAP) are "crime specific" education programs directed to first-time shoplifters and those youth with minimal involvement with drugs. Parents are required to be involved in the training. Both programs use donated facilities at Fischer School.

In compliance with the Department's contract with the California Youth Authority, a twelve-member Advisory Board, representing the broad ethnic and cultural interest of the East San Jose community, meet regularly to advise on program direction and effectiveness.

E. Dependent Intake and Investigation

The Dependent Intake and Investigation Units have the responsibility of investigating all in-custody referrals of child abuse in which the family is not already receiving services from the Department of Social Services. Non-custody referrals are received from the Child Abuse and Neglect Reporting Center. These cases involve physical abuse, neglect or sexual molestation.

The Probation Officer during the course of his/her investigation, must decide whether a petition will be filed on behalf of the minor which requires the involvement of the Juvenile Court. If no petition is filed, the Probation Officer may settle the case at intake or place the child on informal supervision. If a petition is filed, the Probation Officer must complete an investigation regarding the facts of the charge and a social study regarding the background of the child. This report includes a recommendation to the Juvenile Court for the most appropriate action which will protect the child, and, if possible, move toward family reunification.

The complexity of the legal process in abuse and neglect cases has continued to escalate, demanding increased Court and Probation Officer time. Three departments of the Juvenile Court are devoted exclusively to dependent matters. Cases set for trials with an estimate of more than one trial day are generally referred to the presiding Superior Court Judge for assignment into another courtroom.

Dependent Intake also utilizes the services of the Intensive Intervention Unit and the Community Release Program to insure that appropriate children are returned home at the earliest point possible.

FY 1990 HIGHLIGHTS

In 1989, a third unit was formed to deal with a backlog of potential adoption cases from Department of Social Services. The third Dependent Intake Unit remained in existence for ten months at which time the referrals on 232 cases decreased to require a reduction of staff. In November, 1989, the section reverted back to a two unit organization with two Supervisors, twenty-one Deputy Probation Officers, and one Vietnamese speaking Community Worker.

A task force comprised of Probation Department and Social Service personnel continued to meet. Its objective was to streamline services to dependent clients.

In December 1989, the Harvey M. Rose Accountancy Corporation released its report reviewing Santa Clara County's System of Services for the Protection of Abused and Neglected Children. On February 2, 1990, the law firm of Morrison and Forrester and the Public Interest Law Firm submitted a memorandum to the Board of Supervisors identifying instances in which they felt the County had failed to meet its constitutional and statutory obligations to adequately provide services to alleged abused and neglected minors. Both reports felt the division of responsibility with Department of Social Services resulted in a duplication of services, the Emergency Response workers and Probation Officers did not always communicate and

coordinate services to the client and the training received by Probation Officers was different than that received by the Social Workers. On March 27, 1990, the Board of Supervisors approved transfer of services provided by Dependent Intake from Probation to the Department of Social Services. The transition plan began July 1, 1990 and calls for completion of transfer by January, 1991. The 24 deputies and two supervisors are to be reassigned within the department with no layoffs anticipated.

Staffing: The two Dependent Intake and Investigation Units, each headed by a Supervisor, have a total of twenty-four permanent Deputy Probation Officers. There is one bilingual Spanish speaking officer and one bilingual Vietnamese speaking Community Worker.

F. Juvenile Court Unit

The Court Unit is responsible for representing the Probation Department in the five (5) Departments of Juvenile Court. Of these, two Departments (which are staffed by Juvenile Court Judges) handle delinquency cases, and three Departments (staffed by one Juvenile Court Judge and two Juvenile Court Commissioners) handle dependency cases. The Court Unit acts as liaison between the Probation Department, the Juvenile Court, the various attorneys involved in the Court process (i.e. District Attorney, Public Defender, County Counsel, and privately retained attorneys), and unrepresented minors and/or their parents at the time of their Court Hearing. In addition to the coordination function, the Court Officer meets with each child and his/her parents to review and discuss the Court's orders and communicates the results of each Juvenile Court Hearing to the Probation Department. The Court Unit is comprised of one Supervising Probation Officer and eleven (11) Deputy Probation Officers.

G. Placement

When the child has such severe behavioral or delinquent problems that the minor's home cannot provide the care, guidance, and discipline necessary for his/her and the community's welfare, the Juvenile Court can order the minor removed from his/her home. The Placement Unit is responsible for developing and effecting Court-ordered out-of-home placements, which may be in relative homes, group homes, foster homes, or in private institutions. Officers continue to provide case management services for State licensed homes and facilities so that casework services can be provided to the children and their families with the eventual goal of reunification.

FY 1990 HIGHLIGHTS

There was a significant increase of minors referred to Vision Quest as an alternative to placing minors in the California Youth Authority.

Case classification, described in the Delinquent Investigation/Supervision section of this report, was also implemented in the Placement Unit.

H. Juvenile Traffic Court

The Juvenile Traffic Court hears traffic citations issued to juveniles in Santa Clara County for violations not considered felonies or Driving Under the Influence, and for other minor non-traffic related offenses.

The minor, accompanied by a parent or guardian, is required to appear before a Traffic Hearing Officer.

The use of individualized dispositions, which include fines, suspension or restriction of driving privileges, reprimands, traffic school, and alcohol education programs, is intended to correct deviant driving behavior and to reduce the number of habitual traffic offenders.

Staffing: Two and one-half Traffic Hearing Officer positions are assigned to the Juvenile Traffic Court.

REFERRALS TO JUVENILE PROBATION DEPARTMENT

	<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>	<u>% Change FY 89-90</u>
<u>Delinquent Referrals</u>	14,611	14,071	13,510	(4%)
New Intakes	3,852	4,176	4,122	(1%)
Subsequent Intakes	2,939	2,728	2,673	(2%)
Citations	7,820	7,167	6,715	(6%)
<u>Dependent Referrals</u>	3,516	2,988	2,777	(7%)
<u>Diversion Referrals *</u>	4,497	3,416	2,609	(24%)
Youth Outreach Program	3,052	1,859**	1,337***	(28%)
EVYSB	1,445	1,557	1,272	(18%)
<u>Other Referrals</u>	24,209	23,366	20,075	(14%)
Traffic	23,714	22,830	19,553	(14%)
Stepparent Adoptions	146	115	144	25%
Free From Custody (232's)	114	143	124	(13%)
Record Sealings	235	278	254	(9%)
<u>TOTAL REFERRALS</u>	42,339	40,425	36,362	(10%)

* Diversion figures are included in Delinquent Referrals.

** Program was terminated after two months. Letters of reprimand are now issued as part of the Juvenile Hall Screening process.

*** Letters of Reprimand.

DISPOSITION OF REFERRALS TO JUVENILE PROBATION DEPARTMENT

	<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>	<u>% Change FY 89-90</u>
<u>Delinquent 602's</u>	13,783	13,034	12,342	(5%)
Settled At Intake	8,837	8,326	7,112	(16%)
Informal Supervision	1,041	921	1,000	9%
Original Petitions	3,177	3,328	3,800	14%
Supplemental Petitions	527	263	247	(50%)
G-154's Filed	201	196	183	(7%)
<u>Dependent - 300's</u>	3,491	3,103	2,670	(14%)
Settled At Intake	1,427	1,436	1,078	(25%)
Informal Supervision	522	636	641	1%
Original Petitions	1,538	1,031	951	(8%)

JUVENILE DIVISION CASELOADS

	<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>	<u>% Change FY 89-90</u>
<u>TOTAL UNDER SUPERVISION</u>	2,252	2,315	2,344	1%
Formal (Incl. Courtesy Supv)	1,767	1,873	1,904	2%
Informal	485	442	440	No change
 <u>PLACEMENT</u>	 339	 348	 319	 (8%)
Foster Homes	20	17	20	15%
Institutions	195	191	179	(8%)
Other (Incl. pending cases)	124	140	120	(3%)
 TOTALS:	 2,591	 2,663	 2,663	 No change

JUVENILE SERVICES
PROBATION OFFICER CASELOADS

	<u>PROBATION OFFICERS</u>	<u>CLIENTS</u>	<u>AVERAGE CASELOAD</u>
North Unit	7.00	396	56.6
South Unit	8.00	491	61.4
East Unit	7.70	572	74.3
West Unit	7.00	421	60.1
Central Unit - General Supervision	6.00	342	57.0
Gang Caseload	2.00	122	61.0
Placement*	7.00	319	45.6
 TOTALS	 44.70	 2,663	 59.6

*Includes one Referral Officer with a partial caseload.

V. ADULT PROBATION SERVICES

A. Introduction

Section 1203 of the California Penal Code mandates the referral of felonies and misdemeanors to the Probation Department for investigation and report prior to the imposition of sentence. Section 1203(b) states: "in every case in which a person is convicted of a felony and is eligible for probation... the Court shall immediately refer the matter to the probation officer to investigate and report to the Court." Section 1203(d) states: "In every case in which a person is convicted of a misdemeanor, the Court may either refer the matter to the probation officer for an investigation and a report, or summarily pronounce a conditional sentence."

Section 1202.8 states: "Persons placed on probation by a Court shall be under the supervision of the county probation officer, who shall determine both the level and type of supervision consistent with the Court-Ordered conditions of probation."

Mandates authorizing the use of special programs utilized by Santa Clara County Probation include Penal Code Sections 1000, 1000.6, and 1001.20 et seq, (Substance Abuse, Domestic Violence Codes 23161 or 23165 (Drinking Driver Programs)).

B. Pre-Court Services Unit

1. Pre-Court Investigations:

The primary responsibility of the Pre-Court Investigation Units is the preparation of presentence investigation reports for the Superior and Municipal Courts. Consistent with Penal Code Section 1203, these reports must include information detailing the circumstances surrounding the crime, prior history and criminal record of the defendant, and a recommendation for or against the granting of Probation.

Unlike many California Counties, Santa Clara County Probation includes in the report factors in mitigation and aggravation of the punishment consistent with Judicial Council Rules, as well as computation of presentence custody time, and a statement by the victim. To the Courts, these reports provide social and criminal information vital to the Judges when rendering their decisions. To the victims, the reports present a vehicle for restitution claims to be filed. To the community in general, these reports identify high-risk offenders who should be denied probation. The report also provides information to supervision probation officers or correctional authorities and follows a defendant throughout his involvement with the Criminal Justice System. Therefore, the reports must contain accurate, concise information.

Another function of this unit is to review and refer certain law violators to any of three Diversion Programs: Substance Abuse Diversion, Domestic Violence Diversion, and Mentally Retarded Diversion.

In 1987, the Community Alternatives Program was instituted in response to the need to insure that appropriate offenders are diverted from incarceration. Selected offenders sentenced to the County Jail have custody time stayed in lieu of an alternative program of restitution, volunteer community work and individualized counseling programs. In 1988, this program was expanded from two to four Deputy Probation Officers.

FY 90 Highlights

The Community Alternatives Program was expanded to juvenile probationers as an alternative to out-of-home placement. In addition, a screening function was added to direct clients into jail alternative programs.

A reorganization of Probation Services is anticipated in September, 1990. This reorganization will create a Community Services section which will incorporate both adult and juvenile functions.

Staffing: In Fiscal Year 1990, there were five Investigation Units, each headed by a Supervising Probation Officer, with forty-three (43) Deputy Probation Officers performing the investigations. Five of these Deputies were assigned to CAP and Screening. Three of these officers were stationed in the South County office and have responsibility for both investigation and supervision duties.

2. Court Unit

The Court Unit represents the Probation Department in the Municipal and Superior Courts. Acting in a liaison capacity, the duties of the officers, include arranging for the placement of probation matters on Court Calendars, making final pre-Court preparations and technical corrections, processing all referrals from Court requiring probation reports or other information, representing the Department as needed in individual probation hearings, providing criminal offender record information, serving as advisor to the Courts by clarifying Probation Department policies and procedures, and communicating the results of each Court Hearing to the Department.

Most of the officers represent new cases and, therefore, act as liaison between the Investigation Units and the Courts. Other officers represent the Supervision Units in Violation of Probation (VOP) cases in both the Municipal and Superior Courts.

Staffing: The Court Unit is comprised of one Supervising Probation Officer and ten Deputy Probation Officers. Six of the deputies represent Superior Court investigation. Four deputies handle Violation of Probation cases, one in Municipal Court and two in Superior Court.

3. North County Unit

The North County Probation Department office, located in the North County Courthouse in Palo Alto, serves the Palo Alto Municipal Courts, and the North County Superior Court. Officers in this unit perform pre-Court investigation, Court Officer and Supervision functions. The geographic location in Palo Alto enables supervision officers to conduct home and office visits with clients from the North County area more efficiently, while also facilitating a close working relationship with community support agencies in the area.

Staffing: The unit is comprised of one Supervising Probation Officer, and eleven Deputy Probation Officers. Five of the deputies perform pre-Court investigations and Court Officer functions; the other six deputies have supervision responsibilities.

C. Post Court Services Unit

1. General Supervision

The five General Supervision Units of the Adult Post-Court Division are responsible for enforcing Court Orders and providing supervision to all criminal offenders granted probation by the Superior and Municipal Courts. The types of convictions range in severity from non-violent misdemeanors to serious, violent felonies. In addition to general supervision, a number of special supervision programs have been developed in response to the needs of particular client groups.

In late Fiscal Year 1987, the department conducted research to study time usage in the General Supervision Unit. In 1987-1988, the Probation Department began implementing a case classification program based on the Wisconsin model which enhances caseload management.

FY 90 Highlights

Implementation of the case classification system continued during this fiscal year. Supervision caseload sizes have been equalized, and Deputy Probation Officers have increased supervision of high risk offenders. The Supervision Units were aligned geographically and new case assignments are made according to geographical regions.

Staffing: Each of the five supervision units is headed by one Supervising Probation Officer and has between nine and eleven Deputy Probation Officers. Each officer supervises an average of 190 clients, except for two officers assigned to the administrative (banked) caseload of 2,300. Field visits have substantially increased, especially with the higher risk clients.

2. Substance Abuse Unit

The Substance Abuse Unit monitors formal probation cases involving first-time and multiple offender clients for misdemeanor driving under the influence of alcohol and/or drugs. The Unit also supervises offenders who have been classified eligible for Substance Abuse Diversion (Penal Code Section 1000), Domestic Violence Diversion (PC 1000.6), and Diversion of Mentally Retarded Defendants (PC 1001.20).

Generally, Substance Abuse cases assigned to the unit are referred by the Municipal Courts, with some referred by the Superior Court, when formal probation has been ordered. The average probation period is three (3) years. Cases are monitored to ensure compliance with the terms and conditions of probation, such as the payment of fines and restitution, compliance with county jail sentences and completion of alcohol programs for the drinking driver as required for compliance with the Department of Motor Vehicles regulations. The Deputy Probation Officer coordinates the efforts of the Santa Clara County Bureau of Alcoholism Services, Department of Revenue, Department of Corrections and other community-based organizations as necessary to accomplish these tasks.

Diversion cases are monitored primarily to ensure that divertees complete required programs for drug offenders and domestic violence. Cases are returned to Court for disposition when further court action is necessary.

FY 90 Highlights:

In Fiscal Year 1990, officers supervised approximately 15,000 DUI cases; 50% of those were first-time offenders and 50% were multiple DUI's. Diversion officers monitor over 5,000 cases, the large majority of which are drug diversion cases.

Staffing: The Substance Abuse Unit is comprised of one Supervising Probation Officer and twelve Deputy Probation Officers monitor the first-time and multiple offender Drunk Driving Programs; and two monitor the Diversion Programs.

3. Violent Offender/Intensive Supervision

The Violent Offender/Intensive Supervision Unit is a specialized services unit, designed to impact recidivism among high-risk offender groups. The focus has been on deterrence and early detection of criminal activity as well as rehabilitation programs for appropriate clients. Efforts are made to redirect the probationer's lifestyle through the enforcement of conditions of probation, utilizing of community based treatment programs, judicious utilization of the power of arrest, and the authority of the Court for the maintenance of a sound program of rehabilitation and public protection.

Probation Officers assigned to this unit have caseloads significantly smaller than General Supervision caseloads, allowing for intensive contact, surveillance and collaboration with law enforcement agencies. They maintain an assertive posture in enforcing the conditions of probation and in the detection and suppression of criminal activity. In order to achieve these goals, the unit is divided into four sub-specialties:

a. Violent Offenders/Career Criminal Caseload

Felony probationers who have demonstrated a propensity toward committing crimes against persons and felony offenders who are "career criminals" are supervised by five officers. These officers maintain a close liaison also with local law enforcement, collecting and sharing information concerning the behavior of these high-risk cases. Each officer is responsible for collecting and maintaining information concerning rehabilitation services for their specialized area of concern (housing, drug and alcohol services, job and vocational training, etc.).

One of these positions is the Narcotics Task Force Probation Officer. This grant position, designed to target mid and major level drug dealers, collects intelligence information regarding target probationers who are in violation of their probation or who have search conditions which need to be monitored. The Probation Officer develops search and arrest plans, interacts with the appropriate narcotics agency to share information and execute arrests and searches. This officer also interfaces with the District Attorney regarding asset forfeiture and abatement cases.

Another position specializes in probationers who are gang members, associates, or who participate in "gang crime activities." They are identified and followed by the gang officer after receiving information from the specialized prosecutor in the District Attorney's Office. The gang specialist also interfaces with regional and state task forces concerned with the growing problem of gang-related crime.

b. Substance Abuse Caseload

Felony drug dealing convictions, convictions of trafficking in controlled substances in conjunction with other arrests relating to substance abuse, or persons with three or more convictions for driving under the influence of drugs and/or alcohol are assigned to a single officer. This officer meets regularly with the county task force on substance abuse and is liaison with the various narcotics enforcement units. This officer represents the department on several local task forces which target high crime/substance abuse activity in identified geographic area.

c. County Parole Program

Officers in this program supervise those persons granted parole, pursuant to Penal Code Sections 3070 through 3083.

Staffing: The four sections of the Violent Offender/Intensive Supervision Unit are supervised by one Supervising Probation Officer. Deputy Probation Officers are assigned as follows:

<u>Section</u>	<u>Deputy Probation Officers</u>
Violent Offenders	5
Substance Abuse	1
County Parole	3
Narcotics Task Force Officer	1

4. Electronic Monitoring Program (EMP)

In late Fiscal Year 1987, the Probation Department began the research and development of the Electronic Monitoring Unit (EMP) as a response to the chronic jail overcrowding problem in Santa Clara County. An offender sentenced to this program would be able to live and work in the community while being monitored through the use of electronic transmitting "anklets" and "wristlets," receivers, computers, and telephone lines. With public safety being the main concern, this program requires strict curfew adherence as a condition of probation. This program is also significantly less costly than incarceration and charges individuals a fee for participation.

The first twenty-five (25) monitoring units were ordered in September 1987; by February, 1988, that figure had increased to one hundred twenty-five (125), making this department's program the fastest growing and one of the largest in the nation. Over 800 individuals have participated since the inception of this program.

FY 89 HIGHLIGHTS

In August, 1989, an "in custody" component was added to the program. Twenty-five (units) were dedicated to pre-screened inmates taken out of the jail and placed in the EMP for the remainder of their sentenced term. Those cases were supervised at a level equal to or greater than the Court sentenced cases.

The average daily population of offenders wearing electronic units in FY 90 was 113, putting the program at 90% capacity. 45,551 jail days were saved as a result of the EMP Program. The positive termination rate remained at approximately 80%, with less than 1% of the offenders committing new law violations.

Staffing: Four (4) Deputy Probation Officers perform office operations, caseload supervision, screening and periodic client contact in the field. Four (4) Group Counselors perform field operations, including surveillance to determine program compliance, and random drug testing. The EMP Unit is run by one Supervising Probation Officer.

ADULT SERVICES
PRE-SENTENCE REPORTS

	<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>	<u>% Change</u> <u>FY 89-90</u>
Misdemeanors	2,380	1,984	1,440	(27%)
Felonies	6,245	7,160	7,175	No change
Waives	1,364	1,592	2,702	70%
Non-Support	579	443	172	(61%)
Diversion	4,323	4,031	3,549	(12%)
Drunk Driver	<u>261</u>	<u>175</u>	<u>175</u>	<u>No change</u>
TOTALS	15,152	15,385	15,274	(1%)

ADULT SERVICES
ADULT PROBATION OFFICER CASELOADS

	<u>PROBATION OFFICERS</u>	<u>CLIENTS</u>	<u>AVERAGE CASELOADS</u>
General Supervision - (South County)	2.00	532	266.0
General Supervision - (North County)	6.00	993	165.5
General Supervision I	8.00	1,463	182.9
General Supervision II	9.00	1,817	201.9
General Supervision III	8.00	1,274	159.3
General Supervision IV	9.00	1,367	151.9
General Supervision V:			
Administrative	2.00	4,486	2,243.0
Non-Support	5.00	1,065	213.0
Supervision	3.00	498	166.0
Substance Abuse:			
Diversion	2.00	4,766	2,383.0
Drunk Drivers	9.50	14,962	1,574.9
Intensive Supervision:			
Violent Offender (VOP)	5.00	214	42.8
Substance Abuse (Drunk Drivers)	1.00	39	39.0
County Parole	3.00	137	45.7
Electronic Monitoring Program*	4.00	120	30.0
Community Alternatives Program	<u>3.00</u>	<u>199</u>	<u>66.3</u>
TOTALS	79.50	33,932	426.8
Total General Supervision	45.00	7,944	176.53

*Does not include an additional 99 clients who are supervised by EMP staff, but are not currently on electronic monitors and are on the waiting list or are awaiting transfer to General Supervision.

VI. INSTITUTIONAL SERVICES

A. Introduction

The Santa Clara County Probation Department operates five institutions; four for juveniles and a Work Furlough Center for adults. The juvenile institutions include: Juvenile Hall, two ranches for boys and one ranch for girls and minors with alcohol and/or drug involvement.

Authority for operation of juvenile institutions comes from the Welfare and Institutions Code; and for the operation of the Work Furlough Center, the Penal Code. W&I Section 850 establishes "suitable house or place for the detention of wards and dependent children of the juvenile court and of persons alleged to come within the jurisdiction of the Juvenile Court...known as the "Juvenile Hall." Section 880 establishes..."In order to provide appropriate facilities for the housing of Wards of the juvenile court in the counties of their residence or in adjacent counties so that such Wards may be kept under direct supervision of said court, and in order to more advantageously apply the salutary effect of home and family environment upon them, and also in order to secure a better classification and segregation of such Wards according to their capacities, interests, and responsiveness to control and responsibility, and to give better opportunity for reform and encouragement of self-discipline in such Wards, juvenile homes, ranches, or camps may be established, as provided in this article."

Penal Code Section 1208 establishes that..."The Board of Supervisors may by ordinance designate a facility for confinement of prisoners classified for the Work Furlough Program...The Work Furlough Administrator may direct that such person be permitted to continue in his regular employment...or may authorize the person be permitted to continue in his regular educational program...or secure education for himself, unless the Court at the time of sentencing has ordered that such person not be granted Work Furloughs."

B. Juvenile Hall

Juvenile Hall is a facility used primarily for the temporary secure detention of minors who are alleged to have committed a law violation and who are awaiting adjudication or placement elsewhere as ordered by the Court. In recent years the Court has exercised the option of committing certain youth to Juvenile Hall for specified periods of time in lieu of commitment to the California Youth Authority or one of the Ranches.

The California Youth Authority rated population capacity of the Santa Clara County Juvenile Hall is 343 minors. The Hall contains seven living units, Boy's Receiving Unit, Girl's Receiving Unit, and a Medical Clinic. The B1 Unit houses up to 48 serious male offenders, CYA commits, CYA parolees, and boys who have demonstrated extremely disruptive, aggressive behavior or are charged with major felony offenses.

The B2 and B3 Units are the most highly populated units, housing up to one-hundred 16 to 18 year old boys who are awaiting detention hearing, Court, or placement in foster or group homes, or the Ranch.

The B4 Unit houses a maximum of forty-two boys, most of whom are committed to Juvenile Hall for specified periods of time up to a maximum of 180 days. Normally, this disposition is utilized by the Court in lieu of committing the youths to a Ranch or the California Youth Authority. If committed for more than thirty days, staff in this unit work closely with the Guidance Unit, Osborne School, Medical staff, and assigned Probation Officers to develop and implement a treatment plan which benefits the youngster and protects the community. Each youngster is assisted in completing his/her education and pursuing job training and placement.

The B5 Unit houses the youngest boys awaiting adjudication or placement outside of the home. The capacity of this unit is forty-two.

The B6 Unit has dormitory-style sleeping facilities, as opposed to the locked sleeping rooms of the other units. At night, B6 is a boys' unit with a capacity of twenty-four, while during the day it also serves girls awaiting placement in foster homes, group homes, the Ranches, or who are in the commitment program. Boys and girls must maintain exemplary behavior in order to be assigned to this honor Unit.

The G1 Unit houses up to forty-eight girls awaiting adjudication or placement out of the home. Most girls admitted to Juvenile Hall are initially assigned here.

The B7 unit, a 30-bed dormitory-style unit, was rated for occupancy during this last year. Although intended for use as interim housing while the remaining units were being remodeled, it is also available for interim management of high populations.

The Boys' and Girls' Receiving areas have a rated capacity of nine minors, making 343 the total number of children permitted in the Hall.

Resources within Juvenile Hall, as well as from the outside community, are utilized to provide effective assessment and support services to the child while in detention and upon return to the community.

The Guidance Clinic, composed of staff from County Mental Health Department, provides crisis resolution and counseling services to children in juvenile institutions. The Medical Unit, staffed by doctors and nurses from Valley Medical Center, is a clinic which includes X-ray and examination rooms, a dental facility, two four-bed infirmaries, and two isolation rooms. A Director of Chaplaincy provides religious services and/or counseling to the youngsters. Osborne School, part of the Court School System, assesses the academic levels and needs of each child upon admission and provides a year round school program. With a maximum class size of fifteen, more individual work can be accomplished than in most public schools. The Catholic Social Services run the Foster Grandparent Program, whereby senior citizens work with the youngsters by teaching them skills, sharing experiences, and discussing acceptable alternatives for the future.

A multitude of other volunteer organizations assist youngsters in detention and most are ably coordinated through Friends Outside, a community based organization. These include Alcoholics Anonymous, Narcotics Anonymous, Asian Americans for Community Involvement (AACI), Furry Friends, The Officers Wives Club from Moffett Field, The Civic Center Kiwanis club, The Institute for the Community as Extended Family (ICEF), Suicide and Crisis Services (SACS), and various religious groups who work through the Chaplain. Many other community agencies are utilized to train youngsters for jobs, obtain their GED, and provide other necessary services to them both in and out of custody. We currently have 20 active community based programs in Juvenile Hall.

Juvenile Work Program

This program is a dispositional option for the Court and for Probation Officers. Youngsters have the opportunity to perform community service work as a form of restitution to the community and a sanction for violations of probation. Work opportunity is also a part of the Juvenile Hall commitment program. Youth are assigned to environmental beautification or clean-up projects at community work sites such as local junior colleges, county parks, or the Juvenile Hall facility.

FY 89 Highlights

1. The Work Program continues to provide an alternate sanction for Probationers in lieu of detention.
2. Bi-lingual Spanish-speaking staff are readily available to monolingual youth and their families.

Staff has approached the Community in the past two years to bring needed support programs to minors; there will be a concerted effort over the next year to continue the enrichment and expansion of these Programs to meet Client needs.

Phase III remodeling of the Laundry, Supply and Kitchen areas, and the construction of a gymnasium and is approaching the finalization of architectural plans. Construction should begin in calendar year 1990.

1. Juvenile Hall staff and minors alike weathered the inconvenience of the temporary relocation of our intake and receiving functions during the completion of a \$2,500,000 remodeling project. We moved into our new area in January, 1990. The new structure is consistent with our program emphasis on early assessment for release, modern day receiving and isolation room space and 6-day-a-week family visiting.

Phase III remodeling of the Laundry, Supply and Kitchen areas, and the construction of a gymnasium is approaching the finalization of architectural plans. Construction should begin in calendar year 1990.

2. We completed an institutional wide security review with the assistance of the California Youth Authority. The report was just completed and the results will be prioritized for action during the next fiscal year.
3. Suicidal attempts and gestures have been reduced by 55% from Fiscal Year 87-88 and 30% from Fiscal Year 88-89.

C. Juvenile Rehabilitation Facilities

William F. James Ranch
Harold Holden Ranch for Boys
Muriel Wright Residential Center

The Probation Department's Juvenile Facilities program is an alternative to committing delinquent children to public or private institutions, or the California Youth Authority. The facilities operate in open settings with no locked perimeter fences or locked living units. A well-rounded program, including school, work, vocational education, recreation, and group and individual counseling is used to create a positive environment, and opportunity for growth, so that the child may re-enter the community without returning to previous delinquent behavior. There are currently three juvenile facilities.

1. William F. James Ranch

This facility, located in the east foothills of Morgan Hill, provides 24-hour supervised environment for up to 105 boys from the ages of 16 to 18 years who have been committed by the Juvenile Court. The program combines vocational training and work with academic school instruction.

The boys attend Blue Ridge High School, which provides education at the high school level and includes special education, an individual education program, counseling, psychological services and educational and vocational testing. The boys also participate in an off-ranch work program that provides the opportunity to learn and develop specific job skills and explore different career choices. They are exposed to vocational areas such as building maintenance, construction trades, and landscaping, welding, auto mechanics and auto body and fender.

FY 1990 Highlights

During this past year, the James Ranch began its program of manufacturing and selling steel fire rings and picnic tables, built as part of the vocational training program, to State Parks. The Ranch began its fish rearing program by raising 7500 channel catfish in ponds provided by the Santa Clara Valley Water District. The fish were donated by the California Department of Fish and Game. The fish will be planted in Anderson Reservoir for the fishing public of Santa Clara County to enjoy catching.

The Ranch now has a beautiful swimming pool that was built through private donations for the minors placed at the Rehabilitation Facilities. The pool will be used for recreation, teaching minors how to swim, and life saving so minors may be able to find employment as life guards.

2. Harold Holden Ranch for Boys

This facility is located adjacent to the James Ranch and houses up to one-hundred 13 to 16 year old boys. Its program is similar to that of the James Ranch, except that it is tailored to meet the emotional, academic and work experience needs of the younger age group. The Harold Holden School covers grades 8 through 10. A number of programs have been developed to aid the youngsters in their transition back to the community. Among them are Family Dynamic Groups which help develop a better understanding of family relationships and coping skills, and a Conflict Resolution Program, where minors learn to resolve problems using listening, speaking and problem-solving skills.

FY 1990 Highlights

Ranch staff have augmented current programming to include parenting classes, victim awareness sessions, and life skills education classes.

3. Muriel Wright Residential Center

The Wright Center is a 41-bed co-ed facility (24 beds for boys and 17 beds for girls). The Wright Center conducts both an alcohol/drug intervention program for both boys and girls, and a rehabilitation program for girls who are not in need of the alcohol/drug intervention program.

Prior to each minor being admitted to the Wright Center, he/she is given the Client Survey Index (CSI) to determine their suitability into the Alcohol/Drug Intervention program. Minors who are found to be chemically dependent, substance abusers or misusers are then interviewed to determine if they are motivated for the Alcohol/Drug Program. Minors who are judged to be appropriate for the alcohol/drug program are admitted to the program based on bed availability, and the other minors are placed in the rehabilitation program.

Each minor admitted to the Wright Center is assigned a Probation Counselor. The counselor meets with the minor and an assessment is developed based on the minors needs. Definite goals are developed, and depending on individual needs, the youth may be assigned to counseling programs covering areas such as: alcohol/drug intervention, mental health, parenting, sexual abuse, family communications, life skills, etc. The entire program seeks to increase the minor's social, academic, and communication skills, so that they can make a better adjustment when they are returned to the community.

FY 1990 Highlights

During 1990, the Wright Center placed all the girls who were assigned to the rehabilitation program into a computer science class. The girls use the computers to perform some of their daily school work and they are also learning how to use the computer for word processing.

D. Work Furlough Center

The Mountain View Work Furlough Facility opened on February 6, 1984 as a Type IV Facility, which is defined by the California Board of Corrections as "... a local detention facility or part thereof designated for the housing of inmates eligible under Penal Code Section 1208 for work/educational furlough and/or other programs involving inmate access to the community."

The Facility is located at 590 East Middlefield Road in Mountain View and has a capacity for 260 male inmates. The Work Furlough Program offers the opportunity for inmates committed to County Jail time to work or attend school in the community and return to the facility when not at work. In this way inmates both serve required time in confinement and continue to meet financial obligations, including family support. Work Furlough participants pay room and board, partially offsetting the costs of operating the facility. Because the inmates have access to services in the community, the institution does not need to provide the full range of programs offered in other detention facilities. Inmates who qualify for work furlough, but are unemployed, may be placed on the conservation corps program which provides clean-up and beautification services for parks, roads, etc., may be assigned work within the facility, or may be assigned community service work. As well as being a cost effective form of incarceration, the program assists inmates with reintegration after release because valuable employment and community ties are preserved. The program provides an opportunity for participants to demonstrate responsibility and perform meaningful work.

E. Adult Screening

The Adult Screening unit was established in April, 1988 and placed at Elmwood Facility for the purpose of screening all fully sentenced inmates and placing qualified inmates into Jail alternative programs. The unit screens for the Public Service Program, Electronic Monitoring Program, Work Furlough, County Parole, and inmates to be re-housed at Work Furlough as trustees. In addition, the unit screens for the "in camp" inmates who agree to enter the jail education and treatment program. Members of the screening unit go into the "lockdown" units, women's facility, "deuce" program units and jail education and treatment unit in order to explain and answer questions regarding any of the jail alternative programs.

Staffing: The unit is comprised of one Supervising Probation Officer, seven Deputy Probation Officers and one Probation Community Worker.

JUVENILE HALL

	<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>	<u>% Change FY 89-90</u>
<u>Juvenile Hall</u>				
Admits	6,324	6,382	6,140	(4%)
Court Commits	524	413	301	(27%)
Released within 72 hours *	3,240	3,581	3,295	(8%)
Released at Detention Hrg.	761	453	482	6%
Detained at Detention Hrg.	2,323	2,348	2,363	1%
ADP for Year	210	244	247	1%
Avg. Length of Stay (days)	12.2	14.1	14.7	4%
<u>Community Release Program</u>				
Referrals	1,120	1,030	1,185	15%
Graduates	914	776	919	18%
Failures	185	155	239	54%
ADP For Year	86	95	115	21%
<u>Work Program</u>				
Referrals	434	424	583	38%
Graduates	285	241	377	56%
Failures	178	186	204	10%
ADP For Year	59	55	78	42%

*Includes short-term out-of-custody commits and weekenders.

JUVENILE REHABILITATION FACILITIES

	<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>	<u>% Change FY 89-90</u>
<u>James Ranch</u>				
Admits	284	363	314	(14%)
Graduates	126	167	138	(17%)
Failures	72	55	49	(11%)
Escapes	105	115	116	1%
ADP for Year	82	87	91	5%
Average Length of Stay (days)	106	88	93	6%
<u>Holden Ranch</u>				
Admits	247	353	306	(13%)
Graduates	144	110	151	37%
Failures	41	71	57	(20%)
Escapes	34	126	97	(23%)
ADP for Year	73	83	87	5%
Average Length of Stay (days)	108	86	93	(8%)
<u>Wright Center</u>				
Admits	111	139	133	(4%)
Graduates	33	54	37	(32%)
Failures	24	26	24	(8%)
Escapes	38	48	50	4%
ADP for Year	26	28	34	21%
Average Length of Stay (days)	85	73	88	20%
<u>All Ranches</u>				
Admits	642	855	753	(12%)
Graduates	303	331	326	(2%)
Failures	137	152	130	(15%)
Escapes	177	289	263	(9%)
ADP for Year	181	198	212	7%
Average Length of Stay (days)	100	84	92	9%

WORK FURLOUGH PROGRAM

	<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>	<u>% Change FY 89-90</u>
Admits	1,155	1,170	1,161	(1%)
Releases	941	993	981	(1%)
Returned to Elmwood	210	146	157	7%
Escapes	27	23	15	(35%)
A.D.P.	239	251	244	(3%)

JUVENILE HALL ADMISSIONS BY OFFENSE

	FY 1989	FY 1990	% CHANGE FY 90/89
I. GENERAL CRIME CATEGORIES			
ARSON	19	15	-21%
ASSAULT W/DEADLY/GREAT BODILY HARM	} 549	223	
ASSAULT AND BATTERY		470	26%
AUTO THEFT/JOYRIDING	533	529	-1%
BURGLARY/POSS. OF STOLEN PROPERTY	749	771	3%
DISTURBING THE PEACE*	45	70	56%
FORGERY/CHECKS	29	35	21%
HOMICIDE	15	24	60%
MALICIOUS MISCHIEF/VANDALISM	211	243	15%
POSSESSION OF WEAPONS	220	238	8%
RAPE (FORCIBLE)	22	21	-5%
RESISTING/DELAYING AN OFFICER	193	107	-45%
ROBBERY	77	104	35%
SEX OFFENSES (NOT RAPE)	64	78	22%
THEFT, PETTY/GRAND	552	477	-14%
TRAFFIC VIOL./HIT AND RUN	67	39	-42%
TRESPASS/LOITER/PEEPING TOM	96	77	-20%
OTHER CRIME CATEGORIES	34	94	176%
II. DRUG/ALCOHOL RELATED CRIMES			
SALES OF COCAINE	} 99	11	
SALES OF PCP		0	
SALES OF OTHER DRUGS**		10	-2%
POSS FOR SALE OF COCAINE		33	
POSS FOR SALE OF PCP		2	
POSS FOR SALE OF OTHER DRUGS**	41		
POSS OF COCAINE	81	32	-60%
POSS OF PCP	12	6	-50%
POSS OF OTHER DRUGS**	77	12	-84%
UNDER THE INFLUENCE OF COCAINE	61	47	-23%
UNDER THE INFLUENCE OF PCP	76	91	20%
UNDER THE INFLUENCE OF OTHER DRUGS**	78	95	22%
DUI: ALCOHOL OR DRUGS	87	89	2%
DRUNK IN PUBLIC/LIQUOR LAWS	259	250	-3%
III. NON-CRIME CATEGORIES			
AWAITING INST. DELIVERY	39	22	-44%
COURT COMMITMENTS***	413	301	-27%
COURTESY HOLDS	26	53	104%
PLACEMENT CHANGE	} 376	42	
PLACEMENT FAILURE/RUNAWAY		253	-33%
RANCH ESCAPE	218	215	-1%
RANCH FAILURE	129	113	-12%
VIOL. OF COURT ORDER/WARRANT ADMIT	585	641	10%
OTHER NON-CRIME CATEGORIES	291	166	-43%
TOTAL	6382	6140	-4%

* Includes fighting, "bullying" younger children, school hazing, etc.

** "Other drugs" include marijuana, heroin, LSD, and other drugs.

*** Includes out of custody minors admitted to Juvenile Hall as commits or weekenders.

VII. DEPARTMENTAL SUPPORT SERVICES

A. Administrative Services Division

The Administrative Services Division is responsible for all Department support operations including budget and fiscal management, facilities, training, information systems, program evaluation, and coordinated personnel issues. The Division also handles all supplies and equipment for the Department.

Facility management is a major focus of Administrative Services including both large scale efforts such as the complete remodeling of Juvenile Hall to meet modern standards and day-to-day maintenance and repair. A second major effort is the development of information systems so that automation is utilized to insure staff efficiency. As county wide budget constraints continue, fiscal management is essential so that highest priority needs are met.

FY 89 Highlights

The October 17 earthquake resulted in major damage to the Juvenile Center complex. Staff responded extremely well both to the immediate crisis and to the long term need to redesign and reconstruct the affected areas.

Phase I of the Juvenile Hall Master Plan was completed and the new intake area was occupied. The improved environment in intake and the adjacent office area support the Department's policy of providing immediate services to low risk youth. Significant progress has been made on the Phase III Juvenile Hall construction which will improve critical support areas.

In July, 1990, the Probation Department Adult Division was relocated from 70 West Hedding Street to modern, newly renovated offices at 2600 North First Street. The offices provide a professional, efficient setting for staff and a greatly improved environment for clients.

Information systems development has also proceeded successfully. After a five-year effort, the Juvenile Record System was completed in June, 1990.

The program Evaluation Unit, formed in the Spring of 1989, has generated statistical reports evaluating programs and units throughout the department. Areas of study so far have included Juvenile Hall admissions, the Electronic Monitoring Program, juvenile ranch recidivism, and juvenile risk assessment analysis.

B. Clerical Support

The Probation Department clerical support staff assist the Probation and Counseling staff in the adult, juvenile and institutional divisions by performing many tasks: typing court reports, petitions, subpoenas and legal documents; calendaring cases; scheduling appointments; setting up cases; inputting and updating computer systems: CJIC, JRS, Traffic, Drinking Driver Program; reporting custody and placement activity; record sealings and clearances; payroll; processing food orders; record keeping; statistics; processing youth for delivery to Youth Authority and the three Ranch Facilities; and greeting and assisting the public.

In order to accomplish their many tasks, clerical staff must work with other County agencies, such as County Clerk's Office, District Attorney's Office, Department of Revenue, Sheriff's Department, Municipal and Superior Courts, Public Defender's Office, Medical Clinic - VMC, Guidance Unit - Mental Health, the Office of Education, Alcohol Services, Transportation, Purchasing and Data Processing.

This support staff represents approximately 143 Transcriptionists, Advanced Clerk Typists, Deputy Court Clerks, Clerk-Typists, Office Clerks, Secretary I's, Floaters, Data Entry Operators and Receptionists. There are ten Supervising Clerks, three Office Management Coordinators, a Supervising Deputy Court Clerk, and three Administrative Support Officers.

C. Food Services

The Food Services section of the Probation Department is comprised of thirty-six (36) cooks and food service workers under the direction of a Food Services Manager. Over two-thousand-five-hundred (2,500) meals are served each day in the department's five institutions. Each meal served must meet the stringent dietary requirements specified by both State and Federal regulatory agencies. In order to offset costs, the Department participates in the Federally-sponsored school lunch program and commodities program.

EXPENDITURES BY RESPONSIBILITY CODE - FY 1989

<u>JUVENILE SERVICES</u>	<u>OBJ 1</u>	<u>OBJ 2</u>	<u>OBJ 4</u>	<u>TOTAL</u>
Delinquent Services	\$ 4,535,147	\$ 83,393	\$ 34,514	\$ 4,649,054
Dependent Services	3,775,326	178,257	10,060	3,963,643
<u>ADULT SERVICES</u>				
Adult Investigation	4,171,043	156,636	33,938	4,361,617
Adult Supervision	6,775,735	251,373	48,908	7,076,016
<u>INSTITUTIONAL SERVICES</u>				
Institutional Services	617,577	64,479	-0-	679,056
Juvenile Hall Operations	6,802,571	598,941	6,834	7,408,346
Work Furlough	1,532,892	344,628	-0-	1,877,520
James Ranch	1,674,424	330,135	3,494	2,008,053
Holden Ranch	1,633,758	243,077	8,904	1,885,739
Wright Residential Center	1,225,977	119,400	-0-	1,345,377
<u>DEPARTMENTAL SERVICES</u>				
Probation Administration	166,106	1,212	-0-	167,318
Probation Services Division	156,162	1,212	-0-	157,374
Administrative Services	992,348	3,343,489	107,351	4,443,188
Staff Training	155,160	118,111	-0-	273,271
	<u>\$34,214,226</u>	<u>\$ 5,831,343</u>	<u>\$ 250,003</u>	<u>\$40,295,572</u>

PROBATION DEPARTMENT REVENUES AND SUBSIDIES

FISCAL YEAR 1989-90

	<u>FY 1989</u>	<u>FY 1990</u>	<u>% Change</u>
Juvenile Traffic Assessments	\$ 394,178	\$ 406,235	3%
Fines and Forfeitures - Adult	1,133,727	994,342	(12%)
Fines and Forfeitures - Juvenile	43,485	31,754	(27%)
State Aid for Corrections	534,710	575,806	8%
State-Mandated Costs	246,281	585,067	138%
State - AB 90 Funding	2,109,779	2,103,351	No change
State - Other Grant	254,000	268,500	6%
Federal Grants	172,988	186,425	8%
Federal - Title IV	205,680	282,263	37%
Legal Services	36,383	145,074	298%*
Municipal Night Court	2,550	2,964	16%
Juvenile Court Wards	583,021	451,496	(77%)*
Other Law Enforcement Services	1,012	77,301	(62%)
Recording Fee	34,707	36,769	6%
Reimbursed Work Projects	188,769	203,029	7%
Duplicating Fees	173	151	(13%)
Administrative Fees	976,060	1,149,388	18%
Contributions	1,659	2,742	65%
Miscellaneous	22,007	23,990	9%
Enterprise Account	<u>19,994</u>	<u>26,890</u>	<u>34%</u>
TOTAL	\$6,961,163	\$7,553,537	8%

Juvenile Court Ward tax intercept revenue may have been mistakenly placed in the Legal Services account due to the Department of Revenue's transition to an automated collection system.