

CONTRA COSTA COUNTY-PROBATION DEPARTMENT OC SPRAY LOG

DATE ORDERED	QUANTITY	DESCRIPTION ORDERED
5/17/2018	75	FIRST DEFENSE 0.2%, MK-4, OC Stream
3/5/2018	50	FIRST DEFENSE 0.2%, MK-4, OC Stream
3/20/2017	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
3/16/2017	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
12/6/2016	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
11/22/2016	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
4/20/2016	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
4/28/2016	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
3/8/2016	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
10/28/2015	50	FIRST DEFENSE 0.2%, MK-4, OC Stream
8/24/2015	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
12/12/2014	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
11/11/2014	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
11/3/2014	25	FIRST DEFENSE 0.2%, MK-4, OC Stream
7/31/2014	50	FIRST DEFENSE 0.2%, MK-4, OC Stream
TOTAL	500	

Lesha Roth

From: Lesha Roth
Sent: Thursday, March 08, 2018 1:27 PM
To: Todd Billeci
Subject: OC spray incidents

Thank you

Lesha Roth
Asst. Chief Probation Officer
Contra Costa County Probation
Phone (925) 313-4149
Lesha.Roth@prob.cccounty.us

From: Todd Billeci
Sent: Thursday, March 08, 2018 1:26 PM
To: Lesha Roth
Subject: FW: Tomorrow

FYI

Todd Billeci
County Probation Officer
Contra Costa Probation Department
50 Douglas Drive
Martinez, CA 94553
(925) 313-4188

From: Elvin Baddley
Sent: Thursday, March 08, 2018 9:51 AM
To: Todd Billeci
Subject: RE: Tomorrow

Months	2017	2018
January	5	2
February	3	7
March	8	
April	1	
May	9	
June	5	
July	2	
August	4	
September	3	
October	4	
November	3	
December	5	

Elvin Baddley
Probation Director
Contra Costa County Probation Department
Office: (925) 957-2710
Fax: (925) 957-2715
elvin.baddley@prob.cccounty.us

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-----Original Message-----

From: Todd Billeci
Sent: Wednesday, March 07, 2018 8:03 PM
To: Elvin Baddley
Subject: Tomorrow

Let me know tomorrow how many oc incidents we had for 2017 and 2018 by month.

Thanks

Sent from my iPhone

Lesha Roth

From: Ted Martell
Sent: Tuesday, November 28, 2017 4:47 PM
To: Todd Billeci
Cc: Lesha Roth
Subject: OC/Assaults/average monthly pop

As you both know, by and large the majority of the OC incidents are deemed mutual fights. The other two notable categories are self-harm and attempted escape.

Lesha reviewed the OC Policy 12/21/16, I don't know if she made any revisions, I reviewed it today, and need to change Probation Counselor to JIO, otherwise it is technically solid. (I will get this done before I depart.)

I think I answered all your questions. Let me know Monday if you need anything else.

2016 a total of 60 OC deployment incidents for an average of 5 per month.

Average monthly pop 115.

6 attempted/assaults on staff.

14 Assaults on another resident

2017 a total of 41 OC deployments to date, for an average of 3.8 per month.

Average monthly pop 104. To date (this will go up due to the recent spike)

5 attempted/assaults on staff to date. (hopefully won't go up)

23 Assaults on another resident. (Unfortunately its bound to go up)

Ted Martell
Director
John A. Davis Juvenile Hall
Contra Costa County Probation
925-957-2710



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O.C. SPRAY LOG

January 2015

[illegible]

O.C. SPRAY LOG

February 2015

[illegible]

March 2015

[illegible]

April 2015

[illegible]

May 2015

DATE	NAME	UNIT	REASON	INCIDENT	STAFF INVOLVED
5/7/15		Donner	1		
		Donner	1		

O.C. SPRAY LOG

June 2015

[illegible]

July 2015

DATE	NAME	UNIT	REASON	INCIDENT	STAFF INVOLVED
7/6/15		Pine	1,6		
		Pine	1,6		
7/11/15		Trinity	1,6		
		Trinity	1,6		
7/21/15		Donner	1		
		Donner	1		
7/31/15		Sequoia	1		
		Sequoia	1		

August 2015

[illegible]

September 2015

[illegible]

November 2015

[illegible]

O.C. SPRAY LOG
December 2015

DATE	NAME	UNIT	REASON	INCIDENT	STAFF INVOLVED
12/4/15		Donner	1,6		
		Donner	1,6		
12/7/15		Donner	1		
		Donner	1		
12/11/15		Aspen	1,6		
		Aspen	1,6		
12/21/15		Donner	1		
		Donner	1		
12/26/15		Aspen	1		
		Aspen	1		
12/28/15		Aspen	1		
		Aspen	1		
		Aspen	1		
		Trinity			
		Trinity (gym)	1		
12/30/15		Trinity (gym)	1		

2016 OC

Date	Resident's Name	Unit	Deployed By	Reason	Decontaminated	Resident injured	Staff Injured
01/04/16		Sequoia		Fight	Yes	No	No
		Sequoia		Fight	Yes	No	No
01/07/16		Donner		Fight	Yes	No	No
		Donner		Fight	Yes	No	No
02/02/16		Trinity		Fight	Yes	No	No
		Trinity		Fight	Yes	Yes, swelling to back of head and under right eye	No
02/22/16		Shasta		Near Fight	Yes	No	No
02/24/16		Donner		Fight	Yes	Yes, cut lip*	No
02/24/16		Donner		Fight	Yes	No	No
02/25/16		Trinity		Fight	Yes	No	No
02/25/16		Trinity		Fight	Yes	No	No
		Trinity		Fight	Yes	No	No
		Trinity		Fight	Yes	No	No
02/26/16		Tahoe		Assault on staff	Yes	Yes, Cut above right eye*	No
03/06/16		Sequoia		Attack on Peer	Yes	No	No
03/09/16		Donner		Fight	Yes	No	No
03/09/16		Donner		Fight	Yes	No	No
03/16/16		Aspen		Fight	Refused	No	No
03/16/16		Aspen		Fight	Yes	No	No
03/16/16		Sequoia		Fight	Yes	No	No

*Where indicated injuries occurred, the injury is not a result of the use of chemical agents.

2016 OC

03/16/16		Sequoia		Fight	Yes	No	No
03/20/16		Shasta		Fight	Yes	No	No
03/20/16		Shasta		Fight	Yes	No	No
03/23/16		Trinity		Fight	Yes	No	No
03/23/16		Trinity		Fight	Yes	Yes - injured knee*	No
		Aspen		Fight	Yes	No	No
		Aspen		Fight	Yes	No	No
		Tahoe		Non-complicance	Yes	No	
04/11/16		Shasta		Fight	Yes	No	No
04/11/16		Shasta		Fight	Yes	No	No
05/11/16		Cypress		Fight	Yes	No	No
05/11/16		Cypress		Fight	Yes	No	No
05/15/16		Aspen		Fight	Yes	No	No
05/23/16		Aspen		Fight	Yes	No	No
05/28/16		Sequoia		Attack on staff	Yes	No	No
05/28/16		Donner		Fight	Yes	No	No
05/31/16		Tahoe		Physically challenging staff	Yes	No	No
06/16/16		Sequoia		Fight in classroom	Yes	No	No
06/16/16		Sequoia		Fight in classroom	Yes	No	No
06/16/16		Donner		Fight in classroom	Yes	No	No

2016 OC

06/16/16		Donner	Fight in classroom	Yes	No	No
06/28/16		Aspen	Fight in classroom	Yes	No	No
06/28/16		Aspen	Fight in classroom	Yes	No	No
07/06/16		Aspen	Fight	Yes	No	No
07/06/16		Aspen	Fight	Yes	No	No
07/06/16		Aspen	Fight	Yes	No	No
07/06/16		Aspen	Fight	Yes	Yes - bloody nose from fight*	No
07/07/16		Aspen	Fight	Yes	No	No
07/07/16		Aspen	Fight	Yes	No	No
07/15/16		Donner	Fight	Yes	Yes- bloody nose from fight*	No
07/15/16		Donner	Fight	Yes	No	No
07/22/16		Tahoe	Suicide Attempt	Yes	No	No
07/22/16		Aspen	Fight	Yes	No	No
07/22/16		Aspen	Fight - victim	Yes	No	No
07/22/16		Aspen	Aggressive with staff	Yes	No	No
07/25/16		Tahoe	Aggressive with staff - threatening staff	Yes	No	No
07/30/16		Sequoia	Near fight	Yes	No	No
08/01/16		Trinity	Aggressive bizarre behavior	Yes	No	No
""		""	""	""	""	""
08/01/16		Trinity	Fight in classroom	refused	No	No
08/01/16		Trinity	Fight in classroom	Yes	No	No

2016 OC

08/17/16		Aspen		Fight in classroom	Yes	No	No
08/17/16		Aspen		Fight in classroom	Yes	Yes- from fight*	No
08/22/16		Apsen		Fight in classroom	Yes	Yes - from fight*	No
08/22/16		Aspen		Fight in classroom	Yes	No	No
09/01/16		Trinity		Aggressor in classroom fight	Yes	No	?
09/01/16		Trinity		Fight in classroom	No - Refused	Yes- bloody nose from fight*	?
09/14/16		Tahoe		Suicidal guesture	No - Refused	No	No
09/15/16		Playfield		Fight	yes	No	No
09/15/16		Playfield		Fight	yes	No	No
09/19/16		Trinity		Fight	Yes	Yes- Not from OC	Yes- not from OC
09/19/16		Trinity		Fight	Yes	Yes - Not from OC	No
09/25/16		Playfield		Fight	Yes	No	No
09/26/16		Donner		Non-complicance, combative	Yes	No	No
09/28/16		Tahoe		Hitting self, combative	Refused shower, chose to splash face in toilet	No	No
10/06/16		Sequoia		Fight	Yes	No	NO
10/06/16		Sequoia		Fight	Yes	No	No
10/07/16		Sequoia		Fight	Yes	No	No
10/07/16		Sequoia		Fight	Yes	No	NO
10/09/16		Donner		Near Fight	Yes	No	No
10/09/16		Donner		Near Fight	Yes	NO	NO

2016 OC

10/10/16		Donner		Fight in classroom	Yes	No	No
10/10/16		Donner		Fight in classroom	Yes	No	NO
10/11/16		Playfield		Fight	Yes	No	No
10/11/16		Playfield		Fight	Yes	No	No
10/14/16		Aspen - exercising		Aggressive toward staff	Yes	No	no
10/18/16		Donner		Classroom fight	Yes	No	No
10/23/16		Trinity		Fight	Yes	No	No
10/23/16		Trinity		Fight	Yes	Yes -Not from OC	No
10/28/16		Donner		Fight in classroom	Yes	No	No
10/28/16		Donner		Fight in classroom	Yes	No	No
11/01/16		Trinity		Attack on staff	Yes	No	Yes- not from OC
11/03/16		Tahoe		Fight in classroom	Yes	No	No
11/10/16		Sequoia		Fight			
11/10/16		Donner		Fight	Yes	No	No
11/10/16		Donner		Fight	Yes	No	No
11/17/16		Trinity		Fight in classroom	Yes	No	No
11/17/16		Trinity		Fight in the classroom	Yes	No	No
12/09/16		Gym-Donner		Fight	Yes	No	NO
12/09/16		Gym-Donner		Fight	Yes	No	No
12/14/16		Tahoe		Self harming	Yes - partially refused	Yes- Not from OC	Yes- not from OC

2016 OC

W Comp.	Comments	Recorded on Use of Force Log
	In classroom	
	In classroom	
	verbal diffusion attempted	
	verbal diffusion attempted	
	In gym during P.E.	
	In gym during P.E.	
	Failed to follow verbal directives and advanced towards JIO.	Yes
	Fight	Yes
	Fight	Yes
	Initiated gang fight	Yes
	Initiated gang fight	Yes
	Gang fight	Yes
	Gang fight	Yes
	Defiant, assault on staff	Yes
	Attack on another resident, 2nd incident in less than 3 weeks	Yes
	Fight	Yes
	Fight	Yes
	Fight	Yes
	Fight	Yes
	Fight	Yes

2014 OC

Fight	Yes
Fight	Yes
Fight	Yes
Fight	Yes
Fight	Yes
Fight	Yes
Fight	Yes
Swung garbage can & hit resident	Yes
Fight	Yes
Fight	Yes
Fight	Yes
Fight	Yes
Fight	Yes
Fight	Yes
Attack on Staff	Yes
Fight	Yes
Came at staff with fists, propping door open. Going after staff and had to be pushed away	Yes
Fight	Yes
Fight	Yes
Fight	Yes

2016 OC

Fight	Yes
Fight	Yes
Fight	Yes
fight	Yes
Fight	Yes
Fight	Yes
Fight	Yes
fight	Yes
Fight	Yes
Fight	Yes
Fight	Yes
Suicide Attempt	Yes
Fight	Yes
Fight - victim	Yes
	Yes
Aggressive with staff. Threatening	Yes
	Yes
	Yes
	Yes
	Yes

2016 OC

	Aggressor in fight	Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes
		Yes

2016 OC

	YEs
	Yes
	Yes
	Yes
	yes
	Yes
	Yes
	Yes
	Yes
	Yes
	Yes
	Yes
See incident reports.	
	yes
	yes
	Yes
	Yes
	yes
	Yes
See incident reports.	yes

2016 Use of Force

Use of Force JH Incidents											
Date	Resident's Name	Unit	Staff	Reason	Medical Attention	Resident injured*	Staff Injured	W Comp.	Other Staff Involved	Comments	
02/01/16		Sequoia		Jumped up in classroom	na	n/a	n/a			Rear wrist lock MAB used	
02/12/16		Juv Hall Lobby		Violation of HS	YES	No	No			Rear wrist lock MAB used & Mechanical restraints	
02/19/16		Gym breezeway		Possible escape attempt	Yes	No				Rear wrist lock, MAB, mechanical restraints	
02/19/16		Tahoe		Near Fight	Yes	No	No			Rear wrist lock, MAB, mechanical restraints	
02/19/16		Tahoe		Near fight	yes	No	No			Rear wrist lock, Mechanical restraints	
02/19/16		Tahoe		Attempt to get to top tier	Yes	No	No			Side wrist lock	
02/20/16		Cypress		Attack on staff	Yes	No	Yes			Rear wristlock, mechanical restraints	
02/22/16		Shasta		Near Fight/ Att Assault on staff	Yes	No	No			OC Spray, Figure Four leg lock then rear wrist lock, mechanical restraints	Info on OC log also
02/24/16		Donner		Fight	Yes	Yes	No			Rear wrist lock, Mechanical restraints	
02/24/16		Donner		Fight	Yes	yes	No			Rear wrist lock, Mechanical restraints	
02/24/16		Donner		Fight	Yes	Yes	No			MAB figure 4, mechanical restraints	Info on OC log also
02/14/16		Donner		Fight	Yes	No	No			Rear wristlock, mechanical restraints	
02/25/16		Trinity		Fight	Yes	No	No			OC Spray, rear wrist lock, mechanical restraints, Fig 4 leg restraint	Info on OC log also
02/25/16		Trinity		Fight	Yes	No	No			OC Spray, rear wrist lock, mechanical restraints	Info on OC log also
02/25/16		Trinity		Fight	Yes	No	No			OC Spray, rear wrist lock, mechanical restraints	Info on OC log also
02/25/16		Trinity		Fight	Yes	No	No			OC Spray, rear wrist lock, mechanical restraints	Info on OC log also
02/26/16		Tahoe		Defiant behavior, assault on staff	Yes	Yes	No			OC Spray, Arm Bar, Rear wrist lock, mechanical restraints	Info on OC log also
03/04/16		Shasta		Fight	Yes	No	No			Rear wrist lock, Mechanical restraints	
03/04/16		Shasta		Fight	Yes	Yes	No			Rear wrist lock, Mechanical restraints	
03/06/16		Sequoia		Assault on Peer	Yes	No	No			OC Spray, rear wrist lock, mechanical restraints	Info on OC log also
03/09/16		Donner		Fight	Yes	No	No			OC spray, rear wrist lock, mechanical restraints	Info on OC log also
03/09/16		Donner		Fight - victim	Yes	No	No			Rear wrist lock, Mechanical restraints	Info on OC log also
03/09/16		Sequoia		Fight	Yes	No	No			Rear wrist lock, hand on back, prone control, mechanical restraints	
03/09/16		Sequoia		Fight	Yes	No	No			Rear wrist lock, Mechanical restraints	
03/16/16		Aspen		Fight	Yes	No	No			Figure four, Rear Wrist lock, OC, Mechanical restraints	Info on OC log also
03/16/16		Aspen		Fight	Yes	No	No			Rear wrist lock, OC, Mechanical restraints	Info on OC log also
03/19/16		Donner		Near fight	Yes	No	No			Mechanical Restraints, Rear wrist lock	
03/23/16		Aspen		Near fight	Yes	No	No			Rear wrist lock, Mechanical restraints	
03/23/16		Aspen		Near fight	Yes	No	No			Rear wrist lock, Mechanical restraints	
03/16/16		Sequoia		Fight	Yes	yes - right knuckle	No			Rear wrist lock, mechanical restraints, OC	Info on OC log also
03/16/16		Sequoia		Fight	Yes	yes- cuts on hand	No			Rear wrist lock, mechanical restraints, OC	Info on OC log also
03/19/16		Donner		Disrespecting and resisting staff	Yes	No	No			Rear Wrist lock, Mechanical Restraints, Figure Four, Mandibular angle	
03/20/16		Shasta		Fight	Yes	Yes - hit on side of face - cut lip - caused by other resident.	No			Rear wrist lock, mechanical restraints, OC, figure four leg lock	Info on OC log also
03/20/16		Shasta		Fight	Yes	No	No			Mastoid Nerve stimulation, rear wrist lock, OC spray, Mechanical restraints	Info on OC log also
03/23/16		Trinity		Fight	Yes	No	No			Rear wrist lock, mechanical restraints, OC	Info on OC log also
03/23/16		Trinity		Fight	Yes	Yes - left knee, cut behind ear	No			Elongated wrist lock, mechanical restraints, OC	Info on OC log also

2016
use of force

03/24/16	Aspen	Fight	Yes	No	No	Rear wrist lock, OC, Mechanical restraints	Info on OC log also		
03/24/16	Aspen	Fight	Yes	No	No	Rear wrist lock, OC, Mechanical restraints	Info on OC log also		
04/11/16	Shasta	Fight in classroom	Yes	No	No	Mechanical Restraints, OC	Info on OC log also		
04/11/16	Shasta	Fight in classroom	Yes	No	No	Rear Wrist Lock, OC Mechanical restraints	Info on OC log also		
04/12/16	Donner	Non-compliance, flooded room, hitting head into wall	Yes	No	No	Rear wristlock, mechanical restraints			
04/13/16	Oak Classroom	Near fight - standing up and yelling slurs in classroom. Threatened staff	Yes	No	No	Rear wrist lock, mechanical restraints, figure 4 leg hold;			
		Non-comp. hit resident w/ trash can	Yes	No		OC, MAB approved moves, handcuffed Bar Arm elongated rear wrist lock, mechanical restraints	Info on OC log also		
04/26/16	Sequoia classroom	Refusal to exit classroom	Yes	Yes - cut on left wrist	No	Front leg sweep, rear wrist lock, mechanical restraints			
05/09/16	Donner	Near fight - classroom	Yes	Yes - hands swollen	No	Rear wrist lock, mechanical restraints	Info on OC log also		
05/11/16	Cypress	Fight - Classroom	Yes	No	No	Rear wrist lock, mechanical restraints	Info on OC log also		
05/11/16	Cypress	Fight-Classroom	Yes	No	No	Rear wrist lock, figure four, mechanical restraints	Info on OC log also		
05/15/16	Aspen	Fight	Yes	No	No	Rear wrist lock	Not sprayed		
05/15/16	Aspen	Fight	Yes	Yes- bloody nose	No	Rear Wrist lock, Elongated Wrist Lock Figure Four, Mechanical Restraints, OC, Prone Control	Info on OC log also		
05/23/16	Aspen	Fight	Yes	No	No	Rear wrist lock, mechanical restraints			
05/26/16	Sequoia	Fight	Yes	Yes - fat lip	No	Rear wrist lock, mechanical restraints			
05/26/16	Sequoia	Fight	Yes	No	No	Right and left rear wrist lock, mechanical restraints, knee on shoulder, MAB figure 4			
05/28/16	Tahoe	Shirt around neck, defiant, non-cooperative	Yes	No	No	Rear wrist lock, mechanical restraints			
05/28/16	Tahoe	Shirt around neck, non-compliant	yes	No	No	Rear wrist lock, mechanical restraints, OC spray	Info on OC log also		
05/28/16	Sequoia	Threatening letter and potential weapon, attack on staff	Yes	No	No	Rear wrist lock, Mechanical Restraints, OC	Info on OC log also		
05/28/16	Donner	Fight	Yes	Yes- Swollen left eye	No	Rear wrist lock, mechanical restraints			
05/28/16	Donner	Fight	No	No	No	Rear wrist lock, mechanical restraints			
05/28/16	Donner	Fight	No	No	No	Elongated wrist lock, figure 4 leg lock, OC, Mechanical restraints	Info on OC log also		
05/31/16	Tahoe	Aggressive toward staff	Yes	No	No	Rear wrist lock, figure four, mechanical restraints			
06/05/16	Trinity	Attack on another resident, broke meal tray on victim's face	Yes	No	No	Prone position, figure 4 leg lock, mechanical restraints			
06/13/16	Sequoia	Fight	Yes	No	No	Prone position, rear wrist lock, mechanical restraints			
06/13/16	Sequoia	Fight	Yes	No	No	Rear wrist lock, mechanical restraints			
06/13/16	Sequoia	Peer conflict	Yes	No	No	Rear wrist lock, mechanical restraints			
06/13/16	Sequoia	Peer conflict	Yes	No	No	Rear wrist lock, OC and Mechanical Restraints	Info on OC log also		
06/16/16	Sequoia	Fight in classroom	Yes	No	No	Rear wrist lock, OC, Mechanical restraints	Info on OC log also		
06/16/16	Sequoia	Fight in classroom	Yes	No	No	Figure four, Rear Wrist lock, OC, Mechanical restraints	Info on OC log also		
06/16/16	Donner	Fight in classroom	Yes	No	No	Rear wrist lock, OC, Mechanical restraints	Info on OC log also		
06/16/16	Donner	Fight in classroom	Yes	No	No	Rear wrist lock, mechanical restraints, prone position			
06/24/16	Aspen	Refused to leave court	Yes	No	No	Rear wrist lock, figure four, mechanical restraints			
06/27/16	Tahoe	Threw tray at staff	Yes	Yes - left wrist	No	Elongated rear wrist long on both wrists, figure four leg lock, mechanical restraints	Info on OC log also		
06/28/16	Aspen	Fight in classroom	Yes	yes left hand swollen	No	Mechanical restraints	Info on OC log also		
06/28/16	Aspen	Fight in classroom	Yes	No	No	Rear wrist lock, mechanical restraints			
07/02/16	Trinity	Fight	Yes	No	No	Mechanical restraints			
07/02/16	Trinity	Fight	Yes	yes-small cuts scratches on hands	No	Elongated rear wrist lock, Mechanical restraints, figure 4	On OC log		
07/06/16	Aspen	Fight	Yes	No	No				

2017 Use of Force

07/06/16	Aspen	Fight	Yes	No	No	Elongated rear wrist lock, Mechanical restraints, figure 4	On OC log		
07/06/16	Aspen	Fight	Yes	No	No	Elongated rear wrist lock, Mechanical restraints	On OC log		
07/06/16	Aspen	Fight	Yes	Yes - bloody nose from fight	No	Elongated rear wrist lock, mechanical restraints	On OC log		
07/07/16	Aspen	Fight - attacked student in classroom	Yes	No	No	Rear wrist lock, mechanical restraints	On OC log		
07/07/16	Aspen	Fight	Yes	No	No	Rear wrist lock in prone position	On OC log		
07/15/16	Donner	Fight	Yes	Yes - bloody nose from fight	No	Rear wrist lock, mechanical restraints	On OC log also		
07/15/16	Donner	Fight	Yes	No	No	Rear wrist lock, mechanical restraints	On OC log also		
07/15/16	Trinity	Fight	Yes	No	No	Bar Arm elongated rear wrist lock, mechanical restraints	Victim was Semaj Gray and he had bleeding gums		
07/15/16	Tahoe	Near fight	Yes	No	No	Mechanical restraints			
07/15/16	Tahoe	Near fight	Yes	No	No	Mechanical restraints			
07/16/16	Tahoe	Near fight	Yes	No	No	Mechanical restraints, elongated rear wrist lock			
07/16/16	Tahoe	Near fight	Yes	No	No	Mechanical restraints, elongated rear wrist lock			
07/16/16	Donner	Fight	Yes	No	No	Elongated rear wrist lock and mechanical restraints			
07/16/16	Donner	Fight	Yes	Yes - bruise on head and face from fight (victim)	No				
07/22/16	Tahoe	Suicide Attempt	Yes	No	No	Rear wrist lock, mechanical restraints, MAB figure 4	Info on OC log also		
07/22/16	Aspen	Fight - attached another resident	Yes	No	No	Rear wrist lock, mechanical restraints	Info on OC log also		
07/22/16	Aspen	Fight - victim Aggressive toward staff - after residual spray from the fight above.	Yes	No	No	Rear wrist lock	Info on OC log also		
07/22/16	Aspen	Fight - victim Aggressive toward staff - threats	Yes	No	No	Rear wrist lock, figure four leg lock	Info on OC log also		
07/25/16	Tahoe	Aggressive toward staff - threats	Yes	No	No	Rear wrist lock, mechanical restraints	Info on OC log also		
08/02/16	Playfield	Threats to staff - defiant	yes	No	No	Elongated rear wrist lock, mechanical restraints			
07/29/16	Tahoe	Near Fight	No	No	No	Guiding touch			
07/30/16	Sequoia	Near Fight	Yes	No	No	MAB rear wrist lock, Mechanical restraints	Info on OC log also		
07/30/16	Sequoia	Near Fight	Yes	No	No				
08/01/16	Trinity	Aggressive bizarre behavior	Yes	No	No	Mechanical restraints, Rear wrist lock, figure four, attempted prone control	Info on OC log also		
08/01/16	Trinity	Fight in classroom	Yes	No	No	Mechanical restraints, prone control, rear wrist lock	Info on OC log also		
08/01/16	Trinity	Fight in classroom	Yes	Swollen left eye from fight	No	Mechanical Restraints, rear wrist lock	Info on OC log also		
08/08/16	Trinity	Attack on Staff	Yes	No	Yes	Mechanical restraints, figure four, prone position, wrist lock	Info on OC log also		
08/17/16	Sequoia	Fight in classroom-Aggressor	Yes	No	No	Mechanical restraints, OC, Rear wrist lock	Info on OC log also		
08/17/16	Aspen	Fight in classroom - Co-Resp	Yes	Yes- bloody nose from fight	No	Mechanical restraints, rear wrist lock, OC	Info on OC log also		
08/22/16	Aspen	Fight in Classroom	Yes	Yes - bloody nose and ear from fight	No	Mechanical restraints, rear wrist lock, OC	Info on OC log also		
08/22/16	Aspen	Fight in Classroom	Yes	No	No	Mechanical restraints, rear wrist lock, OC	Info on OC log also		
08/31/16	Sequoia	Trying to eat medical equipment at hospital	Yes	No	No	Mastoidal			
09/01/16	Trinity	Aggressor in a classroom fight	Yes	No	?	Figure four leg lock, Rear wrist lock, mechanical restraints	Info on OC log also		
09/01/16	Trinity	Attacked in classroom and fought back	Yes	Yes - bloody nose from the fight	?	Mechanical restraints, rear wrist lock	Info on OC log also		
09/15/16	Tahoe	Near fight	Yes	Yes - pain to left wrist	Yes- pending	Mechanical rstraints, attempted front leg sweep, figure four, rear wrist lock			
09/14/16	Tahoe	Suicidal guesure	Yes	No	No	Rear Wrist lock, mechanical restraints, OC spray	Info on OC log also		

2017 Use of force

09/15/16	Playfield		Yes	No	No	OC, rear wrist lock	Info on OC log also
09/15/16	Playfield		Yes	Yes - right eye from the fight	No	OC, rear wrist lock	Info on OC log also
09/18/16	Tahoe		Yes	No	No	Rear wrist lock, mechanical restraints	
09/19/16	Trinity	Fight	Yes	Yes - scrapes chest and right arm	Yes	Rear wrist lock, mechanical restraints, OC	Info on OC log also
09/19/16	Trinity	Fight	Yes	Yes - right temple swollen	Yes	Figure four leg lock, Rear wrist lock, mechanical restraints, OC	Info on OC log also
09/25/16	Playfield	Fight	Yes	No	No	Figure 4, prone control, rear wrist lock	Info on OC log also
09/23/16	Sierra	Punching herself	Yes	No	No	Rear wrist lock, prone control mechanical restraint, figure four	
09/26/16	Donner	Non-compliant - near fight	Yes	No	No	Elongated Rear wrist lock, mechanical restraints, OC	Info on OC log also
09/26/16	Donner	Fight on courtyard	Yes	No	No	Right rear elongated wristlock, mechanical restraints	
09/26/16	Donner	Fight on courtyard	Yes	No	No	Rear wrist lock, mechanical restraints	
09/27/16	Donner	Aggressive Behavior	No	No	No	Elongated rear wrist lock, mechanical restraints	
09/28/16	Playfield	Removal from playfield	No	No	No	Rear wrist lock during escort, mechanical restraints	
09/28/16	Tahoe	Minor boxing in air and hitting herself	Yes	No	No	Rear wrist lock, elongated rear wrist lock, mechanical restraints, OC	Info on OC log also
10/03/16	Donner	Fight	Yes	No	No	Elongated rear wrist lock, mechanical restraints	
10/03/16	Donner	Fight	Yes	No	No	Rear wrist lock, mechanical restraints	
10/03/16	Gym	Peer conflict	No	No	No	Elongated rear wrist lock	
10/04/16	Donner	Near fight, then fight	Yes	No	No	Elongated rear wrist lock left and right wrist.	
10/04/16	Donner	Near fight, then fight	Yes	No	No	Elongated rear wrist lock	
10/04/16	Donner	Near fight	No - not needed	No	No	Elongated rear wrist lock	
10/06/16	Sequoia	Fight	Yes	No	No	Elongated rear wrist lock, mechanical restraints, OC	Info on OC log also
10/06/16	Sequoia	Fight	Yes	No	No	Elongated rear wrist lock, mechanical restraints, OC	Info on OC log also
10/07/16	Sequoia	Fight	Yes	NO	NO	Wrist lock, OC, mechanical restraints	Info on OC log also
10/07/16	Sequoia	Fight	Yes	No	No	Wrist lock, OC, mechanical restraints	Info on OC log also
10/08/16	Tahoe	Fight - not the aggressor	Yes	No	No	Elongated rear wrist lock, mechanical restraints	
10/08/16	Tahoe	Fight - Aggressor	Yes	No	No	Elongated rear wrist lock, fig 4 leg lock, mechanical restraints	
10/09/16	Donner	Near fight	Yes	No	No	Elongated rear wrist lock, OC and mechanical restraints	Info on OC log also
10/09/16	Donner	Near fight	Yes	NO	NO	Elongated rear wrist lock, OC and mechanical restraints	Info on OC log also
10/10/16	Donner	Fight in classroom	Yes	No	No	Elongated rear wrist lock left and right wrist. Fig Four leg lock. OC, Mechanical restraints	Info on OC log also
10/10/16	Donner	Fight in classroom	Yes	Yes from the fight. Cut on forehead above eye.	No	Rear wrist lock, OC, Mechanical restraints	Info on OC log also
10/11/16	Court	Inappropriate behavior in court	No	NO	NO	Elongated rear wrist lock	
10/11/16	Donner - Playfie	Defiant behavior, threats to staff	No	No	No	Rear wrist lock, mechanical restraints	
10/11/16	Playfield	Fight	Yes	No	No	Attempted Circle down, OC, mechanical restraints	Info on OC log also
10/11/16	Playfield	Fight	Yes	No	No	Leg Sweep, Elongated rear wrist lock, mechanical restraints, OC	
10/13/16	Tahoe	Defiant behavior	No	No	No	Elongated wrist lock, left arm	
10/14/16	Aspen - exercisi	Aggressive toward staff would not keep clothes on.	No	No	No	Rear wrist lock, mechanical restraints, OC	Info on OC log also
10/15/16	Tahoe	Threatening behavior	No	no	NO	Elongated rear wrist lock, mechanical restraints.	
10/18/16	Donner	Classroom fight	Yes	Yes- cuts on wrist	No	Elongated rear wrist lock, mechanical restraints, OC	Info on OC log also

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2017 OC

Date	Resident's Name	Unit	Deployed By	Reason	Decontaminated	Resident injured*	Staff injured*	W Comp.	Comments	Recorded on Use of Force Log
01/17/17		Trinity		Fight	yes	no	no		danger to staff and residents	yes
01/17/17		Trinity		Fight	yes	no	no		danger to staff and residents	yes
01/19/17		Tahoe		Staff attacked	yes	yes	no		danger to staff and residents	yes
01/23/17		cypress		Gang fight	yes	minor cuts	no		danger to staff and residents	yes
01/23/17		cypress		Gang fight	yes	no	no		danger to staff and residents	yes
01/23/17		cypress		Gang fight	yes	no	no		danger to staff and residents	yes
01/26/17		Tahoe		self harm	yes	bump on forehead	no		self harm	yes
02/01/17		Tahoe		self harm	yes	bump on forehead	yes		self harm	yes
02/13/17		Donner		Fight	yes	minor cuts to face	no		danger to staff and residents	yes
02/13/17		Donner		Fight	yes	no	no		danger to staff and residents	yes
02/26/17		sequioa		Fight	yes	no	no		danger to staff and residents	yes
02/26/17		sequioa		Fight	yes	no	no		danger to staff and residents	yes
03/02/17		Donner		attacked peer	yes	no	no		danger to staff and residents	yes
03/10/17		trinity		attacked peer	yes	no	no		danger to staff and residents	yes
03/14/17		sequioa		attacked peer	yes	no	no		danger to staff and residents	yes
03/15/17		Donner		Fight	yes	no	no		danger to staff and residents	yes
03/15/17		Donner		Fight	yes	no	no		danger to staff and residents	yes
03/22/17		Trinity		attacked peer	yes	no	no		danger to staff and residents	yes
03/22/17		Trinity		attacked by peer	yes	no	no		victim of attack	yes
03/21/17		Donner		Fight	yes	no	no		danger to staff and residents	yes
03/21/17		Donner		Fight	yes	no	no		danger to staff and residents	yes
		shasta		aggressively advancing toward staff	yes	no	no		danger to staff and residents	yes
03/30/17		Donner		attacked peer	yes	no	no		danger to staff and residents	yes
04/11/17		Donner		Fight	yes	no	no		danger to staff and residents	yes
04/11/17		Donner		Fight	yes	no	no		danger to staff and residents	yes
05/03/17		Donner		attacked peer	yes	yes/L-wrist	no		danger to staff and residents	yes
05/03/17		Donner		attacked peer	yes	no	no		danger to staff and residents	yes
05/03/17		Donner		attacked peer	yes	no	no		danger to staff and residents	yes
05/03/17		Donner		Victim	yes	no	no		danger to staff and residents	yes
05/09/17		Donner		attacked peer	yes	no	no		danger to staff and residents	yes
05/09/17		Donner		Victim	yes	no	no		danger to staff and residents	yes
05/10/17		Donner		Victim	yes	no	no		danger to staff and residents	yes
05/10/17		Donner		attacked peer	yes	no	no		danger to staff and residents	yes
05/19/17		Donner		NFD	yes	no	no		danger to staff and residents	yes
05/24/17		sequioa		attacked peer	yes	no	no		danger to staff and residents	yes
05/25/17		sequioa		attacked peer	yes	no	no		danger to staff and residents	yes
05/25/17		sequioa		Fight	yes	no	no		danger to staff and residents	yes
05/25/17		sequioa		Fight	yes	no	no		danger to staff and residents	yes
05/26/17		shasta		attacked by peer	yes	no	no		danger to staff and residents	yes
05/26/17		shasta		Attacked peer	yes	no	no		danger to staff and residents	yes
05/29/17		Donner		Fight	yes	no	no		danger to staff and residents	yes
05/29/17		Donner		Fight	yes	no	no		danger to staff and residents	yes
06/01/17		sequioa		aggressively advancing toward staff	yes	no	no		danger to staff and residents	yes
06/16/17		Trinity		Fight	yes	no	yes, low back		danger to staff and residents	yes
06/16/17		Trinity		Fight	yes	no	same as above		danger to staff and residents	yes
06/19/17		Trinity		Fight	yes	no	no		danger to staff and residents	yes

2017 OC

06/19/17	Trinity	Fight	yes	no	no	danger to staff and residents	yes
06/20/17	Trinity	Fight	yes	no	no	danger to staff and residents	yes
06/20/17	Trinity	Fight	yes	no	no	danger to staff and residents	yes
06/21/17	Donner	aggressively advancing toward staff	yes	no	no	danger to staff and residents	yes
06/21/17	Donner	Fight	yes	yes bloody nose	no	danger to staff and residents	Yes
07/02/17	Donner	Fight	yes	no	no	danger to staff and residents	yes
07/21/17	Trinity	Fight	yes	no	no	danger to staff and residents	yes
07/21/17	Trinity	Fight	yes	no	no	danger to staff and residents	yes
08/02/17	Trinity	Fight	yes	no	no	danger to staff and residents	yes
08/02/17	Trinity	Fight	yes	no	no	danger to staff and residents	yes
08/20/17	Tahoe	Fight	yes	no	no	danger to staff and residents	yes
08/20/17	Tahoe	Fight	yes	no	no	danger to staff and residents	yes
08/22/17	Tahoe	attacked peer	yes	no	no	danger to staff and residents	yes
08/22/17	Tahoe	attack by peer	yes	no	no	victim of attack	yes
08/28/17	Trinity	Fight	yes	no	yes, left knee	danger to staff and residents	yes
08/28/17	Trinity	Fight	yes	no	see above	danger to staff and residents	yes
09/19/17	sequioa	Fight	yes	no	no	danger to staff and residents	yes
09/19/17	sequioa	Fight	yes	no	no	danger to staff and residents	yes
09/19/17	donner	Fight	yes	no	no	danger to staff and residents	yes
09/19/17	Donner	Fight	yes	no	no	danger to staff and residents	yes
09/29/17	Tahoe	Fight	no/refused resident stated the OC only hit her shirt/ new shirt provided	no	no	danger to staff and residents	yes
09/29/17	Tahoe	Fight	yes	no	no	danger to staff and residents	yes
10/08/17	shasta	attacked peer	yes	no	no	danger to staff and residents	yes
10/08/17	shasta	attacked by peer	yes	no	no	danger to staff and residents	yes
10/11/17	sequioa	Fight	yes	no	no	danger to staff and residents	yes
10/11/17	sequioa	Fight	yes	lump back of head	no	danger to staff and residents	yes
10/19/17	sequioa	Fight	yes	no	stiches L/elbow	danger to staff and residents	yes
10/19/17	sequioa	Fight	yes	no	Low Back	danger to staff and residents	yes
10/30/17	sequioa	Fight	yes	no	no	danger to staff and residents	yes
10/30/17	sequioa	Fight	yes	no	no	danger to staff and residents	yes
11/02/17	sequioa	Fight	yes	no	yes low back H.R	danger to staff and residents	yes
11/02/17	sequioa	Fight	yes	no	yes low back R.F	danger to staff and residents	yes
11/06/17	Donner	attacked by peer	yes	no	no	danger to staff and residents	yes
11/06/17	Donner	attacked peer	yes	no	no	danger to staff and residents	yes
11/21/17	Trinity	Fight	yes	no	yes, minor scraps to hands possible blood bourne exposure	danger to staff and residents	yes
11/21/17	Trinity	Fight	yes	no	see above	danger to staff and residents	yes
12/07/17	Trinity	Fight	yes	lump back of head	yes, blood exposure	danger to staff and residents	yes
12/07/17	Trinity	Fight	yes	no	see above	danger to staff and residents	yes
12/14/17	sequioa	Fight	yes	no	no	danger to staff and residents	yes
12/14/17	sequioa	Fight	yes	yes struck in head	no	danger to staff and residents	yes
12/29/17	Donner	Altercation	yes	no	yes, scratches on rt. arm	danger to staff and residents	YES

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12/29/17	Donner	Altercation	yes	no	no	danger to staff and residents	yes
12/29/17	Donner	Altercation	yes	yes, left ankle	yes, scratches on rt. arm	danger to staff and residents	yes
12/29/17	Donner	Altercation	yes	yes, left ankle	no	danger to staff and residents	yes
12/29/17	Trinity	Near Altercation	yes	no	no	danger to staff and residents	yes
12/19/17	Trinity	Near Altercation	yes	no	no	danger to staff and residents	yes

*Where indicated injuries occurred, the injury is not a result of the use of chemical agents.

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Use of Force JH Incidents											
Date	Resident's Name	Unit	Staff	Reason	Medical Attention	Resident injured	Staff injured	W Comp.	Other Staff Involved	Comments	
01/02/17		Trinity		Attempted assault on staff	seen by nurse	no	no			near fight/refused to follow directions/attacked staff	
01/02/17		Trinity		near fight refused to follow directions	seen by nurse	no	no			co-participant in the above incident	
01/12/17		Donner		hit another resident in the gym, then resisted staff	seen by nurse	no	yes cut finger			Minor hit another resident then resisted staff	
01/17/17		Trinity		fighting in class/NFD to stop	seen by nurse	no	no			OC deployed	
01/17/17		Trinity		fighting in class/NFD to stop	seen by nurse	no	no			OC deployed	
01/17/17		Tahoe		Attempted escape off unit	seen by nurse	no	no			rear wrist lock/hancuffs	
01/19/17		Tahoe		Attack on Staff	to Hospital	yes, stiches head	no			threw shoe at staff fell and hit head when retreating OC deployed	
01/19/17		Shasta		fighting in class/NFD to stop	seen by nurse	no	no			mutal fight	
01/19/17		Shasta		fighting in class/NFD to stop	seen by nurse	no	yes scrape arm			co-participant in the above incident	
01/18/17		Cypress		refused to follow directives	seen by nurse	no	no			refused to follow directives	
01/23/17		Donner		refused to follow directives	seen by nurse	no	no			not following directions during an emergency code	
01/23/17		Cypress		fighting in gym/NFD to stop	seen by nurse	no	no			Gang related fight with 3 residents	
01/23/17		Cypress		fighting in gym/NFD to stop	seen by nurse	minor cuts hands/face	no			Gang related fight with 3 residents	
01/23/17		Cypress		fighting in gym/NFD to stop	seen by nurse	no	no			Gang related fight with 3 residents	
01/26/17		Tahoe		self harm	seen by nurse	yes, bump on forehead	no			Banging head against wall verbal commands failed	
02/01/17		Tahoe		self harm	seen by nurse	yes, bump on forehead	yes			banging head against wall verbal commands failed	
02/02/17		Tahoe		Defiant and assualtive	seen by nurse	no	no			refused to follow directives	
02/13/17		Donner		fighting in class/NFD to stop	seen by nurse	no	no			mutal fight	
02/13/17		Donner		fighting in class/NFD to stop	seen by nurse	no	no			co-participant in the above incident	
02/17/17		Tahoe		fleeing from staff	seen by nurse	no	no			fleeing from staff and NFD	
02/26/17		Sequoia		Fighting with another resident	seen by nurse	no	no			mutal fight	
02/26/17		Sequoia		Fighting with another resident	seen by nurse	no	no			mutal fight	
02/28/17		Tahoe		Fighting with another resident	seen by nurse	no	no			mutal fight	
02/28/17		Tahoe		Fighting with another resident	seen by nurse	no	no			mutal fight	
03/02/17		Donner		attack on resident	seen by nurse	no	no			attack on resident	
03/02/17		Donner		attack on resident (victim)	seen by nurse	no	no			attack on resident (victim)	
03/07/17		Donner		Fighting with another resident	seen by nurse	no	yes 3 staff			3 staff injured 1 broken leg	
03/07/17		Donner		Fighting with another resident	seen by nurse	no	yes 3 staff			3 staff injured 1 broken leg	
03/10/17		Trinity		attacked another resident	seen by nurse	victim bloody nose	no			attack on resident	
03/10/17		Trinity		attacked by peer	seen by nurse	victim bloody nose	no			only breifly handcuffed	
03/14/17		Sequoia		attacked another peer	seen by nurse	no	no			attack on resident	
03/14/17		Sequoia		attacked by peer	seen by nurse	no	no			only breifly handcuffed	
03/15/17		Donner		fighting in gym/NFD to stop	seen by nurse	no	no			mutal fight	
03/15/17		Donner		fighting in gym/NFD to stop	seen by nurse	no	no			mutal fight	
03/20/17		Tahoe		emotionally disregulated	mental health	no	no			handcuffed/contraband concerns	
03/22/17		Trinity		attack on resident	seen by nurse	no	no			attack on resident	
03/22/17		Trinity		attack on resident (victim)	seen by nurse	no	no			resident was attacked	
03/21/17		Donner		Fighting with another resident	seen by nurse	no	no			mutal fight	
03/21/17		Donner		Fighting with another resident	seen by nurse	no	no			mutal fight	
03/26/17		Shasta		aggressive advancement toward staff	seen by nurse	no	no			aggerssive advancing toward staff in a threatening manner	
03/28/17		Tahoe		self harm	nurse/mental H.	no	no			began hitting her self in the head. Had to be placed in the wrap for 36 mins	
03/30/17		Donner		attack on resident	seen by nurse	no	no			attack on resident	
03/30/17		Donner		attack on resident (victim)	seen by nurse	no	no			resident was attacked	
04/11/17		Donner		Fighting with another resident	seen by nurse	no	no			mutal fight	
04/11/17		Donner		Fighting with another resident	seen by nurse	no	no			mutal fight	
04/14/17		Donner		Fighting with another resident	seen by nurse	no	no			mutal fight	
04/14/17		Donner		Fighting with another resident	seen by nurse	no	no			mutal fight	
05/02/17		Donner		Fighting with another resident	seen by nurse	no	no			mutal fight	
05/02/17		Donner		Fighting with another resident	seen by nurse	no	no			mutal fight	
05/03/17		Donner		attack on resident perp	seen by nurse	yes, broken L wrist	no			attack on resident perp	
05/03/17		Donner		attack on resident victim	seen by nurse	no	no			attack on resident perp	
05/03/17		Donner		attack on resident perp	seen by nurse	no	no			attack on resident perp	
05/03/17		Donner		attack on resident perp	seen by nurse	no	no			resident attacked victim	

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05/09/17	Donner	attack on another resident	seen by nurse	no	no	attack on resident perp
05/09/17	Donner	victim of attack	seen by nurse	no	no	resident attacked victim
05/10/17	Donner	victim of attack	seen by nurse	no	no	resident attacked victim
05/10/17	Donner	attack on another resident	seen by nurse	no	no	attack on resident perp
05/11/17	Sequoia	not following directions/hostile	seen by nurse	no	no	near fight/refused to follow directions
05/12/17	Donner	Attempted assault on staff	seen by nurse	no	no	attempted attack on staff
05/19/17	Donner	not following directions/hostile	seen by nurse	no	no	near fight/refused to follow directions
05/19/17	Trinity	near fight refused to follow directions	seen by nurse	no	no	near fight/refused to follow directions
05/21/17	Sequoia	non-compliant/hostile	seen by nurse	no	no	non-compliant/Hostile.
05/23/17	Donner	near fight refused to follow directions	seen by nurse	no	no	near fight/refused to follow directions
05/23/17	Donner	near fight refused to follow directions	seen by nurse	no	no	near fight/refused to follow directions
05/24/17	Sequoia	Aggressive advancement toward peer	seen by nurse	no	no	near fight refused to follow directions
05/24/17	Sequoia	Aggressive advancement toward peer	seen by nurse	no	no	near fight refused to follow directions
05/24/17	Sequoia	attacked peer	seen by nurse	no	no	fight with peer
05/24/17	Sequoia	attacked by peer	seen by nurse	no	no	fight with peer
05/26/17	Sequoia	mutual fight	seen by nurse	no	no	fight with peer
05/26/17	Sequoia	mutual fight	seen by nurse	no	no	fight with peer
05/25/17	Shasta	attacked peer	seen by nurse	no	no	attacked peer
05/25/17	Shasta	attacked by peer	seen by nurse	no	no	attacked by peer
05/29/17	Donner	mutual fight	seen by nurse	no	no	fight with peer
05/29/17	Donner	non-compliant/hostile	seen by nurse	no	no	non-compliant/Hostile.
05/29/17	Donner	mutual fight	seen by nurse	no	no	fight with peer
05/30/17	Donner	non-compliant/hostile	seen by nurse	no	no	non-compliant/Hostile.
05/31/17	Donner	non-compliant/hostile	seen by nurse	no	no	non-compliant/Hostile.
06/01/17	Sequoia	non-compliant/hostile	seen by nurse	no	no	non-compliant/Hostile.
06/02/17	Sequoia	threats/hostile	seen by nurse	no	no	threat/hostile
06/05/17	Sequoia	non-compliant/hostile	seen by nurse	no	no	non-compliant/Hostile.
06/16/17	Trinity	mutual fight	seen by nurse	no	yes, lower back	fight with peer
06/16/17	Trinity	mutual fight	seen by nurse	no	yes, same as above	fight with peer
06/19/17	Trinity	mutual fight	seen by nurse	no	no	fight with peer
06/19/17	Trinity	mutual fight	seen by nurse	no	no	fight with peer
06/20/17	Trinity	mutual fight	seen by nurse	no	no	fight with peer
06/20/17	Trinity	mutual fight	seen by nurse	no	no	fight with peer
06/21/17	Donner	non-compliant/hostile	seen by nurse	no	no	non-compliant/Hostile.
06/22/17	Donner	mutual fight	seen by nurse	yes/bloody nose	no	mutal fight
07/02/17	Donner	mutual fight	seen by nurse	no	no	
07/19/17	Trinity	near fight	seen by nurse	no	no	near fight
07/19/17	Trinity	near fight	seen by nurse	no	no	near fight
07/21/17	Trinity	mutual fight	seen by nurse	no	no	mutal fight
07/21/17	Trinity	mutual fight	seen by nurse	no	no/minor cut tumb	mutal fight
08/02/17	Trinity	attacked peer	seen by nurse	no	no	
08/02/17	Trinity	Peer fought back	seen by nurse	no	no	
08/02/17	Cypress	attacked peer	seen by nurse	no	no	
08/02/17	Cypress	attacked by peer	seen by nurse	no	no	
08/02/17	Cypress	spit on peer	seen by nurse	no	no	Handcuffed
08/02/17	Cypress	spat on by peer	seen by nurse	no	no	Handcuffed
08/13/17	Donner	non-compliant/hostile	seen by nurse	no	no	non-compliant/Hostile.
08/20/17	Shasta	non-compliant/hostile	seen by nurse	no	no	non-compliant/Hostile.
08/18/17	Sequoia	attacked peer	seen by nurse	no	no	
08/18/17	Sequoia	attacked by peer	seen by nurse	no	no	
08/20/17	Tahoe	mutual fight	seen by nurse	no	no	
08/20/17	Tahoe	mutual fight	seen by nurse	no	no	
08/22/17	Tahoe	attacked by peer	seen by nurse	no	no	
08/22/17	Tahoe	attacked peer/assaulted staff	seen by nurse	no	no	
08/28/17	Trinity	mutual fight	seen by nurse	no	no	
08/28/17	Trinity	mutual fight	seen by nurse	no	yes, left knee	
09/17/17	Donner	attacked peer	seen by nurse	no	no	
09/17/17	Donner	attacked by peer	seen by nurse	no	no	
09/19/17	Sequoia	mutual fight	seen by nurse	no	no	
09/19/17	Sequoia	mutual fight	seen by nurse	no	no	

2017 Use of force

[illegible]

2018 OC

Date	Resident's Name	Unit	Deployed By	Reason	Decontaminated	Resident injured*	Staff Injured	W Comp.	Comments	Recorded on Use of Force Log
01/09/18		Donner		altercation	yes	no	no		danger to staff and residents	yes
01/09/18		Donner		altercation	yes	no	no		danger to staff and residents	yes
01/15/18		Donner		altercation	yes	no	no		danger to staff and residents	yes
01/15/18		Donner		altercation	yes	yes, bloody nose	no		danger to staff and residents	yes
02/02/18		Sequoia		altercation	yes	no	no		danger to staff and residents	yes
02/05/18		Sequoia		altercation	yes	no	no		danger to staff and residents	yes
02/05/18		Sequoia		altercation	yes	no	no		danger to staff and residents	yes
02/05/18		Sequoia		altercation	yes	no	no		danger to staff and residents	yes
02/12/18		Donner		altercation	yes	no	no		danger to staff and residents	yes
02/12/18		Donner		altercation	yes	no	no		danger to staff and residents	yes
02/16/17		Cypress		altercation	yes	no	no		danger to staff and residents	yes
02/16/17		Cypress		altercation	yes	no	no		danger to staff and residents	yes
02/17/18		Donner		altercation	yes	no	no		danger to staff and residents	yes
02/17/18		Donner		altercation	yes	no	no		danger to staff and residents	yes
02/18/18		Trinity		altercation	yes	no	no		danger to staff and residents	yes
02/18/18		Trinity		altercation	yes	no	no		danger to staff and residents	yes
02/27/18		Trinity		altercation	yes	no	no		danger to staff and residents	yes
02/27/18		Donner		altercation	yes	no	no		danger to staff and residents	yes
02/27/18		Trinity		altercation	yes	no	no		danger to staff and residents	yes
02/27/18		Sequoia		striking another youth	yes	no	no		danger to staff and residents	yes
03/06/18		Sequoia		altercation	yes	no	no		danger to staff and residents	yes
03/08/18		Sequoia		altercation	yes	no	no		danger to staff and residents	yes
03/08/18		Sequoia		altercation	yes	no	no		danger to staff and residents	yes
03/11/18		Trinity		attacking another minor	yes	no	no		danger to staff and residents	yes
03/12/18		Sequoia		attacking another minor	yes	no	no		danger to staff and residents	yes
03/12/18		Sequoia		attacking another minor	yes	no	no		danger to staff and residents	yes
03/12/18		sequoia		attacking another minor	yes	no	no		danger to staff and residents	yes
03/21/18		Trinity		throw item at staff	yes	no	no		danger to staff and residents	yes
03/22/18		Trinity		altercation	yes	no	no		danger to staff and residents	yes
03/22/18		Trinity		altercation	yes	no	no		danger to staff and residents	yes
03/24/18		Donner		altercation	yes	no	no		danger to staff and residents	yes
03/24/18		Donner		altercation	yes	no	no		danger to staff and residents	yes

*Where indicated injuries occurred, the injury is not a result of the use of chemical agents.

2018 Use of force

Date	Resident's Name	Unit	Staff	Reason	Medical Attention	Resident Injured	Staff Injured	W Comp.	Other Staff Involved	Comments
01/08/18		Sequoia		attack on another youth	yes	no	no			Code 2 Gym
01/08/18		Sequoia		attack on another youth	yes	yes, swelling on inner lip	no			Code 2 Gym
01/09/18		Donner		attack on another youth	yes	no	no			
01/09/18		Donner		attack on another youth	yes	no	no			
01/15/18		Donner		altercation	yes	no	no			Code 2 Donner
01/15/18		Donner		altercation	yes	yes, bloody nose	no			Code 2 Donner
01/19/18		Tahoe		near altercation	yes	no	no			
02/02/18		Sequoia		altercation	yes	no	no			
02/02/18		Sequoia		altercation	yes	no	no			
02/05/18		Sequoia		altercation	yes	no	no			
02/05/18		Sequoia		altercation	yes	no	no			
02/05/18		Sequoia		altercation	yes	no	no			
02/05/18		Sequoia		altercation	yes	no	no			
02/12/18		Donner		altercation	yes	no	no			
02/26/18		Cypress		attack on another youth	yes	no	no			
02/13/18		Sequoia		altercation	yes	no	no			
02/17/18		Donner		altercation	yes	no	no			
02/18/18		Cypress		assault	yes	no	no			
02/18/18		Trinity		altercation	yes	no	no			
02/20/18		Trinity		altercation	yes	no	no			
02/23/18		Donner		imminent threat in hallway	yes	no	no			
02/27/18		Donner		altercation	yes	no	no			
02/27/18		Trinity		altercation	yes	no	no			
02/27/18		Donner		near altercation	yes	no	no			
02/27/18		Sequoia		striking another youth	yes	no	no			
03/01/18		Donner		altercation	yes	no	no			
03/04/18		Donner		near altercation	yesno	no	no			
03/06/18		Sequoia		altercation	yes	no	no			
03/08/18		Sequoia		altercation	yes	no	no			
03/11/18		Trinity		attack on another youth	yes	victim bloody nose	no			
03/12/18		Sequoia		attack on another youth	yes	yes, scratch on face	no			
03/15/18		Donner		altercation	yes	no	no			
03/18/18		Shasta		altercation	yes	no	no			
03/21/18		Trinity		altercation	yes	no	no			
03/21/18		Trinity		altercation	yes	no	no			
03/24/18		Donner		altercation	yes	no	no			

We would also note that the use of OC spray 97 times in the first 11 months the year is something to be monitored and compared with other facilities especially considering that the population of juvenile hall was under 100 during our visit.

With the

Submitted April 17, 2017 by CCC/DPC Commissioners:

Jamie Miller, Shirley Lorenz and Eric Hunn

Juvenile Hall Supervisor's meeting minutes

March 30, 2016

OC Spray: In some code responses too much OC is being used in an incident impairing the ability of the responders. Staff are not following training to use short bursts and allowing time for the OC to have an effect. This will be discussed at round up.

From: Bruce Pelle
Sent: Wednesday, December 30, 2015 2:17 PM
To: Fredda Randle
Cc: Donna Fox; Dan Huovinen; Edwin C. Broussard; Forrest Coleman; James White; Julia Robinson; Laurie N. Griffith; Terrance Wilson; William Jones
Subject: Re: OC spray reports

Follow Up Flag: Follow up
Flag Status: Flagged

The Chemical Agents report is an attachment to the Incident Report I can't imagine a Chemical Agents report without an Incident Report. What we should be able to do is take the final approved version and put the it all in an electronic file.
Sent from my iPad

On Dec 30, 2015, at 2:02 PM, Fredda Randle <Fredda.Randle@prob.cccounty.us> wrote:

Ok, are we sending the incident reports or the use of chemical agents report or both? And should we continue sending the reports to Bruce?

From: Donna Fox
Sent: Wednesday, December 30, 2015 1:46 PM
To: Dan Huovinen; Edwin C. Broussard; Forrest Coleman; Fredda Randle; James White; Julia Robinson; Laurie N. Griffith; Terrance Wilson; William Jones
Cc: Bruce Pelle
Subject: OC spray reports

Hi Everyone,

OC spray incidents ate quite the buzz around the state, just behind room confinement, which hopefully we have a grip on now. With OC spray being an issue on the horizon, we are going to start collecting a little bit more data on these incidents. Effective **1/1/16**, please submit all OC spray reports to me. We need to make sure we are noting if the minor(s) were decontaminated and if the minor(s) sustained any injuries.

There are a few groups out there that are hoping to do away with OC spray in Juvenile Halls, but the only way we can make any arguments against this is to have good data. Also, it should be noted that all OC spray reports are read by the Chief and Assistant Chief. Your continued efforts to have staff members write better reports is greatly appreciated.

Please let me know if you have any questions.

POLICY AND PROCEDURE

SUBJECT: RESIDENT ROOM EXTRACTION PROCEDURE

REFERENCE: Title 15, Sections 1327, 1357 & 1358

POLICY:

On occasion, staff may have to physically remove residents from their assigned rooms for safety and security purposes. During these times, staff shall follow the proper protocol to safely remove the resident(s) from their room. The following shall be the procedure that all staff shall follow:

The room removal shall be a strategic and coordinated removal of youth, against their will, regardless of whether or not the youth is compliant. The least restrictive force is to be used.

PROCEDURE: A Cell Extraction Response Team (CERT) will be used to extract residents from their rooms. The cell extraction will be coordinated so as to minimize the risk of injury to the staff and residents.

WHEN TO EXTRACT:

The resident(s) shall be extracted from their room when:

- a. A youth presents an imminent threat to them self and/or roommate.
- b. A youth is barricading their door.
- c. A youth is blocking their window and refuses to unblock it after two or three requests to remove the item(s) that are blocking the window. If the resident(s) becomes unresponsive toward staff while the window remains blocked, a Code 3 response shall be initiated and the room will be entered as soon as possible.

RESPONSE PROCEDURE FOR EXTRACTIONS:

The facility CERT response procedure:

- a. The Building Supervisor shall be notified by unit staff that a CERT response is requested and the reasons why the CERT response is needed.
- b. The Building Supervisor shall call, via their radio, "Code 3 CERT Response" to the designated unit.

- c. All Institutional Supervisor I's (IS I's) will respond to monitor the event. Central Control will position cameras on the room. An IS I will respond with a video camera. In the absence of an IS I the Building Supervisor will designate a Probation Counselor to get the video camera and document the extraction.
- d. An IS I shall designate a Lead CERT member. In the absence of an IS I the Building Supervisor will designate a Lead CERT member. The Lead CERT member will be responsible for assuring that all CERT equipment is brought to the incident, selecting the CERT staff, and designating their positions on the 4 or 5 member team. The Lead CERT member will designate which position they will occupy on the team. Team members are assigned as follows:
 - 1. #1 member - Shield
 - 2. #2 member - OC deployment and resident control.
 - 3. #3 and #4 members - resident control
 - 4. #5 member – Equipment removal and resident control as needed.
- e. All on scene Probation staff must be equipped with a 911 tool, blue rubber gloves, face mask, O.C. (if trained), and handcuffs.
- f. Negotiations will be ongoing while the CERT members are getting prepared.
- g. While the CERT members are getting prepared the Lead CERT member will state the name and position of each CERT member to the video camera.
- h. If negotiations fail the IS I will direct the Lead CERT staff member to initiate a room extraction. There should be a "final statement" or signal to staff that they are about to enter. The statement could be, "Is there anything that I/we can do to get you to cooperate." This should be in line with the Probation Department's "USE OF FORCE" Policy.
- i. The IS I in charge will assure that only the CERT members enter the room unless there is a need for extra support staff. The IS I(s) will not become physically engaged in the incident. The CERT members will have their mask in place, blue gloves on, O.C. gas ready to deploy and the police shield ready.
- j. In the absence of an IS I the Lead CERT staff member will direct a Juvenile Institution Officer to call the Building Supervisor and request authorization to enter the room.

PROCEDURE FOR ENTERING THE ROOM:

- a. The CERT members will enter the room in single file following the #1 CERT member with the shield. When the situation allows the #1 CERT member will communicate the location of the resident before the room is entered.
- b. The #2 CERT member shall break to the right or left of the shield depending on where the resident is located.
- c. The #3 CERT member will break to the opposite direction of the CERT #2 member.
- d. The #4 CERT member will break to the opposite direction of the #3 CERT member unless the incident determines otherwise.

- e. The #5 CERT member will control the resident lower extremities if needed. The #5 CERT member will also be responsible for the removal of the shield from the room.
- f. All proper MAB techniques shall be used to control the resident. When a CERT member has control of an arm they shall announce this to the rest of the CERT members. When handcuffs are being applied the CERT member applying the handcuffs will announce this to the rest of the CERT members.
- g. When the resident becomes cooperative and compliant the CERT members shall remove the resident from the room.

AFTER CARE PROCEDURES:

- a. Once removed from the room, if needed, the resident shall be decontaminated in the unit showers. The medical staff shall be called to check the resident for any injuries that may have been sustained prior to or during the room removal. At the direction of the Building Supervisor photos shall be taken of any injuries.
- b. The Building Supervisor shall contact the resident's parents if O.C. spray has been used.
- c. Referrals will be made to mental health, if needed.
- d. Incident Reports shall be written as soon as possible and prior to leaving the shift.

BUILDING OPERATIONS:

- a. All building operations will stop on the housing units until the "Unit All Clear" and "Sierra All Clear" has been announced.

WHEN TWO RESIDENTS ARE PRESENT:

- a. The above procedure will remain the same.
- b. O.C. gas shall be deployed by one, and if necessary two staff, depending on the circumstances.
- c. Staff may need two shields before entering a resident's room.
- d. Additional staff may have to enter the room to get control of the situation. The on-duty IS I will determine if any additional staff are needed and direct staff accordingly. No more than six Probation staff shall be allowed inside of a resident's room unless there is a need for extra support staff.

POLICY AND PROCEDURE

SUBJECT: Use of Force

REFERENCE: Title 15, Sections 1357, 1358, 1363.

POLICY:

It is the policy of the Contra Costa County Probation Department that use of force shall never be applied as punishment, discipline or treatment. Staff members may utilize only those control and restraint techniques and devices, which are approved and provided by the Department and in which an employee has received approved training. Youth shall not be physically or chemically restrained in situations where control can be gained through the use of command presence, rapport, counseling or dialogue.

The Department recognizes that staff may have to use force to ensure the safety of youth and others. The use of force is restricted to circumstances authorized by law and only to the level necessary to accomplish a lawful probation task in accordance with established policies.

It is the policy of this Department to use the least restrictive interventions, including verbal interventions, in order to minimize the use of force. Staff must attempt to de-escalate incidents without force whenever reasonably practical, including when youth are non-compliant.

The amount or degree of force appropriate in any given situation cannot be defined to satisfy every possible situation that staff may encounter. The Department recognizes that staff's decisions may be impacted by the time available to evaluate and respond to changing circumstances, in order to effectively and humanely bring the incident/situation under control and/or to prevent serious harm to the individual, staff or others.

All staff are provided with equipment, training and skills to assist in the supervision and control of youth in the institution. Any force applied by staff will be in accordance with trained principles. Non-approved techniques may only be used in life-threatening situations.

PROCEDURE:

I. Definitions

- A. Use of Force: An immediate means to overcome resistance to control the threat of imminent harm to self or others, or to bring an incident under control for the safety of staff, youth and others.
- B. Reasonable Use of Force: Force used that is necessary and objectively reasonable given the facts and circumstances of the particular incident or event as judged from the perspective of an objectively reasonable officer on the scene at the time of the incident.
- C. Non-Compliant Situation: A situation which a reasonable person would conclude from the available information that immediate use of force is not necessary and the failure to act or delay action would not result in harm to staff or others, an escape, significant self-inflicted injuries or substantial destruction of property.
- D. Excessive Force: The use of more force than an objective, trained, and competent Peace Officer, faced with similar facts and circumstances would use to subdue an attacker, overcome resistance, effect custody, or gain compliance with a lawful order.
- E. Non-Deadly Force: A use of force option, which is greater than verbal persuasion, but less than force that is likely to result in death.
- F. Deadly Force: Any use of force that would reasonably tend to result in death or serious bodily injury. Deadly force is only permitted when necessary to protect oneself or others from death or great bodily injury.
- G. Emergency Situation: A situation in which a reasonable staff would conclude from the available information that immediate action and/or use of force may be necessary and failure to act or delay action is likely to result in injury to staff or other persons, an escape, a riotous situation, significant self-inflicted injuries, suicide or substantial destruction of property.
- H. Non-approved Techniques: Any technique, control method, or physical restraint that has not been both approved and trained by the Probation Department. Examples of non-approved techniques are choking, hitting, kicking, spanking, punching, slapping,

hog-tying (list is non-inclusive). Non-approved techniques are prohibited for use, except in life-threatening situations.

Additional definitions can be found in Juvenile Hall Bulletin #11-Definitions

II. Procedures and Guidelines:

A. Level of Force

1. Staff should always perform their job in a manner that minimizes the need for physical force and maximizes voluntary compliance from youth. The level of force selected is always based on what is objectively reasonable to staff given the youth and the circumstances. The appropriate level of force used by a staff may escalate or deescalate, depending on whether there are changing circumstances and/or changes in the behavior of the youth. Thus, the process is fluid, requiring staff to constantly evaluate and react in a professional manner.
2. Physical force shall never be used to retaliate against a youth, punish a youth, or discipline a youth. When using physical force, staff must not allow anger or emotions to cause a loss of control.
3. While various degrees of force exist, staff are expected to use only that degree of force reasonable under the circumstances to ensure the safety of youth and others. Moreover, reasonable force should only be used when less restrictive methods have failed.

B. Force Options

Staff encountering emergency situations involving youth have the following options available to them to gain compliance from the youth:

1. Non-Physical Options:
 - a. Command Presence;
 - b. Counseling/Verbal diffusion;
 - c. Staff Switching;
 - d. Show of Force (Calling a Code); and
 - e. Verbal Commands.

2. Physical Options:

- a. Guiding Touch;
- b. Chemical Agents;
- c. Management of Assaultive Behavior (MAB) techniques; and
- d. Physical Restraints Devices.

3. The above options are not to be construed as meaning that the options are to be used only in the order listed. Circumstances may dictate that staff may move between force options as appropriate. In every case, staff should be looking for the least restrictive means appropriate for the situation and use their best judgment to what is objectively reasonable given the youth and the circumstances.

4. Command Presence: The use of physical presence and official authority to attempt to gain compliance.

5. Counseling/ Verbal diffusion: An option available to staff to deescalate a situation using communication, counseling and /or negotiation.

6. Staff Switching: The technique of attempting to gain a youth's compliance through counseling while using different staff.

7. Show of Force: Command presence of multiple staff with a youth using communicative intervention as a deterrent to the use of force.

8. Verbal Commands: An option available to staff is to give youth clear, concise, and simple instructions, adding to the staff's ability to gain control of a situation.

9. Guiding Touch: Physical contact with a youth that involves a level of contact less than a firm grip. Examples include, but are not limited to, open hand on shoulder and loose grip on youth's arm for purposes of movement. Supervisory permission to apply a guiding touch should be received prior to application.

10. Chemical Agents: The authorized utilization of Oleoresin Capsicum (OC) Spray or other approved chemical agents on a youth to control,

restrain or subdue imminent or actual violent behavior where such behavior presents a clear danger to any person.

11. Management of
Assaultive Behavior
(MAB) Techniques:

Department approved weaponless defensive tactics, maneuvers, and control holds used to subdue, restrain or escape from violent/out of control youth. Physical techniques, such as *Bar Arm, Wrist Lock, Figure Four, etc.*, are used to restrict the normal movement and function of the body or portion of the body.

12. Physical Restraint
Devices:

Devices that restricts the normal movement and function of the body or portion of the body, i.e. handcuffs.

C. Factors to consider:

When determining whether or not to apply any level of force and evaluating if a staff used reasonable force, a number of factors should be taken into consideration. These factors include, but are not limited to:

1. The conduct of the youth being confronted (as reasonably perceived by staff at the time);
2. Staff/Youth factors: Age, size, relative strength, skill level, sophistication, ratio of staff to youth;
3. Influence of drugs or alcohol or other medical or mental health conditions;
4. Proximity to weapons or contraband;
5. Availability of other options reasonably available to staff under the circumstances;
6. Training and experience of staff;
7. Potential for injury to staff, youth or others;
8. Seriousness of the incident or reason for contact with the youth;
9. Risk of escape;
10. Other exigent circumstances.

D. Emergency Situations

1. An emergency situation is defined as a situation in which a reasonable staff would conclude, from the available information, that immediate action and/or use of force may be necessary and failure to act or delay action is likely to result in injury to staff or other persons, an escape, a riotous situation, significant self-inflicted injuries, suicide or substantial destruction of property. For situations involving "Non-Compliant Youth" refer to Bulletin No. 520.
2. When encountering emergency situations involving youth, staff may exercise the use of physical techniques (MAB), physical restraint devices and/or chemical agents upon a resident under the following circumstances:
 - a. In his/her self-defense;
 - b. In the defense of another;
 - c. To prevent an escape;
 - d. To prevent the substantial destruction of property;
 - e. To protect a youth from significant self inflicted injuries or suicide;
 - f. To overcome resistance;
 - g. To stop the youth's unruly behavior which interferes with the safe operation of the unit/facility and the safety of the staff and/or other youth of the unit/facility;
 - h. To stop a riotous situation.

E. Roles in Use of Force

1. Staff's role:
 - a. If time permits, staff must obtain permission from the Supervisor prior to using force on a youth.

- b. If physically possible, all other non-involved youth are to be placed in their rooms prior to restraining the acting out youth.
- c. Staff shall use their best efforts to prevent injury when using force on a youth. If at all possible, staff should not use restraint devices in a manner that would result in injury to youth or other staff. If injury does occur, staff will arrange for the injured person to receive medical attention as soon as possible. Staff are to follow the procedures outlined in Bulletin No. 516 Security-Medical Emergency Code Response.
- d. If a staff becomes concerned with a youth's emotional instability and/or possibility of harmful behavior, staff are to refer the youth to mental health staff for crisis intervention and/or an evaluation (Refer to Bulletin No. 651 Assessment of Emotional Condition and Referral to Mental Health). In the absence of available mental health professionals, staff should inform the on-duty Building Supervisor of their concerns for review and appropriate action.
- e. All involved staff must prepare an incident report any time force is used on a youth in accordance with Bulletin No. 210-Reporting of Incidents. The report shall include the following information regarding the incident:
 - 1) Type of force used;
 - 2) Factual justification for the use of force, including circumstances leading to the use of force;
 - 3) The need for force and amount of force used; and
 - 4) Type and extent of injuries, if applicable.
- f. Youth claiming that use of force was abusive shall be provided a grievance form to complete. Staff receiving a verbal or written complaint of abuse shall notify a Supervisor as soon as possible. All use of force grievances shall follow the procedures set forth in Bulletin No. 403.

2. Shift Supervisor's Role:

- a. Respond to each incident involving the use of force;

- b. Determine appropriate placement of staff and assume key role in managing the incident; and
- c. In circumstances in which a Shift Supervisor is unable to respond to the incident, the on-duty Building Supervisor will delegate a staff to assume the on-site leadership responsibility.

3. Building Supervisor's Role:

- a. Review all incidents (both written reports and available recorded digital images) for compliance with policies and procedures. Forward concerns to the Director for further review;
- b. Ensure that the youth has been referred to medical/mental health staff, as appropriate;
- c. Forward all documents for the Director's review;
- d. Notify or ensure notification of youth's parent/guardian if youth suffered significant injury as a result of the use of force incident and/or deployment of Oleoresin Capsicum (OC) Spray.

4. Director's Role:

- a. Review all use of force reports;
- b. Take appropriate follow-up action, as deemed necessary and appropriate for the improper use of force and/or policy violations;
- c. Identify training needs or issues;
- d. Determine whether injuries to staff or youth have been appropriately referred for care;
- e. When a substantiated violation of policy and/or other significant event has occurred, the Director will advise the Chief Deputy Probation Officer of the incident and related issues;
- f. In the absence of the Director, the above procedures will be completed by the Juvenile Hall Probation Manager.

F. Chemical Agents

1. Before chemical agents (OC) may be used, staff must first consider the present danger of injury to persons and/or the consequence that may occur if the behavior does not cease.
2. Chemical agents will not be utilized in non-compliant situations. If the non-compliant situation escalates to an emergency situation, then chemical agents may be utilized in accordance with the Department's policy on the deployment of OC spray.
3. For information about the use and deployment of chemical restraints-Oleoresin Capsicum, refer to Bulletin No. 518. Aftercare and Chemical Agent reporting requirements are also outlined in the above bulletin.

G. Physical Restraint Devices

1. For the purpose of use of force, physical restraints are defined as handcuffs, shackles, waist-chains/belt, nylon transport belt, the WRAP, and any other Department approved devices.
2. Staff will use caution and appropriate techniques, pursuant to agency sponsored training, when applying restraints, in order to minimize the risk of injury to the youth or staff.
3. Staff will evaluate and exercise reasonable judgment when restraining any youth who has a physical or medical condition (i.e. broken arm) that could be affected by the use of a physical restraints. Alternative options should be discussed with the on-duty Building Supervisor.
4. If staff determines the use of a physical restraint has impaired the youth's well being, the restraint must be removed and medical attention sought.
5. For additional information on Physical Restraints, refer to the appropriate Department Policy: Use of Physical Restraints-Bulletin No. 511 and Use of Wrap-Bulletin No. 522.

6. The use of restraints on pregnant youth is limited in accordance with Penal Code Section 6030 (f) and Welfare and Institution Code Section 222 (See Bulletin No. 602).

H. Use of Force in Special Situations

1. DNA Specimens, Samples and Impressions:

- a. California Penal Code Section 296 specifies those offenders that are required by law to provide blood and saliva samples, right thumb and palm prints. Although Section 298.1 (b) (1) of the California Penal Code authorizes law enforcement, custodial, or corrections personnel including peace officers, the ability to employ reasonable force to collect blood specimens, saliva samples, or thumb or palm print impressions from individuals who, after request, refuse to provide samples, it is the policy of the Probation Department to obtain court approval prior to employing force to collect the required specimens/samples.
- b. Probation staff should make every effort to attempt to secure voluntary compliance to the collection of DNA specimens, samples and impressions. The youth should be advised of their legal obligation to provide the requisite specimen, sample or impression, and the consequence for refusal.
- c. If verbal attempts to gain voluntary compliance have failed, staff shall document in a special incident report, efforts made to gain compliance, and the facts surrounding the youth's refusal to comply with PC 296 collection efforts. The Building Supervisor will notify the youth's assigned Probation Officer of the youth's refusal to comply, and request that the matter be brought to the attention of the Court.
- d. It is the policy of the Contra Costa County Probation Department, that staff shall not use force to assist in the collection of DNA specimens, samples and impression of a youth until after the Court has reviewed the youth's refusal to comply with collection attempts, and has ordered the Department to proceed with collection efforts employing reasonable force as necessary.

2. Youth Refusal to be Subject to a Lawful Search:

If a youth refuses to be subject to a lawful search, the situation shall be handled as a non-compliant situation. The use of reasonable force may be authorized by the Supervisor overseeing the incident when necessary and appropriate if:

- a. The youth continues to refuse to be subject to the lawful search, where staff have made reasonable efforts to gain the youth's compliance; and
- b. Staff options described in this policy and Bulletin No. 520 have been exhausted.

3. Removal of Resident Clothing to Prevent Self-Injurious Behavior:

Reasonable force may be authorized to remove clothing from a resident who has actively demonstrated self-injurious behavior with his or her own clothing. Use of force in these situations shall only be authorized by the Supervisor overseeing the incident. The Supervisor must determine that removing the resident's clothing is the last viable option to stop self-injurious behavior and ensure the resident's safety.

I. Training

1. Management of Assaultive Behavior Training (MAB)

- a. The Department will provide MAB training to all permanent Probation Counselors, Temporary Probation Counselors, and Institutional Supervisor I's and designated Deputy Probation Officers annually. This training is mandatory.
- b. The annual MAB training will consist of, but not limited to:
 - 1) Facility's force options, policies and procedures;
 - 2) Verbal Diffusion;
 - 3) Instruction on application of approved physical MAB Physical Techniques;
 - 4) Use of mechanical and physical restraint devices;
 - 5) Known medical conditions that would contraindicate certain types of force;
 - 6) Signs or symptoms that should result in immediate referral to medical or mental health staff; and

7) Reporting requirements.

- c. MAB training will be provided by selected Probation staff who have completed the initial MAB instructor's training, and who have been designated by the Department as MAB Instructors. The Department will provide all MAB trainers an annual training update.
- d. The Supervisor who oversees the MAB training is required to keep records of all staff and instructors who attend and complete MAB training. These records will be kept for a minimum of five years.

2. Chemical Agents Training (OC Training)

- a. The Department will provide OC Training to all authorized Probation Counselors, Institutional Supervisors, and designated Deputy Probation Officers annually.
- b. The annual OC Training consists of, but is not limited to:
 - 1) Department's policy and procedures on the use and deployment of chemical restraints;
 - 2) Known medical conditions that would contraindicate the use of OC spray;
 - 3) Method of application;
 - 4) Signs or symptoms that should result in immediate referral to medical or mental health staff;
 - 5) Requirements of the decontamination of chemical agents;
 - 6) Aftercare procedures;
 - 7) Reporting/Documentation requirements.
- c. Bulletin No. 518 outlines the use and deployment of chemical restraints.

J. Administrative / Supervisory Review

- 1. Administrator(s) and Supervisor(s) will review all incidents involving the application of the Use of Force by staff, and will ensure that follow-up action is taken as deemed necessary. When the Building Supervisor determines that debriefing is appropriate, the responding Supervisor or Building Supervisor will debrief use of force incidents with involved staff.

2. Force shall never be used as a discipline, punishment, or treatment. Unreasonable and/or excessive use of force may constitute a crime, including but not limited to, child abuse.
3. Staff will be subject to administrative discipline, up to and including termination, and/or criminal complaints for the following:
 - a. The application of unreasonable and/or excessive use of force and
 - b. The failure to promptly report known applications of unreasonable and /or excessive use of force.
 - c. Situations involving staff misconduct will be handled in accordance to the County's Personnel Management Regulations and applicable Memorandum of Understanding's (MOU's).
4. If at any time staff observe or become aware that a detained youth is being subjected to any form of abusive treatment, including physical, psychological or verbal abuse, the staff shall make every reasonable effort to ensure that the abusive behavior is discontinued and will promptly report the incident to a Supervisor as soon as practicable.
5. Any staff who perceives that another staff is inappropriately using physical force, including the use of OC Spray, shall take action to stop the inappropriate use of force.
6. Staff who violates this policy may be subject to disciplinary action and/or criminal complaint.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

REFERENCE: Title 15, Section 1357

AUTHORITY: The use of chemical agents, commonly referred to as Oleoresin Capsicum (OC) spray, is permitted under the provisions of sections 830.5 and 12401 through 12404 of the California Penal Code (PC). Under provision of law, the County Probation Officer may authorize the use of chemical agents by the personnel of the Contra Costa County Probation Department.

POLICY: The use of chemical agents shall be authorized for use only as provided for in Probation Department policy.

PROCEDURE:

I. Staff authorized to deploy chemical agents:

A. The Director at Juvenile Hall or Director's designee shall designate the staff members who are authorized to use chemical agents. All staff members authorized to carry OC will sign the "Authorization to Deploy OC Spray" form. In order to be authorized to use chemical agents, the authorized staff members shall:

1. Be a permanent employee with peace officer status.
2. Be an on-call employee who has met the following criteria:
 - a. Completed both Juvenile Institution Officer (JIO) Core training and PC 832 training.
 - b. Completed a minimum of 1040 hours of employment as a JIO with the Probation Department.
 - c. Upon completion of a written review and recommendation of their supervisor.
 - d. Upon review and approval of the Chief Probation Officer and the Director.

- e. Any on-call employees authorized to carry OC spray may have that privilege rescinded by any supervisor, at any time, subject to review by the Director and Chief Probation Officer.
- 3. Have completed a STC certified chemical agents training course, which shall include knowledge of:
 - a. Department policies and procedure related to chemical; agent use
 - b. Known medical and behavioral health conditions that would contraindicate certain types of force
 - c. Acceptable chemical agents and the methods of application
 - d. Signs or Symptoms of chemical agent exposure which should result in an immediate referral to medical and/or behavioral health
 - e. Instruction on the Constitutional Limitations of Use of Force
 - f. Physical Training force options involving chemical agent use
 - g. Procedures for decontamination
- 4. Be on duty and designated as staff to be in the possession of the chemical agent.
- 5. Attend chemical agent yearly refresher training.
- 6. Be a retiree temporary staff who maintains the necessary level of training with the approval of the Chief Probation Officer and the Director.

II. Criteria for Deployment of Chemical Agents

- A. Chemical agents may only be used when there is an imminent threat to the youth's safety or the safety of others and only when de-escalation efforts have been unsuccessful or are not reasonably possible.

In the event that there is a situation of imminent threat, and staff does not possess a chemical agent or the chemical agent cannot be safely deployed, staff shall use Management of Assaultive Behavior techniques to protect youth and staff from injury.

- B. Chemical agents shall not be used for punishment, retaliation, or disciplinary purposes.

- C. In all situations where physical force or a chemical agent may be used, the emergency code system shall be activated by the staff involved with the incident.
- D. Chemical agents and/or physical force shall not be used in situations involving a defiant resident that does not pose an imminent threat (Please refer to Policy Bulletin 520 – Defiant Residents).

III. Responsibilities of staff not directly involved in OC spray incident:

- A. Unit Security: When OC spray is used, staff not directly involved in the incident will secure all remaining youth. The living unit will be evaluated for safety and security and the contaminated area(s) cleaned. STAFF WILL NOT SECURE YOUTH IN AREAS WHERE OC SPRAY HAS BEEN USED. If the youth's room is contaminated, other areas of the living unit (i.e. classroom, courtyard) may be temporarily utilized to successfully secure the youth until the contaminated area can be cleaned. Once the affected area of the unit has been cleaned, the Building Supervisor shall evaluate the safety of the unit and decide what program changes will be necessary for the remainder of the day. The youth will be returned to programming.
- B. School Security: If OC spray is deployed in the classroom, staff not involved in the incident will secure all remaining youth on the living unit. The classroom will be closed until the Building Supervisor can evaluate the safety and security of the classroom and direct classroom cleanup prior to re-opening for instruction.
- C. Gymnasium Security: If OC spray is deployed in the gymnasium, staff not involved in the incident will direct youth away from the contaminated area of the gymnasium until it is appropriate to return the youth to the living unit. Staff will proceed to remove youth from the gymnasium in a safe and secure manner. The gymnasium will be closed until the Building Supervisor can evaluate the safety and security of the gymnasium and direct clean-up. The Building Supervisor will decide what program changes will be necessary in the gymnasium and return the youth to gymnasium for activities, if possible.
- D. Outside of Juvenile Hall: Home Supervision, Transportation, and other staff working outside the Juvenile Hall may use a chemical agent within the guidelines

listed above. Specifically, there must be imminent threat to the safety of staff or others and de-escalation efforts have been unsuccessful or are not reasonably possible before OC spray is deployed. Field staff may use OC spray when there is an imminent threat to their safety posed by an attacking animal.

IV. Documentation

- A. When any staff deploys a chemical agent, the staff shall document the incident on both an Incident Report and a Use of Chemical Agent Report. These documents shall be completed and given to the Building Supervisor by the staff deploying the chemical agent prior to the staff leaving duty. All staff witnessing the deployment of a chemical agent shall document their involvement in the incident and their observation on an Incident Report. All reports will then be forwarded to the Director.

Reports shall depict:

1. Youth and staff involved
 2. Date, time and location of OC spray use
 3. An articulate and factual reason for the use of OC spray
 4. Efforts to de-escalate prior to use
 5. Decontamination procedures which include medical treatment rendered
 6. Identification of any injuries sustained as the result of OC spray use
 7. Date and time of parent or legal guardian notification by the Building Supervisor.
- B. Following any OC spray use, the Building Supervisor on duty shall discuss the incident with the staff involved, evaluate staff's response, and give staff feedback on their actions. The Building Supervisor will report any unusual issues regarding the incident to the Director.

V. Where Chemical Agents May Be Deployed

- A. Chemical agents shall only be used by staff that are on duty, are in the performance of their duty, and authorized to deploy OC spray.
- B. Chemical agents shall not be used in any medical area or in any courtroom.

VI. Aftercare Procedures/Decontamination:

A. The following procedures shall be followed after an individual has been exposed to OC spray in Juvenile Hall or exposed outside of the Juvenile Hall by Probation staff and transported to Juvenile Hall:

1. The Medical unit and Building Supervisor shall be notified of the incident involving the use of OC spray the staff member using the OC spray.
2. As soon as practical, exposed youth shall have their face and other contaminated areas flushed with cold water. For maximum results, total flushing in a shower with the individual's clothes on is recommended.

Once the youth has been thoroughly decontaminated, the youth is to be provided clean dry clothing. The youth is to be escorted to his/her room after dressed.

If two youth are involved, the most compliant youth will be decontaminated on the sister unit. The youth shall be escorted through the console area to the shower. After being decontaminated, the youth is to be escorted to their assigned living room through the hallway.

3. The youth shall be evaluated by medical staff to determine the necessary level of follow-up medical care.
4. At no time will a youth exposed to chemical agents be left unattended until the youth is no longer suffering the effects of the chemical agent.
5. All contaminated areas (i.e., floors, counter tops, mattresses, etc.) shall be thoroughly cleaned.
6. Depending on the circumstances and the needs of the youth, a Mental Health referral may be appropriate.
7. As soon as practical, the youth's parent or legal guardian shall be notified of the OC exposure by the Building Supervisor. The notified of the OC exposure shall occur no later than 24 hours after exposure.

VII. Supplies and Storage:

A. OC spray shall be stored and maintained at Juvenile Hall in the following manner:

1. Three or four canisters shall be kept on each living unit for use by authorized staff. The Unit Supervisor shall ensure the equipment is maintained in working order and only authorized personnel are issued OC canisters. When not in use, the OC canisters shall be kept in a locked and clearly marked storage cabinet on the unit.
2. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
3. Canisters shall be stored in the Building Supervisor's locked file cabinet to serve as backup supply for all units. The Building Supervisors shall ensure that OC canisters are secured in the office in a clearly marked, locked cabinet and that it is maintained in working order.
4. Six canisters of OC spray shall be kept in the Transportation Office for use by authorized staff. The Transportation Unit supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in the Transportation Office.
5. All JIOs shall take a count of the OC canisters supplied to their unit and shall log the number in the Unit Log. This procedure shall occur when Lead JIOs come on duty and when they are relieved at shift change. The Graveyard Shift Supervisor or Lead JIOs shall also follow this procedure and ensure that all canisters are accounted for on the living units.
6. Two canisters of OC shall be kept in the Home Supervision office for use by authorized staff. The Home Supervision Supervisor shall ensure that the equipment is maintained in working order and that only authorized personnel are issued chemical agents (OC). When not in use, OC canisters will be stored in a clearly marked, locked drawer in the Home Supervision Office.

7. OC canister holders shall be supplied to all staff authorized to carry OC spray.
8. OC spray shall not be taken home by staff or removed from the building, unless assigned to completing tasks outside of the building.
9. All OC canisters that have been used will be turned into the Building Supervisor for replacement. The Building Supervisor will contact the Material Manager, or their designee, to dispose of the remainder of the OC container.
10. The shelf life of the OC canisters is five years from the manufacture date. Canisters which are past this date shall be turned into the Building Supervisor for replacement.

VIII. Use of Force Review Team

- A. The Director shall create a Use of Force Review Team to assess, evaluate and review incidents involving the use of chemical agents at the facility.
- B. The Use of Force Review Team shall be comprised of staff members appointed by the facility Director, which will include an OC instructor, an MAB instructor, an Institutional Supervisor, and a Building Supervisor.
- C. The Use of Force Review Team will convene monthly; however, the frequency of meetings may increase to account for an influx in incidents involving the use of chemical agents at the facility.
- D. The Use of Force Review Team will review Incident Reports generated following the use of a chemical agent. Any staff member who authors an incident report and/or witnesses the use of chemical agents may be asked to participate in the Use of force team meeting to provide clarification regarding an incident.
- E. The Use of Force Review Team will make appropriate review and comments and will forward a report of their review and comments to the Director following each team meeting.

VIII. Miscellaneous:

- A. No chemical agent shall be used in the Juvenile Hall by authorized staff unless the chemical agent has been certified by the Department of Justice as acceptable (PC 12450)

The Department authorizes First Defense MK-4 .2% stream spray with a net weight of 3 ounces.

- B. Employees observing violation(s) of this policy shall report the occurrence to the Building Supervisor immediately.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

REFERENCE: Title 15, Section 1357

AUTHORITY: The use of chemical agents, commonly referred to as tear gas and OC spray, is permitted under the provisions of sections 830.5 and 12401 through 12404 of the California Penal Code. Under provision of law, the County Probation Officer may authorize the use of chemical agents by the personnel of the Contra Costa County Probation Department.

POLICY: The use of chemical agents shall be authorized for use only as provided for in Probation Department policy.

PROCEDURE:

I. Staff authorized to deploy chemical agents:

- A. The Director of Juvenile Hall shall designate the staff who are authorized to use chemical agents. All staff authorized to carry OC will sign the "Authorization to Deploy OC Spray" form. In order to be authorized to use chemical agents, staff shall:
1. Be a permanent employee with peace officer status.
 2. Be an on-call employee who has met the following criteria:
 - a. Completed both Juvenile Institution Officer (JIO) CORE training and P.C. 832 training.
 - b. Completed a minimum of 1040 hours.
 - c. Upon completion of a written review and recommendation of their supervisor.
 - d. Upon review and approval of the Juvenile Hall Director.
 - e. Any on-call employees authorized to carry O.C. spray may have that privilege rescinded by any supervisor, at any time, subject to review by the Director.
 3. Have completed a STC certified chemical agents training course.

Director Review: 12/12/2017

4. Be on duty and designated as staff to be in the possession of the chemical agent.
 5. Attend yearly refresher training, which includes the limitations of use, potential dangers of use, authorization of use and "how to" instructions.
 6. Honorably retired former permanent staff who maintains the necessary level of training with the approval of the Director.
- B. Staff who meet the above mentioned criteria, may be authorized to possess and use chemical agents, while on duty.

II. Criteria for Deployment of Chemical Agents

- A. Chemical agents may be used as a force to control and restrain youth displaying violent behavior when such behavior presents a clear and present danger to other youth and/or staff. Before chemical agents are used, consideration must be given to the gravity of the situation, the present danger of injury to persons and/or property damage, and the possible consequences of use. Prior to the use of chemical agents, staff shall provide clear instructions to the youth or person regarding the expected behavior and a reasonable effort shall be made to verbally persuade voluntary compliance.
- B. Chemical agents shall not be used for punishment, retaliation, or disciplinary purposes.
- C. Chemical agents shall only be used when there is imminent risk of injury to youth or staff. An example of imminent risk would be combatant youth that fail to respond to verbal commands or a youth who is advancing towards staff despite staff backing away from the youth.

Absent a situation of imminent risk, staff shall always use verbal diffusion and/or a show of force by activating the emergency code system.

In the event that there is a situation of imminent risk, and staff does not possess a chemical agent or the chemical agent cannot be safely deployed, staff shall use Management of Assaultive Behavior techniques and mechanical restraints to protect youth and staff from injury.

In all situations where physical force or a chemical agent may be used, the emergency code system shall be activated by the staff involved with the incident.

- D. Chemical agents and/or physical force shall not be used in situations involving a defiant youth that does not pose an imminent risk (Please refer to Policy Bulletin 520 – Defiant Residents).
- E. Some example of times to use OC may include, but are not limited to:
 - 1. There is an immediate danger to staff or youth due to the violent and uncontrollable behavior of one or more youth. This does not include a youth that has taken an aggressive stance, but is not advancing on staff or other youth.
 - 2. A weapon is being used by a youth to assault another person or to attempt an escape.
 - 3. Efforts are made by a youth to overpower staff.
 - 4. A youth is attempting to escape and other measures are inappropriate or unavailable.
 - 5. The use of OC is necessary to successfully intervene in a suicide attempt and protect the well being of a youth.
- F. Responsibilities of staff not directly involved in OC spray incident:
 - 1. Unit Security: When OC spray is used, staff not directly involved in the incident will secure all remaining youth in their rooms. The housing unit will be on maximum security until the Building Supervisor can evaluate the safety and security of the unit and determine the contaminated area(s) are cleaned. Staff will not secure youth in areas where OC spray has been used. If the youths' rooms are contaminated, other areas of the housing unit (classroom, courtyard, other rooms) may be temporarily utilized to successfully secure the unit until the contaminated area can be cleaned.

Once the affected area of the unit has been cleaned, the youth will be returned to their rooms. After the Building Supervisor has evaluated the

safety of the unit, they will decide what program changes will be necessary for the remainder of the day. While the unit is on maximum security, the staff involved in the incident will write their Incident Reports.

2. School Security: If OC spray is deployed in the classroom, staff not involved in the incident will secure all remaining youth to their rooms or housing unit. The classroom will be closed until the Building Supervisor can evaluate the safety and security of the classroom and direct classroom cleanup prior to re-opening for instruction. Staff involved in the incident will request support, if needed, so they may write their Incident Reports.
 3. Gym Security: If OC spray is deployed in the gymnasium, staff not involved in the incident will remove each group from the gymnasium in a safe and secure manner. Staff will direct the youth away from the contaminated area of the gym until it is appropriate to return the youth to the housing unit. The gymnasium will be closed until the Building Supervisor can evaluate the safety and security of the gymnasium and direct clean-up. Staff involved in the incident will request additional support, if necessary, so they may complete their Incident Reports.
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- G. Outside of Juvenile Hall: Home Supervision, Transportation, and other staff working outside the Juvenile Hall may use a chemical agent within the guidelines listed above. There must be imminent risk to the safety of staff or others and alternative means of controlling the situation are either unavailable or inappropriate. Such a situation might arise when staff members or police officers are involved in an arrest that turns dangerous. During an arrest OC spray may also be used at the request of a police officer and should be documented as such. Field staff may use OC when their safety is in danger from an attacking animal.

III. Documentation

- A. Any time that any staff deploys a chemical agent, that staff shall report the incident on a Special Incident Report and a Use of Chemical Agent Report. These documents shall be completed and given to the Building Supervisor by staff deploying the chemical agent prior to the staff leaving duty. All staff witnessing the deployment of a chemical agent shall document their

involvement in the incident and their observations on a Special Incident Report. All reports will then be forwarded to the Director.

- B. Special Incident Reports are official Probation Department documents and may become Official Court documents. Staff are directed to be accurate and thorough in reporting special incidents.

Reports shall depict:

- 1. A clear and factual rationale for the use of OC.
 - 2. A description of how OC was used and the results obtained.
 - 3. A complete description of aftercare procedures and/or medical treatment.
- C. After any OC use, the Building Supervisor on duty shall discuss the incident with the staff involved, evaluate staff's response, and give staff feedback on their actions. The Building Supervisor will report any unusual issues regarding the incident to the Director.

IV. Where Chemical Agents May Be Deployed

- A. Chemical agents shall only be used by staff who are on duty, are in the performance of their duty, and authorized to deploy OC.
- B. Chemical agents shall not be used in any medical area or in any courtroom.

V. Aftercare Procedures:

- A. The following procedures shall be followed after a youth has been sprayed with OC in Juvenile Hall or sprayed outside of the Juvenile Hall by Probation staff and transported to Juvenile Hall:
 - 1. The Nursing Office and Building Supervisor shall be notified of the incident.

2. As soon as practical, flush face and contaminated areas with cold water. For maximum results, total flushing in a shower with the youth's clothes on is recommended.
3. The youth shall be evaluated by Juvenile Hall Nursing staff to determine the necessary level of follow-up medical care.
4. Place youth in the shower and apply cool water using the hose in the closet next to the shower. Once the youth has been thoroughly decontaminated, remove handcuffs and provide clean dry clothing. If the youth is non-compliant, he/she is to remain cuffed in the shower until it is safe to remove restraints. The youth is to be escorted to his/her room after dressed.

If two or more youth are involved, the most compliant youth will be decontaminated on the sister unit. Handcuff, escort through the console area to shower, and follow the above-mentioned instructions. The youth is to be handcuffed and returned to the assigned housing unit through the hallway.

5. Re-issue clean clothing.
6. All contaminated areas, i.e., floors, counter tops, mattresses, etc., shall be thoroughly cleaned with soap and water.
7. Depending on the circumstances and the needs of the individual youth, a Mental Health referral may be appropriate.

VI. Supplies and Storage:

A. OC shall be stored and maintained at Juvenile Hall in the following manner:

1. Three or four canisters shall be kept on each housing unit for use by authorized staff. The Unit Supervisor shall ensure the equipment is maintained in working order and only authorized personnel are issued OC. When not in use, the OC canisters shall be kept in a locked and clearly marked storage cabinet on the unit.

2. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
3. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
4. Canisters shall be stored in the Building Supervisor's locked file cabinet to serve as backup supply for all units. The Building Supervisors shall ensure that OC is secured in the office in a clearly marked, locked cabinet and that it is maintained in working order.
5. Six canisters of OC shall be kept in the Transportation Office for use by authorized staff. The Transportation Unit supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in the Transportation Office.
6. All Lead JIO's shall take a count of the OC canisters supplied to their unit and shall log the number in the Unit Log. This procedure shall occur when Lead JIO's come on duty and when they are relieved at shift change. The Graveyard Shift Supervisor or Lead JIO shall also follow this procedure and ensure that all canisters are accounted for on the living units.
7. Two canisters of OC shall be kept in the HS/JEM office for use by authorized staff. The Intake Supervisor shall ensure that the equipment is maintained in working order and that only authorized personnel are issued chemical agents (OC). When not in use, OC canisters will be stored in a clearly marked, locked drawer in the Intake Office.
8. OC canister holders shall be supplied to all staff authorized to carry OC.
9. OC shall not be removed from the building or taken home by staff.

10. All OC canisters that have been used will be turned into the Building Supervisor for replacement. The Building Supervisor will empty the remainder of the can on the ground outside of the building and then discard the canister.
11. The shelf life of the OC canisters is four years from the manufacture date. Canisters that are past this date shall be turned into the Building Supervisor for replacement.

VII. Miscellaneous:

- A. No chemical agent (OC) shall be used in the Juvenile Hall by authorized staff unless the chemical agent has been certified by the Department of Justice as acceptable (12450 P.C.)
- B. Employees observing violation(s) of this policy shall report the occurrence to the Building Supervisor.

AUTHORIZATION TO DEPLOY O.C. SPRAY

Juvenile Hall Director or Designee _____ Date _____

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

REFERENCE: Title 15, Section 1357

AUTHORITY: The use of chemical agents, commonly referred to as tear gas and OC spray, is permitted under the provisions of sections 830.5 and 12401 through 12404 of the California Penal Code. Under provision of law, the County Probation Officer may authorize the use of chemical agents by the personnel of the Contra Costa County Probation Department.

POLICY: The use of chemical agents shall be authorized for use only as provided for in Probation Department policy.

PROCEDURE:

I. Staff authorized to deploy chemical agents:

A. The Chief Deputy at Juvenile Hall shall designate the staff who are authorized to use chemical agents. All staff authorized to carry OC will sign the "Authorization to Deploy OC Spray" form. In order to be authorized to use chemical agents, staff shall:

1. Be a permanent employee with peace officer status.
2. Be an on-call employee who has met the following criteria:
 - a. Completed both Probation Counselor CORE training and P.C. 832 training.
 - b. Completed a minimum of 1040 hours.
 - c. Upon completion of a written review and recommendation of their supervisor.
 - d. Upon review and approval of the Chief Deputy Probation Officer and the Superintendent.
 - e. All on-call employees who are authorized to carry O.C. spray must maintain their hiring eligibility by remaining on Band A of the active hiring list. Should they fail to maintain their hiring eligibility their authorization to carry O.C. spray will be rescinded.
 - f. Any on-call employees authorized to carry O.C. spray may have that privilege rescinded by any supervisor, at any time, subject to review by the Superintendent and Chief Deputy Probation Officer.
3. Have completed a STC certified chemical agents training course.
4. Be on duty and designated as staff to be in the possession of the chemical agent.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

5. Attend yearly refresher training, which includes the limitations of use, potential dangers of use, authorization of use and "how to" instructions.
 6. Honorably retired former permanent staff who maintains the necessary level of training with the approval of the Chief Deputy Probation Officer and the Superintendent.
- B. Staff who meet the above mentioned criteria, may be authorized to possess and use chemical agents, while on duty.

II. Criteria for Deployment of Chemical Agents

- A. Chemical agents may be used as a force to control and restrain residents displaying violent behavior when such behavior presents a clear and present danger to other residents and/or staff. Before chemical agents are used, consideration must be given to the gravity of the situation, the present danger of injury to person and/or property damage, and the possible consequences of use. Prior to the use of chemical agents, staff shall provide clear instructions to the resident or person regarding the expected behavior and a reasonable effort shall be made to verbally persuade voluntary compliance.
- B. Chemical agents shall not be used for punishment, retaliation, or disciplinary purposes.
- C. Chemical agents shall only be used when there is imminent risk of injury to residents or staff. An example of imminent risk would be combatant residents that fail to respond to verbal commands or a resident who is advancing towards staff despite staff backing away from the resident.

Absent a situation of imminent risk, staff shall always use verbal diffusion and/or a show of force by activating the emergency code system.

In the event that there is a situation of imminent risk, and staff does not possess a chemical agent or the chemical agent cannot be safely deployed, staff shall use Management of Assaultive Behavior techniques and mechanical restraints to protect residents and staff from injury.

In all situations where physical force or a chemical agent may be used, the emergency code system shall be activated by the staff involved with the incident.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

D. Chemical agents and/or physical force shall not be used in situations involving a defiant resident that does not pose an imminent risk (Please refer to Policy Bulletin 520 – Defiant Residents).

E. Some example of times to use OC may include, but are not limited to:

1. There is an immediate danger to staff or residents due to the violent and uncontrollable behavior of one or more residents. This does not include a minor that has taken an aggressive stance, but is not advancing on staff or other residents.
2. A weapon is being used by a resident to assault another person or to attempt an escape.
3. Efforts are made by a resident to overpower staff.
4. A resident is attempting to escape and other measures are inappropriate or unavailable.
5. The use of OC is necessary to successfully intervene in a suicide attempt and protect the well being of a resident.

F. Responsibilities of staff not directly involved in OC spray incident:

1. Unit Security: When OC spray is used, staff not directly involved in the incident will secure all remaining residents in their rooms. The living unit will be on maximum security until the Building Supervisor can evaluate the safety and security of the unit and determine the contaminated area(s) are cleaned. **STAFF WILL NOT SECURE RESIDENTS IN AREAS WHERE OC SPRAY HAS BEEN USED.** If the residents' rooms are contaminated, the other areas of the living unit (classroom, courtyard, other rooms) may be temporarily utilized to successfully secure the unit until the contaminated area can be cleaned. Once the affected area of the unit has been cleaned, the residents will be returned to their rooms. After the Building Supervisor has evaluated the safety of the unit, they will decide what program changes will be necessary for the remainder of the day. While the unit is on maximum security, the staff involved in the incident will write their Incident Reports.
2. School Security: If OC spray is deployed in the classroom, staff not involved in the incident will secure all remaining residents to their rooms or living unit. The classroom will be closed until the Building Supervisor can evaluate the safety and security of the classroom and direct classroom cleanup prior to re-

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC) opening for instruction. Staff involved in the incident will request support, if needed, so they may write their Incident Reports.

3. Gym Security: If OC spray is deployed in the gymnasium, staff not involved in the incident will remove each group from the gymnasium in a safe and secure manner. Staff will direct the residents away from the contaminated area of the gym until it is appropriate to return the residents to the living unit. The gymnasium will be closed until the Building Supervisor can evaluate the safety and security of the gymnasium and direct clean-up. Staff involved in the incident will request additional support, if necessary, so they may complete their Incident Reports.

- G. Outside of Juvenile Hall: Home Supervision, Transportation, and other staff working outside the Juvenile Hall may use a chemical agent within the guidelines listed above. There must be imminent risk to the safety of staff or others and alternative means of controlling the situation are either unavailable or inappropriate. Such a situation might arise when staff members or police officers are involved in an arrest that turns dangerous. During an arrest it may also be used at the request of a police officer and should be documented as such. Field staff may use OC when their safety is in danger from an attacking animal.

III. Documentation

- A. Any time that any staff deploys a chemical agent, that staff shall report the incident on a Special Incident Report and a Use of Chemical Agent Report. These documents shall be completed and given to the Building Supervisor by staff deploying the chemical agent prior to the staff leaving duty. All staff witnessing the deployment of a chemical agent shall document their involvement in the incident and their observation on a Special Incident Report. All reports will then be forwarded to the Superintendent.

Special Incident Reports are official Probation Department documents and may become Official Court documents. Staff are directed to be accurate and thorough in reporting special incidents.

Reports shall depict:

1. A clean and factual rationale for the use of OC.
2. A description of how OC was used and the results obtained.
3. A complete description of aftercare procedures and/or medical treatment.

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SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

- B. After any OC use, the Building Supervisor on duty shall discuss the incident with the staff involved, evaluate staff's response, and give staff feedback on their actions. The Building Supervisor will report any unusual issues regarding the incident to the Chief Deputy.

IV. Where Chemical Agents May Be Deployed

- A. Chemical agents shall only be used by staff who are on duty, are in the performance of their duty, and authorized to deploy OC.
- B. Chemical agents shall not be used in any medical area or in any courtroom.

V. Aftercare Procedures:

- A. The following procedures shall be followed after an individual has been sprayed with OC in Juvenile Hall or sprayed outside of the Juvenile Hall by Probation staff and transported to Juvenile Hall:

1. The Nursing Office and Building Supervisor shall be notified of the incident.
2. As soon as practical, flush face and contaminated areas with cold water. For maximum results, total flushing in a shower with the individual's clothes on is recommended.
3. The individual shall be evaluated by Juvenile Hall Nursing staff to determine the necessary level of follow-up medical care.
4. Place resident in the shower and apply cool water using the hose in the closet next to the shower. Once the resident has been thoroughly decontaminated, remove handcuffs and provide clean dry clothing. If resident is non-compliant, he/she is to remain cuffed in the shower until it is safe to remove restraints. The resident is to be escorted to his/her room after dressed.

If two people are involved, the most compliant resident will be decontaminated on the sister unit. Handcuff, escort through the console area to shower, and follow instructions above under no. 4. Resident is to be handcuffed and returned to the assigned living room through the hallway.

5. Re-issue clean clothing.
6. All contaminated areas, i.e., floors, counter tops, mattresses, etc., shall be thoroughly cleaned with soap and water.

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7. Depending on the circumstances and the needs of the individual resident, a Mental Health referral may be appropriate.

VI. Supplies and Storage:

A. OC shall be stored and maintained at Juvenile Hall in the following manner:

1. Three or four canisters shall be kept on each living unit for use by authorized staff. The Unit Supervisor shall ensure the equipment is maintained in working order and only authorized personnel are issued OC. When not in use, the OC canisters shall be kept in a locked and clearly marked storage cabinet on the unit.
2. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
3. Canisters shall be stored in the Building Supervisor's locked file cabinet to serve as backup supply for all units. The Building Supervisors shall ensure that OC is secured in the office in a clearly marked, locked cabinet and that it is maintained in working order.
4. Six canisters of OC shall be kept in the Transportation Office for use by authorized staff. The Transportation Unit supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in the Transportation Office.
5. All Lead Counselors shall take a count of the OC canisters supplied to their unit and shall log the number in the Unit Log. This procedure shall occur when Lead Counselors come on duty and when they are relieved at shift change. The Graveyard Shift Supervisor or Lead Counselor shall also follow this procedure and ensure that all canisters are accounted for on the living units.
6. Six canisters of OC shall be kept in the HS/JEM office for use by authorized staff. The Home Supervision Supervisor shall ensure that the equipment is maintained in working order and that only authorized personnel are issued chemical agents (OC). When not in use, OC canisters will be stored in a clearly marked, locked drawer in the Home Supervision Office.

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7. HS/JEM staff will document, in the Unit Log Book, which canister they have in their possession. The last permanent Probation Counselor to leave the office shall count the canisters and document the number in the Unit Log Book. This staff will also account for any missing canisters and notate this in the unit log-book. The Building Supervisor shall be notified if any canisters are missing. He/she shall call the staff member who has the missing canister and leave a note for the Home Supervision Supervisor to take needed action.
8. OC canister holders shall be supplied to all staff authorized to carry OC.
9. OC shall not be removed from the building or taken home by staff.
10. All OC canisters that have been used will be turned into the Building Supervisor for replacement. The Building Supervisor will empty the remainder of the can on the ground outside of the building and then discard the canister.
11. The shelf life of the OC canisters is four years from the manufacture date. Canisters that are past this date shall be turned into the Building Supervisor for new canisters.

VII. Miscellaneous:

- A. No chemical agent (OC) shall be used in the Juvenile Hall by authorized staff unless the chemical agent has been certified by the Department of Justice as acceptable (12450 P.C.)
- B. Employees observing violation(s) of this policy shall report the occurrence to the Building Supervisor.

APPROVED BY:

Bruce Pelle, Juvenile Institution Superintendent
Juvenile Hall

Date

CONTRA COSTA COUNTY
PROBATION DEPARTMENT
JUVENILE HALL

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CONTRA COSTA COUNTY PROBATION DEPARTMENT

AUTHORIZATION TO DEPLOY O.C. SPRAY

I understand that as a Peace Officer employed by the Contra Costa County Probation Department, I may be authorized by the County Probation Officer to deploy O.C. spray while on duty.

I acknowledge that I have read and fully understand Contra Costa County Juvenile Hall Policy Bulletin No. 518 addressing The Use and Deployment of Chemical Restraints – Oleoresin Capsicum (O.C.) and Contra Costa County Juvenile Hall Policy Bulletin No. 520 Non-Compliant Residents.

I understand that failure to follow the policy and procedures outlined in Bulletin No. 518 and Bulletin No. 520 may result in disciplinary action.

I acknowledge that I have successfully completed a STC certified training course in preparation for deployment of O.C. spray during the course of my official duties. I understand that failure to follow the procedures taught in the STC certified training course may result in disciplinary action.

I understand that the County Probation Officer may revoke my authorization to deploy O.C. spray as he sees fit.

My signature below indicates my understanding of the above.

Employee Signature

Date

Print Name

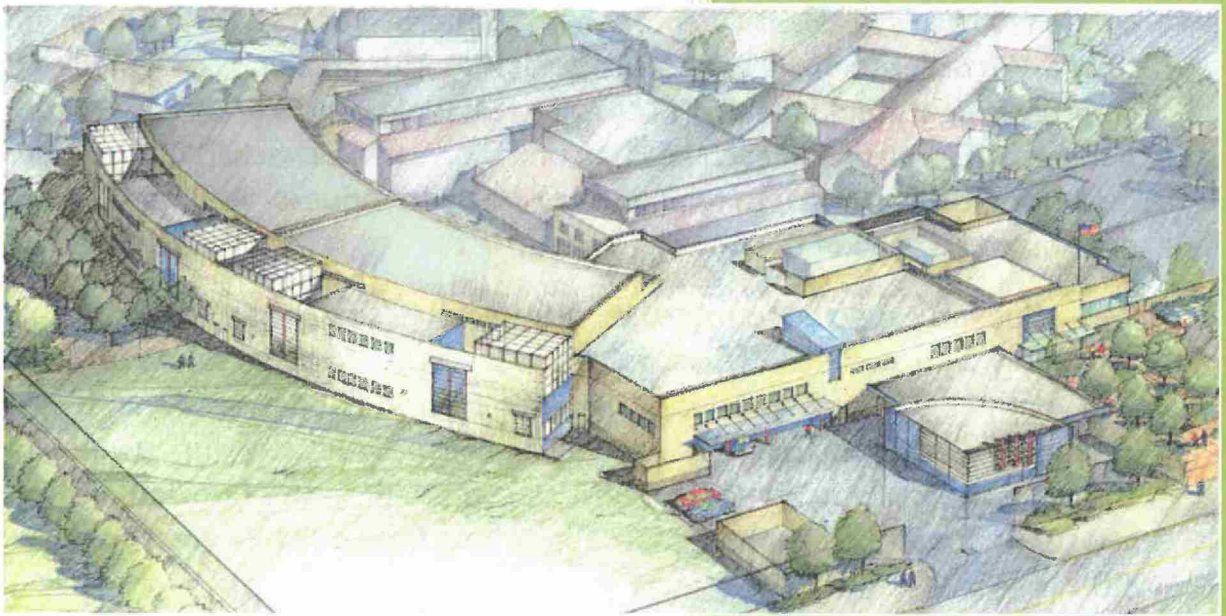
Acting on behalf of the County Probation Officer, I authorize the above referenced Peace Officer to deploy O.C. gas while on duty.

Juvenile Institution Superintendent or Designee

Date

Resident's Orientation Booklet

Contra Costa County Juvenile Hall



202 Glacier Drive
Martinez, California

Contra Costa County Juvenile Hall

Resident Orientation Booklet

Welcome to the Contra Costa County Juvenile Hall. The information contained in this *Resident Orientation Booklet* provides vital information you need to know in order to make your stay successful. This booklet is designed to explain your basic rights and Juvenile Hall's rules. Multiple copies of this orientation booklet are available on each housing unit, and can be checked out from Juvenile Institution Officer's (JIO) to read and review upon request. Additionally, the rules are posted on each of the housing units.

You are expected to follow the Juvenile Hall's rules at all times. You need to comply with staff's directives quickly and precisely for the safety of yourself and your peers. This booklet is designed to help you understand the rules and standards of conduct for which you will be held accountable during your stay at this institution. If you do not understand everything in this booklet, or have questions about the contents, please seek help from a JIO, or your Probation Officer.



Juvenile Institution Officers and Probation Officers are peace officers. Battery on a peace officer is a violation of Penal Code 243(b), a felony offense.

Juvenile Hall Rules:

The following section of this booklet explains the rules of Juvenile Hall. It is very important that you comply with the rules, as failure to do so could result in loss of privileges, or separation from the group. Separated youth will not be denied normal privileges, except when necessary to accomplish the objective of separation. If you get into a fight, destroy property, assault staff, or partake in any other type of criminal behavior while in custody, consequences will be imposed by Probation staff. In addition you may also be charged with a criminal offense, and appropriate consequences imposed by the court. You will be responsible to pay for the cost of all destroyed property and/or the cost to repair damage due to vandalism or intentional misuse of county property.

Juvenile Institution Officers and Probation Officers are peace officers. Battery on a peace officer is a violation of the Penal Code 243(b) and is punishable as felony offense under Penal Code 243.1.

If you have any questions about Juvenile Hall's rules, please seek assistance from a JIO. They will be happy to answer any questions you may have. You should become familiar with all the rules, in order to avoid loss of privileges. The rules are posted on each of the housing units for your review. Not knowing the rules is not an excuse for failure to comply. Your behavior in Juvenile Hall will be reviewed by your Probation Officer and reported to the court. You are expected to follow staff's directions at all times.

Warning: Probation Staff may use OC (Pepper) Spray, to stop fights and unit disturbances, to remove threatening residents from rooms, to stop the threat of harm to one's self or others, and for personal defense against violent minors.

OC Spray causes swelling of the mucous membranes, involuntary closing of the eyes, gagging, coughing, shortness of breath, and an intense feeling of burning on exposed skin areas.

All residents who engage in fights with other youth, or direct violence toward staff, or do not respond to staff's direction during crisis situations run the risk of being sprayed with OC Spray.

Although the physical effects of OC Spray are very uncomfortable and last for up to one hour, the effect is temporary, with no lasting damage to eyes, skin or lungs.

In cases of assaultive behavior, in addition to OC Spray, force may be used such as hands on techniques to physically restrain residents, mechanical restraints (handcuffs, shackles, waist restraints, transport belts, and the WRAP).

Juvenile Hall rules are divided into two major categories, major and minor rule violations. It is important that you understand what is expected from you. Listed below are important rules and standards of conduct for which you will be held accountable during your stay at this institution. You may be placed in your room anytime that you engage in behaviors that poses a serious threat to facility safety or places others in immediate danger.

Minor Rule Violations (Level 1 Misconduct) Include but are not limited to:

- Using inappropriate, disrespectful language
- Possession of low level contraband. (i.e. extra books, extra clothing, etc.)
- Failure to follow proper hygiene practices (i.e. comb hair, brush teeth, etc.)
- Failure to obtain permission before moving from one area of the unit to another
- Discussing court cases with others
- Failure to keep hands behind your back during group movements
- Shirt tucked in at all times within the building (except courtyard, gym, with staff permission)
- Talking or excessive noise during group movement, mealtime/bedtime, quiet time etc.
- Touching others/this is a no touch facility (e.g. displays of affection, horseplay, etc.)
- Low level vandalism/damage to county property
- Misuse of intercom
- Failure to keep room clean
- Purposely disrupting juvenile hall activities
- Improper wearing of county issued clothing
- Failure to raise hand to be excused during meals
- Talking between tables during meals when the group is directed to be quiet
- Exchanging food
- Failure to comply with low level sanction

Moderate Rule Violations (Level 2 Misconduct) Include but not limited to:

- Defiant and threatening language
- Refusing to participate in activities, programming, or school
- Bullying/harassment/intimidation
- Provoking a conflict, taunting or teasing of another person
- Sexual harassment
- Exposing self/indecent exposure
- Taking/stealing the property of another
- Failure to comply during an emergency
- Room refusal (delayed compliance; does not result in code)
- Crossing the red line w/o permission
- Any gang related activity (w/the exception of violence)
- Unauthorized possession of medication
- Possession of tobacco
- Possession of contraband (pencils/pens, sexually explicit photographs)

- Cheating in school
- Gambling
- Interfering with security check (e.g. covering window, hiding)
- Door hitting/creating a disturbance while in room (e.g. screaming, yelling)
- Lying when formally questioned by staff
- Failure to comply with a moderate level sanction
- Moderate level vandalism

Major Rule Violations (Level 3 Misconduct) Include but not limited to:

- Battery on peer, institutional staff, school staff or medical personnel
- Possession of dangerous contraband (i.e. weapons, drugs, alcohol)
- Credible threat of violence in which there is an imminent risk of harm
- Aggressive physical contact
- Any organized or premeditated activity which can or result in violence
- Room refusal (resulting in an emergency code being initiated)
- Any attempt to incite the group to commit an act of non-compliance or violence
- Romantic/sexual actions between minors
- Sexual battery
- Extortion- forcing another's actions through force, threat, or intimidation
- Fighting
- Refusal to follow staff directions/instructions where the refusal results in a security issue
- Escape or escape attempt
- Failure to comply with a high level sanction
- High level Vandalism

When it is necessary to separate a youth from others, the matter will be reviewed and approved by the Lead JIO and appropriate supervisor. Staff will use the lowest level of discipline to accomplish the desired behavior.



Resident's Needs/Concerns:

Physical Health and Mental Health Care- If you do not feel well or have a routine medical issue, and would like to see a nurse, please fill-out a "Sick Call Slip." Indicate the nature of your complaint on the slip and place the slip in the locked Sick Call Box on the housing unit. Please notify a JIO on duty if you have an emergency, injury, or special problem that should be treated immediately. If you are having mental health concerns you can also complete the same Sick Call Slip, or you can let staff know that you would like a mental health referral submitted on your behalf. If you need immediate attention, please



School-The Juvenile Hall School Program provides residents in custody the required academic instruction as set forth by the California Education Code. The Juvenile Hall School is overseen by the County Office of Education and is referred to as Mt. McKinley High School. You are expected to attend school Monday through Friday at the designated times, unless you are separated from group for serious/dangerous misconduct or off the housing unit for court, or another essential function. School credits earned while in Juvenile Hall, will be transferable upon your release back to the community. You may also earn your GED or High School Diploma while in custody. Failure to participate or a "school refusal" will be subject to sanctions according to the level of misconduct. If you have an educational concern or problem, please speak to the teacher about your issue, or complete a grievance form to express your concern/problem. All school related grievances are reviewed by the school principal.



Visiting - You will be entitled to have visits with your parent or legal guardian. The following times are set aside for regular visits, determined by your last name:

Last name begins with:

- | | | |
|-----|-----------|--|
| A-I | Monday | 3:30 p.m. to 4:30 p.m. or 5:30 p.m. to 8:00 p.m. |
| J-R | Tuesday | 3:30 p.m. to 4:30 p.m. or 5:30 p.m. to 8:00 p.m. |
| S-Z | Wednesday | 3:30 p.m. to 4:30 p.m. or 5:30 p.m. to 8:00 p.m. |

(No regular visits conducted on Thursday or Friday)


A-Q Saturday 9:15 a.m. to 11:30 a.m. or 12:45 to 4:30 p.m.

R-Z Sunday 9:15 a.m. to 11:30 a.m. or 12:45 to 4:30 p.m.

All visits are for 60 minutes or until the end of the visiting period. No items are allowed to be brought into the visiting area. If a problem arises during a visit, Juvenile Hall staff members may end the visit. If your behavior is assaultive, or you present a threat to the safety/security of the facility, visits with your parent/legal guardian will be conducted on the Admissions Unit (Sierra), and will be scheduled by appointment, not during regular visiting times.

Visits with your attorney, or legal representatives will be conducted during professional visiting hours (Monday, Tuesday, or Wednesday between 1:15 p.m. and 3:00 p.m.) or on the Admissions Unit (Sierra) during reasonable times. You have a right to confidential visits with your attorney. You may also be allowed to have visits with other professionals, such as social workers, teachers, psychiatrist, or a clergy member. These visits are usually arranged through your Probation Officer and at an agreed upon time and date. If you have special requests or needs regarding professional visits, please discuss your issues with your Probation Officer. If you are a parent to a child, or are legally married, special visits may be made to accommodate visits with a biological child, or legal spouse. Legal Documentation and verification will need to be completed prior to scheduling a special visit appointment.

Mail and Correspondence: You will be given the opportunity to write and receive an unlimited number of letters through the U.S. Postal Service, unless there is clear and convincing evidence to justify restrictions. Staff will record the name and address of all letters sent or received by you. You may not write to persons incarcerated in other Juvenile Halls, the Department of Juvenile Justice (DJJ), jails, prisons or other correctional institutions without written permission (on file) by your parent/guardian, and approval by your Probation Officer or the Court.

Your Name After 5 days return to: 202 Glacier Drive Martinez, California 94553-4898 Your Housing Unit	Contra Costa County	
To: Full Name Address (Number and Street) City, CA Zip-Code (Post Office will not deliver without Zip-Code)		



Outgoing Mail- Juvenile Hall will supply you with paper, envelopes and a pencil. Free time is an excellent time to write letters. Juvenile Hall will mail up to ten letters per week postage free. If you wish to send more than ten letters per week, your parent or guardian may submit postage paid envelopes or US Postage Stamps for additional letters. Your parent/guardian may submit

the postage directly to a counselor at the admissions window. Staff will record the additional postage provided, and maintain the postage in your unit file until needed. After your initial ten postage free letters (per week), Juvenile Hall staff will apply additional postage (on file) for all other letters sent by you. No drawing on the outside of the envelope is permitted.

Incoming Mail- If your family or friend would like to send you letters, please advise them that the mailing address is: Juvenile Hall, (Your name & housing unit), 202 Glacier Drive, Martinez, CA 94553. Please have them print clearly, and include a return address in case you have been released prior to delivery. Please also tell them not to send cash, musical cards, gang/drug photographs, magazines or books. Also explain to family and friends not to draw or add extra messages to the outside of the envelope, or the letter will be returned as "undeliverable."

Unit Staff will distribute all in-coming mail once a day, Tuesday through Saturday. You will open all mail received in front of staff, and the letter and envelope will be inspected by staff for contraband. The letter will not be read unless staff has a clear reason justifying this action. If contraband is found in mail/packages, the item will be confiscated. If the item is not illegal (e.g. cash) the contraband will be placed into your personnel property. If the item is illegal, such as drugs or a weapon, the item(s) will be turned over to the local police department for further investigation and possible criminal prosecution. You may also be placed on a mail restriction until the situation is reviewed by your Probation Officer and/or the Juvenile Hall Director.

Telephone Use: Upon admission you have the right to make two "no-cost" telephone calls, one call completed to a parent or guardian, a responsible relative or your employer, and another call to an attorney. Additional "collect only" phone calls may be made to family or friends on the housing unit during times designated by counseling staff. Phone calls will not be allowed during meals, school, group counseling, or when the building is on Maximum Security. These telephone calls will be recorded and may be monitored. The person who is receiving the call will have to agree to the cost of the call and to the conversation being recorded before the call will be connected. If you need assistance making a "collect only phone call," please ask a staff member to help you. You are not allowed to make "three-way" calls on the collect phone. Generally, you can expect to have between five and ten minutes to talk on the phone, but the time may be cut short if your behavior is poor, a "code" is called, the group is instructed to return to their rooms, or at any time you are told by staff to end your call. Profanity and threats are not allowed on the phone.

If you have an attorney that you wish to call and do not want the message recorded, please submit a written request for the attorney's phone number to be designated as "privileged." Provide a Juvenile Hall Supervisor, with the attorney's name and phone number. The information you provide will be verified, and then added to the "privileged" list. This process may take a few days. You may also ask a Juvenile Hall Supervisor, your Probation Officer, or the Lead JIO allow you to make a "no-cost" call to your attorney using a Juvenile Hall phone located in the unit interview room.



Personal Care Items: You are expected to shower daily. You will be provided with shower shoes, and personal hygiene items (shampoo/body wash, deodorant, hair products, and skin lotion) at shower time and at other times as deemed appropriate. Electric razors are available on the housing unit for your use, but you are not permitted to use the razor to make lines in eyebrows etc. You will be issued a toothbrush, toothbrush cap, hair comb or pick. These items may be stored in your room unless you misuse the items. Staff will provide toothpaste after each meal. Females will be provided with sanitary napkins and tampons as needed.

Reading Materials, Programming and Activities:

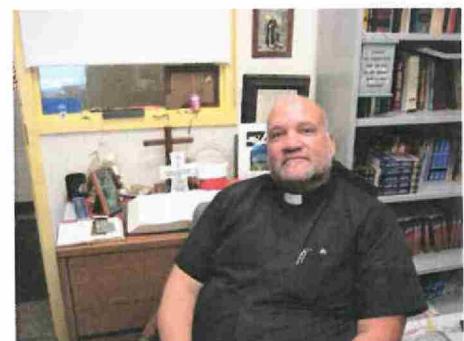
Each housing unit has a collection of reading material available for use by residents. You will also have weekly access to reading materials from the Juvenile Hall Library. Two books may be checked out from the library, and are due back in two weeks. If you damage, tag, deface, write in, or misuse a book, you will be placed on book restriction, and may also be charged with destruction of county property. Do not borrow or loan books to other residents. Residents, who do so, will be placed on a book restriction.



Recreational activities will be available daily. Some activities are organized, such as trivia tournaments, relays, and ball games. At other times, free time will be available in which you may select the type of activity. Dominos, basketball, letter writing, ping pong, watching TV, or using the phone to call a friend are possible activities. Counseling staff will give brief orientations before recreational periods to explain the expectations and what activities are available.

Religious Services:

Religious Services are provided each Sunday afternoon. Residents who do not wish to participate in religious services may choose to join in an alternative housing unit activity. Juvenile Hall also has additional pastoral services available upon request. If you are interested in



receiving individual religious counseling please complete a "Chaplain Request Form" (posted on each housing unit) to be referred for personalized religious counseling. You may also request permission for your clergy member to visit you while you are in custody. Please speak to your Probation Officer or the Juvenile Hall Chaplain to request a visit with a religious leader. If you wish to have a Bible, Quran or another religious book, please ask the Juvenile Hall Chaplain to provide a copy of the preferred religious book.

Housing Assignment:

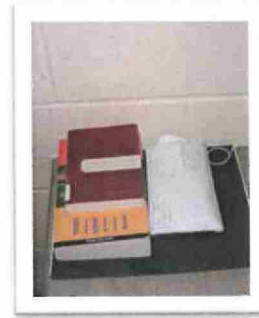
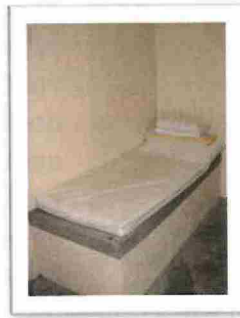
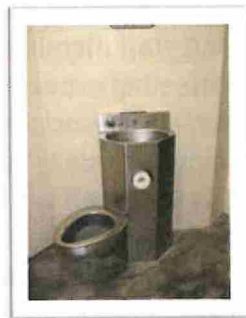
Juvenile Hall has multiple housing units: Upon admission you will be assigned to a housing unit, based on your age, maturity, criminal history and/or other factors. Youth are divided between the various housing units to try to match similar levels of development and sophistication together. You will remain on this housing unit, unless it is later determined to move you to a different unit based on your behavior (either good or bad), your needs, or other issue /concern. Each unit has a different color T-Shirt. The basic Juvenile Hall rules are consistent throughout the facility, and explained in this booklet, but if you have any questions, ask any housing unit staff member for help.



Upon arrival to your assigned housing unit you will receive an orientation from staff. They will explain the unit rules and expectations. They will show you where the rules are posted on the unit, explain the possible penalties for violating them, and answer any questions you may have. They will also explain the grievance procedure. You will be assigned a room, and will likely have a roommate. Staff will issue you bedding, a mattress, a toothbrush, a toothbrush cap, and a

comb or pick. Take care of your mattress, as you will be held responsible if your mattress is vandalized or damaged. It is also your duty to keep your room clean and free from trash. Before leaving your room, fold your bedding and stack it on your mattress. Place on your sink your comb/pick, soap and toothbrush. Make sure you are completely dressed, with your shirt tucked in before you leave your room. Also before leaving your room, make sure your toilet is flushed and sink wiped out. Before entering your room, remove your shoes and leave them outside the door.

Every day you will have an opportunity to sweep out your room between 9 p.m. and 10 p.m. and dispose of trash. No food is allowed in your room, with the exception of meal trays, and evening snack. You may keep in your room court documents, religious material, 2 books or magazines, letters (up to 3), photographs (up to 3), and school assignments. You are also permitted to have a toilet paper roll, seat covers, toothbrush, toothbrush cover, comb/pick, soap, feminine hygiene products with a small paper bag, and 1 deck of cards.



Your room should look like the above photos. If your room is not up to standards, you may be spending your free time cleaning your room. You are not allowed to attach any item to the wall or door. Do not write on the walls or deface/damage any county property. Your room will be searched daily and inspected for damage or vandalism.

Food:

You will receive three meals a day plus an evening snack while you are housed in Juvenile Hall. At least one of these daily meals will be hot. Breakfast is served at 7:30 a.m., Lunch at 12:00 p.m., and dinner at either 4:45 p.m. or 5:15 p.m. depending on your housing unit. The meals you receive will be a well-balanced diet, based on nutritional standards approved by the State of California. Food is prepared in compliance with health and sanitation regulations. Medical diets or diets which address special religious restrictions are available for residents with special meal requirements. Please speak to a nurse or chaplain to request a special meal plan.

Before each meal, staff will explain the expectations and give you directions about the meal



service. Please listen carefully and follow staff's directions. Appropriate table manners and behavior is required. Do not pass food/drinks at the dining tables. Any extra food will be considered "seconds," and will be served one tier at a time, by staff calling the room numbers for the tier designated to receive seconds on that day. After the meal is completed, you will be expected to clean up after yourself, and place the tray/tableware and waste products in the proper container. You will be excused from the table by staff (one or two at a time), to bus your tray and to go to your room. Do not get up from the table or change seats without permission from staff. If you have any questions, raise your hand, and staff will respond to your need. After you return to your room, please take care of hygiene needs (brush teeth, wash hands etc.).



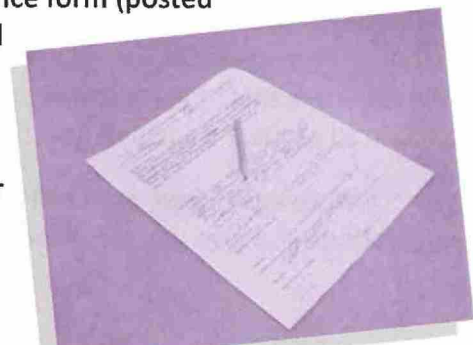
Incentive Program:

Residents of Juvenile Hall will be given the opportunity to earn privileges based on good behavior. The incentive program is based on a point system. Unit staff members and teachers reward youth for meeting expectations and for demonstrating pro-social behaviors by awarding earned points on a daily basis. At the end of each week, Graveyard staff will tally your earned points and determine your level. By following rules, attending school and getting along with staff and

peers, you will be able to earn extra privileges. Privileges may include extra time out of your room, special work assignments, activities, or use of points to purchase incentive items (special grooming/food products). Incentive items will be delivered on movie night or on a specified shift designated by the Unit Supervisor. It is your responsibility to maintain possession of all incentive items. If you lend/share any items with another youth, both you and the other resident, will lose the item, plus incentive privileges for one week. You should consume all edible incentive items by the end of the day the item was received. Exceptions to this rule must be approved and documented by the Lead JIO. The food item will be maintained in the staff office until such time as deemed appropriate.

Grievances:

If you have a complaint about your care or treatment while detained at Juvenile Hall, you may file a grievance. All grievances will be promptly reviewed. To submit a formal grievance, write down your complaint/concern on a grievance form (posted and available on the housing unit) and place the completed form in the housing unit's locked Grievance Box or deliver the form to any childcare staff member. If you need assistance in writing a grievance or wish to give an oral grievance, please seek out a staff member or supervisor for assistance. A Juvenile Hall Supervisor will review the



grievance and will address the matter or assign it to a staff member to discuss with you. Our goal is to settle grievances at the lowest level possible. If you are not able to come to a resolution with the staff member assigned to address your complaint, the matter will be forwarded to the next higher level for additional review and consideration. All grievances, both resolved and unresolved, will be reviewed by the Juvenile Hall Director.

Discipline/Sanctions:

Discipline is used in Juvenile Hall as a consequence for negative behavior and is imposed at the least restrictive level possible to obtain the desired behavior change. You are expected to follow facility rules at all times. You must comply with staff's directives quickly for the safety of yourself and others. If you fail to follow the rules, or staff's directives, you will be held accountable and receive appropriate discipline/sanctions. Sanctions are negative consequences given to address violation of rules. Discipline methods do not include physical punishment, group punishment, humiliation, or denial of basic rights. Discipline will not be delegated to other youth to carry out on you.

Minor Level Sanctions (Level 1) Include but not limited to:

- May not earn points
- Worker eligibility
- Choice for activity
- Room assignment change
- Seating change (meal, school, or couches)
- Entry into adjustment record
- Temporary (one shift) level change
- Loss of privilege(s) LOP Status for phone use

Moderate Level Sanctions (Level 2) Include but not limited to:

- May not earn points
- Worker eligibility
- Room assignment change
- Seating change (meal, school, or couches)
- Entry into adjustment record
- Temporary (one day) level change
- Level 2 Loss of Privilege (LOP) for 2-5 hours (no participation in group activities part or all)
- Reflective essay
- LOP status for phone use

Major Level Sanctions (Level 3) Include but not limited to:

- May not earn points
- Worker eligibility

- Room assignment change
- Seating change (meal, school, or couches)
- Entry into adjustment record
- Reflective essay
- Level 3 Loss of Privilege (LOP) for up to 3 days (no participation in group activities part or all)
- Loss of Star Chart clothing incentives
- Separation
- Probation/law violation and/or restitution
- School suspension
- LOP status for phone use
- Security, Risk or Special Program

If you violate a major facility rule which results in your withdrawal from group activities for 24-hours or more, you are entitled to due process. The Due Process includes staff explaining to you the reason for the discipline, documenting this reason(s) on a *Due Process Form*, and a hearing, conducted by a person who is not involved in the incident. At the hearing you will have an opportunity to give your side of the story and present evidence. If you need help with the hearing process, staff will assist you. The person conducting the hearing may talk to witnesses if needed. The Building Supervisor will determine the final discipline. The outcome will be reviewed by Juvenile Hall Administration.

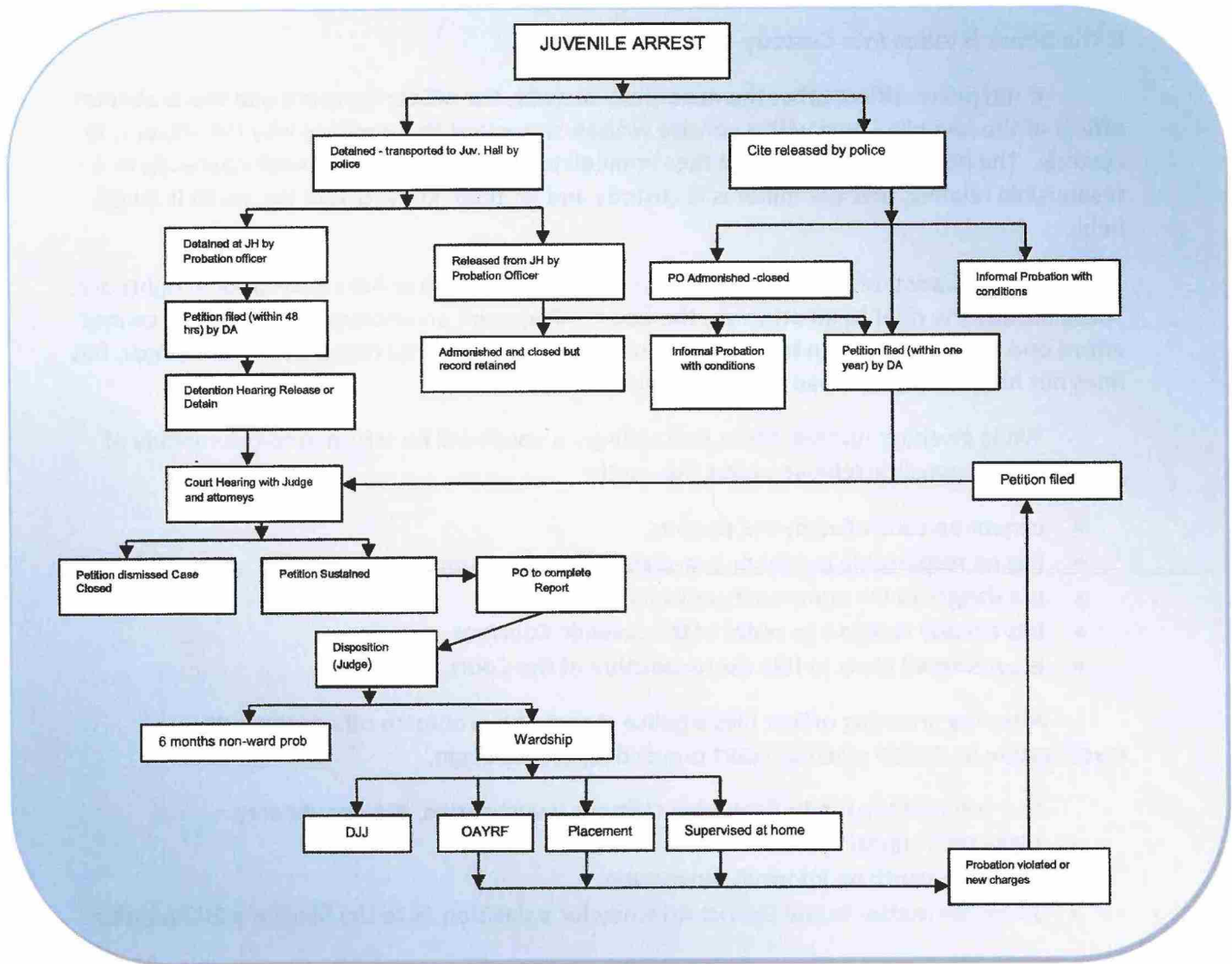
The Juvenile Court Process:

The Juvenile Justice System, which is under Superior Court jurisdiction, has authority over children less than 18 years of age (at time of offense) who become juvenile dependents or juvenile wards.

Delinquency Court-Juvenile Court intervenes in children's lives when necessary to protect the public and rehabilitate the youth. Most minor's under age 18 who becomes wards of Juvenile Court have committed criminal acts and are deemed delinquents.

Once Juvenile Court has jurisdiction over a delinquent minor, it's jurisdiction may be extended until the youth's 21st birthday.

When the Court decides that it is necessary to remove the delinquent youth from the custody of their parents, the Court works to provide care, treatment, and guidance the youth needs, while keeping in mind the best interests of both the youth and the community. The Court also works toward reunifying the youth with the family when it seems possible and appropriate.



How a Delinquency Case Begins-

Almost all delinquency cases begin with a police investigation or the arrest of a minor. The police officer must decide whether:

- 1) To release the minor; 2) to refer the minor to a community agency that can provide shelter, care, diversion or counseling or 3) to take the minor into custody and to the attention of the probation officer of the Juvenile Court.



When choosing one of these options, the police officer must first consider public safety along with the best interests of the delinquent minor.

If The Minor is taken into Custody-

If the police officer takes the minor into custody, the officer must provide the probation officer of the Juvenile Court with a concise written statement that explains why the minor is in custody. The police officer also must take immediate steps to notify the minor's parents, or a responsible relative, that the minor is in custody and let them know where the youth is being held.

The probation officer must explain to the youth what his or her constitutional rights are. These include the right to an attorney; the Court will appoint an attorney if the juvenile cannot afford one. The juvenile also has the right to trial to determine the reasons for the charges, but does not have the right to bail or to have a jury decide the case.

While awaiting Juvenile Court proceedings, a youth will be returned to the custody of parent or a responsible relative unless the youth:

- cannot be controlled by the parents;
- has no responsible parent or guardian, or suitable home;
- is a danger to the community or to him or herself;
- has already violated an order of the Juvenile Court; or
- is considered likely to flee the jurisdiction of the Court.

After the arresting officer files a police report, the probation officer starts an investigation to decide whether court proceeding should begin.

As a result of the Intake Probation Officer's investigation, the deputy may:

- Close the referral
- Place the youth on informal supervision
- Refer the matter to the District Attorney for a decision as to the filing of a 602 petition.

However, if the youth is 14 years, or older, and is alleged to have committed certain types of serious offenses, the probation officer must refer the case to the district attorney immediately.

If the Juvenile District Attorney agrees that a petition should be filed, they prepare the petition and then file it with the Clerk of the Juvenile Court. The Clerk of the Court will set a date for a court hearing. The petition will give the date, time and place of the hearing. If the Court finds the juvenile to be delinquent, the juvenile can be put on probation, or sent to a group home/placement, sent to a probation camp, or other program, or sent to a state institution for juvenile offenders. The youth also can be required to pay a fine or perform community service. In certain cases, if the youth is 14 years or older, the judge may transfer a juvenile matter to the adult court for trial.



Resident's Rights:

Intake/Admissions:

- Upon admission you are allowed to make two "no-cost" telephone calls, one call completed to a parent or guardian, a responsible relative or your employer, and another call to an attorney.
- You shall receive an Intake health screening/screening for mental health problems immediately upon entry to the facility. This screening may be performed by either health care personnel or trained JIO.
- You shall be offered food at the time of admission.
- You will have access to a shower and will be issued clean Juvenile Hall clothing, appropriate for your size, sex and housing unit assignment.
- You will be assigned to a housing unit based on a classification system. The classification system is designed to provide for your safety, for the safety of other youth, facility staff and the public by placing you in an appropriate, least restrictive housing and program setting. Classification factors shall include, but not be limited to: age, maturity, sophistication, emotional stability, program needs, legal status, public safety consideration, medical/mental health consideration and sex.



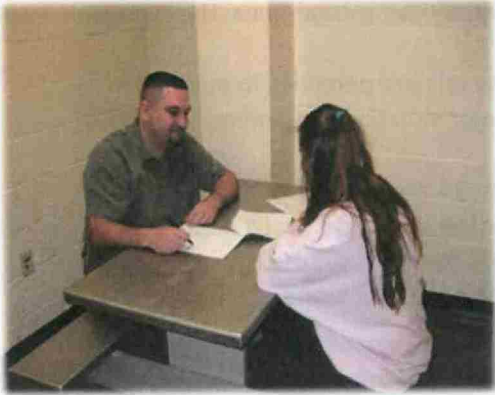
Housing Unit Programs and Activities:

- Housing Unit programs shall be provided that are designed to promote social awareness and reduce recidivism.
- Juvenile facilities shall provide the opportunity for recreation and exercise a minimum of three hours a day during the week and five hours a day each Saturday, Sunday or other non-school days.
- You will have the opportunity to have at least one hour each day of exercise involving large muscle activities.
- Under certain circumstances, the administrator/manager may suspend, for a period not to exceed 24 hours, access to recreation.



Court:

- As soon as possible, but generally within 24 hours of admission, an Intake Probation Officer will meet with you and advise you of your legal rights.
- The Probation Officer is required to investigate the circumstances and facts surrounding you being taken into temporary custody and shall determine if releasing you is appropriate, or if further detention is warranted.



- The Intake Probation Officer will explain the court process and what you should expect.
- The District Attorney must file a petition within legal timeframes, generally 48- hours (excluding weekend, or court holidays), to continue detention. The District Attorney may also decide to release you, and either not file criminal charges or pursue the matter at a later date after receiving additional information to support filing a petition.
- If you are not released, and the District Attorney files a petition, you will appear before the Court for a Detention Hearing, as soon as possible or before the end of the next court day after the petition is filed.

Visiting:

- You shall be allowed to receive visits by parents, guardians, or persons standing in loco parentis, at reasonable times, subject only to the limitations necessary to maintain order and security.
- Opportunity for visitation shall be a minimum of two hours per week.
- Visits will be supervised, but conversations shall not be monitored unless there is a security or safety need.



Mail Access:

- There is no limitation on the amount of mail that you may send or receive.
- You may send two letters per week postage free. Additional mail may be sent if parents/legal guardians provide postage.
- You may correspond confidentially (postage free) with state and federal courts, any member of the State Bar or holder of public office, and the Board of State and Community Corrections.
- Authorized staff may open and inspect mail only to search for contraband in your presence.
- Staff may only read incoming and outgoing mail if there is reasonable cause to believe facility safety and security, public safety, or your safety is jeopardized.

Telephone Access:

- Upon Admission you will be allowed initial intake phone call(s) at public expense.
- You may have access to "Collect only telephones" on the housing units during allotted times.
- Phone calls made on the "Collect only telephone" will be recorded.

Discipline/Use of Force:

- Discipline shall be imposed at the least restrictive level which promotes the desired behavior.
- Force shall never be applied as punishment, discipline or treatment.
- Discipline shall not include corporal punishment, group punishment, physical or psychological degradation or deprivation of: bed and bedding, daily shower, access to drinking fountain, toilet and personal hygiene items, clean clothing, full nutrition, contact with parent or attorney, exercise,

medical services and counseling, religious services, clean and sanitary living conditions, the right to send and receive mail, and education.

- The facility administration shall establish rules of conduct and disciplinary penalties to guide the conduct of youth. Such rules and penalties shall include both major violations and minor violations, be stated simply, and made available to you.
- Major violations that result in separation from group activities for 24 hours or more requires due process. Due process involves staff documenting the reasons for the discipline, and a hearing by a person who is not involved in the incident. At the hearing you will have an opportunity to give your side of the story, and present evidence. If you need help with the hearing process, staff will assist you. The outcome will be reviewed by Juvenile Hall Administration.

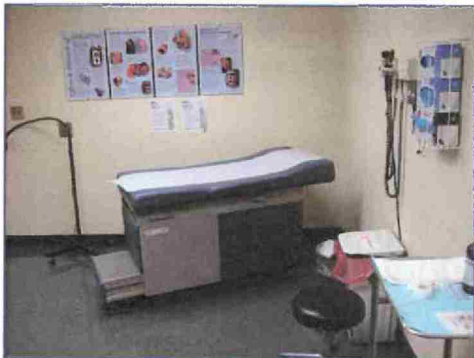
Grievance Procedure:

- If you feel that your rights have been violated or you have been treated unfairly, a grievance form is available for you to appeal. You may submit a grievance related to any condition of confinement, including but not limited to health care services, classification decisions, program participation, telephone, mail, visiting procedures, food, clothing or bedding.
- If you need help filling out a grievance, ask a JIO or supervisor for assistance.

Access to Legal Services:

- If you do not have an attorney, and want an attorney to represent you at court proceedings, the court shall appoint an attorney for you.
- You are entitled to have confidential access to licensed attorneys and their authorized representatives.
- You may have unlimited postage free, legal correspondence and cost free telephone access to legal counsel as appropriate.

Access to Health Services:



- Health care services are provided to all youth housed in Juvenile Hall.
- Health care services must at minimum be at a level to address severe symptoms and /or conditions and avoid preventable deterioration of health while detained in Juvenile Hall.
- Parents, guardians, or other legal custodians, at their own expense, may arrange for medical, surgical, dental, mental health or other remedial treatment for you that is permitted under law and is consistent with security requirements, public safety, written policy and procedures of the Juvenile Hall facility.
- A health appraisal/medical examination shall be completed within 96 hours of your admission to the facility.
- You may refuse, verbally or in writing, non-emergency medical and mental health care.
- Dental treatment will be provided to you as necessary to respond to acute conditions and to avoid adverse effects on your health.

Access to Counseling/Mental Health Services:

- You shall have access to mental health services, which included but are not limited to, screening for mental health problems, crisis intervention, management of acute psychiatric episodes, stabilization of persons with mental disorders and the prevention of psychiatric deterioration in Juvenile Hall.

Access to Educational Services:

- A quality educational program will be provided to you, which is taught in a way that students with different learning styles and abilities can benefit from the lessons.



Access to Religious Services:

- You shall be provided access to religious services and /or religious counseling at least once each week. Attendance shall be voluntary. You shall be allowed to participate in other program activities if you chose not to participate in religious programs.

Food:

- Food shall be served three times in any 24-hour period. At least one of these meals shall include hot food.
- A minimum of twenty minutes shall be allowed to eat each meal.
- A diet shall be provided to residents based on nutritional and caloric standards set by national guidelines.



Clothing and Personal Hygiene:

- Clothing issued to you shall be clean, reasonably fitted, durable, easily laundered and in good repair.
- Outer garments, except footwear, shall be exchanged at least once each week. T-Shirts, undergarments and socks shall be exchanged daily.
- You shall be permitted to shower/bathe daily and given an opportunity to brush your teeth after each meal.
- You shall be allowed to shave daily, unless your appearance must be maintained for reasons of identification in Court. The facility administrator may suspend this requirement in relation to minors who are considered to be a danger to themselves or others.
- You shall have the opportunity to receive hair care services monthly, unless your appearance must be maintained for reasons of identification in Court.

Bedding and Linens:

- You shall be issued clean laundered, suitable bedding and linens, in good repair, upon admission to a housing unit.
- Bedding shall be exchanged for a clean replacement at least once each week.



Non-Discrimination:

All youth in facility shall have fair and equal access to all available services, placement, care, treatment, and benefits. No person shall be subject to discrimination or harassment on the basis of actual or perceived race, ethnic group identification, ancestry, national origin, color, religion, gender, sexual orientation, gender identity, gender expression, mental or physical disability, or HIV status, including restrictive housing or classification decisions based solely on any of the above mentioned categories.

Sexual Harassment:

While at Contra Costa County Juvenile Hall, you have the right to be safe and free from sexual harassment. Sexual harassment is against the law and you will be protected from it.

Please report all forms of sexual harassment to staff.

What is Sexual Harassment?

Sexual harassment is any type of unwelcome talk or action that may happen to you just because you are a girl or a boy. This includes sexual touch, sexual words, the way things are said or forceful acts. Sexual harassment is sexual talk or touching that makes you feel bad, funny inside, helpless, unsafe, trapped, or confused.

Examples of Sexual Harassment-

- Grabbing, touching, or pinching
- Calling out dirty names
- Passing sexual notes or pictures
- Threats or insults
- Bumping into someone or brushing up against the person
- Standing in someone's way or standing too close
- Comments about a person's body
- Whistles or rude noises
- Gestures/looks- winking, licking lips or suggestive body movements
- Exposing your genitals or buttocks
- Request for sex, assault, or rape

SEXUAL HARASSMENT IS NEVER THE FAULT OF THE VICTIM.

DON'T LET SEXUAL HARASSMENT GO UNREPORTED-TELL SOMEONE.

YOU WILL NOT GET IN TROUBLE IF YOU ARE A VICTIM.

Are you sexually harassing someone?

Ask yourself these questions-

- Would it be okay for someone to say or do these things to my brother, sister, loved one, or other relative?
- Would I say or do these things in front of my parents, guardian, or grandparents?
- Would my family, girlfriend, or boyfriend like it if what I did or said was reported in the newspaper or on television?

How to report sexual harassment:

If you feel that you are the victim of sexual harassment, report such violation as soon as possible-

- Talk to a JIO, Probation Officer, supervisor, teacher, psychologist, nurse or any adult in the building.
- Write a note to any of the above people.
- Write a note and put in the locked grievance box or locked sick call box.
- Tell your parent/guardian so they can tell us.

REMEMBER, SEXUAL HARASSMENT IS NOT YOUR FAULT-

Some people think that ignoring sexual harassment will make it go away.

It rarely does. In fact, it may just get worse.



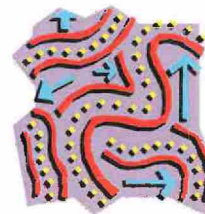
Emergency and Evacuation procedures/Drills:

Staff will notify you of the emergency and give you specific directives. You must follow these directives quietly and immediately to ensure your safety.

Noncompliance in an emergency will endanger your safety and will result in the highest consequences.

Potential emergencies include fights, out of control behavior, suicide attempts, medical emergencies, bomb threats, fire, and earthquakes.

In the event the unit has to be evacuated, remain calm, when directed, line up quietly, quickly, but do not run. During movement you will remain quiet and do not change your place in line. Once you are in the evacuation area, staff will direct you to sit down.



Summary:

In closing, staff members understand that you are not happy to be detained in Juvenile Hall. We understand your negative feelings, but we encourage you to try to follow our directions and obey the rules of Juvenile Hall. Juvenile Hall staff members are not responsible for your incarceration, so please do not take out your frustration or anger on them. They are simply here to provide care for you while you are pending Court or transfer. Cooperation with staff's directions will make your stay easier. If you need assistance, or don't understand something, please ask staff for help. Also remember that a Chaplain, medical staff, school personnel and mental health therapists are also available for you. If you need to talk to one of these professionals, please complete a referral, or ask staff to help you complete a request for services.

While you remain in our custody, your behavior and attitude will be documented. Your good and bad actions will be reported to the court. If your behavior is poor, you commit a law violation while in custody (i.e. get into a fight), or engage in other negative conduct, your stay could be extended pending the Court outcome. On the other hand, while you are detained in Juvenile Hall, if you take the opportunity to reflect on your life, focus on improving your situation, and work on self-improvement, your brief detention could help you achieve your future plans and goals. Your behavior and attitude is under your control, you decide what you want the future to hold.



Donna Fox

From: Donna Fox
Sent: Wednesday, June 21, 2017 5:22 PM
To: Dan Huovinen; Edwin C. Broussard; Forrest Coleman; Fredda Randle; James White; Julia Robinson; Laurie N. Griffith; Leandre Williams; Sandeep Kumar; Terrance Wilson; William Jones

OC decontamination - should be at least 5 mins. Or when the residents say they have had enough water. Location of changing the residents clothes should be based on compliance.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

REFERENCE: Title 15, Section 1357

AUTHORITY: The use of chemical agents, commonly referred to as tear gas and OC spray, is permitted under the provisions of sections 830.5 and 12401 through 12404 of the California Penal Code. Under provision of law, the County Probation Officer may authorize the use of chemical agents by the personnel of the Contra Costa County Probation Department.

POLICY: The use of chemical agents shall be authorized for use only as provided for in Probation Department policy.

PROCEDURE:

I. Staff authorized to deploy chemical agents:

A. The Chief Deputy at Juvenile Hall shall designate the staff who are authorized to use chemical agents. All staff authorized to carry OC will sign the "Authorization to Deploy OC Spray" form. In order to be authorized to use chemical agents, staff shall:

1. Be a permanent employee with peace officer status.
2. Be an on-call employee who has met the following criteria:
 - a. Completed both Probation Counselor CORE training and P.C. 832 training.
 - b. Completed a minimum of 1040 hours.
 - c. Upon completion of a written review and recommendation of their supervisor.
 - d. Upon review and approval of the Chief Deputy Probation Officer and the Superintendent.
 - e. All on-call employees who are authorized to carry O.C. spray must maintain their hiring eligibility by remaining on Band A of the active hiring list. Should they fail to maintain their hiring eligibility their authorization to carry O.C. spray will be rescinded.
 - f. Any on-call employees authorized to carry O.C. spray may have that privilege rescinded by any supervisor, at any time, subject to review by the Superintendent and Chief Deputy Probation Officer.
3. Have completed a STC certified chemical agents training course.
4. Be on duty and designated as staff to be in the possession of the chemical agent.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

5. Attend yearly refresher training, which includes the limitations of use, potential dangers of use, authorization of use and "how to" instructions.
 6. Honorably retired former permanent staff who maintains the necessary level of training with the approval of the Chief Deputy Probation Officer and the Superintendent.
- B. Staff who meet the above mentioned criteria, may be authorized to possess and use chemical agents, while on duty.

II. Criteria for Deployment of Chemical Agents

- A. Chemical agents may be used as a force to control and restrain residents displaying violent behavior when such behavior presents a clear and present danger to other residents and/or staff. Before chemical agents are used, consideration must be given to the gravity of the situation, the present danger of injury to person and/or property damage, and the possible consequences of use. Prior to the use of chemical agents, staff shall provide clear instructions to the resident or person regarding the expected behavior and a reasonable effort shall be made to verbally persuade voluntary compliance.
- B. Chemical agents shall not be used for punishment, retaliation, or disciplinary purposes.
- C. Chemical agents shall only be used when there is imminent risk of injury to residents or staff. An example of imminent risk would be combatant residents that fail to respond to verbal commands or a resident who is advancing towards staff despite staff backing away from the resident.

Absent a situation of imminent risk, staff shall always use verbal diffusion and/or a show of force by activating the emergency code system.

In the event that there is a situation of imminent risk, and staff does not possess a chemical agent or the chemical agent cannot be safely deployed, staff shall use Management of Assaultive Behavior techniques and mechanical restraints to protect residents and staff from injury.

In all situations where physical force or a chemical agent may be used, the emergency code system shall be activated by the staff involved with the incident.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

D. Chemical agents and/or physical force shall not be used in situations involving a defiant resident that does not pose an imminent risk (Please refer to Policy Bulletin 520 – Defiant Residents).

E. Some example of times to use OC may include, but are not limited to:

1. There is an immediate danger to staff or residents due to the violent and uncontrollable behavior of one or more residents. This does not include a minor that has taken an aggressive stance, but is not advancing on staff or other residents.
2. A weapon is being used by a resident to assault another person or to attempt an escape.
3. Efforts are made by a resident to overpower staff.
4. A resident is attempting to escape and other measures are inappropriate or unavailable.
5. The use of OC is necessary to successfully intervene in a suicide attempt and protect the well being of a resident.

F. Responsibilities of staff not directly involved in OC spray incident:

1. Unit Security: When OC spray is used, staff not directly involved in the incident will secure all remaining residents in their rooms. The living unit will be on maximum security until the Building Supervisor can evaluate the safety and security of the unit and determine the contaminated area(s) are cleaned. **STAFF WILL NOT SECURE RESIDENTS IN AREAS WHERE OC SPRAY HAS BEEN USED.** If the residents' rooms are contaminated, the other areas of the living unit (classroom, courtyard, other rooms) may be temporarily utilized to successfully secure the unit until the contaminated area can be cleaned. Once the affected area of the unit has been cleaned, the residents will be returned to their rooms. After the Building Supervisor has evaluated the safety of the unit, they will decide what program changes will be necessary for the remainder of the day. While the unit is on maximum security, the staff involved in the incident will write their Incident Reports.
2. School Security: If OC spray is deployed in the classroom, staff not involved in the incident will secure all remaining residents to their rooms or living unit. The classroom will be closed until the Building Supervisor can evaluate the safety and security of the classroom and direct classroom cleanup prior to re-

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC) opening for instruction. Staff involved in the incident will request support, if needed, so they may write their Incident Reports.

3. Gym Security: If OC spray is deployed in the gymnasium, staff not involved in the incident will remove each group from the gymnasium in a safe and secure manner. Staff will direct the residents away from the contaminated area of the gym until it is appropriate to return the residents to the living unit. The gymnasium will be closed until the Building Supervisor can evaluate the safety and security of the gymnasium and direct clean-up. Staff involved in the incident will request additional support, if necessary, so they may complete their Incident Reports.
- G. Outside of Juvenile Hall: Home Supervision, Transportation, and other staff working outside the Juvenile Hall may use a chemical agent within the guidelines listed above. There must be imminent risk to the safety of staff or others and alternative means of controlling the situation are either unavailable or inappropriate. Such a situation might arise when staff members or police officers are involved in an arrest that turns dangerous. During an arrest it may also be used at the request of a police officer and should be documented as such. Field staff may use OC when their safety is in danger from an attacking animal.

III. Documentation

- A. Any time that any staff deploys a chemical agent, that staff shall report the incident on a Special Incident Report and a Use of Chemical Agent Report. These documents shall be completed and given to the Building Supervisor by staff deploying the chemical agent prior to the staff leaving duty. All staff witnessing the deployment of a chemical agent shall document their involvement in the incident and their observation on a Special Incident Report. All reports will then be forwarded to the Superintendent.

Special Incident Reports are official Probation Department documents and may become Official Court documents. Staff are directed to be accurate and thorough in reporting special incidents.

Reports shall depict:

1. A clean and factual rationale for the use of OC.
2. A description of how OC was used and the results obtained.
3. A complete description of aftercare procedures and/or medical treatment.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

- B. After any OC use, the Building Supervisor on duty shall discuss the incident with the staff involved, evaluate staff's response, and give staff feedback on their actions. The Building Supervisor will report any unusual issues regarding the incident to the Chief Deputy.

IV. Where Chemical Agents May Be Deployed

- A. Chemical agents shall only be used by staff who are on duty, are in the performance of their duty, and authorized to deploy OC.
- B. Chemical agents shall not be used in any medical area or in any courtroom.

V. Aftercare Procedures:

- A. The following procedures shall be followed after an individual has been sprayed with OC in Juvenile Hall or sprayed outside of the Juvenile Hall by Probation staff and transported to Juvenile Hall:

1. The Nursing Office and Building Supervisor shall be notified of the incident.
2. As soon as practical, flush face and contaminated areas with cold water. For maximum results, total flushing in a shower with the individual's clothes on is recommended.
3. The individual shall be evaluated by Juvenile Hall Nursing staff to determine the necessary level of follow-up medical care.
4. Place resident in the shower and apply cool water using the hose in the closet next to the shower. Once the resident has been thoroughly decontaminated, remove handcuffs and provide clean dry clothing. If resident is non-compliant, he/she is to remain cuffed in the shower until it is safe to remove restraints. The resident is to be escorted to his/her room after dressed.

If two people are involved, the most compliant resident will be decontaminated on the sister unit. Handcuff, escort through the console area to shower, and follow instructions above under no. 4. Resident is to be handcuffed and returned to the assigned living room through the hallway.

5. Re-issue clean clothing.
6. All contaminated areas, i.e., floors, counter tops, mattresses, etc., shall be thoroughly cleaned with soap and water.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

7. Depending on the circumstances and the needs of the individual resident, a Mental Health referral may be appropriate.

VI. Supplies and Storage:

A. OC shall be stored and maintained at Juvenile Hall in the following manner:

1. Three or four canisters shall be kept on each living unit for use by authorized staff. The Unit Supervisor shall ensure the equipment is maintained in working order and only authorized personnel are issued OC. When not in use, the OC canisters shall be kept in a locked and clearly marked storage cabinet on the unit.
2. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
3. Canisters shall be stored in the Building Supervisor's locked file cabinet to serve as backup supply for all units. The Building Supervisors shall ensure that OC is secured in the office in a clearly marked, locked cabinet and that it is maintained in working order.
4. Six canisters of OC shall be kept in the Transportation Office for use by authorized staff. The Transportation Unit supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in the Transportation Office.
5. All Lead Counselors shall take a count of the OC canisters supplied to their unit and shall log the number in the Unit Log. This procedure shall occur when Lead Counselors come on duty and when they are relieved at shift change. The Graveyard Shift Supervisor or Lead Counselor shall also follow this procedure and ensure that all canisters are accounted for on the living units.
6. Six canisters of OC shall be kept in the HS/JEM office for use by authorized staff. The Home Supervision Supervisor shall ensure that the equipment is maintained in working order and that only authorized personnel are issued chemical agents (OC). When not in use, OC canisters will be stored in a clearly marked, locked drawer in the Home Supervision Office.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

7. HS/JEM staff will document, in the Unit Log Book, which canister they have in their possession. The last permanent Probation Counselor to leave the office shall count the canisters and document the number in the Unit Log Book. This staff will also account for any missing canisters and notate this in the unit log-book. The Building Supervisor shall be notified if any canisters are missing. He/she shall call the staff member who has the missing canister and leave a note for the Home Supervision Supervisor to take needed action.
8. OC canister holders shall be supplied to all staff authorized to carry OC.
9. OC shall not be removed from the building or taken home by staff.
10. All OC canisters that have been used will be turned into the Building Supervisor for replacement. The Building Supervisor will empty the remainder of the can on the ground outside of the building and then discard the canister.
11. The shelf life of the OC canisters is four years from the manufacture date. Canisters that are past this date shall be turned into the Building Supervisor for new canisters.

VII. Miscellaneous:

- A. No chemical agent (OC) shall be used in the Juvenile Hall by authorized staff unless the chemical agent has been certified by the Department of Justice as acceptable (12450 P.C.)
- B. Employees observing violation(s) of this policy shall report the occurrence to the Building Supervisor.

APPROVED BY:

Bruce Pelle, Juvenile Institution Superintendent
Juvenile Hall

Date

CONTRA COSTA COUNTY
PROBATION DEPARTMENT
JUVENILE HALL

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POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

REFERENCE: Title 15, Section 1357

AUTHORITY: The use of chemical agents, commonly referred to as tear gas and OC spray, is permitted under the provisions of sections 830.5 and 12401 through 12404 of the California Penal Code. Under provision of law, the County Probation Officer may authorize the use of chemical agents by the personnel of the Contra Costa County Probation Department.

POLICY: The use of chemical agents shall be authorized for use only as provided for in Probation Department policy.

PROCEDURE:

I. Staff authorized to deploy chemical agents:

A. The Director of Juvenile Hall shall designate the staff who are authorized to use chemical agents. All staff authorized to carry OC will sign the "Authorization to Deploy OC Spray" form. In order to be authorized to use chemical agents, staff shall:

1. Be a permanent employee with peace officer status.
2. Be an on-call employee who has met the following criteria:
 - a. Completed both Juvenile Institution Officer (JIO) CORE training and P.C. 832 training.
 - b. Completed a minimum of 1040 hours.
 - c. Upon completion of a written review and recommendation of their supervisor.
 - d. Upon review and approval of the Juvenile Hall Director.
 - e. Any on-call employees authorized to carry O.C. spray may have that privilege rescinded by any supervisor, at any time, subject to review by the Director.
3. Have completed a STC certified chemical agents training course.

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4. Be on duty and designated as staff to be in the possession of the chemical agent.
 5. Attend yearly refresher training, which includes the limitations of use, potential dangers of use, authorization of use and "how to" instructions.
 6. Honorably retired former permanent staff who maintains the necessary level of training with the approval of the Director.
- B. Staff who meet the above mentioned criteria, may be authorized to possess and use chemical agents, while on duty.

II. Criteria for Deployment of Chemical Agents

- A. Chemical agents may be used as a force to control and restrain youth displaying violent behavior when such behavior presents a clear and present danger to other youth and/or staff. Before chemical agents are used, consideration must be given to the gravity of the situation, the present danger of injury to persons and/or property damage, and the possible consequences of use. Prior to the use of chemical agents, staff shall provide clear instructions to the youth or person regarding the expected behavior and a reasonable effort shall be made to verbally persuade voluntary compliance.
- B. Chemical agents shall not be used for punishment, retaliation, or disciplinary purposes.
- C. Chemical agents shall only be used when there is imminent risk of injury to youth or staff. An example of imminent risk would be combatant youth that fail to respond to verbal commands or a youth who is advancing towards staff despite staff backing away from the youth.

Absent a situation of imminent risk, staff shall always use verbal diffusion and/or a show of force by activating the emergency code system.

In the event that there is a situation of imminent risk, and staff does not possess a chemical agent or the chemical agent cannot be safely deployed, staff shall use Management of Assaultive Behavior techniques and mechanical restraints to protect youth and staff from injury.

In all situations where physical force or a chemical agent may be used, the emergency code system shall be activated by the staff involved with the incident.

- D. Chemical agents and/or physical force shall not be used in situations involving a defiant youth that does not pose an imminent risk (Please refer to Policy Bulletin 520 – Defiant Residents).
- E. Some example of times to use OC may include, but are not limited to:
 - 1. There is an immediate danger to staff or youth due to the violent and uncontrollable behavior of one or more youth. This does not include a youth that has taken an aggressive stance, but is not advancing on staff or other youth.
 - 2. A weapon is being used by a youth to assault another person or to attempt an escape.
 - 3. Efforts are made by a youth to overpower staff.
 - 4. A youth is attempting to escape and other measures are inappropriate or unavailable.
 - 5. The use of OC is necessary to successfully intervene in a suicide attempt and protect the well being of a youth.
- F. Responsibilities of staff not directly involved in OC spray incident:
 - 1. Unit Security: When OC spray is used, staff not directly involved in the incident will secure all remaining youth in their rooms. The housing unit will be on maximum security until the Building Supervisor can evaluate the safety and security of the unit and determine the contaminated area(s) are cleaned. Staff will not secure youth in areas where OC spray has been used. If the youths' rooms are contaminated, other areas of the housing unit (classroom, courtyard, other rooms) may be temporarily utilized to successfully secure the unit until the contaminated area can be cleaned.

Once the affected area of the unit has been cleaned, the youth will be returned to their rooms. After the Building Supervisor has evaluated the

safety of the unit, they will decide what program changes will be necessary for the remainder of the day. While the unit is on maximum security, the staff involved in the incident will write their Incident Reports.

2. School Security: If OC spray is deployed in the classroom, staff not involved in the incident will secure all remaining youth to their rooms or housing unit. The classroom will be closed until the Building Supervisor can evaluate the safety and security of the classroom and direct classroom cleanup prior to re-opening for instruction. Staff involved in the incident will request support, if needed, so they may write their Incident Reports.
 3. Gym Security: If OC spray is deployed in the gymnasium, staff not involved in the incident will remove each group from the gymnasium in a safe and secure manner. Staff will direct the youth away from the contaminated area of the gym until it is appropriate to return the youth to the housing unit. The gymnasium will be closed until the Building Supervisor can evaluate the safety and security of the gymnasium and direct clean-up. Staff involved in the incident will request additional support, if necessary, so they may complete their Incident Reports.
- G. Outside of Juvenile Hall: Home Supervision, Transportation, and other staff working outside the Juvenile Hall may use a chemical agent within the guidelines listed above. There must be imminent risk to the safety of staff or others and alternative means of controlling the situation are either unavailable or inappropriate. Such a situation might arise when staff members or police officers are involved in an arrest that turns dangerous. During an arrest OC spray may also be used at the request of a police officer and should be documented as such. Field staff may use OC when their safety is in danger from an attacking animal.

III. Documentation

- A. Any time that any staff deploys a chemical agent, that staff shall report the incident on a Special Incident Report and a Use of Chemical Agent Report. These documents shall be completed and given to the Building Supervisor by staff deploying the chemical agent prior to the staff leaving duty. All staff witnessing the deployment of a chemical agent shall document their

involvement in the incident and their observations on a Special Incident Report. All reports will then be forwarded to the Director.

- B. Special Incident Reports are official Probation Department documents and may become Official Court documents. Staff are directed to be accurate and thorough in reporting special incidents.

Reports shall depict:

1. A clear and factual rationale for the use of OC.
 2. A description of how OC was used and the results obtained.
 3. A complete description of aftercare procedures and/or medical treatment.
- C. After any OC use, the Building Supervisor on duty shall discuss the incident with the staff involved, evaluate staff's response, and give staff feedback on their actions. The Building Supervisor will report any unusual issues regarding the incident to the Director.

IV. Where Chemical Agents May Be Deployed

- A. Chemical agents shall only be used by staff who are on duty, are in the performance of their duty, and authorized to deploy OC.
- B. Chemical agents shall not be used in any medical area or in any courtroom.

V. Aftercare Procedures:

- A. The following procedures shall be followed after a youth has been sprayed with OC in Juvenile Hall or sprayed outside of the Juvenile Hall by Probation staff and transported to Juvenile Hall:
 1. The Nursing Office and Building Supervisor shall be notified of the incident.

2. As soon as practical, flush face and contaminated areas with cold water. For maximum results, total flushing in a shower with the youth's clothes on is recommended.
3. The youth shall be evaluated by Juvenile Hall Nursing staff to determine the necessary level of follow-up medical care.
4. Place youth in the shower and apply cool water using the hose in the closet next to the shower. Once the youth has been thoroughly decontaminated, remove handcuffs and provide clean dry clothing. If the youth is non-compliant, he/she is to remain cuffed in the shower until it is safe to remove restraints. The youth is to be escorted to his/her room after dressed.

If two or more youth are involved, the most compliant youth will be decontaminated on the sister unit. Handcuff, escort through the console area to shower, and follow the above-mentioned instructions. The youth is to be handcuffed and returned to the assigned housing unit through the hallway.

5. Re-issue clean clothing.
6. All contaminated areas, i.e., floors, counter tops, mattresses, etc., shall be thoroughly cleaned with soap and water.
7. Depending on the circumstances and the needs of the individual youth, a Mental Health referral may be appropriate.

VI. Supplies and Storage:

A. OC shall be stored and maintained at Juvenile Hall in the following manner:

1. Three or four canisters shall be kept on each housing unit for use by authorized staff. The Unit Supervisor shall ensure the equipment is maintained in working order and only authorized personnel are issued OC. When not in use, the OC canisters shall be kept in a locked and clearly marked storage cabinet on the unit.

2. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
3. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
4. Canisters shall be stored in the Building Supervisor's locked file cabinet to serve as backup supply for all units. The Building Supervisors shall ensure that OC is secured in the office in a clearly marked, locked cabinet and that it is maintained in working order.
5. Six canisters of OC shall be kept in the Transportation Office for use by authorized staff. The Transportation Unit supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in the Transportation Office.
6. All Lead JIO's shall take a count of the OC canisters supplied to their unit and shall log the number in the Unit Log. This procedure shall occur when Lead JIO's come on duty and when they are relieved at shift change. The Graveyard Shift Supervisor or Lead JIO shall also follow this procedure and ensure that all canisters are accounted for on the living units.
7. Two canisters of OC shall be kept in the HS/JEM office for use by authorized staff. The Intake Supervisor shall ensure that the equipment is maintained in working order and that only authorized personnel are issued chemical agents (OC). When not in use, OC canisters will be stored in a clearly marked, locked drawer in the Intake Office.
8. OC canister holders shall be supplied to all staff authorized to carry OC.
9. OC shall not be removed from the building or taken home by staff.

10. All OC canisters that have been used will be turned into the Building Supervisor for replacement. The Building Supervisor will empty the remainder of the can on the ground outside of the building and then discard the canister.
11. The shelf life of the OC canisters is four years from the manufacture date. Canisters that are past this date shall be turned into the Building Supervisor for replacement.

VII. Miscellaneous:

- A. No chemical agent (OC) shall be used in the Juvenile Hall by authorized staff unless the chemical agent has been certified by the Department of Justice as acceptable (12450 P.C.)
- B. Employees observing violation(s) of this policy shall report the occurrence to the Building Supervisor.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

REFERENCE: Title 15, Section 1357

AUTHORITY: The use of chemical agents, commonly referred to as Oleoresin Capsicum (OC) spray, is permitted under the provisions of sections 830.5 and 12401 through 12404 of the California Penal Code (PC). Under provision of law, the County Probation Officer may authorize the use of chemical agents by the personnel of the Contra Costa County Probation Department.

POLICY: The use of chemical agents shall be authorized for use only as provided for in Probation Department policy.

PROCEDURE:

I. Staff authorized to deploy chemical agents:

A. The Director at Juvenile Hall or Director's designee shall designate the staff members who are authorized to use chemical agents. All staff members authorized to carry OC will sign the "Authorization to Deploy OC Spray" form. In order to be authorized to use chemical agents, the authorized staff members shall:

1. Be a permanent employee with peace officer status.
2. Be an on-call employee who has met the following criteria:
 - a. Completed both Juvenile Institution Officer (JIO) Core training and PC 832 training.
 - b. Completed a minimum of 1040 hours of employment as a JIO with the Probation Department.
 - c. Upon completion of a written review and recommendation of their supervisor.
 - d. Upon review and approval of the Chief Probation Officer and the Director.

- e. Any on-call employees authorized to carry OC spray may have that privilege rescinded by any supervisor, at any time, subject to review by the Director and Chief Probation Officer.
- 3. Have completed a STC certified chemical agents training course, which shall include knowledge of:
 - a. Department policies and procedure related to chemical; agent use
 - b. Known medical and behavioral health conditions that would contraindicate certain types of force
 - c. Acceptable chemical agents and the methods of application
 - d. Signs or Symptoms of chemical agent exposure which should result in an immediate referral to medical and/or behavioral health
 - e. Instruction on the Constitutional Limitations of Use of Force
 - f. Physical Training force options involving chemical agent use
 - g. Procedures for decontamination
- 4. Be on duty and designated as staff to be in the possession of the chemical agent.
- 5. Attend chemical agent yearly refresher training.
- 6. Be a retiree temporary staff who maintains the necessary level of training with the approval of the Chief Probation Officer and the Director.

II. Criteria for Deployment of Chemical Agents

- A. Chemical agents may only be used when there is an imminent threat to the youth's safety or the safety of others and only when de-escalation efforts have been unsuccessful or are not reasonably possible.

In the event that there is a situation of imminent threat, and staff does not possess a chemical agent or the chemical agent cannot be safely deployed, staff shall use Management of Assaultive Behavior techniques to protect youth and staff from injury.

- B. Chemical agents shall not be used for punishment, retaliation, or disciplinary purposes.

- C. In all situations where physical force or a chemical agent may be used, the emergency code system shall be activated by the staff involved with the incident.
- D. Chemical agents and/or physical force shall not be used in situations involving a defiant resident that does not pose an imminent threat (Please refer to Policy Bulletin 520 – Defiant Residents).

III. Responsibilities of staff not directly involved in OC spray incident:

- A. Unit Security: When OC spray is used, staff not directly involved in the incident will secure all remaining youth. The living unit will be evaluated for safety and security and the contaminated area(s) cleaned. STAFF WILL NOT SECURE YOUTH IN AREAS WHERE OC SPRAY HAS BEEN USED. If the youth's room is contaminated, other areas of the living unit (i.e. classroom, courtyard) may be temporarily utilized to successfully secure the youth until the contaminated area can be cleaned. Once the affected area of the unit has been cleaned, the Building Supervisor shall evaluate the safety of the unit and decide what program changes will be necessary for the remainder of the day. The youth will be returned to programming.
- B. School Security: If OC spray is deployed in the classroom, staff not involved in the incident will secure all remaining youth on the living unit. The classroom will be closed until the Building Supervisor can evaluate the safety and security of the classroom and direct classroom cleanup prior to re-opening for instruction.
- C. Gymnasium Security: If OC spray is deployed in the gymnasium, staff not involved in the incident will direct youth away from the contaminated area of the gymnasium until it is appropriate to return the youth to the living unit. Staff will proceed to remove youth from the gymnasium in a safe and secure manner. The gymnasium will be closed until the Building Supervisor can evaluate the safety and security of the gymnasium and direct clean-up. The Building Supervisor will decide what program changes will be necessary in the gymnasium and return the youth to gymnasium for activities, if possible.
- D. Outside of Juvenile Hall: Home Supervision, Transportation, and other staff working outside the Juvenile Hall may use a chemical agent within the guidelines

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

REFERENCE: Title 15, Section 1357

AUTHORITY: The use of chemical agents, commonly referred to as Oleoresin Capsicum (OC) spray, is permitted under the provisions of sections 830.5 and 12401 through 12404 of the California Penal Code (PC). Under provision of law, the County Probation Officer may authorize the use of chemical agents by the personnel of the Contra Costa County Probation Department.

POLICY: The use of chemical agents shall be authorized for use only as provided for in Probation Department policy.

PROCEDURE:

I. Staff authorized to deploy chemical agents:

A. The Director at Juvenile Hall or Director's designee shall designate the staff members who are authorized to use chemical agents. All staff members authorized to carry OC will sign the "Authorization to Deploy OC Spray" form. In order to be authorized to use chemical agents, the authorized staff members shall:

1. Be a permanent employee with peace officer status.
2. Be an on-call employee who has met the following criteria:
 - a. Completed both Juvenile Institution Officer (JIO) Core training and PC 832 training.
 - b. Completed a minimum of 1040 hours of employment as a JIO with the Probation Department.
 - c. Upon completion of a written review and recommendation of their supervisor.
 - d. Upon review and approval of the Chief Probation Officer and the Director.

- e. Any on-call employees authorized to carry OC spray may have that privilege rescinded by any supervisor, at any time, subject to review by the Director and Chief Probation Officer.
- 3. Have completed a STC certified chemical agents training course, which shall include knowledge of:
 - a. Department policies and procedure related to chemical; agent use
 - b. Known medical and behavioral health conditions that would contraindicate certain types of force
 - c. Acceptable chemical agents and the methods of application
 - d. Signs or Symptoms of chemical agent exposure which should result in an immediate referral to medical and/or behavioral health
 - e. Instruction on the Constitutional Limitations of Use of Force
 - f. Physical Training force options involving chemical agent use
 - g. Procedures for decontamination
- 4. Be on duty and designated as staff to be in the possession of the chemical agent.
- 5. Attend chemical agent yearly refresher training.
- 6. Be a retiree temporary staff who maintains the necessary level of training with the approval of the Chief Probation Officer and the Director.

II. Criteria for Deployment of Chemical Agents

- A. Chemical agents may only be used when there is an imminent threat to the youth's safety or the safety of others and only when de-escalation efforts have been unsuccessful or are not reasonably possible.

In the event that there is a situation of imminent threat, and staff does not possess a chemical agent or the chemical agent cannot be safely deployed, staff shall use Management of Assaultive Behavior techniques to protect youth and staff from injury.

- B. Chemical agents shall not be used for punishment, retaliation, or disciplinary purposes.

- C. In all situations where physical force or a chemical agent may be used, the emergency code system shall be activated by the staff involved with the incident.
 - D. Chemical agents and/or physical force shall not be used in situations involving a defiant resident that does not pose an imminent threat (Please refer to Policy Bulletin 520 – Defiant Residents).
- III. Responsibilities of staff not directly involved in OC spray incident:
- A. Unit Security: When OC spray is used, staff not directly involved in the incident will secure all remaining youth. The living unit will be evaluated for safety and security and the contaminated area(s) cleaned. STAFF WILL NOT SECURE YOUTH IN AREAS WHERE OC SPRAY HAS BEEN USED. If the youth's room is contaminated, other areas of the living unit (i.e. classroom, courtyard) may be temporarily utilized to successfully secure the youth until the contaminated area can be cleaned. Once the affected area of the unit has been cleaned, the Building Supervisor shall evaluate the safety of the unit and decide what program changes will be necessary for the remainder of the day. The youth will be returned to programming.
 - B. School Security: If OC spray is deployed in the classroom, staff not involved in the incident will secure all remaining youth on the living unit. The classroom will be closed until the Building Supervisor can evaluate the safety and security of the classroom and direct classroom cleanup prior to re-opening for instruction.
 - C. Gymnasium Security: If OC spray is deployed in the gymnasium, staff not involved in the incident will direct youth away from the contaminated area of the gymnasium until it is appropriate to return the youth to the living unit. Staff will proceed to remove youth from the gymnasium in a safe and secure manner. The gymnasium will be closed until the Building Supervisor can evaluate the safety and security of the gymnasium and direct clean-up. The Building Supervisor will decide what program changes will be necessary in the gymnasium and return the youth to gymnasium for activities, if possible.
 - D. Outside of Juvenile Hall: Home Supervision, Transportation, and other staff working outside the Juvenile Hall may use a chemical agent within the guidelines

listed above. Specifically, there must be imminent threat to the safety of staff or others and de-escalation efforts have been unsuccessful or are not reasonably possible before OC spray is deployed. Field staff may use OC spray when there is an imminent threat to their safety posed by an attacking animal.

IV. Documentation

- A. When any staff deploys a chemical agent, the staff shall document the incident on both an Incident Report and a Use of Chemical Agent Report. These documents shall be completed and given to the Building Supervisor by the staff deploying the chemical agent prior to the staff leaving duty. All staff witnessing the deployment of a chemical agent shall document their involvement in the incident and their observation on an Incident Report. All reports will then be forwarded to the Director.

Reports shall depict:

1. Youth and staff involved
 2. Date, time and location of OC spray use
 3. An articulate and factual reason for the use of OC spray
 4. Efforts to de-escalate prior to use
 5. Decontamination procedures which include medical treatment rendered
 6. Identification of any injuries sustained as the result of OC spray use
 7. Date and time of parent or legal guardian notification by the Building Supervisor.
- B. Following any OC spray use, the Building Supervisor on duty shall discuss the incident with the staff involved, evaluate staff's response, and give staff feedback on their actions. The Building Supervisor will report any unusual issues regarding the incident to the Director.

V. Where Chemical Agents May Be Deployed

- A. Chemical agents shall only be used by staff that are on duty, are in the performance of their duty, and authorized to deploy OC spray.
- B. Chemical agents shall not be used in any medical area or in any courtroom.

VI. Aftercare Procedures/Decontamination:

A. The following procedures shall be followed after an individual has been exposed to OC spray in Juvenile Hall or exposed outside of the Juvenile Hall by Probation staff and transported to Juvenile Hall:

1. The Medical unit and Building Supervisor shall be notified of the incident involving the use of OC spray the staff member using the OC spray.
2. As soon as practical, exposed youth shall have their face and other contaminated areas flushed with cold water. For maximum results, total flushing in a shower with the individual's clothes on is recommended.

Once the youth has been thoroughly decontaminated, the youth is to be provided clean dry clothing. The youth is to be escorted to his/her room after dressed.

If two youth are involved, the most compliant youth will be decontaminated on the sister unit. The youth shall be escorted through the console area to the shower. After being decontaminated, the youth is to be escorted to their assigned living room through the hallway.

3. The youth shall be evaluated by medical staff to determine the necessary level of follow-up medical care.
4. At no time will a youth exposed to chemical agents be left unattended until the youth is no longer suffering the effects of the chemical agent.
5. All contaminated areas (i.e., floors, counter tops, mattresses, etc.) shall be thoroughly cleaned.
6. Depending on the circumstances and the needs of the youth, a Mental Health referral may be appropriate.
7. As soon as practical, the youth's parent or legal guardian shall be notified of the OC exposure by the Building Supervisor. The notified of the OC exposure shall occur no later than 24 hours after exposure.

VII. Supplies and Storage:

A. OC spray shall be stored and maintained at Juvenile Hall in the following manner:

1. Three or four canisters shall be kept on each living unit for use by authorized staff. The Unit Supervisor shall ensure the equipment is maintained in working order and only authorized personnel are issued OC canisters. When not in use, the OC canisters shall be kept in a locked and clearly marked storage cabinet on the unit.
2. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
3. Canisters shall be stored in the Building Supervisor's locked file cabinet to serve as backup supply for all units. The Building Supervisors shall ensure that OC canisters are secured in the office in a clearly marked, locked cabinet and that it is maintained in working order.
4. Six canisters of OC spray shall be kept in the Transportation Office for use by authorized staff. The Transportation Unit supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in the Transportation Office.
5. All JIOs shall take a count of the OC canisters supplied to their unit and shall log the number in the Unit Log. This procedure shall occur when Lead JIOs come on duty and when they are relieved at shift change. The Graveyard Shift Supervisor or Lead JIOs shall also follow this procedure and ensure that all canisters are accounted for on the living units.
6. Two canisters of OC shall be kept in the Home Supervision office for use by authorized staff. The Home Supervision Supervisor shall ensure that the equipment is maintained in working order and that only authorized personnel are issued chemical agents (OC). When not in use, OC canisters will be stored in a clearly marked, locked drawer in the Home Supervision Office.

7. OC canister holders shall be supplied to all staff authorized to carry OC spray.
8. OC spray shall not be taken home by staff or removed from the building, unless assigned to completing tasks outside of the building.
9. All OC canisters that have been used will be turned into the Building Supervisor for replacement. The Building Supervisor will contact the Material Manager, or their designee, to dispose of the remainder of the OC container.
10. The shelf life of the OC canisters is five years from the manufacture date. Canisters which are past this date shall be turned into the Building Supervisor for replacement.

VIII. Use of Force Review Team

- A. The Director shall create a Use of Force Review Team to assess, evaluate and review incidents involving the use of chemical agents at the facility.
- B. The Use of Force Review Team shall be comprised of staff members appointed by the facility Director, which will include an OC instructor, an MAB instructor, an Institutional Supervisor, and a Building Supervisor.
- C. The Use of Force Review Team will convene monthly; however, the frequency of meetings may increase to account for an influx in incidents involving the use of chemical agents at the facility.
- D. The Use of Force Review Team will review Incident Reports generated following the use of a chemical agent. Any staff member who authors an incident report and/or witnesses the use of chemical agents may be asked to participate in the Use of force team meeting to provide clarification regarding an incident.
- E. The Use of Force Review Team will make appropriate review and comments and will forward a report of their review and comments to the Director following each team meeting.

VIII. Miscellaneous:

- A. No chemical agent shall be used in the Juvenile Hall by authorized staff unless the chemical agent has been certified by the Department of Justice as acceptable (PC 12450)

The Department authorizes First Defense MK-4 .2% stream spray with a net weight of 3 ounces.

- B. Employees observing violation(s) of this policy shall report the occurrence to the Building Supervisor immediately.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

REFERENCE: Title 15, Section 1357

AUTHORITY: The use of chemical agents, commonly referred to as tear gas and OC spray, is permitted under the provisions of sections 830.5 and 12401 through 12404 of the California Penal Code. Under provision of law, the County Probation Officer may authorize the use of chemical agents by the personnel of the Contra Costa County Probation Department.

POLICY: The use of chemical agents shall be authorized for use only as provided for in Probation Department policy.

PROCEDURE:

I. Staff authorized to deploy chemical agents:

A. The Chief Deputy at Juvenile Hall shall designate the staff who are authorized to use chemical agents. All staff authorized to carry OC will sign the "Authorization to Deploy OC Spray" form. In order to be authorized to use chemical agents, staff shall:

1. Be a permanent employee with peace officer status.
2. Be an on-call employee who has met the following criteria:
 - a. Completed both Probation Counselor CORE training and P.C. 832 training.
 - b. Completed a minimum of 1040 hours.
 - c. Upon completion of a written review and recommendation of their supervisor.
 - d. Upon review and approval of the Chief Deputy Probation Officer and the Superintendent.
 - e. All on-call employees who are authorized to carry O.C. spray must maintain their hiring eligibility by remaining on Band A of the active hiring list. Should they fail to maintain their hiring eligibility their authorization to carry O.C. spray will be rescinded.
 - f. Any on-call employees authorized to carry O.C. spray may have that privilege rescinded by any supervisor, at any time, subject to review by the Superintendent and Chief Deputy Probation Officer.
3. Have completed a STC certified chemical agents training course.
4. Be on duty and designated as staff to be in the possession of the chemical agent.

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5. Attend yearly refresher training, which includes the limitations of use, potential dangers of use, authorization of use and "how to" instructions.
 6. Honorably retired former permanent staff who maintains the necessary level of training with the approval of the Chief Deputy Probation Officer and the Superintendent.
- B. Staff who meet the above mentioned criteria, may be authorized to possess and use chemical agents, while on duty.

II. Criteria for Deployment of Chemical Agents

- A. Chemical agents may be used as a force to control and restrain residents displaying violent behavior when such behavior presents a clear and present danger to other residents and/or staff. Before chemical agents are used, consideration must be given to the gravity of the situation, the present danger of injury to person and/or property damage, and the possible consequences of use. Prior to the use of chemical agents, staff shall provide clear instructions to the resident or person regarding the expected behavior and a reasonable effort shall be made to verbally persuade voluntary compliance.
- B. Chemical agents shall not be used for punishment, retaliation, or disciplinary purposes.
- C. Chemical agents shall only be used when there is imminent risk of injury to residents or staff. An example of imminent risk would be combatant residents that fail to respond to verbal commands or a resident who is advancing towards staff despite staff backing away from the resident.

Absent a situation of imminent risk, staff shall always use verbal diffusion and/or a show of force by activating the emergency code system.

In the event that there is a situation of imminent risk, and staff does not possess a chemical agent or the chemical agent cannot be safely deployed, staff shall use Management of Assaultive Behavior techniques and mechanical restraints to protect residents and staff from injury.

In all situations where physical force or a chemical agent may be used, the emergency code system shall be activated by the staff involved with the incident.

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D. Chemical agents and/or physical force shall not be used in situations involving a defiant resident that does not pose an imminent risk (Please refer to Policy Bulletin 520 – Defiant Residents).

E. Some example of times to use OC may include, but are not limited to:

1. There is an immediate danger to staff or residents due to the violent and uncontrollable behavior of one or more residents. This does not include a minor that has taken an aggressive stance, but is not advancing on staff or other residents.
2. A weapon is being used by a resident to assault another person or to attempt an escape.
3. Efforts are made by a resident to overpower staff.
4. A resident is attempting to escape and other measures are inappropriate or unavailable.
5. The use of OC is necessary to successfully intervene in a suicide attempt and protect the well being of a resident.

F. Responsibilities of staff not directly involved in OC spray incident:

1. Unit Security: When OC spray is used, staff not directly involved in the incident will secure all remaining residents in their rooms. The living unit will be on maximum security until the Building Supervisor can evaluate the safety and security of the unit and determine the contaminated area(s) are cleaned. **STAFF WILL NOT SECURE RESIDENTS IN AREAS WHERE OC SPRAY HAS BEEN USED.** If the residents' rooms are contaminated, the other areas of the living unit (classroom, courtyard, other rooms) may be temporarily utilized to successfully secure the unit until the contaminated area can be cleaned. Once the affected area of the unit has been cleaned, the residents will be returned to their rooms. After the Building Supervisor has evaluated the safety of the unit, they will decide what program changes will be necessary for the remainder of the day. While the unit is on maximum security, the staff involved in the incident will write their Incident Reports.
2. School Security: If OC spray is deployed in the classroom, staff not involved in the incident will secure all remaining residents to their rooms or living unit. The classroom will be closed until the Building Supervisor can evaluate the safety and security of the classroom and direct classroom cleanup prior to re-

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3. Gym Security: If OC spray is deployed in the gymnasium, staff not involved in the incident will remove each group from the gymnasium in a safe and secure manner. Staff will direct the residents away from the contaminated area of the gym until it is appropriate to return the residents to the living unit. The gymnasium will be closed until the Building Supervisor can evaluate the safety and security of the gymnasium and direct clean-up. Staff involved in the incident will request additional support, if necessary, so they may complete their Incident Reports.

- G. Outside of Juvenile Hall: Home Supervision, Transportation, and other staff working outside the Juvenile Hall may use a chemical agent within the guidelines listed above. There must be imminent risk to the safety of staff or others and alternative means of controlling the situation are either unavailable or inappropriate. Such a situation might arise when staff members or police officers are involved in an arrest that turns dangerous. During an arrest it may also be used at the request of a police officer and should be documented as such. Field staff may use OC when their safety is in danger from an attacking animal.

III. Documentation

- A. Any time that any staff deploys a chemical agent, that staff shall report the incident on a Special Incident Report and a Use of Chemical Agent Report. These documents shall be completed and given to the Building Supervisor by staff deploying the chemical agent prior to the staff leaving duty. All staff witnessing the deployment of a chemical agent shall document their involvement in the incident and their observation on a Special Incident Report. All reports will then be forwarded to the Superintendent.

Special Incident Reports are official Probation Department documents and may become Official Court documents. Staff are directed to be accurate and thorough in reporting special incidents.

Reports shall depict:

1. A clean and factual rationale for the use of OC.
2. A description of how OC was used and the results obtained.
3. A complete description of aftercare procedures and/or medical treatment.

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- B. After any OC use, the Building Supervisor on duty shall discuss the incident with the staff involved, evaluate staff's response, and give staff feedback on their actions. The Building Supervisor will report any unusual issues regarding the incident to the Chief Deputy.

IV. Where Chemical Agents May Be Deployed

- A. Chemical agents shall only be used by staff who are on duty, are in the performance of their duty, and authorized to deploy OC.
- B. Chemical agents shall not be used in any medical area or in any courtroom.

V. Aftercare Procedures:

- A. The following procedures shall be followed after an individual has been sprayed with OC in Juvenile Hall or sprayed outside of the Juvenile Hall by Probation staff and transported to Juvenile Hall:
 - 1. The Nursing Office and Building Supervisor shall be notified of the incident.
 - 2. As soon as practical, flush face and contaminated areas with cold water. For maximum results, total flushing in a shower with the individual's clothes on is recommended.
 - 3. The individual shall be evaluated by Juvenile Hall Nursing staff to determine the necessary level of follow-up medical care.
 - 4. Place resident in the shower and apply cool water using the hose in the closet next to the shower. Once the resident has been thoroughly decontaminated, remove handcuffs and provide clean dry clothing. If resident is non-compliant, he/she is to remain cuffed in the shower until it is safe to remove restraints. The resident is to be escorted to his/her room after dressed.

If two people are involved, the most compliant resident will be decontaminated on the sister unit. Handcuff, escort through the console area to shower, and follow instructions above under no. 4. Resident is to be handcuffed and returned to the assigned living room through the hallway.
 - 5. Re-issue clean clothing.
 - 6. All contaminated areas, i.e., floors, counter tops, mattresses, etc., shall be thoroughly cleaned with soap and water.

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7. Depending on the circumstances and the needs of the individual resident, a Mental Health referral may be appropriate.

VI. Supplies and Storage:

A. OC shall be stored and maintained at Juvenile Hall in the following manner:

1. Three or four canisters shall be kept on each living unit for use by authorized staff. The Unit Supervisor shall ensure the equipment is maintained in working order and only authorized personnel are issued OC. When not in use, the OC canisters shall be kept in a locked and clearly marked storage cabinet on the unit.
2. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
3. Canisters shall be stored in the Building Supervisor's locked file cabinet to serve as backup supply for all units. The Building Supervisors shall ensure that OC is secured in the office in a clearly marked, locked cabinet and that it is maintained in working order.
4. Six canisters of OC shall be kept in the Transportation Office for use by authorized staff. The Transportation Unit supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in the Transportation Office.
5. All Lead Counselors shall take a count of the OC canisters supplied to their unit and shall log the number in the Unit Log. This procedure shall occur when Lead Counselors come on duty and when they are relieved at shift change. The Graveyard Shift Supervisor or Lead Counselor shall also follow this procedure and ensure that all canisters are accounted for on the living units.
6. Six canisters of OC shall be kept in the HS/JEM office for use by authorized staff. The Home Supervision Supervisor shall ensure that the equipment is maintained in working order and that only authorized personnel are issued chemical agents (OC). When not in use, OC canisters will be stored in a clearly marked, locked drawer in the Home Supervision Office.

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7. HS/JEM staff will document, in the Unit Log Book, which canister they have in their possession. The last permanent Probation Counselor to leave the office shall count the canisters and document the number in the Unit Log Book. This staff will also account for any missing canisters and notate this in the unit log-book. The Building Supervisor shall be notified if any canisters are missing. He/she shall call the staff member who has the missing canister and leave a note for the Home Supervision Supervisor to take needed action.
8. OC canister holders shall be supplied to all staff authorized to carry OC.
9. OC shall not be removed from the building or taken home by staff.
10. All OC canisters that have been used will be turned into the Building Supervisor for replacement. The Building Supervisor will empty the remainder of the can on the ground outside of the building and then discard the canister.
11. The shelf life of the OC canisters is four years from the manufacture date. Canisters that are past this date shall be turned into the Building Supervisor for new canisters.

VII. Miscellaneous:

- A. No chemical agent (OC) shall be used in the Juvenile Hall by authorized staff unless the chemical agent has been certified by the Department of Justice as acceptable (12450 P.C.)
- B. Employees observing violation(s) of this policy shall report the occurrence to the Building Supervisor.

APPROVED BY:

Bruce Pelle, Juvenile Institution Superintendent
Juvenile Hall

Date

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PROBATION DEPARTMENT
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SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

POLICY AND PROCEDURE

SUBJECT: RESIDENT ROOM EXTRACTION PROCEDURE

REFERENCE: Title 15, Sections 1327, 1357 & 1358

POLICY:

On occasion, staff may have to physically remove residents from their assigned rooms for safety and security purposes. During these times, staff shall follow the proper protocol to safely remove the resident(s) from their room. The following shall be the procedure that all staff shall follow:

The room removal shall be a strategic and coordinated removal of youth, against their will, regardless of whether or not the youth is compliant. The least restrictive force is to be used.

PROCEDURE: A Cell Extraction Response Team (CERT) will be used to extract residents from their rooms. The cell extraction will be coordinated so as to minimize the risk of injury to the staff and residents.

WHEN TO EXTRACT:

The resident(s) shall be extracted from their room when:

- a. A youth presents an imminent threat to them self and/or roommate.
- b. A youth is barricading their door.
- c. A youth is blocking their window and refuses to unblock it after two or three requests to remove the item(s) that are blocking the window. If the resident(s) becomes unresponsive toward staff while the window remains blocked, a Code 3 response shall be initiated and the room will be entered as soon as possible.

RESPONSE PROCEDURE FOR EXTRACTIONS:

The facility CERT response procedure:

- a. The Building Supervisor shall be notified by unit staff that a CERT response is requested and the reasons why the CERT response is needed.
- b. The Building Supervisor shall call, via their radio, "Code 3 CERT Response" to the designated unit.

- c. All Institutional Supervisor I's (IS I's) will respond to monitor the event. Central Control will position cameras on the room. An IS I will respond with a video camera. In the absence of an IS I the Building Supervisor will designate a Probation Counselor to get the video camera and document the extraction.
- d. An IS I shall designate a Lead CERT member. In the absence of an IS I the Building Supervisor will designate a Lead CERT member. The Lead CERT member will be responsible for assuring that all CERT equipment is brought to the incident, selecting the CERT staff, and designating their positions on the 4 or 5 member team. The Lead CERT member will designate which position they will occupy on the team. Team members are assigned as follows:
 - 1. #1 member - Shield
 - 2. #2 member - OC deployment and resident control.
 - 3. #3 and #4 members - resident control
 - 4. #5 member – Equipment removal and resident control as needed.
- e. All on scene Probation staff must be equipped with a 911 tool, blue rubber gloves, face mask, O.C. (if trained), and handcuffs.
- f. Negotiations will be ongoing while the CERT members are getting prepared.
- g. While the CERT members are getting prepared the Lead CERT member will state the name and position of each CERT member to the video camera.
- h. If negotiations fail the IS I will direct the Lead CERT staff member to initiate a room extraction. There should be a "final statement" or signal to staff that they are about to enter. The statement could be, "Is there anything that I/we can do to get you to cooperate." This should be in line with the Probation Department's "USE OF FORCE" Policy.
- i. The IS I in charge will assure that only the CERT members enter the room unless there is a need for extra support staff. The IS I(s) will not become physically engaged in the incident. The CERT members will have their mask in place, blue gloves on, O.C. gas ready to deploy and the police shield ready.
- j. In the absence of an IS I the Lead CERT staff member will direct a Juvenile Institution Officer to call the Building Supervisor and request authorization to enter the room.

PROCEDURE FOR ENTERING THE ROOM:

- a. The CERT members will enter the room in single file following the #1 CERT member with the shield. When the situation allows the #1 CERT member will communicate the location of the resident before the room is entered.
- b. The #2 CERT member shall break to the right or left of the shield depending on where the resident is located.
- c. The #3 CERT member will break to the opposite direction of the CERT #2 member.
- d. The #4 CERT member will break to the opposite direction of the #3 CERT member unless the incident determines otherwise.

- e. The #5 CERT member will control the resident lower extremities if needed. The #5 CERT member will also be responsible for the removal of the shield from the room.
- f. All proper MAB techniques shall be used to control the resident. When a CERT member has control of an arm they shall announce this to the rest of the CERT members. When handcuffs are being applied the CERT member applying the handcuffs will announce this to the rest of the CERT members.
- g. When the resident becomes cooperative and compliant the CERT members shall remove the resident from the room.

AFTER CARE PROCEDURES:

- a. Once removed from the room, if needed, the resident shall be decontaminated in the unit showers. The medical staff shall be called to check the resident for any injuries that may have been sustained prior to or during the room removal. At the direction of the Building Supervisor photos shall be taken of any injuries.
- b. The Building Supervisor shall contact the resident's parents if O.C. spray has been used.
- c. Referrals will be made to mental health, if needed.
- d. Incident Reports shall be written as soon as possible and prior to leaving the shift.

BUILDING OPERATIONS:

- a. All building operations will stop on the housing units until the "Unit All Clear" and "Sierra All Clear" has been announced.

WHEN TWO RESIDENTS ARE PRESENT:

- a. The above procedure will remain the same.
- b. O.C. gas shall be deployed by one, and if necessary two staff, depending on the circumstances.
- c. Staff may need two shields before entering a resident's room.
- d. Additional staff may have to enter the room to get control of the situation. The on-duty IS I will determine if any additional staff are needed and direct staff accordingly. No more than six Probation staff shall be allowed inside of a resident's room unless there is a need for extra support staff.

POLICY AND PROCEDURE

SUBJECT: Use of Force

REFERENCE: Title 15, Sections 1357, 1358, 1363.

POLICY:

It is the policy of the Contra Costa County Probation Department that use of force shall never be applied as punishment, discipline or treatment. Staff members may utilize only those control and restraint techniques and devices, which are approved and provided by the Department and in which an employee has received approved training. Youth shall not be physically or chemically restrained in situations where control can be gained through the use of command presence, rapport, counseling or dialogue.

The Department recognizes that staff may have to use force to ensure the safety of youth and others. The use of force is restricted to circumstances authorized by law and only to the level necessary to accomplish a lawful probation task in accordance with established policies.

It is the policy of this Department to use the least restrictive interventions, including verbal interventions, in order to minimize the use of force. Staff must attempt to de-escalate incidents without force whenever reasonably practical, including when youth are non-compliant.

The amount or degree of force appropriate in any given situation cannot be defined to satisfy every possible situation that staff may encounter. The Department recognizes that staff's decisions may be impacted by the time available to evaluate and respond to changing circumstances, in order to effectively and humanely bring the incident/situation under control and/or to prevent serious harm to the individual, staff or others.

All staff are provided with equipment, training and skills to assist in the supervision and control of youth in the institution. Any force applied by staff will be in accordance with trained principles. Non-approved techniques may only be used in life-threatening situations.

PROCEDURE:

I. Definitions

- A. Use of Force: An immediate means to overcome resistance to control the threat of imminent harm to self or others, or to bring an incident under control for the safety of staff, youth and others.
- B. Reasonable Use of Force: Force used that is necessary and objectively reasonable given the facts and circumstances of the particular incident or event as judged from the perspective of an objectively reasonable officer on the scene at the time of the incident.
- C. Non-Compliant Situation: A situation which a reasonable person would conclude from the available information that immediate use of force is not necessary and the failure to act or delay action would not result in harm to staff or others, an escape, significant self-inflicted injuries or substantial destruction of property.
- D. Excessive Force: The use of more force than an objective, trained, and competent Peace Officer, faced with similar facts and circumstances would use to subdue an attacker, overcome resistance, effect custody, or gain compliance with a lawful order.
- E. Non-Deadly Force: A use of force option, which is greater than verbal persuasion, but less than force that is likely to result in death.
- F. Deadly Force: Any use of force that would reasonably tend to result in death or serious bodily injury. Deadly force is only permitted when necessary to protect oneself or others from death or great bodily injury.
- G. Emergency Situation: A situation in which a reasonable staff would conclude from the available information that immediate action and/or use of force may be necessary and failure to act or delay action is likely to result in injury to staff or other persons, an escape, a riotous situation, significant self-inflicted injuries, suicide or substantial destruction of property.
- H. Non-approved Techniques: Any technique, control method, or physical restraint that has not been both approved and trained by the Probation Department. Examples of non-approved techniques are choking, hitting, kicking, spanking, punching, slapping,

hog-tying (list is non-inclusive). Non-approved techniques are prohibited for use, except in life-threatening situations.

Additional definitions can be found in Juvenile Hall Bulletin #11-Definitions

II. Procedures and Guidelines:

A. Level of Force

1. Staff should always perform their job in a manner that minimizes the need for physical force and maximizes voluntary compliance from youth. The level of force selected is always based on what is objectively reasonable to staff given the youth and the circumstances. The appropriate level of force used by a staff may escalate or deescalate, depending on whether there are changing circumstances and/or changes in the behavior of the youth. Thus, the process is fluid, requiring staff to constantly evaluate and react in a professional manner.
2. Physical force shall never be used to retaliate against a youth, punish a youth, or discipline a youth. When using physical force, staff must not allow anger or emotions to cause a loss of control.
3. While various degrees of force exist, staff are expected to use only that degree of force reasonable under the circumstances to ensure the safety of youth and others. Moreover, reasonable force should only be used when less restrictive methods have failed.

B. Force Options

Staff encountering emergency situations involving youth have the following options available to them to gain compliance from the youth:

1. Non-Physical Options:
 - a. Command Presence;
 - b. Counseling/Verbal diffusion;
 - c. Staff Switching;
 - d. Show of Force (Calling a Code); and
 - e. Verbal Commands.

2. Physical Options:

- a. Guiding Touch;
- b. Chemical Agents;
- c. Management of Assaultive Behavior (MAB) techniques; and
- d. Physical Restraints Devices.

3. The above options are not to be construed as meaning that the options are to be used only in the order listed. Circumstances may dictate that staff may move between force options as appropriate. In every case, staff should be looking for the least restrictive means appropriate for the situation and use their best judgment to what is objectively reasonable given the youth and the circumstances.

4. Command Presence: The use of physical presence and official authority to attempt to gain compliance.

5. Counseling/ Verbal diffusion: An option available to staff to deescalate a situation using communication, counseling and /or negotiation.

6. Staff Switching: The technique of attempting to gain a youth's compliance through counseling while using different staff.

7. Show of Force: Command presence of multiple staff with a youth using communicative intervention as a deterrent to the use of force.

8. Verbal Commands: An option available to staff is to give youth clear, concise, and simple instructions, adding to the staff's ability to gain control of a situation.

9. Guiding Touch: Physical contact with a youth that involves a level of contact less than a firm grip. Examples include, but are not limited to, open hand on shoulder and loose grip on youth's arm for purposes of movement. Supervisory permission to apply a guiding touch should be received prior to application.

10. Chemical Agents: The authorized utilization of Oleoresin Capsicum (OC) Spray or other approved chemical agents on a youth to control,

restrain or subdue imminent or actual violent behavior where such behavior presents a clear danger to any person.

11. Management of
Assaultive Behavior
(MAB) Techniques:

Department approved weaponless defensive tactics, maneuvers, and control holds used to subdue, restrain or escape from violent/out of control youth. Physical techniques, such as *Bar Arm, Wrist Lock, Figure Four, etc.*, are used to restrict the normal movement and function of the body or portion of the body.

12. Physical Restraint
Devices:

Devices that restricts the normal movement and function of the body or portion of the body, i.e. handcuffs.

C. Factors to consider:

When determining whether or not to apply any level of force and evaluating if a staff used reasonable force, a number of factors should be taken into consideration. These factors include, but are not limited to:

1. The conduct of the youth being confronted (as reasonably perceived by staff at the time);
2. Staff/Youth factors: Age, size, relative strength, skill level, sophistication, ratio of staff to youth;
3. Influence of drugs or alcohol or other medical or mental health conditions;
4. Proximity to weapons or contraband;
5. Availability of other options reasonably available to staff under the circumstances;
6. Training and experience of staff;
7. Potential for injury to staff, youth or others;
8. Seriousness of the incident or reason for contact with the youth;
9. Risk of escape;
10. Other exigent circumstances.

D. Emergency Situations

1. An emergency situation is defined as a situation in which a reasonable staff would conclude, from the available information, that immediate action and/or use of force may be necessary and failure to act or delay action is likely to result in injury to staff or other persons, an escape, a riotous situation, significant self-inflicted injuries, suicide or substantial destruction of property. For situations involving "Non-Compliant Youth" refer to Bulletin No. 520.
2. When encountering emergency situations involving youth, staff may exercise the use of physical techniques (MAB), physical restraint devices and/or chemical agents upon a resident under the following circumstances:
 - a. In his/her self-defense;
 - b. In the defense of another;
 - c. To prevent an escape;
 - d. To prevent the substantial destruction of property;
 - e. To protect a youth from significant self inflicted injuries or suicide;
 - f. To overcome resistance;
 - g. To stop the youth's unruly behavior which interferes with the safe operation of the unit/facility and the safety of the staff and/or other youth of the unit/facility;
 - h. To stop a riotous situation.

E. Roles in Use of Force

1. Staff's role:
 - a. If time permits, staff must obtain permission from the Supervisor prior to using force on a youth.

- b. If physically possible, all other non-involved youth are to be placed in their rooms prior to restraining the acting out youth.
- c. Staff shall use their best efforts to prevent injury when using force on a youth. If at all possible, staff should not use restraint devices in a manner that would result in injury to youth or other staff. If injury does occur, staff will arrange for the injured person to receive medical attention as soon as possible. Staff are to follow the procedures outlined in Bulletin No. 516 Security-Medical Emergency Code Response.
- d. If a staff becomes concerned with a youth's emotional instability and/or possibility of harmful behavior, staff are to refer the youth to mental health staff for crisis intervention and/or an evaluation (Refer to Bulletin No. 651 Assessment of Emotional Condition and Referral to Mental Health). In the absence of available mental health professionals, staff should inform the on-duty Building Supervisor of their concerns for review and appropriate action.
- e. All involved staff must prepare an incident report any time force is used on a youth in accordance with Bulletin No. 210-Reporting of Incidents. The report shall include the following information regarding the incident:
 - 1) Type of force used;
 - 2) Factual justification for the use of force, including circumstances leading to the use of force;
 - 3) The need for force and amount of force used; and
 - 4) Type and extent of injuries, if applicable.
- f. Youth claiming that use of force was abusive shall be provided a grievance form to complete. Staff receiving a verbal or written complaint of abuse shall notify a Supervisor as soon as possible. All use of force grievances shall follow the procedures set forth in Bulletin No. 403.

2. Shift Supervisor's Role:

- a. Respond to each incident involving the use of force;

- b. Determine appropriate placement of staff and assume key role in managing the incident; and
- c. In circumstances in which a Shift Supervisor is unable to respond to the incident, the on-duty Building Supervisor will delegate a staff to assume the on-site leadership responsibility.

3. Building Supervisor's Role:

- a. Review all incidents (both written reports and available recorded digital images) for compliance with policies and procedures. Forward concerns to the Director for further review;
- b. Ensure that the youth has been referred to medical/mental health staff, as appropriate;
- c. Forward all documents for the Director's review;
- d. Notify or ensure notification of youth's parent/guardian if youth suffered significant injury as a result of the use of force incident and/or deployment of Oleoresin Capsicum (OC) Spray.

4. Director's Role:

- a. Review all use of force reports;
- b. Take appropriate follow-up action, as deemed necessary and appropriate for the improper use of force and/or policy violations;
- c. Identify training needs or issues;
- d. Determine whether injuries to staff or youth have been appropriately referred for care;
- e. When a substantiated violation of policy and/or other significant event has occurred, the Director will advise the Chief Deputy Probation Officer of the incident and related issues;
- f. In the absence of the Director, the above procedures will be completed by the Juvenile Hall Probation Manager.

F. Chemical Agents

1. Before chemical agents (OC) may be used, staff must first consider the present danger of injury to persons and/or the consequence that may occur if the behavior does not cease.
2. Chemical agents will not be utilized in non-compliant situations. If the non-compliant situation escalates to an emergency situation, then chemical agents may be utilized in accordance with the Department's policy on the deployment of OC spray.
3. For information about the use and deployment of chemical restraints-Oleoresin Capsicum, refer to Bulletin No. 518. Aftercare and Chemical Agent reporting requirements are also outlined in the above bulletin.

G. Physical Restraint Devices

1. For the purpose of use of force, physical restraints are defined as handcuffs, shackles, waist-chains/belt, nylon transport belt, the WRAP, and any other Department approved devices.
2. Staff will use caution and appropriate techniques, pursuant to agency sponsored training, when applying restraints, in order to minimize the risk of injury to the youth or staff.
3. Staff will evaluate and exercise reasonable judgment when restraining any youth who has a physical or medical condition (i.e. broken arm) that could be affected by the use of a physical restraints. Alternative options should be discussed with the on-duty Building Supervisor.
4. If staff determines the use of a physical restraint has impaired the youth's well being, the restraint must be removed and medical attention sought.
5. For additional information on Physical Restraints, refer to the appropriate Department Policy: Use of Physical Restraints-Bulletin No. 511 and Use of Wrap-Bulletin No. 522.

6. The use of restraints on pregnant youth is limited in accordance with Penal Code Section 6030 (f) and Welfare and Institution Code Section 222 (See Bulletin No. 602).

H. Use of Force in Special Situations

1. DNA Specimens, Samples and Impressions:

- a. California Penal Code Section 296 specifies those offenders that are required by law to provide blood and saliva samples, right thumb and palm prints. Although Section 298.1 (b) (1) of the California Penal Code authorizes law enforcement, custodial, or corrections personnel including peace officers, the ability to employ reasonable force to collect blood specimens, saliva samples, or thumb or palm print impressions from individuals who, after request, refuse to provide samples, it is the policy of the Probation Department to obtain court approval prior to employing force to collect the required specimens/samples.
- b. Probation staff should make every effort to attempt to secure voluntary compliance to the collection of DNA specimens, samples and impressions. The youth should be advised of their legal obligation to provide the requisite specimen, sample or impression, and the consequence for refusal.
- c. If verbal attempts to gain voluntary compliance have failed, staff shall document in a special incident report, efforts made to gain compliance, and the facts surrounding the youth's refusal to comply with PC 296 collection efforts. The Building Supervisor will notify the youth's assigned Probation Officer of the youth's refusal to comply, and request that the matter be brought to the attention of the Court.
- d. It is the policy of the Contra Costa County Probation Department, that staff shall not use force to assist in the collection of DNA specimens, samples and impression of a youth until after the Court has reviewed the youth's refusal to comply with collection attempts, and has ordered the Department to proceed with collection efforts employing reasonable force as necessary.

2. Youth Refusal to be Subject to a Lawful Search:

If a youth refuses to be subject to a lawful search, the situation shall be handled as a non-compliant situation. The use of reasonable force may be authorized by the Supervisor overseeing the incident when necessary and appropriate if:

- a. The youth continues to refuse to be subject to the lawful search, where staff have made reasonable efforts to gain the youth's compliance; and
- b. Staff options described in this policy and Bulletin No. 520 have been exhausted.

3. Removal of Resident Clothing to Prevent Self-Injurious Behavior:

Reasonable force may be authorized to remove clothing from a resident who has actively demonstrated self-injurious behavior with his or her own clothing. Use of force in these situations shall only be authorized by the Supervisor overseeing the incident. The Supervisor must determine that removing the resident's clothing is the last viable option to stop self-injurious behavior and ensure the resident's safety.

I. Training

1. Management of Assaultive Behavior Training (MAB)

- a. The Department will provide MAB training to all permanent Probation Counselors, Temporary Probation Counselors, and Institutional Supervisor I's and designated Deputy Probation Officers annually. This training is mandatory.
- b. The annual MAB training will consist of, but not limited to:
 - 1) Facility's force options, policies and procedures;
 - 2) Verbal Diffusion;
 - 3) Instruction on application of approved physical MAB Physical Techniques;
 - 4) Use of mechanical and physical restraint devices;
 - 5) Known medical conditions that would contraindicate certain types of force;
 - 6) Signs or symptoms that should result in immediate referral to medical or mental health staff; and

7) Reporting requirements.

- c. MAB training will be provided by selected Probation staff who have completed the initial MAB instructor's training, and who have been designated by the Department as MAB Instructors. The Department will provide all MAB trainers an annual training update.
- d. The Supervisor who oversees the MAB training is required to keep records of all staff and instructors who attend and complete MAB training. These records will be kept for a minimum of five years.

2. Chemical Agents Training (OC Training)

- a. The Department will provide OC Training to all authorized Probation Counselors, Institutional Supervisors, and designated Deputy Probation Officers annually.
- b. The annual OC Training consists of, but is not limited to:
 - 1) Department's policy and procedures on the use and deployment of chemical restraints;
 - 2) Known medical conditions that would contraindicate the use of OC spray;
 - 3) Method of application;
 - 4) Signs or symptoms that should result in immediate referral to medical or mental health staff;
 - 5) Requirements of the decontamination of chemical agents;
 - 6) Aftercare procedures;
 - 7) Reporting/Documentation requirements.
- c. Bulletin No. 518 outlines the use and deployment of chemical restraints.

J. Administrative / Supervisory Review

- 1. Administrator(s) and Supervisor(s) will review all incidents involving the application of the Use of Force by staff, and will ensure that follow-up action is taken as deemed necessary. When the Building Supervisor determines that debriefing is appropriate, the responding Supervisor or Building Supervisor will debrief use of force incidents with involved staff.

2. Force shall never be used as a discipline, punishment, or treatment. Unreasonable and/or excessive use of force may constitute a crime, including but not limited to, child abuse.
3. Staff will be subject to administrative discipline, up to and including termination, and/or criminal complaints for the following:
 - a. The application of unreasonable and/or excessive use of force and
 - b. The failure to promptly report known applications of unreasonable and /or excessive use of force.
 - c. Situations involving staff misconduct will be handled in accordance to the County's Personnel Management Regulations and applicable Memorandum of Understanding's (MOU's).
4. If at any time staff observe or become aware that a detained youth is being subjected to any form of abusive treatment, including physical, psychological or verbal abuse, the staff shall make every reasonable effort to ensure that the abusive behavior is discontinued and will promptly report the incident to a Supervisor as soon as practicable.
5. Any staff who perceives that another staff is inappropriately using physical force, including the use of OC Spray, shall take action to stop the inappropriate use of force.
6. Staff who violates this policy may be subject to disciplinary action and/or criminal complaint.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

REFERENCE: Title 15, Section 1357

AUTHORITY: The use of chemical agents, commonly referred to as tear gas and OC spray, is permitted under the provisions of sections 830.5 and 12401 through 12404 of the California Penal Code. Under provision of law, the County Probation Officer may authorize the use of chemical agents by the personnel of the Contra Costa County Probation Department.

POLICY: The use of chemical agents shall be authorized for use only as provided for in Probation Department policy.

PROCEDURE:

I. Staff authorized to deploy chemical agents:

A. The Chief Deputy at Juvenile Hall shall designate the staff who are authorized to use chemical agents. All staff authorized to carry OC will sign the "Authorization to Deploy OC Spray" form. In order to be authorized to use chemical agents, staff shall:

1. Be a permanent employee with peace officer status.
2. Be an on-call employee who has met the following criteria:
 - a. Completed both Probation Counselor CORE training and P.C. 832 training.
 - b. Completed a minimum of 1040 hours.
 - c. Upon completion of a written review and recommendation of their supervisor.
 - d. Upon review and approval of the Chief Deputy Probation Officer and the Superintendent.
 - e. All on-call employees who are authorized to carry O.C. spray must maintain their hiring eligibility by remaining on Band A of the active hiring list. Should they fail to maintain their hiring eligibility their authorization to carry O.C. spray will be rescinded.
 - f. Any on-call employees authorized to carry O.C. spray may have that privilege rescinded by any supervisor, at any time, subject to review by the Superintendent and Chief Deputy Probation Officer.
3. Have completed a STC certified chemical agents training course.
4. Be on duty and designated as staff to be in the possession of the chemical agent.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

5. Attend yearly refresher training, which includes the limitations of use, potential dangers of use, authorization of use and "how to" instructions.
 6. Honorably retired former permanent staff who maintains the necessary level of training with the approval of the Chief Deputy Probation Officer and the Superintendent.
- B. Staff who meet the above mentioned criteria, may be authorized to possess and use chemical agents, while on duty.

II. Criteria for Deployment of Chemical Agents

- A. Chemical agents may be used as a force to control and restrain residents displaying violent behavior when such behavior presents a clear and present danger to other residents and/or staff. Before chemical agents are used, consideration must be given to the gravity of the situation, the present danger of injury to person and/or property damage, and the possible consequences of use. Prior to the use of chemical agents, staff shall provide clear instructions to the resident or person regarding the expected behavior and a reasonable effort shall be made to verbally persuade voluntary compliance.
- B. Chemical agents shall not be used for punishment, retaliation, or disciplinary purposes.
- C. Chemical agents shall only be used when there is imminent risk of injury to residents or staff. An example of imminent risk would be combatant residents that fail to respond to verbal commands or a resident who is advancing towards staff despite staff backing away from the resident.

Absent a situation of imminent risk, staff shall always use verbal diffusion and/or a show of force by activating the emergency code system.

In the event that there is a situation of imminent risk, and staff does not possess a chemical agent or the chemical agent cannot be safely deployed, staff shall use Management of Assaultive Behavior techniques and mechanical restraints to protect residents and staff from injury.

In all situations where physical force or a chemical agent may be used, the emergency code system shall be activated by the staff involved with the incident.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

D. Chemical agents and/or physical force shall not be used in situations involving a defiant resident that does not pose an imminent risk (Please refer to Policy Bulletin 520 – Defiant Residents).

E. Some example of times to use OC may include, but are not limited to:

1. There is an immediate danger to staff or residents due to the violent and uncontrollable behavior of one or more residents. This does not include a minor that has taken an aggressive stance, but is not advancing on staff or other residents.
2. A weapon is being used by a resident to assault another person or to attempt an escape.
3. Efforts are made by a resident to overpower staff.
4. A resident is attempting to escape and other measures are inappropriate or unavailable.
5. The use of OC is necessary to successfully intervene in a suicide attempt and protect the well being of a resident.

F. Responsibilities of staff not directly involved in OC spray incident:

1. Unit Security: When OC spray is used, staff not directly involved in the incident will secure all remaining residents in their rooms. The living unit will be on maximum security until the Building Supervisor can evaluate the safety and security of the unit and determine the contaminated area(s) are cleaned. **STAFF WILL NOT SECURE RESIDENTS IN AREAS WHERE OC SPRAY HAS BEEN USED.** If the residents' rooms are contaminated, the other areas of the living unit (classroom, courtyard, other rooms) may be temporarily utilized to successfully secure the unit until the contaminated area can be cleaned. Once the affected area of the unit has been cleaned, the residents will be returned to their rooms. After the Building Supervisor has evaluated the safety of the unit, they will decide what program changes will be necessary for the remainder of the day. While the unit is on maximum security, the staff involved in the incident will write their Incident Reports.
2. School Security: If OC spray is deployed in the classroom, staff not involved in the incident will secure all remaining residents to their rooms or living unit. The classroom will be closed until the Building Supervisor can evaluate the safety and security of the classroom and direct classroom cleanup prior to re-

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC) opening for instruction. Staff involved in the incident will request support, if needed, so they may write their Incident Reports.

3. Gym Security: If OC spray is deployed in the gymnasium, staff not involved in the incident will remove each group from the gymnasium in a safe and secure manner. Staff will direct the residents away from the contaminated area of the gym until it is appropriate to return the residents to the living unit. The gymnasium will be closed until the Building Supervisor can evaluate the safety and security of the gymnasium and direct clean-up. Staff involved in the incident will request additional support, if necessary, so they may complete their Incident Reports.
- G. Outside of Juvenile Hall: Home Supervision, Transportation, and other staff working outside the Juvenile Hall may use a chemical agent within the guidelines listed above. There must be imminent risk to the safety of staff or others and alternative means of controlling the situation are either unavailable or inappropriate. Such a situation might arise when staff members or police officers are involved in an arrest that turns dangerous. During an arrest it may also be used at the request of a police officer and should be documented as such. Field staff may use OC when their safety is in danger from an attacking animal.

III. Documentation

- A. Any time that any staff deploys a chemical agent, that staff shall report the incident on a Special Incident Report and a Use of Chemical Agent Report. These documents shall be completed and given to the Building Supervisor by staff deploying the chemical agent prior to the staff leaving duty. All staff witnessing the deployment of a chemical agent shall document their involvement in the incident and their observation on a Special Incident Report. All reports will then be forwarded to the Superintendent.

Special Incident Reports are official Probation Department documents and may become Official Court documents. Staff are directed to be accurate and thorough in reporting special incidents.

Reports shall depict:

1. A clean and factual rationale for the use of OC.
2. A description of how OC was used and the results obtained.
3. A complete description of aftercare procedures and/or medical treatment.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

- B. After any OC use, the Building Supervisor on duty shall discuss the incident with the staff involved, evaluate staff's response, and give staff feedback on their actions. The Building Supervisor will report any unusual issues regarding the incident to the Chief Deputy.

IV. Where Chemical Agents May Be Deployed

- A. Chemical agents shall only be used by staff who are on duty, are in the performance of their duty, and authorized to deploy OC.
- B. Chemical agents shall not be used in any medical area or in any courtroom.

V. Aftercare Procedures:

- A. The following procedures shall be followed after an individual has been sprayed with OC in Juvenile Hall or sprayed outside of the Juvenile Hall by Probation staff and transported to Juvenile Hall:

1. The Nursing Office and Building Supervisor shall be notified of the incident.
2. As soon as practical, flush face and contaminated areas with cold water. For maximum results, total flushing in a shower with the individual's clothes on is recommended.
3. The individual shall be evaluated by Juvenile Hall Nursing staff to determine the necessary level of follow-up medical care.
4. Place resident in the shower and apply cool water using the hose in the closet next to the shower. Once the resident has been thoroughly decontaminated, remove handcuffs and provide clean dry clothing. If resident is non-compliant, he/she is to remain cuffed in the shower until it is safe to remove restraints. The resident is to be escorted to his/her room after dressed.

If two people are involved, the most compliant resident will be decontaminated on the sister unit. Handcuff, escort through the console area to shower, and follow instructions above under no. 4. Resident is to be handcuffed and returned to the assigned living room through the hallway.

5. Re-issue clean clothing.
6. All contaminated areas, i.e., floors, counter tops, mattresses, etc., shall be thoroughly cleaned with soap and water.

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SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

7. Depending on the circumstances and the needs of the individual resident, a Mental Health referral may be appropriate.

VI. Supplies and Storage:

A. OC shall be stored and maintained at Juvenile Hall in the following manner:

1. Three or four canisters shall be kept on each living unit for use by authorized staff. The Unit Supervisor shall ensure the equipment is maintained in working order and only authorized personnel are issued OC. When not in use, the OC canisters shall be kept in a locked and clearly marked storage cabinet on the unit.
2. Four canisters shall be kept on the Admissions Unit for use by authorized staff. The Admissions Unit Supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in a clearly marked and locked cabinet in the Admissions Unit.
3. Canisters shall be stored in the Building Supervisor's locked file cabinet to serve as backup supply for all units. The Building Supervisors shall ensure that OC is secured in the office in a clearly marked, locked cabinet and that it is maintained in working order.
4. Six canisters of OC shall be kept in the Transportation Office for use by authorized staff. The Transportation Unit supervisor shall ensure that the equipment is maintained in working order and only authorized personnel are issued chemical agents. When not in use, OC canisters shall be stored in the Transportation Office.
5. All Lead Counselors shall take a count of the OC canisters supplied to their unit and shall log the number in the Unit Log. This procedure shall occur when Lead Counselors come on duty and when they are relieved at shift change. The Graveyard Shift Supervisor or Lead Counselor shall also follow this procedure and ensure that all canisters are accounted for on the living units.
6. Six canisters of OC shall be kept in the HS/JEM office for use by authorized staff. The Home Supervision Supervisor shall ensure that the equipment is maintained in working order and that only authorized personnel are issued chemical agents (OC). When not in use, OC canisters will be stored in a clearly marked, locked drawer in the Home Supervision Office.

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

7. HS/JEM staff will document, in the Unit Log Book, which canister they have in their possession. The last permanent Probation Counselor to leave the office shall count the canisters and document the number in the Unit Log Book. This staff will also account for any missing canisters and notate this in the unit log-book. The Building Supervisor shall be notified if any canisters are missing. He/she shall call the staff member who has the missing canister and leave a note for the Home Supervision Supervisor to take needed action.
8. OC canister holders shall be supplied to all staff authorized to carry OC.
9. OC shall not be removed from the building or taken home by staff.
10. All OC canisters that have been used will be turned into the Building Supervisor for replacement. The Building Supervisor will empty the remainder of the can on the ground outside of the building and then discard the canister.
11. The shelf life of the OC canisters is four years from the manufacture date. Canisters that are past this date shall be turned into the Building Supervisor for new canisters.

VII. Miscellaneous:

- A. No chemical agent (OC) shall be used in the Juvenile Hall by authorized staff unless the chemical agent has been certified by the Department of Justice as acceptable (12450 P.C.)
- B. Employees observing violation(s) of this policy shall report the occurrence to the Building Supervisor.

APPROVED BY:

Bruce Pelle, Juvenile Institution Superintendent
Juvenile Hall

Date

CONTRA COSTA COUNTY
PROBATION DEPARTMENT
JUVENILE HALL

BULLETIN NO.: 518
SECURITY
Page 8

POLICY AND PROCEDURE

SUBJECT: The Use & Deployment of Chemical Restraints - Oleoresin Capsicum (OC)

CONTRA COSTA COUNTY PROBATION DEPARTMENT

AUTHORIZATION TO DEPLOY O.C. SPRAY

I understand that as a Peace Officer employed by the Contra Costa County Probation Department, I may be authorized by the County Probation Officer to deploy O.C. spray while on duty.

I acknowledge that I have read and fully understand Contra Costa County Juvenile Hall Policy Bulletin No. 518 addressing The Use and Deployment of Chemical Restraints – Oleoresin Capsicum (O.C.) and Contra Costa County Juvenile Hall Policy Bulletin No. 520 Non-Compliant Residents.

I understand that failure to follow the policy and procedures outlined in Bulletin No. 518 and Bulletin No. 520 may result in disciplinary action.

I acknowledge that I have successfully completed a STC certified training course in preparation for deployment of O.C. spray during the course of my official duties. I understand that failure to follow the procedures taught in the STC certified training course may result in disciplinary action.

I understand that the County Probation Officer may revoke my authorization to deploy O.C. spray as he sees fit.

My signature below indicates my understanding of the above.

_____	_____
Employee Signature	Date

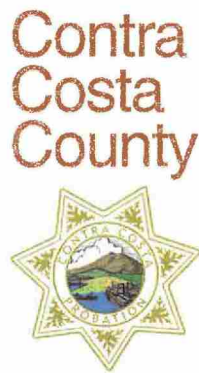
Print Name

Acting on behalf of the County Probation Officer, I authorize the above referenced Peace Officer to deploy O.C. gas while on duty.

_____	_____
Juvenile Institution Superintendent or Designee	Date

Probation Department
Administrative Office

50 Douglas Drive, Suite 201
Martinez, CA 94553
(925) 313-4180
FAX (925)313-4191



Todd Billeci
Chief Probation Officer

June 1, 2018

Via E-Mail

American Civil Liberties Union Foundation
Attn: Ian Kysel
1851 E First Street, Suite 450
Santa Ana, CA 92705
ikysel@ACLUSoCal.org

**RE: Contra Costa County's Response to ACLU's Public Records Act Request
Chemical Agents**

Dear Mr. Kysel,

The Probation Department of Contra Costa County ("Department") hereby responds to the American Civil Liberties Union Foundation's Public Records Act request, dated and received by the Department on May 9, 2018.¹ Your request seeks various records related to "chemical agents" for the period from January 1, 2015, through March 31, 2018, in the following four categories: (1) policies and procedures; (2) training materials; and (3) data.

In response to your request, we have undertaken a comprehensive search for responsive records and will continue searching for such records. In performing our search, we understand that you are not seeking juvenile information subject to California Welf. & Inst. Code, § 827 *et seq.*, nor could the Department produce such information without a court order authorizing it to do so. *See T.N.G. v. Super. Ct.* (1971) 4 Cal. 3d 767, 780 ("[Welf. & Inst. Code, § 827] reposes in the juvenile court control of juvenile records and requires the permission of the court before any information about juveniles is disclosed to third parties by any law enforcement official.").

Based on the results of our search, the Department responds to your request as follows:

Request No. 1: Policies and Procedures

Enclosed are the records that the Department has identified as responsive to Request No. 1.

¹ On May 17, 2018, the Department extended the time in which it must respond to the Request, pursuant to California Gov. Code, § 6253.

Request No. 2: Training Materials

Enclosed are the records that the Department has identified as responsive to Request No. 2.

Request No. 3: Data

Enclosed are the records that the Department has identified as responsive to Request No. 3, except for those records or portions thereof that are exempt from disclosure pursuant to Welf. & Inst. Code, § 827 *et seq.* and § 827.12, Gov. Code, § 6254(c), (f), and (k), Evid. Code, § 1040, and Cal. Const., art. I, § 1. Additionally, the public has a strong interest in ensuring candid internal and inter-departmental dialogue, which protects the decision-making process and enables agencies to access a broad array of opinions, exchange ideas, and to discuss policies and evaluate options in confidence. Accordingly, it is not in the public interest to disclose these records.

Sincerely,



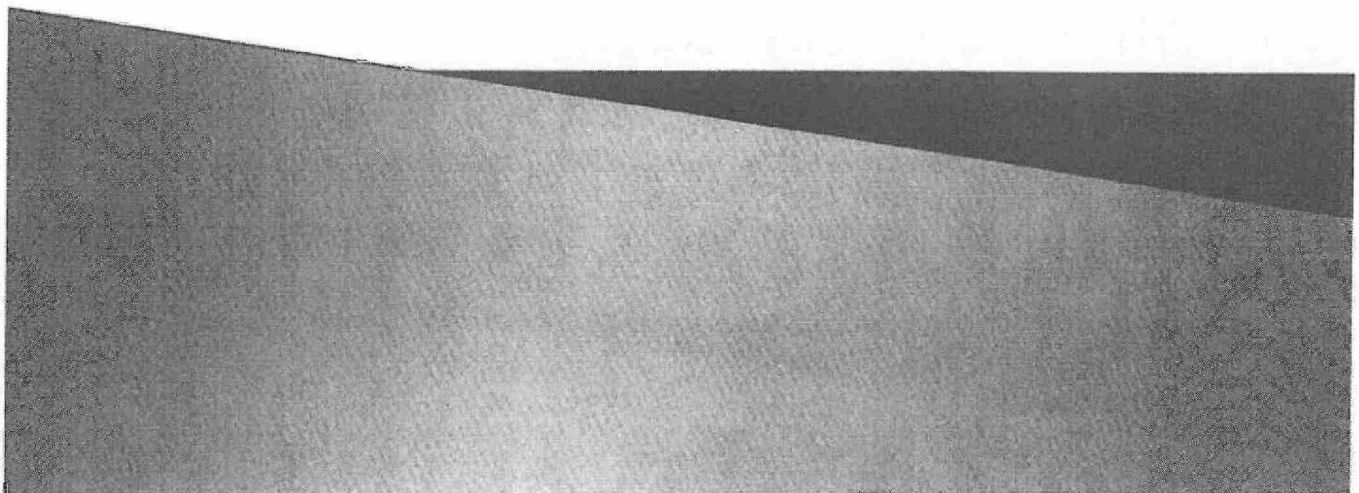
Lesha Roth
Assistant Chief Probation Officer

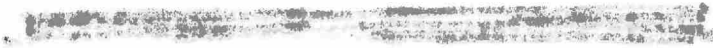
Enclosures



VERBAL MAB

Instructors: 





MAB

M anagement of
A ssualtive
B ehavior

MAB is a series of techniques, both verbal and physical, that can be implemented to gain voluntary or physical compliance from a passively defiant or physically combative resident.

TRAINING

- ▶ The annual MAB training will consist of:
 - Facility's force options
 - Verbal Diffusion
 - MAB physical techniques
 - Use of mechanical and physical restraint devices
 - Signs and symptoms that should result in an immediate mental health referral
 - Known medical conditions that would contraindicate certain types of physical force

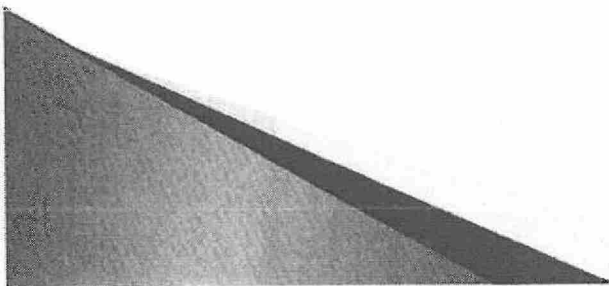


FORCE OPTIONS

- ▶ Non-Physical Options:
 - Command Presence
 - Counseling/Verbal Diffusion
 - Staff Switching
 - Show of Force

Physical Options:

- Guiding Touch
- Chemical deployment
- MAB techniques
- Physical Restraint Devices

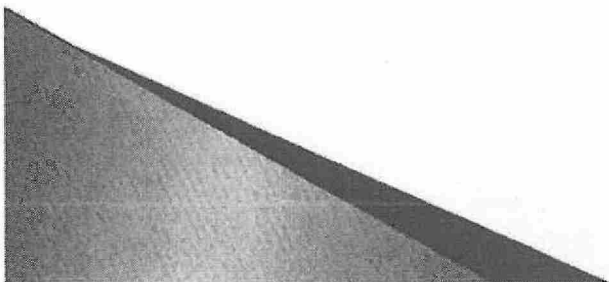


EMERGENCY SITUATIONS

- ▶ When encountering emergency situations involving residents, staff members may exercise the use of physical techniques (MAB), physical restraint devices and/or chemical restraints under the following circumstances:
 - In his/her self-defense
 - In the defense of another
 - To prevent escape
 - To prevent substantial destruction of county property
 - To protect a resident from significant self inflicted injuries or suicide
 - To overcome resistance
 - To stop a riotous situation
 - To stop the resident's unruly behavior which interferes with the safe operation of the unit/facility and the safety of the staff and/or the other residents in the unit/facility

FACTORS TO CONSIDER

- ▶ When determining whether or not to apply any level of force or evaluating whether reasonable force was used, a number of factors should be taken into consideration. These factors include, but are not limited to:
 - The conduct of the subject being confronted
 - Staff/Resident factors: Age, size, relative strength, skill level, sophistication, number of staff to resident
 - Influence of alcohol, drug, and/or mental health issues
 - Proximity to weapons or contraband
 - Availability of other option reasonably available to staff under the circumstances
 - Training and experience of the staff
 - Potential for injury to staff, resident(s), or others
 - Seriousness of the incident or reason for the contact with the resident
 - Risk of escape
 - Other exigent circumstances



SUBJECT RESISTANCE LEVELS & OFFICER RESPONSE LEVELS

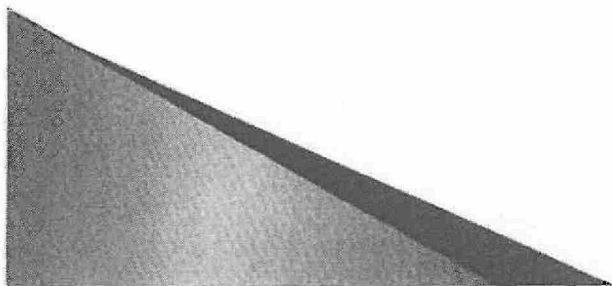
- The department recognizes staff members may have to use force to ensure the safety of the residents and others.
- The amount or degree of force appropriate in any given situation cannot be defined to satisfy every possible situation that staff may encounter.
- As a resident increases their level of resistance, the staff's level of force may have to be increased to gain control of the resident. As soon as the resident complies, the staff should reduce the level of force being used to the minimum amount necessary to maintain control.

FORCE OPTIONS MATRIX

SUBJECT'S RESISTANCE LEVEL	OFFICER'S RESPONSE LEVEL	SUMMARY
Passive or active non-compliance or suicide statements.	Show of Force Counseling	Non-physical response to attempt to gain compliance.
Passive or active non-compliance with attempted verbal intimidation of staff or others	Show of Force, Verbal Commands	Attempt to verbal de-escalate a situation with counseling and verbal directive explaining expectations.
Resident non-compliant to verbal diffusion and non-responsive to directives.	Guiding Touch	Supervisor will designate which staff attempts the "Guiding Touch" This is the least restrictive form of physical intervention.
Resident is physically combative , overt resistance, and there is imminent risk of injury to staff or others.	MAB Techniques, Mechanical Restraints	MAB techniques can be used to restrain a resident prior to OC deployment due to lack of distance or positioning of staff.
Resident is physically combative , overt resistance, and there is imminent risk of injury to staff or others.	OC Spray Deployment MAB Techniques, Mechanical Restraints	Deploy department issued OC spray, use approved MAB techniques to restrain, and department issued mechanical restraints to neutralize the threat.
Resident(s) intent for a violent attack on staff and in defense of one's self and life.	OC Spray, MAB Techniques, Any force necessary to defends one's own life or another's life.	When there is an attack on staff, staff have options of defending one's self with OC spray, MAB or any force necessary to preserves one's life and wellbeing.
Resident attempting to self-inflict injury or commit suicide.	OC Spray, MAB Techniques, Mechanical Restraints, The WRAP	Staff are to use the means available to stop the resident for actively attempting to harming or kill themselves, put in mechanical and protective restraints and refer to Mental Health.

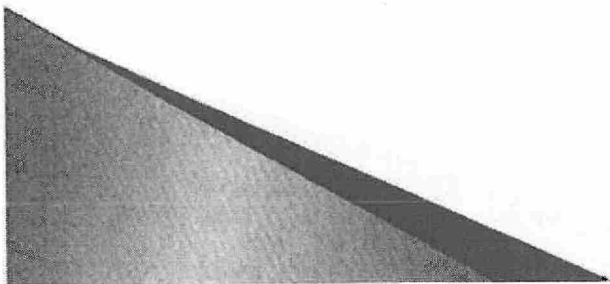
PHILOSOPHY

- ▶ The use of force shall never be applied as punishment, discipline or treatment.
- ▶ Minors shall not be physically or chemically restrained in situations where control can be gained through the use of command presence, rapport, counseling or dialog.



VERBAL DIFFUSION

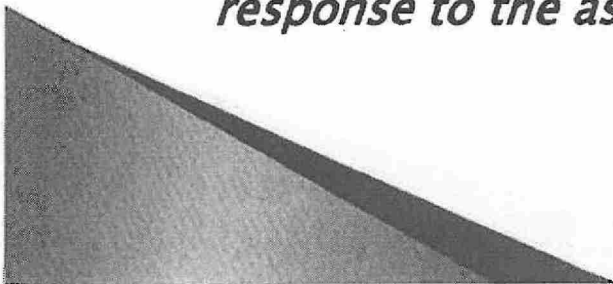
- The goal is to have the minor(s) to comply with what we need them to do. E.g. Going to their room, diffuse near fights, stop resisting, etc. Our goal is to use the least amount of force necessary to resolve the situation.
- The proper way to approach the resident(s) is to be calm and direct. Do not argue with the minor(s). Remember you are the adult in the incident and you are expected to act like one.



THE ASSAULTIVE BEHAVIOR CYCLE

- Escalation Phase
 - Trigger event
- Crisis Phase
 - Often judgment decreases during assaultive behavior cycle
 - Focus may become narrow
- Recovery Phase
 - Post crisis depression may follow—watch for Mental Health issues

Staff should be conscious of their emotions and response to the assaultive behavior cycle.



STRATEGIES

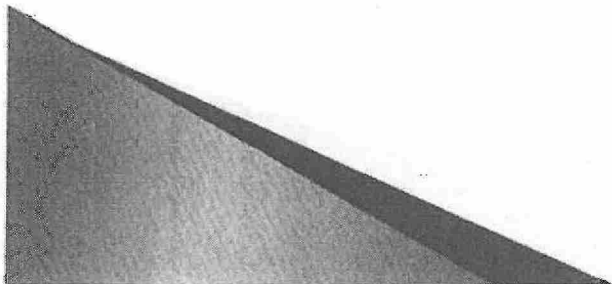
- **Staff members should always perform their job in a manner that minimizes the need of physical force and maximizes voluntary compliance from the resident.**

- **Strategies to consider when confronting a situation where force may be needed:**
 - **Distractions**
 - **Spacing**
 - **Situational Elements**
 - **Positioning**
 - **Preparation**



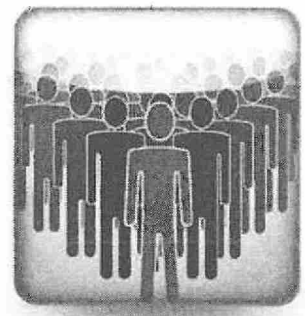
DISTRACTIONS

- Distractions techniques are very helpful to diffuse situations. This can help calm them down. Use “out of the blue” comments that may be unrelated to the problem.
- When approaching a situation you can also ask the minor for clarification. Pretending to need clarification helps the minor refocus and redirect their negative attention away from the trigger (the thing or person the minor is mad at).
- Defusing situation = Restoring order
- It may not solve the problem, but it will calm the situation so the problem can be resolved.



SPACING

- ▶ Spacing is very important. Spacing will allow you the time to formulate a reasonable response to the threat.
- ▶ **Factors to consider:**
 - Distance between you and the resident
 - Location of the group
 - Is your back against a wall
 - Are there stationary objects between or around you that may cause injury to you or resident (table, desk, stairs or toilet)
 - Objects in proximity of resident that could be used as a weapon
 - Should we form the “crescent”
- ▶ **Spacing will allow:**
 - Time to perceive and react to the threat
 - Time to alert your partner
 - Be able to access the radio and the equipment on your person
 - Have room for OC spray to be deployed
 - Respond with physical force (MAB)



SITUATIONAL ELEMENTS

There are many elements that must be taken into consideration when dealing with hostile or defiant residents. Every situation is different and staff should take into consideration necessary key elements:

- Is verbal diffusion possible?
- What is the mental state of the resident?
- Is the resident SED, low functioning or autistic?
- Has the resident been refusing his/her psychotropic medications?
- Is the resident under the influence of alcohol or drugs?
- Is there threat of imminent injury to staff or the resident?
- Is there an object in the resident's close proximity that can be used as a weapon?
- Does the resident have a cast or splint?
- Does the resident have any medical conditions to consider? (Pregnant, open wounds, recent surgery, recently shot, etc.)
- Does the resident have a history of resisting or assaulting staff?
- Is there adequate support staff to resolve the situation?
- Is there a language barrier between the staff and the resident?
- Is the resident bleeding or believed to have a communicable disease?
- Is the floor wet or slippery?
- Other critical factors



POSITIONING

- ▶ Positioning is equally important in an unstable situation. It is crucial that staff take into consideration their footing and overall positioning when a situation arises. Factors staff should consider:
 - ▶ **Inside the facility:**
 - **Housing unit:**
 - Stairs or top tier
 - Around/near console
 - Number of residents involved in situation
 - Resident's room- metal sink, toilet, concrete bed, bodily fluids, pick/comb, contraband, etc.
 - Classroom- desks, books, art materials, etc.
 - Recreational areas- video games and controller with cords, ping pong table, couches, garbage cans, etc.
 - **Other Juvenile Hall areas/departments:**
 - Gym- longer response time for support staff
 - Oak Room or Assessment Center- same as unit classrooms but have mixture of units
 - Library- chairs, books, computers, etc
 - Nursing Department- needles, medicals equipment, etc.
 - Visiting- chairs, family members, etc
 - Court holding room- mixture of units and genders in a small confined space, contraband found on residents, etc.
 - **Outside the facility:**
 - Court- resident not handcuffed while at the defendant's table, walking thru public to and from the courtroom, outside public parties, returning distraught or angry resident back to JH, etc
 - Medical or dental- public, family alerted to appointment in error, medical or dental tools needed for procedure, etc
 - Any trip outside the institution could provide an opportunity for an escape attempt or an ambush on staff (i.e.. Delivery to an airport, another county or DJJ)
 - Unavailability of immediate staff support
 - Limitations on OC spray deployment in hospital or other settings

To minimize the risks to staff, staff should be constantly assessing the possible threats in their changing environments and repositioning themselves to optimize their response time if something should occur.

PREPARATION

- ▶ Preparation is needed when working for a juvenile detention facility. The facility is ever changing and evolving as new situations and needs arise. When preparing for duty, the following should occur:
 - Meet annual training standards
 - Review all policies and building standards you will held accountable for
 - Keep current on the news and events that transpire in this and surrounding communities
 - Check and maintain the equipment you use regularly
 - Know your resources (in and out of the facility)
 - Take time to read SIR's and unit logs
 - Keep current with gang trends and conflicts
 - Communicate any "key" or "code" words with your partner
 - Know your own limitations or emotional triggers
 - Know your partner's limitations or emotional triggers
 - Take time to familiarize yourself with the residents on your unit and any residents with special needs or security concerns
 - Assist less experienced staff in their professional development
 - Ask questions if unclear on policies and procedures
 - Make suggestions for operational improvements

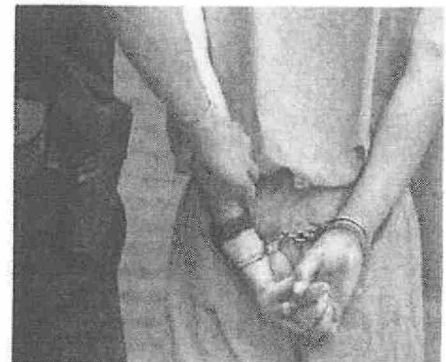
QUICK ROLE ASSESSMENT

- ▶ Are you alone?
- ▶ Do you need additional staff or outside support?
- ▶ Evaluate your surroundings?
- ▶ Do you have a rapport with the resident(s) involved?
- ▶ Where are you needed?
- ▶ Do you assist with direct problem, the group or intervene between staff and the minor?
- ▶ What is the “trigger”?
- ▶ Is OC spray present?
- ▶ Can you replace staff due to contamination or exhaustion?



RESTRAINED AND COMBATIVE...NOW WHAT?

- You can use force on a physically restrained and/or mechanically controlled subject only under certain circumstances:
 - The subject is handcuffed but still trying to kick, spit, bite or head-butt the restraining officers.
 - The subject is refusing to walk to his/her room.
 - The subject is walking, but trying to use his/her body strength and/or weight to push or run the officers into walls, down stairs or into stationary objects.
 - The subjects behavior continues to jeopardize the physical welfare of the officers or support staff trying to control or render service to the restrained individual.
- If a restrained resident continues to maintain a level of threat to the safety of the officers dealing with the resident, the officers may only use the level of force necessary to gain compliance to neutralize the threat and resolve the incident. The force used should be an approved MAB physical diffusion or pain compliance technique.



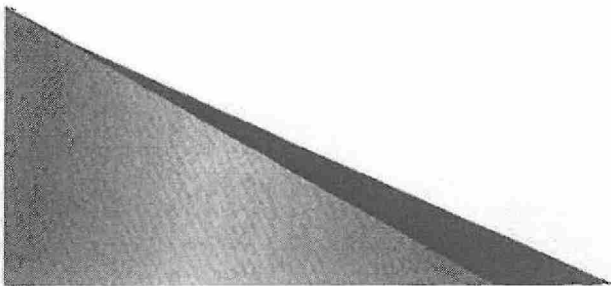
JUDGEMENT

- ▶ Every situation is different and there is no standard way to address each incident.
- ▶ Your actions should be based upon what any reasonable peace officer with similar training and experience would do in a similar incident.
- ▶ Controlling your emotions and being professional with the residents is an expectation. We are adults that are responsible for the safety and general welfare of minors.
- ▶ By being firm, but fair with all residents, it will reduce the chances the residents will perceive any biases in their treatment. Past situations or consistent responses to similar incidents often help the residents decide their current opinion of you.
- ▶ Maintain self-control if you expect to control others.
- ▶ Do not become emotionally involved. If you are too emotionally invested, you will lose objectivity and possibly put yourself or others at risk.



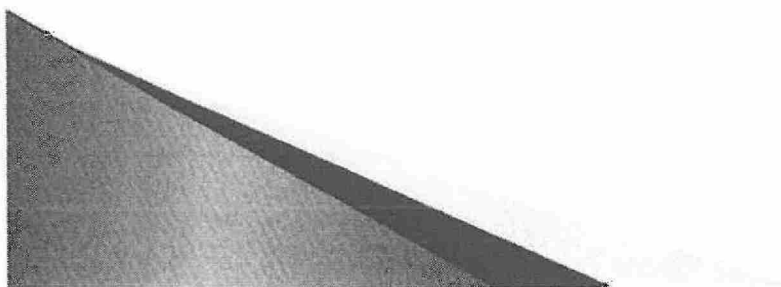
MENTAL HEALTH FACTORS

- ▶ If a staff member becomes concerned with a resident's emotional instability and/or possibility of harmful behavior, staff members are to refer the minor to Mental Health staff for crisis intervention and/or an evaluation.
- ▶ In the absence of available Mental Health professionals, staff should inform the on-duty Building Supervisor of their concerns, for their review, and appropriate action.



MENTAL HEALTH REFERRALS

- ▶ Consider Mental Health referral for one or more of the following:
 - Repeat threats to harm self or others
 - Actual harm to self or others
 - Physical evidence of suicidal behavior
 - Delusional/bizarre behavior
 - Admission of failure to take prescribed psychotropic medicine
 - Developmentally disabled or SED



MEDICAL CONCERNS

- ▶ Staff members will evaluate and exercise reasonable judgment when restraining any minor who has a physical or medical condition that could be affected by the use of a physical restraint.
- ▶ If staff determines the use of a physical restraint has impaired the minor's well being, the restraint must be removed and medical attention sought.



MEDICAL CONDITIONS

- ▶ Some known medical factors to take into consideration that may contraindicate certain types of force:
 - Bleeding
 - Dehydration (especially common when taking psychotropic medications)
 - Exhaustion, from struggling
 - Respiratory collapse (no breathing)
 - Cardiac arrest
 - Strangulation
 - Aspiration or breathing difficulties
 - Fractures
 - Pregnancy (Refer to Bulletin #602)
 - Known medical condition of resident





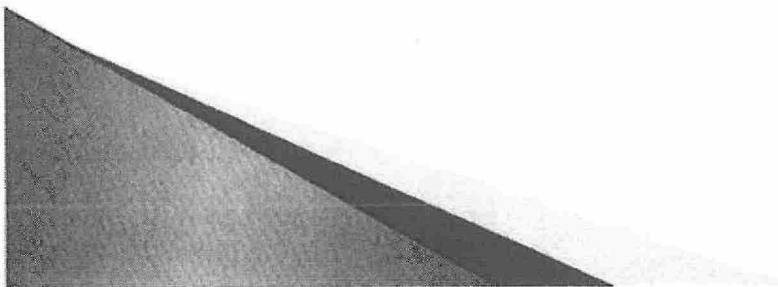
DOCUMENTATION

- ▶ It is extremely important to document your complete role in an incident in the form of a Special Incident Report (SIR).
- ▶ Your report is a legal document that can be used in court. It should be clear and concise. It should answer who, what, where, when and why.
- ▶ You must include everything you did, what you observed, and any statements you heard relevant to the incident. This would also include any odors you detected ie. OC having been deployed or alcohol on an intakes breath.
- ▶ If you were present during the onset of the incident, what transpired leading up to the incident is to be included.
- ▶ Reports are also to be completed and submitted for approval prior to the end of your shift. The only exception is if special permission granted for an extension.



STAFF MISCONDUCT

- ▶ If at any time staff members observe or become aware that a detained minor is being subjected to any form of abusive treatment, including physical, psychological or verbal abuse, the staff member shall make every reasonable effort to ensure the abusive behavior is discontinued and will promptly report the incident to a supervisor as soon as practicable.



THE BOTTOM LINE

- ▶ It is important to remember that these techniques and guidelines are in place for the safety and security of the staff, residents, and building.
- ▶ If implemented properly, these techniques reduce the risk of injury to both staff and residents.
- ▶ Equally important is that if staff implement these techniques as demonstrated and work within the county's policies and procedures, staff reduce their personal liability, both criminal and civil.



OLEORESIN CAPSICUM (OC) SPRAY (FIELD OFFICERS)

INSTRUCTORS:

Objectives

- Legal Aspects
- Effects of OC
- Delivery Systems
- Utilization
- Individual Contamination
- Individual Decontamination
- Area Decontamination
- Policies

Chemical Agents and The Law

- California PC 22820 requires that all LE, as defined commencing with Section PC 830, complete a course of instruction approved by the Commission on POST prior to purchasing, possessing, transporting or using any tear gas or tear gas weapon.
- Attend a yearly refresher course.

AUTHORIZATION OF USE

- LE use of Chemical Agents may include:
 - crowd and riot control
 - overcoming resistance
 - making an arrest
 - to prevent escape

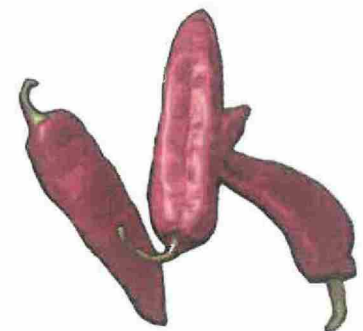


Water Based OC

- General Characteristics:
 - Require minimal solvents or chemical additives
 - Generally require less decontamination time
 - Will not sufficiently support a FOG delivery system.
 - Are usually non-flammable

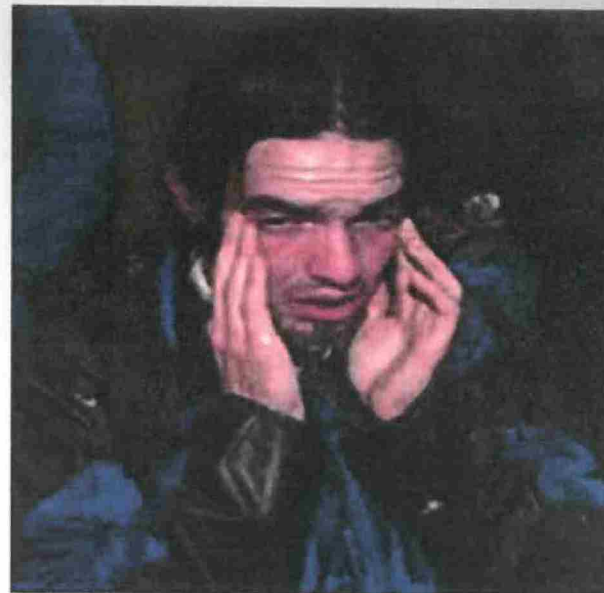
HOW OC WORKS

- Capsaicin in the pepper reacts with nerve endings in the body's mucous membranes that are sensitive to heat and cold.
- Severity of effects can depend on:
 - Strength of the spray
 - Where it is sprayed



Two effects of OC

Physiological Effects



Psychological Effects

PHYSIOLOGICAL EFFECTS



- OC is classified as an inflammatory.
- An inflammatory is a substance which causes localized heat sensations, redness, swelling, and pain to all contaminated skin and tissues.
- Effects will vary, but two primary effects to OC exposure are:
 - Involuntary closure of the eyes that results in temporary visual impairment
 - Burning sensation in the upper respiratory tract and to exposed skin

PHYSIOLOGICAL EFFECTS

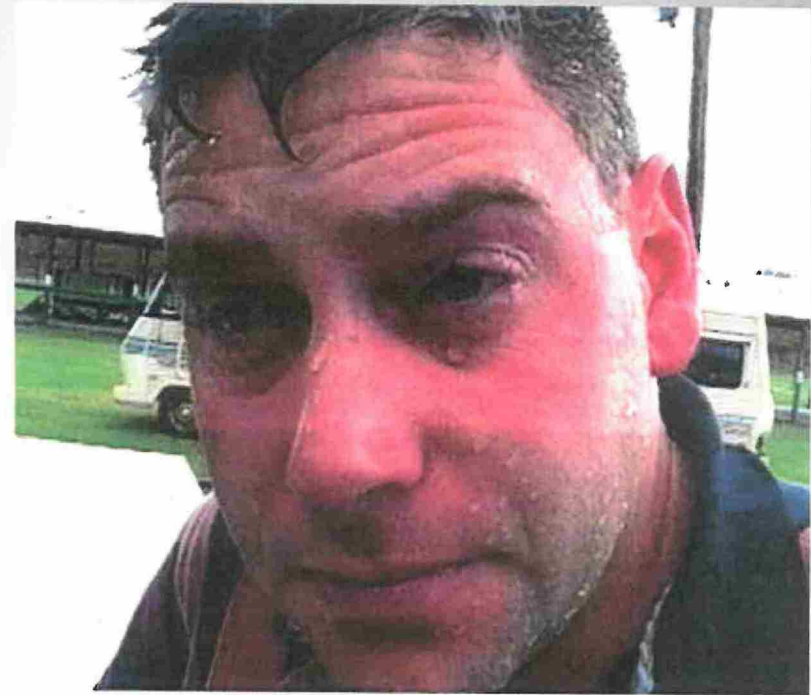
- Inhalation of, and skin and eye contact with, OC spray causes an almost instantaneous onset of responses:
 - **Eyes:** Burning, involuntary closure, tearing, conjunctival inflammation, redness, swelling, and eyelid twitching.
 - **Skin:** Tingling, burning pain, edema (swelling), redness, and occasionally blistering.
 - **Respiratory:** Nasal irritation, increase in mucous discharge, burning sensation in the throat, severe coughing, and shortness of breath.





PSYCHOLOGICAL EFFECTS

- Most common psychological effects to OC exposure are:
 - Anxiety
 - Panic
 - Disorientation
 - Fear
 - Anger



REACTION TIME

- OC has a varied reaction time due to:
 - Degree of contamination to target area (Facial and respiratory area)
 - Heat and humidity
 - Temperature
 - Wind, weather or ventilation conditions
 - Mental state of the subject
 - High threshold for pain
 - Emotionally disturbed
 - Prone to substance and/or alcohol abuse



Effectiveness - Failure Rate

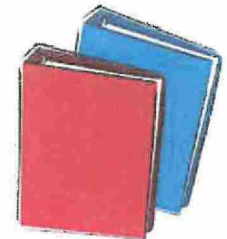
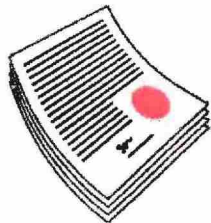
- Difficult to quantify
- It does exist
- Never solely rely on any single weapon
- Nothing 100% effective, not even a firearm
- Some people have a very high threshold for pain,
 - Subjects who are emotionally disturbed
 - Subjects prone to substance and/or alcohol abuse
 - Effectiveness varies with each individual

Use of Force

- Policy #300 – Use of Force
 - Force Defined: “The application of physical techniques or tactics, **chemical agents**, or weapons to another person.
 - “ Sworn staff shall use only that amount of force that reasonably appears necessary given the facts and circumstances perceived by the staff person at the time of the event to accomplish a legitimate law enforcement purpose”

POLICIES & PROCEDURES

- Policy #308 – Control Devices and Techniques
 - OC Spray may be considered for use to bring under control an individual or groups of individuals who are engaging in, or about to engage in violent behavior
 - OC Spray should not be used against individuals or groups who merely fail to disperse or do not reasonably appear to present a risk to the safety of officers or the public
 - Cannot be used in Court or a Hospital



Policy #308

- **308.5.1 OC SPRAY**

Personnel carrying OC spray shall carry the device in its holster. All Deputy staff are to carry OC Spray at all times when participating in field operations/contacts. Canisters involved in any type or malfunction, damage, or use shall be turned in to the Director for exchange. A special incident report may be required.

- **308.5.2 TREATMENT FOR OC SPRAY EXPOSURE**

Persons who have been sprayed with or otherwise affected by the use of OC should be promptly provided with decontamination wipes to cleanse the affected areas. Those persons who complain of further severe effects shall be examined by appropriate medical personnel.

Additional Info

- All field staff have been issued OC spray and should know the location of OC in their designated office.
- The Officer of the Day shall carry OC and handcuffs to respond to any and all emergencies.
- Shelf life of OC is 4 years post manufacture date
- **KNOW YOUR POLICIES!!!**

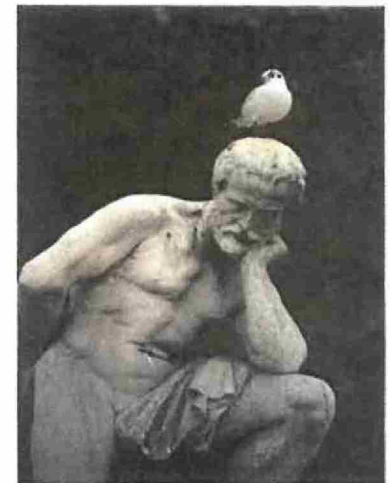


Priority of Life

- No matter what tactic or use of force is used, several factors must be considered:
 - Hostages
 - Citizens
 - Law Enforcement / Correctional Officers
 - Tactical Officers
 - Suspects
- Two questions must also be answered:
 - Who benefits the most from the decision right now?
 - What is the risk being taken versus the benefits to be received?

FACTORS TO CONSIDER

- Quick assessment & access
- Barriers
- Ergonomics
- Stream spray pattern
- Retention
- Accidental discharge
- Cross contamination
- Control after deployment
- When & where cannot deploy oc



Pre-deployment considerations

- **Cross Contamination**

- Airborne particulates may move across rooms or through ventilation systems. They are most prevalent in fog delivery systems

- **Environmental Factors**

- Wind and Rain
- Fans or Ventilation
- Heat and Humidity
- Mechanical Disturbance
- Flammability

DEPLOYMENT CONSIDERATIONS

- Minimum distance 3 feet from nozzle
- Ideal range is 6-8 feet
- Maximum distance is 12 feet
- Create distance
- Spray with ½ - 1 second bursts and evaluate:
 - Was OC delivered to target areas?
 - Level of compliance/subject making effort to comply?
 - Is OC ineffective or other measures necessary?
- Target areas:
 - Primary: eyes and forehead
 - Secondary: nose and mouth
- Allow time for spray to take effect
 - 1-5 seconds
- Give clear directions
 - Clear, loud, and repetitive commands
 - "get down on the ground, do it now."
- *Remember oc is not 100% effective*



TACTICS & TECHNIQUES

- Element of surprise
- Concealment
- Proper grip and stance
 - Using thumb to deploy
 - Using pointer finger to deploy
- Adequate delivery



Tactics

- Use OC aerosols early with the element of surprise
- Prior to escalation of physical contact
- Develop hand signals or body language to communicate with cover officer
- Communicate with fellow officers when spraying a subject who is in proximity of or in physical contact with another officer

Tactics

Responding to attack / aggressive person

- Instinctive response is to step backward away from the approaching threat
- **MOVE**
 - 3-4 controlled steps – V OUT
 - Movement will make it more difficult for the aggressor to reach you
 - Create a brief pause
 - Allowing you time to draw and deploy a weapon (OC/Firearm). You may need to continue to move!

DECONTAMINATION

- If used in the field
 - After deployment, retreat to a safe area
 - Notify your local police agency of the situation in detail
 - The police agency will notify medical personnel
 - Notify your supervisor and/or manager of the situation
 - Follow up with police agency



DECONTAMINATION

- When subject is no longer combative & is compliant:
 - Remove subject from contaminated area
 - Expose to fresh area, if feasible
 - Encourage subject to breathe normally and gain control
 - Escort to sink/shower in mechanical restraints
 - Have subject turn head to side and flush with copious amount of cool water
 - Encourage subject to open eyes to flush out the OC particles



AREA DECONTAMINATION

- Ventilate area
- Rinse down contaminated area
- Wipe exposed surfaces
- Bag all contaminated items



DELAY IN DECONTAMINATION



DECONTAMINATION DON'TS

- Instruct subject not to rub their eyes
- Don't allow the subject to use creams , salves, or lotions
- Don't provide commercial eye wash or contact lens solutions





MEDICAL & RECOVERY

- Exposed subjects will usually recover within 15 minutes to 1 hour



DOCUMENTATION



- Policy #303.7 (overrides #308.7)
 - If OC spray is deployed, it is **mandatory** that the staff involved complete the OC deployment form (Use of Chemical Agent Report) and submit it prior to leaving work on the day the event occurs
- Only the staff deploying OC should fill out the “Use of Chemical Agent Report”
- Everyone witnessing the deployment of OC spray is responsible for writing an incident report

USE OF CHEMICAL AGENTS REPORT



USE OF CHEMICAL AGENTS REPORT (Attach to Incident Report)

OC LOT NO. _____

Person Submitting Report: _____ Date: _____

Person(s) Deploying
Chemical Agent: _____

Individual(s) Upon Which Chemical Agents Were Used:

Name	DOB	Probation Officer
_____	_____	_____
_____	_____	_____
_____	_____	_____

Describe person sprayed, location, witnesses:

Before chemical agents were deployed, the following control options were utilized:

- ☐ 1. Verbal diffusion, dialogue/counseling.
- ☐ 2. A show of force by staff/officer presence.
- ☐ 3. Physical force using NRCT
- ☐ 4. Mechanical restraints (i.e., handcuffs, WRAP).

Comments: _____

The following conditions were in effect at the time of deployment of the Chemical Agent.
Check the appropriate box and provide an explanation under the comments section.

- ☐ 1. There was an immediate danger to staff or others due to the violent and uncontrollable behavior of one or more subjects.
- ☐ 2. A weapon was brandished/used by the subject(s).
- ☐ 3. The subject(s) attempted to overpower staff or escape from a lawful arrest.
- ☐ 4. The use of OC was necessary to successfully intervene in a suicide attempt and protect the wellbeing of a subject.
- ☐ 5. OC was utilized to repel an animal.
- ☐ 6. Other: _____

Comments: _____

Use of Chemical Agents Report - Field 04-2015



USE OF CHEMICAL AGENTS REPORT



OC LOT NO. _____

Check All That Apply

Deployment was: <input type="checkbox"/> Effective	<input type="checkbox"/> Immediate	<input type="checkbox"/> Ineffective	<input type="checkbox"/> Other
Staff were: <input type="checkbox"/> Uninjured	<input type="checkbox"/> Injured	<input type="checkbox"/> Alone	<input type="checkbox"/> Incidentally Exposed
Subject was: <input type="checkbox"/> Uninjured	<input type="checkbox"/> Injured	<input type="checkbox"/> Alone	<input type="checkbox"/> Male
First aid was: <input type="checkbox"/> Not Required	<input type="checkbox"/> Required	<input type="checkbox"/> Unknown	<input type="checkbox"/> Female
Decontamination was by: <input type="checkbox"/> Water	<input type="checkbox"/> Wipes	<input type="checkbox"/> Not Provided	

Comments: _____

Staff involved in incident: _____

Signature of Reporting Party _____

Title _____

Supervisor Review _____

Date _____

Manager Review _____

Date _____



DOCUMENTATION

- Use of Chemical Agent Report (p-drive) shall include (Policy #308.7):
 - A clear and factual rationale for the agent's use
 - Describe the imminent risk behavior
 - Verbal directives given
 - Subject's response to verbal directives
 - A description of how the agent was deployed and the results
 - Effectiveness of the spray
 - How many seconds (approximately) were given for reaction time
 - How far away subject was when sprayed
 - A description of the aftercare employed and/or medical treatment
 - Including any NRCT techniques applied to subject
 - Was subject decontaminated (and by who)
 - Was subject medically cleared?

DOCUMENTATION

- Additional information which should be included:
 - Person(s) upon whom agent was used
 - Who was present during deployment?
 - What efforts were made to persuade voluntary compliance?
 - Who issued commands to stop the imminent risk behavior?
 - Who warned subject(s) of possible OC deployment?

ANY QUESTIONS

