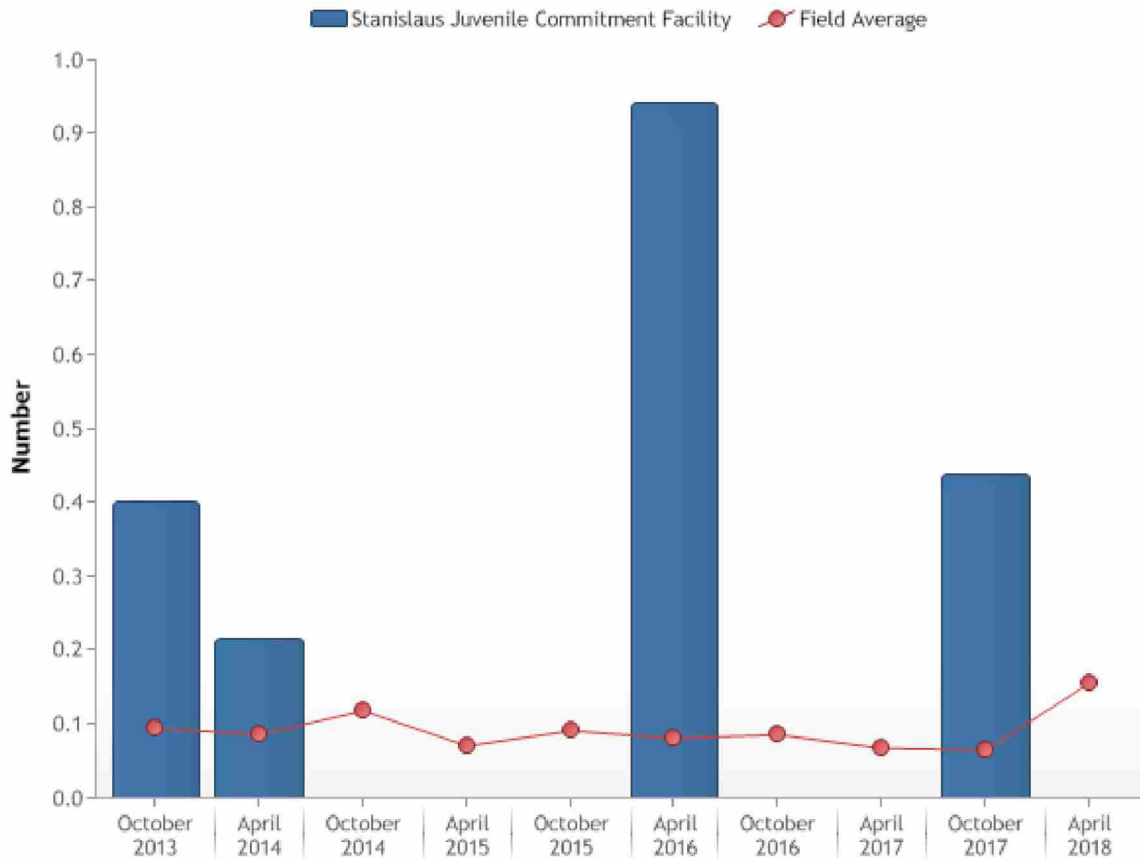


Juvenile Commitment Facility 1-1-15 to 3-31-18

Order 06

Chemical restraint use per 100 person-days of youth confinement.



[Toggle Data](#) [Toggle Details](#)

	October 2013	April 2014	October 2014	April 2015	October 2015	April 2016	October 2016	April 2017	October 2017	April 2018
Stanislaus Juvenile Commitment Facility	0.402	0.216	0.000	0.000	0.000	0.941	0.000	0.000	0.438	0.000
Field Average	0.09	0.09	0.12	0.07	0.09	0.08	0.09	0.07	0.07	0.16
Total Data Points	46	40	33	34	36	50	43	60	39	30
Not Recorded Data Points	0	0	0	0	0	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	OC Use for 2015													
2	Month		Location		Total Incidents									
3	January		Juvenile Hall		0									
4			JCF		0									
5	February		Juvenile Hall		2									
6			JCF		0									
7	March		Juvenile Hall		1									
8			JCF		3									
9	April		Juvenile Hall		3									
10			JCF		0									
11	May		Juvenile Hall		3									
12			JCF		0									
13	June		Juvenile Hall		4									
14			JCF		0									
15	July		Juvenile Hall		1									
16			JCF		1									
17	August		Juvenile Hall		1									
18			JCF		2									
19	September		Juvenile Hall		1									
20			JCF		0									
21	October		Juvenile Hall		2									
22			JCF		0									
23	November		Juvenile Hall		7									
24			JCF		0									
25	December		Juvenile Hall		0									
26			JCF		0									
27			Total both facilities:		31									
28														
29														
30														

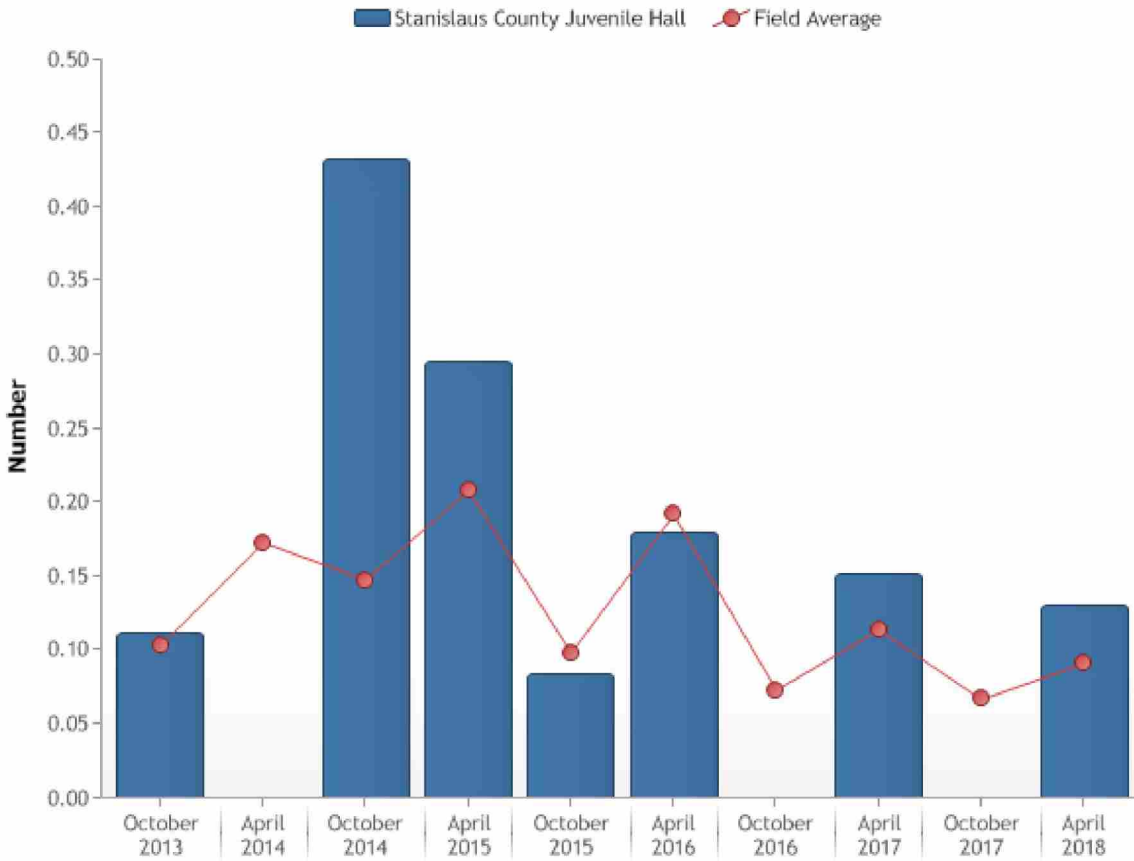
	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	OC Use for 2016													
2	Month		Location		Total Incidents									
3	January		Juvenile Hall		1									
4			JCF		0									
5	February		Juvenile Hall		1									
6			JCF		0									
7	March		Juvenile Hall		0									
8			JCF		0									
9	April		Juvenile Hall		1									
10			JCF		2									
11	May		Juvenile Hall		1									
12			JCF		1									
13	June		Juvenile Hall		2									
14			JCF		3									
15	July		Juvenile Hall		2									
16			JCF		2									
17	August		Juvenile Hall		2									
18			JCF		1									
19	September		Juvenile Hall		4									
20			JCF		0									
21	October		Juvenile Hall		2									
22			JCF		0									
23	November		Juvenile Hall		2									
24			JCF		0									
25	December		Juvenile Hall		0									
26			JCF		0									
27			Total both facilities:		27									
28														
29														
30														

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	OC Use for 2017													
2	Month		Location		Total Incidents									
3	January		Juvenile Hall		1									
4			JCF		0									
5	February		Juvenile Hall		0									
6			JCF		0									
7	March		Juvenile Hall		1									
8			JCF		0									
9	April		Juvenile Hall		1									
10			JCF		0									
11	May		Juvenile Hall		3									
12			JCF		1									
13	June		Juvenile Hall		0									
14			JCF		0									
15	July		Juvenile Hall		2									
16			JCF		0									
17	August		Juvenile Hall		1									
18			JCF		1									
19	September		Juvenile Hall		1									
20			JCF		2									
21	October		Juvenile Hall		0									
22			JCF		1									
23	November		Juvenile Hall		0									
24			JCF		0									
25	December		Juvenile Hall		4									
26			JCF		1									
27			Total both facilities:		20									

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	OC Use for 2018													
2	Month		Location		Total Incidents									
3	January		Juvenile Hall		1									
4			JCF		0									
5	February		Juvenile Hall		1									
6			JCF		0									
7	March		Juvenile Hall		4									
8			JCF		0									
9	April		Juvenile Hall		*									
10			JCF		*									
11	May		Juvenile Hall		*									
12			JCF		*									
13	June		Juvenile Hall		*									
14			JCF		*									
15	July		Juvenile Hall		*									
16			JCF		*									
17	August		Juvenile Hall		*									
18			JCF		*									
19	September		Juvenile Hall		*									
20			JCF		*									
21	October		Juvenile Hall		*									
22			JCF		*									
23	November		Juvenile Hall		*									
24			JCF		*									
25	December		Juvenile Hall		*									
26			JCF		*									
27				Total both facilities:		6								

Order 06

Chemical restraint use per 100 person-days of youth confinement.



[Toggle Data](#) [Toggle Details](#)

	October 2013	April 2014	October 2014	April 2015	October 2015	April 2016	October 2016	April 2017	October 2017	April 2018
Stanislaus County Juvenile Hall	0.111	0.000	0.432	0.296	0.084	0.180	0.000	0.151	0.000	0.130
Field Average	0.10	0.17	0.15	0.21	0.10	0.19	0.07	0.11	0.07	0.09
Total Data Points	55	43	67	67	47	46	55	46	48	67
Not Recorded Data Points	0	0	0	0	0	0	0	0	0	0

<p>Stanislaus County Probation Department</p> <p>JUVENILE INSTITUTIONS</p> <p>Policies and Procedures</p>	<p><u>Subject: Rights of Youths, Rules of Conduct and Grievance Procedures</u></p> <hr/> <p><u>Section: 6.3</u></p> <hr/> <p>Authority: Title 15; Section 1361 & 1390 - 1391</p>
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6.3.1 **General Requirements**

Areas of Notice to Youths Departmental policy requires that each youth admitted to a living unit receive prompt notification and instruction in the following areas:

- A. Youth Rights;
- B. Rules of Conduct;
- C. Disciplinary Procedures and Sanctions;
- D. Due Process and Grievance Procedures.

Notice Must be Given Prior to Any Discipline Notification and orientation in the areas cited above is required and must be given prior to the imposition of any disciplinary action against a youth. To fulfill the necessities of orientation and notification, at the time of booking each youth shall be issued the Stanislaus County Juvenile Justice Center Detainee Orientation packet explaining the rules, rights and regulations of the Juvenile Hall and the Juvenile Commitment Facility.

Reading Rules to Youths If the youth is not able to read and/or understand the orientation packet, staff are required to verbally instruct the youth regarding the aforementioned areas. In cases where a language barrier exists, an interpreter shall be provided to instruct the youth.

Youth’s rights related to booking calls, attorney contact, meals, visitation, attorney and probation officer contact, reasonable protection while in custody and medical, mental health and dental referrals will be verbally reviewed with each youth upon booking regardless of their ability to read or speak the English Language.

Post Rules In addition to the above referenced procedure, each unit shall post this information so that it is accessible to youths.

Youths Prohibited to Discipline Under Title 15, staff is prohibited from delegating discipline within the institution to a youth.

6.3.2 **Rights of Youths**

Youth Rights Youths who are in custody are entitled to the rights enumerated in this section. Staff shall familiarize themselves with these rights and are prohibited from denying a youth access to any of the rights specified below. Malicious or intentional denial of these rights by staff will result in a departmental disciplinary action, and may subject staff to legal action in both civil and criminal courts.

During their time in custody, youths shall be afforded the following rights:

6.3.2 Rights of Youths (Cont.)

Upon Booking	A. The right to have two telephone calls at the time of their booking. One of these telephone calls is authorized for the purpose of contacting a parent, legal guardian or responsible relative. The second is reserved for contacting an attorney. A third phone call may be authorized to any youth gainfully employed for the purposes of contacting their employer.
Language	B. The right to an interpreter if English is not the youth’s primary language, for instruction regarding unit rules, disciplinary procedures, legal proceedings and for the explanation of rights as well as on-going access to an interpreter is needed. C. The right to converse in their primary language, subject to the safety and security needs of the institution.
PO or Attorney	D. The right to be seen by a Probation Officer or Parole Officer. E. The right to request and be seen by an attorney.
Visiting	F. The right to receive visits from parents, legal guardians or other authorized persons, subject to existing policy.
Mail	G. The right to send and receive mail.
Treatment in JH	H. The right to fair treatment and a procedure to grieve treatment that may be unfair.
Unit rules	I. The right to be informed of the institutional and unit rules and regulations governing conduct and the resulting consequences for violation of these rules and regulations.
Due Process	J. The right to due process in disciplinary matters.
Protection	K. The right to protection from physical and emotional abuse or harassment.
Non Discrimination	L. The right to freedom from discrimination based upon sex, race, national origin or religious beliefs.
Personal Hygiene	M. The right to sanitary facilities (i.e. showers, bathroom, etc.) and personal items, including a toothbrush, comb, grooming aids and other necessary toilet articles.
Education	N. The right to receive educational instruction and participate in school programs.
Unit Programming	O. The right to participate in unit programs and activities, except as restricted by security or disciplinary requirements.
Medical	P. The right to receive adequate and prompt medical, dental and psychiatric attention.

6.3.2 Rights of Youths (Cont.)

Food Q. The right to nutritious and full portions of food based on nutritional and caloric requirements as set forth by Title 15 Minimum Standards for Juvenile Facilities.

Clothes & Bedding R. The right to clean clothing and linen.

S. The right to a bed and appropriate bedding.

Religious T. The right to pursue religious beliefs and attend religious services.

6.3.3 Rules of Conduct

Rule Notification Youths are governed by, and expected to comply with, the basic rules of conduct as set forth in this section. Unit staff is required to provide newly arrived youths with notice of these rules, the associated expectation of compliance and the resulting consequences for violating them at the time a youth is admitted to their living unit, or within a reasonable time thereafter. Until notification of the rules is accomplished, youths may not be subjected to disciplinary action for failure to comply.

Youth Sign-off Upon completion of the youth's orientation to the unit rules, staff shall have the Observation Sheet initialed, acknowledging that they have read and fully understand institutional rules, disciplinary procedures and their right to fair treatment and due process.

“Cover” A. When youths hear the command, “COVER,” they must immediately go to a kneeling position with their hands clasped behind their head so that their arms cover the side of the head and the face area. The head is pulled down toward the knees as far as possible so that the elbows come close to touching the knees and the ankles are crossed. This position is held without movement until further direction is given by staff.

This command is called by staff whenever there is a problem or emergency. Periodic response drills are to be conducted by staff to assure that the youths know what is expected of them.

Failure to comply with the “COVER” command and to stay in the “COVER” position until released by staff may authorize staff to use OC spray if appropriate, restrain the youth and if necessary, physically place the youth on the ground, using departmentally approved techniques. Good judgment is essential during this process to assure the safety of both youths and staff. Staff should notify the SPCO as soon as possible. A youth's failure to comply with this command may also result in room confinement.

6.3.4 Institutional Grievance Procedures

Conditions of Confinement A. All youths may appeal and have resolved grievances relating to any condition of confinement, including but not limited to health care services, classification decisions, program participation, telephone, mail or visitor procedures and food, clothing, and bedding. Standards and guidelines incorporated therein include the following:

- Grievance Procedures
1. A grievance form and instructions for registering a grievance, which includes provisions for the youth to have free access to the form and to deliver the form to any child care supervision staff working in the facility;
 2. Resolution of the grievance at the lowest appropriate staff level;
 3. Provision for a review and response to grievances within a specified time limit;
 - a. The youth may elect to be present to explain his/her version of the grievance to a person not directly involved in the circumstances which led to the grievance.
 - b. Provision for a staff representative approved by the facility administrator to assist the youth.
 4. Provision for a written response to the grievance which includes the reasons for the decisions; and,
 5. A system which provides that any appeal of a grievance shall be heard by a person not directly involved in the circumstances which led to the grievance.

Whether or not associated with a grievance, concerns of parents, guardians, staff or other parties shall be addressed and documented in accordance with written policies and procedures within a specified time frame.

Rights B. All youths shall have the right to due process on all actual or perceived mistreatment, the quality and receipt of care within the institution, and any imposed disciplinary action either through the grievance procedure or the disciplinary review process. In exercising this right, a youth shall be free from any threat or act of reprisal, whether it be actual or implied.

Youths Shall Be Provided w/ Grievance Information All youths shall be provided with information regarding their right to grieve unfair treatment, and their right to receive clear and understandable instruction as to the procedures involved in initiating the grievance process. This information shall be posted in an obvious location.

Staff to Provide Assistance C. Upon request, each youth shall be entitled to assistance from a staff member in pursuing a grievable issue. The right to seek staff assistance and the filing of a grievance should not be delayed or impeded by staff. In cases involving disciplinary actions, the youth shall be required to comply with the imposed discipline prior to having access to the institutional grievance procedure.

Profanity/ Threats D. Grievances will not be denied simply because they contain profanity or other language objectionable to staff. The youth in question may be given the opportunity to rewrite the grievance without the objectionable language.

6.3.4 Institutional Grievance Procedures (cont.)

Non-Grievable Issues

- E. Items not subject to redress through the institutional grievance procedure, include major rule violations and/or disciplinary actions (they have their own due process procedures) as well as the following non-grievable issues:
1. The personal appearance, dress or mannerisms of staff and/or other youths
 2. Court orders
 3. The no smoking or use of tobacco policy
 4. Detention in either the Juvenile Hall or the Juvenile Commitment Facility
 5. Court restrictions on “Out of Building” excursions
 6. Personality conflicts with other youths
 7. School courses required by law
 8. State education code requirements

Procedure

- F. When a complaint is registered by a youth regarding care and treatment in a Juvenile Institution, and they express a desire to seek redress through the institutional grievance process, the following procedures shall be followed.

Unit Staff Duties

1. Upon receiving a complaint from a youth, unit staff shall make every effort to resolve the grievance at the unit level. Grievance focus shall be as follows:

Step	Action
1	Talk to the youth and determine the grievance.
2	Resolve the grievance, if possible, at the lowest appropriate staff level. If not, furnish the youth with a pencil and Grievance Form within a reasonable time (1 hour maximum). If the youth is emotionally and physically upset, staff may delay the furnishing of a pencil until such time when the youth has regained their composure. Staff may not deny access to the pencil indefinitely.
3	Provide the youth with instructions on completing and filing the appeal form, advise them of their right to present evidence and witness testimony on their behalf, and if necessary, receive staff assistance in pursuing the appeal.
4	Upon receiving the completed Grievance Form, unit staff shall attach the grievance form, all available information regarding the nature and origin of the youth’s complaint and submit it to the SPCO. All youth grievances shall be promptly presented to the SPCO (within 24 hours).
5	The SPCO will attempt to resolve the problem. If this cannot be accomplished, it is the SPCO’s responsibility to forward the grievance to the Superintendent.

6.3.4 Institutional Grievance Procedures (cont.)

SPCO Duties

2. If a youth wishes to file a grievance, a SPCO shall act as the Grievance Review Officer for youth’s grievance. Upon receiving the youth’s Grievance Form, the SPCO duties and procedures shall be initiated as listed in the following table:

Step	Action
a	Schedule a grievance appeal hearing within the same shift if possible and in all cases within 24 hours of the filing of the youth grievances.
b	Review the nature of the grievance, and conduct a hearing with the youth and other parties named in the grievance, eliciting evidence and testimony from the youth, pertinent witnesses and staff.
c	Upon completion of the presented evidence, render a decision regarding the appeal. The decision will uphold the youth’s grievance and offer a resolution, provide a compromise agreement or it will deny the grievance in its entirety.
d	The SPCO shall inform the youth orally and in writing of their decision and the reasons substantiating it.
e	If a youth’s grievance has been satisfactorily resolved at the SPCO level, the SPCO shall forward the grievance to the Superintendent for review.
f	If a satisfactory resolution of the grievance is not obtained, the SPCO will forward all documentation to the Juvenile Institution Superintendent or their designated representative within 24 hours, or the next workday on holidays or weekends for review.
g	The Superintendent or their delegated representative shall act as the Administrative Review Officer and subsequently conduct an administrative review of the documents and render a decision which either: 1. Uphold the denial of the grievance; 2. Overturns the denial and upholds the youth’s grievance, or; 3 Order an administrative review hearing.

In cases involving Administrative Review the Superintendent shall note their findings on the youth’s Grievance Appeal Form and return it to the SPCO. The SPCO will forward the documents to the youth and notify them of the decision. In cases where the Superintendent elects to conduct an administrative hearing; all parties to the grievance shall be assembled and the finding/resolution administered at this hearing shall be final.

<p>Stanislaus County Probation Department</p> <p>JUVENILE INSTITUTIONS</p> <p>Policies and Procedures</p>	<p>Subject: Use of Physical Force</p> <hr/> <p>Section: 7.12</p> <hr/> <p>Authority: Title 15 1357, 1358</p>
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7.12.1 Authorized by State and Federal Laws

A. State and Federal law empowers Peace Officer’s with the right to use physical force when necessary to maintain and enforce their responsibilities under the law. The use of physical force by staff is sometimes necessary to gain youth compliance with facility rules, to prevent the perpetration of a violent act between youth or against staff, to prevent self-harm by a youth or destruction of county property. When such situations arise, and the use of physical force is contemplated, staff is required to know exactly what type of force is allowed, when it is appropriate and how to apply it properly. In this section, the policy and procedures surrounding the use of physical force will be addressed. Staff has a duty and responsibility to safely maintain control of the institution and its components.

Limited Use

B. Use of force in excess of that which is necessary or use of force after the necessity for control has been attained is not lawful or protected. Use of physical force is limited to that which is necessary to maintain control of the institution or to protect the safety of employees and youth. Use of undue force, or force after the situation has been controlled, constitutes an unlawful act of assault or battery, and is not authorized or protected under Probation Department policy or California Law. Staff is required to take an eight (8) hour Defensive Tactics class annually.

Protected by Law

C. Staff will be protected by law, to the extent they operate within it. When staff exceeds the protection of the law, they are vulnerable to criminal charges and/or departmental disciplinary action. When such instances occur, the Modesto Police Department and the District Attorney’s office will be notified through the internal chain of command to investigate the situation, with the full cooperation of the Probation Department.

Not to Be Used as Punishment

D. Under no circumstances shall force be used as a form of punishment or discipline. Nor, shall physical force be engaged in, with the intent to injure a youth, except in instances where safety is threatened or in jeopardy. Offensive physical force will be condoned only as a final resort for the protection of self, other staff and youth.

Notify On Duty SPCO

E. Initiation of physical/chemical contact with a youth should be done as a last resort and in the presence of other staff when possible. The Supervising Probation Corrections Officer (SPCO) shall be notified and their presence requested, whenever physical contact with a youth is a possibility or has occurred.

7.12.2 Use of Force Options for Physical Restraint and Control

A. Strategies for physical restraint and control involve partial or total control or immobilization of a youth through the use of defensive force control instruments. Defensive force control instruments include, but are not limited to, the following “Use of Force Options:”

1. Dialogue and counseling.
2. Staff Presence.
3. Verbal Commands.
4. Physical control, including mechanical restraints.
5. Oleoresin Capsicum (OC) pepper aerosol spray.

The above force options are immediately available to staff, depending on whatever force is reasonable and necessary to effectively restrain and control a youth for physical safety and security reasons. Staff will escalate or de-escalate their use of force options as the youth’s resistance or behavior changes. It may be appropriate to use more of the same option before escalating to a higher level of force.

Dialogue,
Counseling and
De-escalation

B. Dialogue/counseling is the staff’s ability to gain control of the situation through the use of verbalized statements. In most control situations and when properly used, dialogue will be the only option needed. In all circumstances, staff must work to de-escalate situations.

Presence

C. Officer presence may be facilitated by one or more officers, depending on the incident. In many situations, increasing the number of officers at the site of the incident will dissuade further negative behavior from the youth.

Verbal
Commands

D. During volatile circumstances, dialogue/counseling may not be sufficient to control the situation. Staff should give clear, direct orders to youth while employing command presence. Verbal commands include, “Stop,” “Cover,” or, “Get on the ground,” etc.

Physical Control

E. Use of departmentally approved control techniques and escort procedures as instructed in departmental Defensive Tactics courses.

OC Spray

F. The use of OC is permitted under Section 12403 of the California Penal Code.

The aforementioned force options are immediately available to staff, depending on whatever force is reasonable and necessary to effectively counter an individual threat.

7.12.3 Physical Contact Policy

Limited to
Emergency
Situations

- A. The use of physical force is limited and reserved for emergency situations. If the situation permits, prior to engaging in physical force, staff shall exhaust less physical alternatives to gain compliance or control and contact the Probation Corrections Officer (PCO) III and the on-duty SPCO. When in the prudent judgment of a staff, no lesser alternative options are available; the use of force is authorized. However, such physical and/or chemical force shall be limited to the reasonable degree necessary to gain control or cooperation from a youth. The use of physical and/or chemical force is limited to the following situations:
1. Self-defense.
 2. Defense of staff.
 3. Defense of other youth.
 4. Protection of a youth.
 5. Protection of governmental property.
 6. Prevention of escape.
 7. Prevention of riots/unit disturbances.
 8. Youth who fail to cooperate with a staff request to leave the scene of an incident or accompany staff to an area designated by staff (i.e., their room, etc.) when such compliance is necessary for:
 - a. Maintenance of group control;
 - b. Maintenance of individual safety;
 - c. Accomplishment of an arrest.

- B. Force may be used only to prevent injury to self, staff or youth. In such emergencies, every reasonable or practical effort must be made to avoid hurting or injuring the youth. No more force is to be used than necessary to control the situation. The SPCO shall be called in advance or as soon as possible, to advise and assist in any situation where physical force appears necessary. An Incident Report must be submitted by the PCO's involved, before going off duty, explaining the full details.

Use of Force
is Limited

When physical force is justified, such force is limited to the reasonable degree necessary to gain youth control or compliance. Under no circumstances shall choke holds be utilized to restrain youth. The use of the carotid or choke hold is extremely dangerous and can result in death, and is therefore absolutely unauthorized and strictly forbidden.

Pregnant
Youth

- C. A youth shall not be shackled by the wrists, ankles, or both during labor, including during transport to a hospital, during delivery, and while in recovery after giving birth, subject to the security needs described in this section. Pregnant youth temporarily taken to a hospital outside the facility for the purposes of childbirth shall be transported in the least restrictive way possible, consistent with the legitimate security needs of each youth. Upon arrival at the hospital, once the youth has been declared by the attending physician to be in active labor, the youth shall not be shackled by the wrists, ankles or both, unless deemed necessary for the safety and security of the youth, the staff and the public.

When a female youth in custody is found to be pregnant by our medical staff or has not been evaluated yet but believes she is pregnant, she will not be restrained with a waist chain. The youth will be handcuffed with her hands to the front, in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.

7.12.3 Physical Contact Policy (Cont.)

Applying Restraints to Pregnant Youth:

Pregnant youth may be only restrained with handcuffs.
Pregnant youth must be handcuffed in the front so they will be able to break a fall with their hands.
Pregnant youth are not to be restrained by chaining them to other youth.
Pregnant youth are not to be restrained with leg irons.

Transport Officers may take precautions, such as the use of a wheelchair, to ensure the safety of the pregnant youth while under escort in restraints.

Any pregnant youth during any phase of labor or while in recovery after giving birth shall not be secured in any type of restraint unless deemed absolutely necessary for the safety and security of the youth, the medical staff and the public. If a pregnant youth in labor is secured with any type of restraint, the Alternative Programs' SPCO or the on-duty SPCO is to be notified at the earliest opportunity.

Medical
Check

D. After securing the youth following a use of force incident, medical staff shall be contacted and the youth shall receive a prompt medical evaluation and/or treatment for any possible injuries. Staff shall note in the Incident Report the time medical staff was contacted, the time medical staff arrived and the outcome of the medical evaluation, i.e., cleared, M-7 status, etc.

Staff Must
Report Any
Abuse by other
Staff

E. Staff observing intentional abuse of this policy by other staff members, are required to notify the SPCO and report the observed violation. Failure to do so may result in disciplinary actions.

Ongoing
Training

F. All staff receives ongoing 8 hour training in Defensive Tactics and Safety Restraints annually. Additional optional training is available quarterly. When using physical force, only those Defensive Tactics and control holds specifically approved by the Probation Department are authorized.

7.12.4 Reporting Procedures

Incident
Reports

In instances involving physical contact between staff and youth, an Incident Report documenting the incident is to be submitted to the SPCO for review. This report shall include an accurate description of the incident, the amount and type of force used, including the use of O.C. a description of any injury, medical treatment (including a medical treatment stamp) and a list of all participants and witnesses. Staff shall complete and submit an Incident Report to the on-duty SPCO prior to the end of their shift.

Administrative
Review

All physical incidents including the use of O.C. shall be reviewed regarding the physical contact, the appropriateness of the physical force and the need for further staff training if necessary.

The importance of complete and proper reports is essential for the protection of the Probation Department and staff. Staff and/or youth may be injured during a physical confrontation and allegations of impropriety or excessive force may be made. Complete and prompt reports are therefore the best safeguard from false accusations regarding the use and application of force by staff.

7.12.4 Reporting Procedures (Cont.)

Reporting and Investigation of Excessive Use of Force

The following methods are available for the reporting of excessive use of force and/or O.C. allegations. A youth may report an allegation of excessive force and/or O.C. to staff either verbally or via the grievance process. Staff receiving the report shall immediately forward the information to the on-duty SPCO. In addition, a parent or citizen may report an allegation either verbally or in writing via a citizen complaint form. A citizen complaint shall be processed in accordance with the citizen complaint procedure. Additionally, any other method that results in credible information regarding the use of excessive force shall result in the information being forwarded to the SPCO via an Incident Report. Upon receiving the information, the SPCO will forward the information to the Superintendent who shall determine the appropriate method for investigating the allegation(s).

7.12.5 General Guidelines for Defending Yourself

Continued Awareness

Due to the inherent potential for danger, staff must be prepared at all times to engage in unarmed Defense Tactics. Imperative to preventing an assault on staff is the use of sound security practices and the constant monitoring of surroundings. By maintaining a position of awareness and exercising prudent judgment in relations with youth, staff can successfully avoid potentially life threatening situations.

If a situation arises where self-defense against an assault becomes necessary, use the following guidelines:

- A. Request backup.
 - B. Avoid using physical force unless there is a clear/present danger of physical injury.
 - C. Seek a position of defense.
 - D. Use OC Spray if appropriate.
 - E. Allow OC spray to have some effect before moving in for physical restraint.
 - F. Use your weight/leverage against the youth’s strength.
 - G. If possible, grab youth by the clothing rather than the flesh.
 - H. Use the least amount of physical force necessary to control the situation.
 - I. Contact the SPCO as soon as possible when restraints are used.
-

7.12.6 Disciplinary Removal of a Youth from a Unit

Periodically, situations occur in the living units which require the physical removal of a youth from the unit. Such situations may arise when:

A	A youth physically assaults another youth.
B	A youth physically assaults a staff member.
C	A youth engages in or solicits riotous acts or behavior.
D	A youth engages in the willful and significant destruction of property.
E	A youth engages in acts of self harm.
F	A youth refuses a request to report or accompany a staff member to a room or area designated by staff.

Intro

Under these circumstances, staff may be authorized by the SPCO to physically remove any youth whose behavior endangers the safety and security of the institution, its unit programs, its staff members and other youth. When a decision is made to physically remove a youth to a more secure setting, the following procedures shall be invoked:

7.12.6 Disciplinary Removal of a Youth from a Unit (Cont.)

Supervisor Presence Required	A. Except in an emergency, staff shall acquire the approval and presence of the SPCO and sufficient backup staff, prior to the physical removal of a youth.
Secure Unit	B. Prior to the physical removal of a youth, staff shall secure the unit and place the other youth in their rooms.
Inform Central Control	C. The staff member shall inform Central Control of the situation and request: <ol style="list-style-type: none"> 1. The unit be sealed off from unnecessary traffic; 2. Backup staff be sent to the unit; 3. That the SPCO report to the unit; 4. That a holding cell or safety room be made available.
Isolate Youth	D. If removing a youth from a multiple occupancy room, staff shall isolate the roommate(s) in another location.
Actual Removal	E. Having followed the previously outlined procedures (A thru D) the physical removal of a youth may proceed.
Two Staff	<ol style="list-style-type: none"> 1. Verbal instructions for compliance shall be initiated first. If the youth complies, they shall be escorted by a minimum of two (2) staff members, to the required destination. 2. In cases where compliance with verbal instructions is not forthcoming, the use of physical force is authorized following the Use of Force Model as outlined in manual section 7.12.2. The youth's behavior will dictate the level of force used. When using physical force only the degree and level necessary to gain control of the youth and effect the transfer to the intended destination is authorized.
Develop a Plan	<ol style="list-style-type: none"> 3. When entering a youth's room, be sure each staff member has a clearly defined role for the removal process. Injuries to both staff and youth often occur as a result of too many people in a room with non-defined roles for the removal process. When effecting transfer, do so quickly and with minimal interruption. <p>Have a plan formulated before attempting to apply restraint equipment to prevent injury to both staff and youth. Develop a course of action which incorporates a procedure for entering the room. When cuffing a youth in a room, a minimum of two (2) officers is required, with a third officer available as back-up.</p>
Restraints	<ol style="list-style-type: none"> 4. Handcuffs may be utilized at the discretion of the restraint coordinator (usually a SPCO or Lead PCO). When restraints are used during a disciplinary removal, Policy Section 7.13 takes precedence.
Reports and Documentation	F. An Incident Report is required for disciplinary removals from a unit, in addition to any discipline reports completed. Staff shall complete these reports promptly and make them available for Administrative review prior to the end of the shift.

<p>Stanislaus County Probation Department</p> <p>JUVENILE INSTITUTIONS</p> <p>Policies and Procedures</p>	<p>Subject: Use of Oleoresin Capsicum (OC) Spray Section: 7.17</p> <hr/> <p>Authority: Penal Code 12401, 12403, Title 15 Section 1357</p>
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7.17.1 Use Of Oleoresin Capsicum (OC) Spray

Authority and Use

- A. Oleoresin Capsicum (OC) spray is designed for use against violent persons and to reduce injuries to staff, youth and others.

Any employee who exceeds these limitations or fails to comply with these regulations shall be subject to disciplinary action unless the employee can adequately justify that the action taken was legal, safe and necessary. The burden of such justification shall be on the employee.

OC is a non-lethal, non-injurious, non-impact defensive capability that is a component of the Use of Force Options. Use of OC must be consistent with PC 835a.

Possession of department issued OC is restricted to designated on-duty staff only. Designated staff includes those individuals who have successfully completed the necessary training. The Department authorizes its use only in the course of on-duty activities and operations. The Department issued OC equipment is not authorized to be taken out of the facility unless on duty.

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- B. The Probation Department shall issue canisters containing OC to authorized personnel. Only department approved and issued OC is authorized for on the job use and shall:
1. Be the property of the Stanislaus County Probation Department.
 2. Be authorized for on the job use only.

NOTE: Use or discharge not in accordance with this policy is unauthorized. Violations may result in disciplinary action, up to and including termination.

7.17.2 Characteristics of OC Spray

OC is a highly concentrated form of red cayenne peppers or similar substance that affects the mucous membranes of humans and animals, and is considered “Tear Gas” as defined by Penal Code Section 12401. OC, when applied to the face, typically causes swelling of the mucous membranes, involuntary closing of the eyes, gagging, coughing, shortness of breath and an intense feeling of burning on the exposed skin areas. The major advantage of OC is that it is consistently effective when used against combative persons with reduced sensitivity to pain. The symptoms are temporary and may last up to 45 minutes if left untreated. Decontamination is simpler and more effective than with other chemical agents.

Oleoresin Capsicum pepper spray is the only tearing agent authorized for use by the Stanislaus County Probation Department.

7.17.3 General Precautions In The Use Of OC Spray

The following precautions shall be strictly adhered to with regard to the application of OC:

1. OC shall be used for self-defense and overcoming resistance by threatening and/or hostile youth.
2. OC shall not be used in the immediate vicinity of infants, since their respiratory systems are extremely sensitive (this pertains to special visits).
3. Pregnant youth and those with an acute sensitivity to OC, such as youth with asthma, will be issued an orange wristband at the time of booking or as prescribed by medical staff. Care shall be taken when deploying OC around these youth. As soon as the situation is safe, these youth shall be removed from the area of exposure and medical staff contacted.
4. Care shall be given before using OC in windy conditions e.g., outdoor recreation.
5. OC applicators shall be shaken once a shift and tested once a month to ensure that the active ingredient is properly mixed and the spray nozzle is clear.
6. Care shall be taken as to the type of applicator and its mode of carry to preclude accidental discharge.
7. OC used by this department is water based, non-flammable and non-toxic. Contents are noted on the side of the OC canister.
8. At the commencement of each shift, officers shall check the OC canister by shaking it in an up and down motion to ensure they have an adequate supply of OC. (The dispenser should be no less than one third full.)

7.17.4 Application Of OC Spray

Purpose Staff may use OC within the scope and authority to subdue imminent or actual violent behavior or if such behavior presents a clear danger to youth, staff and others. Before OC may be used, consideration must first be given to the gravity of the situation, the level of threat posed by the youth and the danger of injury to persons, if the hostile behavior does not cease. An explanation of OC use will be included in the unit orientation for each youth coming into the facility.

Verbal Command OC may be used only after making a reasonable effort to verbally persuade voluntary compliance and after giving a clear warning (the “Cover Command”) that OC will be used if such voluntary compliance is not made, unless the safety and security of staff, youth or the institution is threatened. The only exception to using OC spray before a verbal warning is when the behavior exhibited is of such a nature that even momentary delay would result in further injury to a person.

Youth may not be sprayed with OC **solely** based on their refusal to assume the “cover” position. The youth must pose an imminent threat to the personal safety of staff or other youth to have OC applied. Departmentally approved Defensive Tactics may be used to gain compliance of a youth refusing to follow the Cover Command.

7.17.4 Application Of OC Spray (cont.)

Authorized Use

- A. OC shall be used when reasonably and lawfully necessary to subdue an attacker or violently hostile person. It will not be used indiscriminately or in anticipation against mere threats of violence or resistance, unless the person has the apparent ability to carry out the threat and is ready or in the process of doing so. It shall be used under the following circumstances:
1. When confronted with a physically violent, combative youth; or group of youth, whose behavior may result in bodily harm to the staff, youth or others.
 2. Whenever an overt aggressive action may result in bodily harm to the staff, youth or to others.
 3. When less restrictive steps have failed or the steps were not appropriate for the given emergency situation.
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Yell “OC” Prior to Use to Warn Staff

- B. When youth are engaged with staff, use caution prior to OC use. This may be facilitated by giving a verbal notification, “OC” or acknowledgment by involved personnel, prior to application. Staff in the immediate vicinity of the youth should step away.
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Not to be Used for Punishment

- C. OC shall not be used for punishment, retaliation, or disciplinary purposes. Staff is to ensure that no greater amount of OC is used than is necessary to gain control of the situation and subdue the youth. OC shall be considered for use on youth who are resistive, as well as those who are physically aggressive.
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Use in Room Extractions

- D. In the instance of room extractions, the on-duty Supervising Probation Corrections Officer (SPCO) must be notified, prior to any use of OC. Only in extreme situations shall OC be used, prior to the arrival of the SPCO.
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If appropriate, the SPCO shall give the youth warning that continued refusal to comply with the staff instructions may result in the application of OC spray. If the youth continues to refuse the instructions, the SPCO and unit staff shall assess the situation to decide if the potential for resistance constitutes a danger to the youth, others or staff. If this is the case, the SPCO shall give the authorization for the use of OC spray.

Use of N 95 Masks

Staff has been issued “N95 Particulate” masks, which are very effective in reducing the exposure effects of OC. N95 masks are designed for multiple uses. Should a mask become unserviceable, contact the on-duty SPCO for a replacement mask.

Post Incident Follow-up

- a. Direct non-involved youth to their rooms, one by one or in small groups.
 - b. Once the unit is secure, remove the combatants to the decontamination area.
 - c. Responding staff may assist in the decontamination process if needed.
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7.17.4 Application Of OC Spray (cont.)

OC Sensitive

The use of OC should be avoided on some youth. For example, pregnant youth or those with an acute sensitivity to OC, such as youth with asthma, who were issued an orange wrist band at the time of booking or as prescribed by medical staff. Care shall be taken when deploying OC around these youth. As soon as the situation is safe, these youth shall be removed from the area of exposure and medical staff contacted.

If possible, staff should avoid deploying OC against youth who have the following medical histories or profiles:

1	New bookings.
2	Those who have any documented medical history of respiratory problems.
3	Those who have any documented medical history of heart disease or related problems.
4	Those with a documented medical history of seizures.
5	Those who are medically obese.

All reasonable efforts should be made to avoid spraying these youth with OC. However, staff and youth safety is our primary responsibility; there may be occasions, due to the threat or presence of violent circumstances, where OC may have to be used on medical alert youth to prevent serious injury.

Officers observing a use of force/O.C. incident, who believe the use of force/ OC was excessive shall advise his/her immediate supervisor of such incident.

7.17.5 Authorization to Carry OC

Authorized

- A. The Superintendent shall designate those persons authorized to use OC within the scope of their employment. The staff must:
1. Be full-time or part-time, regular employees in the following classifications:
 - Superintendent
 - Supervising Probation Corrections Officer
 - Probation Corrections Officer I/II/III
 - Alternative to Custody Program Officers
 2. Have received a POST/STC Training Certificate for Use of Chemical Agents.
 3. Completed First-aid and CPR
 4. Completed at least one defensive tactics course

7.17.6 Decontamination for OC Spray

Staff Responsibilities

Staff is responsible for the safety and decontamination of the youth when OC has been applied. Officers must take all precautions to ensure that the youth is not injured while incapacitated by the OC.

Remove to Safe Area

- A. Aftercare Procedures: In all cases where OC is deployed, once the youth has been controlled and restrained, the youth shall be removed to an area where the decontamination process may begin. Medical staff shall assess all youth affected by OC spray as soon as possible. If no medical staff is on-site, youth will be taken to a medical facility to be cleared.

Staff Assistance

The following methods shall be used to decontaminate individuals affected by OC spray:

1. Staff shall assist each youth affected by OC during the decontamination process. Advise the youth to remain calm.

Options for Decontamination

Staff shall move the affected youth to the shower area. An outdoor hose may be used if the incident occurs on the recreation field.

7.17.6 Decontamination for OC Spray (Cont.)

Contact Lens	2. When decontamination begins, if the individual is wearing contact lenses, they lenses should be removed. Medical staff present at the scene of the incident may advise or assist in the removal of the youth’s contact lenses.
Decontamination via the Shower	3. In the event that the individual is decontaminated in the shower, staff shall assist each youth during this process. The youth shall remain clothed; their shoes shall be removed and a cool stream of water should run over their face and head. Provide the youth with a soap packet to aid in the decontamination process. Special care shall be given during this process, as the shower area is a confined area and it may be slippery.
	4. Do not use oils, lotions or creams following exposure to OC. These will trap the irritants and enhance/prolong the effects.
Medical Staff	5. Medical staff will assess the youth for signs of respiratory distress, as well as possible related injuries. Medical staff will also conduct a check of the youth’s vital signs if deemed necessary. Once Medical staff has given clearance, the youth may be returned to their unit/room. Staff shall note, in the subsequent Incident Report, the time medical staff was contacted, the time medical staff arrived and the outcome of the medical evaluation (i.e., cleared, M-7 status, etc.)
Monitoring	6. Five minute room checks shall be completed by staff for one hour from the end of decontamination and shall be documented as part of the Use of Chemical Agent After Care Report. Staff is to see that the youth is sitting up and that they respond to verbal direction. Do not allow the youth to lie down, as this may cause further respiratory problems.
Incident Report	A. Documentation: The use of OC shall be reported on an Incident Report. The report shall be completed, prior to the end of the shift during which the use occurred. If needed, the SPCO will attach an addendum to the Incident Report.
	B. After all youth and the unit are secured, staff will notify the SPCO if they are in need of decontamination from the OC spray.
Staff Exposure	The SPCO will make a determination regarding the medical condition of the affected staff and take the appropriate action. <ol style="list-style-type: none"> 1. If it is necessary, allow the staff time out of the unit and provide a temporary replacement if needed; 2. If a staff has suffered a severe reaction to OC spray or received a direct spray: <ol style="list-style-type: none"> a. Staff will be replaced to undergo the decontamination process. b. Referral to a medical facility will be made, if necessary, by the SPCO. The appropriate paperwork shall be completed and given to the employee.
OC After Care Report	C. As a part of the OC decontamination process, a Use of Chemical Agent After Care report will be completed. Staff shall: <ol style="list-style-type: none"> 1. Prepare an Incident Report, detailing the reason for the use of OC, prior to the end of the shift. 2. Submit the Incident Report and the Use of Chemical Agent After Care report to the SPCO prior to the end of the shift.

7.17.6 Decontamination for OC Spray (Cont.)

Processing the related paperwork:

- 1 Attach the Use of Chemical Agent After Care Report to the Incident Report.
 - 2 Distribute copies of the Incident Report as required.
 - 3 The reports shall be submitted to the Superintendent.
 - 4 The Superintendent shall review the reports to ensure that the use of OC was in accordance with the Use of Force policy.
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7.17.7 Control and Storage of OC

OC Control
Measures

A. Canisters of OC shall be controlled and accounted for as follows:

1. The Probation Corrections Officer (PCO) III shall issue and ensure that all OC canisters are accounted for after each shift. Each staff issued an OC canister at the commencement of the shift shall be responsible for shaking the can and determining whether the can is at least 1/3 full.
 2. Staff shall possess OC spray while on duty. Staff shall be responsible to insure the canisters are secure, at all times, during the shift.
 3. The PCOIII shall be responsible for ensuring that all OC canisters are accounted for. When OC canisters are not in use, they shall be secured in a locked area.
 4. Empty OC canisters shall be turned in to the SPCO. The SPCO shall give them to the Safety Analyst for disposal.
 5. Under no circumstances shall anyone attempt to take an OC canister out of the building when they go off duty. Under no circumstances shall anyone bring personal OC canisters into the building.
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<p>Stanislaus County Probation Department</p> <p>JUVENILE INSTITUTIONS</p> <p>Policies and Procedures</p>	<p>Subject: Unit Disturbances and Riots</p> <hr/> <p>Section: 8.1</p> <hr/> <p>Authority: Title 15 Section 1311, 1327, 1357, 1358</p>
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8.1 Unit Disturbances and Riots

Intro Youth in custody will often present staff with behavioral problems which will occasionally impose a threat to the safety, order and security of the institution. Safety, order and security are paramount considerations for all staff; particular vigilance must be exercised in the observation and supervision of youth. Staff must be prepared to act quickly when a disturbance occurs. Although staff alertness and awareness will provide the best tools for preventing and controlling a disturbance, it will not entirely eliminate fights and other acts of violence. When such disturbances or emergency situations do arise, staff response will be guided by two (2) basic considerations; the safety of staff and youth, and the prevention of damage/destruction to facility property.

Safety The safety of fellow officers and youth is extremely important. Staff's action/response in a crisis situation should be predicated upon that principle. Given that no two situations are identical, staff must exercise prudent judgment when determining an appropriate staff response for various types of disturbances, ranging from non-serious, to a serious emergency.

The Juvenile Hall and the Juvenile Commitment Facility operate independently of each other. In an emergency, those in the non-involved facility will return to their units, place all youth in their rooms and wait for further instructions.

8.1.1 Unit Disturbances

Non-Serious Unit disturbances may be classified into two subcategories; non-serious and serious. Non-serious disturbances refer to those disruptions which represent only a minimal threat to the order and security of the unit and/or institution. Such disruptions are routinely handled by on-site staff (i.e., staff directly involved at the time of the incident) and generally do not require assistance from off-site personnel (i.e., staff not directly involved, who are located in other areas of the facility at the time the incident occurs, such as booking staff, the Supervising Probation Corrections Officer (SPCO), other unit personnel, etc.) These disturbances typically involve confrontations between youth or near fights, which are quickly stopped by staff. Other non-serious disturbances may include a youth displaying verbal disrespect towards staff, failure to follow staff directives, or slow response in returning to their room, after being instructed to do so. In general, these disturbances are defined by the level of staff action/response required to rectify the situation. If on-site staff do not require outside assistance to resolve the problem, the disturbance can be classified as non-serious.

Serious A serious disturbance is a disruption to a unit program which represents a threat to the safety, order, and security of the unit and/or the entire institution. Such disturbances require the assistance of additional facility staff, for support in gaining control of the disruption and reestablishing order and security. This type of disturbance may include a fight involving two (2) or more youth, or when removal of a youth from the unit becomes necessary. In such cases, the presence of back-up staff is often needed to assist in the supervision or transportation of youth. As such, any disturbances which require the assistance of additional staff is considered a serious disturbance.

8.1.2 Unit Disturbances : Policy and Procedures

On-Site Staff Responsibilities Procedures

A. Staff encountering unit disturbances shall adopt the following procedures:

Isolate Disturbance

1. Staff is to neutralize the disturbance as quickly as possible. When a disagreement or fight breaks out between youth, order the command, “COVER” (i.e., youth shall get down on hands and knees, with their feet crossed and with their heads tucked in and covered by their arms.)

Separate Combatants

2. In fight situations, the emergency radio protocol shall be used to summon assistance. The separation of combatants is a primary objective, aimed at preventing injury to the combatants and/or destruction of property. The separation of combatants may be obtained either by verbal commands (i.e., “Cover”) the use of OC spray or physical intervention. In many fight situations, use of the “Cover Command” is sufficient to separate the combatants. In cases where the Cover Command is ineffective, physical intervention or the use of OC spray may become necessary.

Move Combatants to Their Room

3. Isolate the youth involved in the disturbance. Any youth exposed to OC must be moved to a decontamination area (i.e., shower, room, or sink areas) as soon as possible, once they are compliant. After the decontamination process, the involved youth are taken to their rooms or to a designated holding or safety room to await medical clearance.

Central Control

4. Upon activation of an emergency alarm, Central Control will announce the location of the disturbance. The on-duty SPCO and available staff members should respond to the disturbance. Central Control is responsible for the activation of the digital recording.

Notify Supervisor

5. Notify the SPCO at the earliest opportunity and prior to any physical contact if possible. All unusual events occurring in the unit must be reported to the Probation Corrections Officer (PCO) III, who will in turn notify the SPCO, when appropriate.

Documentation

6. Physical intervention by staff or a fight between youth requires an Incident Report to be written by each staff member involved in OC deployment or the use of force and submitted to the unit’s PCOIII for review. The report will then be submitted to the on-duty SPCO.

Medical Assessment

7. All youth that are OC sprayed, placed in restraints or involved in a physical contact incident with staff and/or other youth, shall receive prompt medical attention, assessment and clearance for possible injuries. Upon resolution of the disturbance, arrangements for a medical examination shall be initiated at the earliest opportunity. Youth who are upset or exhibiting out of control behavior are to be afforded a “cooling down” period, prior to receiving a medical evaluation, unless their injuries require immediate treatment.

8.1.3 Riots

Intro A riot situation occurs when control over part (i.e., a unit) or all of the institution has been or is in imminent danger of being lost. This stage has been reached when:

Staff Availability A. Sufficient staff is not available to control or restrain youth engaging in riotous behavior.

Violence B. Serious violence against persons has occurred and more is threatened and/or hostages have been taken.

Large Scale Defiance C. Youth, on a large scale, refuse to follow staff directives and orders.

Extensive Property Damage D. Extensive property damage has resulted despite staff’s preventative efforts.

Staff Responsibilities 1. In an institutional riot, staff’s responsibility is to protect the safety and security of youth and staff. Staff’s secondary responsibility is to protect the security of institutional property.

Controlling Authority 2. In a riot situation, the on-site controlling authority shall be the Superintendent or their designee. In their absence, the SPCO shall assume on-site authority over the crisis.

On-site Staff Procedures 3. All staff members in the immediate vicinity of the riot shall be at the direction of the highest ranking officer in charge and will initiate the following steps and precautions.

Procedures

Step	Action
1	Notify Unit 1 of emergency.
2	Isolate youth involved in the riot from other youth to keep the situation from spreading to areas or persons not already involved.
3	Move all non-involved youth from the riot area, when possible, to an area of relative safety and control (another unit, if available). Relocation areas (optimally) should minimize both verbal and visual contact with rioters.
4	Clear the riot areas of all non-essential personnel, including visiting professionals and members of the public.
5	Seal off the riot area from all non-essential and routine pedestrian traffic.
6	Notify and advise the SPCO and Central Control of the situation as soon as possible. Advise administration at the earliest possible opportunity or when safety permits.
7	Isolate the agitators and remove them to a secure area (Pre-Detention in Unit 1) where contact with other youth is minimal, when the situation permits.

Central Control Response 4. Central Control shall initially serve as the communication and control center for directing all activities related to the riot situation. In doing so, the following responsibilities and procedures shall be initiated.

8.1.3 Riots (Cont.)

Step	Action
1	Ensure that all staff on duty are promptly notified. These staff shall assist in securing the area.
2	Ensure that the SPCO's are promptly notified.
3	Ensure that all unit PCO III's are advised of the situation. Instruct them to begin unit lock down procedures and to stand by to render assistance if needed.
4	Seal off the riot area from routine pedestrian traffic and clear the public from the immediate vicinity, by directing them to the outside lobby area.
5	Clear and suspend all non-emergency radio communication
6	Contact institutional medical personnel to stand by or respond to the riot site, if notified that injuries have been sustained.
7	At the direction of the SPCO contact outside emergency medical personnel to respond to the facility to render medical assistance if injuries are numerous and/or of a serious nature.
8	Activate institution wide digital recording.

Controlling
Authority
Responsibilities/
Response
Procedures

5. In a riot or mass disobedience, the Superintendent or designee shall assume the role of controlling authority over the riot situation and initiate the following response procedures as required.

Step	Action
1	Assign responsibility for the administration of routine facility functions during the riot situation to a designee.
2	Provide for staffing as needed, to handle all phases of the riot situation. Maintain an ongoing log of all activity. Require all on-site staff to remain beyond the completion of their assigned shift as needed. Call off-duty staff back to the institution and to duty as needed. Note: it is imperative that enough staff is on-site to do everything that is needed to resolve the emergency in as safe a manner as possible.
3	Set up (or designate) safe areas where all non-involved youth can assemble (especially if part of the institution is lost to a riot). Conduct a formal count of the youth in the designated safe areas. Maintain staff in each designated safe area to maintain security and control.
4	Designate a detention area (Unit 1) for temporary housing of all agitators brought under control and removed from the riot.
5	Direct medical staff to call for paramedic and ambulance services to respond to the situation if injuries have occurred or the potential for injury is imminent or probable and beyond the capabilities of the medical clinic to administer.
6	Contact the Modesto Police Department if needed. Designate and/or set up a command center for law enforcement staff to stand by until given formal control over the institution. Probation staff shall maintain control over the institution. If required, the decision to release control of the institution shall be based on the safety and security needs of the youth and institutional staff.
7	Direct all media inquiries to the office of the Chief Probation Officer or their designee.
9	Set up a control area for all communications. Also, establish an alternate site outside the institution for communications as a back-up. If control over Central Control or Unit 1 is lost, communication can still be maintained via radio.
10	Evacuate the facility if necessary and ensure that proper steps are taken to secure institution keys, office files, medical supplies, medications and security equipment.
11	Have all information relative to the operation of the institution (i.e., blueprints, electric and general building construction, etc.) available if needed.
12	Coordinate the documentation and reporting of the incident in an Incident Report, to be filed with the Superintendent as soon as possible following the incident.
13	Collect and preserve all evidence acquired from the riot site.

8.1.3 Riots (Cont.)

Off-site
Responsibilities/
Response and
Procedures

6. All units and staff, who are not directly involved with the riot site, shall assume the following responsibilities and procedures upon notification of a riot situation.

Step	Action
1	Return to the unit if outside, secure all youth in their rooms and conduct a count, reporting anyone missing to Unit 1.
2	Provide staff assistance to the riot site as directed by the SPCO or shift leader. Do not render assistance to the riot site at the expense of maintaining order and security of your group.
3	Render assistance to on-site staff (i.e., at the riot site) by providing the following services, as needed or directed by the SPCO.
a	Medical assistance;
b	Physical intervention;
c	Securing youth;
d	Supervision of youth;
e	Escorting youth to the detention area;
f	Providing communication services to Unit 1 or the designated control area.

Procedures for
Re-establishing
Control

7. After control of the initial stages of the riot has been established, the following actions shall occur.

1	Conduct a formal count and account for all youth.
2	Provide first aid and hospital transportation if needed.
3	Obtain the names, badge numbers and agency names of all personnel providing back-up assistance.
4	Preserve any fire scenes until arson investigators arrive by establishing security at the fire location.
5	Have each involved staff member write an Incident Report detailing the incident.
6	Indicate disciplinary actions for any youth involved in the disturbances, if the riot was youth.
7	The Modesto Police Department or the Probation Department may arrest and file charges against all youth involved in serious/major riots.
8	Injury and accident reports shall be initiated as needed.
9	The Superintendent shall prepare a summary of the incident, compiled from the submitted staff reports.
10	The Superintendent or their designee shall refer the incident to the District Attorney's office requesting prosecution of all participating youth.
11	The SPCO shall contact additional staff to report for duty as needed, until tensions have been sufficiently reduced, to begin normal operation of the building.

<p>Stanislaus County Probation Department</p> <p>JUVENILE INSTITUTIONS</p> <p>Policies and Procedures</p>	<p>Subject: Unit Disturbances and Riots</p> <hr/> <p>Section: 8.1</p> <hr/> <p>Authority: Title 15 Section 1311, 1327, 1357, 1358</p>
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8.1 Unit Disturbances and Riots

Intro Youth in custody will often present staff with behavioral problems which will occasionally impose a threat to the safety, order and security of the institution. Safety, order and security are paramount considerations for all staff; particular vigilance must be exercised in the observation and supervision of youth. Staff must be prepared to act quickly when a disturbance occurs. Although staff alertness and awareness will provide the best tools for preventing and controlling a disturbance, it will not entirely eliminate fights and other acts of violence. When such disturbances or emergency situations do arise, staff response will be guided by two (2) basic considerations; the safety of staff and youth, and the prevention of damage/destruction to facility property.

Safety The safety of fellow officers and youth is extremely important. Staff's action/response in a crisis situation should be predicated upon that principle. Given that no two situations are identical, staff must exercise prudent judgment when determining an appropriate staff response for various types of disturbances, ranging from non-serious, to a serious emergency.

The Juvenile Hall and the Juvenile Commitment Facility operate independently of each other. In an emergency, those in the non-involved facility will return to their units, place all youth in their rooms and wait for further instructions.

8.1.1 Unit Disturbances

Non-Serious Unit disturbances may be classified into two subcategories; non-serious and serious. Non-serious disturbances refer to those disruptions which represent only a minimal threat to the order and security of the unit and/or institution. Such disruptions are routinely handled by on-site staff (i.e., staff directly involved at the time of the incident) and generally do not require assistance from off-site personnel (i.e., staff not directly involved, who are located in other areas of the facility at the time the incident occurs, such as booking staff, the Supervising Probation Corrections Officer (SPCO), other unit personnel, etc.) These disturbances typically involve confrontations between youth or near fights, which are quickly stopped by staff. Other non-serious disturbances may include a youth displaying verbal disrespect towards staff, failure to follow staff directives, or slow response in returning to their room, after being instructed to do so. In general, these disturbances are defined by the level of staff action/response required to rectify the situation. If on-site staff do not require outside assistance to resolve the problem, the disturbance can be classified as non-serious.

Serious A serious disturbance is a disruption to a unit program which represents a threat to the safety, order, and security of the unit and/or the entire institution. Such disturbances require the assistance of additional facility staff, for support in gaining control of the disruption and reestablishing order and security. This type of disturbance may include a fight involving two (2) or more youth, or when removal of a youth from the unit becomes necessary. In such cases, the presence of back-up staff is often needed to assist in the supervision or transportation of youth. As such, any disturbances which require the assistance of additional staff is considered a serious disturbance.

8.1.2 Unit Disturbances : Policy and Procedures

On-Site Staff Responsibilities Procedures

A. Staff encountering unit disturbances shall adopt the following procedures:

Isolate Disturbance

1. Staff is to neutralize the disturbance as quickly as possible. When a disagreement or fight breaks out between youth, order the command, “COVER” (i.e., youth shall get down on hands and knees, with their feet crossed and with their heads tucked in and covered by their arms.)

Separate Combatants

2. In fight situations, the emergency radio protocol shall be used to summon assistance. The separation of combatants is a primary objective, aimed at preventing injury to the combatants and/or destruction of property. The separation of combatants may be obtained either by verbal commands (i.e., “Cover”) the use of OC spray or physical intervention. In many fight situations, use of the “Cover Command” is sufficient to separate the combatants. In cases where the Cover Command is ineffective, physical intervention or the use of OC spray may become necessary.

Move Combatants to Their Room

3. Isolate the youth involved in the disturbance. Any youth exposed to OC must be moved to a decontamination area (i.e., shower, room, or sink areas) as soon as possible, once they are compliant. After the decontamination process, the involved youth are taken to their rooms or to a designated holding or safety room to await medical clearance.

Central Control

4. Upon activation of an emergency alarm, Central Control will announce the location of the disturbance. The on-duty SPCO and available staff members should respond to the disturbance. Central Control is responsible for the activation of the digital recording.

Notify Supervisor

5. Notify the SPCO at the earliest opportunity and prior to any physical contact if possible. All unusual events occurring in the unit must be reported to the Probation Corrections Officer (PCO) III, who will in turn notify the SPCO, when appropriate.

Documentation

6. Physical intervention by staff or a fight between youth requires an Incident Report to be written by each staff member involved in OC deployment or the use of force and submitted to the unit’s PCOIII for review. The report will then be submitted to the on-duty SPCO.

Medical Assessment

7. All youth that are OC sprayed, placed in restraints or involved in a physical contact incident with staff and/or other youth, shall receive prompt medical attention, assessment and clearance for possible injuries. Upon resolution of the disturbance, arrangements for a medical examination shall be initiated at the earliest opportunity. Youth who are upset or exhibiting out of control behavior are to be afforded a “cooling down” period, prior to receiving a medical evaluation, unless their injuries require immediate treatment.

8.1.3 Riots

Intro A riot situation occurs when control over part (i.e., a unit) or all of the institution has been or is in imminent danger of being lost. This stage has been reached when:

Staff Availability A. Sufficient staff is not available to control or restrain youth engaging in riotous behavior.

Violence B. Serious violence against persons has occurred and more is threatened and/or hostages have been taken.

Large Scale Defiance C. Youth, on a large scale, refuse to follow staff directives and orders.

Extensive Property Damage D. Extensive property damage has resulted despite staff’s preventative efforts.

Staff Responsibilities 1. In an institutional riot, staff’s responsibility is to protect the safety and security of youth and staff. Staff’s secondary responsibility is to protect the security of institutional property.

Controlling Authority 2. In a riot situation, the on-site controlling authority shall be the Superintendent or their designee. In their absence, the SPCO shall assume on-site authority over the crisis.

On-site Staff Procedures 3. All staff members in the immediate vicinity of the riot shall be at the direction of the highest ranking officer in charge and will initiate the following steps and precautions.

Procedures

Step	Action
1	Notify Unit 1 of emergency.
2	Isolate youth involved in the riot from other youth to keep the situation from spreading to areas or persons not already involved.
3	Move all non-involved youth from the riot area, when possible, to an area of relative safety and control (another unit, if available). Relocation areas (optimally) should minimize both verbal and visual contact with rioters.
4	Clear the riot areas of all non-essential personnel, including visiting professionals and members of the public.
5	Seal off the riot area from all non-essential and routine pedestrian traffic.
6	Notify and advise the SPCO and Central Control of the situation as soon as possible. Advise administration at the earliest possible opportunity or when safety permits.
7	Isolate the agitators and remove them to a secure area (Pre-Detention in Unit 1) where contact with other youth is minimal, when the situation permits.

Central Control Response 4. Central Control shall initially serve as the communication and control center for directing all activities related to the riot situation. In doing so, the following responsibilities and procedures shall be initiated.

8.1.3 Riots (Cont.)

Step	Action
1	Ensure that all staff on duty are promptly notified. These staff shall assist in securing the area.
2	Ensure that the SPCO's are promptly notified.
3	Ensure that all unit PCO III's are advised of the situation. Instruct them to begin unit lock down procedures and to stand by to render assistance if needed.
4	Seal off the riot area from routine pedestrian traffic and clear the public from the immediate vicinity, by directing them to the outside lobby area.
5	Clear and suspend all non-emergency radio communication
6	Contact institutional medical personnel to stand by or respond to the riot site, if notified that injuries have been sustained.
7	At the direction of the SPCO contact outside emergency medical personnel to respond to the facility to render medical assistance if injuries are numerous and/or of a serious nature.
8	Activate institution wide digital recording.

Controlling
Authority
Responsibilities/
Response
Procedures

5. In a riot or mass disobedience, the Superintendent or designee shall assume the role of controlling authority over the riot situation and initiate the following response procedures as required.

Step	Action
1	Assign responsibility for the administration of routine facility functions during the riot situation to a designee.
2	Provide for staffing as needed, to handle all phases of the riot situation. Maintain an ongoing log of all activity. Require all on-site staff to remain beyond the completion of their assigned shift as needed. Call off-duty staff back to the institution and to duty as needed. Note: it is imperative that enough staff is on-site to do everything that is needed to resolve the emergency in as safe a manner as possible.
3	Set up (or designate) safe areas where all non-involved youth can assemble (especially if part of the institution is lost to a riot). Conduct a formal count of the youth in the designated safe areas. Maintain staff in each designated safe area to maintain security and control.
4	Designate a detention area (Unit 1) for temporary housing of all agitators brought under control and removed from the riot.
5	Direct medical staff to call for paramedic and ambulance services to respond to the situation if injuries have occurred or the potential for injury is imminent or probable and beyond the capabilities of the medical clinic to administer.
6	Contact the Modesto Police Department if needed. Designate and/or set up a command center for law enforcement staff to stand by until given formal control over the institution. Probation staff shall maintain control over the institution. If required, the decision to release control of the institution shall be based on the safety and security needs of the youth and institutional staff.
7	Direct all media inquiries to the office of the Chief Probation Officer or their designee.
9	Set up a control area for all communications. Also, establish an alternate site outside the institution for communications as a back-up. If control over Central Control or Unit 1 is lost, communication can still be maintained via radio.
10	Evacuate the facility if necessary and ensure that proper steps are taken to secure institution keys, office files, medical supplies, medications and security equipment.
11	Have all information relative to the operation of the institution (i.e., blueprints, electric and general building construction, etc.) available if needed.
12	Coordinate the documentation and reporting of the incident in an Incident Report, to be filed with the Superintendent as soon as possible following the incident.
13	Collect and preserve all evidence acquired from the riot site.

8.1.3 Riots (Cont.)

Off-site
Responsibilities/
Response and
Procedures

6. All units and staff, who are not directly involved with the riot site, shall assume the following responsibilities and procedures upon notification of a riot situation.

Step	Action
1	Return to the unit if outside, secure all youth in their rooms and conduct a count, reporting anyone missing to Unit 1.
2	Provide staff assistance to the riot site as directed by the SPCO or shift leader. Do not render assistance to the riot site at the expense of maintaining order and security of your group.
3	Render assistance to on-site staff (i.e., at the riot site) by providing the following services, as needed or directed by the SPCO.
a	Medical assistance;
b	Physical intervention;
c	Securing youth;
d	Supervision of youth;
e	Escorting youth to the detention area;
f	Providing communication services to Unit 1 or the designated control area.

Procedures for
Re-establishing
Control

7. After control of the initial stages of the riot has been established, the following actions shall occur.

1	Conduct a formal count and account for all youth.
2	Provide first aid and hospital transportation if needed.
3	Obtain the names, badge numbers and agency names of all personnel providing back-up assistance.
4	Preserve any fire scenes until arson investigators arrive by establishing security at the fire location.
5	Have each involved staff member write an Incident Report detailing the incident.
6	Indicate disciplinary actions for any youth involved in the disturbances, if the riot was youth.
7	The Modesto Police Department or the Probation Department may arrest and file charges against all youth involved in serious/major riots.
8	Injury and accident reports shall be initiated as needed.
9	The Superintendent shall prepare a summary of the incident, compiled from the submitted staff reports.
10	The Superintendent or their designee shall refer the incident to the District Attorney's office requesting prosecution of all participating youth.
11	The SPCO shall contact additional staff to report for duty as needed, until tensions have been sufficiently reduced, to begin normal operation of the building.



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June 20, 2018

Sent via Email ikysel@ACLUSoCal.org

Mr. Ian Kysel
American Civil Liberties Union Foundation
1851 East First Street Suite 450
Santa Ana, CA 92705

Re: Public Records Act Request - "Chemical Agents"

Dear Mr. Kysel

As you are aware from prior correspondence, the Stanislaus County Probation Department (Department) is in receipt of your Public Records Act (PRA) request dated May 9, 2018. As previously noted in our correspondence, the Department invoked its right to an extension of your PRA.

The Department has identified and accumulated records that are responsive to your request. The Department intends to provide the records that are disclosable within the meaning of the PRA, and you will find those disclosable records attached. However the Department objects to your request to the extent that you seek records exempt from disclosure, such as confidential records of minors and/or security procedures. See California Government Code Sections 6254 (c), (f), and (k), California Welfare and Institutions Code 827 and 828, Article 1, Section 1 of the California Constitution and the California Supreme Court's holding in *T.N.G. v. Superior Court* (1971) 4 Cal. 3d 767 and to a certain extent, the records you requested are also exempt from disclosure as such a time consuming, overly burdensome, and costly review which your request would compel the Department to undertake, of a voluminous amount of records, makes the public interest of nondisclosure outweigh the public interest of disclosure. Said exemption is within the meaning of California Government Code 6255 and the holding in the case of *American Civil Liberties Union Foundation v. Deukmejian* (1982) 32 Cal 3d 440.

Due to the ability to transmit the disclosable public records electronically, your request for a fee waiver is granted.

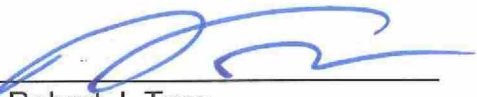
Mr. Ian Kysel
Page 2

This completes your PRA.

Sincerely,

JOHN P. DOERING, COUNTY COUNSEL

By



Robert J. Taro
Deputy County Counsel
Office County Counsel - County of Stanislaus

RJT/bmo
cc: M. Hamasaki

attachments



Basic Chemical Agents

Oleoresin Capsicum

Why is this important to know?

WHAT IS OC?

OC (Oleoresin Capsicum) spray is an inflammatory agent derived from organic chemical compounds found in various forms of peppers

History of Oleoresin Capsicum

- 431 BC Spartans burned sulfur and pitch
- 311 BC Chinese burned pepper oil
- 1959 military use of CS gas for riot control
- 1982 Introduced to Law Enforcement (MACE)
- 1992 OC authorized for police use in CA.
- 1994 Authorized for civilian use

Oleoresin Capsicum and the Law

- 12403pc Completion of approved POST training
- 12403.7pc Used for **self defense only**
- 12403.7(g) **Felony** to use **offensively**

Use of Force

California Penal Code-835(a)

“Any peace officer who has **reasonable cause** to believe that the person being arrested has committed a public offense may use reasonable force to effect an arrest, to prevent escape or to overcome resistance.”

Reasonable Force

“A peace officer may use **reasonable force** to make an arrest as measured by another person with similar training and experience.”

Use of Force Continuum (DPO, court dates, GTC, ex.)

- Professional Presence
 - Verbal Commands
 - Consequences (known information)
 - Show of Force
 - Inform Supervisor
 - Use of O.C. or Empty hand control
(What is the threat?)
 - Escort
-

Use of OC May Include

- Riot control
 - Preventing an escape
 - Self defense
 - Making an arrest
 - Fights (1 on 1 or mutiple)
 - Unit disruptions (articulate and justify)
-

Oleoresin Capsicum

- Color Code: Black, Red or Orange
 - Classification: Inflammatory/lachrymator
 - Odor: Hot Pepper
 - Primary Target: EYES
 - Secondary Target: Nose, Mouth, Forehead
 - Effect time: Immediate-15sec
-

Physical and Psychological Effects

- Involuntary closing of eyes (Best Tactical Advantage)
 - Visual impairment
 - Protracted redness
 - Inflammation of the respiratory system
 - Swelling of the mucus membranes
 - Panic, fear, disorientation, anger, hyperventilation
 - Coughing
-

O.C. Effectiveness

- D.O.J. study rated O.C. as 87% effective
- Reduce the need for force escalation
- No deaths attributed to O.C. use



EXPOSURE TO NEW STAFF:

- Saber RED EXPOSURE TO BOTH EYES VIA CONTAMINATED GAUZE

- IMMEDIATE DECONTAMINATION PROCESS

“Pepper Spray”

- O.C. is a natural food product
 - Heat comes from capsaicin gland
 - Most O.C. measures 1 to 2.5 million SHU
(Scovialle Heat Units)
 - Accurate heat measured by capsaicinoid concentration.
 - Micro-pulverized into powder
-

Sabre RED

Carrier 90%

50% Distilled Water

35% Ethyl Alcohol

5% Propylene Glycol

Ultraviolet dye is included and may last on skin and clothing for up to 48hrs

Active Ingredient 10%

6% Distilled water

4% Oleoresin Capsicum

(2.0 Scovialle Heat Units)

Cross fire Technology

5 year shelf life

Handheld Aerosol Canisters

- Mist/Spray
 - Foam
 - Stream
 - Not to be used closer than 3 feet (Hydraulic Needle Effect), maximum effective range of 20 feet
 - Weather conditions
 - Cross contamination.
-

O.C. Deployment

Sabre Red

- Hold in either hand
 - Hold straight up with a fist grip
 - Ear to ear preferred
 - Assess the threat.
 - Handcuff
 - Decontaminate
 - Don't spray your partner!
 - Do not use on Pregnant youth
 - Element of Surprise is key!
-

SURVIVING INCIDENTS INVOLVING USE OF FORCE

**WATCH EYES: AVOIDANCE, SCANNING, TARGET
GLANCE (AT STAFF), CONTACT WITH
ASSOCIATES**

FACIAL CUES: SWEATING, CLINCHED JAW

**BODY LANGUAGE: CLENCHED HANDS, LACK OF
MOVEMENT, JITTERY MOVEMENT, ADJUST
CLOTHING REPEATEDLY**

**REQUEST FOR MOVEMENT: WATER, SHARPEN
PENCIL, USE OF BATHROOM, ECT.**

O.C. Decontamination

- Responsibility of officer
 - Water, Soap, repeat
 - Do not rub eyes
 - Expose to fresh air or fan
 - Re-assure person sprayed
 - Monitor breathing and consciousness
 - Immediately advise medical
 - Clean clothing and bedding issued
-

In Custody Deaths

- Violent confrontation with police
- Advanced method of restraint I.e. *Wrap* or Hog tie
- Person left unattended

Could result in:

- Positional Asphyxia
 - Drug Induced Psychosis
 - Excited Delirium
-

High Risk Behavior

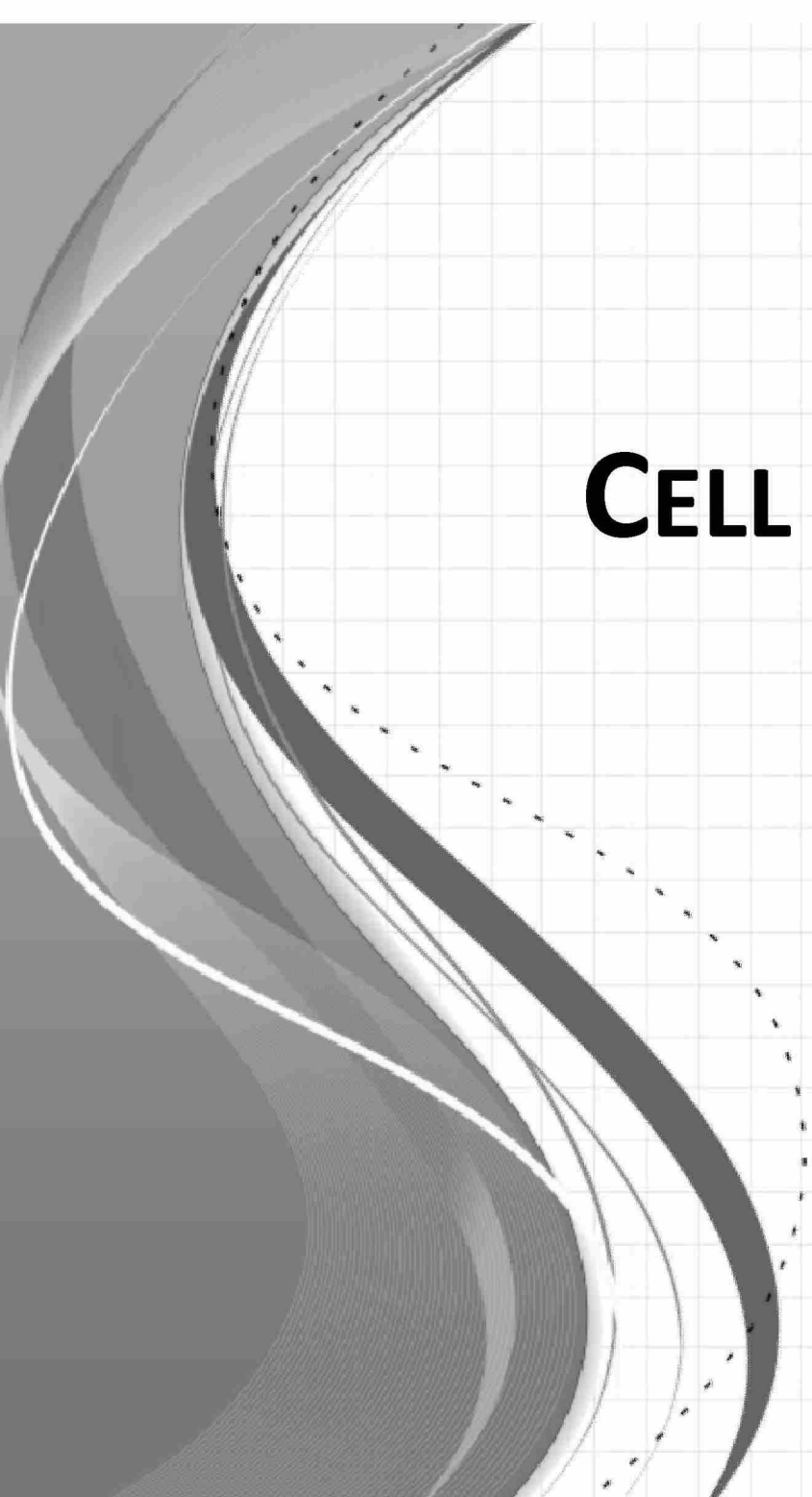
- Bizarre and/or aggressive
 - Panic, paranoia or erratic moods
 - Profuse sweating
 - Violence towards others
 - Super human strength
 - Sudden tranquility
-

Documenting Use of O.C.

- Physical Size
 - Physical Condition/ High Risk Attributes
 - Verbal Resistance
 - Physical Resistance
 - Your thoughts and perceptions
 - Instructions given
 - Amount of chemical used
 - Must justify and articulate the threat
 - “Due to” and/or “Per” in Incident Report
-


Self Defense Against O.C.

- Sun glasses or eye protection.
 - Look to side, block stream with hand.
 - Grab the top of the canister
 - Have a plan (and a back-up)
 - Fight through the pain
 - Force one eye open.
 - Think survival, never give up
-



CELL EXTRACTION TRAINING

JCO CORE

- 
- Welcome
 - Instructor Introduction
 - Participant Introduction
 - Expectation Quiz Debrief
 - Training Safety Rules
 - Program Overview



Introduction to D.T.

- Control Theory
- First Responder Philosophy
- Disturbance Resolution Model
- How the Program will be Taught
- Program Overview

Control Theory

- Combination of Verbalization Skills & Physical Alternatives
- Be nice until it's time not to be nice, and then be nice again
- Keep it P. G. (Parental Guidance) at all times
- Purpose of Defensive Tactics Training is **“CONTROL”**
- Maintain Position of Advantage
- Proper Police Action is a balance of Safety & Efficiency
- Disengage and/or Escalate in order to take Proper Police Action
- Control is a perception based on Training, Experience, and Situational Awareness



First Responder Philosophy

1. Arrive
2. Assess
3. Alarm
4. Evaluate
5. Enter
6. Stabilize
7. Initial Medical Assessment
8. Long Term Monitoring
9. Communication
10. Documentation / Debriefing

Disturbance Resolution Model

1. Approach Considerations

2. Intervention Options

3. Follow Through Considerations

4. Room extractions ARE authorized in the institution

Intervention Options

1. Presence
2. Dialog
3. Empty Hand Control
4. Intermediate Weapons
5. Deadly Force

Youth may be physically removed from their room if their behavior endangers the safety and security of the institution and its unit programs or endangers staff members and/or other youth.



Teaching Methodology

- Adult Learning Theory
- How the System will be Taught
- Simulation Format
- Training Safety Rules

Pad Subduing Tactic

- **Description:** A restraint system utilizing several officers and soft striking shields for subduing a violent or potentially dangerous subject while minimizing the chance of injury to the subject and officers.



Winning

QUESTION:

**WHAT'S THE ONLY FIGHT THAT YOU
CAN'T LOSE?**

The background features a light gray grid pattern. Overlaid on this grid are several curved, overlapping lines in various shades of gray, creating a sense of depth and movement. A prominent white curve starts from the left edge and arches towards the top right. Below it, a thick dark gray curve follows a similar path. A dashed gray curve is positioned further down, also arching across the upper portion of the image.

Answer:

The one that you don't have.

Pad Subduing Procedures

A. Negotiation Phase

B. Show of Force

C. Cell Extraction

A. Negotiation Phase

1. Initial verbal exchange during which tactical communication should be utilized.
2. Arrival of backup officers.
3. Continued verbal negotiations.
4. Arrival of supervisor.
5. Continued verbal negotiation.
6. Decision to form the pad subduing team.

Professional Communications Skills

- Professionalism
- Communication Model
- Barriers to Effective Communications
- Initial Contacts
- Disturbance Resolution
- Physical Intervention
- Debriefing

S.A.F.E.R. 8 to 5 with L.E.A.P.S. Concept

- When Words Fail
- How to Make Initial Contact
- Dealing with Resistance
- Active Listening Tactics

*Developed by Dr. George Thompson
Verbal Judo Institute*

S.A.F.E.R. Concept

1. Security

2. Attack

3. Flight

4. Excessive Repetition

5. Revised Priorities

Tactical 8 Step Concept

1. Appropriate Greeting
2. Identify Self / Department
3. Explain Reason for Contact
4. Any Justifiable Reason for...
5. Ask for Identification
6. Request additional Information
7. Decision Stage
8. Appropriate Close

Tactical 5 Step Concept

1. Ask

2. Set Context

3. Give Them Options

4. Confirm Non-Compliance

5. Act

L.E.A.P.S. Concept

1. Listen

2. Empathize

3. Ask

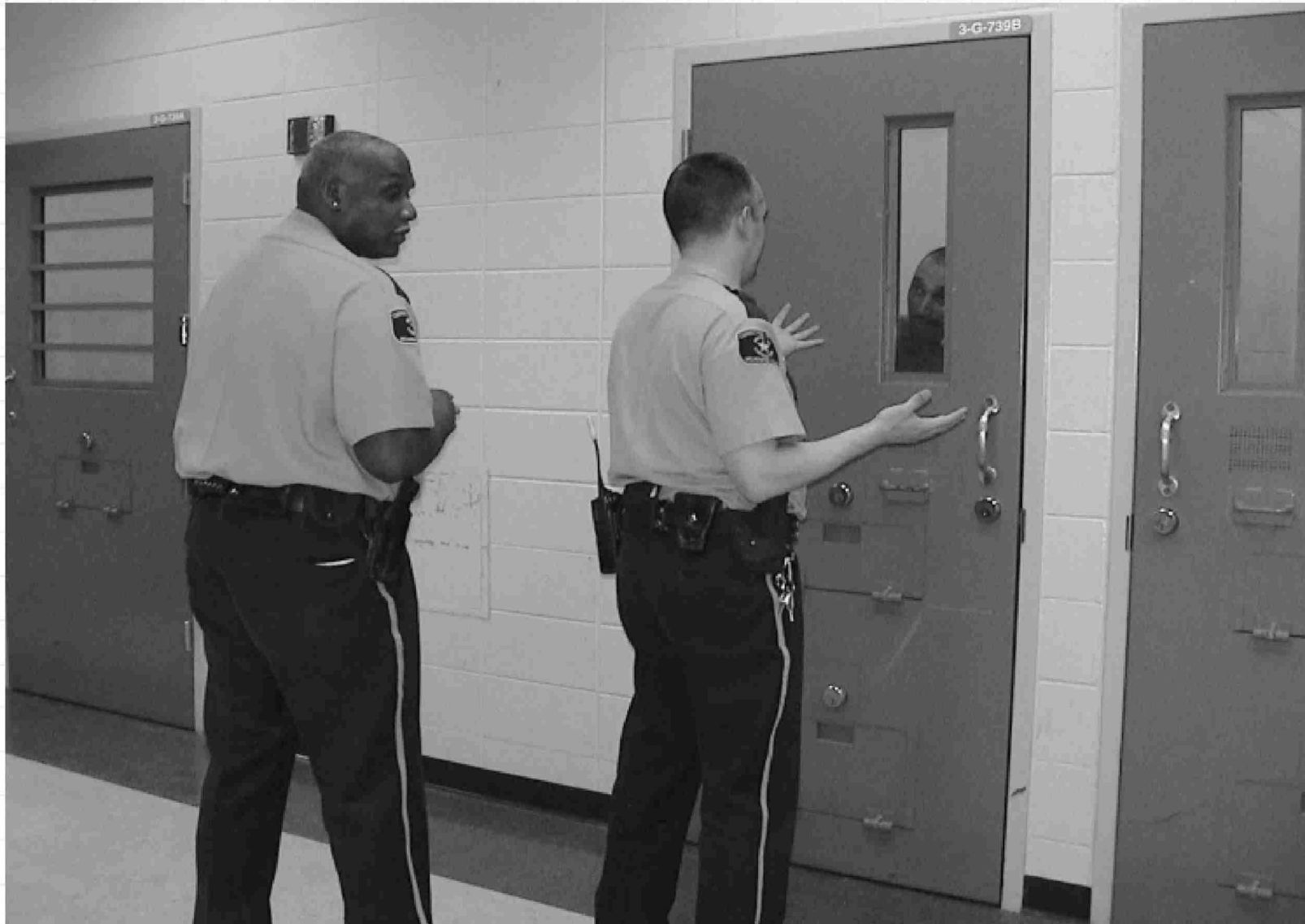
4. Paraphrase

5. Summarize

1. Initial Verbal Exchange



3. Continued Verbal Negotiations



4. Arrival of Supervisor



5. Continued Verbal Negotiations



6. Decision to Form Pad Team



Reviewing the Surrender Ritual



Reviewing the Surrender Ritual

Prior to the arrival of the pad subduing team, the supervisor should continue to negotiate with the subject while explaining to the subject how to submit to the team using your agency's "Surrender Ritual" Procedures.

Physical removal of a youth from a room or living unit requires authorization from the on duty supervisor.

Unless there is an "immediate threat" that would cause further injury or harm with delayed response.

Programming Outcomes



Programming Outcomes

Some supervisors quietly provide a subject, who refuses to comply with his/her commands, with suggestions as what to do once the team begins to enter the room.

The most common suggestion is for the subject to lay down on the bunk with their hands behind their back.

Programming Outcomes

This eliminates the need for team members to decentralize the subject and place the subject's hands behind his / her back.

This also allows the subject to comply without apparently doing so which allows them to “save face” in front of their peers while allowing the team to stabilize and restrain the subject with less chance of injury to everyone involved.

B. Show of Force

1. Initial set up.
2. Supervisor continues negotiations.
3. Control of team turned over to Team Leader.
4. Team Leader's final negotiation attempt.

REMEMBER: Pursuant to Title 15, authorization for removing a youth from a unit is located in Section(s) 1359 and 1358

P1. Initial Set Up



Initial Set Up

- (1). One (1) Pad/Shield Officer.
- (2). Three (3) Control Officers.
- (3). One (1) Team Leader.
- (4). One (1) Equipment Officer.
- (5). One (1) Weapons Officer (OC), if utilized.
- (6). One (1) Cart Officer (Safety Chair), if utilized.
- (7). Other Officers, as needed.

2. Supervisor Continues Negotiation



Special Procedures

Supervisor continues negotiations

Often times, the supervisor is required to give the subject a “direct order” to comply in order to satisfy the legal requirements and/or Standard Operating Procedures of their institution.

3. Control of Team Turned Over to Team Leader



4. Team Leader's Final Negotiation Attempt



Final Negotiation Attempt

Team Leader's final negotiation attempt using the Tactical Communication "Confirm Non-compliance" format, i.e.
"Is there anything I can say to get you to comply with my lawful, legal order? "

Give one final order to confirm noncompliance..

Voluntary Compliance

If the subject complies with these verbal orders be ready to restrain the subject using your institution's Surrender Ritual, i.e. the **WRAP Restraint System**.

Voluntary Compliance

If the subject complies with these verbal orders be ready to restrain the subject using your institution's Surrender Ritual, i.e. the **WRAP Restraint System**.

Blood born pathogens, heat exhaustion and excrement are potential hazards when conducting a room extraction.

The transfer of the youth should be conducted quickly and with minimal interruption.

C. Cell Extraction

1. Set up single file formation.
2. Open cell door on command.
3. Dynamic or Slow & Deliberate Entry into the cell.
4. The Pad Officer performs a vertical stun or stabilize the subject and then Control Officers secure the subject's arms and legs.
5. The Team Leader secures the subject's head.
6. Decentralize the subject, if needed.
7. Stabilize the subject on the ground with double Rear Escort holds.
8. The Equipment Officer handcuffs the subject.
9. Assist rising subject to their feet.
10. Escort/Transport subject, as needed.
11. Release subject into another cell.

1. Set up single file formation.



2. Open cell door on command.



3. Dynamic or Slow & Deliberate Entry into the cell.



4. The Pad Officer performs a vertical stun or stabilize the subject and then the Control Officers secure the subject's arms.



Verbal Direction Concept

1. Initial Verbalization
2. Verbal Direction
3. Stabilization Commands

5. The Team Leader secures the subject's head.



6. Decentralize the subject, if needed.



7. Stabilize the subject on the ground with double Rear Escort holds.



8. The Safety/Handcuffing Officer handcuffs the subject.



Double Lock Handcuffs / Monitor

- Double lock handcuffs, then monitor/debrief and search.
- Determine if medical attention is needed. If O.C. Spray was used, O.C. After-care must be initiated at this time.
- **After the initial medical assessment, medical staff shall monitor a youth in the Safety Room every six hours.**

Double Lock, When Tactically Feasible



Purpose of Debriefing

- *Providing closure to the incident*
- Completing the Transaction
- *Improving Future Performance*

Debriefing Tactics

- 1. Calm yourself / Partners***
- 2. Calm the subject***
3. Conduct an Initial Medical Assessment
4. Reassure the subject
- 5. Rebuild the subject's self-esteem***

Assist Rising

The Pad Officers maintain Rear Escort or Control Holds as needed. The Team Leader assists the subject to his knees, then moves back to prevent the subject from assaulting him/her.

Officer Safety Considerations


Officers should avoid going into a cell to un-handcuff the subject due to Officer Safety considerations, both physical and legal. If a subject is unwilling to cooperate with the un-handcuffing process, consider leaving the handcuffs/restraints on and begin a fifteen (15) minute restraint watch. Remove the handcuffs/restraints when the subject becomes cooperative. Remember if a subject is an imminent threat to his/herself or officers full restraints may be considered.

Training Sequence

- Tactical Tune Up
- Shadow Training
- Sub-skill Training
- Static Training
- Slow for Form
- Decision Making

Conclusion

- Program Debrief
- ***Final Wellness Check (staff injuries)***
- Final Discussion
- ***Incident Reports and Disciplinary Reports shall be completed promptly and made available for Administrative review prior to the end of shift.***



<https://www.youtube.com/watch?v=1Wo4Oj3FUt8>

Course Title: Oleoresin Capsicum Pepper Spray

Trainers: Patrick Correa, Leonard Higginbotham

Trainer Qualifications: Certified OC Spray Instructors

Date prepared: 05/05/14

Prepared by: Patrick Correa, Leonard Higginbotham

Length of training: 4 hours

Recommended Maximum Class size: 10

Classroom set up: small group in the Juvenile Hall Conference Room

Trainers speaking notes: Overview and discussion of the OC Power Point (slide by slide)

Video of OC exposures (open discussion)

Handout: Print out of the OC Power Point for class to follow along with and take home.

Trainer materials: Laptop (with MK-4 OC Pepper Spray powerpoint), projector, OC Pepper Spray (live), OC Pepper Spray (inert), latex gloves, water supply, liquid soap, gauze

Testing: Application of OC Pepper Spray to one eye, decontamination

At the conclusion of training, the trainee will be able to:

- 1) State facts regarding the history, law and use of force continuum of OC Pepper Spray
- 2) State facts regarding the physical and psychological effects of OC Pepper Spray
- 3) State facts regarding ingredient make up of OC Pepper Spray
- 4) State facts regarding the decontamination process
- 5) State facts regarding high risk behavior, documentation and practical demonstration of OC Pepper Spray
- 6) Demonstrate working knowledge of practical application and decontamination of OC Pepper Spray

- History: 1959 Military use of CS gas for riot control.
1982 Introduced into Law enforcement.
1992 OC authorized for police use in CA.
- Law: 12403pc Completion of approved POST training.
12403.7pc used for self-defense only
12403.7 (g) Felony to use offensively
- Use of Force Continuum:
Professional Presence
Verbal Commands
Show of force
Use of O.C.
Empty hand control
- Physical/Psychological Effects :
Involuntary closing of the eyes
Tearing of the eyes
Inflammation of the respiratory system
Swelling of the mucus membranes
Panic, fear disorientation
- OC effectiveness:
DOJ study rated O.C. as 87% effective
- Make-up of OC:
Carrier 90% (50% water, 35% ethyl alcohol, 5% propylene glycol)
10% Active Ingredient (6% water, 4% Oleoresin Capsicum)
- OC deployment methods:
Mist/Spray
Foam

Stream

- Decontamination process:
Water
Soap (to break up the oils)
Water
Expose to air
- High risk behaviors:
Bizzare and/or aggressive
Panic, paranoia, or erratic
moods
Profuse sweating
Violence towards others
Super human strength
Sudden tranquility
- Documentation of OC:
Physical Size
Physical Condition
Verbal Resistance
Physical Resistance
Thoughts and perceptions
Instructions given
Amount of chemical used
Decontamination procedures
used
Condition of the minor

0945-1030 Lecture and Discussion

1030-1045

1045-1145 Demonstration/ Discussion

- exposure videos OC

BREAK

OC Pepper Spray exposure and
Decontamination: OC will be applied
to a gauze pad and applied to one
(closed) eye. Student will be given
Directive to blink by instructor. Once
OC has taken effect, the instructor
will decontaminate with soap
and water.

1145-1200

Evaluations

USE OF FORCE (TITLE 15)

- **Title 15 section 1357**: Define the term “force” and address the escalation and appropriate level of force, while emphasizing the need to avoid the use of force whenever possible and *using only that force necessary* to ensure the safety of the youth, staff and others.
- Section 1358: *definitions of restraint devices and limitation of handcuffs (may not be used as weapon to protect yourself, applied to the rear unless youth is pregnant or youth has a leg injury).*
- Restraints should be utilized only when it appears less restrictive alternatives would be ineffective in controlling those youth who present an immediate danger to themselves or others.

Legal framework for use of force

- ▣ What steps were taken when a youth presents harm to self and/or others?
- ▣ Counsel
- ▣ Directives
- ▣ Consequences
- ▣ Utilization of Mental Health and/or Medical Staff (note: *Medical and MH staff must be notified when a youth presents ideation of self harm*)

Examples requiring physical force

What is considered excessive force?

- ▣ Fight, multiple fights
- ▣ Unit Disruptions
- ▣ Escape
- ▣ Used to prevent harm to self or others
- ▣ Attack on staff or youth
- ▣ Excessive Force- Level of force unreasonable or unwarranted under circumstances presented.
Force may not be used as a form of discipline and/or if youth is in physical restraints.
- ▣ What was the threat? What is compliance?

Considerations prior to utilizing force

- ▣ *Force is last resort*
- ▣ *Use of force continuum: Presence, Tactical communication (Verbal commands), Consequences, Show of force, Use of force, Physical restraints, de-escalation*
- ▣ Force is to be used primarily as a defensive measure
- ▣ All use of force should be thoroughly documented
- ▣ Circumstances surrounding youth mental status
- ▣ Follow departments policy and procedure.
- ▣ Physical characteristics of youth vs officer

Youth actions that may lead to assaultive behavior

- ▣ *Gang tension*
- ▣ Mental Health issues (off meds, new meds, cheeking medication, undiagnosed condition, traumatic event)
- ▣ Visits, phone calls
- ▣ Court dates
- ▣ Anniversary's
- ▣ Prior history (with another youth)
- ▣ Cues include: *Staring, glaring, rapid breathing and clenched fists.*

Situations and Options for youth requesting to be placed under control

Situations include:

- ▣ Mental Health
- ▣ Anxiety
- ▣ Fear of self
- ▣ Need for control and or stability
- ▣ Fear of others in the Unit

Options include: Wrap, Chair, Mental Health services, Time out room or Safety Cell.

Simulated exercise: verbal intervention

- ▣ Presence
- ▣ Tactical communication (Verbal commands) and consequences
- ▣ Obtain as much knowledge as possible prior to intervention: DPO, court date, CC release, GTC days, Alternative program time (EMP/House Arrest)

Psychological and Physical factors officers may feel when threatened

- ▣ Physical cues
- ▣ Thoughts and perception
- ▣ Contemplation/ Consequences
- ▣ Action Taken

Use of force justified?



Psychological/physical factors after physical altercation w youth

- ▣ Adrenaline rush withdrawal
- ▣ Triggers
- ▣ Level of confidence (pendulum)
- ▣ Pre-conceived bias or judgement

Physical/Psychological factors youth may feel following altercation with staff

- ▣ Triggers
- ▣ Perception of officers
- ▣ Plotting

Laws and principles for using security restraints

- ▣ Short term for transports
- ▣ *Immediate use (fights and/or Unit disruptions)*
- ▣ Immediate use: Escorts
- ▣ *Not for prolonged use to manage out of control behavior*
- ▣ May not be attached to any objects
- ▣ Youth may not be secured in a room in a restraint (Chair or Wrap) without constant supervision.
- ▣ Youth can not be secured in a room with handcuffs only, even under direct supervision.

Title 15 (section 1358)

- ▣ Physical restraints shall/may be used only for those youth who present an immediate danger to themselves or others, who exhibit behavior which results in the destruction of property, or reveals the intent to cause self-inflicted physical harm. The circumstances leading to the application of restraints must be documented.

Title 15 (section 1358)

- ▣ Restraint devices include any devices which *immobilize a youth's extremities* and/or prevent the youth from being ambulatory. Physical restraints should be utilized only when it appears less restrictive alternatives would be ineffective in controlling the disordered behavior.

Title 15 (section 1358)

- ▣ Youth shall be placed in restraints only with the approval of the facility manager or designee. The facility manager may delegate authority to place a youth in restraints to a physician. Reasons for continued retention in restraints shall be reviewed and documented at a minimum of every hour.

Title 15 (section 1358)

- ▣ A medical opinion on the safety of placement and retention shall be *secured as soon as possible, but no later than two hours from the time of placement. The youth shall be medically cleared for continued retention at least every three hours thereafter.*

- ▣ A mental health consultation shall be secured as soon as possible, *but in no case longer than four hours* from the time of placement, to assess the need for mental health treatment.

- ▣ *Continuous direct visual supervision* shall be conducted to ensure that the restraints are properly employed, and to ensure the safety and well-being of the youth. Observations of the youth's behavior and any staff interventions shall be *documented at least every 15 minutes*, with actual time of the documentation recorded. While in restraint devices all youth shall *be clothed, housed alone or in a specified housing area for restrained youth which makes provision to protect the youth from abuse.* In no case shall restraints be used as punishment or discipline, or as a substitute for treatment. Additionally, the affixing of hands and feet together behind the back (hogtying) is prohibited..

Title 15 (section 1358)

- ▣ The provisions of this section do not apply to the use of handcuffs, shackles or other restraint devices when used to restrain minors youth for movement or transportation reasons.
- ▣ The use of restraints on pregnant minors youth is limited in accordance with Penal Code Section 6030(f) and Welfare and Institutions Code Section 222.

Limitations for use of handcuffs

- ▣ May not be used as an impact weapon
- ▣ May not be used as a punitive measure
- ▣ May not be used to secure youth to a permanent object if used for a non-secure detention (hospital duty, funeral, dentist, ect)

Are handcuffs escape proof?



Know your department policy

- ▣ Use of force
- ▣ Use of OC
- ▣ Use of handcuffs
- ▣ Use of restraint devices (WRAP and Chair)
- ▣ Tip: Implement a specific binder in each unit with updated Use of Force/ Restraint/ OC /Unit Security Practices and a list of Departmentally approved Defensive Tactics moves.

<p>Stanislaus County Probation Department</p> <p>JUVENILE INSTITUTIONS</p> <p>Policies and Procedures</p>	<p>Subject: Training and Staff Development</p> <hr/> <p>Section: 2.6</p> <hr/> <p>Authority: Title 15; Section 1322 STC Training Regulations</p>
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2.6.1 Training and Staff Development

Overview This section addresses the training requirements, standards and programs which are mandated by this institution and the State of California.

Facility Hiring Requirements The Department shall:

- A. Recruit and hire employees who possess knowledge, skills and abilities appropriate to their job classification and duties, in accordance with county policies, including, positive youth development, trauma informed and gender responsive strategies and restorative justice approaches;
- B. Require a medical evaluation and physical examination including tuberculosis screening test and evaluation for immunity to communicable illnesses of childhood (i.e., diphtheria, rubella, and mumps);
- C. Adhere to the minimum standards for the selection and training requirements adopted by the Board pursuant to 6035 of the Penal Code;
- D. Conduct a criminal records review on each new employee and psychological examination in accordance with Section 1031 et seq. of the Government Code; and
- E. Contract personnel, volunteers and other non-employees of the facility, who may be present at the facility, shall have such clearance and qualifications as may be required by law and their presence at the facility shall be subject to the approval and control of the facility manager.

2.6.2 General Provisions

Purpose A. It is the intent of this facility to provide all staff with the necessary training to perform their assigned duties in a professional and skilled manner. Training programs specified by the State of California and the Board of State and Community Corrections are required for all staff performing the supervision of youth. To meet this objective, the following standards shall structure the delivery of training programs to all Institutional staff.

1. Orientation and Operations Training;
2. Standards and Training for Corrections (STC – Core Training, PC 832), AND
3. Annual STC Training.

In addition to the aforementioned training programs, the institution provides additional training to ensure continued staff development.

Required Participation Training Standards: Assignment to either institution requires participation and successful completion of all mandatory training programs. Therefore, staff is expected to attend all scheduled training classes and give appropriate consideration to the material presented. Staff who fails to meet this requirement, may be subject to discipline up to and including termination of employment.

2.6.3 Institutional Supervision Staff New Employee Orientation and Training

Orientation Required	<p>Prior to assuming any responsibilities, each child supervision staff shall be properly oriented to his/her duties, including:</p> <ol style="list-style-type: none"> 1. child supervision duties; 2. scope of decisions he/she shall make; 3. the identity of his/her supervisor; 4. the identity of persons who are responsible to him/her; 5. persons to contact for decisions that are beyond his or her responsibility; and 6. ethical responsibilities.
200 hours Required Field Officer Training (FTO)	<p>Prior to assuming responsibility for the supervision of youth, each child supervision staff shall receive a minimum of 200 hours (5 weeks) of facility specific orientation, including:</p> <ol style="list-style-type: none"> 1. individual and group supervision techniques; 2. regulations and policies relating to discipline and basic rights of youth pursuant to law and the provisions of Title 15, Section 1322 of the California Administrative Code Minimum Standards for Juvenile Halls; 3. basic health, sanitation and safety measures; 4. suicide prevention and response to suicide attempts; 5. policies regarding use of force, mechanical, chemical and physical restraints; 6. procedures to follow in the event of emergencies; 7. routine security measures; 8. crisis intervention and mental health referrals to mental health services; 9. documentation; and 10. fire/life safety training.
CORE Course Required	<p>Prior to assuming primary responsibility for independently supervising one or more youth, each institutional supervision staff shall successfully complete the requirements of the Juvenile Corrections Officer Core Course pursuant to Penal Code Section 6035.</p>
Peace Officer Training Required	<p>Prior to exercising the powers of a peace officer institutional supervision staff shall successfully complete training pursuant to Section 830 et seq. of the Penal Code.</p>
New Employee Training Checklist	<p>All new employees will be provided a “New Employee Checklist” to be used as a guide for training. The employee and supervisor providing the training are required to sign each area of the checklist as it is covered. The supervisor or designated Probation Corrections Officer (PCO) III will sign off each section as the employee demonstrates on-the-job competency in the matter.</p>
Policy and Procedure Manual Training (JHMT)	<p>All new employees are required to read the Institutional Policy and Procedure Manual and sign off that they have completed. Each employee will be provided a 24 hour class of In-service Institutional Manual Training. This program is specifically designed to compliment and extend the basic training and instruction received in the Orientation and Operations Training. This will provide staff with an indoctrination of the practices, policies; and procedures while gaining familiarity with the day to day operations, duties and responsibilities comprising their specific job classification.</p>
Other Training Required	<p>All new employees will also receive the following additional training:</p> <ol style="list-style-type: none"> 1. instruction in Defensive Tactics (8 hours). 2. instruction in CPR/AED (4 hours) and First Aid (4 hours) within the first 30 days of hire. 3. instruction in oleoresin capsicum (OC) training and use of force (4 hours). 4. instruction in PREA requirements within the first year of employment.

2.6.3 Institutional Supervision Staff New Employee Orientation and Training (Cont.)

Supervisor Evaluation The Supervising Probation Corrections Officer is responsible for evaluating the staffs' performance throughout their Probationary period. This is done by direct observation, review of shift forms and in-put of unit staff involved in the on-the-job training. The new staff member's performance is discussed and commendations or recommendations for additional training or improvement are addressed.

Probation Corrections Officer III Responsibilities The day to day training of a new staff member is the responsibility of the assigned PCO III under the auspices of the Supervising Probation Corrections Officer. The new staff member receives guidance and instruction from the PCO III as to the duties, responsibilities and expectations of the specific job classification.

Failure to Complete Training Program All new hires who fail to satisfactorily complete the training program shall be provided additional training by the Supervising Probation Corrections Officer or the PCO III, under the auspices of the Supervising Probation Corrections Officer, to correct deficiencies in knowledge or work performance. However, subsequent demonstration of poor work performance, coupled with written documentation of that fact, may provide grounds for termination of employment.

2.6.4 Institutional Orientation and Training for Support Staff and Volunteers

All contract employees, support staff, contract employees, school, medical staff, program providers and volunteers will be provided an initial orientation geared toward their level of involvement with facility youth. Training may include:

- Safety and security measures
- Anti-discrimination policies
- PREA regulations
- Confidentiality
- Emergency Procedures
- Suicide Awareness and Reporting

Orientation will be completed prior to their working with institutional youth.

2.6.5 Standards and Training for Corrections (STC) Core Training

Required CORE New hires or staff who have been promoted to supervisory or administrative positions are to complete a program of instruction administered and approved by the Standards and Training for Corrections (STC) Program. For staff assigned to the Institutions Division, STC instruction (referred to as Core Training) is mandated for line staff, supervisors and the Superintendent. The specific programs mandated for each job title are described below.

2.6.5.1 Juvenile Institution Staff Core Training

Complete CORE Minimum Training Objectives of 160 Hours STC regulations require that all Juvenile Probation Corrections Officers complete 160 hours of instruction in specific performance/ instructional objectives plus an additional 40 hours of POST training mandated by California Penal Code Section 832. Completion of this CORE Training requires that each line staff successfully complete the course objectives by demonstrating a satisfactory level of proficiency on relevant achievement tests. STC regulations allow for one (1) re-test. Should an employee fail to pass the re-test, they have failed the course.

1. Within one (1) calendar year of initial employment as a PCO.
 2. On compensation time, vacation time or off-payroll in said order.
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2.6.5.1 Juvenile Institution Staff Core Training (Cont.)

- A. Failure to complete and pass the required 40 hours of Peace Officer training pursuant to Section 832 of the California Penal code and/or the 160 hours of Juvenile Counselor CORE shall result in termination of employment for failure to meet probationary standards of performance.
- B. Employees terminated under this circumstance may apply for reinstatement within one (1) calendar year, subject to other criteria as established by the Stanislaus County Personnel Department, upon proof that they have satisfactorily completed the previously failed course.

2.6.5.2 Supervisor Core Training

Supervisor
CORE
Requirement

STC regulations require each Supervising Probation Corrections Officer to complete the Supervisor Core Course within their first year of employment.

2.6.5.3 Management Core Course

Required
Management
Training

All Probation Managers must successfully complete the Management Core Course.

2.6.6 Training Requirements

24 Hours of
Annual
Training

Probation Corrections Officers:

All line staff (i.e., PCOI/II/III) who have completed the Juvenile Counselor Core Course, are required to complete 24 hours of STC sponsored training on an annual basis. This training consists of refresher courses and specialized classes designed to develop or enhance job-related skills. Course selection includes mandatory and elective courses.

1. Mandatory Classes: Courses which require mandatory enrollment and attendance for Juvenile Institution's line staff include the following:

A	Defensive Tactics/Safety Restraints- annually
B	CPR – every two years
C	First Aid – every two years
D	Legal Liabilities – every three years
E	Sexual Harassment – every three years
F	24 hours In-Service Manual Training – during first year of employment
G	O/C Spray training- one time only
H	Ethics – every two years
I	NIMS – as directed
J	PREA- every two years
K	Title 15 Section 1327 Emergency Procedure Review – annually during evaluation

2.6.6 Training Requirements (Cont.)

Optional Training

2. Elective/Optional Classes: Elective or optional classes covering a variety of subjects are developed by each Probation Service to supplement the mandated courses offered annually. Eligible line staff with additional hours to fulfill over and above the mandated Training classes may elect to enroll in any class offered by the Probation Department with the approval of their immediate supervisor. Supervisors have the authority to select an individual training plan (i.e., classes) for assigned staff if they have reason to believe instruction in a particular subject or area would greatly benefit or enhance the employee’s job performance.
-

40 Hours Annual Training

Supervising Probation Corrections Officer and Probation Division Managers:

Supervising Probation Corrections Officers and Probation Managers are required to complete 40 hours of annual training per fiscal year. Course availability and offering are developed yearly by the Probation Department Training Officer.

2.6.7 Training Attendance and Employee Conduct

Attendance at Training Mandatory

- A. Training Attendance: Any staff member who fails to attend scheduled training classes without prior supervisor authorization, may be subject to disciplinary action. Attending scheduled training classes and meeting the STC training requirements are necessary prerequisites for continued employment with the Stanislaus County Probation Department.
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Punctuality and Professionalism

- B. Employee Conduct: Staff is required to be punctual in their arrival and act in a courteous, professional and responsible manner during training. Staff shall dress appropriately. The reading of books, magazines, and newspapers during lectures, engaging in conversation, horseplay, or making inappropriate comments to the instructor is prohibited. Staff shall also refrain from using their personal cell phone, texting or access social media unless required by departmental business or they are on an approved break.
-

Supervisory Intervention

- C. Supervisory staff, in attendance at training classes, is expected to intervene when control problems occur in classes and the instructor is unable to resolve them. Examples include employee conduct problems; such as, tardiness, lack of attentiveness, departing class prior to a designated break or prior to the conclusion of class, or any other behavior which is disruptive and deemed unprofessional.
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