

PLACER COUNTY GRAND JURY

Response to the 2017-2018 FINAL REPORT

January 22, 2019

STATE OF
CALIFORNIA PLACER
COUNTY SUPERIOR
COURT GRAND JURY

11532 B AVENUE
AUBURN, CA
95603



PLACER COUNTY GRAND JURY

Phone: (530) 886-5200
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11532 B Avenue, Auburn, CA 95603

January 22, 2019

The Honorable Alan V. Pineschi
Presiding Judge, Superior Court
County of Placer
P.O. Box 619072
Roseville, CA 95661

The Honorable Suzanne Gazzaniga
Advising Grand Jury Judge, Superior
Court
County of Placer
P.O. Box 619072
Roseville, CA 95661

And Citizens of Placer County

Subject: Responses to 2017-2018 Grand Jury Final Report

Dear Judge Pineschi, Judge Gazzaniga, and Citizens of Placer County:

The 2018-19 Placer County Grand Jury has received and reviewed all of the responses to the 2017-2018 Grand Jury Report.

All of the responses received by the Grand Jury, between the Final Report's release date of June 2018 and November 2018 have been assembled and published in this Response Report.

The reports are being published primarily in electronic form and are available on the Superior Court's Placer County website at www.PlacerGrandJury.org . Hard copies are being distributed only if requested.

If you desire a hard copy, please email your request to the Placer County Grand Jury at grandjury@placer.ca.gov. Include your contact name, title, agency name, department name, and complete mailing address.

Ronald M. Johnson
Foreperson
2018-19 Placer County Grand Jury
LOOS-Letter

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Respondents: Mr. Steven M. Pedretti, Director, Placer County Community
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Affordable Housing Placer County's Approach

Findings

The Grand Jury found that:

- F1. As of this writing, the county has no stated plans to determine a formula for *in-lieu* fee, or abolish it.
- F2. The building of affordable housing units on the Dewitt Government Center stems from a commitment the county made when Auburn's Bell Garden Apartments were torn down, resulting in the displacing of the residents.

Recommendations

The Grand Jury recommends that Placer County:

- R1. Consider a dedicated unit to meet affordable housing requirements;
- R2. Provide a map of available properties within the county to assist in the development of affordable housing;
- R3. Simplify the process for developers to incorporate affordable housing;
- R4. Enforce the 10% affordable housing requirement when applicable;
- R5. Develop a consistent *in-lieu* fee that enables affordable housing; and
- R6. Focus future housing forums on local developments and include affordable alternatives.

Request for Responses

	<u>Recommendations Requiring Response</u>	<u>Response Due Date</u>
Board of Supervisors 175 Fulweiler Avenue Auburn, CA 95603	R1 thru R6	September 30, 2018
Mr. Todd Leopold County Executive Officer 175 Fulweiler Avenue Auburn, CA 95603	R1 thru R6	September 30, 2018
Mr. Steven Pedretti Director Community Development Resource Agency 3091 County Center Dr. Auburn, CA 95603	R1 thru R6	September 30, 2018

County of Placer Board of Supervisors

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AUBURN, CALIFORNIA 95603
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JACK DURAN
District 1

ROBERT M. WEYGANDT
District 2

JIM HOLMES
District 3

KIRK UHLER
District 4

JENNIFER MONTGOMERY
District 5



September 25, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

RECEIVED

SEP 28 2018

PLACER COUNTY
GRAND JURY

Re: 2017-2018 Grand Jury Final Report- Affordable Housing – Placer County's Approach

Dear Members of the Grand Jury:

After a careful review of the findings and recommendations of the Placer County Grand Jury, the Placer County Board of Supervisors is pleased to submit the following responses to the 2017-2018 Grand Jury Final Report – Affordable Housing – Placer County's Approach.

Findings of the Grand Jury:

The Board disagrees with finding F1.

F1. As of this writing, the county has no stated plans to determine a formula for in-lieu fee, or abolish it.

Response: In 2015, Placer County contracted with Hansford Economic Consulting and Mintier Harnish Planning Consultants to provide nexus-based Workforce/Affordable Housing Fee Studies for the eastern and western portions of the county. The studies determine the maximum justifiable fees that could be adopted as impact or in-lieu fees. The studies were performed pursuant to the legal requirements set forth in Government Code Sections 66000-66025 (also known as the Mitigation Fee Act), which requires demonstration of the nexus between new development and the increase in demand for affordable housing. Following public workshops conducted in both east and west portions of the County, and a presentation to the Board on August 8, 2017, Hansford Economic Consulting updated the studies in May 2018 to ensure the most current data was being used to calculate the fees.

The in-lieu fee studies have been completed for both eastern and western Placer County. They are posted on the county's website which is linked below. The Board expects staff bring the studies and options to implement a fee program to the Board for consideration this fall.

<https://www.placer.ca.gov/Departments/communitydevelopment/planning/housing>

The Board partially agrees with finding F2.

F2. The building of affordable housing units on the Dewitt Center stems from a commitment the county made when Auburn's Bell Garden Apartments were torn down, resulting in the displacing of the residents.

Response: On December 4, 2001, the Board of Supervisors provided direction to staff to prepare a long-term solution for the replacement/relocation of housing currently located at the DeWitt Government Center. The former Placer County Redevelopment Agency was tasked to undertake the lead role in providing replacement/relocation for a new housing complex on or off-site of the Dewitt Campus. The First Street site on the DeWitt campus was identified as a potential alternative location for housing. The former Placer County Redevelopment Agency undertook a series of studies to determine site suitability and feasibility. However, the Redevelopment Agency was dissolved in 2011.

On June 27, 2018, the Board authorized County staff to move forward with a proposed multi-family, workforce housing development at the Placer County Government Center (PCGC). The Board unanimously approved an option to ground lease agreement with Mercy Housing California that could lead to the development of an approximately 79-unit apartment and townhouse project on three acres of county property. This project is pending the completion of an environmental review and adoption of the PCGC Master Plan.

<https://www.placer.ca.gov/departments/facility/capitalimprovements/callouts/placercountymasterplan>

RECOMMENDATIONS

R1. Consider a dedicated unit to meet affordable housing requirements.

Response: The recommendation has been implemented. A Deputy CEO was placed in charge of a countywide affordable housing unit that is comprised of staff from various county departments. Given the cross-function effort needed to address housing issues, a multi-departmental effort is preferable to creating a housing unit within a single department. In 2012, the Community Development Resource Agency (CDRA) created a Housing Specialist position and transferred functions previously performed by the former Redevelopment Agency staff to this person.

In 2017, CDRA created a Principal Planner position to lead its Housing and Economic Development unit, providing management and oversight of the County's housing and economic development land use policies and regulatory requirements. The combination of these positions has significantly increased the County's efforts toward achieving housing that is affordable. Under a task outlined in the 2018-19 Housing Program Work Plan, CEO and CDRA staff will this year investigate potential avenues to obtain ongoing federal, state, and local funding that would be 100% dedicated to housing. This will allow both program expansion and ongoing maintenance associated with existing affordable housing projects and programs.

Currently the housing unit is assisting with a number of housing initiatives including a 56-unit affordable housing development in the Tahoe area as well as a 79-unit affordable housing project in North Auburn on the PCGC. Placer County has currently entered into escrow on the purchase of an 11.4-acre site near Tahoe City for the potential development of a mixed-use achievable housing project. An RFP for affordable housing developers interested in undertaking the project was issued on Sept. 4, 2018. Lastly, staff continues to monitor annually 12 previous affordable housing projects totaling 626 units, including 396 units dedicated to low and very low income residents in the unincorporated county. The County administers a housing loan portfolio of over \$21 million, which is comprised of first time homebuyer

loans, housing rehabilitation loans, multifamily new construction loans, multifamily rehabilitation loans, and other housing support loans.

R2. Provide a map of available properties within the county to assist in the development of affordable housing.

Response: This recommendation is being implemented. A map of available properties was created as part of a study performed by BAE Urban Economics for the County's affordable housing program. The map has been uploaded onto the County housing website linked below.

<https://www.placer.ca.gov/departments/communitydevelopment/planning/housing>

Furthermore, as part of the Housing Element, the Housing Element Background Report contains an inventory of land suitable for residential development, including vacant sites, and sites having potential for redevelopment. The Housing Element may be found by clicking on the following link:

<https://www.placer.ca.gov/departments/communitydevelopment/planning/documentlibrary/housing-element>

R3. Simplify the process for developers to incorporate affordable housing.

Response: This recommendation is being implemented. The county has implemented a number of process improvements that are simplifying processing and reducing costs for entities that undertake all development types. The Board recently approved a new secondary dwelling ordinance that simplifies processing of those units. Additionally, the Board expects staff will bring a tiny homes ordinance for our consideration by the end of 2018. In addition, the Housing Staffing and Development plan prepared by BAE Urban Economics will identify a number of policies, regulatory relief, implementation strategies and best practices for streamlining processing of affordable housing. The Board expects to hear these findings in the fall.

R4. Enforce the 10% affordable housing requirement when applicable.

Response: This recommendation is being implemented. Placer County Housing Element Policy B-13 states that "The County currently requires 10 percent of residential units in specific plans be affordable (i.e. 4 percent very-low, 4 percent low, 2 percent moderate). On a case-by-case basis, the County shall consider allowing developers that provide extremely low-income units to reduce the required percentage of other affordable units." In addition, Housing Element policy B-14 further describes that "the County shall consider requiring 10 percent affordable units, payment of an in-lieu fee, or comparable affordable housing measure(s) acceptable to the County for any General Plan amendment that increase residential density."

For the east County, Housing Element policy C-2 describes that "the County shall require new development in the Sierra Nevada and Lake Tahoe areas to mitigate potential impacts to employee housing by housing 50 percent of the full-time equivalent employees (FTEE) generated by the development. If the project is an expansion of an existing use, the requirement shall only apply to that portion of the project that is expanded (e.g. the physical footprint of the project or an intensification of the use.) Employee housing shall be provided for in one for the following ways: Construction of on-site employee housing; construction of off-site employee housing; dedication of land for needed units; and/or payment of an in-lieu fee." The Board determines whether or not a proposal meets these policy objectives on a case-by-case basis.

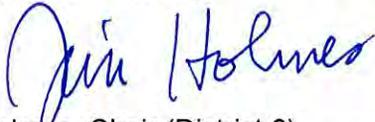
R5. Develop a consistent in-lieu fee that enables affordable housing.

Response: This recommendation is being implemented. Recommended options for an in-lieu fee policy will be brought to the Board for our consideration in the fall.

R6. Focus future housing forums on local developments and include affordable alternatives.

Response: This recommendation is being implemented. A housing forum was held on March 20, 2018 with the Placer Community Foundation. A number of alternatives for achieving affordable housing will be brought forward as discussed above. The County continues to hold public meetings and community meetings related to proposed affordable housing projects in east and west Placer County as well as hold public meetings to discuss and provide direction on land use regulations, proposed fees, housing work programs, and other housing-related topics. As an example, a public forum was held on August 1, 2018 to discuss the county's potential purchase of a property near Tahoe City to assess affordable housing goals and concerns.

Sincerely
COUNTY of PLACER



Jim Holmes, Chair (District 3)
Placer County Board of Supervisors

Cc: Placer County Board of Supervisors
Gerald Carden, Placer County Counsel



September 25, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

RECEIVED

SEP 28 2018

PLACER COUNTY
GRAND JURY

Re: 2017-2018 Grand Jury Final Report- Affordable Housing – Placer County’s Approach

Dear Members of the Grand Jury,

After a careful review of the findings and recommendations of the Placer County Grand Jury, I am pleased to submit the following responses to the 2017-2018 Grand Jury Final Report – Affordable Housing – Placer County’s Approach

FINDINGS

F1. As of this writing, the county has no stated plans to determine a formula for in-lieu fee, or abolish it.

I disagree with the finding.

In 2015, Placer County contracted with Hansford Economic Consulting and Mintier Harnish Planning Consultants to provide nexus-based Workforce/Affordable Housing Fee Studies for the eastern and western portions of the county. The studies determine the maximum justifiable fees that could be adopted as impact or in-lieu fees. The studies were performed pursuant to the legal requirements set forth in Government Code Sections 66000-66025 (also known as the Mitigation Fee Act), which requires demonstration of the nexus between new development and the increase in demand for affordable housing. Following public workshops conducted in both east and west portions of the County, and a presentation to the Board of Supervisors on August 8, 2017, Hansford Economic Consulting updated the studies in May 2018 to ensure the most current data was being used to calculate the fees.

The in-lieu fee studies have been completed for both eastern and western Placer County. They are posted on the county’s website, linked below. Staff intends to bring the studies and options to implement a fee program to the Board of Supervisors for consideration this fall.

<https://www.placer.ca.gov/Departments/communitydevelopment/planning/housing>

F2. The building of affordable housing units on the Dewitt Center stems from a commitment the county made when Auburn’s Bell Garden Apartments were torn down, resulting in the displacing of the residents.

I partially agree with this finding. On December 4, 2001, the Board of Supervisors provided direction to staff to prepare a long-term solution for the replacement / relocation of housing

currently located at the DeWitt Government Center. The former Placer County Redevelopment Agency was tasked to undertake the lead role in providing replacement / relocation for a new housing complex on or off-site of the Dewitt Campus. The First Street site on the DeWitt campus was identified as a potential alternative location for housing. The former Placer County Redevelopment Agency undertook a series of studies to determine site suitability and feasibility. However, the Redevelopment Agency was dissolved in 2011.

On June 27, 2018, the Placer County Board of Supervisors authorized County staff to move forward with a proposed multi-family, workforce housing development at the PCGC. The Board unanimously approved an option to ground lease agreement with Mercy Housing California that could lead to the development of an approximately 79-unit apartment and townhouse project on three acres of county property. This project is pending the completion of an environmental review and adoption of the Placer County Government Center Master Plan, which anticipates a mix of rental housing choices for residents of the area. Additional information on the Placer County Government Center can be found at:

<https://www.placer.ca.gov/departments/facility/capitalimprovements/callouts/placercountymasterplan>

RECOMMENDATIONS

R1. Consider a dedicated unit to meet affordable housing requirements.

This recommendation has been implemented. A Deputy CEO was placed in charge of a countywide affordable housing unit that is comprised of staff from various county departments. Given the cross-function effort needed to address housing issues, a multi-departmental effort is preferable to creating a housing unit within a single department. In 2012, CDRA created a Housing Specialist position and transferred functions previously performed by the former Redevelopment Agency staff to this person. In 2017 CDRA created a Principal Planner position to lead its Housing and Economic Development unit, providing management and oversight of the County's housing and economic development land use policies and regulatory requirements. The combination of these positions has significantly increased the County's efforts toward achieving housing that is affordable.

Under a task outlined in the 2018-19 Housing Program Work Plan, CEO and CDRA staff will this year investigate potential avenues to obtain ongoing federal, state and local funding that would be 100% dedicated to housing. This will allow both program expansion and ongoing maintenance associated with existing affordable housing projects and programs. Currently the housing unit is assisting with a number of housing projects including a 56 unit affordable housing development in the Tahoe area as well as a 79 unit affordable housing project in north Auburn on the Placer County Government Center. Placer County has currently entered into escrow on the purchase of an 11.4 acre site near Tahoe City for the potential development of a mixed-use achievable housing project. An RFP for affordable housing developers interested in undertaking the project was issued on Sept. 4, 2018.

Lastly, staff continues to monitor annually 12 previous affordable housing initiatives totaling 626 units, including 396 units dedicated to low and very low income residents in the unincorporated county. The County administers a housing loan portfolio of over \$21 million, which is comprised

of first time homebuyer loans, housing rehabilitation loans, multifamily new construction loans, multifamily rehabilitation loans, and other housing support loans.

R2. Provide a map of available properties within the county to assist in the development of affordable housing.

This recommendation is being implemented. A map of available properties was created as part of a study performed by BAE Urban Economics for the County's affordable housing program. The map has been uploaded onto the County housing website. Click on the link to the "1st Draft Housing Strategy and Development Plan to view the map:
(<https://www.placer.ca.gov/departments/communitydevelopment/planning/housing>).

In addition, as part of the Housing Element, the Housing Element Background Report contains an inventory of land suitable for residential development, including vacant sites, and sites having potential for redevelopment. The Housing Element may be found by clicking on the following link:
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R3. Simplify the process for developers to incorporate affordable housing.

This recommendation is being implemented. CDRA has implemented a number of process improvements that are simplifying processing and reducing costs for entities that undertake all development types. The Board of Supervisors recently approved a new secondary dwelling ordinance that simplifies processing of those units. CDRA will bring a tiny homes ordinance to the Board for consideration by the end of 2018. Additional simplification items are included in the proposed Sunset Area Plan/Placer Ranch Specific Plan that will specifically address affordable housing. In addition, the Housing Staffing and Development plan prepared by BAE Urban Economics will identify a number of policies, regulatory relief, implementation strategies and best practices for streamlining processing of affordable housing. Staff anticipates reviewing findings with the Board this fall and bringing these items to the Board for approval as part of a Housing Element Update and/or zoning code updates.

R4. Enforce the 10% affordable housing requirement when applicable.

This recommendation is being implemented. Placer County Housing Element Policy B-13 states that "The County currently requires 10 percent of residential units in specific plans be affordable (i.e. 4 percent very-low, 4 percent low, 2 percent moderate). On a case-by-case basis, the County shall consider allowing developers that provide extremely low-income units to reduce the required percentage of other affordable units." In addition, Housing Element policy B-14 further describes that "the County shall consider requiring 10 percent affordable units, payment of an in-lieu fee, or comparable affordable housing measure(s) acceptable to the County for any General Plan amendment that increase residential density."

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generated by the development. If the project is an expansion of an existing use, the requirement shall only apply to that portion of the project that is expanded (e.g, the physical footprint of the project or an intensification of the use.) Employee housing shall be provided for in one for the following ways: Construction of on-site employee housing; construction of off-site employee housing; dedication of land for needed units; and / or payment of an in-lieu fee.” The Board of Supervisors has ultimate authority to enforce these requirements as a policy matter and determine whether or not a proposal meets these policy objectives.

R5. Develop a consistent in-lieu fee that enables affordable housing.

This recommendation is being implemented. Recommended options of an in-lieu fee policy will be brought to the Board for consideration in the fall.

R6. Focus future housing forums on local developments and include affordable alternatives.

This recommendation is being implemented. A housing forum was held on March 20, 2018 with the Placer Community Foundation. A number of alternatives for achieving affordable housing will be brought forward as discussed above. The County continues to hold public meetings and community meetings related to proposed affordable housing projects in east and west Placer County as well as hold public meetings to discuss and provide direction on land use regulations, proposed fees, housing work programs, and other housing – related topics. As an example, a public forum was held on August 1, 2018 to discuss the county’s potential purchase of a property near Tahoe City to assess affordable housing goals and concerns.

Sincerely,



Todd Leopold
County Executive Officer

Cc: Placer County Board of Supervisors
Gerald Carden, County Counsel

September 18, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

RECEIVED

SEP 28 2018

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RECOMMENDATIONS

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R4. Enforce the 10% affordable housing requirement when applicable.

This recommendation is being implemented. Placer County Housing Element Policy B-13 states that "The County currently requires 10 percent of residential units in specific plans be affordable (i.e. 4 percent very-low, 4 percent low, 2 percent moderate). On a case-by-case basis, the County shall consider allowing developers that provide extremely low-income units to reduce the required percentage of other affordable units." In addition, Housing Element policy B-14 further describes that "the County shall consider requiring 10 percent affordable units, payment of an in-lieu fee, or comparable affordable housing measure(s) acceptable to the County for any General Plan amendment that increase residential density."

For the east County, Housing Element policy C-2 describes that "the County shall require new development in the Sierra Nevada and Lake Tahoe areas to mitigate potential impacts to employee housing by housing 50 percent of the full-time equivalent employees (FTEE) generated by the development. If the project is an expansion of an existing use, the requirement shall only apply to that portion of the project that is expanded (e.g. the physical footprint of the project or an intensification of the use.) Employee housing shall be provided for in one for the following ways: Construction of on-site employee housing; construction of off-site employee housing; dedication of land for needed units; and / or payment of an in-lieu fee." The

Board of Supervisors has ultimate authority to enforce these requirements as a policy matter and determine whether or not a proposal meets these policy objectives.

R5. Develop a consistent in-lieu fee that enables affordable housing.

This recommendation is being implemented. Recommended options for an in-lieu fee policy will be brought to the Board for consideration in the fall.

R6. Focus future housing forums on local developments and include affordable alternatives.

This recommendation is being implemented. A housing forum was held on March 20, 2018 with the Placer Community Foundation. A number of alternatives for achieving affordable housing will be brought forward as discussed above. The County continues to hold public meetings and community meetings related to proposed affordable housing projects in east and west Placer County as well as hold public meetings to discuss and provide direction on land use regulations, proposed fees, housing work programs, and other housing – related topics. As an example, a public forum was held on August 1, 2018 to discuss the county's potential purchase of a property near Tahoe City to assess affordable housing goals and concerns.

Sincerely,



Steven M. Pedretti
Placer County Community Development Resource Agency Director

Cc: Placer County Board of Supervisors
Todd Leopold, Placer County Executive Officer

Placer County Sheriff's Burton Creek Substation A 30-Year Historical Review

Findings

The Grand Jury found that:

- F1. Placer County officials have repeatedly failed to follow through on assurances they have made in previous Grand Jury report responses. (**Appendix 1- Table 1**)
- F2. Placer County executives and BOS appear to have delayed the replacement of the Tahoe Justice center by deeming other capital improvements a higher priority.
- F3. The facility does not comply with ADA standards, and compromises safety and full accessibility.
- F4. Fire safety is a serious concern for the safety of arrestees, employees, and visitors to the facility due to the lack of fire sprinklers throughout the facility.
- F5. The Nevada County Jail service contract is automatically renewed annually, with no apparent attempts to re-negotiate the cost.
- F6. The current arrest rate questions the need for a new facility that includes a 96-hour holding facility.

Recommendations

The Grand Jury recommends that Placer County:

- R1. Make a firm commitment to resolve the Burton Creek issue.
- R2. Resolve longstanding safety and fire issues within the facility.
- R3. Renegotiate the contract with Nevada County for more reasonable booking fees per inmate.
- R4. Explore alternate facility types that do not include a 96-hour holding facility, but provides for a courtroom as well as a public safety substation.
- R5. Meet with TRPA to re-examine the land capability and perform an updated site analysis that includes the “grandfathered” portion of the substation land to determine if rebuilding is possible on existing coverage.

Request for Responses

	<u>Recommendations Requiring Response</u>	<u>Response Due Date</u>
Board of Supervisors 175 Fulweiler Avenue Auburn, CA 95603	R1 thru R5	September 30, 2018
Mr. Devon Bell Placer County Sheriff-Coroner-Marshal 2929 Richardson Drive Auburn, CA 95603	R2, R3, R4	September 30, 2018
Mr. Todd Leopold County Executive Officer 175 Fulweiler Avenue Auburn, CA 95603	R1 thru R5	August 31, 2018

County of Placer Board of Supervisors

175 FULWEILER AVENUE
AUBURN, CALIFORNIA 95603
530/889-4010 • FAX: 530/889-4009
PLACER CO. TOLL FREE # 800-488-4308

JACK DURAN
District 1

ROBERT M. WEYGANDT
District 2

JIM HOLMES
District 3

KIRK UHLER
District 4

JENNIFER MONTGOMERY
District 5



September 25, 2018

RECEIVED

SEP 28 2018

PLACER COUNTY
GRAND JURY

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

Re: Response to the 2017-18 Grand Jury Final Report - Placer County Sheriff's Burton Creek Substation - A 30-Year Historical Review

Dear Members of the Grand Jury:

On behalf of the Placer County Board of Supervisors (the Board), I would like to thank the 2017-2018 Grand Jury for their continued efforts with Placer County Sheriff's Burton Creek Substation. After careful review, the Board is pleased to submit our responses below on the findings and recommendations of the Grand Jury.

Findings of the Grand Jury:

The Board *partially disagrees* with the findings numbered F1 through F6.

F1. Placer County officials have repeatedly failed to follow-through on assurances they have made in previous Grand Jury report responses.

After reviewing previous Grand Jury responses, The Board agrees regarding construction of a new facility. However, it is my understanding that assurances regarding the facility have been followed up on by the County.

F2. Placer County executives and BOS appear to have delayed the replacement of the Tahoe Justice Center by deeming other capital improvements a higher priority.

Through previous capital facility financing plans, Burton Creek has been a high priority, but the unique challenges of the Tahoe Basin make it difficult to construct a new facility in the Basin.

F3. The facility does not comply with ADA standards and compromises safety and full accessibility.

Burton Creek was constructed and occupied prior to implementation of ADA standards. There has been previous ADA work at the site to improve accessibility; however, the Board does agree that the facility lacks "full" accessibility. The County Executive Office is committed to providing a safe facility and does not agree that safety has been compromised at this time.

F4. Fire safety is a serious concern for the safety of arrestees, employees, and visitors to the facility due to the lack of fire sprinklers throughout the facility.

While there is a lack of fire sprinklers in the facility, I am not aware of any imminent fire safety issues.

F5. The Nevada County Jail service contract is automatically renewed annually, with no apparent attempts to renegotiate the cost.

This contract is reviewed annually, to include cost comparisons of alternatives to utilizing the Nevada County Sheriff's Jail. The fiscal impact of the alternatives is more than the cost for the contract. The contract was just renewed this past summer; however, staff will analyze the contract before it comes up for renewal for FY 2019-2020.

F6. The current arrest rate questions the need for a new facility that includes a 96-hour holding facility.

A jail facility is an integral component of the public safety mission of the Placer County Sheriff's Office (PCSO). PCSO arrests are not the only consideration; other state and local law enforcement agencies also need to book their arrestees. Having a holding facility in the North Lake Tahoe community enhances the patrol component by having more available law enforcement responding to calls for service.

RECOMMENDATIONS

R1. Make a commitment to resolve the Burton Creek Issue

This recommendation requires further analysis. The County is committed to providing a safe and accessible facility. Burton Creek is included in the current countywide ADA study in order to improve accessibility in and around the facility. Additionally, staff can undertake a "code" analysis to study the facility as it relates to building code improvements. As for a potential new facility, the County's current Multi-Year Capital Plan lists the facility as a future project; however, it is taken into consideration with all other capital needs.

R2. Resolve longstanding safety and fire issues within the facility.

This recommendation requires further analysis. The County is committed to providing a safe facility for our staff, inmates, and visitors.

R3. Renegotiate the contract with Nevada County for more reasonable booking fees per inmate.

This recommendation requires further analysis. The contract with the Nevada County Sheriff's Office (NCSO) is based on a number of dynamics. It is not based on the number of bookings, nor specifically anchored to "per inmate" booking fees. The cost is determined by other metrics; including medical care, inmate supervision, and a share of the staff time/costs. The contract is, in fact, reviewed annually, focusing on contract language and operational needs. Cost comparisons of the alternatives to the NCSO contract are considered every year. Thus far, the fiscal impact of the alternatives outweighs the cost of the contract. In addition, operational alternatives are typically looked at on a consistent basis to make sure the county is not wasting tax-payer resources. As mentioned above, staff will analyze the contract for FY 2019-2020.

R4. Explore alternative facility types that do not include a 96-hour holding facility, but provides for a courtroom as well as a public safety substation.

This recommendation requires further analysis. There are many unique operational needs, as well as geography and weather challenges that provide for the need of a 96-hour detention facility. A jail facility is an integral component of the public safety mission of the Sheriff's Office for patrol staff, as well as other law enforcement authorities that operate within our jurisdiction. The need for a 96-hour detention facility as part of a new justice center is outlined below.

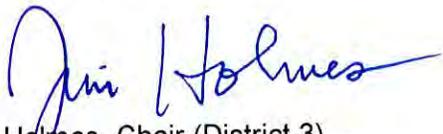
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2. When inclement weather affects Interstate 80 during the winter, road construction slows traffic in the summer, or vehicle accidents impact or close the Interstate during all times of the year, transport times may be more than double. Freeway closures and significant traffic restrictions that occur throughout the year require a deputy to either risk a transport in foul weather, or sit with the arrestee in an unsecured location for an extended length of time. All such weather or traffic challenges delay the booking of arrestees and returning the deputy to the basin. A 96-hour facility resolves this issue.
3. When a deputy transports a prisoner to Auburn, this puts Tahoe patrol staffing at a significant disadvantage. Deputies responding to emergency calls may require assistance from outside agencies to meet public safety response needs, and those resources may take some time to reach the incident. Such situations not only impact our ability to provide core services and respond to emergencies, it draws resources from other communities and their calls for service.
4. The Grand Jury recommendation suggests a substation that includes a court facility. A court facility also requires a holding facility for in-custody defendants as well as a location to hold persons remanded into custody by the judge. If the facility is a shared use facility with the court and Sheriff's Office, then construction of a holding facility and allocation of custodial staff will be required to properly operate the court. It doesn't seem prudent to expend the costs on a shared use substation and court that did not also include a shared use, dual-purpose holding facility.

R5. Meet with TRPA to re-examine the land capability and perform an updated site analysis that includes the "grandfathered" portion of the substation land to determine if rebuilding is possible on existing coverage

This recommendation has not been implemented, but will be implemented in the future. The County can undertake a Site Assessment to determine land capability and potential outside redevelopment

opportunities and work with TRPA and other state and federal stakeholder to analyze options regarding the site and a potential new facility.

Sincerely,
COUNTY of PLACER

A handwritten signature in blue ink that reads "Jim Holmes". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jim Holmes, Chair (District 3)
Placer County Board of Supervisors

cc: Placer County Board of Supervisors
Gerald Carden, Placer County Counsel

September 25, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

RECEIVED

SEP 28 2018

PLACER COUNTY
GRAND JURY

Re: Response to the 2017-18 Grand Jury Final Report - Placer County Sheriff's Burton Creek Substation - A 30-Year Historical Review

Dear Members of the Grand Jury,

I would like to thank the 2017-2018 Grand Jury for their continued efforts with Placer County Sheriff's Burton Creek Substation. After careful review, I am pleased to submit responses below on the findings and recommendations of the Grand Jury.

FINDINGS

I partially disagree with the findings, numbered F1 through F6.

F1. Placer County officials have repeatedly failed to follow-through on assurances they have made in previous Grand Jury report responses.

After reviewing previous Grand Jury responses, I agree regarding construction of a new facility. However, it is my understanding that assurances regarding the facility have been followed up on by the County.

F2. Placer County executives and BOS appear to have delayed the replacement of the Tahoe Justice Center by deeming other capital improvements a higher priority.

Through previous capital facility financing plans, Burton Creek has been a high priority, but the unique challenges of the Tahoe Basin make it difficult to construct a new facility in the Basin.

F3. The facility does not comply with ADA standards and compromises safety and full accessibility.

Burton Creek was constructed and occupied prior to implementation of ADA standards. There has been previous ADA work at the site to improve accessibility; however, the Board does agree that the facility lacks "full" accessibility. The County Executive Office is committed to providing a safe facility and does not agree that safety has been compromised at this time.

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This contract is reviewed annually, to include cost comparisons of alternatives to utilizing the Nevada County Sheriff's Jail. The fiscal impact of the alternatives is more than the cost for the contract. The contract was just renewed this past summer; however, staff will analyze the contract before it comes up for renewal for FY 2019-2020.

F6. The current arrest rate questions the need for a new facility that includes a 96-hour holding facility.

A jail facility is an integral component of the public safety mission of the Placer County Sheriff's Office (PCSO). PCSO arrests are not the only consideration; other state and local law enforcement agencies also need to book their arrestees. Having a holding facility in the North Lake Tahoe community enhances the patrol component by having more available law enforcement responding to calls for service.

RECOMMENDATIONS

R1. Make a commitment to resolve the Burton Creek Issue

This recommendation requires further analysis. The County is committed to providing a safe and accessible facility. Burton Creek is included in the current countywide ADA study in order to improve accessibility in and around the facility. Additionally, staff can undertake a "code" analysis to study the facility as it relates to building code improvements. As for a potential new facility, the County's current Multi-Year Capital Plan lists the facility as a future project; however, it is taken into consideration with all other capital needs.

R2. Resolve longstanding safety and fire issues within the facility.

This recommendation requires further analysis. The County is committed to providing a safe facility for our staff, inmates, and visitors.

R3. Renegotiate the contract with Nevada County for more reasonable booking fees per inmate.

This recommendation requires further analysis. The contract with the Nevada County Sheriff's Office (NCSO) is based on a number of dynamics. It is not based on the number of bookings, nor specifically anchored to "per inmate" booking fees. The cost is determined by other metrics; including medical care, inmate supervision, and a share of the staff time/costs. The contract is, in fact, reviewed annually, focusing on contract language and operational needs. Cost comparisons of the alternatives to the NCSO contract are considered every year. Thus far, the fiscal impact of the alternatives outweighs the cost of the contract. In addition, operational alternatives are typically looked at on a consistent basis to make sure the county is not wasting tax-payer resources. As mentioned above, staff will analyze the contract for FY 2019-2020.

R4. Explore alternative facility types that do not include a 96-hour holding facility, but provides for a courtroom as well as a public safety substation.

This recommendation requires further analysis. There are many unique operational needs, as well as geography and weather challenges that provide for the need of a 96-hour detention facility. A jail facility is an integral component of the public safety mission of the Sheriff's Office for patrol staff, as well as other law enforcement authorities that operate within our jurisdiction. The need for a 96-hour detention facility as part of a new justice center is outlined below.

1. A jail facility is an integral component for providing public safety in every community. Patrol operations in our community would be negatively impacted without such a facility and this Impact would not just affect the Sheriff's Office. The California Highway Patrol, California State Parks, and the Placer County Probation Department also require a facility to book individuals and all these agencies should realize operational efficiencies when the Sheriff's Office opens a new 96-hour detention facility. Those efficiencies enhance our ability to provide service to our community by returning deputies and officers to the street to handle calls for service. If an arrestee is not accepted at the Truckee Jail and requires direct transportation to the Auburn Main Jail from North Lake Tahoe, a minimum transport and return time is approximately four (4) hours.
2. When inclement weather affects Interstate 80 during the winter, road construction slows traffic in the summer, or vehicle accidents impact or close the Interstate during all times of the year, transport times may be more than double. Freeway closures and significant traffic restrictions that occur throughout the year require a deputy to either risk a transport in foul weather, or sit with the arrestee in an unsecured location for an extended length of time. All such weather or traffic challenges delay the booking of arrestees and returning the deputy to the basin. A 96-hour facility resolves this issue.
3. When a deputy transports a prisoner to Auburn, this puts Tahoe patrol staffing at a significant disadvantage. Deputies responding to emergency calls may require assistance from outside agencies to meet public safety response needs, and those resources may take some time to reach the incident. Such situations not only impact our ability to provide core services and respond to emergencies, it draws resources from other communities and their calls for service.
4. The Grand Jury recommendation suggests a substation that includes a court facility. A court facility also requires a holding facility for in-custody defendants as well as a location to hold persons remanded into custody by the judge. If the facility is a shared use facility with the court and Sheriff's Office, then construction of a holding facility and allocation of custodial staff will be required to properly operate the court. It doesn't seem prudent to expend the costs on a shared use substation and court that did not also include a shared use, dual-purpose holding facility.

R5. Meet with TRPA to re-examine the land capability and perform an updated site analysis that includes the “grandfathered” portion of the substation land to determine if rebuilding is possible on existing coverage

This recommendation has not been implemented, but will be implemented in the future. The County can undertake a Site Assessment to determine land capability and potential onsite redevelopment opportunities and work with TRPA and other state and federal stakeholder to analyze options regarding the site and a potential new facility.

Sincerely,



Todd Leopold, County Executive Officer
Placer County

cc: Placer County Board of Supervisors
Gerald Carden, Placer County Counsel



PLACER COUNTY
SHERIFF
CORONER-MARSHAL



MAIN OFFICE
2929 RICHARDSON DRIVE
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SOUTH PLACER STATION
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NORTH LAKE TAHOE STATION
P.O. BOX 1710
TAHOE CITY, CA 96145
PH: (530) 581-6300 FAX: (530) 581-6377

DEVON BELL
SHERIFF-CORONER-MARSHAL

WAYNE WOO
UNDERSHERIFF

August 27, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

RECEIVED

AUG 29 2018

**PLACER COUNTY
GRAND JURY**

Re: Response to the 2017-18 Grand Jury Final Report – Placer County Sheriff's Burton Creek Substation – A 30-Year Historical Review

Dear Placer County Grand Jury:

After careful review of the findings and recommendations of the Placer County Grand Jury, I am pleased to submit the following responses to the 2017-18 Grand Jury Final Report – Placer County Sheriff's Burton Creek Substation – A 30-Year Historical Review.

FINDINGS

I agree with the findings, numbered F1, F2, F3, and F4.

- **F1.** Placer County officials have repeatedly failed to follow-through on assurances they have made in previous Grand Jury report responses.
- **F2.** Placer County executives and BOS appear to have delayed the replacement of the Tahoe Justice Center by deeming other capital improvements a higher priority.
- **F3.** The facility does not comply with ADA standards and compromises safety and full accessibility.
- **F4.** Fire safety is a serious concern for the safety of arrestees, employees, and visitors to the facility due to the lack of fire sprinklers throughout the facility.

I partially disagree with the findings, numbered F5 and F6.

- **F5.** The Nevada County Jail service contract is automatically renewed annually, with no apparent attempts to renegotiate the cost.

Response: This contract is reviewed annually, to include cost comparisons of alternatives to utilizing the Nevada County Sheriff's Jail. The fiscal impact of the alternatives is more than the cost for the contract. We will have more ardent discussions with the Nevada County Sheriff's Office during the 2019-20 contract review.

- **F6.** The current arrest rate questions the need for a new facility that includes a 96-hour holding facility.

Response: A jail facility is an integral component of the public safety mission of the Placer County Sheriff's Office (PCSO). PCSO arrests are not the only consideration; other state and local law enforcement agencies also need to book their arrestees. Having a holding facility in the North Lake Tahoe community enhances the patrol component by having more available law enforcement responding to calls for service.

RECOMMENDATIONS

- **R2.** Resolve longstanding safety and fire issues within the facility.

Response: Recommendation R2 has not yet been implemented, but may be implemented in the future.

The Sheriff's Office recognizes and endorses the need for replacement or substantial renovation of the existing Burton Creek facility; however, PCSO is not able to unilaterally implement this recommendation. The building is owned by the County and maintenance, renovation, or other large scale improvements or replacement of the building fall under the responsibility of Placer County Facility Services and their Capital Improvement Division. We are hopeful the County can move forward with a replacement facility in the near future.

- **R3.** Renegotiate the contract with Nevada County for more reasonable booking fees per inmate.

Response: Recommendation R3 has not yet been implemented but will be implemented in the future.

The contract with the Nevada County Sheriff's Office (NCSO) is based on a number of dynamics. It is not based on the number of bookings, nor specifically anchored to "per inmate" booking fees. The cost is determined by other metrics, to include medical care, inmate supervision, and a share of the staff time/costs. The contract is, in fact, reviewed annually, focusing on contract language and operational needs. Cost comparisons of the alternatives to the NCSO contract are considered every year. Thus far, the fiscal impact of the alternatives outweighs the cost of the contract.

In addition to accepting Placer County Sheriff Office arrestees, NCSO houses a Tahoe-assigned PCSO inmate worker at their Truckee facility. This inmate worker is assigned to work at the Burton Creek facility on a daily basis and available for weekend assignments. He is picked up in the morning by a Placer County Sheriff's Deputy, and returned at the end of the work day. Nevada County Sheriff's Office provides all regular care, food, and Title 15 requirements. Although this is not part of our contract services, Nevada County provides this accommodation as a courtesy for Placer County Sheriff's Office.

We will revisit this contract for fiscal year 2019-20, and have discussions with NCSO administrators about areas where savings may be realized. Additionally, as we have in previous years, we will revisit operational alternatives to the NCSO contract through a lens of fiscal analysis.

- **R4.** Explore alternative facility types that do not include a 96-hour holding facility, but provides for a courtroom as well as a public safety substation.

Response: Recommendation R4 requires further analysis.

The Sheriff's Office recognizes that operating a full-time 96-hour facility comes with substantial costs. We also agree that constructing a shared use substation to replace the current Burton Creek facility has many operational and fiscal advantages. However, in light of our jail contract experience since closing our full-time facility, as well as our unique operational needs, geography, and weather challenges, we respectfully disagree with this recommendation. A jail facility is an integral component of the public safety mission of the Sheriff's Office for patrol staff, as well as other law enforcement authorities that operate within our jurisdiction. The need for a 96-hour detention facility as part of a new justice center is outlined below.

1. A jail facility is an integral component for providing public safety in every community. Patrol operations in our community would be negatively impacted without such a facility and this impact would not just affect the Sheriff's Office. The California Highway Patrol, California State Parks, and the Placer County Probation Department also require a facility to book prisoners and all would realize operational efficiencies when the Sheriff's Office opens a new 96-hour detention facility. Those efficiencies enhance our ability to provide service to our community by returning deputies and officers to the street to handle calls for service. If an arrestee is not accepted at the Truckee Jail and requires direct transportation to the Auburn Main Jail from North Lake Tahoe, a minimum transport and return time is approximately four (4) hours.
2. When inclement weather affects Interstate 80 during the winter, road construction slows traffic in the summer, or vehicle accidents impact or close the interstate during all times of the year, transport times may be more than double.

Freeway closures and significant traffic restrictions that occur throughout the year require a deputy to either risk a transport in foul weather, or sit with the arrestee in an unsecured location for an extended length of time. All such weather or traffic challenges delay the booking of arrestees and returning the deputy to the basin. A 96-hour facility resolves this issue.

3. When a deputy transports a prisoner to Auburn, this puts Tahoe patrol staffing at a significant disadvantage. Deputies responding to emergency calls may require assistance from outside agencies to meet public safety response needs, and those resources may take some time to reach the incident. Such situations not only impact our ability to provide core services and respond to emergencies, it draws resources from other communities and their calls for service.
4. The Grand Jury recommendation suggests a substation that includes a court facility. As stated previously, we recognize the operational and fiscal benefits of this arrangement. A court facility also requires a holding facility for in-custody defendants as well as a location to hold persons remanded into custody by the judge. If the facility is a shared use facility with the court and Sheriff's Office, then construction of a holding facility and allocation of custodial staff will be required to properly operate the court. It doesn't seem prudent to expend the costs on a shared use substation and court that did not also include a shared use, dual-purpose holding facility.
5. We must take into consideration the possibility that a shared use facility incorporating a substation and courtroom may not happen. Operational circumstances, funding sources, or other unknown situations could impact future decisions with respect to how the facility is replaced, or where that facility is located. Should this occur absent a colocation with the court facility, the Sheriff's Office will need to consider whether to staff a court holding facility at the existing court, transport in-custody prisoners on demand while still providing onsite court security, or construct a separate court holding facility at a new Sheriff's Office North Lake Tahoe Station. Each scenario has many challenges, will likely incur additional staff costs, and may still require construction of a new court holding facility or substantial renovation of the existing facility. While the cost of building a court holding facility might be the responsibility of the State of California, staffing such a facility would require new deputy sheriff allocations. Once again, it seems fiscally prudent to combine the two requirements into a single objective.

I wish to thank the members of the 2017-18 Placer County Grand Jury for their dedication to the community, and for their work during the past year.

Response to the 2017-18 Placer County Grand Jury Report
Placer County Sheriff's Burton Creek Substation – A 30-Year Historical Review
August 27, 2018
Page 5 of 5

Sincerely,

A handwritten signature in blue ink that reads "Devon Bell". The signature is written in a cursive, flowing style.

DEVON BELL
Sheriff-Coroner-Marshal

cc: Judge Alan V. Pineschi, Presiding Judge of Placer County Superior Court
Board of Supervisors via Clerk of the Board
Todd Leopold, Placer County Executive Officer
Gerald O. Carden, Placer County Counsel

California Public Records Act Compliance - Placer County Sheriff's Dept

Findings

The Grand Jury found that:

- F1. PCSO received two faxes they did not interpret as CPRA requests;
- F2. PCSO did not assist in identifying which records the faxes were attempting to request as required by Government Code §6253.1(a):
“Assist the member of the public to identify records and information that are responsive to the request or to the purpose of the request, if stated”;
- F3. PCSO currently attaches written requests considered to be valid CPRA requests to the case file; and
- F4. There is no method for tracking phone requests.

Recommendations

The Grand Jury recommends that Placer County Sheriff's Department:

- R1. Review all incoming correspondence, and if not considered a valid request, assist the requester in identifying which records are being requested in compliance with the CPRA.
- R2. Acknowledge all requests received in accordance with the guidelines set forth by the CPRA.
- R3. Ensure compliance with the ten-day deadline required by the CPRA.

The Grand Jury recommends that Placer County:

- R4. Identify a public records request coordinator within each department.
- R5. Establish a centralized, countywide tracking system for all verbal, written, phone, and faxed public records requests. This recommendation is for a tracking system and not a single point for submitting or responding to requests. This was also recommended in the 2016-2017 Grand Jury Report.

Request for Responses

	<u>Recommendations Requiring Response</u>	<u>Response Due Date</u>
Board of Supervisors 175 Fulweiler Avenue Auburn, CA 95603	R4, R5	September 30, 2018
Mr. Devon Bell Placer County Sheriff-Coroner-Marshal 2929 Richardson Drive Auburn, CA 95603	R1, R2, R3, R4, R5	September 30, 2018

County of Placer Board of Supervisors

175 FULWEILER AVENUE
AUBURN, CALIFORNIA 95603
530/889-4010 • FAX: 530/889-4009
PLACER CO. TOLL FREE # 800-488-4308

JACK DURAN
District 1

ROBERT M. WEYGANDT
District 2

JIM HOLMES
District 3

KIRK UHLER
District 4

JENNIFER MONTGOMERY
District 5



September 25, 2018

RECEIVED

SEP 28 2018

PLACER COUNTY
GRAND JURY

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

Re: Response to the 2017-18 Grand Jury Final Report -California Public Records Act
Compliance - Placer County Sheriff s Office

Dear Members of the Grand Jury:

After a careful review of the findings and recommendations of the Placer County Grand Jury, The Placer County Board of Supervisors (the Board) pleased to submit the following responses to the 2017-2018 Grand Jury Final Report – California Public Records Act Compliance – Placer County Sheriff's Office

Findings of the Grand Jury:

The Board agrees with the findings, numbered F1 and F3.

F1. PCSO received two faxes they did not interpret as CPRA requests.

F3. PCSO currently attaches written requests considered to be valid CPRA requests to the case file.

The Board partially disagrees with the finding F2.

F2. PCSO did not assist in identifying which records the faxes were attempting to request as required by Government Code §6253. (a): "Assist the member of the public to identify records and information that are responsive to the request or to the purpose of the request, if stated."

Response: The Board is unaware of the facts involved in this finding and cannot make a determination of whether it agrees or disagrees.

The Board disagrees with finding F4.

F4. There is no method for tracking phone requests.

Response: If a Public Records Act request is received via a telephone call, it is the Board's understanding that the Sheriff's Office does track the telephone request and will respond in accordance with the Public Records Act [Gov. Code §§6250 et seq.].

RECOMMENDATIONS

R4. Identify a public records request coordinator within each department.

Response: Recommendation R4 requires further analysis.

Departments are expected to help fulfill a public records act request, however identifying coordinators requires further analysis as some records request may not be valid, pertinent or germane to the department receiving the request. Currently, should a department receive a request and have questions regarding the request or response, it is expected that staff notify County Counsel.

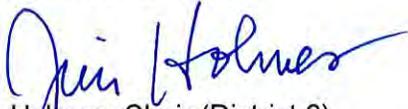
R5. Establish a centralized, countywide tracking system for all verbal, written, phone, and faxed public records requests. This recommendation is for a tracking system and not a single point for submitting or responding to requests. This was also recommended in the 2016-17 Grand Jury Final Report.

Response: Recommendation R5 requires further analysis.

This recommendation requires further analysis. An effective centralized tracking system must be thoughtfully evaluated for its ability to improve upon the County's current decentralized process in the most cost effective manner.

Sincerely,

COUNTY of PLACER



Jim Holmes, Chair (District 3)
Placer County Board of Supervisors

cc: Placer County Board of Supervisors
Gerald Carden, Placer County Counsel



EST. 1851

PLACER COUNTY SHERIFF CORONER-MARSHAL



MAIN OFFICE
2929 RICHARDSON DRIVE
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NORTH LAKE TAHOE STATION
P.O. BOX 1710
TAHOE CITY, CA 96145
PH: (530) 581-6300 FAX: (530) 581-6377

DEVON BELL
SHERIFF-CORONER-MARSHAL

WAYNE WOO
UNDERSHERIFF

August 27, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

RECEIVED

AUG 29 2018

PLACER COUNTY
GRAND JURY

Re: Response to the 2017-18 Grand Jury Final Report – California Public Records Act Compliance – Placer County Sheriff’s Office

Dear Placer County Grand Jury:

After careful review of the findings and recommendations of the Placer County Grand Jury, I am pleased to submit the following responses to the Grand Jury Final Report – California Public Records Act Compliance – Placer County Sheriff’s Office.

FINDINGS

I agree with the findings, numbered F1 and F3.

- **F1.** PCSO received two faxes they did not interpret as CPRA requests.
- **F3.** PCSO currently attaches written requests considered to be valid CPRA requests to the case file.

I disagree with the findings, numbered F2 and F4.

- **F2.** PCSO did not assist in identifying which records the faxes were attempting to request as required by Government Code §6253.1(a): “Assist the member of the public to identify records and information that are responsive to the request or to the purpose of the request, if stated.”

Response: Based on a review of the faxes in question, Government Code §6253.1(a) would not apply. If the Requestor had requested records, then the Sheriff’s Office would have responded in accordance with the Public Records Act [Gov. Code §§6250 et seq.].

- **F4.** There is no method for tracking phone requests.

Response: If a Public Records Act request is received via a telephone call, the Sheriff's Office does track the telephone request and will respond in accordance with the Public Records Act [Gov. Code §§6250 et seq.].

RECOMMENDATIONS

- **R1.** Review all incoming correspondence, and if not considered a valid request, assist the requester in identifying which records are being requested in compliance with the CPRA.

Response: Recommendation R1 has been implemented.

The Sheriff's Office does follow the Public Records Act. To the extent reasonable under the circumstances, the Sheriff's Office does assist the Requestor in making a focused and effective request that reasonably describes an identifiable record or records when the individual has made a request to inspect a public record or obtain a copy of a public record.

- **R2.** Acknowledge all requests received in accordance with the guidelines set forth by the CPRA.

Response: Recommendation R2 has been implemented.

The Sheriff's Office does follow the Public Records Act.

- **R3.** Ensure compliance with the ten-day deadline required by the CPRA.

Response: Recommendation R3 has been implemented.

The Sheriff's Office does follow the Public Records Act.

- **R4.** Identify a public records request coordinator within each department.

Response: Recommendation R4 has been implemented within the Sheriff's Office.

The Administrative Legal Supervisor assigned to the Support Services Division is tasked with this assignment in the Sheriff's Office.

- **R5.** Establish a centralized, countywide tracking system for all verbal, written, phone, and faxed public records requests. This recommendation is for a tracking system and not

a single point for submitting or responding to requests. This was also recommended in the 2016-17 Grand Jury Final Report.

Response: Recommendation R5 requires further analysis.

The concept of a countywide tracking system would be better addressed by the County Executive Office.

I wish to thank the members of the 2017-18 Placer County Grand Jury for their dedication to the community, and for their work during the past year.

Sincerely,



DEVON BELL
Sheriff-Coroner-Marshal

cc: Placer County Grand Jury
Board of Supervisors via Clerk of the Board
Todd Leopold, Placer County Executive Officer
Gerald O. Carden, Placer County Counsel

Placer County Jails and Holding Facilities

A Consolidated Report

Findings

The Grand Jury found in regards to:

Burton Creek:

- F1. The Placer County Board of Supervisors has delayed the replacement of the Tahoe Justice center due to cost and priority of other capital improvements taking precedence.
- F2. The Burton Creek Substation is not in compliance with the ADA.
- F3. After most recent efforts to make the building safer for staff and inmates, the facility still lacks necessary safety features that more modern facilities include.
- F4. Multiple unlocked storage locations on the property that contain flammable materials and county owned equipment.
- F5. The ground area has dry plants and dry pine needles, creating a potential conflagration and does not include the required defensive space.
- F6. The ventilation system had not been cleaned.
- F7. Smokers are being careless with discarded butts due to a lack of receptacles in the smoking area.

Gibson Courthouse at Santucci Justice Center:

- F1. The facility is designed for safe passage of the inmates between the jail and the courthouse.
- F2. Adequate security is provided during courtroom hearings.

Remaining facilities:

- F1. Provide proper security and adequate services for the inmates.
- F2. The buildings are American with Disability Act (ADA) compliant, clean and well-maintained.
- F3. The staff was accommodating, well-trained, and knowledgeable.

Recommendations

The Grand Jury makes the following recommendations to the **Burton Creek Substation only**:

- R1. Placer County Board of Supervisors consider replacing the Burton Creek Substation as recommended since 2001 by past Grand Jury Reports.
- R2. Make necessary changes in order to bring the facility into compliance with ADA.
- R3. Review staffing needs to ensure safety procedures are followed.
- R4. Lock all storage areas accessible to the public and potentially inmates.
- R5. Maintain the mandatory one hundred-foot defensible space around exterior of buildings.
- R6. Develop maintenance plan for keeping the ventilation system in good working order.
- R7. Install cigarette butt receptacle container near outdoor picnic tables.

Request for Responses

	<u>Recommendations Requiring Response</u>	<u>Response Due Date</u>
Board of Supervisors 175 Fulweiler Ave. Auburn, CA 95603	R1, R2, R3	September 30, 2018
Sheriff Devon Bell Placer County Sheriff-Coroner-Marshal Dewitt Justice Center 2929 Richardson Drive Auburn, CA 95603	R2, R3, R4, R5, R6, R7	September 30, 2018

County of Placer Board of Supervisors

175 FULWEILER AVENUE
AUBURN, CALIFORNIA 95603
530/889-4010 • FAX: 530/889-4009
PLACER CO. TOLL FREE # 800-488-4308

JACK DURAN
District 1

ROBERT M. WEYGANDT
District 2

JIM HOLMES
District 3

KIRK UHLER
District 4

JENNIFER MONTGOMERY
District 5



September 25, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

RECEIVED

SEP 28 2018

PLACER COUNTY
GRAND JURY

Re: Response to the 2017-18 Grand Jury Final Report - Placer County Jails and Holding Facilities: A 2017-18 Consolidated Report

Dear Members of the Grand Jury,

On behalf of the Placer County Board of Supervisors (the Board), I would like to thank the 2017-2018 Grand Jury for their continued efforts with Placer County Jails and Holding Facilities: A 2017-18 Consolidated Report. After careful review, the Board is pleased to submit our responses below on the findings and recommendations of the Grand Jury.

Findings of the Grand Jury

Burton Creek:

The Board partially disagrees with findings F1 through F6.

F1. The Placer County Board of Supervisors has delayed the replacement of the Tahoe Justice Center due to cost and priority of other capital improvements take precedence.

Response: While the cost is a factor in many capital improvement decisions, there are other factors that go into decisions such as location, and proper coordination with stakeholders which consists of the Sheriff's Office, the courts, and the community.

F2. The Burton Creek Substation is not in compliance with ADA.

Response: Burton Creek was constructed and occupied prior to implementation of ADA standards. There has been previous ADA work at the site to improve accessibility.

F3. After most recent efforts to make the building safer for staff and inmates, the facility still lacks necessary safety features that more modern facilities include.

Response: The Board is not aware of any imminent safety issues. There is no indication that the building has any structural defects. Should staff have any concerns about safety they are expected to bring those concerns to their supervisor. Due to the age of the building, the facility does lack many modern safety features.

F4. Multiple unlocked storage locations on the property that contain flammable materials and county-owned equipment.

Response: The Board is not aware of the facts involved in this finding and cannot make a determination of whether it agrees or disagrees.

F6. The ventilation system had not been cleaned.

Response: The Board is not aware of the facts involved in this finding and cannot make a determination of whether it agrees or disagrees.

F5. The ground area has dry plants and dry pine needles, creating a potential conflagration and does not include the required defensive space.

Response: The Board is not aware of the facts involved in this finding and cannot make a determination of whether it agrees or disagrees.

F7. Smokers are being careless with discarded cigarette butts due to a lack of receptacles in the smoking area.

Response: The Board is not aware of the facts involved in this finding and cannot make a determination of whether it agrees or disagrees.

Gibson Courthouse at Santucci Justice Center:

The Board agrees with the findings, numbered F1 and F2.

F1. The facility is designed for safe passage of the inmates between the jail and the courthouse.

F2. Adequate security is provided during courtroom hearings.

Remaining Facilities:

The Board agrees with the findings, numbered F1, F2, and F3.

F1. Provide proper security and adequate services for the inmates.

F2. The buildings are American with Disability Act (ADA)-compliant, clean, and well maintained.

F3. The staff was accommodating, well trained, and knowledgeable.

RECOMMENDATIONS

Burton Creek:

R1. Placer County Board of Supervisors consider replacing the Burton Creek Substation as recommended since 2001 by past Grand Jury Report.

Response: This recommendation requires further analysis. The Board recognizes this shared-use building, built in 1959, is outdated and lacks many features of a modern facility. However, a new facility requires a large capital investment that must comply with the Tahoe Regional Planning Agency regulatory processes that restrict and manage development in the Tahoe Basin. Currently, a potential new facility is on the Placer County Multi-Year Capital Plan and will be taken into consideration with all other capital needs.

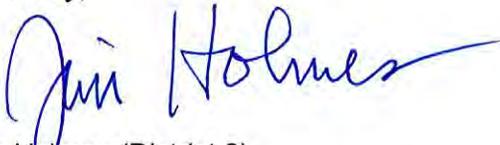
R2. Make necessary changes in order to bring the facility into compliance with ADA.

Response: Recommendation R2 has not yet been implemented but may be implemented in the future. The facility was constructed and occupied prior to implementation of ADA standards. There has been previous ADA work at the site to improve accessibility. Staff is currently conducting a countywide accessibility assessment of all of our properties and Burton Creek is included in this. Through this assessment, Burton Creek will be a part of the county's approach to correcting deficiencies.

R3. Review staffing needs to ensure safety procedures are followed.

Response: Recommendation R3 has been implemented. The Sheriff's Office believes the staffing levels and available assistance for emergencies at our Burton Creek Jail facility are appropriate for its current use. Additionally, staffing levels are constantly monitored by the Sheriff's Office and the County Executive Office.

Sincerely,



Jim Holmes (District 3)
Placer County Board of Supervisors

Cc: Placer County Board of Supervisors
Gerald Carden, Placer County Counsel



PLACER COUNTY SHERIFF CORONER-MARSHAL



MAIN OFFICE
2929 RICHARDSON DRIVE
AUBURN, CA 95603
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SOUTH PLACER STATION
6140 HORSESHOE BAR ROAD, SUITE D
LOOMIS, CA 95650
PH: (916) 652-2400 FAX: (916) 652-2424

NORTH LAKE TAHOE STATION
P.O. BOX 1710
TAHOE CITY, CA 96145
PH: (530) 581-6300 FAX: (530) 581-6377

DEVON BELL
SHERIFF-CORONER-MARSHAL

WAYNE WOO
UNDERSHERIFF

August 27, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

RECEIVED

AUG 29 2018

**PLACER COUNTY
GRAND JURY**

Re: Response to the 2017-18 Grand Jury Final Report – Placer County Jails and Holding Facilities: A 2017-18 Consolidated Report

Dear Placer County Grand Jury:

After careful review of the findings and recommendations of the Placer County Grand Jury, I am pleased to submit the following responses to the Grand Jury Final Report – Placer County Jails and Holding Facilities: A 2017-18 Consolidated Report.

FINDINGS

Burton Creek:

I agree with the findings, numbered F1 through F7.

- **F1.** The Placer County Board of Supervisors has delayed the replacement of the Tahoe Justice Center due to cost and priority of other capital improvements take precedence.
- **F2.** The Burton Creek Substation is not in compliance with ADA.
- **F3.** After most recent efforts to make the building safer for staff and inmates, the facility still lacks necessary safety features that more modern facilities include.
- **F4.** Multiple unlocked storage locations on the property that contain flammable materials and county-owned equipment.
- **F5.** The ground area has dry plants and dry pine needles, creating a potential conflagration and does not include the required defensive space.

- **F6.** The ventilation system had not been cleaned.
- **F7.** Smokers are being careless with discarded butts due to a lack of receptacles in the smoking area.

Gibson Courthouse at Santucci Justice Center:

I agree with the findings, numbered F1 and F2.

- **F1.** The facility is designed for safe passage of the inmates between the jail and the courthouse.
- **F2.** Adequate security is provided during courtroom hearings.

Remaining Facilities:

I agree with the findings, numbered F1, F2, and F3.

- **F1.** Provide proper security and adequate services for the inmates.
- **F2.** The buildings are American with Disability Act (ADA)-compliant, clean, and well maintained.
- **F3.** The staff was accommodating, well trained, and knowledgeable.

RECOMMENDATIONS

Burton Creek:

- **R2.** Make necessary changes in order to bring the facility into compliance with ADA.

Response: Recommendation R2 has not yet been implemented but may be implemented in the future.

The Sheriff's Office is unable to make substantial changes to the Burton Creek facility that would bring the facility into compliance with ADA standards. The facility was constructed and occupied prior to implementation of ADA standards. Additionally, the shared use Burton Creek facility is a county-owned building and responsibility for renovations or replacement of the building falls within the responsibility of county departments outside the control of the Sheriff's Office.

- **R3.** Review staffing needs to ensure safety procedures are followed.

Response: Recommendation R3 has been implemented.

The Sheriff's Office believes the staffing levels and available assistance for emergencies at our Burton Creek Jail facility are appropriate for its current use.

- **R4.** Lock all storage areas accessible to the public and potentially inmates.

Response: Recommendation R4 has been implemented.

The Sheriff's Office conducted a recent audit following this recommendation and found that some storage areas could use enhanced security. We have implemented solutions and secured all storage areas.

- **R5.** Maintain the mandatory one-hundred-foot defensible space around exterior of buildings.

Response: Recommendation R5 requires further analysis.

We invited a fire prevention officer from North Tahoe Fire to evaluate our facility with respect to defensible space. We will forward any recommendations made by the fire prevention officer to the County, since the Sheriff's Office is not in a position to conduct mitigation on what may be deemed environmentally sensitive land (SEZ: Stream Environment Zone). The Sheriff's Office, as we have done in years past, will use an inmate labor crew to remove pine needles, debris and pine cones around the perimeter of the property.

- **R6.** Develop maintenance plan for keeping the ventilation system in good working order.

Response: Recommendation R6 has been implemented.

The Placer County Facility Services Department handles all preventative and building maintenance for the Burton Creek facility. It is our understanding the County is supposed to clean all vents and replace all filters twice a year. With that said, we have made the request to Facility Services to include the bathroom exhaust fan and cell ventilation screens with our regular custodial services.

- **R7.** Install cigarette butt receptacle container near outdoor picnic tables.

Response: Recommendation R7 has not yet been implemented but will be implemented in the future.

The Sheriff's Office has ordered an appropriate, fire-safe cigarette receptacle for the area near the public picnic tables in front of the station. It is expected to arrive within the next two weeks.

I wish to thank the members of the 2017-18 Placer County Grand Jury for their dedication to the community, and for their work during the past year.

Sincerely,



DEVON BELL
Sheriff-Coroner-Marshal

cc: Judge Alan V. Pineschi, Presiding Judge of Placer County Superior Court
Board of Supervisors via Clerk of the Board
Todd Leopold, Placer County Executive Officer
Gerald O. Carden, Placer County Counsel

Juvenile Detention Facility Inspection

Findings

The Grand Jury found the following:

- F1. The JDF is clean, well-maintained, and suitable for safely housing juveniles while accommodating their education, counseling, and healthcare needs.
- F2. JDF staff is well-trained and dedicated to the achievement of the organization's mission statement.
- F3. The current co-ed environment creates challenges for appropriate supervision.
- F4. Exposure to technical career training and opportunities is limited for those juveniles who do not plan to attend college.
- F5. JDF has not enforced the contractual obligation of Aramark to post menus within the facility.
- F6. JDF staff counseling efforts may not be adequately formalized so juveniles recognize the benefits of counseling.

Recommendations

The Grand Jury makes the following recommendations:

- R1. JDF staff should develop a plan for Fiscal Year 2018 (FY2018) to address staffing and funding implications required to segregate housing for male and female juveniles.
- R2. In FY2018, JDF augments its efforts to address training of juveniles who do not plan to attend college. JDF should consider developing a plan for local private and public technical training centers to make regular presentations to juveniles to:
 - a) Provide familiarization training about technical (i.e. culinary, auto repair, plumbing, etc.) career opportunities available to them;
 - b) Describe requirements for obtaining necessary training and certification, as appropriate;
 - c) Where logistically feasible, provide demonstrations of these careers, for example. a cooking class; and
 - d) Obtain brochures and other written material, to be maintained at JDF, describing these technical careers and their requirements.
- R3. JDF should require Aramark to comply with the contractual obligation of posting a menu of daily meals.
- R4. JDF management should formalize a program in which staff is assigned to individual juveniles to assure consistency.

Request for Responses

	<u>Recommendations Requiring Response</u>	<u>Response Due Date</u>
Placer County Board of Supervisors 175 Fulweiler Avenue Auburn, CA 95603	R1, R2, R3, R4	September 30, 2018
Mr. Marshall Hopper Chief Probation Officer 175 Fulweiler Avenue Auburn, CA 95603	R1, R2, R3, R4	August 31, 2018
Mr. Joe Netemeyer Superintendent, Placer County Juvenile Detention Center 11260 B Street Auburn, CA 95603	R1, R2, R3, R4	August 31, 2018

Marshall Hopper
Chief Probation Officer

David McManus
Assistant Chief Probation
Officer

Auburn Justice Center
2929 Richardson Drive, Suite B
Auburn CA 95603
(530) 889-7900
(530) 889-7950 (Fax)



Santucci Justice Center
10810 Justice Center Dr. Suite 170
Roseville CA 95678
(916) 543-7400
(916) 543-7472 (fax)

Juvenile Detention Facility
11260 "B" Avenue
Auburn CA 95603
(530) 886-4850
(530) 886-4588 (fax)

COUNTY OF PLACER

PROBATION DEPARTMENT

August 15, 2018

RECEIVED

AUG 27 2018

PLACER COUNTY
GRAND JURY

The Honorable Alan V. Pineschi
Presiding Judge of the Superior Court
County of Placer County
P.O. Box 619072
Roseville, CA 95661

Re: 2017-2018 Grand Jury Final Report – Annual Inspection of the Juvenile Detention Facility

Dear Judge Pineschi,

I would like to thank the 2017-2018 Grand Jury for their continued efforts with the annual inspection of the Placer County Juvenile Detention Facility (JDF). I have thoroughly reviewed the final report, findings and recommendations of the Grand Jury and am submitting my response below.

Findings of the Grand Jury

I agree with the following findings, numbered F1 and F2:

- F1. The JDF is clean, well-maintained, and suitable for safely housing juveniles while accommodating their education, counseling, and healthcare needs.
- F2. JDF staff is well trained and dedicated to the achievement of the organization's mission statement.

I partially disagree with the following findings, numbered F3-F6:

- F3. The current co-ed environment creates challenges for appropriate supervision. During fiscal year 2017-2018, the 78 bed juvenile facility had an average daily population of 20 youth (15 males/5 females). The two separate living units which are currently in use consist of a general housing unit and a maximum security unit. The two living units provide the ability to separate youth based on specific classification needs and the individual needs of each youth housed in the facility. On occasion, the co-ed environment can create challenges. However, our dedicated staff is committed to providing a safe, clean environment for all youth housed in the facility regardless of their gender. Probation Officers working in the facility are trained and expected to directly supervise all youth and are sensitive to different needs and interests. The staffing ratios, the 14 Social Awareness Programs and the education program are catered toward all youth in custody and are provided in each unit within the institution in order to reach as many youth as possible while keeping in compliance with state mandates.

- F4. Exposure to technical career training and opportunities is limited for those juveniles who do not plan to attend college. At this time, the JDF does not have a technical program for the youth. Based on a system approach to minimize the detention of youth as much as possible, the average length of stay in the facility is 19 days making it difficult to develop and teach technical skills to youth. Many of the youth are pending adult court for serious charges and classification and security concerns place limitations on our ability to facilitate some training opportunities. However, Sierra College and the Placer County Office of Education have expanded their current course offerings, including classes that focus on technical skills. In addition, there may be a future opportunity to work with Golden Sierra to bring additional programming into the facility. In the meantime, the Placer County Re-Entry Program (PREP) and our Northern California Construction Training (NCCT) program will augment training opportunities for the young adults housed in our facility.
- F5. JDF has not enforced the contractual obligation of Aramark to post menus within the facility. Upon bringing this matter to our attention and reviewing the contractual obligations of Aramark, this finding was immediately rectified and menus were posted in each of the living units within the institution. Recently, the County has contracted with a different vendor for food services, providing meals to both incarcerated adults and youth in the County. The new vendor has posted menus in the living units and we remain in compliance with the contractual obligation.
- F6. JDF staff counseling efforts may not be adequately formalized so juveniles recognize the benefits of counseling. During the JDF booking process, each youth is advised of programs and counseling services offered in the facility. Further, they are assigned a Case Service Officer (CSO). The CSO is a full time Probation Officer who works directly with a small caseload of youth housed in the facility. The CSO is responsible for creating and reviewing the youth's Case Plan with the youth, providing an Adjustment Summary of the youth's behavior/progress to the Court or probation, Transition Plans, and fulfilling general requests specified by the youth. However, some youth do not fully recognize the program benefits based on the number of youth transitioning quickly through the facility and the 19 day average length of stay in the facility. In addition, the JDF has an assigned full-time Mental Health Care Practitioner from Children's System of Care who provides one-on-one counseling as needed, and makes the appropriate referrals to services upon release from the facility. The CSOs and Practitioner work closely developing plans and approaches to assist youth in the facility and as they transition home to their families.

Recommendation of the Grand Jury

- R1. JDF staff should develop a plan for Fiscal Year 2018-2019 to address staffing and funding implications required to segregate housing for male and female juveniles.

Recommendation R1 will not be implemented because it is not warranted and unnecessary at this time.

In 2003, the 78 bed Juvenile Detention Facility reduced its capacity due to a declining number of juveniles requiring incarceration. As a result, two living units were closed as the incarcerated population did not support a fully operational facility. This caused a shift in resources and we increased services to provide more early intervention and prevention services to those not in

custody. Meanwhile, our partnership with Children's System of Care continued to focus on keeping youth out of the system and keeping families together.

During FY 2017-2018, the facility had an average daily population of 20 (15 males and 5 females) youth and the average length of stay was 19 days. Today, the facility has two separate living units which are designed specifically for different types of classification needs. This includes classifying youth based on possible suicidal, high risk, mental health, medical, gang, and behavior needs. This can sometimes create a limitation as to where some youth are housed but that does not create an unrealistic challenge for our staff when it comes to separation of gender based on their classification. Staff are accustomed to working with youth regardless of their gender or gender identity and are sensitive to their individual interests and needs. Further, the current co-ed housing provides the ability to meet the needs of the youth housed in the facility while remaining in compliance with Title 15 staffing regulations and PREA regulations.

Segregating male and female youth is difficult in smaller detention facilities. In order to separate the population, the department would essentially have to double our JDF operations, current staffing, programming, education services, and our social awareness programs. Further, to segregate the female population, four units (2 maximum security units and 2 general housing units) would need to be fully operational and staffed in order to maintain Title 15 and PREA regulations. The estimated additional annual staffing cost would exceed \$3,400,000 per year. Additional teaching staff would be required to ensure that each unit receives appropriate educational services while being detained in the facility. Also, facility construction would be required to retrofit an existing closed wing into another gender specific Maximum Security Unit. Currently, the facility is equipped with an indoor sports court providing the youth the ability to engage in physical activity while being housed in the facility. Adding the additional two units to separate and house the female population would require each unit to use the court separately. This would reduce the overall use of the sports court for the youth by fifty percent.

- R2. In Fiscal Year 2018-2019, JDF augments its efforts to address training of juveniles who do not plan to attend college. JDF should consider developing a plan for local private and public technical training centers to make regular presentations to juveniles to:
- a) Provide familiarization training about technical (i.e. culinary, auto repair, plumbing, etc.) career opportunities available to them;
 - b) Describe requirements for obtaining necessary training and certification, as appropriate;
 - c) Where logistically feasible, provide demonstrations of these careers, for example a cooking class; and
 - d) Obtain brochures and other written material, to be maintained at JDF, describing these technical careers and their requirements.

Recommendation R2 has not yet been implemented but will be implemented in the future.

The Juvenile Detention Facility currently provides programs and services geared toward individuals nearing adulthood. These programs include the Workability Program offered by the Placer County Office of Education, the 21st Century Skills program (educational engagement program) offered by Sierra College, and introductory services to the Placer Re-Entry Program (PREP) and the Northern California Construction Training Program (NCCT). Further, we are

looking into expanding career development resources for youth in custody and for those being released.

In regards to recommendation R2, the average length of stay in the facility is 19 days and classification and security measures sometimes create difficulties in providing additional long term technical services. However, we are committed to the youth we serve and believe all youth leaving our facility should have as many tools for success as possible. Therefore, we will assign a current JDF Supervisor to develop and implement an appropriate sustainable plan to address items R2 a-d, where possible.

- R3. JDF should require Aramark to comply with the contractual obligation of posting a menu of daily menus.

Recommendation R3 has been implemented.

This request has been resolved as Aramark immediately provided a menu and this was posted in the living units for the youth. In addition, we recently contracted with a new vender for food services, Summit. They have provided us with a current menu for youth which is posted in the living units.

- R4. JDF management should formalize a program in which staff is assigned to individual juveniles to assure consistency.

Recommendation R4 was previously implemented.

The Placer County Juvenile Detention Facility has a long-standing practice and policy in place regarding the duties and services provided by Probation Officers assigned to the JDF. Probation Officers working in the facility are required to act as Case Service Officers (CSOs). Each youth booked into the facility is assigned a CSO/Probation Officer who helps with case planning, transition plans, behavior and progress reports, and general requests of the youth. CSOs meet with youth weekly or as needed, which provides a consistent approach to counseling, services, and programs. The CSOs and HHS Practitioner assigned to the facility work closely to assist youth in the facility and as they transition home to their families.

This addresses all of the required responses from the Probation Department. Again, I would like to express my appreciation for the Grand Jury's steadfast effort in inspecting our Juvenile Detention Facility and we recognize the value that the Grand Jury brings to the citizens of Placer County.

Respectfully Submitted,

Marshall Hopper
Chief Probation Officer



cc: Placer County Grand Jury
Placer County Board of Supervisors

County of Placer Board of Supervisors

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AUBURN, CALIFORNIA 95603
530/889-4010 • FAX: 530/889-4009
PLACER CO. TOLL FREE # 800-488-4308

JACK DURAN
District 1

ROBERT M. WEYGANDT
District 2

JIM HOLMES
District 3

KIRK UHLER
District 4

JENNIFER MONTGOMERY
District 5



September 25, 2018

RECEIVED

SEP 28 2018

PLACER COUNTY
GRAND JURY

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

Re: 2017-2018 Grand Jury Final Report - Annual Inspection of the Juvenile Detention Facility

Dear Members of the Grand Jury,

On behalf of the Placer County Board of Supervisors (the Board), I would like to thank the 2017-2018 Grand Jury for their continued efforts with the annual inspection of the Placer County Juvenile Detention Facility (JDF). After careful review, the Board is pleased to submit our responses below on the findings and recommendations of the Grand Jury.

The Board agrees with the following findings, numbered F1 and F2:

- F 1. The JDF is clean, well-maintained, and suitable for safely housing juveniles while accommodating their education, counseling, and healthcare needs.**
- F 2. JDF staff is well trained and dedicated to the achievement of the organization's mission statement.**

The Board partially disagrees with finding F5.

- F 5. JDF has not enforced the contractual obligation of Aramark to post menus within the facility.**

Placer County no longer utilizes Aramark for food services and has contracted with a different vendor. The new vendor has posted menus in the living units and the new vendor remains in compliance with the contractual obligation.

The Board disagrees with finding F3, F4, and F5.

- F3. The current co-ed environment creates challenges for appropriate supervision.**

In FY 2017-2018, the 78 bed juvenile facility had an average daily population of 20 youth (15 males/5 females). The two separate living units that currently in use consist of a general housing unit and a maximum security unit. The two living units provide the ability to separate youth based on specific classification needs and the individual needs of each youth housed in the facility. While the co-ed environment can create challenges, the Board and staff are committed to providing a safe, clean

environment for all youth housed in the facility regardless of their gender. All of our Probation Officers working in the facility are trained and expected to directly supervise all youth and are sensitive to different needs and interests. The staffing ratios, the 14 Social Awareness Programs, and the education program are catered toward all youth in custody and are provided in each unit within the institution in order to reach as many youth as possible while keeping in compliance with state mandates.

F 4. Exposure to technical career training and opportunities is limited for those juveniles who do not plan to attend college.

At this time, the JDF does not have a technical program for the youth. This is based on a system approach to minimize the detention of youth as much as possible. The average length of stay in the facility is 19 days, making it difficult to develop and teach technical skills to youth. However, Sierra College and the Placer County Office of Education have expanded their current course offerings, including classes that focus on technical skills. These programs include the Workability Program offered by the Placer County Office of Education, the 21st Century Skills program (educational engagement program) offered by Sierra College. In addition, there may be a future opportunity to work with Golden Sierra to bring additional programming into the facility. In the meantime, the Placer County Re-Entry Program (PREP) and our Northern California Construction Training (NCCT) program will augment training opportunities for the young adults housed in the facility.

F 6. JDF staff counseling efforts may not be adequately formalized so juveniles recognize the benefits of counseling.

During the JDF booking process, each youth is advised of programs and counseling services offered in the facility. Further, they are assigned a Case Service Officer (CSO). The CSO is a full time Probation Officer who works directly with a small caseload of youth housed in the facility. The CSO is responsible for creating and reviewing the youth's Case Plan with the youth, providing an Adjustment Summary of the youth's behavior/progress to the Court or probation, Transition Plans, and fulfilling general requests specified by the youth. Due to the 19-day average length of stay, some youth do not fully recognize the program benefits. In addition, the JDF has an assigned full-time Mental Health Care Practitioner from Children's System of Care who provides one-on-one counseling as needed, and makes the appropriate referrals to services upon release from the facility. The CSOs and Practitioner work closely, developing plans and approaches to assist youth in the facility and as they transition home to their families.

Recommendations of the Grand Jury

R 1. JDF staff should develop a plan for Fiscal Year 2018-2019 to address staffing and funding implications required to segregate housing for male and female juveniles.

Response: Recommendation R1 will not be implemented because it is not warranted and unnecessary at this time.

In 2003, the 78 bed Juvenile Detention Facility reduced its capacity due to a declining number of juveniles requiring incarceration. As a result, two living units were closed as the incarcerated population did not support a fully operational facility. This caused a shift in resources and the County has increased services to provide more early intervention and prevention services to those not in custody. The Probation Department has partnered with Children's System of Care to focus on keeping youth out of the system and keeping families together.

During FY 2017-2018, the facility had an average daily population of 20 (15 males and 5 females) youth and the average length of stay was 19 days. Today, the facility has two separate living units that are designed specifically for different types of classification such as possible suicidal, high risk, mental health, medical, gang, and behavior needs. This can sometimes create a limitation as to where some youth are housed. Staff are accustomed to working with youth regardless of their gender or gender identity and are sensitive to their individual interests and needs.

Segregating male and female youth is difficult in smaller detention facilities. In order to separate the population, the department would essentially have to double JDF operations, current staffing, programming, education services, and social awareness programs which is unrealistic at this time. Further, to segregate the female population, four units (2 maximum security units and 2 general housing units) would need to be fully operational and staffed in order to maintain Title 15 and PREA regulations. The estimated additional annual staffing cost would exceed \$3,400,000 per year.

- R2. In Fiscal Year 2018-2019, JDF augments its efforts to address training of juveniles who do not plan to attend college. JDF should consider developing a plan for local private and public technical training centers to make regular presentations to juveniles to:**
- a. Provide familiarization training about technical (i.e. culinary, auto repair, plumbing, etc.) career opportunities available to them;**
 - b. Describe requirements for obtaining necessary training and certification, as appropriate;**
 - c. Where logistically feasible, provide demonstrations of these careers, for example a cooking class; and**
 - d. Obtain brochures and other written material, to be maintained at JDF, describing these technical careers and their requirements.**

Response: Recommendation R2 has not yet been implemented but will be implemented in the future.

The Juvenile Detention Facility currently provides programs and services geared toward individuals nearing adulthood. These programs include the Workability Program offered by the Placer County Office of Education, the 21st Century Skills program (educational engagement program) offered by Sierra College, and introductory services to the Placer Re-Entry Program (PREP) and the Northern California Construction Training Program (NCCT). Further, staff is considering expanding career development resources for youth in custody and for those being released. The Board is committed to the youth we serve and believe all youth leaving our facility should have as many tools for success as possible. A staff member will be assigned to develop and implement an appropriate sustainable plan to address items R2 where possible and as soon as possible.

- R3. JDF should require Aramark to comply with the contractual obligation of posting a menu of daily menus.**

Response: Recommendation R3 has been implemented.

Placer County no longer utilizes Aramark for food services and has contracted with a different vendor. The new vendor has posted menus in the living units and the new vendor remains in compliance with the contractual obligation.

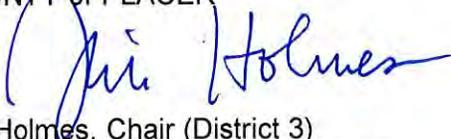
R4. JDF management should formalize a program in which staff is assigned to individual juveniles to assure consistency.

Response: Recommendation R4 has been implemented.

The Placer County Juvenile Detention Facility has a long-standing practice and policy in place regarding the duties and services provided by Probation Officers assigned to the JDF. Probation Officers working in the facility are required to act as Case Service Officers (CSOs). Each youth booked into the facility is assigned a CSO/Probation Officer who helps with case planning, transition plans, behavior and progress reports, and general requests of the youth. CSOs meet with youth weekly or as needed, which provides a consistent approach to counseling, services, and programs. The CSOs and HHS Practitioner assigned to the facility work closely to assist youth in the facility and as they transition home to their families.

Sincerely,

COUNTY of PLACER



Jim Holmes, Chair (District 3)
Placer County Board of Supervisors

cc: Placer County Board of Supervisors
Gerald Carden, Placer County Counsel

Marshall Hopper
Chief Probation Officer

David McManus
Assistant Chief Probation
Officer

Auburn Justice Center
2929 Richardson Drive, Suite B
Auburn CA 95603
(530) 889-7900
(530) 889-7950 (Fax)



Santucci Justice Center
10810 Justice Center Dr. Suite 170
Roseville CA 95678
(916) 543-7400
(916) 543-7472 (fax)

Juvenile Detention Facility
11260 "B" Avenue
Auburn CA 95603
(530) 886-4850
(530) 886-4588 (fax)

COUNTY OF PLACER

PROBATION DEPARTMENT

August 15, 2018

The Honorable Alan V. Pineschi
Presiding Judge of the Superior Court
County of Placer County
P.O. Box 619072
Roseville, CA 95661

RECEIVED

AUG 27 2018

PLACER COUNTY
GRAND JURY

Re: 2017-2018 Grand Jury Final Report – Annual Inspection of the Juvenile Detention Facility

Dear Judge Pineschi,

I would like to thank the 2017-2018 Grand Jury for their continued efforts with the annual inspection of the Placer County Juvenile Detention Facility (JDF). I have thoroughly reviewed the final report, findings and recommendations of the Grand Jury and have submitted by response below.

Findings of the Grand Jury

I agree with the following findings, numbered F1 and F2:

- F1. The JDF is clean, well-maintained, and suitable for safely housing juveniles while accommodating their education, counseling, and healthcare needs.
- F2. JDF staff is well trained and dedicated to the achievement of the organization's mission statement.

I partially disagree with the following findings, numbered F3-F6:

- F3. The current co-ed environment creates challenges for appropriate supervision. The JDF has an average daily population of 15 males and 5 females in the JDF during fiscal year 2017-2018. Their average stay was 19 days. The JDF has two separate living units designed specifically for different types of classifications needs. This would include classifying based on possible suicidal, high risk, mental health, medical, gang, and behavior needs. This can create a limitation as to where some youth are housed but that does not create an unrealistic challenge for our staff when it comes to separation of gender based on their classification. Staff have been made aware and are encouraged from their leadership to work with the specific genders in the units and have the freedom to engage with them in different activities based on their interests.

- F4. Exposure to technical career training and opportunities is limited for those juveniles who do not plan to attend college. At this time, the JDF does not have a technical program for the youth. However, Sierra College has offered to work with probation and the Placer County Office of Education to expand their course offerings and include classes that focus on technical skills. In addition, there may be an opportunity to work with Golden Sierra on bringing programming into the facility.
- F5. JDF has not enforced the contractual obligation of Aramark to post menus within the facility. This finding was immediately rectified with Aramark and they provided the requested menus which were posted in each of the living units. Recently, the JDF has contracted with a different vendor for food services, Summit. They are also in compliance and the current menus are posted in both of the living units.
- F6. JDF staff counseling efforts may not be adequately formalized so juveniles recognize the benefits of counseling. At the time the youth is booked into the JDF, they are assigned a Case Service Officer (CSO). The CSO is responsible for going over the youth's Case Plan, providing an Adjustment Summary of the youth's behavior/progress as requested by the Court or probation, Transition Plans, and general requests specified by the youth including life services (information regarding DMV, college, etc.) phone calls and any general questions or concerns. In addition, the JDF has an assigned Mental Health Care Practitioner from Children System's of Care who provides one on one counseling as needed or can make the appropriate referrals to services. The CSO's meet with the Practitioner daily during briefings and are able to disclose any counseling requests or observations from the youth.

Recommendation of the Grand Jury

- R1. JDF staff should develop a plan for Fiscal Year 2018-2019 to address staffing and funding implications required to segregate housing for male and female juveniles.

Response: The JDF has an average daily population of 15 males and 5 females in the JDF during fiscal year 2017-2018. There was a total of 317 male bookings and 106 female bookings during the last fiscal year. Their average stay was 19 days. The JDF has two separate living units designed specifically for different types of classifications needs. This includes classifying youth based on possible suicidal, high risk, mental health, medical, gang, and behavior needs. This can create a limitation as to where some youth are housed but that does not create an unrealistic challenge for our staff when it comes to separation of gender based on their classification. Staff have been made aware and are encouraged from their leadership to work with the specific genders in the units and have the freedom to engage with them in different activities based on their interests. The total cost to open another unit specific to just female youth would exceed \$3,400,000 per year to include the appropriate staffing under Title 15 and PREA regulations. This includes all costs required for training staff and providing the needed equipment for the staff and unit. Due to the average population of females being 5, the needs of the female population can be met in the two current units.

Recommendation: R1 will not be implemented because it is not warranted and unnecessary at this time.

R2. In Fiscal Year 2018-2019, JDF augments its efforts to address training of juveniles who do not plan to attend college. JDF should consider developing a plan for local private and public technical training centers to make regular presentations to juveniles to:

- a) Provide familiarization training about technical (i.e. culinary, auto repair, plumbing, etc.) career opportunities available to them;
- b) Describe requirements for obtaining necessary training and certification, as appropriate;
- c) Where logistically feasible, provide demonstrations of these careers, for example a cooking class; and
- d) Obtain brochures and other written material, to be maintained at JDF, describing these technical careers and their requirements.

Response:

- (a) In January of 2018, Placer County Office of Education (PCOE) began providing services on youth employment needs through their Workability program. They have had a staff meet with all of the youth in the facility to discuss their employment interests and needs. This staff meets with them during school hours to discuss employment opportunities and a transition plan once they are released.
- (a/b) In addition, Sierra College is actively looking to bring in a program of 18 modules called 21st Century Skills. The students will be enrolled at Sierra College and an instructor will come to the JDF and provide instruction on collaboration, creativity, critical thinking and communication. These are transferable skills the youth can use to work in the community, earn certifications at the college or become full time students. This module allows youth to come in and out of the program so there is no lapse of time if the youth is released and comes back to the facility. The participating youth will also receive financial assistance to enroll and counseling services to ensure they are set up for success when leaving the JDF.
- (a/b) We also work with staff from the Placer County Re-entry Program (PREP) for any youth over the age of 18 who risk appropriately. Youth have been able to meet with a Transition Specialist prior to leaving the facility to discuss their re-entry into the community. This has included setting up classes to complete any cognitive behavior or court ordered classes needed and employment services. They work with Golden Sierra and Northern California Construction Training (NCCT) who provide training and job placement for construction opportunities.
- (c) When feasible we feel the demonstrations of certain careers would be beneficial to the youth we serve in the institution.
- (d) Recently, a team of Vista Workers were assigned to the JDF to determine the appropriate services and resources that need to be made available to the youth based on the youth's desires and needs. They are updating the Placer County Network of Care and will be providing a Resource Guide (list with brochures) to

the staff and youth at the JDF. Our Mental Health worker from Children Systems of Care and/or Transition teams will go over this information to ensure the youth are set up with the appropriate services prior to their release.

- (d) In addition, the JDF administration has met with staff from Sierra College who have also discussed having Golden Sierra provide some type of career development for our youth.

Recommendation: R2 has not yet been implemented but will be implemented in the future.

- R3. JDF should require Aramark to comply with the contractual obligation of posting a menu of daily menus.

Response: This request has been resolved as Aramark immediately provided a menu and this was posted in the living units for the youth. In addition, we recently contracted with a new vender for food services, Summit. They have provided us with a current menu for youth which is posted in the living units.

Recommendation: R3 has been implemented.

- R4. JDF management should formalize a program in which staff is assigned to individual juveniles to assure consistency.

Response: This practice has already been in place at the JDF. At the time the youth is booked into the JDF, they are assigned a Case Service Officer (CSO). The CSO is responsible for going over the youth's Case Plan, providing an Adjustment Summary of the youth's behavior/progress as requested by the Court or probation, Transition Plans, and general requests specified by the youth including life services (information regarding DMV, college, etc.), phone calls and any general questions or concerns.

Recommendation: R4 has been implemented.

Respectfully Submitted,



Joseph Netemeyer
Superintendent

cc: Placer County Grand Jury
Placer County Board of Supervisors

**Roseville Community
Development Agency
A Public/Private Partnership**

Findings

The Grand Jury found that:

- F1. The city's active management and operation of RCDC gives the appearance that RCDC is a privatized arm of a public entity, rather than a separate non-profit corporation.
- F2. Roseville does not have a full accounting of the city employee resources dedicated to the operation of RCDC.

Recommendations

The Grand Jury recommends that:

- R1. If RCDC is to continue operation, or if a new model is developed, Roseville should take steps to more effectively ensure the separation and independence of the corporation to address the Grand Jury's findings.
- R2. Roseville should publically account for all resources dedicated to RCDC.

Request for Responses

	<u>Recommendations Requiring Response</u>	<u>Response Due Date</u>
Mr. Rob Jensen Roseville City Manager 311 Vernon St. #200 Roseville, CA 95678	R1 thru R5	August 31, 2018
Ms. Susan Rohan Mayor, City of Roseville 311 Vernon St Roseville, CA 95678	R2, R3, R4	September 30, 2018
Roseville City Council 311 Vernon St. Roseville, CA 95678	R1 thru R5	September 30, 2018

June 29, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

Re: Response to Grand Jury Request

Members of the Grand Jury:

This letter responds to the request received on June 19, 2018 from Gary Kern on behalf of the Placer County Grand Jury, requesting recommendations based on the report entitled, "Roseville Community Development Corporation – A Public/Private Partnership."

Following are the recommendations requested.

Recommendation 1 – The recommendation of the Grand Jury is that "if the RCDC is to continue operation, or if a new model is developed, Roseville should take steps to more effectively ensure the separation and independence of the corporation to address the Grand Jury's findings".

Response - As noted in the Grand Jury findings, although the RCDC does function independently, we agree that it could give the appearance of operating as an extension of the City.

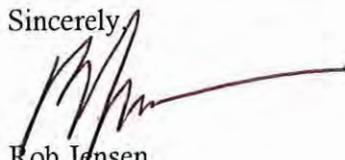
To address this issue, the City intends to take the following steps:

- Strengthen and adopt additional Council policies by April 1, 2019 to clearly identify the separation between the City and the RCDC.
- Update City job classifications and functions by December 31, 2018 to ensure that there are no references to any RCDC functions.
- Update City time sheet accounting by December 31, 2018 to accurately monitor staff time by task for RCDC functions.

Recommendation 2 – The recommendation of the Grand Jury is that "Roseville should publicly account for all resources dedicated to RCDC".

Response – As noted in the Grand Jury findings, we agree that a fuller accounting could be had. To address this issue, the City shall, on an annual basis concurrent with adoption of the City wide budget, identify year end and projected reimbursements from the RCDC for any City resources utilized by the corporation. Any significant changes to the approved budget will be discussed at a regularly scheduled City Council meeting. This process will be implemented and included in the City's FY 19-20 Budget.

Sincerely,



Rob Jensen
City Manager

Response to Grand Jury Report Form

Report Title: Grand Jury Final Report
Roseville Community Development Corporation - A Public/Private Partnership
Report Date: June 17, 2018
Response By: Rob Jensen Title: City Manager

FINDINGS

- I (we) agree with the findings, numbered: F1 & F2.
- I (we) disagree wholly or partially with the findings, numbered: _____.

(Describe here or attach a statement specifying any portions of the findings that are disputed or not applicable; include an explanation of the reasons therefor.)

RECOMMENDATIONS

- Recommendations numbered _____ have been implemented.
(Describe here or attach a summary statement regarding the implemented actions.)
- Recommendations numbered R1 & R2 have not yet been implemented but will be implemented in the future.

(Per Penal Code 933.05(b)(2), a time frame for implementation must be included. Describe here or in an attachment.)

- Recommendations numbered _____ require further analysis.
(Describe here or attach an explanation and the scope and parameters of an analysis or study and a time frame for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This time frame shall not exceed six (6) months from the date of publication of the grand jury report.)

- Recommendations numbered _____ will not be implemented because they are not warranted or are not reasonable.
(Describe here or attach an explanation.)

Date: June 29, 2018 Signed: 
Number of pages attached 1.



City Council
311 Vernon Street
Roseville, California 95678

RECEIVED

SEP 24 2018

PLACER COUNTY
GRAND JURY

September 19, 2018

The Honorable Alan V. Pineschi
Presiding Judge of the Superior Court
County of Placer
P.O. Box 619072
Roseville, CA 95661

Gary Kern
Foreperson
2017-2018 Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

**Re: Response to 2017-2018 Grand Jury Final Report
Roseville Community Development Corporation – A Public/Private Partnership**

Dear Honorable Judge Pineschi and Placer County Grand Jury:

On behalf of the Roseville City Council, I would like to thank the Placer County Grand Jury for your continued dedication to the citizens of Placer County. I am pleased to submit our response to the 2017-2018 Grand Jury Final Report.

Report Title: Roseville Community Development Corporation – A Public/Private Partnership
Report Date: Released to the public on June 20, 2018
Response By: Roseville City Council

FINDINGS

We agree with the findings, numbered F1 and F2.

RECOMMENDATIONS

Recommendation Numbered R1 – The recommendation of the Grand Jury is that “[i]f RCDC is to continue operation, or if a new model is developed, Roseville should take steps to more effectively ensure the separation and independence of the corporation to address the Grand Jury’s findings”.

Response to R1 – Recommendation numbered R1 has not yet been implemented but will be implemented in the future. As noted in the Grand Jury findings, although the RCDC does function independently, we agree that it could give the appearance of operating as an extension of the City.

To address this issue, the City intends to take the following steps:

- Strengthen and adopt additional Council policies by April 1, 2019 to clearly identify the separation between the City and the RCDC.
- Update City job classifications and functions by December 31, 2018 to ensure that there are no references to any RCDC functions.

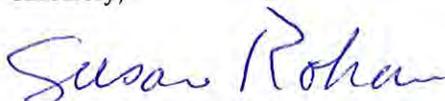
- Update City time sheet accounting by December 31, 2018 to accurately monitor staff time by task for RCDC functions.

Recommendation Numbered R2 – The recommendation of the Grand Jury is that “Roseville should publicly account for all resources dedicated to RCDC”.

Response to R2 – Recommendation numbered R2 has not yet been implemented but will be implemented in the future. As noted in the Grand Jury findings, we agree that a fuller accounting of the City employee resources dedicated to the operation of the RCDC could be had. To address this issue, the City shall, on an annual basis concurrent with adoption of the City wide budget, identify year end and projected reimbursements from the RCDC for any City resources utilized by the corporation. Any significant changes to the approved budget will be discussed at a regularly scheduled City Council meeting. This process will be implemented and included in the City’s FY 19-20 Budget.

I again would like to thank the 2017-2018 Placer County Grand Jury for its report and service to the City of Roseville.

Sincerely,



Susan Rohan, Mayor
Acting on Behalf of the Roseville City Council

Cc: Roseville City Council
Roseville City Attorney
Roseville City Clerk
Placer County Board of Supervisors
Placer County Executive Officer



City Council
311 Vernon Street
Roseville, CA 95678

September 19, 2018

RECEIVED

SEP 24 2018

PLACER COUNTY
GRAND JURY

The Honorable Alan V. Pineschi
Presiding Judge of the Superior Court
County of Placer
P.O. Box 619072
Roseville, CA 95661

Gary Kern
Foreperson
2017-2018 Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

**Re: Response to 2017-2018 Grand Jury Final Report
Roseville Community Development Corporation – A Public/Private Partnership**

Dear Honorable Judge Pineschi and Placer County Grand Jury:

I would like to thank the Placer County Grand Jury for your continued dedication to the citizens of Placer County. I am pleased to submit my response to the 2017-2018 Grand Jury Final Report.

Report Title: Roseville Community Development Corporation – A Public/Private Partnership
Report Date: Released to the public on June 20, 2018
Response By: Susan Rohan, Mayor

FINDINGS

I agree with the findings, numbered F1 and F2.

RECOMMENDATIONS

Recommendation Numbered R1 – The recommendation of the Grand Jury is that “[i]f RCDC is to continue operation, or if a new model is developed, Roseville should take steps to more effectively ensure the separation and independence of the corporation to address the Grand Jury’s findings”.

Response to R1 – Recommendation numbered R1 has not yet been implemented but will be implemented in the future. As noted in the Grand Jury findings, although the RCDC does function independently, I agree that it could give the appearance of operating as an extension of the City.

To address this issue, the City intends to take the following steps:

- Strengthen and adopt additional Council policies by April 1, 2019 to clearly identify the separation between the City and the RCDC.
- Update City job classifications and functions by December 31, 2018 to ensure that there are no references to any RCDC functions.
- Update City time sheet accounting by December 31, 2018 to accurately monitor staff time by task for RCDC functions.

Recommendation Numbered R2 – The recommendation of the Grand Jury is that “Roseville should publicly account for all resources dedicated to RCDC”.

Response to R2 – Recommendation numbered R2 has not yet been implemented but will be implemented in the future. As noted in the Grand Jury findings, I agree that a fuller accounting of the City employee resources dedicated to the operation of the RCDC could be had. To address this issue, the City shall, on an annual basis concurrent with adoption of the City wide budget, identify year end and projected reimbursements from the RCDC for any City resources utilized by the corporation. Any significant changes to the approved budget will be discussed at a regularly scheduled City Council meeting. This process will be implemented and included in the City’s FY 19-20 Budget.

I again would like to thank the 2017-2018 Placer County Grand Jury for its report and service to the City of Roseville.

Sincerely,



Susan Rohan
Mayor

Cc: Roseville City Council
Roseville City Attorney
Roseville City Clerk
Placer County Board of Supervisors
Placer County Executive Officer

Emergency Preparedness Placer County Schools

Findings:

The Grand Jury found that:

- F1. Focus on SEMS requirements was not consistent, i.e., if there are adequate supplies in each classroom in case of an extended shelter-in-place, such as during a HAZMAT incident from a nearby train derailment. These supplies include, but are not limited to, bottled water, snacks, a radio or cell phone for interclass room communication.
- F2. Each school reviewed in the three different districts named its school safety plan by different titles, leading to confusion if someone asks for a safety plan.
 - a. Roseville HS (Roseville Joint Union High School District): *Crisis Response Site Plan*, as well as the *PCOE Comprehensive School Safety Plan for Roseville High School*
 - b. Lincoln HS (Western Placer Unified School District): *Comprehensive School Site Safety Plan* (subtitle: *Crisis Response Plan*, with a title on the top of the document: *District Crisis Response Plan*; document is also titled *Comprehensive Safe School Plan* on pg. 59 inside the plan itself)
 - c. Foresthill High School (Placer Union High School District): *Comprehensive Safe School Plan*
- F3. Each school safety plan reviewed contained different elements of how to respond to various emergencies (including wildfires or a nearby train derailment with HAZMAT release) versus complying with all elements of the state-mandated SEMS checklist.
- F4. School districts select internal emergency communications systems, such as Catapult and School Messenger, based on a variety of reasons, i.e., budget constraints within their districts, needs of their individual schools, etc.
- F5. There is no central Placer County oversight regarding schools allocating funds for emergency preparedness (supplies, training, etc.) for potential incidents such as HAZMAT release, wildfire evacuation, or surrounding effects of a train derailment.
- F6. Schools are not creating after-action reports following safety drills or actual emergency responses. Lessons learned from the drills and responses are only debriefed verbally among districts.
- F7. District superintendents leave it up to their principals to decide what that school's budget priorities are (books, athletic equipment, safety equipment, supplies for an extended shelter-in-place due to a disaster threatening the local school area, etc.)

- F8. One school had snacks and water stored in each classroom in case there was an extended lockdown or shelter-in-place for the school if there was a nearby natural disaster. In addition, it also had an inexpensive backpack in each classroom to carry these items outside, along with other safety items such as a flashlight, radio, etc., if needed.
- F9. Substitute teachers get inconsistent information about responding to various emergencies.
 - a. They are at a disadvantage moving between districts because of lack of standardization of emergency plans.
 - b. They must have their own cellphones to be notified in case of emergency while they are on the school campus.
- F10. Due to the age of some schools, upgrading facilities to improve safety, such as doors that lock from the inside and reinforced glass, are large budget items which have to be prioritized with other needs at each school.
- F11. While not state-mandated, PCOE initiated quarterly safety meetings, inviting all districts to attend.
- F12. There is not a single, standardized emergency communication system used across the three reviewed school districts.
- F13. Open campuses cannot account for students who leave the campus for lunch.
- F14. The reviewed schools do work with their local first responders (fire, police, EMTs) and include them in emergency planning and training. However, there was no consistent training found for such potential disasters as train derailments, wildfires, and HAZMAT release.

Recommendations

The Grand Jury recommends that:

- R1. Superintendents and principals meet to discuss emergency preparedness planning prior to an emergency occurring.
- R2. PCOE and school districts each consider permanently hiring a safety officer (in addition to the school resource officer) solely dedicated to emergency planning and preparedness to:
 - a. Conduct thorough reviews of all Placer County school districts' safety plans annually;
 - b. Develop a standardized school safety plan template based on CDE and SEMS guidelines for all districts;
 - c. Standardize the title of school safety plans within Placer County; and
 - d. Assist principals in developing appendices for external site-specific issues, i.e., wildfire near school grounds, school response for a HAZMAT incident after a train derailment in a nearby rail yard, etc.

- R3. All district superintendents share information of their respective communication systems (pros and cons) as a main topic during one of PCOE's quarterly safety meetings.
- a. All schools need a reliable community-wide vs. site-specific way to communicate with the public, first responders, teachers, parents, and students via email, text, and/or voice in the event of an emergency affecting a campus.
 - b. Lincoln High School is commended for also using the local web-based communication system, Good Neighbors of Lincoln, for an extra way to notify parents in the event of an emergency.
- R4. All school districts develop an easy-to-read, readily accessible flip-chart showing how to respond to various natural and man-made emergencies. Foresthill High School is commended for using such a flip-chart as shown in (Figure 1).
- R5. There be a sign-in/out log for students who leave an open campus during lunch.
- R6. Roseville High School is commended for requiring visitors to provide a driver's license or other form of identification during sign-in.
- R7. All schools provide copies of their documented drills to their respective district superintendent.
- R8. District superintendents are commended for having structured meetings with their principals monthly, as well as visiting their campuses periodically.
- R9. Each classroom should have water, snacks, and sanitation supplies available in a convenient location for an extended lock-down or shelter-in-place.
- R10. Schools purchase cell phones connected to its respective internal communication systems for substitute teachers, volunteer staff, etc., to enhance their campus communication access during emergencies.
- R11. School districts research the Federal Emergency Management Agency website for applicable grant monies. (Source: <https://www.fema.gov/grants>)
- R12. School districts consider sending educational staff to the Center for Domestic Preparedness training site for additional skills necessary to respond to emergency/disaster events. Federal money is available to pay for training/transportation. (Source: (<https://cdp.dhs.gov/>))

Request for Responses:

	<u>Recommendations Requiring Response</u>	<u>Date Response Due</u>
Ms. Gayle Garbolino-Mojica Placer County Superintendent of Schools, Placer County Office of Education (PCOE) 360 Nevada Street Auburn, CA 95603	R1 thru R12	September 30, 2018
Roseville Joint Union High School District School Board 1750 Cirby Way Roseville, CA 95661	R1 thru R12	September 30, 2018
Mr. Ron Severson Superintendent Roseville Joint Union High School District 1750 Cirby Way Roseville, CA 95661	R1 thru R12	August 31, 2018
Mr. Dave Burt Principal Roseville High School 1 Tiger Way Roseville, CA 95678	R1, R4, R6, R7, R9, R10	August 31, 2018

Request for Responses:

	<u>Recommendations Requiring Response</u>	<u>Date Response Due</u>
Western Placer Unified School District School Board 600 6 th Street Lincoln, CA 95603	R1 thru R12	September 30, 2018
Mr. Scott Leaman Superintendent Western Placer Unified School District 810 J St. Lincoln, CA 95648	R1 thru R12	August 31, 2018
Mr. Jay Berns Principal Lincoln High School 790 J St. Lincoln, CA 95648	R1, R4, R5, R6, R7, R9, R10	August 31, 2018
Placer Union High School District Board of Trustees 13000 New Airport Rd. Auburn, CA 95603	R1 thru R12	September 30, 2018
Dr. George Sziraki Superintendent Placer Union High School District 13000 New Airport Rd. Auburn, CA 95603	R1 thru R12	August 31, 2018

Request for Responses:

	<u>Recommendations Requiring Response</u>	<u>Date Response Due</u>
Mr. Randy Ittner Principal Foresthill High School 23319 Foresthill Rd. Foresthill, CA 95631	R1, R4, R6, R7, R9, R10	August 31, 2018

Gayle Garbolino-Mojica
County Superintendent of Schools

Board of Education

September 17, 2018

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Area 1

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Presiding Foreperson, 2017-2018 Grand Jury
Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

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SEP 20 2018

**PLACER COUNTY
GRAND JURY**

Re: Placer County Superintendent of Schools Response to Findings and Recommendations in the 2017-2018 Placer County Grand Jury Report.

Dear Foreperson Kern:

Superintendent's Cabinet

Phillip J. Williams
Deputy Superintendent
Educational Services

Martin Fregoso
Associate Superintendent
Business Services

Catherine M. Goins
Assistant Superintendent
Early Education & Administration

Jennifer Hicks
Assistant Superintendent
Curriculum & Instruction

Colleen Slattery
Assistant Superintendent
Human Resources

James L. Anderberg
Chief Operations Officer
Administrative Services

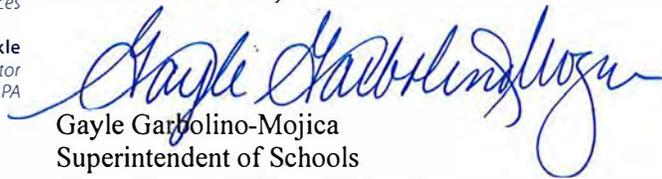
Troy Tickle
Executive Director
SELPA

In accordance with state law, (Penal Code Sections 933.05 et seq.), as Placer County Superintendent of Schools, I submit on behalf of the Placer County Office of Education (PCOE), our response to the findings and recommendations contained in the Grand Jury report entitled "*Emergency Preparedness-Placer County Schools*".

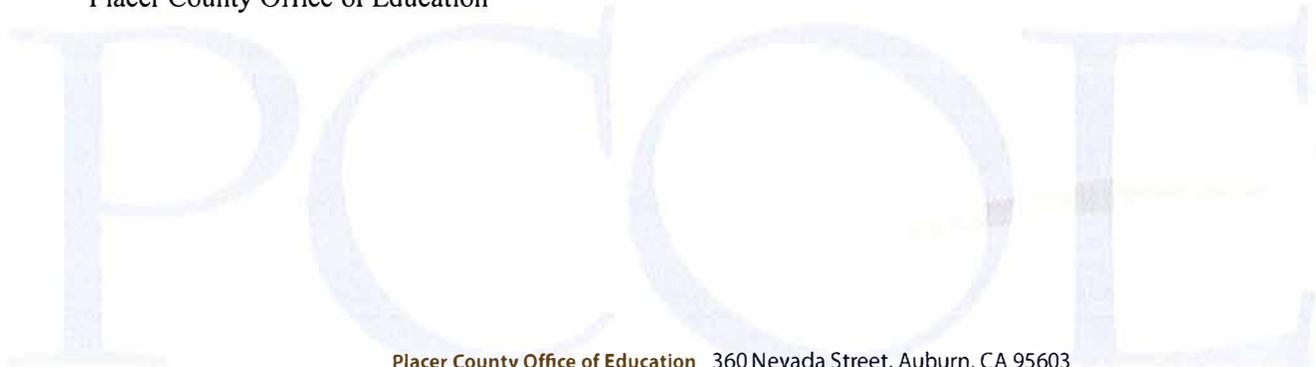
PCOE recognizes that students and staff have a right to a safe and secure campus where they are free from physical and psychological harm. PCOE is fully committed to maximizing school safety and creating positive learning environments that include strategies and policies for violence prevention and emergency preparedness.

The Grand Jury report brings more visibility to the growing safety concerns in California Schools. The report is useful to PCOE's ongoing assessment and improvement efforts as we continue to work with all stakeholder groups in Placer County to advance planning and preparation for school safety.

Yours in education,



Gayle Garbolino-Mojica
Superintendent of Schools
Placer County Office of Education



Response to Grand Jury Report Form

Report Title: Emergency Preparedness – Placer County Schools

Report Date: June 17, 2018

Response By: Gayle Garbolino-Mojica Title: County Superintendent of Schools

FINDINGS

- I (we) agree with the findings, numbered: 1, 2, 3, 4, 5, 7, 8, 9, 10, 11, 12, 13, and 14.
- I (we) disagree wholly or partially with the findings, numbered: 6.
(Describe here or attach a statement specifying any portions of the findings that are disputed or not applicable; include an explanation of the reasons therefore.)

RECOMMENDATIONS

- Recommendations numbered 1, 4, 7, 8, 9, 11 and 12 have been implemented.
(Describe here or attach a summary statement regarding the implemented actions.)
- Recommendations numbered 3 has not yet been implemented, but will be implemented in the future.
(Per Penal Code 933.05(b)(2), a time frame for implementation must be included. Describe here or in an attachment.)
- Recommendations numbered 2, 6, and 10 require further analysis.
(Describe here or attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six (6) months from the date of publication of the grand jury report.)
- Recommendations numbered 5 will not be implemented because they are not warranted or are not reasonable.
(Describe here or attach an explanation.)

Date: 9/17/18

Signed: 

Number of pages attached: 7

As directed by the Placer County Grand Jury, responses to findings numbered 1 through 14 are provided in accordance with Section 933.05 of the California Penal Code.

Finding 1:

Focus on SEMS requirements was not consistent, i.e., if there are adequate supplies in each classroom in case of an extended shelter-in-place, such as during a HAZMAT incident from a nearby train derailment. These supplies include, but are not limited to, bottled water, snacks, a radio or cell phone for inter-classroom communication.

The County Superintendent of Schools agrees with this finding, and includes the following: While there is not consistent alignment with SEMS across Placer County, many school districts are implementing classroom safety kits as described in the finding. PCOE has deployed over 110 classroom kits, evacuation kits, and incident command kits containing the recommended items in this finding.

Finding 2:

Each school reviewed in the three different districts named its school safety plan by different titles, leading to confusion if someone asks for a safety plan.

- a. Roseville HS (Roseville Joint Union High School District): *Crisis Response Site Plan*, as well as the *PCOE Comprehensive School Safety Plan for Roseville High School*
- b. Lincoln HS (Western Placer Unified School District): *Comprehensive School Site Safety Plan* (subtitle: *Crisis Response Plan*, with a title on the top of the document: *District Crisis Response Plan*; document is also titled *Comprehensive Safe School Plan* on pg. 59 inside the plan itself)
- c. Foresthill High School (Placer Union High School District): *Comprehensive Safe School Plan*

The County Superintendent of Schools agrees with this finding, and includes the following: PCOE has standardized the name of plans across all its school sites to align with California Education Code (E.C.) 32281 as the Comprehensive School Safety Plan (CSSP). The County Superintendent encourages all school districts to use this title for its public safety plan.

Finding 3:

Each school safety plan reviewed contained different elements of how to respond to various emergencies (including wildfires or a nearby train derailment with HAZMAT release) versus complying with all elements of the state-mandated SEMS checklist.

The County Superintendent of Schools agrees with this finding, and includes the following: PCOE continues to work with local jurisdictional first-responders to analyze the types of incidents that may confront school site personnel. Included in the PCOE CSSP are procedures for mitigating HAZMAT situations such as biological and chemical releases potentially caused by a train derailment. The County Superintendent's School District Safety Committee (SDSC) continually discusses new scenarios to include in CSSPs.

Finding 4:

School districts select internal emergency communications systems, such as Catapult and School Messenger, based on a variety of reasons, i.e., budget constraints within their districts, the needs of their individual schools, etc.

The County Superintendent of Schools **agrees** with this finding, and includes the following: PCOE has employed School Messenger as its “all-call” system. The county office has facilitated a countywide purchasing consortium that has allowed eight school districts to benefit from the economy of scale pricing on School Messenger.

Finding 5:

There is no central Placer County oversight regarding schools allocating funds for emergency preparedness (supplies, training, etc.) for potential incidents such as HAZMAT release, wildfire evacuation, or surrounding effects of a train derailment.

The County Superintendent of Schools **agrees** with this finding, and includes the following: PCOE has specific budget codes for school safety and crisis response in its annual spending plan. Priority is placed on the efficient use of appropriations for school safety throughout the county office.

Finding 6:

Schools are not creating after-action reports following safety drills or actual emergency responses. Lessons learned from the drills and responses are only debriefed verbally among districts.

The County Superintendent of Schools **disagrees partially** with this finding, and includes the following: PCOE school site leaders’ calendar safety drills for their respective sites, and record the after- action results of these drills through their own record keeping methods. This process will be standardized in the 2018-2019 school year.

Finding 7:

District superintendents leave it up to their principals to decide what that school’s budget priorities are (books, athletic equipment, safety equipment, supplies for an extended shelter-in-place due to a disaster threatening the local school area, etc.)

The County Superintendent of Schools **agrees** with this finding, and includes the following: All districts in Placer County have their own methods for planning and provisioning for school safety. The county office standardizes plans, responses and logistics, while adding site specific needs through ongoing input by site leaders.

Finding 8:

One school had snacks and water stored in each classroom in case there was an extended lockdown or shelter-in-place for the school if there was a nearby natural disaster. In addition, it also had an inexpensive backpack in each classroom to carry these items outside, along with other safety items such as a flashlight, radio, etc., if needed.

The County Superintendent of Schools **agrees** with this finding, and includes the following: Providing quality preparatory supplies is considered best practice as part of any CSSP. PCOE is continually analyzing new options for the supplies included in its classroom kits, e.g. tactical wound care kits.

Finding 9:

Substitute teachers get inconsistent information about responding to various emergencies.

- a. **They are at a disadvantage moving between districts because of lack of standardization of emergency plans.**
- b. **They must have their own cell phones to be notified in case of emergency while they are on the school campus.**

The County Superintendent of Schools **agrees** with this finding, and includes the following: While there is inconsistency across the county on how substitute teachers are prepared for crisis response, most districts have redundant means of alerting staff to a crisis, such as: public address systems, computer network systems, opt-in smart technologies, classroom flip charts, etc. PCOE site leadership help to orient substitutes to safety procedures specific to the location.

Finding 10:

Due to the age of some schools, upgrading facilities to improve safety, such as doors that lock from the inside and reinforced glass, are large budget items which have to be prioritized with other needs at each school.

The County Superintendent of Schools **agrees** with this finding, and includes the following: This is a consistent issue across schools in California and the complexity of the issue is increased by extreme retrofit costs, aging facilities, and inconsistency in differing codes found in state law. PCOE has addressed this issue by working with site leadership to update locks and employ other locking techniques and classroom security practices.

Finding 11:

While not state-mandated, PCOE initiated quarterly safety meetings, inviting all districts to attend.

The County Superintendent of Schools **agrees** with this finding, and includes the following: After the violence at Sandy Hook Elementary School, the County Superintendent's office has taken a proactive role in assisting school districts in Placer County, and beyond, with safe school planning, preparation, and training. This collegial committee works together to improve school safety in our education community through quarterly meetings focused on the safety of all Placer schoolchildren. The County Superintendent's commitment to school safety has been identified as exemplary by State Superintendent of Schools, Tom Torlakson. PCOE has assisted other county offices and LEAs on strengthening their safe school planning.

Finding 12:

There is not a single, standardized emergency communication system used across the three reviewed school districts.

The County Superintendent of Schools **agrees** with this finding, and includes the following: The county office of education provides each school district semi-annually, a list of all PCOE management staff. This list can be included in the district's communication system in the event of an emergency. PCOE also encourages a reciprocal provision of management staff information.

Finding 13:

Open campuses cannot account for students who leave the campus for lunch.

The County Superintendent of Schools **agrees** with this finding, and includes the following:
All PCOE school sites are closed campuses. PCOE's Career Technical Education facility in Auburn has a consistent in-and-out flow of students as they attend various programs, however, school facilities are locked during teaching hours.

Finding 14:

The reviewed schools do work with their local first responders (fire, police, EMTs) and include them in emergency planning and training. However, there was no consistent training found for such potential disasters as train derailments, wildfires, and HAZMAT release.

The County Superintendent of Schools **agrees** with this finding, and includes the following:
The PCOE CSSP and classroom flipcharts contain response procedures for numerous and varying crisis situations. Basic response procedures such as Shelter-In-Place, Lockout, Lockdown/Barricade and Evacuate are exercised through site drills. These procedures serve as the elemental response to emergencies encountered by school sites. Through the annual CSSP review process, PCOE schools continue to identify ongoing training needs such as active shooter training.

As further directed by the Placer County Grand Jury, responses to recommendations numbered 1 through 12 are provided in accordance with Section 933.05 of the California Penal Code.

Recommendation 1:

Superintendents and principals meet to discuss emergency preparedness planning prior to an emergency occurring.

The County Superintendent of Schools has **implemented** this recommendation, and includes the following: Countywide collaboration on safe school issues occurs on a quarterly basis through the County Superintendents' SDSC. The Placer County Superintendent of Schools and the district superintendents in Placer County meet monthly at the county office of education where topics focused on school safety are frequently discussed. All school districts are now participating in these meetings.

Recommendation 2:

PCOE and school districts each consider permanently hiring a safety officer (in addition to the school resource officer) solely dedicated to emergency planning and preparedness too:

- a. **Conduct thorough reviews of all Placer County school districts' safety plans annually;**
- b. **Develop a standardized school safety plan template based on CDE and SEMS guidelines for all districts;**
- c. **Standardize the title of school safety plans within Placer County; and**
- d. **Assist principals in developing appendices for external site-specific issues, i.e., a wildfire near school grounds, school response for a HAZMAT incident after a train derailment in a nearby rail yard, etc.**

This recommendation **requires further analysis**. The County Superintendent of Schools, like the Grand Jury, supports the allocation of staff and resources for the planning and implementation of safe school plans. How each individual school district accomplishes this recommendation remains a function of school district leadership, the district governing board, and the citizens of the district's jurisdictional boundary. PCOE has assigned executive staff as responsible for; a) review of all PCOE CSSPs; b) ensuring that all PCOE sites utilize the standardized, digital CSSP template; c) encouraging all school districts to utilize "*Comprehensive Safe School Plan*" as the title of their district plans, and; d) assisting PCOE site leadership in the implementation of the standardized policies and protocols, while also addressing the unique conditions and challenges of each facility, such as the accommodations for special needs students. The County Superintendent considers this recommendation as implemented for the county office, but will continue to facilitate discussions on this topic over the next school year with district superintendents. Particular attention will also be directed to the state legislature regarding safe school staffing, specifically the employment of school resource officers (cf. AB 2067).

Recommendation 3:

All district superintendents share information about their respective communication systems (pros and cons) as a main topic during one of PCOE's quarterly safety meetings.

- a. **All schools need a reliable community-wide vs. site-specific way to communicate with the public, first responders, teachers, parents, and students via email, text, and/or voice in the event of an emergency affecting a campus.**
- b. **Lincoln High School is also commended for using the local web-based communication system, Good Neighbors of Lincoln, for an extra way to notify parents in the event of an emergency.**

The County Superintendent of Schools considers this recommendation as **not yet implemented** and includes the following: An agenda item has been established for the December 11, 2018 SDSC to discuss this recommendation, and share information about the communication systems employed by each district. Additionally Placer County Sheriff staff has been invited to share information regarding the Placer County communication system Everbridge, and how the countywide system can be utilized by school districts.

Recommendation 4:

All school districts develop an easy-to-read, readily accessible flip-chart showing how to respond to various natural and man-made emergencies. Foresthill High School is commended for using such a flip-chart as shown in (Figure 1).

The County Superintendent of Schools has **implemented** this recommendation, and includes the following: PCOE has recently updated its flip-chart to include assisting staff and persons with disabilities. The chart has been distributed to all staff and classrooms. Future versions will include a digital, smart technology version of the flip-chart.

Recommendation 5:

There be a sign-in/out log for students who leave an open campus during lunch.

The County Superintendent of Schools considers the recommendation as **not applicable** to the county office of education and includes the following: As included in the response to finding 13, all PCOE campuses are closed.

Recommendation 6:

Roseville High School is commended for requiring visitors to provide a driver's license or other form of identification during sign-in.

This recommendation **requires further analysis**. The County Superintendent has researched various technical solutions to visitor management for county office programs. PCOE will continue to assess additional solutions for this issue and analyze the appropriateness of this for the county office during the current school year.

Recommendation 7:

All schools provide copies of their documented drills to their respective district superintendent.

The County Superintendent of Schools considers this recommendation as **fully implemented** and includes the following: As indicated in finding number six, PCOE site leadership create and retain the scheduling of safety drills and the results. PCOE has standardized the retention of these records centrally with county office administration since the publish date of the Grand Jury's report.

Recommendation 8:

District superintendents are commended for having structured meetings with their principals monthly, as well as visiting their campuses periodically.

The County Superintendent of Schools considers this recommendation as **fully implemented** and includes the following: PCOE executive leadership, through the direction of the County Superintendent hold regular meetings with site leadership, which includes school safety as an integral topic.

Recommendation 9:

Each classroom should have water, snacks, and sanitation supplies available in a convenient location for an extended lockdown or shelter-in-place. Example from Foresthill High School shown in (Figure 2).

The County Superintendent of Schools considers this recommendation as **fully implemented**, and includes the following: All PCOE classrooms and administrative facilities contain emergency lockdown kits that contain food, water, hygiene, and first aid supplies. Also, emergency evacuation kits that contain similar supplies have been placed at all PCOE facilities.

Recommendation 10:

Schools purchase cell phones connected to its respective internal communication systems for substitute teachers, volunteer staff, etc., to enhance their campus communication access during emergencies.

This recommendation **requires further analysis**. The County Superintendent of Schools will research this issue with executive staff over the 2018-2019 school year. Currently, all PCOE staff has the ability to opt-in to emergency communications systems. Redundant systems, as described in finding number nine may make PCOE-provided cell phones an unnecessary expense.

Recommendation 11:

School districts research the Federal Emergency Management Agency website for applicable grant monies. (Source: <https://www.fema.gov/grants>)

The County Superintendent of Schools considers this recommendation as **partially implemented**, and includes the following: PCOE staff continually search for funding opportunities that help support school safety and encourage create positive learning environments. County office program staff is currently in the process of implementing grants to address strategies for safe learning environments. Staff will further research FEMA grant in fiscal 2018-2019 as well as other grant opportunities.

Recommendation 12:

School districts consider sending educational staff to the Center for Domestic Preparedness training site for additional skills necessary to respond to emergency/disaster events. Federal money is available to pay for training/transportation. (Source: <https://cdp.dhs.gov/>)

The County Superintendent of Schools considers the recommendation as **partially implemented** and includes the following: County office staff is currently facilitating and attending a wide variety of professional development opportunities focused on school safety, crisis response, and violent incident response. PCOE will analyze opportunities through the Center for Domestic Preparedness throughout the 2018-2019 school year.

GEORGE S. SZIRAKI, JR. Ed.D.
SUPERINTENDENT
MR. PETER EFSTATHIU
ASSISTANT SUPERINTENDENT
ADMINISTRATIVE SERVICES
MR. JEFFREY TOOKER
DEPUTY SUPERINTENDENT
EDUCATIONAL SERVICES
MR. ERIC VEREYKEN
ASSISTANT SUPERINTENDENT
OF HUMAN RESOURCES



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August 28, 2018

RECEIVED
COUNTY CLERK'S OFFICE

AUG 30 2018

Superior Court of California
County of Placer

The Honorable Alan V. Pineschi
Presiding Judge
Superior Court, County of Placer
Post Office Box 619072
Roseville, CA 95661

Dear Judge Pineschi:

Enclosed, you will find responses from the Placer Union High School District (PUHSD) to the Placer County Grand Jury's 2017-2018 Findings and Recommendations related to "Emergency Preparedness-Placer County Schools." Required responses include:

- ✓ Maureen "Mo" Ward, PUHSD Board President
- ✓ Dr. George Sziraki, PUHSD Superintendent
- ✓ Randy Ittner, Principal of Foresthill High School

All responses have been approved by the PUHSD Board of Trustees at their August 21, 2018 Regular Meeting. Should you have any questions relating to these responses, please feel free to contact me at 530-886-4405 or lburlison@puhsd.k12.ca.us.

Thank you,

Lisa Burlison, Executive Assistant
to the PUHSD Superintendent and Board of Trustees

Enclosures

GEORGE S. SZIRAKI, JR. Ed.D.
SUPERINTENDENT
MR. PETER EFSTATHIU
ASSISTANT SUPERINTENDENT
ADMINISTRATIVE SERVICES
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August 21, 2018

The Honorable Alan V. Pineschi
Presiding Judge
Superior Court, County of Placer
P.O. Box 619072
Roseville, CA 95661

Re: Placer Union High School District Response to Findings and Recommendations in the 2017-2018 Placer County Grand Jury Report

Dear Judge Pineschi:

In accordance with state law, (Penal Code Sections 933.05 et seq.), as the Board President of the Placer Union High School District Board (PUHSD) of Trustees, I submit, on behalf of the PUHSD Board of Trustees, our response to the findings and recommendations contained in the Grand Jury report entitled "*Emergency Preparedness-Placer County Schools.*"

PUHSD recognizes that students and staff have a right to a safe and secure campus where they are free from physical and psychological harm. PUHSD is fully committed to maximizing school safety and creating positive learning environments that include strategies and policies for violence prevention and emergency preparedness.

The Grand Jury report brings more visibility to the growing safety concerns in California schools, and is useful in PUHSD's ongoing assessment and improvement efforts as we continue to work with all stakeholder groups in Placer County to advance planning and preparation for school safety.

Yours in Education,

Maureen "Mo" Ward, President
PUHSD Board of Trustees

Enclosure: Full Responses to Findings and Recommendations

Response to Grand Jury Report Form

Report Title: Emergency Preparedness – Placer County Schools
Report Date: June 17, 2018
Response By: Maureen “Mo” Ward Title: Board President, Placer Union High School District

FINDINGS

- I (we) agree with the findings, numbered: 1, 2, 3, 4, 5, 7, 8, 9, 10, 11, 12, 13, and 14.
- I (we) disagree wholly or partially with the findings, numbered: 6.

Each school follows its own protocol in regard to after-action reports, and the district is in the process of working with the district safety committee to build a consistent plan among the schools.

RECOMMENDATIONS

- Recommendations numbered 1,3,4,7,8,9, 11 have been implemented.
(Describe here or attach a summary statement regarding the implemented actions.)
- Recommendations numbered have not yet been implemented, but will be implemented in the future.
(Per Penal Code 933.05(b)(2), a time frame for implementation must be included. Describe here or in an attachment.)
- Recommendations numbered 2, 6, 10, and 12 require further analysis.
(Describe here or attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six (6) months from the date of publication of the grand jury report.)
- Recommendations numbered 5 will not be implemented because they are not warranted or are not reasonable.
(Describe here or attach an explanation.)

Date: 8/21/18 **Signed:** Maureen Ward

Number of pages attached 7.

California Penal Code

Section 933.05

- (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:
- (1) The respondent agrees with the finding.
 - (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefore.
- (b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:
- (1) The recommendation has been implemented, with a summary regarding the implemented action.
 - (2) The recommendation has not yet been implemented, but will be implemented in the future, *with a timeframe for implementation*.
 - (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
 - (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefore.
- (c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decision-making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.
- (d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.
- (e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.
- (f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

As directed by the Placer County Grand Jury, responses to findings numbered 1 through 14 are provided in accordance with Section 933.05 of the California Penal Code.

Finding 1:

Focus on SEMS requirements was not consistent, i.e., if there are adequate supplies in each classroom in case of an extended shelter-in-place, such as during a HAZMAT incident from a nearby train derailment. These supplies include, but are not limited to, bottled water, snacks, a radio or cellphone for interclass room communication.

RESPONSE:

The PUHSD **agrees** with this finding, and includes the following:

Most of our schools are implementing or have implemented classroom safety kits as described in the finding, as noted in Recommendation 9.

Finding 2:

Each school reviewed in the three different districts named its school safety plan by different titles, leading to confusion if someone asks for a safety plan.

- a. Roseville HS (Roseville Joint Union High School District): Crisis Response Site Plan, as well as the PCOE Comprehensive School Safety Plan for Roseville High School
- b. Lincoln HS (Western Placer Unified School District): Comprehensive School Site Safety Plan (subtitle: Crisis Response Plan, with a title on the top of the document: District Crisis Response Plan; document is also titled Comprehensive Safe School Plan on pg. 59 inside the plan itself)
- c. Foresthill High School (Placer Union High School District): Comprehensive Safe School Plan

RESPONSE:

The PUHSD **agrees** with this finding, and includes the following:

All schools in PUHSD have a common name for school safety plans.

Finding 3:

Each school safety plan reviewed contained different elements of how to respond to various emergencies (including wildfires or a nearby train derailment with HAZMAT release) versus complying with all elements of the state-mandated SEMS checklist.

RESPONSE:

PUHSD **agrees** with this finding, and includes the following: PUHSD continues to work with PCOE and local jurisdictional first responders to analyze the types of incidents that may confront school site personnel. Included in the safety plan are procedures for mitigating HAZMAT situations such as biological and chemical releases potentially caused by a train derailment.

Finding 4:

School district select internal emergency communications systems, such as Catapult and School Messenger, based on a variety of reasons, i.e., budget constraints within their districts, needs of their individual schools, etc.

RESPONSE:

PUHSD **agrees** with this finding, and includes the following: PUHSD has employed School Messenger as its “all-call” system. PUHSD works with PCOE which has facilitated a countywide purchasing consortium that has allowed our school district to benefit from the economy of scale pricing on School Messenger.

Finding 5:

There is no central Placer County oversight regarding schools allocating funds for emergency preparedness (supplies, training, etc.) for potential incidents such as HAZMAT release, wildfire evacuation, or surrounding effects of a train derailment.

RESPONSE:

PUHSD **agrees** with this finding, and includes the following: Currently, PUHSD school sites determine budget to be spent on school safety, and money is allocated from district to schools for yearly site budgets.

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PUHSD **disagrees partially** with this finding, and includes the following: School site leaders do have action reports following safety drills. They are not formalized nor centralized with the District office. This process will be standardized in the 2018-2019 school year.

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As further directed by the Placer County Grand Jury, responses to recommendations numbered 1 through 12 are provided in accordance with Section 933.05 of the California Penal Code.

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PUHSD has **implemented** this recommendation, and includes the following: Countywide collaboration on safe school issues occurs on a quarterly basis through the County Superintendent’s SDSC. The Placer County Superintendent of Schools and the district superintendents in Placer County meet monthly at the county office of education where topics focused on school safety are discussed. All school districts are now participating in these meetings. PUHSD site principals meet with the superintendent on a monthly basis.

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PUHSD has **implemented** this recommendation, and includes the following: Flip charts are located in all classrooms.

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There be a sign-in/out log for students who leave an open campus during lunch.

RESPONSE:

This recommendation **will not be implemented** as four of five of the district's campuses are closed, and it is not reasonable at Placer High School. The campus has been open during lunch for many years, and it is cost prohibitive at this time to implement a system that would efficiently and accurately track the number of students leaving and returning to the campus during the lunch period.

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Each classroom should have water, snacks, and sanitation supplies available in a convenient location for an extended lock-down or shelter-in-place. Example from Foresthill High School shown in (Figure2).

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Recommendation 10:

Schools purchase cell phones connected to its respective internal communication systems for substitute teachers, volunteer staff, etc., to enhance their campus communication access during emergencies.

RESPONSE:

This recommendation **requires further analysis**. PUHSD will research this issue with executive staff and district safety committee over the 2018-2019 school year.

Recommendation 11:

School districts research the Federal Emergency Management Agency website for applicable grant monies. (Source: <https://www.fema.gov/grants>)

RESPONSE:

PUHSD considers this recommendation as **partially implemented**, and includes the following: PUHSD staff works collaboratively with PCOE staff looking for funding opportunities that help support school safety and encourage creating positive learning environments. Information is shared at PCOE quarterly safety meetings, (recently, an email was sent from PCOE 7/25/18 regarding a \$25 million grant through the U.S. Department of Justice and Motorola).

Recommendation 12:

School districts consider sending educational staff to the Center for Domestic Preparedness training site for additional skills necessary to respond to emergency/disaster events. Federal money is available to pay for training/transportation. (Source: (<https://cdp.dhs.gov/>))

RESPONSE:

PUHSD considers the recommendation as **requiring further analysis** and includes the following: PUHSD to work with PCOE to determine level of participation of PUHSD staff in safety training. PUHSD is currently working with PCOE and the Placer County Sheriff to bring ALICE training to all school sites.

APPROVED
by the PUHSD Board of Trustees
on 8/21/18
Certified by L. Burlison, Exec. Asst. to Supt.

GEORGE S. SZIRAKI, JR. Ed.D.
SUPERINTENDENT
MR. PETER EFSTATHIU
ASSISTANT SUPERINTENDENT
ADMINISTRATIVE SERVICES
MR. JEFFREY TOOKER
DEPUTY SUPERINTENDENT
EDUCATIONAL SERVICES
MR. ERIC VEREYKEN
ASSISTANT SUPERINTENDENT
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DAVID UNDERWOOD
AREA 3/PLACER
RON OATES
AREA 4/DEL ORO
KATHLEEN GEARY
AREA 5/DEL ORO

August 21, 2018

The Honorable Alan V. Pineschi
Presiding Judge
Superior Court, County of Placer
P.O. Box 619072
Roseville, CA 95661

Re: Placer Union High School District Response to Findings and Recommendations in the 2017-2018 Placer County Grand Jury Report

Dear Judge Pineschi:

In accordance with state law, (Penal Code Sections 933.05 et seq.), as the Superintendent of the Placer Union High School District, I submit, on behalf of the Placer Union High School District (PUHSD), our response to the findings and recommendations contained in the Grand Jury report entitled "*Emergency Preparedness-Placer County Schools.*"

PUHSD recognizes that students and staff have a right to a safe and secure campus where they are free from physical and psychological harm. PUHSD is fully committed to maximizing school safety and creating positive learning environments that include strategies and policies for violence prevention and emergency preparedness.

The Grand Jury report brings more visibility to the growing safety concerns in California schools, and is useful in PUHSD's ongoing assessment and improvement efforts as we continue to work with all stakeholder groups in Placer County to advance planning and preparation for school safety.

Yours in Education,

Dr. George Sziraki
Superintendent
Placer Union High School District

Enclosure: Full Responses to Findings and Recommendations

COLFAX HIGH SCHOOL | CONFLUENCE HIGH SCHOOL | DEL ORO HIGH SCHOOL | FORESTHILL HIGH SCHOOL | MAIDU VIRTUAL CHARTER ACADEMY | PLACER HIGH SCHOOL | PLACER SCHOOL FOR ADULTS

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Response to Grand Jury Report Form

Report Title: Emergency Preparedness – Placer County Schools

Report Date: June 17, 2018

Response By: George Sziraki Title: Superintendent, Placer Union High School District

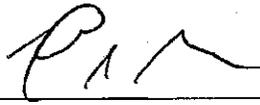
FINDINGS

- I (we) agree with the findings, numbered: 1, 2, 3, 4, 5, 7, 8, 9, 10, 11, 12, 13, and 14.
- I (we) disagree wholly or partially with the findings, numbered: 6.

Each school follows its own protocol in regard to after-action reports, and the district is in the process of working with the district safety committee to build a consistent plan among the schools.

RECOMMENDATIONS

- Recommendations numbered 1,3,4,7,8, 9, 11 have been implemented.
(Describe here or attach a summary statement regarding the implemented actions.)
- Recommendations numbered have not yet been implemented, but will be implemented in the future.
(Per Penal Code 933.05(b)(2), a time frame for implementation must be included. Describe here or in an attachment.)
- Recommendations numbered 2, 6, 10, and 12 require further analysis.
(Describe here or attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six (6) months from the date of publication of the grand jury report.)
- Recommendations numbered 5 will not be implemented because they are not warranted or are not reasonable.
(Describe here or attach an explanation.)

Date: 8/21/18 **Signed:** 

Number of pages attached 7.

California Penal Code

Section 933.05

- (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:
- (1) The respondent agrees with the finding.
 - (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefore.
- (b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:
- (1) The recommendation has been implemented, with a summary regarding the implemented action.
 - (2) The recommendation has not yet been implemented, but will be implemented in the future, *with a timeframe for implementation*.
 - (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a *timeframe* for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This *timeframe* shall not exceed six months from the date of publication of the grand jury report.
 - (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefore.
- (c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decision-making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.
- (d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.
- (e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.
- (f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

As directed by the Placer County Grand Jury, responses to findings numbered 1 through 14 are provided in accordance with Section 933.05 of the California Penal Code.

Finding 1:

Focus on SEMS requirements was not consistent, i.e, if there are adequate supplies in each classroom in case of an extended shelter-in-place, such as during a HAZMAT incident from a nearby train derailment. These supplies include, but are not limited to, bottled water, snacks, a radio or cellphone for interclass room communication.

RESPONSE:

The Superintendent **agrees** with this finding, and includes the following:
All of our schools are implementing or have implemented classroom safety kits as described in the finding, as noted in Recommendation 9.

Finding 2:

Each school reviewed in the three different districts named its school safety plan by different titles, leading to confusion if someone asks for a safety plan.

- a. Roseville HS (Roseville Joint Union High School District): Crisis Response Site Plan, as well as the PCOE Comprehensive School Safety Plan for Roseville High School
- b. Lincoln HS (Western Placer Unified School District): Comprehensive School Site Safety Plan (subtitle: Crisis Response Plan, with a title on the top of the document: District Crisis Response Plan; document is also titled Comprehensive Safe School Plan on pg. 59 inside the plan itself)
- c. Foresthill High School (Placer Union High School District): Comprehensive Safe School Plan

RESPONSE:

The Superintendent **agrees** with this finding, and includes the following:
All schools in PUHSD have a common name for school safety plans.

Finding 3:

Each school safety plan reviewed contained different elements of how to respond to various emergencies (including wildfires or a nearby train derailment with HAZMAT release) versus complying with all elements of the state-mandated SEMS checklist.

RESPONSE:

The Superintendent **agrees** with this finding, and includes the following: PUHSD continues to work with PCOE and local jurisdictional first responders to analyze the types of incidents that may confront school site personnel. Included in the safety plan are procedures for mitigating HAZMAT situations, such as biological and chemical releases potentially caused by a train derailment.

Finding 4:

School district select internal emergency communications systems, such as Catapult and School Messenger, based on a variety of reasons, i.e., budget constraints within their districts, needs of their individual schools, etc.

RESPONSE:

The Superintendent **agrees** with this finding, and includes the following: PUHSD has employed School Messenger as its "all-call" system. PUSHD works with PCOE which has facilitated a countywide purchasing consortium that has allowed our school district to benefit from the economy of scale pricing on School Messenger.

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This recommendation **requires further analysis**. PUHSD will research this issue with executive staff and district safety committee over the 2018-2019 school year.

Recommendation 11:

School districts research the Federal Emergency Management Agency website for applicable grant monies. (Source: <https://www.fema.gov/grants>)

RESPONSE:

The Superintendent considers this recommendation as **partially implemented**, and includes the following: PUHSD staff works collaboratively with PCOE staff looking for funding opportunities that help support school safety and encourage creating positive learning environments. Information is shared at PCOE quarterly safety meetings, (recently, an email was sent from PCOE 7/25/18 regarding a \$25 million grant through the U.S. Department of Justice and Motorola).

Recommendation 12:

School districts consider sending educational staff to the Center for Domestic Preparedness training site for additional skills necessary to respond to emergency/disaster events. Federal money is available to pay for training/transportation. (Source: (<https://cdp.dhs.gov/>))

RESPONSE:

The Superintendent considers the recommendation as **requiring further analysis** and includes the following: PUHSD to work with PCOE to determine level of participation of PUHSD staff in safety training. PUHSD is currently working with PCOE and the Placer County Sheriff to bring ALICE training to all school sites.

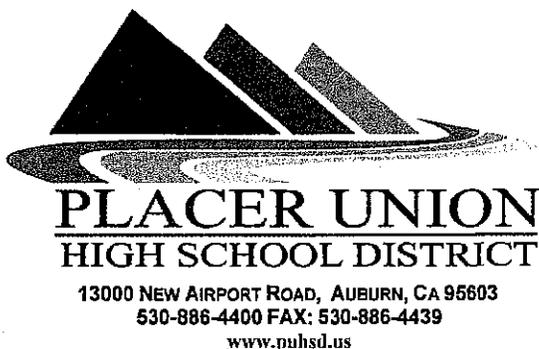
APPROVED
by the PUHSD Board of Trustees

[Signature]
L. Bullion, Exec. Asst. to Supt.

COLFAX HIGH SCHOOL | CONFLUENCE HIGH SCHOOL | DEL ORO HIGH SCHOOL | FORESTHILL HIGH SCHOOL | MAIDU VIRTUAL CHARTER ACADEMY | PLACER HIGH SCHOOL | PLACER SCHOOL FOR ADULTS

The Placer Union High School District, an equal opportunity workplace, is committed to student learning, providing excellent services, and supporting a safe environment.

GEORGE S. SZIRAKI, JR. Ed.D.
SUPERINTENDENT
MR. PETER EFSTATHIU
ASSISTANT SUPERINTENDENT
ADMINISTRATIVE SERVICES
MR. JEFFREY TOOKER
DEPUTY SUPERINTENDENT
EDUCATIONAL SERVICES
MR. ERIC VEREYKEN
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August 21, 2018

The Honorable Alan V. Pineschi
Presiding Judge
Superior Court, County of Placer
P.O. Box 619072
Roseville, CA 95661

Re: Placer Union High School District Response to Findings and Recommendations in the 2017-2018 Placer County Grand Jury Report.

Dear Judge Pineschi:

In accordance with state law, (Penal Code Sections 933.05 et seq.), as the Assistant Superintendent of the Placer Union High School District, I submit, on behalf of Randy Ittner, Principal of Foresthill High School, our response to the findings and recommendations contained in the Grand Jury report entitled "*Emergency Preparedness-Placer County Schools.*"

PUHSD recognizes that students and staff have a right to a safe and secure campus where they are free from physical and psychological harm. PUHSD is fully committed to maximizing school safety and creating positive learning environments that include strategies and policies for violence prevention and emergency preparedness.

The Grand Jury report brings more visibility to the growing safety concerns in California Schools and is useful in PUHSD's ongoing assessment and improvement efforts as we continue to work with all stakeholder groups in Placer County to advance planning and preparation for school safety.

Yours in Education,

Peter Efstathiou, Assistant Superintendent
of Administrative Services
Placer Union High School District

Enclosure: Full Responses to Findings and Recommendations

COLFAX HIGH SCHOOL | CONFLUENCE HIGH SCHOOL | DEL ORO HIGH SCHOOL | FORESTHILL HIGH SCHOOL | MAIDU VIRTUAL CHARTER ACADEMY | PLACER HIGH SCHOOL | PLACER SCHOOL FOR ADULTS

The Placer Union High School District, an equal opportunity workplace, is committed to student learning by providing teaching excellence in a supportive environment.

Response to Grand Jury Report Form

Report Title: Emergency Preparedness – Placer County Schools

Report Date: June 17, 2018

Response By: Peter Efstathiou Title: Assistant Superintendent of Administrative Services, Placer Union High School District (on behalf of Randy Ittner, Principal of Foresthill High School)

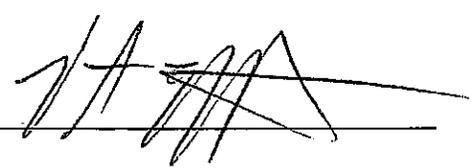
FINDINGS

- I (we) agree with the findings, numbered: 1, 2, 3, 4, 5, 7, 8, 9, 10, 11, 12, 13, and 14.
- I (we) disagree wholly or partially with the findings, numbered: 6.
Each school follows their own protocol in regards to after-action reports, district is in process of working with district safety committee to build consistent plan among the schools.

RECOMMENDATIONS

- Recommendations numbered 1, 4, 7, 9 have been implemented.
(Describe here or attach a summary statement regarding the implemented actions.)
- Recommendations numbered have not yet been implemented, but will be implemented in the future.
(Per Penal Code 933.05(b)(2), a time frame for implementation must be included. Describe here or in an attachment.)
- Recommendations numbered 6, 10 require further analysis.
(Describe here or attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six (6) months from the date of publication of the grand jury report.)
- Recommendations numbered will not be implemented because they are not warranted or are not reasonable.
(Describe here or attach an explanation.)

Date: 8/21/18

Signed: 

Number of pages attached 6

California Penal Code

Section 933.05

- (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:
- (1) The respondent agrees with the finding.
 - (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefore.
- (b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:
- (1) The recommendation has been implemented, with a summary regarding the implemented action.
 - (2) The recommendation has not yet been implemented, but will be implemented in the future, *with a timeframe for implementation*.
 - (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
 - (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefore.
- (c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decision-making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.
- (d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.
- (e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.
- (f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

As directed by the Placer County Grand Jury, responses to findings numbered 1 through 14 are provided in accordance with Section 933.05 of the California Penal Code.

**NOTE: FHS Principal = Foresthill High School Principal, Randy Ittner*

Finding 1:

Focus on SEMS requirements was not consistent, i.e., if there are adequate supplies in each classroom in case of an extended shelter-in-place, such as during a HAZMAT incident from a nearby train derailment. These supplies include, but are not limited to, bottled water, snacks, a radio or cellphone for interclass room communication.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: Most of our schools are implementing or have implemented classroom safety kits as described in the finding, as is noted in Recommendation 9.

Finding 2:

Each school reviewed in the three different districts named its school safety plan by different titles, leading to confusion if someone asks for a safety plan.

- a. Roseville HS (Roseville Joint Union High School District): Crisis Response Site Plan, as well as the PCOE Comprehensive School Safety Plan for Roseville High School
- b. Lincoln HS (Western Placer Unified School District): Comprehensive School Site Safety Plan (subtitle: Crisis Response Plan, with a title on the top of the document: District Crisis Response Plan; document is also titled Comprehensive Safe School Plan on pg. 59 inside the plan itself)
- c. Foresthill High School (Placer Union High School District): Comprehensive Safe School Plan

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: FHS and all schools in the PUHSD have common name for school safety plans.

Finding 3:

Each school safety plan reviewed contained different elements of how to respond to various emergencies (including wildfires or a nearby train derailment with HAZMAT release) versus complying with all elements of the state-mandated SEMS checklist.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: FHS continues to work with the PUHSD and also with the PCOE and local jurisdictional first-responders to analyze the types of incidents that may confront school site personnel. Included in the safety plan are procedures for mitigating HAZMAT situations such as biological and chemical releases potentially caused by a train derailment.

Finding 4:

School district select internal emergency communications systems, such as Catapult and School Messenger, based on a variety of reasons, i.e., budget constraints within their districts, needs of their individual schools, etc.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: FHS, and the PUHSD has employed School Messenger as its “all-call” system. FHS, and the PUSHD works with PCOE who has facilitated a countywide purchasing consortium that has allowed our school district to benefit from the economy of scale pricing on School Messenger.

Finding 5:

There is no central Placer County oversight regarding schools allocating funds for emergency preparedness (supplies, training, etc.) for potential incidents such as HAZMAT release, wildfire evacuation, or surrounding effects of a train derailment.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: Currently, FHS and all PUHSD school sites determine budgets to be spent on school safety, and money is allocated from the District to FHS and all schools in the District for yearly site budgets.

Finding 6:

Schools are not creating after-action reports following safety drills or actual emergency responses. Lessons learned from the drills and responses are only debriefed verbally among districts.

RESPONSE:

The FHS Principal **disagrees partially** with this finding, and includes the following: FHS has an action report following safety drills, they are not formalized nor centralized with the District office. This process will be standardized in the 2018-2019 school year.

Finding 7:

District superintendents leave it up to their principals to decide what that school’s budget priorities are (books, athletic equipment, safety equipment, supplies for an extended shelter-in-place due to a disaster threatening the local school area, etc.)

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: FHS and all schools in the PUHSD have their own methods for planning and provisioning for school safety. The district office and county office standardizes plans, responses and logistics, while adding site specific needs through ongoing input by site leaders.

Finding 8:

One school had snacks and water stored in each classroom in case there was an extended lockdown or shelter-in-place for the school if there was a nearby natural disaster. In addition, it also had an inexpensive backpack in each classroom to carry these items outside, along with other safety items such as a flashlight, radio, etc., if needed.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: Providing quality preparatory supplies is considered best practice as part of any CSSP. FHS and all school sites are continually analyzing new options for the supplies included in its classroom kits, e.g. tactical wound care kits.

Finding 9:

Substitute teachers get inconsistent information about responding to various emergencies.

- a. They are at a disadvantage moving between districts because of lack of standardization of emergency plans.
- b. They must have their own cellphones to be notified in case of emergency while they are on the school campus.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: While there is inconsistency across the county on how substitute teachers are prepared for crisis response, FHS and the PUHSD have redundant means of alerting staff to a crisis, such as: public address systems, computer network systems, opt-in smart technologies, classroom flip charts, etc. FHS site leadership help to orient substitutes to safety procedures specific to the location.

Finding 10:

Due to the age of some schools, upgrading facilities to improve safety, such as doors that lock from the inside and reinforced glass, are large budget items which have to be prioritized with other needs a teach school.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: This is a consistent issue across schools in California and the complexity of the issue is increased by extreme retrofit costs, aging facilities and inconsistency in differing codes in state law. FHS, as well as all throughout the PUHSD, has addressed this issue by replacing every door lock in every classroom at the school sites so that the doors can now be locked from the inside with a key.

Finding 11:

While not state-mandated, PCOE initiated quarterly safety meetings, inviting all districts to attend.

RESPONSE:

The FHS Principal **agrees** with this finding and includes the following: A PUHSD representative(s) attends PCOE quarterly safety meetings and shares/debriefs all information with FHS and other school site principals and appropriate staff.

Finding 12:

There is not a single, standardized emergency communication system used across the three reviewed school districts.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: The PUHSD is provided by PCOE semi-annually, a list of all PCOE management staff. This list can be included in the district's communication system in the event of an emergency. FHS, in concert with the PUHSD, has its own internal standardized emergency communication system through School Messenger.

Finding 13:

Open campuses cannot account for students who leave the campus for lunch.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: This finding does not pertain to FHS which is a closed campus.

Finding 14:

The reviewed schools do work with their local first responders (fire, police, EMTs) and include them in emergency planning and training. However, there was no consistent training found for such potential disasters as train derailments, wildfires, and HAZMAT release.

RESPONSE:

The FHS Principal **agrees** with this finding, and includes the following: The FHS school safety plan and classroom flipcharts contain response procedures for numerous and varying crisis situations. Basic response procedures such as Shelter-In-Place, Lockout, Lockdown and Evacuate are exercised through site drills. These procedures serve as the elemental response to emergencies encountered by school sites. Through the annual school safety plan review process, FHS and all PUHSD schools continue to identify ongoing training needs such as active shooter training.

As further directed by the Placer County Grand Jury, responses to recommendations numbered 1 through 12 are provided in accordance with Section 933.05 of the California Penal Code.

Recommendation 1:

Superintendents and principals meet to discuss emergency preparedness planning prior to an emergency occurring.

RESPONSE:

The FHS Principal has **implemented** this recommendation, and includes the following: Countywide collaboration on safe school issues occurs on a quarterly basis through the County Superintendents' SDSC. The Placer County Superintendent of Schools and the district superintendents in Placer County meet monthly at the county office of education where topics focused on school safety are discussed. FHS and all Placer County school districts are now participating in these meetings. The FHS site principal meets with superintendent on monthly basis.

Recommendation 4:

All school districts develop an easy-to-read, readily accessible flip-chart showing how to respond to various natural and man-made emergencies. Foresthill High School is commended for using such a flip-chart as shown in (Figure 1/Flipchart from FHS Shown).

RESPONSE:

The FHS Principal has **implemented** this recommendation, and includes the following: Flip charts are located in all classrooms.

Recommendation 6:

Roseville High School is commended for requiring visitors to provide a driver's license or other form of identification during sign-in.

RESPONSE:

This recommendation **requires further analysis**. FHS and the PUHSD will continue to work with the County Superintendent to research various technical solutions to visitor management for school sites. FHS, in concert with the PUHSD, will continue to assess additional solutions for this issue and analyze the appropriateness of this for the school sites during the current school year. FHS requires identification of visitors when identity is unknown to staff.

Recommendation 7:

All schools provide copies of their documented drills to their respective district superintendent.

RESPONSE:

The FHS Principal considers this recommendation as **implemented** and includes the following: All school sites contact District office to inform them of drills and copies are provided in school safety plan.

Recommendation 9:

Each classroom should have water, snacks, and sanitation supplies available in a convenient location for an extended lock-down or shelter-in-place. Example from Foresthill High School shown in (Figure2).

RESPONSE:

The FHS Principal considers this recommendation as **implemented** and includes the following: Foresthill has safety kits in the classrooms in case of extended lock-down or shelter in place.

Recommendation 10:

Schools purchase cell phones connected to its respective internal communication systems for substitute teachers, volunteer staff, etc., to enhance their campus communication access during emergencies.

RESPONSE:

This recommendation **requires further analysis**. The FHS Principal will research this issue with executive staff and district safety committee over the 2018-2019 school year.

APPROVED
by the PUHSD Board of Trustees
on 8/21/18
Certified by L. Burlison, Exec. Asst. to Supt.



Roseville Joint Union High School District

1750 CIRBY WAY, ROSEVILLE, CALIFORNIA 95661
Office (916) 782-8882 • Fax (916) 786-2681 • E-mail: dherrmann@rjuhsd.us

Dr. Denise Herrmann, Superintendent

BOARD OF TRUSTEES

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ANDREW C. TAGG

September 19, 2018

The Honorable Alan V. Pineschi
Presiding Judge of the Superior Court
County of Placer
PO Box 619072
Roseville, CA 95661

Re: Roseville Joint Union High School District's Board of Trustees' Response to Findings and Recommendations in the 2017-2018 Placer County Grand Jury Report

Dear Judge Pineschi:

The Board of Trustees reviewed the Grand Jury Report and the District's response to the Findings and Recommendations at their regularly scheduled meeting on August 30, 2018. Board of Trustees President, Paige K. Stauss, has signed the Response to Grand Jury Report Form which is enclosed with the Findings and Recommendations.

Please contact me if there is anything further you need at this time.

Yours in education,

Dr. Denise Herrmann
Superintendent

Response to Grand Jury Report Form

Report Title: Emergency Preparedness-Roseville Joint Union High School Dist.-
Placer County

Report Date: June 17, 2018

Response By: Board of Trustees

Title: President

FINDINGS

- I (we) agree with the findings, numbered: 1, 3, 4, 5, 7, 8, 9, 10, 11, 12, 13, and 14
- I (we) disagree wholly or partially with the findings, numbered: 2 and 6

(Describe here or attach a statement specifying any portions of the findings that are disputed or not applicable; include an explanation of the reasons therefor.)

RECOMMENDATIONS

- Recommendations numbered 1,3,5,8,11&12 have been implemented.
(Describe here or attach a summary statement regarding the implemented actions.)
- Recommendations numbered 4 and 7 have not yet been implemented but will be implemented in the future.

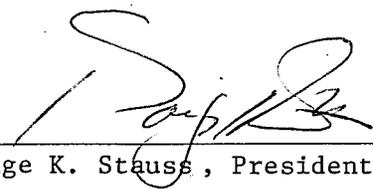
(Per Penal Code 933.05(b)(2), a time frame for implementation must be included. Describe here or in an attachment.)

- Recommendations numbered 2,6,9 and 10 require further analysis.
(Describe here or attach an explanation and the scope and parameters of an analysis or study and a time frame for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This time frame shall not exceed six (6) months from the date of publication of the grand jury report.)
- Recommendations numbered _____ will not be implemented because they are not warranted or are not reasonable.

(Describe here or attach an explanation.)

Date: Aug. 30, 2018

Signed: _____


Paige K. Stauss, President BOT

Number of pages attached 8

As directed by the Placer County Grand Jury, responses to findings numbered 1 through 14 are provided in accordance with Section 933.05 of the California Penal Code.

FINDINGS

Finding 1:

RJUHSD **agrees** with this finding, and includes the following: While there may not be consistent alignment with SEMS across district schools, all of our school implementing classroom safety kits and incident command kits containing many of the recommended items discussed in this finding.

Finding 2:

RJUHSD **disagrees partially** with this finding, and includes the following: All sites use the Comprehensive School Safety Plan to comply with California Education Code (E.C.) 32281. However, each uses different terminology to publicly describe their safety plan development and procedures.

Finding 3:

RJUHSD **agrees** with this finding, and includes the following: RJUHSD sites will continue to work with local jurisdictional first responders to analyze the various types of incident responses for each individual site. District leadership will work to ensure consistency in responses and procedures to mitigate HAZMAT situations.

Finding 4:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD sites use Catapult and School Messenger to ensure timely internal and community-wide communication.

Finding 5:

RJUHSD **agrees** with this finding, and includes the following: RJUHSD does not utilize a PCOE budget code for school safety or crisis response. RJUHSD sites use general site funds, grants, or other one-time funding options.

Finding 6:

RJUHSD **disagrees partially** with this finding, and includes the following: RJUHSD site leaders calendar safety drills for the school and record results through their own record keeping practices. This process needs standardization and districtwide monitoring which is to be implemented in the 2018-2019 school year.

Finding 7:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD site principal's have full discretion over budget development and priorities which generally includes expenditures to support goals identified in their Comprehensive School Safety Plan.

Finding 8:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD sites have resources for medical care and sanitation during an extended lock-down or shelter in place. Through district guidance, each site has developed methods for planning and provisioning for school safety.

Finding 9:

RJUHSD **agrees** with this finding, and includes the following: Site secretaries collect the cell phone number of each daily substitute teacher and notifies them that their cell phone will be the point of contact in the event of an emergency drill or response. There needs to be ongoing discussion and protocols in place to ensure consistency across each district site.

Finding 10:

RJUHSD **agrees** with this finding, and includes the following: This is a consistent issue across all RJUHSD sites due aging facilities and recommendations from safety consultants and trainings. RJUHSD will continue to work with each site principal to update locks and other classroom safety practices.

Finding 11:

RJUHSD **agrees** with the finding, and includes the following: PCOE has committed to supporting all RJUHSD sites with safe school training and preparation. RJUHSD attends quarterly meetings hosted by PCOE with the objective of improving school safety in our district and throughout Placer/Sacramento County.

Finding 12:

RJUHSD **agrees** with this finding, and includes the following: RJUHSD provides an updated list of all RJUHSD management staff to each school site and it is included in each site's and district communication system in the event of an emergency response. However, such response using these numbers may not be consistent or standardized.

Finding 13:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD school sites are "closed campuses." School facilities are secured during school hours and all students must sign out through the early dismissal process to leave campus or have an approved ROP/Off Campus permit.

Finding 14:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD CSSP's contain crisis response procedures for varying crisis situations. Basic response procedures such as Shelter In-Place, Lockdown, and Evacuation are exercised through ongoing site drills. Some sites have hosted active shooter trainings working with local first responders.

As further directed by the Placer County Grand Jury, responses to recommendations numbered 1 through 12 are provided in accordance with Section 933.05 of the California Penal Code.

RECOMMENDATIONS

Recommendation 1:

RJUHSD has **implemented** this recommendation. The Placer County Superintendent of Schools meets with quarterly with county superintendents (including RJUHSD), quarterly district-wide safety team meetings, and district leadership team meetings all host discussions for emergency preparedness.

Recommendation 2:

This recommendation **requires further analysis**. RJUHSD has assigned the role of safety officer under the job requirements of the Executive Director of Personnel Services, however, further discussion and analysis into standardizing emergency services and procedures and fiscal resources will offer guidance for any necessary position adjustments or additions.

Recommendation 3:

RJUHSD has **implemented** this recommendation. RJUHSD uses Catapult and School Messenger to ensure both site-specific and community-wide communication in the event of an emergency response. This includes communication with first responders, staff, families, and students via email, text, social media, and translated digital voice.

Recommendation 4:

RJUHSD has **not yet implemented** this recommendation. RJUHSD previously utilized flipcharts to facilitate responses to various emergencies many years ago. As a result of this recommendation, district safety team shall begin to review effective models and reinstate flipcharts for classrooms and other campus locations.

Recommendation 5:

RJUHSD has **implemented** this recommendation. All RJUHSD campuses are “closed campuses.” For visitors/students entering or leaving campus, there is a formal sign-in / sign-out process.

Recommendation 6:

This recommendation **requires further analysis**. Some RJUHSD schools require visitors to provide driver’s license or other forms of identification during sign-in. District will look into the use of successful programs (i.e., Raptor) and assess financial feasibility (or other) options of district-wide purchase by the end of 2018-2019 school year.

Recommendation 7:

This recommendation has **not yet been implemented**. RJUHSD campuses keep records of drills and results, however, there is no standardization or central documentation gathering by the district superintendent or designee. RJUHSD will standardize the creation of forms and retain these records centrally at the district office.

Recommendation 8:

RJUHSD has **implemented** this recommendation. The RJUHSD superintendent and staff meet with principal’s monthly through various forums and regularly visit campuses. This includes a monthly district-wide management leadership team which includes safety as a priority topic. Each site is also assigned a cabinet liaison to support any site concerns or needs, which generally involves campus safety.

Recommendation 9:

This recommendation **requires further analysis**. RJUHSD staff will look into the possibility of storing food and water in all classrooms. Currently, each classroom contains sanitation and medical supplies in the event of an extended lock-down or shelter in place.

Recommendation 10:

This recommendation **requires further analysis**. RJUHSD's current plan for substitutes is to use text through personal cell phones. Principal secretaries collect substitute teacher numbers upon arrival and inform them about the process if an emergency or drill should occur. However, there is uncertainty when it comes to volunteers on campus or after-school working with athletic teams or other programs. District staff will research this issue throughout the 2018-2019 school year to assess effectiveness.

Recommendation 11:

This recommendation is **implemented**. RJUHSD has researched the FEMA website for grants and other information. RJUHSD staff will continue to look for funding opportunities that help support school safety and encourage positive learning environments. Staff will work with PCOE to further research FEMA and other grants throughout the 2018-2019 school year.

Recommendation 12:

This recommendation is **implemented**. District staff has attended a variety of professional development opportunities focused on school safety, crisis response, and active shooter response. RJUHSD staff, in collaboration with PCOE, will continue analyze opportunities through the Center of Domestic Preparedness throughout the 2018-2019 school year.

Placer County Grand Jury School Response
August 15, 2018

REQUEST FOR RESPONSE

Roseville High School

Roseville Joint Union High School District
1 Tiger Way
Roseville, CA 95678

David Byrd, Principal

Recommendations Requiring Response

R1, R4, R6, R7, R9, R10

As further directed by the Placer County Grand Jury, responses to recommendations numbered R1, R4, R6, R7, R9, R10 are provided in accordance with Section 933.05 of the California Penal Code.

RECOMMENDATIONS

Recommendation 1:

Roseville High School has **implemented** this recommendation. The school participates in quarterly district-wide safety team meetings, and district leadership team meetings to discuss emergency preparedness. The school also conducts consistent School Safety Committee meetings to discuss emergency preparedness.

Recommendation 4:

Roseville High School has **not yet implemented** this recommendation. The school previously utilized flipcharts to facilitate responses to various emergencies many years ago. As a result of this recommendation, the school will coordinate with the district safety team to review effective models and reinstate flipcharts for classrooms and other campus locations.

Recommendation 6:

Roseville High School appreciates the commendation regarding the requirement that visitors provide driver's license or other form of identification during sign-in. The school will continue with this procedure, while coordinating with the RJUHSD on any district with program to maintain this procedure.

Recommendation 7:

This recommendation has **not yet been implemented**. Roseville High School will continue to keep records of drills and work with the RJUHSD on standardizing the creation and sharing of forms with the district office.

Recommendation 9:

This recommendation **requires further analysis**. Roseville High School will coordinate with the RJUHSD on the possibility of storing food and water in all classrooms. In the interim, the school will continue to maintain a supply of sanitation and medical supplies in each room in the event of an extended lock-down or shelter in place.

Recommendation 10:

This recommendation **requires further analysis**. Roseville High School will continue to have substitutes use their personal cell phones for text communication in the event of an emergency and utilize the principal's secretary to collect this information. The school will research this issue in coordination with the district throughout the 2018-2019 school year.

Response to Grand Jury Report Form

Report Title: Emergency Preparedness
- Placer County Schools

Report Date: June 17, 2018

Response By: Mike Maul Title: Principal

FINDINGS

- I (we) agree with the findings, numbered: 1- 5, 8-14.
- I (we) disagree wholly or partially with the findings, numbered: 6 and 7.
(Describe here or attach a statement specifying any portions of the findings that are disputed or not applicable; include an explanation of the reasons therefore.)

RECOMMENDATIONS

- Recommendations numbered 1 have been implemented.
(Describe here or attach a summary statement regarding the implemented actions.)
- Recommendations numbered 7 have not yet been implemented, but will be implemented in the future.
(Per Penal Code 933.05(b)(2), a time frame for implementation must be included. Describe here or in an attachment.)
- Recommendations numbered 4, 5, 9 require further analysis.
(Describe here or attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six (6) months from the date of publication of the grand jury report.)
- Recommendations numbered 6,10 will not be implemented because they are not warranted or are not reasonable.
(Describe here or attach an explanation.)

Date: 8/30/18

Signed: 

Number of pages attached 4.



LINCOLN HIGH SCHOOL

790 J Street • Lincoln, CA 95648
Phone (916) 645-6360 • Fax (916) 645-6349

August 27, 2018

The Honorable Alan V. Pineschi
Presiding Judge of the Superior Court
County of Placer
PO Box 619072
Roseville, CA 95661

Dear Judge Pineschi:

I would like to submit my response to the findings and recommendations contained in the 2017-18 Grand Jury Report pertaining to ***Emergency Preparedness-Placer County Schools***. I have carefully reviewed the information and recommendations formulated by the Placer County Grand Jury pertaining to emergency preparedness at Lincoln High School. I replaced Jay Berns as principal at Lincoln High School and am honored to submit this response. After a thorough review, my responses are as follows:

FINDINGS

Finding 1:

I **agree** with this finding, and include the following: Based on the information contained in the report, the Grand Jury found inconsistencies with supplies across districts in Placer County. Lincoln High School has extended shelter-in-place kits in all classrooms.

Finding 2:

I **agree** with this finding, and include the following: Lincoln High School will follow the standard naming format during the 2018-19 school year which is Comprehensive School Safety Plan.

Finding 3:

I **agree** with this finding, and include the following: Based on the information contained in the report, the Grand Jury found inconsistencies with elements of how to respond in various emergencies across districts in Placer County. Lincoln High School's safety plans are consistent with all school sites in the district.

Finding 4:

I **agree** with this finding, and include the following: Lincoln High School uses School Messenger as its internal emergency communication system. The school also has a general alert system that displays on all computers.

"Home of the Fighting Zebras"



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Finding 5:

I **agree** with this finding, and include the following: While there is no central oversight concerning fund allocations, the district regularly budgets funds for safety concerns at Lincoln High School.

Finding 6:

I **disagree partially** with this finding, and include the following: Lincoln High School calendars safety drills and debriefs after each drill.

Finding 7:

I **disagree partially** with this finding, and include the following: Lincoln High School's administrators decide on the school's budget priorities for the discretionary funding which is allotted to the school. Some of the discretionary funding may be used for safety issues. District funding and donations are most often used for safety support.

Finding 8:

I **agree** with this finding, and include the following: Based on the information contained in the report, the Grand Jury found one school with safety supplies. Lincoln High School has an extended shelter-in-place kit in all classrooms.

Finding 9:

I **agree** with this finding, and include the following: Lincoln High School has many systems to alert substitutes in case of an emergency such as public address systems and computer alert systems.

Finding 10:

I **agree** with this finding, and include the following: Safety improvements have been consistently upgraded at Lincoln High School. Over the summer, all classrooms were issued a door locking bar and locking magnet.

Finding 11:

I **agree** with this finding, and include the following: Lincoln High School will be represented by our Assistant Superintendent of Business as an active member of the county safety meetings during the 2018-19 school year.



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Finding 12:

I **agree** with this finding, and include the following: Based on the information contained in the report, the Grand Jury found no single, standardized emergency communication system used across districts in Placer County. Lincoln High School uses School Messenger as its internal emergency communication system, which is consistent with the district.

Finding 13:

I **agree** with this finding, and include the following: At Lincoln High School, juniors and seniors without disciplinary issues, a 2.0 Grade Point Average, and parent permission are allowed to be off campus for lunch.

Finding 14:

I **agree** with this finding, and include the following: Lincoln High School employees will be trained in the Standard Response Protocol during the 2018-19 school year.

RECOMMENDATIONS

Recommendation 1:

Lincoln High School has **implemented** this recommendation. The superintendent meets regularly with school principals and safety is discussed. Additionally, the first topic of the first training for teacher this year was on safety and held at Lincoln High School. This information is then disseminated further at the first site staff meeting of the year.

Recommendation 4:

This recommendation **requires further analysis** and Lincoln High School will follow the direction of the superintendent. The determination to use the flip chart will be made by the Assistant Superintendent of Business not later than December, 2018.

Recommendation 5:

This recommendation **requires further analysis** based on the criteria in place to leave campus. Except for lunch, students are required to sign in and out of campus. Lincoln High School currently has over 2,000 students. The practicality of implementing this recommendation in the time allotted for lunch could prove extremely difficult. This item will be discussed with the District no later than September, 2018.

Recommendation 6:

This recommendation **will not be implemented**. Driver's licenses are required for certain legal tasks on campus but the safety of holding driver's license information seems to outweigh



LINCOLN HIGH SCHOOL

790 J Street • Lincoln, CA 95648
Phone (916) 645-6360 • Fax (916) 645-6349

collecting the information. Many parents at Lincoln High School may not have the documentation required which would not allow them on their child's campus.

Recommendation 7:

This recommendation has **not yet been implemented**, but will be implemented for the 2018-19 school year.

Recommendation 9:

This recommendation **requires further analysis**. All Lincoln High School classrooms contain emergency lockdown kits but not food supplies. The practicality of adding food supplies will be explored by the Assistant Superintendent of Business and determined by November, 2018.

Recommendation 10:

This recommendation **will not be implemented**. Lincoln High School has internal communications systems to each classroom and broadcast systems throughout the school. The district has also implemented an alert system that appears on all district computers in case of an emergency. Each classroom has a special call number to reach the "red phone" inside the office that is only used for emergencies. In addition, two-way radios that connect with all office staff, district administration, and teachers who are away from telephones such as PE teachers, are supplied to enhance communication during drills and emergencies.

Respectfully submitted,

Michael Maul, Principal

RECEIVED

AUG 30 2018

PLACER COUNTY
GRAND JURY

Response to Grand Jury Report Form

Report Title: Emergency Preparedness
- Placer County Schools

Report Date: June 17, 2018

Response By: Scott Leaman **Title:** Superintendent

FINDINGS

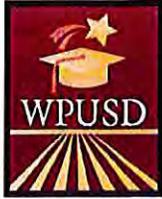
- I (we) agree with the findings, numbered: 1- 5, 8-14.
- I (we) disagree wholly or partially with the findings, numbered: 6 and 7.
(Describe here or attach a statement specifying any portions of the findings that are disputed or not applicable; include an explanation of the reasons therefore.)

RECOMMENDATIONS

- Recommendations numbered 1, 8 have been implemented.
(Describe here or attach a summary statement regarding the implemented actions.)
- Recommendations numbered 3, 7, 11 have not yet been implemented, but will be implemented in the future.
(Per Penal Code 933.05(b)(2), a time frame for implementation must be included. Describe here or in an attachment.)
- Recommendations numbered 2, 4, 5, 9, 12 require further analysis.
(Describe here or attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six (6) months from the date of publication of the grand jury report.)
- Recommendations numbered 6, 10 will not be implemented because they are not warranted or are not reasonable.
(Describe here or attach an explanation.)

Date: 8/30/18 **Signed:** 

Number of pages attached 4.



**WESTERN PLACER
UNIFIED SCHOOL DISTRICT**

600 Sixth St, Suite 400, Lincoln CA 95648
Ph: 916-645-6350

Board of Trustees: Paul Long
Brian Haley
Paul Carras
Kris Wyatt
Damian Armitage

Superintendent: Scott Leaman

August 27, 2018

The Honorable Alan V. Pineschi
Presiding Judge of the Superior Court
County of Placer
PO Box 619072
Roseville, CA 95661

Dear Judge Pineschi:

I would like to submit my response to the findings and recommendations contained in the 2017-18 Grand Jury Report pertaining to ***Emergency Preparedness-Placer County Schools***. I have carefully reviewed the information and recommendations formulated by the Placer County Grand Jury pertaining to emergency preparedness in Western Placer Unified School District (WPUSD). After a thorough review, my responses are as follows:

FINDINGS

Finding 1:

I **agree** with this finding, and include the following: Based on the information contained in the report, the Grand Jury found inconsistencies with supplies across districts in Placer County. Western Placer Unified has an extended shelter-in-place kit in all classrooms.

Finding 2:

I **agree** with this finding, and include the following: WPUSD will follow the standard naming format during the 2018-19 school year which is Comprehensive School Safety Plan.

Finding 3:

I **agree** with this finding, and includes the following: Based on the information contained in the report, the Grand Jury found inconsistencies with elements of how to respond in various emergencies across districts in Placer County. WPUSD's safety plans are consistent across all school sites in the district.

Finding 4:

I **agree** with this finding, and include the following: WPUSD uses School Messenger as its internal emergency communication system. The district also has a general alert system that displays on all computers.

Finding 5:

I **agree** with this finding, and include the following: While there is no central oversight concerning fund allocations, the district regularly budgets funds for safety concerns.

Finding 6:

I **disagree partially** with this finding, and include the following: WPUSD school sites calendar safety drills and debrief after each drill.

Finding 7:

I **disagree partially** with this finding, and include the following: WPUSD site administrators decide on the school's budget priorities for the discretionary funding which is allotted to each school based on grade level and student population. Some of the discretionary funding may be used for safety issues. District funding and donations are most often used for safety support.

Finding 8:

I **agree** with this finding, and include the following: Based on the information contained in the report, the Grand Jury found one school with safety supplies. Western Placer Unified has an extended shelter-in-place kit in all classrooms.

Finding 9:

I **agree** with this finding, and include the following: WPUSD has many systems to alert substitutes in case of an emergency such as public address systems and computer alert systems.

Finding 10:

I **agree** with this finding, and include the following: Safety improvements have been consistently upgraded in WPUSD. Over the summer, all classrooms were issued a door locking bar and locking magnet.

Finding 11:

I **agree** with this finding, and include the following: WPUSD will be an active member of the county safety meetings during the 2018-19 school year.

Finding 12:

I **agree** with this finding, and includes the following: Based on the information contained in the report, the Grand Jury found no single, standardized emergency communication system used across districts in Placer County. WPUSD uses School Messenger as its internal emergency communication system.



Finding 13:

I **agree** with this finding, and includes the following: All WPUSD school sites are closed campuses, except Lincoln High School. Only juniors and seniors without disciplinary issues, a 2.0 Grade Point Average, and parent permission are allowed to be off campus for lunch.

Finding 14:

I **agree** with this finding, and includes the following: All WPUSD employees will be trained in the Standard Response Protocol during the 2018-19 school year.

RECOMMENDATIONS

Recommendation 1:

WPUSD has **implemented** this recommendation. The superintendent meets regularly with school principals and safety is discussed. Additionally, the first topic of the first training for teacher this year was on safety.

Recommendation 2:

This recommendation **requires further analysis**. WPUSD uses the School Resource Officer for many of the district tasks listed in the report. A further reinforcement of these tasks will be shared with the officer by December, 2018.

Recommendation 3:

This recommendation has **not yet been implemented** but the district is ready to discuss our communication system when the item is agenized for a quarterly safety meeting which will occur no later than December, 2018.

Recommendation 4:

This recommendation **requires further analysis** and the district will implement the flip chart if it aligns with our Standards Response Protocol. The Assistant Superintendent of Business and Superintendent will make the determination no later than December, 2018.

Recommendation 5:

This recommendation **requires further analysis** based on the criteria in place to leave campus. Except for lunch, students are required to sign in and out of campus. Lincoln High School currently has over 2,000 students. The practicality of implementing this recommendation in the time allotted for lunch could prove extremely difficult. This item will be discussed with the Lincoln High School administration no later than September, 2018.

Recommendation 6:

This recommendation **will not be implemented**. Driver's licenses are required for certain legal tasks on campus but the safety of holding driver's license information seems to outweigh collecting the information. Many parents in WPUSD may not have the documentation which would not allow them on their child's campus.



Recommendation 7:

This recommendation has **not yet implemented**, but will be implemented for the 2018-19 school year.

Recommendation 8:

This recommendation has been **implemented** and meetings are held monthly.

Recommendation 9:

This recommendation **requires further analysis**. All WPUSD classrooms contain emergency lockdown kits but not food supplies. The practicality of adding food supplies will be explored by the Assistant Superintendent of Business and determined by November, 2018.

Recommendation 10:

This recommendation **will not be implemented**. WPUSD has internal communications systems to each classroom and broadcast systems throughout the school. The district has also implemented an alert system that appears on all district computers in case of an emergency. Finally, each classroom has a special call number to reach the "red phone" inside the office that is only used for emergencies.

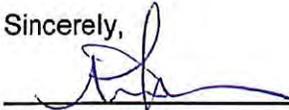
Recommendation 11:

This recommendation **has not yet been implemented**, but will be during the 2018-19 school year no later than December, 2018. The Assistant Superintendent of Business will be the lead on this inquiry.

Recommendation 12:

This recommendation **requires further analysis**. The Assistant Superintendent of Business will explore the offerings and support by December, 2018. If appropriate, key staff will attend the trainings.

Sincerely,



Scott Leaman
Superintendent



REQUEST FOR RESPONSE

Roseville High School

Roseville Joint Union High School District
1 Tiger Way
Roseville, CA 95678

David Byrd, Principal

Recommendations Requiring Response

R1, R4, R6, R7, R9, R10

As further directed by the Placer County Grand Jury, responses to recommendations numbered R1, R4, R6, R7, R9, R10 are provided in accordance with Section 933.05 of the California Penal Code.

RECOMMENDATIONS

Recommendation 1:

Roseville High School has **implemented** this recommendation. The school participates in quarterly district-wide safety team meetings, and district leadership team meetings to discuss emergency preparedness. The school also conducts consistent School Safety Committee meetings to discuss emergency preparedness.

Recommendation 4:

Roseville High School has **not yet implemented** this recommendation. The school previously utilized flipcharts to facilitate responses to various emergencies many years ago. As a result of this recommendation, the school will coordinate with the district safety team to review effective models and reinstate flipcharts for classrooms and other campus locations.

Recommendation 6:

Roseville High School appreciates the commendation regarding the requirement that visitors provide driver's license or other form of identification during sign-in. The school will continue with this procedure, while coordinating with the RJUHSD on any district with program to maintain this procedure.

Recommendation 7:

This recommendation has **not yet been implemented**. Roseville High School will continue to keep records of drills and work with the RJUHSD on standardizing the creation and sharing of forms with the district office.

Recommendation 9:

This recommendation **requires further analysis**. Roseville High School will coordinate with the RJUHSD on the possibility of storing food and water in all classrooms. In the interim, the school will continue to maintain a supply of sanitation and medical supplies in each room in the event of an extended lock-down or shelter in place.

Recommendation 10:

This recommendation **requires further analysis**. Roseville High School will continue to have substitutes use their personal cell phones for text communication in the event of an emergency and utilize the principal's secretary to collect this information. The school will research this issue in coordination with the district throughout the 2018-2019 school year.

August 15, 2018

The Honorable Alan V. Pineschi
Presiding Judge
Superior Court, County of Placer
P.O. Box 619072
Roseville, CA 95661

RECEIVED

AUG 28 2018

**PLACER COUNTY
GRAND JURY**

Re: Roseville Joint Union High School's Response to Findings and Recommendations in the 2017-2018 Placer County Grand Jury Report.

Dear Judge Pineschi:

In accordance with state law, (Penal Code Sections 933.05 et seq.), as Superintendent, I submit on behalf of the Roseville Joint Union High School District (RJUHSD), our response to the findings and recommendations contained in the Grand Jury report entitled "*Emergency Preparedness-Placer County Schools*".

RJUHSD recognizes that students and staff have a right to a safe and secure campus where they are free from physical and psychological harm. RJUHSD is fully committed to maximizing school safety and creating positive learning environments that include strategies and policies for violence prevention and emergency preparedness.

The Grand Jury report brings more visibility to the growing safety concerns in California Schools and is useful in RJUHSD's ongoing assessment and improvement efforts as we continue to work with all stakeholder groups in our community to advance planning and preparation for school safety.

Yours in education,



Dr. Denise Herrmann
Superintendent
Roseville Joint Union High School District

Response to Grand Jury Report Form

Report Title: Emergency Preparedness – Roseville Joint Union High School District – Placer County

Report Date: June 17, 2018

Response By: Dr. Denise Herrmann **Title:** Superintendent

FINDINGS

- I (we) agree with the findings, numbered: 1, 3, 4, 5, 7, 8, 9, 10, 11, 12, 13, and 14.
- I (we) disagree wholly or partially with the findings, numbered: 2 & 6.
(Describe here or attach a statement specifying any portions of the findings that are disputed or not applicable; include an explanation of the reasons therefore.)

RECOMMENDATIONS

- Recommendations numbered 1, 3, 5, 8, 11, and 12 have been implemented.
(Describe here or attach a summary statement regarding the implemented actions.)
- Recommendations numbered 4 and 7 have not yet been implemented, but will be implemented in the future.
(Per Penal Code 933.05(b)(2), a time frame for implementation must be included. Describe here or in an attachment.)
- Recommendations numbered 2, 6, 9, and 10 require further analysis.
(Describe here or attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six (6) months from the date of publication of the grand jury report.)
- Recommendations numbered will not be implemented because they are not warranted or are not reasonable.
(Describe here or attach an explanation.)

Date: 8/16/18

Signed: Denise Herrmann

Number of pages attached 6 plus Roseville High School.

As directed by the Placer County Grand Jury, responses to findings numbered 1 through 14 are provided in accordance with Section 933.05 of the California Penal Code.

FINDINGS

Finding 1:

RJUHSD **agrees** with this finding, and includes the following: While there may not be consistent alignment with SEMS across district schools, all of our school implementing classroom safety kits and incident command kits containing many of the recommended items discussed in this finding.

Finding 2:

RJUHSD **disagrees partially** with this finding, and includes the following: All sites use the Comprehensive School Safety Plan to comply with California Education Code (E.C.) 32281. However, each uses different terminology to publicly describe their safety plan development and procedures.

Finding 3:

RJUHSD **agrees** with this finding, and includes the following: RJUHSD sites will continue to work with local jurisdictional first responders to analyze the various types of incident responses for each individual site. District leadership will work to ensure consistency in responses and procedures to mitigate HAZMAT situations.

Finding 4:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD sites use Catapult and School Messenger to ensure timely internal and community-wide communication.

Finding 5:

RJUHSD **agrees** with this finding, and includes the following: RJUHSD does not utilize a PCOE budget code for school safety or crisis response. RJUHSD sites use general site funds, grants, or other one-time funding options.

Finding 6:

RJUHSD **disagrees partially** with this finding, and includes the following: RJUHSD site leaders calendar safety drills for the school and record results through their own record keeping practices. This process needs standardization and districtwide monitoring which is to be implemented in the 2018-2019 school year.

Finding 7:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD site principal's have full discretion over budget development and priorities which generally includes expenditures to support goals identified in their Comprehensive School Safety Plan.

Finding 8:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD sites have resources for medical care and sanitation during an extended lock-down or shelter in place. Through district guidance, each site has developed methods for planning and provisioning for school safety.

Finding 9:

RJUHSD **agrees** with this finding, and includes the following: Site secretaries collect the cell phone number of each daily substitute teacher and notifies them that their cell phone will be the point of contact in the event of an emergency drill or response. There needs to be ongoing discussion and protocols in place to ensure consistency across each district site.

Finding 10:

RJUHSD **agrees** with this finding, and includes the following: This is a consistent issue across all RJUHSD sites due aging facilities and recommendations from safety consultants and trainings. RJUHSD will continue to work with each site principal to update locks and other classroom safety practices.

Finding 11:

RJUHSD **agrees** with the finding, and includes the following: PCOE has committed to supporting all RJUHSD sites with safe school training and preparation. RJUHSD attends quarterly meetings hosted by PCOE with the objective of improving school safety in our district and throughout Placer/Sacramento County.

Finding 12:

RJUHSD **agrees** with this finding, and includes the following: RJUHSD provides an updated list of all RJUHSD management staff to each school site and it is included in each site's and district communication system in the event of an emergency response. However, such response using these numbers may not be consistent or standardized.

Finding 13:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD school sites are "closed campuses." School facilities are secured during school hours and all students must sign out through the early dismissal process to leave campus or have an approved ROP/Off Campus permit.

Finding 14:

RJUHSD **agrees** with this finding, and includes the following: All RJUHSD CSSP's contain crisis response procedures for varying crisis situations. Basic response procedures such as Shelter In-Place, Lockdown, and Evacuation are exercised through ongoing site drills. Some sites have hosted active shooter trainings working with local first responders.

As further directed by the Placer County Grand Jury, responses to recommendations numbered 1 through 12 are provided in accordance with Section 933.05 of the California Penal Code.

RECOMMENDATIONS

Recommendation 1:

RJUHSD has **implemented** this recommendation. The Placer County Superintendent of Schools meets quarterly with county superintendents (including RJUHSD), quarterly district-wide safety team meetings, and district leadership team meetings all host discussions for emergency preparedness.

Recommendation 2:

This recommendation **requires further analysis**. RJUHSD has assigned the role of safety officer under the job requirements of the Executive Director of Personnel Services, however, further discussion and analysis into standardizing emergency services and procedures and fiscal resources will offer guidance for any necessary position adjustments or additions.

Recommendation 3:

RJUHSD has **implemented** this recommendation. RJUHSD uses Catapult and School Messenger to ensure both site-specific and community-wide communication in the event of an emergency response. This includes communication with first responders, staff, families, and students via email, text, social media, and translated digital voice.

Recommendation 4:

RJUHSD has **not yet implemented** this recommendation. RJUHSD previously utilized flipcharts to facilitate responses to various emergencies many years ago. As a result of this recommendation, district safety team shall begin to review effective models and reinstate flipcharts for classrooms and other campus locations.

Recommendation 5:

RJUHSD has **implemented** this recommendation. All RJUHSD campuses are “closed campuses.” For visitors/students entering or leaving campus, there is a formal sign-in / sign-out process.

Recommendation 6:

This recommendation **requires further analysis**. Some RJUHSD schools require visitors to provide driver’s license or other forms of identification during sign-in. District will look into the use of successful programs (i.e., Raptor) and assess financial feasibility (or other) options of district-wide purchase by the end of 2018-2019 school year.

Recommendation 7:

This recommendation has **not yet been implemented**. RJUHSD campuses keep records of drills and results, however, there is no standardization or central documentation gathering by the district superintendent or designee. RJUHSD will standardize the creation of forms and retain these records centrally at the district office.

Recommendation 8:

RJUHSD has **implemented** this recommendation. The RJUHSD superintendent and staff meet with principal’s monthly through various forums and regularly visit campuses. This includes a monthly district-wide management leadership team which includes safety as a priority topic. Each site is also assigned a cabinet liaison to support any site concerns or needs, which generally involves campus safety.

Recommendation 9:

This recommendation **requires further analysis**. RJUHSD staff will look into the possibility of storing food and water in all classrooms. Currently, each classroom contains sanitation and medical supplies in the event of an extended lock-down or shelter in place.

Recommendation 10:

This recommendation **requires further analysis**. RJUHSD's current plan for substitutes is to use text through personal cell phones. Principal secretaries collect substitute teacher numbers upon arrival and inform them about the process if an emergency or drill should occur. However, there is uncertainty when it comes to volunteers on campus or after-school working with athletic teams or other programs. District staff will research this issue throughout the 2018-2019 school year to assess effectiveness.

Recommendation 11:

This recommendation is **implemented**. RJUHSD has researched the FEMA website for grants and other information. RJUHSD staff will continue to look for funding opportunities that help support school safety and encourage positive learning environments. Staff will work with PCOE to further research FEMA and other grants throughout the 2018-2019 school year.

Recommendation 12:

This recommendation is **implemented**. District staff has attended a variety of professional development opportunities focused on school safety, crisis response, and active shooter response. RJUHSD staff, in collaboration with PCOE, will continue analyze opportunities through the Center of Domestic Preparedness throughout the 2018-2019 school year.

Placer County Wine Ordinance Code Enforcement

Findings

The Grand Jury found that:

- F1. The county’s voluntary enforcement philosophy has resulted in relaxed enforcement of the Winery Ordinance permit requirements.
- F2. The requirement that suspected violations be reported in writing discourages citizens to file complaints.
- F3. Minimal financial penalties for violation of the winery ordinance relative to permit fees discourage voluntary compliance.
- F4. The termination of the “Weekend On-Call Duty Officer” prevents the immediate investigation by Code Enforcement and prevents investigation of conditions at the time of the complaint.
- F5. Tracking system is not being used effectively.

Recommendations

The Grand Jury recommends that the Placer County CDRA:

- R1. Develop a winery code enforcement program that balances the interests of wineries and those of the public.
- R2. Facilitate the public’s ability to lodge complaints.
- R3. Provide staff to conduct timely complaint investigations.
- R4. Ensure effective resolution of citizen complaints and confirmed violations.
- R5. Update the county tracking system for complaints and permits to reflect accurate status.
- R6. Mediate conflicts between wineries and citizens when appropriate.
- R7. Review the fines for permit fees and code violations to facilitate compliance with the codes.

Request for Responses

	<u>Recommendations Requiring Response</u>	<u>Response Due Date</u>
Mr. Steve Pedretti Director, Placer County Community Development Resource Agency 3091 County Center Dr., Suite 140 Auburn, CA 95603	R1 thru R7	August 31, 2018

September 18, 2018

Placer County Grand Jury
11532 B Avenue
Auburn, CA 95603

RECEIVED

SEP 28 2018

PLACER COUNTY
GRAND JURY

Re: Placer County Wine Ordinance Code Enforcement

Dear Members of the Grand Jury,

After careful review of the findings and recommendations of the Placer County Grand Jury, I am pleased to submit the following responses to the Grand Jury Final Report – Placer County Wine Ordinance Code Enforcement.

FINDINGS

F1. The county's voluntary enforcement philosophy has resulted in relaxed enforcement of the Winery Ordinance permit requirements.

We disagree with the finding. The CDRA Code Enforcement unit (CE) has responded to complaints and enforced zoning code appropriately given Board of Supervisor priorities and direction. For two years, CE responded on weekends to complaints of winery ordinance violations. There were a limited number of complaints about two wineries. CE staff consulted with the wineries and issues at one winery were largely resolved. Given the low number of complaints (all from only two people), CDRA chose to end the weekend complaint monitoring.

However, CE does monitor websites of wineries that have been noncompliant in the past for upcoming events. Staff proactively monitors during some of these events (on weekends) to check for exceedance of noise limits and whether events have been properly permitted, for example. This does not represent relaxed enforcement, but rather, enforcement relative to past impacts.

F2. The requirement that suspected violations be reported in writing discourages citizens to file complaints.

We partially agree with the finding. The County does not allow anonymous complaints. The purpose is to avoid submittal of frivolous complaints filed by citizens who may have personal issues with neighbors. Violations may also be reported via telephone in addition to email or website submittals.

F3. Minimal financial penalties for violation of the winery ordinance relative to permit fees discourage voluntary compliance.

We disagree with the finding. Certain penalties involve paying double fees – for example, a winery not obtaining proper permits would be required to pay twice the normal fee, intended to be punitive. CE also issues administrative penalties that are progressive; first penalties are for \$100, second penalties are \$500, and additional penalties are \$1000. Fines of this level encourage compliance.

CDRA has other options for pursuing compliance in extreme cases. We can pursue civil injunctions, abatement actions, and criminal complaints if warranted.

F4. The termination of the “Weekend On-Call Duty Officer” prevents the immediate investigation by Code Enforcement and prevents investigation of conditions at the time of the complaint.

We partially agree with the finding. Note the response in F1 above. While CDRA has curtailed the weekend on-call program, staff periodically proactively monitor sites that have had past problems when upcoming events are noted. These investigations have resulted in issuance of a Notice of Violation in one case.

F5. Tracking system in not being used effectively.

We disagree with this finding. The Accela permit system was initially not fully utilized by CE staff. However, through training and staff supervision the system is utilized more effectively at this time.

RECOMMENDATIONS

R1: Develop a winery code enforcement program that balances the interests of wineries and those of the public.

This recommendation is being implemented. The current program represents the balance of interests as determined by the Board of Supervisors.

Code Compliance is a complaint driven process. With the submittal of a written/electronic complaint, Code Compliance investigates and enforces County Code relative to winery and similar businesses. It's important to note there have been limited complaints about winery and similar businesses through the complaint process.

From these complaints it was determined it may be best to create an “after-hour” reporting and response process to capture those events on weekends and evenings. The intent of this process was to catch complaints as they occur so a code officer can respond to the site for evidence collection of potential violations.

Code Compliance implemented an “after-hour” program in an effort to receive and respond to complaints on weekends and evenings when winery and similar events are conducted. Over a two year period, the results of this program netted few complaints which were mostly from two reporting parties and regarding two wineries. CDRA staff worked with these wineries to minimize violations. The second year, no violations were found after complaints were received or during proactive Code Compliance visits on

nights where events were advertised. This demonstrated a general lack of reporting interest by neighboring property owners. For this reason the program was abolished.

While the program was abolished, the two reporting parties mostly conveyed concerns with noise from these events. To ensure event operators comply with the County's noise standards, Code Compliance recalibrated its noise meter and conducted training with a noise consultant. This has resulted in the team's ability to distinguish the difference between audible sounds and those that exceed the noise threshold for these type events. The reporting parties appear to be satisfied with Code Compliance's efforts to curb the noise concerns.

R2: Facilitate the public's ability to lodge complaints.

This recommendation has been implemented. Code compliance currently offers several opportunities for the public to lodge complaints.

1. Traditionally, the public can request a complaint form by visiting any CDRA office (both Auburn and Tahoe).
2. To further facilitate the public's ability to lodge complaints, several electronic features are available. Complaint forms are available online through the Code Compliance webpage and the public may file complaints by visiting the County's citizen relationship management (CRM) portal, also known as Placer Connect. This can be found on the County's main webpage and Code Compliance's webpage. CRM enables complaints to be directly entered into the electronic system, accepts photos of the complaint, directs the complaint to the proper authority, and distributes a complaint receipt for the public to confirm delivery.
3. Finally, the public can call Code Compliance's mainline phone number to request a complaint form be mailed, emailed, or faxed.

R3: Provide staff to conduct timely complaint investigations.

Recommendation will not be implemented. The Board of Supervisors sets policy for reactive/proactive enforcement as well as funding and staffing levels based on overall County priorities. At the current time County priorities and funding levels have not resulted in increased Code Compliance staffing.

R4: Ensure effective resolution of citizen complaints and confirmed violations.

This recommendation has been implemented. Resolution of complaints is occurring at a rate consistent with resources and policy direction provided. Code Compliance has pursued noncompliance through its enforcement practices including notices and administrative citations. Two such actions have recently been heard by the Community Development Resource Agency's Administrative Hearing Officer. In both cases the County prevailed where sanctions were imposed by the hearing officer. Additional funding/staffing would have an incremental effect on speeding resolution of code problems is possible but is not a priority at this time.

R5: Update the County tracking system for complaints and permits to reflect accurate status.

This recommendation is being implemented. Staff has been directed to accurately and timely complete required data fields in Accela (the land-use permitting and case management system).

R6: Mediate conflicts between wineries and citizens when appropriate.

This recommendation has been implemented. Code Compliance currently mediates conflicts between citizens and any operation/parcel. As an example a brewery received complaints about dust created by patrons on a private gravel road shared by others. In this case, Code Compliance met with the concerned public to understand the concerns. Thereafter, Code Compliance met with the brewery operator to share the concerns and requested the operator mitigate the dust concern in an effort to return harmony amongst the neighbors. Utilization of a water truck/trailer, application of an environmentally conscious dust binding agent, or paving the road were discussed options. During Code Compliance follow-up it was recognized the brewery began mitigating the dust with the use of a binding agent. This has resulted in no further complaints from neighbors on this matter.

R7: Review the fines for permit fees and code violations to facilitate compliance with the codes.

This recommendation is being implemented. Management and County Counsel are currently reviewing State Statutes for code violation penalty thresholds. Subsequent discussions will ensue in consideration of the concern and the State's related authorizations. Any recommended adjustments to the fine and penalty structure require Board of Supervisor discussion and approval.

Sincerely,



Steven M. Pedretti
Placer County Community Development Resource Agency Director

Cc: Placer County Board of Supervisors
Todd Leopold, Placer County Executive Officer