

TO: The Honorable Anthony C. Edwards, Presiding Judge of the Superior Court
FROM: Trinity County Board of Supervisors
SUBJECT: Response to Recommendations of 2004-2005
Trinity County Grand Jury
Final Report – Trinity County Juvenile Detention Facility
DATE: September 14, 2005

The Grand Jury Judicial Committee has requested a written response to their final report on the Trinity County Juvenile Detention Facility. The Trinity County Board of Supervisors respectfully submits the following response.

Finding #3: The Trinity County Board of Supervisors agrees, in part; with the finding. The Board will analyze if adequate policies regarding use of cell phones and vehicles do exist and if not, we will instruct the CAO and the Chief Probation Officer to create and/or update and implement these policies.

Recommendation #3: Will be implemented, in part.

- I. Will be implemented. The Board will work with the CAO to insure that monthly staff meetings will be held. However, regarding specific personnel matters, we believe that it is up to the Chief Probation Officer to handle those matters in ways to protect individual employees' privacy and confidential information.
2. Needs further analysis. The Board will analyze the use of time clocks within the County, however, implementation of any new equipment and policy might require longer term financial planning and discussion with our employee union representatives.

Finding #4: The Trinity County Board of Supervisors agrees with the finding.

Recommendation #4: Will be implemented. The Board agrees that our Probation Department should make every effort to keep parent/guardian informed regarding their child's medication and medical treatment while in the Juvenile Detention Facility, within the limits of existing laws.

We thank the Grand Jury for their insight into the matters mentioned above.

TO: Anthony Edwards, Superior Court Presiding Judge
FROM: Terry Lee, Chief Probation Officer
DATE: July 15, 2005
RE: 2004-2005 Trinity County Grand Jury Report

I have reviewed the findings and recommendations of the Trinity County Grand Jury for the fiscal year 2004/2005 and make the following response to their findings and recommendations for the Probation Department.

Finding and Recommendation #1:

I agree with the finding and recommendation concerning the Trinity County Juvenile Hall. Policies and procedures are in place to ensure the continued safe incarceration of youthful offenders. I take great pride in the management and cleanliness of our facility. I owe a lot of credit to our staff for their continued efforts in making this facility a model juvenile hall.

Finding and Recommendation #2:

I agree with the finding and recommendation concerning the inmate pay phone system. The new system in place appears to be addressing all of the concerns of the present Grand Jury and the previous one.

Finding and Recommendation #3:

I agree with the finding that the Probation Department handles personnel matters consistent with written policy and procedures of both the Probation Department and the County. I also agree that no misuse of vehicles, time cards or cell phones exists. Appropriate checks and balances exist within the department to address these concerns.

As staffing levels have been cut back, the Probation Department has had to be more flexible in managing probation officers time. In addition we have had to be more cautious in promoting beyond our budgetary capabilities. Some management positions will not be filled, which has limited some opportunities existing staff may have previously had to promote within the department. These issues add stressors to our department that were not previously there. This may present itself as a source of frustration for some less senior staff.

Recommendation #3:

The Probation Department will endeavor to have more regular staff meetings for probation officers to the extent that the meetings are productive and informative. Monthly meetings are currently held for juvenile counselors. The management staff of the Probation Department continues to have an open door policy where employees can air their grievances without prejudice and/or fear of retaliation. Staff meetings may not necessarily be the appropriate place for some discussions to take place, especially when those discussions concern job performance, promotions or evaluations. This recommendation would require further analysis by the department to assess the effectiveness of more frequent staff meetings.

As I have indicated before I believe appropriate checks and balances are in place to account for employee time under the current payroll system. The recommendation to install time clocks will not be implemented by the Probation Department at this time. This decision would have to be made by the Trinity County Board of Supervisors with the agreement of the employee groups represented by various unions. The Probation Department will implement any method adopted by the Board of Supervisors to account for employee time.

Finding and Recommendation #4:

I agree with the finding and recommendation. The Probation Department makes every effort to keep parents informed regarding their child's medication and medical treatment while in the Juvenile Detention Facility.

In Conclusion, I would like to thank the Grand Jury for their findings and recommendations. The Probation Department continues to find their perspective insightful and informative. Grand Jury members did an excellent job in their review of the Probation Department.