

# **TITLE 24**

## **MINIMUM STANDARDS**

### **FOR JUVENILE FACILITIES**

**Part One, Administrative Regulations for the Board of State and Community  
Corrections, Chapter 13, Article 2, Section 13-201**

**and**

**Part Two, Section 1230, Minimum Standards for Juvenile Facilities**

***Changes shown in Strikeout and Underline***  
***become effective January 1, 2020***



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### 13-201. MINIMUM STANDARDS FOR JUVENILE FACILITIES.

(a) **Definitions.** The following definitions shall apply:

**ADMINISTERING MEDICATION**, as it relates to pharmaceutical management, means the act by which a single dose of medication is given to a patient by licensed health care staff. The single dose of medication may be taken either from stock (undispensed) or dispensed supplies.

**ALTERNATE MEANS OF COMPLIANCE** means a process for meeting or exceeding the intent of the standards in an innovative way as approved by the Board pursuant to an application.

**APPEAL HEARING** means an administrative procedure providing an appellant with an opportunity to present the facts of the appeal for the formal decision concerning matters raised pursuant to the purposes set forth in these regulations. Such hearing may be conducted using oral and/or written testimony as specified by the Executive Director of the Board.

**APPELLANT** means a county or city which files a request for an appeal hearing.

**AUTHORIZED AND REPRESENTATIVE** means an individual authorized by the appellant to act as its representative in any or all aspects of the hearing.

**BOARD** means the Board of State and Community Corrections, which acts by and through its executive director, deputy directors and field representatives.

**CAMP** means a juvenile camp, ranch, forestry camp or boot camp established in accordance with Section 881 of the Welfare and Institutions Code, to which youth made wards of the court on the grounds of fitting the description in Section 602 of the Welfare and Institutions Code may be committed.

**CELL EXTRACTION** means the forceful removal of a youth from a room.

**CLERGY** means persons ordained for religious duties.

**COMMITTED** means placed in a jail or juvenile facility pursuant to a court order for a specific period of time, independent of, or in connection with, other sentencing alternatives.

**CONCEPT DRAWINGS** means, with respect to a design build project, any drawings or architectural renderings that may be prepared, in addition to performance criteria, in such detail as the agency determines necessary to sufficiently describe the agency's needs.

**CONTRABAND** is any object, writing or substance, the possession of which would constitute a crime under the laws of the State of California, pose a danger within a juvenile facility or would interfere with the orderly day-to-day operation of a juvenile facility, or violate facility rules.

**CONTROL ROOM** is a continuously staffed secure area within the facility that contains staff responsible for safety, security, emergency response, communication, electronics and movement.

**COURT HOLDING FACILITY FOR MINORS** means a local detention facility constructed within a court building used for the confinement of minors or minors and adults for the purpose of a court appearance, for a period not to exceed 12 hours.

**DELIVERING MEDICATION**, as it relates to pharmaceutical management, means the act of providing one or more doses of a prescribed and dispensed medication to a youth.

**DESIGN-BID-BUILD** means a construction procurement process independent of the design process and in which the construction of a project is procured based on completed construction documents.

**DESIGN-BUILD** means a construction procurement process in which both the design and construction of a project are procured from a single entity.

**DEVELOPMENTALLY DISABLED** means those persons who have a disability which originates before an individual attains age 18, continues, or can be expected to continue indefinitely, and constitutes a substantial disability for that individual. This term includes mental retardation, cerebral palsy, epilepsy and autism, as well as disabling conditions found to be closely related to mental retardation or to require treatment similar to that required for mentally retarded individuals.

**DIRECT VISUAL OBSERVATION** means staff must personally see youth's movement and/or skin. Audio/video monitoring may supplement but not substitute for direct visual observation.

**DIRECT VISUAL SUPERVISION** means staff constantly in the presence of the youth. Audio/video monitoring may supplement but not substitute for direct visual supervision.

**DISPENSING**, as it relates to pharmaceutical management, means the interpretation of the prescription order, the preparation, repackaging, and labeling of the drug based upon a prescription from a physician, dentist or other prescriber authorized by law.

**DISPOSAL**, as it relates to pharmaceutical management, means the destruction of medication or its return to the manufacturer or supplier.

**DNA** or Deoxyribonucleic acid means a chromosomal double stranded molecule that exists in each living cell. DNA determines an individual's hereditary characteristics and can be used to distinguish and identify an individual from another person. This becomes critical when blood, hair, skin or any other part of the body is used to prove one's involvement or lack of involvement in a crime scene.

**EMERGENCY** means a significant disruption of normal facility procedure, policy or operation caused by civil disorder, single incident of mass arrest of juveniles and natural disasters such as flood, fire or earthquake; and which requires immediate action to avert death or injury and to maintain security.

**EXECUTIVE DIRECTOR** means the Executive Director of the Board.

**EXERCISE** means an activity that requires physical exertion of the large muscle groups.

**EXIGENT** means an urgent and unanticipated event that requires immediate action.

**FACILITY ADMINISTRATOR** means Chief Probation Officer, Sheriff, Marshall, Chief of Police or other official charged by law with administration of the facility.

**FACILITY MANAGER** means director, superintendent, police or sheriff commander or other person in charge of the day-to-day operation of a facility holding youth.

**FILING DATE** means the date a request for an appeal hearing is received by the Executive Director or the Board.

**504 PLAN** means a written educational plan developed by a group of educators, administrators, parents and other relevant participants that addresses the needs of a student with a physical or mental impairment which may substantially limit major life activities, including caring for one's self, walking, seeing, hearing, speaking, breathing, working, performing manual tasks and learning as defined under Section 504.

**FURLOUGH** means the conditional or temporary release of a youth from the facility.

**GENDER EXPRESSION** means the manner in which a person expresses his or her gender through clothing, appearance, behavior, speech, etc.

**GENDER IDENTITY** means a person's sense of identification with either the male or female self.

**GROUP PUNISHMENT** means a group of uninvolved youth is disciplined due to the actions of one or more youth.

**HEALTH ADMINISTRATOR** means that individual or agency that is designated with responsibility for health care policy pursuant to a written agreement, contract or job description. The health administrator may be a physician, an individual or a health agency. In those instances where medical and mental health services are provided by separate entities, decisions regarding mental health services shall be made in cooperation with the mental health director. When the administrator is other than a physician, final clinical judgment rests with a designated responsible physician.

**HEALTH CARE** means medical, mental health and dental services.

**HEALTH CARE CLEARANCE** means a nonconfidential statement which indicates to child supervision staff that there are no health contraindications to a youth being admitted to a facility and specifies any limitations to full program participation.

**HEARING PANEL** means a panel comprised of three members of the Board who shall be selected by the Chairman at the time an appeal is filed. A fourth member may be designated as alternate. Members designated to the hearing panel shall not be employed by or citizens of the county or city submitting an appeal.

**INDIVIDUAL EDUCATION PROGRAM (IEP)** means a written statement for each individual with exceptional needs that is developed, reviewed and revised in a meeting in accordance with Education Code Section 56345 and applicable federal laws and regulation.

**JUVENILE FACILITY** means a juvenile hall, ranch or camp, forestry camp, regional youth education facility, boot camp or special-purpose juvenile hall.

**JUVENILE HALL** means a county facility designed for the reception and temporary care of youth detained in accordance with the provisions of this subchapter and the juvenile court law.

**LABELING**, as it relates to pharmaceutical management, means the act of preparing and affixing an appropriate label to a medication container.

**LEGEND DRUGS** are any drugs defined as “dangerous drugs” under Chapter 9, Division 2, Section 4211 of the California Business and Professions Code. These drugs bear the legend, “Caution Federal Law Prohibits Dispensing Without a Prescription.” The Food and Drug Administration (FDA) has determined, because of toxicity or other potentially harmful effects that these drugs are not safe for use except under the supervision of a health care practitioner licensed by law to prescribe legend drugs.

**LIVING UNIT** shall be a self-contained unit containing locked sleeping rooms, single and double occupancy sleeping rooms or dormitories, dayroom space, water closets, wash basins, drinking fountains and showers commensurate to the number of youth housed. A living unit shall not be divided in any way that hinders direct access, supervision or immediate intervention or other action if needed.

**LOCAL HEALTH OFFICER** means that licensed physician who is appointed by the Board of Supervisors pursuant to Health and Safety Code Section 101000 to carry out duly authorized orders and statutes related to public health within his/her jurisdiction.

**MAXIMUM CAPACITY** means the number of youth that can be housed at any one time in a juvenile hall, camp, ranch, home, forestry camp, regional youth education facility or boot camp in accordance with provisions in this subchapter.

**MENTAL HEALTH DIRECTOR** means that individual who is designated by contract, written agreement or job description to have administrative responsibility for the mental health program. The health administrator shall work in cooperation with the mental health director to develop and implement mental health policies and procedures.

**MINOR** means a person under 18 years of age and includes those persons whose cases are under the jurisdiction of the adult criminal court.

**NON-SCHOOL DAY** means a day when school is not in operation. It also applies when an individual youth is not enrolled in school and is not required to be in attendance.

**NOTICE OF DECISION** means a written statement by the Executive Director of the Board which contains the formal decision of the Executive Director of the Board and the reason for that decision.

**ON-SITE HEALTH CARE STAFF** means licensed, certified or registered health care personnel who provide regularly scheduled health care services at the facility pursuant to a contract, written agreement or job description. It does not extend to emergency medical personnel or other health care personnel who may be on site to respond to an emergency or an unusual situation.

**OVER-THE-COUNTER (OTC) DRUGS**, as it relates to pharmaceutical management, are medications which do not require a prescription (nonlegend).

**PERFORMANCE CRITERIA** means, with respect to a design-build project, the information that fully describes the scope of the proposed project and includes, but is not limited to, the size, type, and design character of the buildings and site; the required form, fit, function, operational

requirements and quality of design, materials, equipment and workmanship; and any other information deemed necessary to sufficiently describe the agency's needs; including documents prepared pursuant to paragraph (1) of subdivision (d) of Section 20133 of the Public Contract Code.

**PILOT PROJECT** means an initial short-term method to test or apply an innovation or concept related to the operation, management or design of a juvenile facility, jail or lockup pursuant to an application to, and approval by, the Board.

**PODULAR DESIGN** means a design concept for detention facilities in which housing cells, dormitories or sleeping rooms are positioned around the perimeter of a common day-room, forming a housing/living unit. Generally, the majority of services for each housing/living unit (such as dining, medical exam/sick call, programming, school, etc.) occur in specified locations within the unit.

**PRIMARY RESPONSIBILITY** is the ability of a child supervision staff member to independently supervise one or more youth.

**PROCUREMENT**, as it relates to pharmaceutical management, means the system for ordering and obtaining medications for facility stock.

**PROPOSED DECISION** means a written recommendation from the hearing panel/hearing officer to the full Board containing a summary of facts and a recommended decision on an appeal.

**PROSTHESES** means artificial devices to replace missing body parts or to compensate for defective bodily function. Prostheses are distinguished from slings, crutches or other similar assistive devices.

**PSYCHOTROPIC MEDICATION** means those drugs that are used to treat psychiatric symptoms. Drugs used to reduce the toxic side effects of psychotropic medications are not included.

**RECREATION** means activities that occupy the attention and offer the opportunity for relaxation. Such activities may include ping-pong, TV, reading, board games and letter writing.

**REGIONAL FACILITY** means a facility serving two or more counties bound together by a memorandum of understanding or a joint powers agreement identifying the terms, conditions, rights, responsibilities and financial obligation of all parties.

**REMODELING** means to alter the facility structure by adding, deleting or moving any of the buildings components, thereby affecting any of the spaces specified in Title 24, Section 1230.

**REPACKAGING**, as it relates to pharmaceutical management, means transferring medications from the original manufacturer's container to another properly labeled container.

**REQUEST FOR APPEAL HEARING** means a clear written expression of dissatisfaction about a procedure or action taken, requesting a hearing on the matter, and filed with the Executive Director of the Board.

**RESPONSIBLE PHYSICIAN** means that physician who is appropriately licensed by the state and is designated by contract, written agreement or job description to have responsibility for policy development in medical, dental and mental health matters involving clinical judgments. The responsible physician may also be the health administrator.

**SECURITY GLAZING** means a glass/polycarbonate composite glazing material designed for use in detention facility doors and windows and intended to withstand measurable, complex loads from deliberate and sustained attacks in a detention environment.

**SEPARATION** means limiting a youth's participation in regular programming for a specific purpose.

**SEXUAL ORIENTATION** means a person's emotional, romantic, and sexual attraction for members of the same, opposite or both sexes.

**SHALL** is mandatory; "may" is permissive.



**SPECIAL-PURPOSE JUVENILE HALL** means a county facility used for the temporary confinement of a youth, not to exceed 96 hours, prior to transfer to a full service juvenile facility or release.

**SPECIAL VISITS** mean visits by persons that may not be parents or guardians, as outlined in Section 1374 of these regulations, and may include mentors, extended family members, role models and spouses.

**STATUS OFFENDER** means a youth alleged or adjudged to be a person described in Section 601 of the Welfare and Institutions Code.

**STORAGE**, as it relates to pharmaceutical management, means the controlled physical environment used for the safe keeping and accounting of medications.

**SUPERVISORY STAFF** means a staff person whose primary duties may include, but are not limited to, scheduling and evaluating subordinate staff, providing on-the-job training, making recommendations for promotion, hiring and discharge of subordinate staff, recommending disciplinary actions and overseeing subordinate staff work. Supervisory staff shall not be included in the youth to supervision staff ratio, although some of their duties could include the periodic supervision of youth.

**TRANSGENDER YOUTH** means a youth whose gender identity does not correspond with his or her anatomical sex.

**USE OF FORCE** means an immediate means of overcoming resistance and to control the threat of imminent harm to self or others.

**VOYEURISM** means an invasion of privacy of a youth by staff for reasons unrelated to official duties, such as peering at a youth who is using a toilet in his or her room to perform bodily functions; requiring a youth to expose his or her buttocks, genitals, or breasts; or taking images of all or part of a youth's naked body or of a youth performing bodily functions. Exception would include exigent circumstances or when such viewing is incidental to routine room safety checks.

**YOUTH** means any person who is in the custody of the juvenile facility. This person may be a minor under the age of 18 or a person over 18 years of age. This includes persons whose cases are under the jurisdiction of the juvenile court and persons whose cases are under the jurisdiction of the adult court.

**YOUTH SUPERVISION STAFF** means **juvenile facility employee, whose duty is primarily the supervision of youth. Administrative, supervisory, food services, janitorial or other auxiliary staff is not considered child supervision staff.**

#### **(b) Exclusions.**

Title 24 of the California Code of Regulations, Sections 13-201 and 1230, which pertain to planning and design of juvenile facilities, shall be applicable to facilities for which architectural drawings have been submitted to the Board for review. These requirements shall not be applicable to facilities that were constructed in conformance with the standards of the Department of the Youth Authority or the Board in effect at the time of initial architectural planning. However, an existing juvenile facility built in accordance with construction standards in effect at the time of construction shall be considered as being in compliance with the provisions of this article unless the condition of the structure is determined by the facility administrator or other appropriate authority to be dangerous to life, health or welfare of youth. When any facility, designed and constructed under earlier standards, can comply with a more recently adopted requirement, the least restrictive regulation shall apply.

If, in the course of inspection of local juvenile facilities, the Board determines that a facility planned or built prior to these regulations does not meet the appropriate, applicable standards in effect at the time of initial architectural planning, the local governing body shall submit to the Board for their approval within one year of such inspection a plan for causing that facility to meet

current standards. Such a plan shall include the specific building areas that need to be remodeled and/or constructed, a definite time period over which the proposed modifications are planned, and a cost estimate including a description of the method of financing.

**(c) Initial planning for a local juvenile facility.**

1. **Letter of intent.** A county, city, city and county or regional juvenile facility that intends to build or remodel any local juvenile facility shall file a letter of intent with the Board.
2. **Needs assessment.** Any county, city, city and county, or regional juvenile facility intending to construct a new juvenile facility, or expand the rated capacity of the current facility, shall complete a needs assessment. One copy of the needs assessment shall be submitted to the Board prior to submitting plans and specifications. There are two types of needs assessments:
  - A. **Comprehensive Needs Assessment.** The Comprehensive Needs Assessment shall include:
    - (1) A description of the elements of the system;
    - (2) A description of the department's management philosophy/process;
    - (3) A description of the current youth population;
    - (4) A description of the classification system;
    - (5) A description of the program needs, including planned academic programs and special education programs, and an analysis of performance in using programs which can reduce secure facility requirements;
    - (6) An analysis of the corrections' system trends and characteristics which influence planning assumptions about future change, including: population projections, projections of youth population and program costs based on continuation of current policies, and projections of the impact of alternative policies or programs on youth population growth and program costs;
    - (7) A history of the system's compliance with standards, including the adequacy of staffing levels and the ability to provide visual supervision;
    - (8) A history of the adequacy of record keeping;
    - (9) The ability to provide confidential interviews and medical exams; and;
    - (10) A discussion of unresolved issues.
  - B. **Targeted Needs Assessment.**
    - (1) For expansion of an existing facility, a targeted needs assessment may be submitted if a comprehensive needs assessment has been submitted and accepted by the Board within 5 years.
    - (2) The Targeted Needs Assessment shall include any update and/or changes to the previous Comprehensive Needs Assessment and provide information affirming its validity and accuracy.
3. **Operational program statement.** Unless the construction or remodeling is of a minor nature, not affecting the capacity or flow of the facility, an operational program statement shall be developed by the facility administrator and submitted to the Board for the purpose of providing the basis upon which architectural plans are drawn. The operational program statement must be submitted with the schematic architectural plans required by Section 13-201 (c) 5 of these regulations for design-bid-build construction projects. The operational program statement must be submitted with the performance criteria or performance criteria and concept drawings for design-build construction projects. The operational program statement must include a description of the following:

- A. Intended capacity of facility;
  - B. Security and classification of youth to be housed;
  - C. Movement within the facility and entry and exit from secure areas;
  - D. Food preparation and serving;
  - E. Staffing;
  - F. Booking;
  - G. Visiting and attorney interviews;
  - H. Exercise;
  - I. Programs;
  - J. Medical services, including the management of communicable diseases;
  - K. Cleaning and/or laundering;
  - L. Segregation of youth;
  - M. Court holding and movement;
  - N. Mental health services;
  - O. Facilities for administration and operations staff;
  - P. Staff to staff communications system;
  - Q. Management of disruptive youth;
  - R. Management of youth with disabilities, with provisions for wheelchairs, gurney access and for evacuation during emergencies;
  - S. Architectural treatment of space relative to preventing suicides by youth;
  - T. Method of implementing California Penal Code Section 4030 relating to the holding of offenders requiring incarceration without the necessity of unjustified strip searches; and
  - U. School programs.
4. **Facilities in existing buildings.** Wherever county, city, city and county, or regional juvenile facility intends to establish a juvenile facility in an existing building or buildings, notice shall be given to the Board whose staff shall complete a survey to determine capacity of such buildings and shall make recommendations for necessary modifications. The proposing local government shall secure the appropriate clearance from the health authority, building official, and State Fire Marshal.
5. **Submittal of plans and specifications.** All plans and specifications shall be submitted to the Board in compliance with Penal Code Section 6029.
- (1) For design-bid-build projects, one set of plans and specifications shall be submitted at the schematic design stage, at the design development stage and construction document phase.
  - (2) For design-build projects, one set of performance criteria or performance criteria and concept drawings shall be submitted before the county issues a request for proposals for the services of a design-build entity. One set of construction document drawings shall be submitted. Board staff shall respond in writing indicating compliance or non-compliance with these regulations.
6. **Design requirements.**
- A. The design of a local juvenile facility shall comply with provisions of California Code of Regulations, Title 24, Part 2, Section 1230.
  - B. The design of a juvenile facility shall address the following:
    - 1. Fire safety. The provisions of Title 19 and Title 24 as adopted by the State Fire Marshal as they relate to juvenile facilities shall be incorporated into the facility design.

2. Suicide hazards. Architectural plans shall be reviewed by the Board for the purpose of reducing hazards posed by fixtures and equipment which could be used for an act of suicide by a youth. The facility design shall avoid any surfaces, edges, fixtures, or fittings that can provide an attachment for hanging or other opportunity for self-inflicted injury. The following features shall be incorporated in the design of sleeping rooms, bathrooms, and any other area where a juvenile may be left alone:
  - a. Plumbing shall not be exposed. Operation of control valves shall use flush buttons or similar. Drinking water spout, if any, shall be without curved projections;
  - b. Towel holders shall be ball-in-socket or indented clasp, not pull-down hooks or bars;
  - c. Supply and return grilles and any other vent or security cover shall have openings no greater than 3/16 inch or have 16-mesh per square inch;
  - d. Beds, desk surfaces and shelves shall have no sharp edges and shall be configured to prevent attachment;
  - e. Light fixtures shall be tamper resistant;
  - f. Fixtures such as mirrors shall be mounted using tamper-resistant fasteners;
  - g. Fire sprinkler heads inside rooms shall be designed to prevent attachment; and
  - h. Telephone cords shall be at a length that reduces the potential for use as a ligature.
3. Health and sanitation. Provisions of Subchapter 5, Title 15, California Code of Regulations, and of the California Retail Food Code (CalCode) as they relate to juvenile facilities shall be incorporated into the facility design.
4. When adding new sleeping rooms to a juvenile hall, not less than 10 percent of them shall be single occupancy, unless the juvenile hall can demonstrate that its current number of single occupancy rooms will equal at least 10 percent of the new rated capacity. In addition, single or double occupancy rooms shall be that number, determined by the facility administrator, necessary to safely manage the population of the facility based on a comprehensive needs assessment which accounts for youth projected to be:
  - a. Mentally disordered,
  - b. Custodial problems, and/or
  - c. Likely to need individual housing for other specific reasons as determined by the facility administration.

The total number of single or double occupancy rooms shall be identified.

5. Staff and safety. Facilities shall be designed and/or equipped in such a manner that staff and youth have the ability to summon immediate assistance in the event of an incident or an emergency.
6. Heating and cooling. Provision shall be made to maintain a generally accepted living environment and meet the requirements of Parts 1 (California Administrative Code), 2 (California Building Code), and 4 (California Mechanical Code).
7. Acoustics. Dayroom areas shall be designed and constructed so that the noise level does not exceed 70 decibels and a reverberation time less than 1.5 seconds. Sleeping areas shall have a noise level no higher than

45 decibels and a reverberation time less than 1.5 seconds. The heating, ventilating and air conditioning noise level shall be no higher than 45 decibels in sleeping areas and classrooms.

8. Spaces for the disabled.
  - a. ~~Housing room. A room for a youth with a disability requiring a wheelchair must have an appropriate entry and a toilet, washbasin, and drinking fountain which the youth can utilize without personal assistance.~~
  - b. ~~Other space within the security perimeter such as dayroom and activity areas shall be located such that a disabled youth will not be excluded from participating in any program for which they would otherwise be eligible. An accessible shower for disabled youth shall be available.~~
  - be. All Spaces outside the security perimeter. Public areas of a local juvenile facility shall comply with the applicable chapters of Title 24, Part 2 of the California Code of Regulations.
9. Security. Facility design shall provide security and supervision appropriate to the classification level of youth in custody including consideration of design space as it relates to the prevention of sexual abuse, assault and harassment.
  - a. The facility perimeter shall be controlled by appropriate means to ensure that youth remain within the perimeter and shall be designed to prevent access by the general public without proper authorization.
  - b. Security glazing shall be used where it defines the secure perimeter of buildings. It shall also be used at appropriate interior locations to ensure a secure and safe environment for youth and staff.
10. Medical/mental health care housing and treatment space. There shall be some means to provide health care and housing and treatment of ill and/or infirm youth. When the operational program statement for a facility indicates that medical care housing is needed, such housing must provide lockable storage space for medical instruments and must be located within the security area of the facility accessible to both female and male youth, but not in the living area of either. Treatment spaces and the medical care housing unit shall be designed in consultation with the health authority. If negative pressure isolation rooms are being planned, they shall be designed to the community standard. Medical/mental health areas may contain other than single occupancy rooms.
11. A sewage system design capable of addressing items that could potentially impact waste water systems.
12. Floor drains shall be provided where operationally and mechanically appropriate.

7. **Pilot project.** A pilot project is the short-term method used by a local juvenile facility/system approved by the Board to evaluate innovative programs, operations or concepts which may not comply with the regulations but meet or exceed the intent of these regulations.

The Board may, upon application of a city, county, or city and county, grant pilot project status to a program, operational innovation or new concept related to the operation and management of a local juvenile facility. An application for a pilot project shall include, at a minimum, the following information:

- (a) The regulations that the pilot project shall affect;

- (b) Any lawsuits brought against the applicant local juvenile facility, pertinent to the proposal;
- (c) A summary of the “totality of conditions” in the facility or facilities, including but not limited to
  - 1. Program activities, exercise and recreation,
  - 2. Adequacy of supervision,
  - 3. Types of youth affected, and
  - 4. Classification procedures.
- (d) A statement of the goals the pilot project is intended to achieve, the reasons a pilot project is necessary and why the particular approach was selected;
- (e) The projected costs of the pilot project and projected cost savings to the city, county, or city and county, if any;
- (f) A plan for developing and implementing the pilot project including a time line where appropriate; and
- (g) A statement of how the overall goal of providing safety to staff and youth shall be achieved.

The Board may consider applications for pilot projects based on the relevance and appropriateness of the proposed project, the applicant’s history of compliance/noncompliance with regulations, the completeness of the information provided in the application and staff recommendations.

Within 10 working days of receipt of the application, Board staff shall notify the applicant, in writing, that the application is complete and accepted for filing, or that the application is being returned as deficient and identifying what specific additional information is needed. This does not preclude the Board members from requesting additional information necessary to make a determination that the pilot project proposed actually meets or exceeds the intent of these regulations at the time of the hearing. When complete, the application shall be placed on the agenda for the Board’s consideration at a regularly scheduled meeting. The written notification from the Board to the applicant shall also include the date, time and location of the meeting at which the application shall be considered.

When an application for a pilot project is approved by the Board, Board staff shall notify the applicant, in writing within 10 working days of the meeting, of any conditions included in the approval and the time period for the pilot project. Regular progress reports and evaluative data on the success of the pilot project in meeting its goals shall be provided to the Board. The Board may extend time limits for pilot projects for good and proper purpose. If disapproved, the applicant shall be notified in writing, within 10 working days of the meeting, the reasons for said disapproval. This application approval process may take up to 90 days from the date of receipt of a complete application.

Pilot project status granted by the Board shall not exceed 12 months after its approval date. When deemed to be in the best interest of the applicant, the Board may extend the expiration date. Once a city, county, or city and county successfully completes the pilot project evaluation period and desires to continue with the program, it may apply for an alternate means of compliance. The pilot project shall be granted an automatic extension of time to operate the project pending the Board consideration of an alternate means of compliance.

8. **Alternate means of compliance.** An alternate means of compliance is the long-term method used by a local juvenile facility/system, approved by the Board, to encourage responsible innovation and creativity in the operation of California’s local juvenile facilities. The Board may, upon application of a city, county, or city and county, consider

alternate means of compliance with these regulations either after the pilot project process has been successfully evaluated or upon direct application to the Board. The city, county, or city and county shall present the completed application to the Board no later than 30 days prior to the expiration of its pilot project, if needed.

Applications for alternate means of compliance shall meet the spirit and intent of improving facility management, shall enhance, be equal to, or exceed the intent of, existing standard(s), and shall include reporting and evaluation components. An application for alternate means of compliance shall include, at a minimum, the following information:

- (a) Any lawsuits brought against the applicant local facility, pertinent to the proposal;
- (b) A summary of the "totality of conditions" in the facility or facilities, including but not limited to:
  - 1. Program activities, exercise and recreation;
  - 2. Adequacy of supervision;
  - 3. Types of youth affected; and
  - 4. Classification procedures.
- (c) A statement of the problem the alternate means of compliance is intended to solve, how the alternative shall contribute to a solution of the problem and why it is considered an effective solution;
- (d) The projected costs of the alternative and projected cost savings to the city, county, or city and county, if any;
- (e) A plan for developing and implementing the alternative, including a time line where appropriate; and
- (f) A statement of how the overall goal of providing safety to staff and youth was or would be achieved during the pilot project evaluation phase.
- (g) When remodeling, a statement which indicates that the alternate means of compliance will provide an enhanced compliance with current regulations, if full compliance cannot be achieved.

The Board may consider applications for alternate means of compliance based on the relevance and appropriateness of the proposed alternative, the applicant's history of compliance/noncompliance with regulations, the completeness of the information provided in the application, the experiences of the jurisdiction during the pilot project, if applicable, and staff recommendations.

Within 10 working days of receipt of the application, Board staff shall notify the applicant, in writing, that the application is complete and accepted for filing, or that the application is being returned as deficient and identifying what specific additional information is needed. This does not preclude the Board members from requesting additional information necessary to make a determination that the alternate means of compliance proposed meets or exceeds the intent of these regulations at the time of the hearing. When complete, the application shall be placed on the agenda for the Board's consideration at a regularly scheduled meeting. The written notification from the Board to the applicant shall also include the date, time and location of the meeting at which the application shall be considered.

When an application for an alternate means of compliance is approved by the Board, Board staff shall notify the applicant, in writing, within 10 working days of the meeting, of any conditions included in the approval and the time period for which the alternate means of compliance shall be permitted. Regular progress reports and evaluative data as to the success of the alternate means of compliance shall be submitted by the applicant. If disapproved, the applicant shall be notified in writing, within 10 working days of the meeting, the reasons for

said disapproval. This application approval process may take up to 90 days from the date of receipt of a complete application.

The Board may revise the minimum standards during the next biennial review based on data and information obtained during the alternate means of compliance process. If, however, the alternate means of compliance does not have universal application, a city, county, or city and county may continue to operate under this status as long as they meet the terms of this regulation.

Note: Authority cited: Sections 210 and 885, Welfare and Institutions Code; and Assembly Bill 1397, Chapter 12, Statutes of 1996. Reference: Section 209, Welfare and Institutions Code; 1995-96 Budget Act, Chapter 303, Item Number 5430-001-001, Statutes of 1995; Assembly Bill 904, Chapter 304, Statutes of 1995; and Assembly Bill 1397, Chapter 12, Statutes of 1996.



## 1230.1 DESIGN CRITERIA FOR REQUIRED SPACES.

**1230.1.1 Reception/intake admission.** In each juvenile hall, space used for the reception of ~~minors-youth~~ pending admission to juvenile hall shall have the following space and equipment:

1. Weapons lockers as specified in Section 1230.2.9;
2. A secure room for the confinement of ~~minors-youth~~ pending admission to juvenile hall as specified in Section 1230.1.2;  
In each juvenile hall, camp and ranch, space used for the reception of ~~minors-youth~~ pending admission to these facilities shall have the following space and equipment:
3. Access to a shower;
4. A secure vault or storage space for ~~minorsyouth~~, valuables;
5. Telephones accessible to ~~minorsyouth~~; and
6. Access to hot and cold running water for staff use.

**1230.1.2 Locked holding room.** A locked holding room shall:

1. Contain a minimum of 15 square feet (1.4 m<sup>2</sup>) of floor area per youth;
2. Provide no less than 45 square feet (4.2 m<sup>2</sup>) of floor space and have a clear ceiling height of 8 feet (2438 mm) or more;
3. Contain seating to accommodate all youth as specified in Section 1230.2.8;
4. Be equipped with a toilet, wash basin, mirror and drinking fountain as specified in Section 1230.2, unless a procedure is in effect to give the youth access to a toilet, wash basin and drinking fountain;
5. Maximize visual supervision of youth by staff; and
6. Have an outward swinging or lateral sliding door.

**1230.1.3 Natural light.** ~~Outer-facing exterior windows where youth's privacy is not at risk~~ ~~Visual access to natural light~~ shall be provided in locked sleeping rooms, single occupancy sleeping rooms, double occupancy sleeping rooms, dormitories and day rooms. Natural light may be provided by, but is not limited to, skylights or windows in dayrooms, windows in adjacent exterior exercise areas, and in sleeping rooms and/or dormitories.

**1230.1.4 Corridors.** Corridors in living units shall be at least 8 feet (2438 mm) wide.

~~Exception: Where room doors are staggered, or if rooms are located on only one side, corridors shall be at least 6 feet (1829 mm) wide.~~

**1230.1.5 Living unit.** A living unit shall be a self-contained unit containing locked sleeping rooms, single and double occupancy sleeping rooms, or dormitories, dayroom space, toilet, wash basins, drinking fountains and showers commensurate to the number of youth housed. A living unit shall not be divided in a way that hinders direct access, supervision, immediate intervention or other action if needed. In juvenile halls, the number of youth housed in a living unit shall not exceed 30.

**1230.1.6 Locked sleeping rooms.** Locked sleeping rooms shall be equipped with an individual or combination toilet, wash basin, mirror and drinking fountain. Doors to locked sleeping rooms shall swing outward or slide laterally.

**1230.1.7 Single occupancy sleeping rooms.** Single occupancy sleeping rooms shall provide the following:

1. A minimum of 70 square feet (1.78 m<sup>2</sup>) of floor area;
2. A minimum clear ceiling height of 8 feet (2438 mm); and,

3. The door into this room shall swing outward or slide laterally and be provided with a view panel, a minimum of 144 square inches (92,903 mm<sup>2</sup>), constructed of security glazing.
4. Contain a bed as specified in 1230.2.5.

**1230.1.8 Double occupancy sleeping rooms.** Double occupancy sleeping rooms shall provide the following:

1. A minimum of 100 square feet (9.3 m<sup>2</sup>) of floor area;
2. A minimum clear ceiling height of 8 feet (2438 mm) and a minimum width of 7 feet (2134 mm); and,
3. The door into this room shall swing outward or slide laterally and be provided with a view panel, a minimum of 144 square inches (92,903 mm<sup>2</sup>), constructed of security glazing.
4. Contain beds as specified in 1230.2.5.

**1230.1.9 Dormitories.** Dormitories shall provide the following:

1. A minimum of 50 square feet (4.6 m<sup>2</sup>) of floor area per minor-youth with the minimum size of a dormitory being 200 square feet (18.6 m<sup>2</sup>) of floor area and a minimum 8-foot (2438 mm) clear ceiling height;
2. Designed for no fewer than four minorsyouth;
3. Dormitories in juvenile halls shall be designed for no more than 30 minorsyouth;
4. Camps shall conform to Items 1 and 2.

**1230.1.10 Dayrooms.** Dayrooms shall contain 35 square feet (3.3 m<sup>2</sup>) of floor area per minoryouth, contain tables and seating to accommodate the maximum numbers of youth allowed access at a given time. Access must be provided to toilets, wash basins, drinking fountains and showers as specified in Section 1230.2.

**1230.1.11 Physical activity and recreation areas.** Indoor/outdoor physical activity and

1. Facility capacity	Minimum indoor outdoor recreation space
40 or less	9,000 square feet (836m <sup>2</sup> )
41 to 274	225 square feet (21 m <sup>2</sup> ) per <u>minor-youth</u> up to 61,650 square feet (5727m <sup>2</sup> )
275 or more	61,650 square feet (5727 m <sup>2</sup> ), plus 145 square feet ( 13.47 m <sup>2</sup> ) for each <u>minor-youth</u> beyond 274 [up to a maximum of 87,120 square feet (8093 m <sup>2</sup> )]

recreation areas shall be designed as follows:

- 1.1. At least one quarter of the dedicated indoor/outdoor space shall be a paved or like surface.
- 1.2. The required recreation area shall contain no single dimension less than 40 feet (12.2 m).
2. A portion of the dedicated space for physical activity and recreation shall be out-of-doors and be of sufficient size and equipped in such a manner to allow compliance with Title 15, Section 1371, which requires at least one hour per day of outdoor activity for each detained minoryouth.

3. Lighting of outdoor recreation areas shall be provided to allow for evening activities and to provide security.
4. Access must be provided to a toilet, wash basin and drinking fountain as specified in Section 1230.2.

**TABLE 1230A  
REQUIRED SPACES AND EQUIPMENT IN JUVENILE FACILITIES**

SECTION NUMBERS	REGULATION	HALLS	CAMPS	SPJH
1230.1.1	Reception/intake admission	X		
1230.1.2	Locked holding rooms	X	X'	
1230.1.3	Natural light	X	X	X
1230.1.4	Corridors	X'	X'	X'
1230.1.5	Living units	X		
1230.1.6	Locked sleeping rooms	X'	X'	X'
1230.1.7	Single occupancy sleeping rooms	X'	X'	X'
1230.1.8	Double occupancy sleeping rooms	X	X	X
1230.1.9	Dormitories	X	X	X
1230.1.10	Day rooms	X	X	X
1230.1.11	Physical activity and recreation areas	X	X	
1230.1.12	Academic classrooms	X	X	
1230.1.13	Safety rooms	X'		
1230.1.14	Medical examination rooms	X	X	
1230.1.15	Pharmaceutical storage	X	X	X
1230.1.16	Dining areas	X	X	
1230.1.17	Visiting space	X	X	X
1230.1.18	Institutional storage	X	X	X
1230.1.19	Personal storage	X	X	X
1230.1.20	Safety equipment storage	X	X	X
1230.1.21	Janitorial closet	X	X	X
1230.1.22	Audio monitoring system	X	X	X
1230.1.23	Emergency power	X	X	X
1230.1.24	Confidential interview rooms	X	X	X
1230.1.25	Special-purpose juvenile halls	X		
1230.1.26	Court holding rooms for <u>minersyouth</u> *	X		
1230.2.1	Toilets/urinals	X	X	X
1230.2.2	Wash basins	X	X	X
1230.2.3	Drinking fountains	X	X	X
1230.2.4	Showers	X	X	X
1230.2.5	Beds	X	X	X
1230.2.6	Lighting	X	X	X
1230.2.7	Padding	X'		
1230.2.8	Seating	X	X	X
1230.2.9	Weapons lockers	X	X	X
1230.2.10	Security Glazing	X	X'	X'
1230.2.11	Mirrors	X	X	X

Key:

Halls = Juvenile halls.

Camps = Camps, ranches, forestry camps or boot camps.

SPJH = Special-purpose juvenile halls.

\* = For minersyouth in jail, minersyouth in temporary custody in a law enforcement facility and minersyouth in court holding facilities, see Sections 1520, 1540 and 1560 of Title 15, respectively.

X = Regulation is applicable for all juvenile facilities.

X<sup>1</sup> = Regulation is applicable for halls, camps and special-purpose juvenile halls dependent on operational characteristics of the facility.

**1230.1.12 Academic classrooms.** There shall be dedicated classroom space for every juvenile in every facility. The primary purpose for the academic classroom shall be for education. Each academic classroom shall contain a minimum of 160 square feet (14.9 m<sup>2</sup>) of floor space for the teacher's desk and work area and a minimum of 28 square feet (2.6 m<sup>2</sup>) of floor space per minor. A communication system shall be provided in each classroom to allow for immediate response to emergencies. The classroom shall be designed for a maximum of 20 minors. There shall be space available in every juvenile facility that may be used for specialized, one-on-one or small group educational purposes.

**1230.1.13 Safety room.** A safety room shall:

1. Contain a minimum of ~~63-48~~ square feet (~~5.94~~5 m<sup>2</sup>) of floor area and a minimum clear ceiling height of 8 feet (2438 mm);
2. Be limited to one ~~minor~~youth;
3. Be padded as specified in Section 1230.2.7;
4. Provide one or more vertical view panels constructed of security glazing. These view panels shall be no more than 4 inches (102 mm) wide nor less than 24 inches (610 mm) long, which shall provide a view of the entire room;
5. Provide an audio monitoring system as specified in Section 1230.1.22;
6. ~~Provide access to a toilet, wash basin and drinking fountain outside the room as specified in Section 1230.2; and~~Contain a flushing ring toilet, capable of accepting solid waste, mounted flush with the floor, the controls for which must be located outside of the room;
7. Be equipped with a variable intensity, security-type lighting fixture with controls located outside the room-;
8. Any wall or ceiling-mounted devices must be designed to prohibit access to the ~~minor~~youth occupant-; and,
9. Provide a food pass with lockable shutter, no more than 4 inches (102 mm) high, and located between 26 inches (660 mm) and 32 inches (813 mm) as measured from the bottom of the food pass to the floor.

**1230.1.14 Medical examination room.** There must be a minimum of one suitably equipped medical examination room in every juvenile facility. Medical examination rooms shall provide the following:

1. Space for carrying out routine medical examinations and emergency care and used for no other purpose;
2. Privacy for ~~minors~~youth;
3. Lockable storage space for medical supplies;
4. Not less than 144 square feet (13.4m<sup>2</sup>) of floor space with no single dimension less than 7 feet (2134 mm);
5. Hot and cold running water; ~~and~~
6. Smooth, nonporous, washable surfaces-;
7. A medical exam table; and,
8. Adequate lighting.

**1230.1.15 Pharmaceutical storage.** Provide lockable storage space for medical supplies and pharmaceutical preparations as specified by Title 15, Section 1438.

**1230.1.16 Dining areas.** Dining areas in juvenile facilities shall contain a minimum of 15 square feet (1.4 m<sup>2</sup>) of floor space and sufficient tables and seating for each person being fed. Persons being fed include ~~minors~~youth, staff and visitors. Dining areas shall not contain toilets or showers in the same room without appropriate visual barrier.

**1230.1.17 Visiting space.** Space shall be provided in all juvenile facilities for in-person visiting which shall be unobstructed by barriers such as, but not limited to, security glazing or mesh.

**1230.1.18 Institutional storage.** One or more storage rooms shall be provided to accommodate a minimum of 80 cubic feet (2.3 m<sup>3</sup>) of storage space per minor. Items to be stored shall be institutional clothing, bedding, supplies and activity equipment.

**1230.1.19 Personal storage.** Each minor-youth in a juvenile facility shall be provided with a minimum of 9 cubic feet (0.25 m<sup>3</sup>) of secure storage space for personal clothing and belongings.

**1230.1.20 Safety equipment storage.** In all juvenile facilities, a secure area shall be provided for the storage of safety equipment, such as fire extinguishers, self-contained breathing apparatus, wire and bar cutters, emergency lights, etc.

**1230.1.21 Janitorial closet.** In all juvenile facilities, at least one securely lockable janitorial closet, containing a mop sink and sufficient area for the storage of cleaning implements, must be provided within the security area of the facility.

**1230.1.22 Audio monitoring system.** In safety rooms, locked holding rooms, locked sleeping rooms, single and double occupancy rooms and dormitories, there must be an audio monitoring system capable of actuation by the minor that alerts personnel.

**1230.1.23 Emergency power.** There shall be a source of emergency power in all juvenile facilities capable of providing minimal lighting in all living units, activities areas, corridors, stairs and central control points, and to maintain fire and life safety, security, communications and alarm systems (Title 24, Part 2, Chapter 27). Such an emergency power source shall conform to the requirements specified in Title, 24, Part 3, Article 700, California Electrical Code, California Code of Regulations.

**1230.1.24 Confidential interview room.** Confidential interview rooms shall contain a minimum of 60 square feet (5.6 m<sup>2</sup>) of floor area. In juvenile halls there shall be a minimum of one suitably furnished interview room for each 30 minorsyouth. In camps there shall be a minimum of one suitably furnished interview room for each facility. This interview room shall provide for confidential consultations with minorsyouth.

**1230.1.25 Special-purpose juvenile halls.** Special-purpose juvenile halls shall conform to all minimum standards for juvenile facilities contained in this section with the following exceptions:

1. Physical activity and recreation areas as specified in Section 1230.1.11;
2. Academic classrooms as specified in Section 1230.1.12;
3. Medical examination room as specified in Section 1230.1.14; and,
4. Dining areas as specified in Section 1230.1.16.

**1230.1.26 Court holding room for minorsyouth.**

A court holding room shall:

1. Contain a minimum of 10 square feet (0.93 m<sup>2</sup>) of floor area per minoryouth;
2. Be limited to no more than 16 minorsyouth;
3. Provide no less than 40 square feet (3.7 m<sup>2</sup>) of floor area and have clean ceiling height of 8 feet (2438mm) or more;
4. Contain seating to accommodate all minors-youth as specified in Section 1230.2.8;
5. Contain a toilet, wash basin and drinking fountain as specified in Section 1230.2; ~~and,~~
6. Maximize visual supervision of minors-youth by staff-; and,

7. A mirror of a material appropriate to the level of security shall be provided as specified in Section 1230.2.11.

**1230.1.27 Program and activity areas.** ~~Camp and ranch~~ All juvenile facilities shall include adequate space for specific programs in addition to recreation and exercise areas.

## 1230.2 DESIGN CRITERIA FOR FURNISHINGS AND EQUIPMENT.

**1230.2.1 Toilet/urinals.** ~~In living units, All toilet areas shall provide privacy for the youth and help reduce the risk of voyeurism without mitigating staff's ability to supervise. †Toilets must be available in a ratio to minors-youth as follows:~~

1. Juvenile halls 1:6;
2. Camps 1:10; and
3. Locked holding rooms 1:8;

One toilet and one urinal may be substituted for every 15 males.

~~Note: Toilet areas shall provide privacy for the minor without mitigating staff's ability to supervise.~~

**1230.2.2 Wash basins.** In living units, wash basins must be available in a ratio to minors-youth as follows:

1. Juvenile halls 1:6;
2. Camps 1:10; and
3. Locked holding rooms 1:8;

Wash basins must be provided with hot and cold or tempered water.

**1230.2.3 Drinking fountains.** In living areas and indoor and outdoor recreation areas, drinking fountains must be accessible to minors-youth and to staff.

1. The drinking fountain bubbler shall be on an angle which prevents waste water from flowing over the drinking bubbler; and,
2. The water flow shall be actuated by a mechanical means.

**1230.2.4 Showers.** ~~In living units, Shower areas shall provide privacy for the youth and help reduce the risk of voyeurism without mitigating staff's ability to supervise. †Showers shall be available to all minors-youth on a ratio of at least one shower or bathtub to every six minors-youth. Showers shall be provided with tempered water.~~

~~Note: Shower areas shall provide privacy for the minor without mitigating staff's ability to supervise.~~

**1230.2.5 Beds.** Beds shall be at least 30 inches (762 mm) wide and 76 inches. (1930 mm) long and be of the solid bottom type ~~or constructed of concrete~~. Beds shall be at least 12 inches (305 mm) off the floor and spaced no less than 36 inches (914 mm) apart. Bunk beds must have no less than 33 inches vertically between the solid bottoms. In secure facilities, the bunks shall be securely anchored and flushed against the floor and/or wall.

**1230.2.6 Lighting.** Lighting in locked sleeping rooms, single occupancy rooms, double occupancy rooms, dormitories, day rooms and activity areas shall provide not less than 20 foot candles (216 lux) of illumination at desk level. Night lighting is required in these areas to provide good visibility for supervision and be conducive to sleep.

**1230.2.7 Padding.** In safety rooms, padding shall cover the entire floor, door, walls and everything on the walls to a clear height of 8 feet (2438 mm). Benches or platforms are not to be placed on the floor of this room. All padded rooms must be equipped with a tamper resistant fire sprinkler as approved by the State Fire Marshal.

All padding must be:

1. Approved for use by the State Fire Marshal;
2. Nonporous to facilitate cleaning;
3. At least 112 inch (12.7 mm) thick;



4. Of a unitary or laminated construction to prevent its destruction by teeth, hand tearing or small metal objects;
5. Firmly bonded to all padded surfaces to prevent tearing or ripping; and,
6. Without any exposed seams susceptible to tearing or ripping.

**1230.2.8 Seating.** Seating shall be designed to the level of security. When bench seating is used, 18 inches (457 mm) of bench is seating for one person.

**1230.2.9 Weapons lockers.** Weapons lockers are required in all secure juvenile facilities and shall be located outside the secure area of the facility. Weapons lockers shall be equipped with individual compartments, each with an individual locking device.

**1230.2.10 Security glazing.** Security glazing shall comply with the minimum requirements of one of the following test standards: American Society for Testing and Materials, ASTM F 1233-98, Class III glass, or; California Department of Corrections, CDC 860-94d, Class C glass or; H.P. White Laboratory, Inc., HPW-TP-0500.02, Forced Entry Level III.

**1230.2.11 Mirrors.** A mirror of a material appropriate to the level of security must be provided near each wash basin specified in these regulations.

Notation

Authority: Sections 210 and 885, Welfare and Institutions Code

Reference(s): Section 209 Welfare and Institutions Code.