



Appendices

Appendix 1: Completed Items by Remedial Plan

**CDCR- DIVISION OF JUVENILE JUSTICE
EDUCATION SERVICES REMEDIAL PLAN MATRIX TRACKING DOCUMENT**

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
File Remedial Plan CYA to file Education Remedial Plan with court.	March 2005	Mar 1, 2005
Survey Credentialed Staff at Each Site Complete Credential Survey.	March 2005	March 2006
Identify Misaligned Instructional Staff at Each Site Principals to identify and report any misaligned instructional staff to Superintendent of Education.	March 2005	March 2005
Core Curriculum Provided to Special Education Students in General Education Classrooms. General education teachers will document the accommodations and/or modifications to the core curriculum provided in the general education classroom.	March 2005	March 2005
Student Consultation Team (SCT) Training Administrator responsible for special education services will ensure that each high school receive in-service training on Student Consultation Team policies, procedures and forms.	April 2005	October 2006
SCT Tracking System for Intervention Effectiveness Develop a SCT tracking system to document the effectiveness of recommended interventions and verification that on-going reviews are conducted.	April 2005	December 2006

**CDCR- DIVISION OF JUVENILE JUSTICE
EDUCATION SERVICES REMEDIAL PLAN MATRIX TRACKING DOCUMENT**

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
<p>Complete Proposal for Budget Instructional Positions CDCR will develop a proposal for the Department of Finance to budget instructional positions for the following fiscal year on an annual projection adjusted for declining population once at the end of each fiscal year.</p>	May 2005	May 2005
<p>Trade Advisory Committee Each school site Principal will develop a trade advisory committee or equivalent. The committee is to meet quarterly to provide local support and input in district-level planning.</p>	May 2005	October 2005
<p>Survey for Instructional Space/Services Complete a new study of adequacy of instructional space based on increased staff and access to instructional services for each eligible student.</p>	May 2005	May 13, 2005
<p>Temporary Space/Portable Classrooms Complete a review to determine the need for temporary space and identify available funding to support installation of portable classrooms.</p>	June 2005	Aug 8, 2005 December 2006
<p>Science Curriculum Guide CEA will complete the Science Curriculum Guide aligned with California's academic content standards adopted by the State Board of Education</p>	June 2005	Jun 30, 2005
<p>Distance Learning Capabilities Distance learning capabilities will be available at each site.</p>	WSD	June 2005
<p>Reading/Language Arts Curriculum Implement the first phase of the CEA plan addressing the reading/language arts curriculum.</p>	June 2005	June 2005

CDCR- DIVISION OF JUVENILE JUSTICE EDUCATION SERVICES REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
<p>Internet Surveys for Career Technical Education Programs The CEA administrator responsible for career-technical education will have conducted Internet surveys of the business occupational areas for CTE programs and have developed a report for the Supt. Of Education.</p>	July 2005	July 2005 Annually thereafter
<p>Educational Benefit Exercise Each school will conduct on an annual basis an "education benefit" exercise with one or more IEP cases.</p>	July 2005	July 2006 Annually thereafter
<p>Special Education Training Special Education training will be provided to treatment and custody staff, administrators, and other stakeholders as appropriate.</p>	July 2005	March 2007
<p>Annual Academic Calendar An Annual Academic Calendar will be developed and approved by the Chief Director of CDCR</p>	August 2005	August 2006
<p>Inventory Instructional Materials and Conduct a Needs Assessment Complete an annual inventory of the adopted instructional materials and needs assessment from each site to determine if additional materials and equipment are needed. Report this information to CDCR in advance of the annual budget cycle.</p>	August 2005	August 2005 Annually thereafter
<p>Practices and Products for Cognitive and Learning Disabilities Update and standardize assessment practices and products for cognitive and learning disabilities at the three reception center clinics.</p>	August 2005	August 2005
<p>Reporting Assessment Completion (Clinic Intake Process) Implement the process for school administrators to report assessment completion rates.</p>	August 2005	August 2005

CDCR- DIVISION OF JUVENILE JUSTICE EDUCATION SERVICES REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
Education Stakeholders Committee Establish an Education Stakeholders Committee.	August 2005	Aug 2005
Special Education Policy Manual Approve the Special Education Policy Manual.	September 2005	Sep 2005
Core Academic Curriculum Guides The core academic curriculum guides will be available electronically on the CDCR Intranet.	December 2005	December 2005
County Intake Process The CEA will work with counties to ensure special education documentation is provided upon ward's admission to the Department.	December 2005	April 2007 & quarterly thereafter
Policy, Regulations and Procedures The Superintendent of Education and the Deputy Director of I&C will update the policy, regulations and procedures.		March 2007
Internet Surveys for Career Technical Education Programs The CEA administrator responsible for career-technical education will have conducted Internet surveys of the business occupational areas for CTE programs and have developed a report for the Supt. Of Education.	July 2005	July 2005 Annually thereafter
Educational Benefit Exercise Each school will conduct on an annual basis an "education benefit" exercise with one or more IEP cases.	July 2005	July 2006 Annually thereafter

CDCR- DIVISION OF JUVENILE JUSTICE EDUCATION SERVICES REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
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COMPLIANCE AUDITS

Global Classrooms Global Classrooms will be available at each site.	June 2006	March 2006
CEA Strategic Plan for Mathematics Implement second phase of CEA strategic plan for mathematics.	June 2006	July 2006
Electronic Access to Educational Policies Electronic access to educational policies will be available to all staff members through the CDCR intranet.	June 2006	October 2006 and ongoing
220-Day Academic Calendar Implement an annual 220-day Academic Calendar.	August 2006	Aug 4, 2006

REMEDIAL REQUIREMENTS-WITHOUT SPECIFIC DATES (WSD)

Update Staffing Formula Update staffing formula for teacher in CEA to meet the unique needs of the ward population	WSD	Jul 1, 2005
Credential Alignment Plan Superintendent of Education will develop a credential alignment plan for the Director	WSD	Dec 2005
Core Books for Libraries The Education Services Branch will identify the core books that will comprise the mini-libraries.	WSD	Jul 1, 2005
Revision of IEP Goals IEP teams will develop or review and revise existing behavioral goals for special education students who are placed in restricted programs	WSD	Jul 1, 2005

CDCR- DIVISION OF JUVENILE JUSTICE

SEXUAL BEHAVIOR TREATMENT PROGRAM REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
Filing of Remedial Plan: CYA to file Sexual Behavior Treatment Remedial Plan with Court: 1/31/05 Stipulation, Section 1 (extended to 5/16/05.)	May 16, 2005	May 16, 2005
Compliance Audit of all Sexual Behavior Programs: Monitoring tours by Dr. Schwartz of OHC, NAC, HGS and SYCRCC Sexual behavior Treatment Programs.	Oct. 20-26, 2005	Oct 20-26, 2005
Sex Offender Referral Document (SORD): Evaluate the validity of the SORD as it relates to the protocol and placement procedures.	January 2006	September 2005
Plan for Healthy Living Program Curriculum: Complete a plan for curriculum development.	January 2006	January 2006
Develop Healthy Living Program Curriculum: Develop curriculum for the Healthy Sexuality Program.	January 2006	November 2007
Sexual Behavior Task Force (SBTF): Task Force to be appointed and meet quarterly.	September 2005	July 2005
Sexual Behavior Task Force (SBTF) Meetings:	On-going	July 2005
Senior Psychologist /Sex Offender Program Coordinator: Hire a Senior Psychologist to provide statewide oversight for Sexual Behavior Treatment Programs.	WSD	November 2006
Research Specialist I for Headquarter: Research Specialist to monitor, evaluate, and prepare regular reports.	WSD	April 2006
Plan for Outpatient Sexual Behavior Treatment Program Curriculum:	WSD	January 2006

CDCR- DIVISION OF JUVENILE JUSTICE

SEXUAL BEHAVIOR TREATMENT PROGRAM REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS		
Action/Task	Plan Required Completion Date	Actual Completion Date
Plan for Residential Treatment Program:	WSD	January 2006
Sexual Behavior Treatment Consultant:	WSD	May 2005; May 2007

CDCR- DIVISION OF JUVENILE JUSTICE
WARDS WITH DISABILITIES PROGRAM REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS		
Action/Task	Plan Required Completion Date	Actual Completion Date
<p>ADA Rights Notification As part of the Clinic process, all wards will be advised of their rights under the ADA and Section 504. DJJ shall develop a provisional form that contains a written advisement of these rights in simple English and Spanish by August 2005. The information contained in the form shall be reviewed with each ward.</p>	August 2005	Aug 30, 2005
<p>Wards with Disabilities Program Policy CDCR will complete the Department's Disabilities Policy for wards and submit to the Directorate for approval. When approved, DJJ shall complete all action steps related to the implementation of the Departmental Disabilities Policy for wards, including hiring staff, all levels of reviews, forms, electronic documentation development, labor negotiations, and training curriculum.</p>	Aug 1, 2005	
<p>Final List of Projects (Appendix C) CDCR will file the final list of projects (Appendix C) upon approval by all parties.</p>	Aug. 15, 2005	Sep 15, 2005
<p>Wards with Disabilities Program (WDP) Coordinator CDCR will hire a full time WDP Coordinator.</p>	October 2005	Feb 21, 2006
<p>IEP Working Committee Education Services Branch will establish a working committee consisting of the Disability Expert, one Education Expert, the SELPA Director and the Manager of Special Education programs. The charge of the committee is to: 1) Study and make recommendations to improve the adult wards' and parents' meaningful participation during IEPs, 2) Encourage more active participation, 3) Provide informational material for parents/surrogates, 4) Study the need for and evaluate the ability of various public/private groups or agencies to assist with means for parents to attend IEP meetings 5) Study the need to include a wider variety of individualized accommodations in IEPs</p>	December 2005	March 2006

CDCR- DIVISION OF JUVENILE JUSTICE
WARDS WITH DISABILITIES PROGRAM REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
Tenets of Advocacy The Department will implement a policy that each specialist that is assigned as a case carrier, or alternate, will discuss the tenets of advocacy with the ward and surrogates prior to the IEP meeting.	December 2005	October 2006
Surrogate Parent Training All individuals who serve as surrogate parents will receive annual training in the role and responsibilities of a surrogate.	December 2005	
Standardized Emergency Announcement Protocol The Department shall ensure that wards with hearing and other impairments that require accommodations benefit from effective communication regarding public address announcements and reporting procedures, including those regarding visiting, school, recreation period, movements, count, or emergency situations. The Department WDP Coordinator will develop a standardized emergency announcement protocol.	December 2005	
Statewide Disability Coordinators Meeting Statewide meeting to discuss remedial plan, role of coordinators and compliance tours.	Dec 9, 2005	Dec 9, 2005
Internal Compliance Review Compliance reviews will commence to ensure implementation of the Remedial Plan.	January 2006	Developed Corrective Action Plans in 2006
WDP Facility Coordinators Facility WDP Coordinator positions will be filled.	February 2006	Aug 1, 2006
Needs Assessment and Training Material CDCR will conduct a needs assessment and prepare department-wide ADA/disability training materials.	June 2006	Dec 31, 2006

CDCR- DIVISION OF JUVENILE JUSTICE
WARDS WITH DISABILITIES PROGRAM REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS		
Action/Task	Plan Required Completion Date	Actual Completion Date
Develop the Disability Health Services Referral Form.	December 2005	March 2007
Develop Comprehensive Plant Modification List. DJJ will provide the Disability Expert and Plaintiff's Counsel with a comprehensive list identifying each plant modification project as Category One, Two, or Three and prioritizing the two project categories to be completed.	Jul 15, 2005	Jul 15, 2005
REMEDIAL REQUIREMENTS -WITHOUT SPECIFIC DATES (WSD)		
Referral Document YA 1.411 CDCR will revise the Referral Document, YA 1.411 to replace "handicap" with "disability" within 30 days of the filing of this plan.	WSD	Jun 9, 2005
Interim Solutions to PYCF Visiting Area CDCR will confer with the Disabilities Expert to explore and implement, as reasonably appropriate, interim solutions to address architecture at the existing PYCF visiting area until the new facility is opened in July 2006. Note: Work with DJJ facility director to ensure compliance.	WSD	January 2007
Evacuation Procedures Shall be implemented at each facility to protect the safety of staff, wards, and the general public, protect property, preserve the organizational structure and facilitate the continuity and resumption of essential services.	WSD	
Staff Assistants All wards with disabilities that require accommodations shall be assigned a staff assistant from the facility team. Each facility shall have a team with at least one representative from each of the following disciplines: mental health, health care, and education.	WSD	Mar 21, 2006
WDP Coordinator Training The WDP Coordinator will receive a higher level of training provided by qualified trainers/consultants from outside the Department within six months of the court approval of the plan.	WSD	Nov 03, 2006

CDCR- DIVISION OF JUVENILE JUSTICE
WARDS WITH DISABILITIES PROGRAM REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
Facility WDP Coordinator Training Facility WDP Coordinators will receive a higher level of training provided by qualified trainers/consultants from outside the Department.	WSD	Oct 29 – Nov 3 2006. (This type of training will be ongoing)
Ward Parole Hearings The Division shall ensure that wards with disabilities have access to all Youth Authority Board (YAB) proceedings. To this end the Department shall provide reasonable accommodations to wards with disabilities preparing for parole and YAB proceedings.	WSD	
WDP Reporting The Departmental WDP Coordinator shall ensure that a WDP report is COMPLETED monthly, quarterly, and annually for each site.	WSD	Mar 10, 2006
ADA Advisement Posters/Signs Placement of ADA wards rights advisement posters at each facility/camp.	WSD	September 2006
WDP Meetings and Training Effective immediately, the WDP Coordinator shall conduct regular meetings and trainings, as required, with all facility WDP Coordinators.	WSD	Meeting held Aug 2, 2006
Facility Corrective Action Plans (CAPS) Disability Expert's identification of areas, which were rated as being in Partial Compliance (PC) or below. Facilities plan to correct these areas of deficiency or inconsistency.	WSD	July 2006
Staff Assistant Training/Course The Staff Assistants (SAs) shall complete a course to become a SA that contains modules that define SA roles and responsibilities, describe cognitive/emotional disabilities, mental/physical disabilities, and present an overview of the DDMS and grievance process.	WSD	December 2006
Closed Captioning Televisions DJJ shall ensure that youth have access to at least one facility television located in their assigned living unit that utilizes the closed captioning function at all times.	WSD	Jun 30, 2006
Safety and Welfare Issues Establishment of special working group to address the safety and welfare issues for wards with disabilities, as they would relate to and be included in the Safety and Welfare Remedial Plan.	WSD	

CDCR- DIVISION OF JUVENILE JUSTICE
WARDS WITH DISABILITIES PROGRAM REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
Telecommunication Device for the Deaf (TDD) Equipment/Interpreter Services Wards with disabilities shall be provided use of a TDD and telephones for people with disabilities. Qualified sign language interpreters shall be provided for all due process functions and medical consultations.	WSD	Mar 31, 2006

CDCR- DIVISION OF JUVENILE JUSTICE

HEALTH CARE SERVICES REMEDIAL PLAN MATRIX TRACKING DOCUMENT

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
Essential Policies Essential policies will be submitted to the Court Experts.	Mar 13, 2006	Mar 13, 2006
Finalization of Essential Policies Court Experts to meet with Health Care leadership to finalize essential policies.	Mar 31, 2006	Mar 28-29, 2006
In-Services Training Non-primary care physicians will receive in-service training on chronic care management.	Mar 31, 2006	May 31, 2006
Internal Review Process for New Policies Internal review and processing of essential policies, to include review/discussion with Labor, will be completed.	Jun 15, 2006	August 2006
Quality Management Program Full implementation of the Quality Management (QM) program in all facilities.	Jun 30, 2007	Sep 18, 2007
Qualifications for New Chief Medical Officers .	WSD	
Pay Parity All healthcare providers employed by DJJ Health Care will have pay parity with healthcare providers employed by Adult Health Care.	WSD	Dec 15, 2006
New Employee Orientation Orientation for all new healthcare staff will be completed within 30 days of employment.	WSD	

**CDCR- DIVISION OF JUVENILE JUSTICE
SAFETY AND WELFARE REMEDIAL PLAN MATRIX TRACKING DOCUMENT**

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
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Create Capacity for Change

Add Central Office Resources

File the Standards and Criteria Audit Tool.	Oct 31, 2006	Oct 31, 2006
Add or appoint a Director of Programs.	Oct 01, 2006	Dec 20, 2007
Add or appoint a <i>Farrell</i> Project Director.	Oct 01, 2006	Oct 01, 2006
DJJ will hire at least 18 trainers/quality assurance specialists.	Jun 30, 2007	Proof of practice provided to S&W expert on Jun 07, 2007

Clarify Lines of Authority and Create a System for Auditing and Corrective Action

Produce an organizational chart for central office consistent with principles outlined in this section.	Sep 01, 2006	POP #45 dated Jun 28, 2007, POP #64 dated Nov 4, 2007
Produce an organizational chart for each DJJ facility consistent with principles outlined in this section.	Oct 01, 2006	POP #46 dated Jun 28, 2007, POP #65 Nov 14, 2007

**CDCR- DIVISION OF JUVENILE JUSTICE
SAFETY AND WELFARE REMEDIAL PLAN MATRIX TRACKING DOCUMENT**

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
Improve MIS Capability		
Contract for implementation of Performance-based Standards.	Sep 01, 2006	Oct. 01, 2006 POP #1 dated Mar 13, 2007
Establish a statewide coordinator and site coordinators for PbS in time for the first data collection.	Nov 11, 2006	Oct. 01, 2006 POP #2 dated Mar 13, 2007
Add Resources at DJJ Facilities		
DJJ will ensure that the facility has a Volunteer Services Coordinator/Positive Incentives Coordinator.	Varies by Facility Jan 01, 2007 – Jul 01, 2009	POP #24 dated Jun 2, 2007
Reduce Violence and Fear		
DJJ will work with Safety and Welfare Consent Decree Expert Barry Krisberg to develop a schedule for implementing the custody classification, living unit assignment, and performance measure processes described in this section.	Aug 01, 2006	Aug. 01, 2006 POP #15 dated Mar 14, 2007 POP #63 dated Nov 13, 2007
The dates agreed to by DJJ and Dr. Krisberg will be incorporated in the Standards and Criteria Section of this Remedial Plan, which will be filed in accordance with the schedule described in Section 1.	High Risk separated from Low Risk Jan 12, 2007 Measures for High Risk dormitories Feb 13, 2007	Jan 12, 2007 POP #8 dated Mar 13, 2007, POP #22 dated May 25, 2007
DJJ will implement the Use of Force Review Model at each facility.	Jan 01, 2007	Sep 30, 2006 POP #41 dated Mar 27, 2007 POP #108 dated Dec 14, 2007

**CDCR- DIVISION OF JUVENILE JUSTICE
SAFETY AND WELFARE REMEDIAL PLAN MATRIX TRACKING DOCUMENT**

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
DJJ will create and begin operating Violence Reduction Committees at each facility.	Jan 01, 2007	Jun 01, 2007 POP #35 dated Jun 06, 2007
Identify a Rehabilitative Treatment Model		
DJJ will issue an RFP for a risk/needs assessment tool.	Oct. 01, 2006	POP #63 dated Nov 13, 2007
Convert Facilities to the Rehabilitative Model		
DJJ will establish statewide minimum standards for the Program Service Day.	Oct 01, 2006	Nov 01, 2006
System Reform for Females		
DJJ will issue a request for Letters of Interest from local governmental entities and qualified private parties to provide secure residential and rehabilitative services to females committed to DJJ.	Jul 01, 2006	May 31, 2006 POP #10 dated Mar 13, 2007, POP #34 dated Jun 4, 2007
DJJ will consult with one or more national experts to begin development of gender specific programs for females and adaptation of the Integrated Treatment Model to the DJJ female population.	Aug 01, 2006	February 2005 to Present- POP #3 dated Mar 13, 2007
DJJ will request legislative authority and funding to issue a Request for Proposals by enter into contracts for services for females upon successful negotiation with responsive bidders.	Jul 01, 2006	Jul 1, 2006 POP #11 dated Mar 13, 2007

**CDCR- DIVISION OF JUVENILE JUSTICE
SAFETY AND WELFARE REMEDIAL PLAN MATRIX TRACKING DOCUMENT**

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
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Other Issues		
Acceptance/Rejection Criteria		
DJJ will promulgate a process and criteria for determining whether youth with certain medical conditions, persistent and serious mental health care needs and/or developmental disabilities are accepted into DJJ for potential material benefit.	Sep 01, 2006	Sep 26, 2006 POP #42 dated Jun 27, 2007
DJJ will designate Community/Court Liaison staff.	Dec 01, 2006	June 2007 POP #13 dated Mar 13, 2007, POP #23/43 dated Jun 2, 2007
Orientation		
Education families, probation, court personnel regarding: DJJ services, programs, expectations and family involvement.	Dec 1, 2006	POP #44 dated Jun 28, 2007
Family Involvement		
Telephone contact between the youth and his/her family will be facilitated within 24 hours of arrival at the reception center to assist the youth in the early adjustment to his/her confinement.	Nov 01, 2006	POP #7 dated Mar 13, 2007, POP #40 dated Jun 27, 2007
DJJ will consult with a nationally recognized expert to develop a model for re-entry and transition services that are strength-based and family focused.	As facilities are converted to the reform model	

**CDCR- DIVISION OF JUVENILE JUSTICE
SAFETY AND WELFARE REMEDIAL PLAN MATRIX TRACKING DOCUMENT**

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
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Disciplinary System		
DJJ will hire Disciplinary Coordinators and support staff for all facilities that currently do not have them.	Jan 31, 2007	November 2006 POP #39 dated Jun 27, 2007
A standard duty statement will be written for Disciplinary Coordinators.	Mar 31, 2007	Jul 1, 2006 POP #38 dated Jun 27, 2007
DJJ will provide assistance for youth with disabilities consistent with the Wards with Disabilities Remedial Plan.	Deferred to the WDP	Dec 2006
DJJ will take steps to promote participation in the Ward Incentives Plan and to standardize and expand the ability to earn incentive points through restorative justice projects.	Mar 31, 2007	
Grievance System		
A lock box will be installed on every living unit for submission of forms to prevent lost grievances.	Mar 31, 2007	Mar 1, 2007 POP #33 dated Jun 4, 2007
Each facility will have one or more grievance coordinator who, among other things, will prepare monthly reports on grievances and grievance trends for use of the superintendent and his/her management team. The design and content of these reports will be developed in consultation with the Safety and Welfare Court Expert.	Mar 31, 2007	December 2006 Proof of Practice provided to S&W Expert on Jun 27, 2007
A standardized duty statement will be developed for staff responsible for monitoring and processing grievances. Duties will include monitoring timeframes, reviewing and ensuring adequate responses, training staff, holding monthly meetings, training grievance clerks, preparing reports, reviewing data for trends, developing intervention strategies, and conducting inquiries into complaints alleging staff misconduct.	Mar 31, 2007	December 2006

**CDCR- DIVISION OF JUVENILE JUSTICE
SAFETY AND WELFARE REMEDIAL PLAN MATRIX TRACKING DOCUMENT**

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
<p>Youths with disabilities who require accommodations, including youths with cognitive or other disabilities that limit reading and writing abilities, will be provided assistance in the grievance process consistent with the Wards with Disabilities Remedial Plan. Staff who assist youths with disabilities and staff who respond to grievances filed by youths with disabilities will be provided adequate training consistent with the Wards with Disabilities Remedial Plan.</p>	Deferred to the WDP	December 2006
<p>The description of the Ward Incentive Program will be simplified.</p>	Mar 31, 2007	Proof of Practice provided to S&W Expert on Jun 27, 2007
<p>DJJ will provide full program credit when failure to participate in school, work, or treatment occurs through no fault of the youth.</p>	Mar 31, 2007	POP #31 dated Jun 4, 2007
<p>Standards will be developed for award of incentive points for restorative justice projects. For example, working x hours on a restorative justice project might be worth one program credit, participating in a blood drive might be worth several credits, etc.</p>	Mar 31, 2007	POP #32 dated Jun 4, 2007
Master Planning		
<p>DJJ will assign a person to be a dedicated project coordinator for these master plans.</p>	Sep 01, 2006	Sep 1, 2006

**CDCR- DIVISION OF JUVENILE JUSTICE
MENTAL HEALTH REMEDIAL PLAN MATRIX TRACKING DOCUMENT**

Updated: 12/31/07

COMPLETED ITEMS: REMEDIAL REQUIREMENTS

Action/Task	Plan Required Completion Date	Actual Completion Date
Pay Parity DJJ will ensure that mental health care providers employed by the Division of Juvenile Justice have pay	Sep 1, 2006	May 1, 2007
SRSQ Effective immediately, DJJ will use the DJJ Suicide Risk Screening Questionnaire for sociality at initial intake of all youth upon admission to the reception center.	Sep 1, 2006	Sep 1, 2006
Immediately on the filing of this plan, DJJ Mental Health Services will work with the CDCR Office of Workforce Planning to arrange participation in mental health job fairs at DJJ facilities and recruitment events at professional schools and/or conferences.		
Waiting list Prioritization By November 20, 2006, DJJ will develop a system to track and objectively prioritize youth placed on waiting lists for residential mental health programs.	Nov 20, 2006	Nov 20, 2006
DMH communication By November 30, 2006, DJJ will collaborate with DMH to strengthen communication, expedite transfers to DMH of youth who are appropriately referred for inpatient mental health services, and facilitate transition of youth no longer in need of such care back to DJJ facilities.	Nov 30, 2006	Oct 17, 2006
Standards and Criteria A plan for monitoring for compliance, including Standards and Criteria and identification of Actions Necessary to Achieve Compliance, will be filed with the Court by Dec 15, 2006.	Dec 15, 2006	Dec 15, 200
V-DISC Effective Jul 1, 2007, DJJ will use the Voice Diagnostic Interview Schedule for Children (V-DISC) on all youth upon admission to the reception center pending its validation on older youth or replacement by a screening instrument validated for youth over 18.	Jul 1, 2007	Jul 1, 2007
Reduce MH unit Populations No later than Jun 30, 2008, DJJ will reduce the maximum size of its ITP and SCP living units to 24, and its IBTP living units to no more than 16 (exclusive of mentors).	Jun 30, 2008	Jul 1, 2007

Appendix 2:

**Division of Juvenile Justice
Physical Barrier Removal Report**

**Pursuant to Wards with Disabilities Program
Remedial Plan**

Includes ADA-Compliant Rooms and Shower/Lavatories

And

Appendix B and C Projects

December 31, 2007

ADA Compliant Rooms and Shower/Lavatories

* Construction on numerous projects was delayed following the merger of the former Youth Authority into the California Department of Corrections and Rehabilitation July 1, 2005. The CDCR Office of Facility Management began to work on the projects at that time, expediting projects and procurement whenever possible. However, some projects could not be completed before the deadlines as stated in the Remedial Plan and related appendices. Each of these projects is noted with an asterisk in the last column.

Project	Court Deadline	Completed	Anticipated Completion	Explanation If Not Completed By Deadline
I. ADA Compliant Rooms				
a. Southern Reception (1 st Room)		Completed prior to WDP filing		
b. Ventura		Completed prior to WDP filing		
c. N.A. Chaderjian	6/30/06		12/31/07 Construction phase	* ADA-related modifications at the facility were completed several years ago. However, a recent OFM review identified issues that need to be addressed in order to make the room fully accessible. 6/15/06 - This project was submitted to OFM for implementation in July 06. Funding to be identified in the future. 3/28/07 - Funding identified 6/8/07 - Construction completion date revised from 7/30/07 to 11/9/07. 9/06/07 – Construction completion date revised from 11/09/07 to 12/31/07 to account for additional delays in the procurement of doors, frames and hardware. 12/30/07 – Construction completion date revised from 12/31/07 to 2/7/08 to account for delays associated with a Public Works Contract to saw cut concrete walls as well as delays in vacating the project site by the Facility.

d. Heman G. Stark		Completed prior to WDP filing		
e. El Paso de Robles	8/31/05	Completed 1/27/06		
f. DeWitt Nelson	12/31/05	Lassen Unit Completed 9/11/06 Modoc Unit Completed 9/29/06		
g. O.H. Close	12/31/05	El Dorado Unit Completed 10/25/06		
h. Preston	12/31/05	Completed 12/30/05		
i. Southern Reception (2 nd Room)	6/30/06	Old Marshall Room Completed 9/24/06		

II. Modify Shower/Lavatory in Close Proximity to Modified Rooms				
a. Southern Reception (1 st Room)	6/30/06	Completed prior to WDP filing		
b. Ventura	6/30/06	Completed 4/30/05		
c. N.A. Chaderjian	6/30/06		12/31/07 Construction phase	<p>ADA-related modifications at the facility were completed several years ago. However, Logan Hopper, Disability Expert during his initial site visit to audit compliance identified issues that need to be addressed in order to make the shower fully accessible. A fully accessible shower/lavatory is being incorporated within the ADA compliant room.</p> <p>6/15/06 - This project was submitted to QFM for implementation in July 06. Funding to be identified in the future. 3/28/07 - Funding identified on 3/28/07. 6/8/07 - Construction completion date revised from 7/30/07 to 11/9/07, to allow additional time for the procurement of long lead items. 9/06/07 - Construction completion date revised from 11/09/07 to 12/31/07 to account for additional delays in the procurement of doors, frames and hardware. 12/30/07 - Construction completion date revised from 12/31/07 to 2/7/08 to account for delays associated with a Public Works Contract to saw cut concrete walls as well as delays in vacating the project site by the Facility.</p>

d. Heman G. Stark	6/30/06	Living Units C&D Completed 11/8/06 Living Units A&B Completed 4/9/07		
e. El Paso de Robles	6/30/06	Los Osos West Completed 1/27/06		
f. DeWitt Nelson	6/30/06	Lassen Unit completed 9/11/06 X Modoc Unit completed 9/29/06		
g. O.H. Close	6/30/06	El Dorado & Humboldt LU Completed 10/25/06		

Project	Court Date	Complete	Anticipated Completion	Explanation If Not Completed by Deadline
h. Southern Reception (2 nd Room)	6/30/06	Education Rest Room Completed 11/08/06 Admin Rest Room Completed 12/01/06		
III. Eight Shower/Lavatory Modifications in Housing Units				
a. O.H. Close (1) El Dorado/Humboldt	6/30/07	Completed 10/25/06		
b. DeWitt Nelson (3) Sierra, Plumas, and Angeles Units	6/30/07	Completed 10/31/07		
c. Heman G. Stark (4) I, J, K, and L Living Units	6/30/07		I & J 12/31/07 Construction phase K & L 4/30/08 Construction phase	I & J Unit (Sex Offender Unit) 3/2/07 – Construction completion date revised from 10/01/07 to 12/31/07, to allow additional time to procure long lead items. 5/8/07 – Area was found to contain both asbestos (ceiling) and lead (walls). Asbestos abatement contract will be issued which may delay the actual completion date for this portion of the project. 5/8/07 – Construction completion date of 4/30/07 is subject to LU being fully vacated by Institution and made available, no later than 08/01/07. 7/10/07 – Construction completion date delayed from 12/31/07 to 4/30/08 as a result of asbestos and lead abatement.
d. Preston (2) Redwood and Oak Living Units	6/30/07	Completed 8/18/06		

APPENDIX B PROJECTS

* Construction on numerous projects was delayed following the merger of the former Youth Authority into the California Department of Corrections and Rehabilitation July 1, 2005. The CDCR Office of Facility Management began to work on the projects at that time, expediting projects and procurement whenever possible. However, some projects could not be completed before the deadlines as stated in the Remedial Plan and related appendices. Each of these projects is noted with an asterisk in the last column.

Project	Court Date	Complete	Anticipated Completion	Explanation If Not Completed by Deadline
N.A. Chaderjian Youth Correctional Facility				
Sliding doors at front entrance	6/30/09	Completed 07/20/07		
Drinking fountains Admin/visiting/education	6/30/06	Completed 8/11/06		
Ward restroom in Parole Board Hearing area	6/30/07	Completed 07/20/07		
Ward restrooms in visiting area	6/30/07	Completed 07/20/07		
Male ward restroom in education	6/30/06	Completed 8/11/06		
O.H. Close Youth Correctional Facility				
Ramp and sliding doors at front entrance	6/30/09		TBD 07/08	9/29/06 – Construction start and completion dates TBD after future year.
Male and female restroom in Admin Bldg	6/30/09		TBD 07/08	9/29/06 – Construction start and completion dates TBD after future year funding is identified in 2007/2008 and beyond.
Security station window with pass through	6/30/06	Completed 10/25/06		
Drinking fountains Admin/visiting/education	6/30/08		TBD 07/08	9/29/06 – Construction start and completion dates TBD after future year funding is identified in 2007/2008 and beyond.
Ward restrooms in Parole Board Hearing area	6/30/07	Completed 6/30/07		
Male and female restrooms in visiting area	6/30/09		TBD 07/08	9/29/06 – Construction start and completion dates TBD after future year funding is identified in 2007/2008 and beyond

Male ward restroom in education	6/30/06	Completed 10/25/06		
DeWitt Nelson Youth Correctional Facility				
Sliding door at front entrance	6/30/09		8/18/07 Construction phase	Canceled project due to anticipated facility closure.
Security station service window pass-thru	6/30/09		8/18/07 Construction phase	Canceled project due to anticipated facility closure.
Drinking fountains Admin/visiting/education	6/30/07	Completed 10/31/07		
Ward restrooms in Parole Board Hearing area	6/30/07	Completed 10/31/07		
Male/female/ward restrooms in visiting area	12/31/06	Completed 9/29/06		
El Paso de Robles Youth Correctional Facility				
Sliding doors at front entrance	6/30/09	Completed 10/31/07		
Security station service window pass-thru	6/30/09	3/30/07 Complete (Re-assessed and found in compliance)		
Ward restrooms in Parole Board Hearing area	6/30/07	Completed 10/31/07		
Ward restrooms in visiting area	6/30/08	Completed 10/31/07		
Preston Youth Correctional Facility				
Ward restrooms in Parole Board Hearing area	6/30/08		11/07/08 Construction Phase TBD 07/08	8/15/06 – Construction start and completion dates TBD after future year funding is identified in 2007/08 and beyond. 9/27/07 – Future year funding has been identified.

Male ward restrooms in education	6/30/08		11/07/08 Construction Phase TBD 07/08	Only male ward restroom will be renovated since the institution does not house female wards. 8/15/06 – Construction start and completion dates TBD after future year funding is identified in 2007/08 and beyond. 9/27/07 – Future year funding has been identified.
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Southern Youth Correctional Reception Center and Clinic

Sliding door at front entrance in Visiting area	6/30/09	Completed 4/2/07		
Male and female restroom in Admin Bldg	6/30/09	Completed 12/11/06		
Drinking fountains in Admin and education	6/30/09	Completed 4/2/07		
Ward restroom in Parole Board Hearing area	6/30/07	Completed 5/3/07		
Male ward restrooms in education	6/30/06	Completed 11/8/06		

Heman G. Stark Youth Correctional Facility

Sliding door at front entrance in Visiting area	6/30/09		12/31/07 Construction phase	3/2/07 – Construction completion date revised from 10/01/07 to 12/31/07, to allow additional time to procure items.
Male and female restroom in Admin Bldg	6/30/08		4/30/08 Construction phase	3/2/07 – Construction completion date revised from 10/01/07 to 12/31/07, to allow additional time to procure items. 7/10/07 – Construction completion date delayed from 12/31/07 to 4/30/08 as a result of asbestos and lead abatement.

Project	Court Date	Complete	Anticipated Completion	Explanation If Not Completed by Deadline
Drinking fountains in education	6/30/09		4/30/08 Construction phase	3/2/07 – Construction completion date revised from 10/01/07 to 12/31/07, to allow additional time to procure items. 7/10/07 – Construction completion date delayed from 12/31/07 to 4/30/08 as a result of asbestos and lead abatement.
Ward restroom in Parole Board Hearing area	6/30/07		12/31/07 Construction phase	3/2/07 – Construction completion date revised from 10/01/07 to 12/31/07, to allow additional time to procure items.
Ward restroom in visiting area	6/30/07		12/31/07 Construction phase	3/2/07 – Construction completion date revised from 10/01/07 to 12/31/07, to allow additional time to procure items.
Male ward restrooms in education	6/30/06	Completed 10/6/06		
Ventura Youth Correctional Facility				
Sliding door at front entrance in Visiting area	6/30/09		06/30/08 Construction phase TBD 07/08	8/15/06 – Construction start and completion dates TBD after future year funding is identified in 2007/08 and beyond. 9/27/07 – Future year funding has been identified.
Male and female restroom in Admin Bldg	6/30/08		06/30/08 Construction phase TBD 07/08	8/15/06 – Construction start and completion dates TBD after future year funding is identified in 2007/08 and beyond. 9/27/07 – Future year funding has been identified.
Security station service window pass-thru	6/30/09		06/30/08 Construction phase TBD 07/08	8/15/06 – Construction start and completion dates TBD after future year funding is identified in 2007/08 and beyond. 9/27/07 – Future year funding has been identified.
Drinking fountains Admin/visiting/education	6/30/06	Completed 9/13/06		
Ward restrooms in Parole Board Hearing area	6/30/07	Completed 6/30/07		

Male ward restrooms in education	6/30/08		06/30/08 Construction phase TBD 07/08	*Female ward restroom will be renovated since the institution does not house male wards. 8/15/06 – Construction start and completion dates TBD after future year funding is identified in 2007/08 and beyond. 9/27/07 – Future year funding has been identified.
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APPENDIX C PROJECTS

All projects due to be completed by 9/30/06 were completed by 3/31/06, with the following exceptions:

Project	Court Date	Complete	Anticipated Completion	Explanation If Not Completed by Deadline
N.A. Chaderjian				
Renovate restroom in administration lobby	9/30/06	Completed 8/11/06		
Renovate staircase to second tier in Smith and American living units	9/30/06	Completed 8/11/06		
Renovate staircase to second tier on Tuolumne and San Joaquin living units	9/30/06	Completed 8/11/06		
DeWitt Nelson				
Renovate ward restroom in new Visiting building	9/30/06	Completed 9/29/06		
O.H. Close				
Adjust main entry/exit door pressure and install threshold ramp at the Education Office	9/30/06	Completed 7/30/07		
Replace main entry door threshold at Humboldt and El Dorado living units	9/30/06	Completed 7/30/07		