

# **NEVADA COUNTY SHERIFF'S SUB-STATION, TRUCKEE.**

## **REASON FOR INVESTIGATION**

California Penal Code Section 919(b) requires the Civil Grand Jury to inspect all detention facilities within the county.

## **PROCEDURE FOLLOWED**

The Grand Jury visited and inspected the sub-station on September 7, and October 26, 1999. During the course of the investigation the following staff were interviewed:

Gary Jacobson, Captain, Facility Commander.  
David Baxley, Lieutenant.  
Chris Donaldson, Corporal.

Prior to their inspections the Grand Jury reviewed the previous Board of Corrections Report as well as the 1998-1999 Grand Jury report as it pertains to the Truckee facility.

## **FINDINGS**

1. Based upon the recommendation of both the previous Grand Jury and the Board of Corrections, the facility has instituted video and audio monitoring in both male and female cells.
2. Policies and Procedures pertaining to the custody care and treatment of females and juveniles has been accomplished. This information was readily available to all jail staff.
3. Procedures for inmate medical care and detoxification needs meet the Board of Corrections standards.
4. Facilities are available for inmate visitors as well as confidential attorney interviews.
5. The facility was clean and well maintained.
6. Evidence lockers have been modernized and secured. Only the evidence technician has constructive possession of evidence once it is submitted by field deputies.
7. The jail commander has been successful in being able to tie into the local PBS radio station in the event there is a need to broadcast emergencies to the general public.
8. There is a lack of staff to transport inmates from the jail to the Truckee court. A problem exists when the court bailiff calls for an inmate and there is insufficient staff available to perform that function.
9. As of the date of these inspections, the jail employs four correctional officers. The Board of Corrections has recommended six. Presently the correctional officers work 12 hour shifts.
10. The jail facility has not received a medical or fire inspection for over a year. The jail commander has requested this be accomplished.

## **CONCLUSIONS**

1. The jail is being operated at a fairly efficient level considering the lack of staffing.
2. The jail staff is knowledgeable of facility policy and procedures.
3. The 12 hour shifts by the jail correctional officers appears to be excessive and may have an adverse affect on their health and morale.
4. The security needs for both inmates and staff appear adequate.
5. The facility commander appears to be concerned with civic community relations as well as the continued efficiency of the sub-station and jail.

## **RECOMMENDATIONS**

1. The Grand Jury strongly recommends that the two correctional officer vacancies are filled as soon as possible.
2. The Grand Jury further recommends that an additional correctional officer position for the transportation of inmates be strongly considered.
3. The Grand Jury recommends the facility obtain both medical and fire inspections as soon as possible.

## **REQUIRED RESPONSES**

Sheriff, Due August 30, 2000

Board of Supervisors, Due September 30, 2000

**NEVADA COUNTY BOARD OF SUPERVISORS RESPONSES TO  
1999-2000 CIVIL GRAND JURY FINAL REPORT NO. 8  
DATED JUNE 28, 2000  
RE: NEVADA COUNTY SHERIFF'S SUB-STATION, TRUCKEE**

*Responses to findings and recommendations are based on either personal knowledge,  
examination of official county records, review of the response by the Sheriff, or  
testimony from the board chairman and county staff members.*

**I. GRAND JURY INVESTIGATION:**

**Nevada County Sheriff's Sub-Station, Truckee**

**A. RESPONSE TO FINDINGS & RECOMMENDATIONS:**

**Findings:**

1. **Based upon the recommendation of both the previous Grand Jury and the Board of Corrections, the facility has instituted video and audio monitoring in both male and female cells.**

Agree

2. **Policies and Procedures pertaining to the custody, care, and treatment of females and juveniles has been accomplished. This information was readily available to all jail staff.**

Agree

3. **Procedures for inmate medical care and detoxification needs meet the Board of Corrections standards.**

Agree

4. **Facilities are available for inmate visitors as well as confidential attorney interviews.**

Agree

5. **The facility was clean and well maintained.**

Neither agree nor disagree. The Board has no knowledge of the condition of the facility during the Grand Jury inspection.

6. **Evidence lockers have been modernized and secured. Only the evidence technician has constructive possession of evidence once it is submitted by field deputies.**

Agree

7. **The jail commander has been successful in being able to tie into the local PBS radio station in the event there is a need to broadcast emergencies to the general public.**

Agree

8. **There is a lack of staff to transport inmates from the jail to the Truckee court. A problem exists when the court bailiff calls for an inmate and there is insufficient staff available to perform that function.**

Agree. There was a lack of staff at the time of the Grand Jury inspection however the vacancies have now been filled (see response to Recommendation No.1).

9. **As of the date of these inspections, the jail employs four correctional officers. The Board of Corrections has recommended six. Presently the correctional officers work 12 hour shifts.**

Agree

10. **The jail facility has not received a medical or fire inspection for over a year. The jail commander has requested this be accomplished.**

Agree

## **RECOMMENDATIONS**

1. **The Grand Jury strongly recommends that the two correctional officer vacancies are filled as soon as possible.**

The recommendation has been implemented.

The two vacancies have been filled, bringing the total number of assigned correctional officers in Truckee to five.

2. **The Grand Jury further recommends that an additional correctional officer position for the transportation of inmates be strongly considered.**

The recommendation will not be implemented at this time.

Although an additional correctional officer could potentially enhance inmate transport security, the Board agrees with the Sheriff that present security procedures for transport of inmates between Truckee and the courthouse are adequate.

The inmates are secured with restraints during transport and a new radio system was installed this past year to allow for direct communication between the correctional officer transporting the inmate, the court bailiff, and the emergency dispatch center. Additionally, when high-risk inmates are transported, additional security procedures are used on an as-needed basis.

The Board and the Sheriff will continue to monitor procedures for the transport of inmates between Truckee and the courthouse in conjunction with negotiations with the Town of Truckee concerning transfer of law enforcement responsibilities from the Sheriff's Department to a new Truckee Police Department on September 1, 2001. The future of the Sheriff's substation in Truckee, maintaining a court holding facility in the area, and responsibility for transportation of inmates between Truckee and the courthouse in Nevada City are all issues to be determined as the law enforcement transition progresses.

**3. The Grand Jury recommends the facility obtain both medical and fire inspections as soon as possible.**

The recommendation has not yet been implemented, but will be by January 1, 2001.

The State Fire Marshall has again been contacted by the Sheriff to schedule a fire safety inspection. The Fire Marshall for the Truckee Fire Protection District informed the Sheriff he is not qualified to conduct such an inspection and has deferred to the State Fire Marshall. To date, the Sheriff has been unsuccessful in coordinating the inspection with the State.

The Sheriff has also contacted the county Community Health Department to arrange for medical inspection of the facility by the Interim Public Health Officer.

The Board will request the Sheriff and the Community Health Department coordinate and complete these inspections as soon as possible and report the results to the Board by January 1, 2001.

**B. OTHER RESPONSES REQUIRED:**

Keith Royal, Sheriff-Coroner – August 30, 2000.

This page is intentionally left blank

## Nevada County Sheriff's Substation at Tru

### Findings

1-10 The Sheriff agrees with the findings.

### Conclusions

1-3 The Sheriff agrees with these conclusions.

3. We agree that twelve-hour shifts are lengthy; however, these are becoming an industry standard in the area of corrections. We believe this shift schedule produces an efficient use of resources.

4-5 The Sheriff agrees with these conclusions.

### Recommendations

1. The recommendation has been implemented. The vacant positions are being filled by bringing the compliment of Correctional Officers to five officers. We are using innovative techniques in recruitment, testing and selection of officers who are able to fill these positions.

2. Although we do agree that an additional correctional officer for the transportation of inmates to court would enhance overall security, it is currently funded within the Sheriff's operating budget.

Currently, the correctional officer or bailiff transports prisoners from the Joseph Building. The prisoners are secured with restraints. During this past year, a radio system was installed to allow the bailiff to have direct communication with the emergency services. With the installation of the communication system, the need for an additional correctional officer transporting inmates has been somewhat mitigated.

Additionally, when dealing with security risks or high profile inmates, the Sheriff's Office provides added staffing to enhance existing security levels.

We appreciate the Grand Jury's recommendation on this matter, but feel we have taken additional steps that mitigate some of the concerns raised.

3. The recommendation has not yet been implemented, but will be implemented by January 1, 2001. Both the Nevada County Health Department and the California State Fire Marshall's Office have been going through major reorganization during the past several months.

The State Fire Marshall's Office has again been contacted regarding setting up an immediate inspection for this facility. The Fire Marshall for the Truckee Fire Protection District does not feel qualified to conduct an inspection of the Truckee facility and has deferred the inspection to the State Fire Marshall's Office. To date, we have not received a return telephone call from the State Fire Marshall's Office. We will continue in our efforts to arrange for an inspection.

Contact has been made with the County Health Department regarding having the interim director, Dr. Greg Edwards, respond for a medical inspection. At the present time, Dr. Edwards is unavailable, but we have been advised he will be contacting this office as soon as possible to arrange for the medical inspection.

Should you have additional questions regarding this matter, please feel free to contact me at 265-1384.

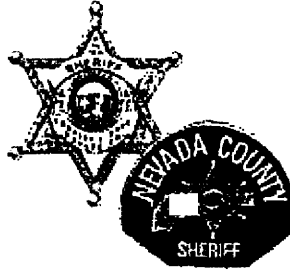
Sincerely,



Keith Royal, Sheriff



**NEVADA COUNTY  
SHERIFF'S OFFICE**



**KEITH ROYAL  
SHERIFF/CORONER**

October 5, 2000

*rec'd*  
OCT 3 - 2000

Judge Carl Bryan, Nevada County Courts  
301 Church Street  
Nevada City, CA 95959

RE: RESPONSE TO GRAND JURY REPORT - UPDATE

Dear Judge Carl Bryan:

This report is prepared in response to the Grand Jury's 1999/2000 report relative their findings, conclusions and recommendations as they pertain to the Nevada County Sheriff's Office.

**Nevada County Sheriff's Substation at Truckee**

**Recommendation #3**

The recommendation has been implemented and the Sheriff's Office is in full compliance with the Nevada County Environmental Health Department and the California State Fire Marshall's Office requirements. Attached you will find copies of their reports. All recommendations made in the reports have been implemented.

Should you have additional questions regarding this matter, please feel free to contact me at 265-1384.

Sincerely,

A handwritten signature in black ink, appearing to read "Keith Royal".

Keith Royal, Sheriff

cc: Board of Supervisors  
Ted Gaebler, CAO

# FIRE/LIFE SAFETY INSPECTION REPORT

## ADULT/JUVENILE DETENTION FACILITIES

Facility:

40-29-44-0002-000-060-C  
NEVADA CO. SHERIFF SUBSTATION  
10879 Donner Pass Rd.  
Truckee CA 96161-4802

FACILITY TYPE: (check one)  
 Adult max/med security  
 Adult minimum security  
 Juvenile max/med security  
 Juvenile minimum security  
 Holding Cell(s) only

An inspection of this facility was conducted per the mandate of Section 13146.1, California Health and Safety Code, and applicable requirements of Titles 19 and 24, California Code of Regulations. (Check appropriate box).

- No deficiencies affecting fire/life safety were noted. Fire clearance is granted.
- Minor deficiencies affecting fire/life safety were noted and are pending correction. Fire clearance granted.
- Fire clearance is withheld pending correction of deficiencies. (List of deficiencies is attached).
- Prisoners are no longer detained at this facility.

The authority conducting the inspection shall submit copies of this report to the appropriate bodies listed below. Where fire/life safety deficiencies are noted, a list of the deficiencies shall accompany this report.

- California Department of Forestry and Fire Protection  
Office of the State Fire Marshal  
Capitol Area Services  
P.O. Box 944246  
Sacramento, CA 94244-2460
- Board of Corrections  
Correction Standards & Services Division  
600 Bercut Drive  
Sacramento, CA 95814
- Official in Charge of the Facility
- Local Governing Body

Date of Inspection:

9-29-2000

Inspected by:

J. Han

Fire Authority:

CSFM



**FOOD PROGRAM INSPECTION REPORT**

EQUIPMENT, OWNERSHIP, OR REMODELING CHANGES  
 REQUIRE WRITTEN APPROVAL BY THIS DEPARTMENT

DATE: 12/3/99  
 JOB #: 16-10495  
 SERVICE: routine

TIME IN: 3:00  
 TIME OUT: 4:10  
 BUSINESS NAME: Truckee Deli  
 STREET ADDRESS:

PHONE #:  
 MANDATORY REINSPECTION WITHIN 30 DAYS:

TEMPERATURES:	POT#	Pts	L
COOL TEMPS - MAJOR		6	
COOL TEMPS - MINOR		3	
THAWING	(1)	3	
THERMOMETERS	(1)	1	
<b>PROTECTION:</b>			
CROSS-CONTAMINATION	(1)	6	
HANDLING POT. HAZ. FOOD	(2)	6	
TOXICS	(3)	6	
PROTECTION OF FOOD	(6)	3	
E-USED FOOD	(1)	3	
SULFITES	(1)	3	
SOURCE	(1)	6	
<b>EMPLOYEES:</b>			
HEALTH	(1)	6	
HYGIENE	(3)	3	
SMOKING	(1)	3	
<b>UTENSILS/EQUIPMENT:</b>			
WASH/SAN. MULT-USE UTEN.	(1)	6	
WASH MULT-USE KIT. UTEN.	(1)	3	
TEST KITS	(1)	1	
EQUIPMENT CONDITION	(1)	3	
REFRIGERATION ADEQUACY	(1)	6	
SELF-SERVICE UTENSILS	(1)	3	
APPROVED	(1)	1	
<b>VERMIN:</b>			
INFESTATION - MAJOR	(1)	6	
INFESTATION - MINOR	(1)	3	
ANIMALS	(1)	1	
REFUSE	(1)	1	
<b>WATER/SEWAGE:</b>			
SEWAGE	(1)	6	
GREYWATER	(1)	3	
CROSS-CONNECTIONS	(1)	3	
WATER SUPPLY	(1)	6	
<b>FACILITIES:</b>			
HANDWASHING FACILITIES	(1)	6	
EMPLOYEE RESTROOMS	(1)	3	
CONSTRUCTION	(1)	3	
PRIVATE PREMISES	(1)	3	
LIGHTING	(1)	1	
SMOKING QUARTERS	(1)	1	
TOILET FACILITIES	(1)	1	
PERSONAL CLOTHING	(1)	1	
VENTILATION	(1)	1	
WALL/FLOOR/CEILING-MAJOR	(3)	3	
WALL/FLOOR/CEILING-MINOR	(3)	1	
PERMIT DISPLAYED	(1)	1	
<b>TOTAL POINTS LOST:</b>			
SMOKE POSTER YES <input type="checkbox"/> NO <input type="checkbox"/>			

REFER TO REVERSE SIDE FOR LETTERS REFERENCED.

Observations  
 - freezer: -20°F  
 - new shelves in dry storage area & kitchen.  
 - floor resealed in dry storage area  
 - Defroid: 40°F, reduced to 41°F  
 - observed service certificate for  
 Christine Donaldson, Rae Alexander  
 - hot water, soap, towels in restroom &  
 in kitchen.  
 1) provide thermometer for Defroid.

OWNER'S NAME AND ADDRESS:

OWNER'S PHONE #:

SEWAGE DISPOSAL TYPE:

WATER SUPPLY SOURCE:

ADULT TYPE I, II, III and IV FACILITIES  
Local Detention Facility Health Inspection Report  
Health and Safety Code Section 101045

BOC #:

FACILITY NAME: \_\_\_\_\_ COUNTY: \_\_\_\_\_

FACILITY ADDRESS (STREET, CITY, ZIP CODE, TELEPHONE):

10879 Donner Pass Rd.  
Truckee, CA 96161

Nevada

CHECK THE FACILITY TYPE AS DEFINED IN  
TITLE 15, SECTION 1006:

TYPE I:

TYPE II:

TYPE III:

TYPE IV:

ENVIRONMENTAL HEALTH EVALUATION

DATE INSPECTED: 12/2/99

ENVIRONMENTAL HEALTH EVALUATORS (NAME, TITLE, TELEPHONE):

Janet Mann, Environmental Health Specialist III  
(530) 582-7884

FACILITY STAFF INTERVIEWED (NAME, TITLE, TELEPHONE):

Cpl. Chris Donaldson  
(530) 582-7842

NUTRITIONAL EVALUATION

DATE INSPECTED:

NUTRITIONAL EVALUATORS (NAME, TITLE, TELEPHONE):

FACILITY STAFF INTERVIEWED (NAME, TITLE, TELEPHONE):

MEDICAL/MENTAL HEALTH EVALUATION

DATE INSPECTED:

MEDICAL/MENTAL HEALTH EVALUATORS (NAME, TITLE, TELEPHONE):

FACILITY STAFF INTERVIEWED (NAME, TITLE, TELEPHONE):

This checklist is to be completed pursuant to the attached instructions.

**I. ENVIRONMENTAL HEALTH EVALUATION**  
**Adult Type I, II, III and IV Facilities**

ARTICLE/SECTION	YES	NO	N/A	COMMENTS
Article 11. Food				
<b>Approach for Providing Food Service</b>				
<i>CURFFL, the California Uniform retail food Facilities Law (HSC Division 104, Part 7, Chapter 4, Articles 1-8, Section 11370 et seq.) has been incorporated into Title 15 for local detention facilities through the rulemaking process.</i>				
Food served in the facility is prepared in the facility. If "No," answer questions (a) and (b) below prior to continuing with the checklist.	X			
(a) Food is prepared at another city or county detention facility.		X		
(b) Food is contracted through a private vendor who had been inspected and complies with provisions of CURFFL.	X			Sysco Food Distributors
<b>1230 Food Handlers</b>				
(a) A written procedure has been developed and implemented for medical screening of food handlers prior to working in the facility.	X			
(b) There are written procedures for education, supervision and cleanliness of food handlers in accordance with HSC § 114020. (Note: Title 15, § 1230 is in Article 10, MMH, but inspected under Environmental Health due to CURFFL reference.)		X		
<b>1245 Kitchen Facilities, Sanitation and Food Service</b>				
(a) Kitchen facilities, sanitation, and food preparation, service and storage comply with standards set forth in CURFFL.	X			
(b) In facilities where inmates prepare meals for self-consumption, or where frozen meals or prepared food from other facilities permitted pursuant to HSC § 113920 (a) through (d) is (re)heated and served, the following applicable CURFFL standards may be waived by the local health officer:		X		section 1029-600
(1) HSC § 114065, Equipment Standards;				
(2) HSC § 114090 (b) through (e), Dishwashing Equipment. If a domestic or commercial dishwasher, capable of providing heat to the surface of the utensils of a temperature of at least 165 degrees Fahrenheit, is used for the purpose of cleaning and sanitizing multi-service kitchen utensils and multi-service consumer utensils (Note that temperature requirements in CURFFL prevail in the event of conflict with Title 15.);	X			manual sanitation of equipment in three compartment sink.

(3) HSC § 114140 Ventilation. Except that, regardless of such a waiver, the facility shall provide mechanical ventilation sufficient to remove gases, odors, steam, heat, grease, vapors and smoke from the kitchen;

X

Domestic Hood

(4) HSC § 114150 (a) Floors; and,

X

(5) HSC § 114165 (b) Mop Sinks.

X

**1246 Food Serving**

Food is prepared and served only under the immediate supervision of a staff member.

X

**Article 12. Inmate Clothing and Personal Hygiene**

**1260 Standard Institutional Clothing Issue**

Personal undergarments and footwear may be substituted for the institutional undergarments and footwear specified in this regulation; however, the facility has the primary responsibility to provide these items.

X

Personal footwear, jeans ok. for Truckee Substation only. Receive issued clothing from Wayne Brown Facility.

There is a standard issue of climatically suitable clothing for inmates held after arraignment in Type I, II and III facilities, which includes, but is not limited to:

(a) clean socks and footwear;

X

(b) clean outer garments; and,

X

(a) clean undergarments, including shorts and tee shirt for males; or, bra and two pairs of panties for females.

X

Clothing is reasonably fitted, durable, easily laundered and repaired.

X

**1261 Special Clothing**

(a) Provision is made to issue suitable additional clothing essential for inmates to perform special work assignments (e.g., food service, medical, farm, sanitation, mechanical and other specified work).

X

**1262 Clothing Exchange**

(a) There are written policies and procedures for the scheduled exchange of clean clothing.

X

section 1262-001

(b) Unless work, climatic conditions, or illness necessitates more frequent exchange, outer garments, except footwear, shall be exchanged at least once each week. Undergarments and socks shall be exchanged twice each week.

X

**1263 Clothing Supply**

(a) There shall be a quantity of clothing, bedding, and linen available for actual and replacement needs of the inmate population.

X

(b) There are written policies and procedures for the special handling of laundry that is known or suspected to be contaminated with infectious material.

X

section 1262-001

ARTICLE/SECTION	YES	NO	N/A	COMMENTS
<b>1264 Control of Vermin in Inmates Personal Clothing</b>				
(a) There are written policies and procedures to control the contamination and/or spread of vermin in all inmate personal clothing.	X			section 1262-001
(b) Infested clothing is cleaned, disinfected, or stored in a closed container so as to eradicate or stop the spread of the vermin.	X			
<b>1265 Issue of Personal Care Items</b>				
There are written policies and procedures for the issue of personal hygiene items.	X			
Each female inmate is issued sanitary napkins and/or tampons as needed.	X			
Each inmate to be held over 24 hours who is unable to supply himself/herself with the following personal care items, shall be issued the following personal care items:				
(a) toothbrush;	X			
(b) dentifrice;	X			
(c) soap;	X			
(d) comb; and,	X			
(e) shaving implements.	X			
Inmates are not required to share any personal care items listed in items "a" through "d."	X			
Inmates do not share disposable razors. Double edged safety razors, electric razors, and other shaving instruments capable of breaking the skin, when shared among inmates are disinfected between individual uses by the method prescribed by the State Board of Barbering and Cosmetology in § 979 and 980, Chapter 9, Title 16, CCR.	X			
<b>1266 Personal Hygiene</b>				
(a) There are written policies and procedures for showering-bathing and brushing of teeth.	X			section 1050-007
(b) Inmates are permitted to shower-bathe upon assignment to a housing unit and, thereafter, at least every other day and more often if possible.	X			
<b>1267 Hair Care Services</b>				
(a) Hair care services are available.	X			section 1050-007
(b) Except for those who may not shave for court identification reasons, inmates are allowed to shave daily and receive hair care services at least once a month.	X			
(c) Equipment is disinfected before use, by a method approved by the State Board of Barbering and Cosmetology to meet the requirements of Title 16, Chapter 9, § 979 and 980, CCR.	X			
				X Contract barber at Wayne Brown Facility

Article 13. Bedding and Linens

1270 Standard Bedding and Linen Issue

The standard issue of clean suitable bedding and linens, for each inmate entering a living area who is expected to remain overnight, includes, but not be limited to:

- (a) one serviceable mattress which meets the requirements of § 1272 of these regulations;
- (b) one mattress cover or one sheet;
- (c) one towel; and,
- (d) one freshly laundered or dry-cleaned blanket, depending upon climatic conditions.

1271 Bedding and Linen Exchange

- (a) There are written policies and procedures for the scheduled exchange of freshly laundered bedding and linen issued to each inmate housed.
- (b) Washable items such as sheets, mattress covers, and towels are exchanged for clean replacement at least once each week.
- (c) Where a top sheet is not issued, blankets are laundered or dry cleaned at least once a month. When a top sheet is issued, blankets are laundered or dry cleaned at least once every three months.

section 1262-001

1272 Mattresses

- (a) Mattresses are enclosed in an easily cleaned, non-absorbent ticking.
- (b) Any mattress purchased for issue to an inmate in a facility which is locked to prevent unimpeded access to the outdoors, is certified by the manufacturer as meeting all requirements of the State Fire Marshal and Bureau of Home Furnishings test standard for penal mattresses (Technical Information Bulletin Number 121, dated April 1980).

Article 12. Facility Sanitation and Safety

1280 Facility Sanitation, Safety and Maintenance

- (a) There are written policies and procedures for the maintenance of an acceptable level of cleanliness, repair and safety throughout the facility.
- (b) The plan provides for a regular schedule of housekeeping tasks and inspections to identify and correct unsanitary or unsafe conditions or work practices.
- (c) Medical care housing as described in Title 24, Part 2, § 470A.2.14 is cleaned and sanitized according to policies and procedures established by the health authority.

section 1280-004



ARTICLE/SECTION	YES	NO	N/A	COMMENTS
<b>Other Applicable Codes</b>				
<b>Title 24, Uniform Building Code – Plumbing</b>				
Toilet bowls, wash basins, drinking fountains, and showers are clean and in good repair.	X			
<b>Title 24, Uniform Building Code – Cleanliness and Repair</b>				
Floors, walls, windows, grillwork and ceilings are clean and in good repair.	X			
<b>Title 24, Part 1, 13-102(c)6 – Heating and Cooling</b>				
There is provision for a comfortable living environment in accordance with the heating, ventilating, and air conditioning requirements of Parts 2 and 4 and energy conservation requirements of Part 6, Title 24, CCR.	X			ceiling ventilation grates need cleaning.
<b>Title 24, Uniform Plumbing Code – Floor Drains</b>				
(a) Floor drains are flushed at least weekly.	X			
(b) Traps contain water to prevent escape of sewer gas.	X			
(c) Grids and grates are present.	X			
<b>Title 24, Part 2, 470A.3.6 – Lighting</b>				
(a) Lighting in housing units, dayrooms and activity areas is sufficient to permit easy reading by a person with normal vision.	X			Very dark, not enough light in any of the cells or Trustee area.
(b) 20 foot candles light are provided at desk level and in the grooming area. <i>(Applicable to facilities constructed after 1980.)</i>	X			
(c) Lighting is centrally controlled or occupant controlled in housing cells or rooms.	X			
(d) Night lighting provides good vision for supervision. <i>(Applicable to facilities constructed after 1980.)</i>	X			
<b>CA Safe Drinking Water Act</b>				
Potable water is supplied from an approved source in satisfactory compliance with this Act.	X			
<b>Local Ordinances</b>				
Solid, toxic and infectious wastes are disposed of in accordance with state and local laws and regulations.	X			
<b>HSC § 1803</b>				
The facility is free of vermin (or vermin signs), and general housekeeping is satisfactory.	X			
<b>General Industry Safety Order, Title 8-3362</b>				
The facility is free of structural and other safety hazards.	X			
Summary of environmental health evaluation:				

**ATTACHMENT #1**  
**(Taken From the California Uniform Retail Food Facilities Law)**

This attachment is optional for the health inspector. It may be useful when determining the responses to the Environmental Health Evaluation.

FOOD SERVICES AREAS	YES	NO	N/A	COMMENTS
1. Floors are smooth, in good repair and kept clean (HSC § 114050 & 114150).	X			
2. Wall and ceilings are light, smooth, in good repair, and clean (HSC § 114050 & 114155).	X			
3. Effective vermin control measures are being employed (HSC § 114030).	X			
4. Adequate lighting is provided (HSC § 114170).	X			
5. Adequate ventilation is provided in kitchen, toilet, and other areas (HSC § 114140).	X			
6. There is an adequate supply of hot and cold running water (HSC § 114095).	X			
7. Toilet facilities are convenient, separate from food service areas, equipped with tight, self-closing doors, and are for use of food personnel only (HSC § 114105).	X			
8. Toilet and lavatories are clean. Lavatories are provided with hot and cold water, soap, paper or individual towels, and signs directing personnel to wash hands before resuming work (HSC § 114105 & 114115).	X			
9. The plumbing is adequate and so designed that it will prevent any back siphonage and has no cross connections (HSC § 114100).	X			
10. Utensils and equipment are in good repair, clean, and non-toxic (HSC § 114050 & 114090).	X			
11. Adequate facilities are provided for cleaning and sanitizing all utensils (HSC § 114060 & 114090).	X			
12. Adequate, protected space is provided for storage of all utensils and equipment. Single service items are properly stored and used only once (HSC § 114090).	X			
13. All waste and refuse are stored and disposed of in an acceptable manner (HSC § 114035 & 114040).	X			
14. Adequate space is provided for storage of food and beverages (HSC § 114080).	X			

**ATTACHMENT #1**  
**(Taken From the California Uniform Retail Food Facilities Law)**

FOOD SERVICES AREAS	YES	NO	N/A	COMMENTS
15. All foods and beverages are from approved sources, stored, transported in a sanitary manner, and protected from contamination (HSC § 114010, 114025 & 114080).	X			Sysco Food Distribution
16. All potentially hazardous foods and beverages are stored in refrigerated units at 41° F or less until processed or served (HSC § 113995).	X			
17. All refrigerated units are easily cleanable, contain a thermometer, and are functioning properly. Foods are covered or otherwise protected from contamination (HSC § 113995 & 114050).	X			
18. Frozen foods are kept frozen until ready for preparation or serving. Thawed foods will not be refrozen (HSC § 114051 & 114085).	X			
19. Potentially hazardous hot foods are maintained at 140° or above until served. An accurate thermometer is available (HSC § 113995).	X			
20. Food previously served is not re-served (HSC § 114015).	X			
21. Insecticide and poisonous substances are stored away from food and plainly labeled (HSC § 114025).	X			
22. No live animals, birds, or fowl are allowed in food service areas (HSC § 114045).	X			
23. Food service areas are kept clean and free of litter and rubbish (HSC § 114040).	X			
24. Living and sleeping quarters are separate and distinct from food preparation, storage and servicing areas (HSC § 114175).	X			
25. Soiled linens and clothing are kept in special containers and linen used for any other purpose subsequent to laundering is not used for wiping food preparation and dispensing equipment (HSC § 114160).	X			
26. Hand-washing facilities are provided in kitchen or food handling areas (HSC § 114115).	X			
27. Effective 1-1-96, the food facility may operate pursuant to a Hazard Analysis Critical Control Point plan (HACCP). Applicability is determined by food management techniques (HSC § 27612 and 27612.1).	X			