

Juvenile Justice and Delinquency Prevention Commission

San Mateo County, California

Adult Facility Inspection Report

Please respond to sections that apply to the facility you are inspecting.
Type or print clearly.

Facility Name: Burlingame Police Department

Address: 1111 Trousdale Dr., Burlingame, CA

Contact Person: Jay Kiely

Phone Number: (650) 777-4100

Date of Inspection: August 24, 2015

Date of Last Inspection: September 26, 2014

Commission Inspection Team: Al Serrato, Lara Montoya

Presiding Juvenile Court Judge: Hon. Cliff Cretan

Observations, Concerns, and Recommendations

Detention Log of Minors Reviewed? Yes No

Are detention logs periodically forwarded to the California Division of Juvenile Justice? Yes No

How frequently? Monthly

Are logs current, complete and legible? Yes No Comments: The logs are well-organized.

Do logs reflect entry and exit times? Yes No Comments: _____

Are reasons for secured detention noted? Yes No Comments: They would be but none this period

Is the offense noted? Yes No Comments: _____

Fire Inspection Report Reviewed? Yes No Date: 11/2014

Any recommendations/concerns from last inspection? Have these been implemented?: _____

There were no recommendations.

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Health Department Report Reviewed? Yes No Date: 12/10/2014_____

Any recommendations/concerns from last inspection? Have these been implemented?:

No

General Information

Number of minors held in detention during inspective review period: 8/1/2014 – 7/31/2015

Secured 0_____ Non-Secured 20_____

Are minors given an orientation prior to being detained? (Section 1540): Yes No

Comments: Training regarding use of lock-up is provided in house every two years.

How are minors in custody supervised?

In a Locked Cell (Section 1547)? When a minor is in custody, he is under constant audio/video observation.

In Secure Custody outside of a cell (Section 1548)? This is never done.

In Non-Secure Custody (Section 1550)? This is most common. The minor will remain with the officer during the entire time the minor is at the station.

How often are minors in custody observed? (Section 1548):

In a Locked Cell? Physically every 15 minutes plus constant audio/video observation

In Secure Custody outside of a cell? Constant one on one with the officer

In Non-Secure Custody? Constant one on one with the officer

How are minors in custody observed (video, audio device, personal observation, Section 1547)?: video and audio plus personal observation every 15 minutes

Is the observation logged?: Yes No Comments: if secured

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Is there constant auditory access to staff at all times?: Yes No Comments: _____

Is there any contact with adult inmates?: Yes No Comments: _____

Are males and females kept in the same room/area? Yes No Comments: If in non-secured custody, this is possible but rare.

Are drinks (water) and snacks available, if requested?: Yes No Comments: Vending machines are available and officers will provide upon request.

Is there access to toilets and washing facilities: Yes No Comments: _____

Are there provisions available for clothing, blankets, etc.?: Yes No Comments: _____

List the names, dates, intake and release times, and circumstances for all minors held for longer than six hours. (Attach any additional documents if necessary. **Names will be redacted prior to publication.**): _____

None

Secured Detention

Was the secured detention area observed? Yes No

Is the secured detention area a locked room? Yes No

Is a cuffing rail used for secured detention? Yes No No cuffing rails

Comments: _____

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Are minors in secured detention informed of the following?:

The purpose/reason for being placed in secured detention: Yes No

The length of time the secure detention is expected to last: Yes No Generally, yes, but not exactly

Informed of the six-hour limit of being held in secured detention: Yes No

For what purpose/reasons would a minor would be placed in secured detention?: If the offense is serious or violent and the officer believes that the minor poses a risk of violence toward the officer or of escape.

How often is secured detention reviewed and by whom? Monthly by the supervising lieutenant.

Have any minors been held in secured detention for more than six hours?: Yes No

What is the proximity of the secured detention area to adult inmates? Approximately 50 feet, but separated by doors.

Describe the procedure for intoxicated or substance abusing minors: They are taken to Peninsula Hospital for medical clearance and once cleared, standard procedures are employed.

How frequently are intoxicated/impaired minors observed? They are constantly accompanied.

Is this observation documented in the logs? Yes No Not necessarily since the minor is constantly with the officer.

If cuffing rail is used: **not applicable as there are no cuffing rails**

Was cuffing rail observed and procedure explained? Yes No

How are youth secured? _____

Who approves the use of a cuffing rail? (e.g. Watch Commander): _____

How is the minor supervised? How frequently?: _____

What time limit is used when using cuffing rails? (30 min. limit): _____

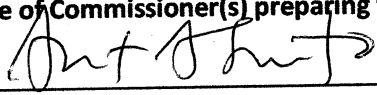
Does the detention log note the use of cuffing rails?: Yes No

Comments

General comments or concerns that should be noted that haven't already been addressed?: _____

Secure detention is very rare and arrests of minors are not frequent. The station is well maintained and the log books were complete and well organized. The supervising lieutenant was very helpful in providing us access to the records and answering our questions.

Signature of Commissioner(s) preparing this report:



Date: 12/8/15

/s/ Lara Montoya

Date: 12/8/15