

# Glenn County Grand Jury



## ***2010-2011 Final Report***



[www.glenncourt.ca.gov](http://www.glenncourt.ca.gov)

*Grand Jury Judge 2010-2011*  
*The Honorable Peter Billiou Twede*



Glenn County is one of the one of the most important agricultural areas in the state of California. Over half of the county's area is currently used for agricultural production. Rice, almonds, olives, dairy products, prunes, livestock, and various other crops all play a large roll in Glenn County's economy.



California is the world's largest producer of almonds. California is the only place in the United States where almonds are commercially grown. Glenn County has ideal growing conditions, and a mild climate. Six thousand growers carefully tend more than 700,000 acres of almond orchards throughout northern and central California. This area produces about 80% of the global almond supply, exporting to nearly 90 countries.



Glenn County approximately produces between 50-99 million pounds of almonds yearly. Almonds are the number two producing crop in Glenn County. The effects of the powerful storms that have hit California and especially Glenn County the last several winters will continue to impact almond production for years to come.



*"You can not escape the responsibility of tomorrow,  
by evading it today."*

*≈ Abraham Lincoln ≈*

2010-2011

Glenn County Grand Jury

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Final Report

Of

Findings and Recommendations

June 28.2011

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2010-2011 Glenn County Grand Jury  
PO Box 1023  
Willows, CA 95988

June 8, 2011

The Honorable Peter Billiou Twede  
Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, California 95988

Dear Judge Twede,

In compliance with the California Penal code, section 933, the 2010-2011 Glenn County Grand Jury respectfully submits its final report to the court.

The Grand Jury wishes to express their appreciation for the cooperation and assistance during the course of business from all county officials and employees who assisted with interviews and investigations. Everyone we came in contact with throughout our year of service treated us respectfully.

I would like to personally thank all eighteen Grand Jury members and alternates for their cooperation and dedication to the civic responsibility of serving on the 2010-2011 Glenn County Grand Jury.

Sincerely,



Paul R. Randall, Foreman  
2010-2011 Glenn County Grand Jury

**2010-2011**  
**Glenn County Grand Jury Members**

<i>Paul Randall</i>	Foreman
<i>Cynthia Hunt</i>	Foreman Pro-Tem
<i>Ann Lambert</i>	Secretary
<i>Virginia Freeman</i>	Sergeant at Arms
<i>Margaret Ansel</i>	
<i>Claire Arano</i>	
<i>Mark Bauska</i>	
<i>Doc Bill</i>	
<i>Wilfred "Pete" Burns</i>	
<i>Natalie Butler</i>	
<i>John Fleming</i>	
<i>John Joyce</i>	
<i>Peter Loh</i>	
<i>Lynn MacLean</i>	
<i>Lester Messina</i>	
<i>Lester Mikeworth</i>	
<i>Tami Thompson-Beauchamp</i>	
<i>Cindy Yarbrough</i>	

## **MISSION STATEMENT**

The Glenn County Grand Jury serves as the ombudsman for citizens of Glenn County.

The primary function of the Grand Jury, and the most important reason for its existence, is the examination of all aspects of county government and special districts assuring honest, efficient government that serves the best interests of the people.

## **THE ROLE OF THE GRAND JURY**

The Grand Jury is primarily an investigative body created by the United States Constitution's Fifth Amendment and the California Constitution.

In California Grand Juries are impaneled annually and are officers of the Court, but work independently. Nineteen residents of Glenn County are selected after interviewing 30 to 40 applicants. Most of the work is done by committees, which include Public Safety, Schools, Public Works, Health Services, City/County Government and Finance. Other committee may be appointed as needed.

The Grand Jury and committees meet several times a month. The Grand Jury meets with county and city officials, visits local government facilities, and conducts research on matters of interest and concern. The proceedings of the Grand Jury are kept confidential. Jurors may not discuss the business of the Grand Jury with other individuals.

The Grand Jury receives letters from citizens expressing concern over a particular matter of local government. Anyone may file a complaint with the Grand Jury. All complaints to the Grand Jury are confidential. Grand Jurors generally serve for one year although the law provides for holdovers for a second year to assure a smooth transition.

### **Complaints must be in writing, signed, and addressed to:**

Glenn County Grand Jury Foreperson.  
P.O. Box 1023  
Willows, CA 95988

The Grand Jury chooses which complaints to investigate. The Grand Jury cannot investigate disputes between private parties.

All Grand Jury findings and recommendations are issued in written reports. Each report must be approved by at least 12 members of the Grand Jury. At the end of the term (June 30) the Jury issues its final report. Copies of the report are distributed to public officials, libraries, news media, and any entity that is the subject of a report. Within ninety days, following the issuance of the report, officials responsible for matters addressed are required to respond in writing.

## **RESPONSE REQUIREMENTS and INSTRUCTIONS**

Two working days prior to the release of the Final Report, the Grand Jury will provide a copy of the portion of the report to all affected agencies or persons. **No officer, agency, department, or governing body of a public agency shall disclose the contents of the report prior to its public release.**

All affected agencies or persons shall respond to their specific portions of the Final Report. **Responses are to be in writing, or on computer disk to assist with duplication, and are to be submitted in a timely manner.**

Section 933(c) of the Penal Code provides two different response times:

- (1) Public Agency: the governing body of any public agency must respond within 90 days. The response must be addressed to the presiding judge of the Superior Court.
- (2) Elective Officer or Agency Head: All elected officers or heads of agencies that are required to respond must do so within **60 days** to the presiding judge of the Superior Court, with an informational copy provided to the Board of Supervisors.

The legal requirements for responding to individual reports in the Grand Jury Final Report, as contained in the California Penal Code, Section 933.05, are summarized as follows:

**The responding entity or person must respond in one of two ways:**

- (1) That you agree with the finding.
- (2) That you disagree wholly or partially with the findings. The-response shall specify the part of the findings that are disputed and shall include an explanation of the reasons for the disagreement.

**Recommendations by the Grand Jury require action.**

**The reporting entity or person must report action on all recommendations in one of four ways:**

- (1) The recommendation has been implemented with a summary of the implemented action.
- (2) The recommendation has not been implemented but will be implemented in the near future with a time frame for implementation.
- (3) The recommendation requires further analysis. If an entity or person reports in this manner, the law requires a detailed explanation of the analysis or

study and time frame not to exceed 6 months. In this event, the analysis or study must be submitted to the director of the agency being investigated.

- (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation of the situation.

If either a finding or a recommendation deals with budgetary or personnel matters of a county department headed by an elected officer, both the elected officer and the Board of Supervisors shall respond if the Grand Jury so requests.

The Board of Supervisors' response may be limited, while the response by the department head must address all aspects of the findings or recommendations.

Mail or deliver all responses to:

Presiding Judge  
Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, CA 95988

To request a response copy from responding elected officials or agency heads:

Glenn County Board of Supervisors  
526 West Sycamore Street  
Willows, CA 95988

**GLENN COUNTY GRAND JURY**  
**PO Box 1023**  
**Willows, CA 95988**  
*Complaint Form*

*NAME OF COMPLAINANT:* \_\_\_\_\_

*DATE OF LETTER:* \_\_\_\_\_

*SUBJECT:* \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*DATE LETTER RECEIVED BY GRAND JURY:* \_\_\_\_\_

*DATE LETTER GIVEN TO COMPLAINANT REVIEW COMMITTEE:* \_\_\_\_\_

*DATE ACKNOWLEDGMENT LETTER SENT:* \_\_\_\_\_

*COMMITTEE ASSIGNED TO RESOLVE COMPLAINT:* \_\_\_\_\_

*DATE OF ACTION:* \_\_\_\_\_

*SUMMARY OF ACTION TAKEN:* \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*DATE OF RESPONSE TO COMPLAINT:* \_\_\_\_\_

# 2010-2011 Glenn County Grand Jury Final Report

## Glenn County Jail

### I. PURPOSE:

To review, audit, and assess the facilities of the Glenn County Jail.

### II. BACKGROUND

In September of 2010, members of the Glenn County Grand Jury visited the Glenn County Jail. The members met with a Lieutenant and Sergeant as well as other members of the jail staff to conduct an annual inspection as required by California Penal Code 919(a) and (b). Prior to the walk through of the facility, the Lieutenant reviewed the current operations, staffing and safety precautions with the Grand Jury. The Glenn County Grand Jury performed a physical inspection of the Glenn County Jail.

A return visit in December to interview inmates was also conducted by individuals of the Glenn County Grand Jury.

### III. FINDINGS:

The inspection indicated a well run, clean, jail facility. The kitchen was especially clean, orderly and looked well maintained. The staff was helpful, professional, and respectful to the Grand Jury.

Food the kitchen staff served to the Grand Jury for lunch was nutritional. They are using a new kind of milk substitute which is a cost effective alternative to serve the inmates. The medical care/nursing is provided seven days a week and appeared to be efficient and organized. The library was adequately stocked and the jail staff monitors the types of material provided to ensure that they do not encourage gang involvement or violence. The inmates have regular clergy visits and are provided a spot for services in the library.

The Grand Jury found the following areas of concern as reported by staff:

1. There is need for a computer up-grade for the hot/cold water dispenser for the restroom facilities in the jail block.
2. The safety cell is in need of refurbishment to comply with current standards.
3. The surveillance camera system hard-drive needs an up-grade and additional cameras would enhance the safety of inmates and staff.
4. Staffing continues to be a concern, especially within the cell-observation room.

**IV. CONCLUSIONS:**

Improvements are being implemented as the budget allows.

Considering current budgetary concerns addressed by the Lieutenant, and the general conditions of confinement of all inmates, the Grand Jury believes the jail staff is doing an exceptional job.

**V. RECOMMENDATIONS:**

Provide adequate protection to inmates and staff by installing additional cameras in areas not adequately covered, as well as up-grading camera hard-drive as funding is available.

Refurbish safety cell to comply with current safety standards.

Up-grade the water system computer to ensure adequate restroom facilities are available in the jail block.

Provide further staffing for the observation tower for maximum safety of officers and inmates.

**VI. RESPONSES REQUIRED:**

Glenn County Board of Supervisors  
Glenn County Sheriff  
Glenn County Planning and Public Works-Facilities

**2010-2011 Glenn County Grand Jury  
Final Report**

**Jane Hahn Juvenile Hall**

**I. PURPOSE:**

To review, inspect, and asses conditions and staffing at the Jane Hahn Juvenile Hall Facility as required by California Penal Code 919(b).

**II. BACKGROUND:**

Members of the Grand Jury visited the facility in September 2010.

**III. FINDINGS:**

The facility and staff have made great progress over the last few years. The staff was well prepared and organized. The facility is clean and orderly. Special attention is given to the juveniles for their care and educational support.

**IV. CONCLUSIONS:**

The facility is functioning as required. The staff is recommended for their work and progress in serving the juveniles housed there.

**V. RECOMMENDATIONS:**

None

**VI. RESPONSES REQUIRED:**

None

# 2010-2011 Glenn County Grand Jury Final Report

## Willows City Library

### I. PURPOSE:

To check the effectiveness of one Library Director maintaining library sites in Willows and Orland.

### II. BACKGROUND:

In 2008-2009, the Grand Jury recommended that the city of Willows contact the city of Orland and inquire into the feasibility of sharing their Library Director as a means of being fiscally prudent. After long discussions, a Memorandum of Understanding was written, reviewed and approved by the City Managers and City Councils of Orland and Willows, and the Orland Library Director.

This shared Library Director concept began on September 15, 2010. The Library Director spends equal time in each library. Her schedule is to spend Monday, Wednesday and Friday afternoons in Orland. Tuesday, Thursday and Friday mornings are spent in Willows. This may vary from time to time, due to meetings. The Library Director is responsible for the day-to-day operation of the facility in all aspects including: personnel, materials selection, public relations, budget preparation, and allocation of budget funds, staff time and operational details.

### III. FINDINGS:

**Space-** The Willows Library has a great deal of space. The organization of the collection will be changed, placing similar books in one section, i.e. E Books and big print books. Kids now enter the Children's Section through a colorful castle façade, built by a 2010 Willows High graduate as part of an Eagle Scout project. An added bonus to the children's section is a new person, hired to coordinate the efforts of improving the collection and services for kids.

**“Door counts”- How many people visit the Library.** The use of the library and the hours of service are being monitored on a daily basis.

**Technology** –There are computers for use during open hours for the general public. Computers are reasonably new, and loaded with appropriate software. The computers are constantly being used. No new computers are needed at this time.

**Outreach** – The Librarian is researching ways of improving the visibility of library services in the community. Advertisements, open houses, and possibly a brochure are being considered.

**Training and Development of the Library** – Professional library services training is important to keep the library staff functioning in a positive manner. Volunteers that are committed to serve on a consistent basis are needed. Of utmost importance is the training of volunteers. All training will be an on-going process for all employees and volunteers.

The development and maintenance of the collection is being addressed. Out of date materials are being culled from the collection. Categorical organization of books is being discussed.

**Funding** – The library is funded with city and county support. Budget constraints are always a concern. Grants and other funding sources are being investigated.

#### **IV. CONCLUSIONS:**

The Library Director is articulate, knowledgeable and understands what needs to be done to improve the Willows City Library. She also is aware of the concerns that face the library because of budget cuts. Management of the libraries under one director appears to be effective.

#### **V. RECOMMENDATIONS:**

- Continue to develop, organize, and maintain the library collection.
- Investigate the feasibility of increasing the number and skills of volunteers in the library.
- Create more opportunities for the library to interact with the community to foster library use.
- Research potential grant funding or other local funding opportunities for the library.

#### **VI. RESPONSE REQUIRED:**

None

# 2010-2011 Glenn County Grand Jury Final Report

## A Review of Education Cost per Student in Glenn County

### I. Purpose

The purpose of this review is to examine consistency of school budgets within Glenn County as they relate to cost per student.

### II. Background

The school districts, as well as all educational facilities in Glenn County have experienced cutbacks in funding. The decrease in funding has caused teachers and staff to do with less. Data used for this report was provided to the Grand Jury by the Glenn County Office of Education (GCOE) and Ed Data (website)  
<http://www.ed-data.k12.ca.us/welcome.asp>

The 2004 Marin County Grand Jury undertook a similar comparison for the 2003-2004 school year, and we are grateful for their efforts and hard work utilized in the preparation of this report and methodology.

### III. Methodology

The Grand Jury Education Sub Committee:

- Reviewed and compiled data from the FY 2009-2010 and FY 2010-2011 budgets of the eight (8) school districts in the County.
- Compared district to district within the County and compared districts in the County to similar districts within the state based on Average Daily Attendance (ADA) or budget similarities.
- Reviewed the “California School Accounting Manual” for data related to budgeting.
- Interviewed County Office of Education personnel.
- Interviewed administrators of individual districts.

The Grand Jury’s objective in reviewing the eight (8) individual school district budgets was two-fold:

- To identify the percentage of an individual school district’s budget for instruction and instructional support versus general administration.
- To compare those percentages from district-to-district and look for similarities and or differences.

Every public school district in California is required to follow the accounting rules, code structures, and reports as detailed in the California School Accounting Manual published by the California Department of Education. This provides a high degree of uniformity and allows for direct comparisons between school districts.

Expenditures are required to be coded by Object, Fund, and Function. For purposes of this report the focus was on Object Codes 1100-1900 and 2100-2900 which were used for analysis and comparison. (See object codes below)

Certificated Teacher Salaries	1100
Certificated Pupil Support Salaries	1200
Certificated Supervisors and Administrator Salaries	1300
Other Certificated Salaries	1900
Classified Instructional Salaries	2100
Classified Support Salaries	2200
Classified Supervisors and Administrators Salaries	2300
Clerical, Technical, and Office Salaries	2400
Other Classified Salaries	2900

It could be misleading to compare one district to another based solely on the data in school district budget tables. Various physical and structural differences occur from district-to-district, which can account for differences.

Each of the school districts budgets for the FY of 2009-2010 and 2010-2011 were evaluated for:

- Total Revenue
- Total Expenditures
- Total Certificated Salaries
- Total Classified Salaries
- Percent of Budget Spent on Salaries for FY 2009-2010 and FY 2010-2011

There are eight (8) school districts in Glenn County. They are presented here as to the type:

Elementary

- Capay Joint Union Elementary
- Lake Elementary
- Plaza Elementary

K – 12

- Princeton Joint Unified
- Stony Creek Joint Unified
- Orland Joint Unified
- Hamilton Unified
- Willows Unified

When the evaluations were completed, comparisons of district type within Glenn County were evaluated according to Average Daily Attendance (ADA) for:

- Cost per Student from Total Revenue
- Cost per Student from Certificated Salaries
- Cost per Student from Classified Salaries

One district of each type within Glenn County was compared to a district outside of Glenn County with similar ADA, using the latest data for comparison of fiscal year 2008-2009.

## IV. FINDINGS

### A. ADA Findings

The following tables for the eight (8) districts in Glenn County provide:

- Object Codes 1100-2900 Expenditures for Certificated and Classified Salaries for FY 2009-2010 and Budget for Object Codes 1100-2900 for FY 2010-2011 and Percent of Expenditures Dedicated to Salaries (Table A)
- Cost per Student by ADA of Total District Expenditures for Object Code 1100-2900 for FY 2009-2010 and Cost per Student by ADA of Budget for FY 2010-2011 and Percent Difference Between FY (Table B)
- Cost per Student Comparisons by ADA of Total District Revenue and Object Codes 1100-2900 for FY 2008- 2009 for Districts in and out of Glenn County with Similar ADA (Table C)
- Cost per Student Comparisons by Total District Revenue and Object Codes 1100-2900 for FY 2008-2009 for Stony Creek Joint Unified and Death Valley Unified (Table D)

The Grand Jury Committee looked at the funding procedures for all the district's funding. All school funding is determined by the State, using the California School Accounting Manual. Neither the County, nor the districts themselves have any control over funding levels.

Each district's data is processed by the State through a series of formulas to determine its funds. In Glenn County all the districts, with the exception of Stony Creek Joint Unified, are funded on an ADA basis.

Stony Creek Joint Unified however is funded through a separate Education Code. It is through the Necessary Small School (NSS) *Education Code: 42280*. The Purpose of the NSS is to help offset the additional costs that districts in rural areas incur as well as the smaller revenues provided by sparse residency in those areas. To qualify as a NSS a district must meet specific criteria according to EC 42280. Districts must also have fewer than 2,501 ADA; have an elementary school with fewer than 96 ADA and/or a high school with fewer than 286 ADA. As listed in the NSS Adjustment: *The revenue limit entitlement for students in necessary small schools is calculated using a hybrid formula based on current year staffing or the lesser of prior year staffing and ADA. A deficit factor is then applied to this entitlement to yield the revenue limit entitlement of students in necessary small schools.* The NSS adjustment is defined in the following way. First, compute the difference between the revenue limit entitlement of students in necessary small schools and the entitlement those students would have generated with the deficit base revenue limit of their district. Then, divide that difference by the district's ADA. Funds augment a district's revenue limit entitlement to offset the additional costs of operating small schools. For districts with eligible schools, a separate revenue limit entitlement is calculated for the students in those schools.

**TABLE A**

**Object Code (1100-2900) Expenditures for Certificated and Classified Salaries**

<b>School District</b>	<b>Hamilton Unified</b>	<b>Lake Elementary</b>	<b>Capay Joint Union Elementary</b>	<b>Willows Unified</b>	<b>Orland Joint Unified</b>	<b>Stony Creek Joint Unified</b>	<b>Plaza Elementary</b>	<b>Princeton Joint Unified</b>
<b>FY 2009-2010</b>								
Certificated Salaries	\$3,225,901	\$373,902	\$489,296	\$6,345,022	\$8,263,863	\$851,842	\$390,935	\$1,005,240
Certified Salaries	\$855,660	\$184,189	\$138,450	\$1,780,770	\$2,390,018	\$347,384	\$172,325	\$328,120
Total Revenue	\$6,419,621	\$968,303	\$1,161,484	\$12,071,810	\$16,247,990	\$1,837,648	\$1,043,130	\$2,332,790
Total Expenditures	\$7,072,930	\$1,057,626	\$1,177,178	\$13,332,981	\$17,786,030	\$2,055,654	\$1,162,705	\$2,540,704
Certificated Salaries as % of Expenditure	46%	35%	42%	48%	46%	41%	34%	40%
Classified Salaries as % of Expenditure	12%	17%	12%	13%	13%	17%	15%	13%
<b>FY 2010-2011</b>								
Certificated Salaries	\$2,921,621	\$317,902	\$536,927	\$6,365,234	\$7,128,544	\$619,509	\$394,932	\$942,735
Certified Salaries	\$811,833	\$137,928	\$137,961	\$1,413,346	\$2,223,757	\$344,527	\$163,459	\$314,648
Total Revenue	\$6,094,733	\$950,670	\$1,156,674	\$11,180,781	\$15,882,062	\$1,797,958	\$946,639	\$2,106,695
Total Expenditures	\$6,401,965	\$922,697	\$1,161,967	\$12,142,955	\$15,546,372	\$1,733,093	\$969,091	\$2,222,629
Certificated Salaries as % of Expenditure	46%	34%	46%	52%	46%	36%	41%	42%
Classified Salaries as % of Expenditures	13%	15%	12%	12%	14%	20%	17%	14%

The following table provides a comparison of similar types of districts and their total expenditures, ADA, and the cost per student using ADA as the factor for Object Codes 1100-2900 (Certificated and Classified Salaries).

**Table B**

**ADA Findings and Comparisons (Glenn County Districts)**

District	2009/2010			2010/2011			
	Total Exp. 1100-1900 2100-2900	ADA	Cost per Student by ADA	Budget. 1100-1900 2100-2900	ADA	Cost per student by ADA	% Difference
Lake Elementary	\$1,057,626	143	\$ 7,383	\$922,697	143	\$6,441	-12.8%
Plaza Elementary	\$1,162,705	138	\$ 8,418	\$969,091	138	\$7,016	-16.7%
Capay Joint Union Elementary	\$1,177,178	161	\$ 7,299	\$1,161,967	181	\$6,438	-11.8%
Hamilton Unified	\$7,072,930	815	\$ 8,680	\$6,401,965	804	\$7,966	-8.2%
Willows Unified	\$13,332,981	1636	\$ 8,149	\$12,142,955	1616	\$7,516	-7.8%
Orland Joint Unified	\$17,786,030	2201	\$ 8,081	\$15,546,372	2159	\$7,202	-10.9%
Princeton Joint Unified	\$2,540,704	215	\$11,836	\$2,222,629	215	\$10,354	-12.5%
Stony Creek Joint Unified	\$2,055,654	93	\$22,123	\$1,733,093	93	\$18,652	-15.7%

In an effort to compare district information, the most recent and readily available data for similarities between districts within California is from **2008-2009**. Below is a comparison based on ADA, comparing Total Revenue and spending per student for Certificated and Classified Salaries.

**Table C**

**ADA Findings and Comparisons (Districts in and out of Glenn County)**

County	District	ADA	Per Student Total Revenue	Per Student Certificated Salaries	Per Student Classified Salaries
Tehama	Reeds Creek Elementary	141	\$9,225	\$2,884	\$1,331
Glenn	Capay Joint Unified	142	\$5,648	\$3,158	\$947
Alameda	Sunol Glen Unified	266	\$10,155	\$4,166	\$2,283
Glenn	Princeton Joint Unified	224	\$11,904	\$4,427	\$1,419
Lake	Middletown Unified	1615	\$8,693	\$4,099	\$1,366
Glenn	Willows Unified	1616	\$8,888	\$4,860	\$1,311

Based upon the findings, and using the table below, one district in Glenn County, Stony Creek Joint Unified stood out and further analysis of their budget was reviewed. The cost per student as part of their total revenue was twice as high as the next highest cost per student in Glenn County which is in Princeton Joint Unified, a district with more than twice the ADA of Stony Creek (224 vs. 93). A search of other districts in the state similar to Stony Creek Joint Unified, utilizing ADA as the common factor, revealed Death Valley Unified in Inyo County, was the only other district similar in “Per Student Total Revenue”.

**Table D**

<u>County</u>	<u>District</u>	<u>ADA</u>	<u>Per Student Total Revenue</u>	<u>Per Student Certificated Salaries</u>	<u>Per Student Classified Salaries</u>
Glenn	Stony Creek Joint Unified	93	\$24,390	\$8,982	\$4,150
Inyo	Death Valley Unified	68	\$25,383	\$7,326	\$5,730

**B. Stony Creek Joint Unified**

It was necessary for the Grand Jury to probe further into Stony Creek Joint Unified funding to understand how such a large discrepancy in ADA revenue and expenses existed.

Interviews conducted by Grand Jury members revealed the following information. Stony Creek Joint Unified has 12 certificated and 14 classified employees serving two campuses. The main campus has the junior and senior high school and the district offices. The other campus is in Stonyford, Colusa County. Operating the district over that distance requires twice the effort and based on the district revenue and how the revenue is generated provides for just such an operation of that magnitude. There are other small variations in Stony Creek Joint Unified funding from other Districts in the County.

One is a small grant in Indian Education Funds of approximately \$7,000.00-\$10,000.00. These are restricted funds to be used as the per the Grant application.

The second is the difference in the Federal Impact Aid. These are Federal monies that are allotted to school districts whose residents live on either an Indian Reservation or on a Military Base. There are no property taxes in these areas, and this Funding is to offset the loss of those revenues. These are non-restricted funds.

The last variation the Jury found was in the amount of Forest Reserve funds available to Stony Creek Joint Unified. These are Federal funds given under CEC section 2300. Due to the location of Stony Creek Joint Unified covering a larger area of Federal Forest Lands explains why this funding would be greater than other Districts in the County.

## **Costs of Stony Creek Joint Unified**

There are many reasons why there are higher costs for a NSS. Stony Creek Joint Unified District Superintendent and District Business Manager were able to explain some of the difficulties faced by NSS during our interview.

The cost associated to provide the mandated facilities and supervision is the same for all schools regardless of ADA. So a small district such as Stony Creek Joint Unified will have close to the same number of classified salary positions as larger ADA schools. Stony Creek Joint Unified tries to have many of its staff working in more than one position. This helps to reduce staffing costs. This provides the ability for employees to have full time employment as opposed to many more part time positions.

In General, NSS also provide a slightly higher salary base to its teaching staff to draw and keep excellent teachers who are willing to live in such rural locations. This also applies to all support staff. Stony Creek Joint Unified is very much in line with the rest of the county on their salaries.

The largest expense for a NSS district is explained in providing a high school. There are many mandates on classes required to be offered in both mandatory and elective courses. Many classes have specific guidelines on the teacher qualifications that must be maintained. These are State and Federal standards. So, regardless of having 30 pupils or 4 pupils, the expectations are the same.

## **V. CONCLUSIONS**

Based on the data available to the Grand Jury, education cost per student in Glenn County school districts appears to be comparable with similar districts.

## **VI. RESPONSE REQUIRED:**

None

# 2010-2011 Glenn County Grand Jury Final Report

## Glenn County School Inter-district Transfer Policies

### I. PURPOSE:

To review each Glenn County School District's Inter-district transfer policy to ensure that each district has a current and complete policy in place.

### II. BACKGROUND:

An interview was conducted in September 2010 with the Glenn County Office of Education Superintendent. He stated the Glenn County Office of Education did not have any written policies on file from any of the county's school districts.

An interview was also held with a Superintendent from one of the county's school districts. The Superintendent stated transfers between districts can sometimes be difficult or confusing.

A copy of each district's transfer policy was requested by the Grand Jury.

It is the responsibility of each district to develop its own transfer policy using the State Education Code guidelines.

The Grand Jury used a policy from El Rancho Unified School District as an outside comparison. <http://www.erusd.k12.ca.us/ERUSDPolicies/5116.1.pdf>

### III. FINDINGS:

The policy must follow all the state guidelines, as well as address local policies to provide for seamless transfers between all districts.

Responses were received from all but one school district. Orland Joint Unified School District and Willows Unified School District both had currently certified inter-district transfer policies. Stony Creek Joint Unified School District did not have a policy as transfers in that district are rare. The other districts had policies but they are not current. Lake School District and Plaza School District are currently reviewing and updating their policies.

**IV. CONCLUSION:**

Several of the school districts are working together to develop their inter-district transfer policies.

The County Board of Education is responsible for hearing any appeals for Inter-district transfers.

We believe it is important that each district have a clearly defined inter-district transfer policy.

**V. RECOMMENDATIONS:**

- All School districts should yearly develop, update, review and have a board certified interdistrict transfer policy.
- Policies should be clear and comprehensive.
- All districts should review all of the other districts interdistrict transfer policies.
- Glenn County Office of Education should review and have a copy of each school districts interdistrict transfer policy.

**VI. RESPONSES REQUIRED:**

Willows Unified School District Superintendent  
Orland Unified School District Superintendent  
Hamilton Unified School District Superintendent  
Princeton Joint Unified School District Superintendent  
Stony Creek Joint Unified School District Superintendent  
Lake School District Superintendent  
Plaza School District Superintendent  
Capay Joint Union School District Superintendent  
Glenn County office of Education Superintendent

Willows Unified School District Board  
Orland Unified School District Board  
Hamilton Unified School District Board  
Princeton Joint Unified School District Board  
Stony Creek Joint Unified School District Board  
Lake School District Board  
Plaza School District Board  
Capay Joint Union School District Board

**2010-2011 Glenn County Grand Jury  
Final Report**

**Criminal Indictment**

**I. PURPOSE:**

Glenn County District Attorney, Robert Maloney, called for a convening of the Glenn County Grand Jury for possible criminal indictments. This was held on March 18<sup>th</sup>, 2011 in the Glenn County Courthouse.

**II. BACKGROUND:**

Testimony was presented to the Grand Jury by the District Attorney and witnesses.

**III. CONCLUSION:**

Justin Lee Bentley was indicted on two criminal indictments. One, Assault with a Deadly Weapon, 245(a)(1) Penal Code; Two, Special Allegation of Great Bodily Injury, 12022.7(a) Penal Code.

These indictments were in reference to People v. Justin Lee Bentley, Glenn County Court Case Number: 11NCR08661.

**IV. RECOMMENDATION:**

The indictments were given to the District Attorney for possible filing with the Glenn County Court.

**V. RESPONSE REQUIRED:**

None

2010-2011

Glenn County Grand Jury

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Evaluation of the Responses  
To The

2009-2010

Glenn County Grand Jury  
Final Report

June 28, 2011

## **Response to the 2009-2010 Glenn County Grand Jury Final Report**

### **I. Department or Agency:**

Human Resource Agency  
*Page 8-9*

### **II. Recommendations:**

1. Continue with the employee programs on communications that have been put in place this last year.
2. Keep the open door policy available.
3. Make sure all practices are followed as stated in the employee's handbook as well as the H.R.A. Policy and Procedure Manual.
4. Audits should be made available for viewing upon request.

*Responses Required by:*

Glenn County Human Resource Agency  
Glenn County Board of Supervisors

### **III. Responses Received:**

Glenn County Human Resource Agency  
Glenn County Board of Supervisors

### **IV. 2010-2011 Grand Jury Review of Response:**

We have recommended no further action on this matter at this time. All management and internal issues have been satisfactorily met by all departments associated with this report. We hold open the option to look at this again if needed at a later date.

Response Accepted

## **Response to the 2009-2010 Glenn County Grand Jury Final Report**

### **I. Department or Agency:**

Glenn County Landfill  
*Page 10-14*

### **II. Recommendations:**

1. The County actively pursues the concept of importing waste to lower the costs for County customers.
2. The Director of Public Works evaluates the feasibility and costs of providing in-house professional services in lieu of hiring these services on a continuing basis.
3. The Director of Public Works update the disposal rate when the final purchase price of the landfill is known, and include all estimated costs for closure, expansion, and operation and maintenance.
4. The County makes a greater effort to inform the public of the items that can be dropped off at no cost for recycling.

*Responses required by:*

Director of Public Works

### **III. Responses Received:**

Director of Public Works

### **IV. 2010-2011 Grand Jury Review of Response:**

We have recommended no further action on this matter at this time. All issues with the Glenn County Landfill operations have been satisfactorily met. The current works in progress need to be monitored by its Director and the County Board of Supervisors. We hold open the option to look at this again if needed at a later date.

Response accepted

## **Response to the 2009-2010 Glenn County Grand Jury Final Report**

### **I. Department or Agency:**

Glenn County Jail  
*Page 15-16*

### **II. Recommendations:**

1. Keep staffing levels compliant with California State Detention Facility Standards.
2. Update the air conditioning unit.

*Responses required by:*

Glenn County Board of Supervisors  
Glenn County Sheriff  
Glenn County Planning and Public Works-Facilities

### **III. Responses Received:**

Glenn County Board of Supervisors  
Glenn County Sheriff  
Glenn County Planning and Public Works-Facilities

### **IV. 2010-2011 Grand Jury Review of Response:**

We recommend no further action on this matter at this time. The issues are being satisfactorily met with some internal work between the Glenn County Jail, The County Sheriff's Department and the Public Works Department. We hold open the option to look at this again if needed at a later date.

Response accepted

## **Response to the 2009-2010 Glenn County Grand Jury Final Report**

**I. Department or Agency:**

Jane Hahn Juvenile Hall  
*Page 17-18*

**II. Recommendations:**

The Board of Supervisors must continue to adequately fund this facility allowing for California State standards to be maintained for staffing, building maintenance and quality education.

*Responses required by:*

Glenn County Probation Department  
Glenn County Board of Supervisors

**III. Responses Received:**

Glenn County Probation Department  
Glenn County Board of Supervisors

**IV. 2010-2011 Grand Jury Review of Response:**

We recommend no further action on this matter at this time. All issues for the Jane Hahn Juvenile Hall have been satisfactorily met. We hold open the option to look at this again if needed at a later date.

Response accepted

## **Response to the 2009-2010 Glenn County Grand Jury Final Report**

### **I. Department or Agency:**

Glenn County Sheriff's Office  
*Page 19-20*

### **II. Recommendations:**

1. It is recommended the Sheriff's Office contact the citizen and so state the facts of the case and inform the citizen he may file a claim with the County of Glenn for Compensation of his missing firearms.
2. The Sheriff's Office in the future should follow their Firearm's Policy to ensure the return or destruction of citizen's firearms in the statutorily required timely and legal manner.

*Responses required by:*

Glenn County Sheriff

### **III. Responses Received:**

Glenn County Sheriff

### **IV. 2010-2011 Grand Jury Review of Response:**

We recommend no further action on this matter at this time. The issue has been addressed. We hold open the option to look at this matter again if needed at a later date.

Response accepted

## **Response to the 2009-2010 Glenn County Grand Jury Final Report**

### **I. Department or Agency:**

Glenn County Code Enforcement  
*Page 21-22*

### **II. Recommendations:**

1. The Grand Jury feels that the Glenn County Board of Supervisors need to come up with a set of specific rules for Code Enforcement, and to give the Code Enforcement Officer authority to be able to efficiently do his job.
2. When the county finds more funds, the supervisors need to seriously consider hiring additional help in code enforcement.

*Responses required by:*

Glenn County Board of Supervisors  
Director Planning and Public Works

### **III. Responses Received:**

Glenn County Board of Supervisors  
Director Planning and Public Works

### **IV. 2010-2011 Grand Jury Review of Response:**

We recommend no further action on this at this time. The issues with the County enforcement rules and the general public's property rights have been satisfactorily met. We hold open the option to look at this again if needed at a later date.

Response accepted

## **Response to the 2009-2010 Glenn County Grand Jury Final Report**

### **I. Department or Agency:**

Public Works Department - Roads  
*Page 23-24*

### **II. Recommendations:**

1. The Department should strive to provide complete road repair to those areas not as heavily traveled.
2. The Department should work with the Board of Supervisors to identify funding sources for AB 32 compliance costs.

*Responses required by:*

Public Works Director  
Glenn County Board of Supervisors

### **III. Responses Received:**

Public Works Director  
Glenn County Board of Supervisors

### **IV. 2010-2011 Grand Jury Review of Response:**

We recommend no further action at this time. The issues with the counties funding for roads and bridge repair have satisfactorily been met. The Public Works Department will continue to maximize its funding for maintenance of the counties roads and bridges using the current *Pavement Management System*. We hold open the option to look at this again if needed at a later date.

Response accepted

# Appendix

Letters of Response  
To the

2009-2010

Glenn County Grand Jury Final Report



(Pages 19 – 20)

## GLENN COUNTY SHERIFF'S OFFICE

### Grand Jury Recommendation:

*It is recommended the Sheriff's Office contact the citizen and so state the facts of the case and inform the citizen he may file a claim with the County of Glenn for compensation of his missing firearms.*

*The Sheriff's Office in the future should follow their Firearm's Policy to ensure the return or destruction of citizen's firearms in the statutorily required timely and legal manner.*

\*Note: See attachment C for the following response from the Glenn County Planning & Public Works Agency Director.

(Pages 21 – 22)

## GLENN COUNTY CODE ENFORCEMENT

### Grand Jury Recommendation:

*The Grand Jury feels that the Glenn County Board of Supervisors need to come up with a set of specific rules for Code Enforcement, and to give Code Enforcement Officer authority to be able to efficiently do his job. When the county finds more funds, the supervisors need to seriously consider hiring additional help in code enforcement.*

### Response of the Board of Supervisors:

The Board of Supervisors concurs with response of the Glenn County Planning & Public Works Agency Director.

\*Note: See attachment F for the following response from the Glenn County Planning & Public Works Agency Director.

(Pages 23 – 24)

## PUBLIC WORKS DEPARTMENT - ROADS

### Grand Jury Recommendation:

*The Department should strive to provide complete road repair to those areas not as heavily traveled.*

*The Department should work with the Board of Supervisors to identify funding sources for AB 32 compliance costs.*

### Response of the Board of Supervisors:

The Board of Supervisors concurs with response the Glenn County Planning & Public Works Agency Director.

\*Note: See attachment G for the following response from the Glenn County Planning & Public Works Agency Director.



GLENN COUNTY  
HUMAN RESOURCE AGENCY  
HRA



SCOTT GRUENDL  
DIRECTOR

ROBYN KRAUSE  
CHIEF DEPUTY DIRECTOR

CHRISTINE ZOPPI  
DEPUTY DIRECTOR

SOCIAL SERVICES  
DIVISION  
P.O. Box 611  
420 E. Laurel St.  
Willows, CA 95988  
(530) 934-6514

COMMUNITY ACTION  
DIVISION  
420 E. Laurel St.  
Willows, CA 95988  
(530) 934-6510

August 31, 2010

The Honorable Donald Cole Byrd  
Presiding Judge, Glenn County Superior Court  
526 West Sycamore Street  
Willows, CA 95988

RE: Response to 2009-2010 Grand Jury Report

Dear Judge Byrd:

I thank the Grand Jury for returning to the Human Resource Agency to follow up on progress made from the 2008-2009 Grand Jury Report. It has been a pleasure to implement strategies within the organization in response to previous findings. The Grand Jury has been instrumental in the effort to implement change within the HRA.

The HRA agrees with the findings of the 2009-2010 Grand Jury Report. In response to the recommendations:

1) The agency continues employee programs related to communication and this recommendation is implemented. In addition to progress reviewed by the Grand Jury, the agency has also implemented a weekly "Executive Update" that provides an overview of major issues within the agency. During the month of August an employee satisfaction survey is being circulated. The results will be tabulated to determine additional organizational improvement strategies.

2) The HRA Director continues an open door policy and this recommendation is implemented. In addition to the open door policy, the Director also manages by walking around. Although the Director is split between two organizations, some employees comment that they have seen the new Director more often than the previous department head. The open door policy includes not only employees, but all members of the community, including those who feel they have been "wronged" by the HRA. It also extends to community organizations such as Unity in Recovery and Westside Domestic Violence Services.

SOUTH COUNTY FACILITY LOCATION  
420 E. Laurel St.  
Willows, CA 95988

TOLL FREE 1-800-287-8711

NORTH COUNTY FACILITY LOCATION  
604 East Walker Street, Suite A  
Orland, CA 95963

GLENN COUNTY  
CLERK OF THE BOARD  
2010 AUG 31 AM 9:03  
87

3) Recommendations concerning the employee handbook, as well as policies and procedures is implemented. The HRA continues to abide by internal, county, state and federal policies and regulations. In response to the Grand Jury, the employee handbook and the agency's policies and procedures have been updated to reflect previous recommendations. In addition, the agency has created a Manager's Operations Manual to help the management team properly follow policies and procedures.

4) The recommendation concerning audits is implemented. Audits are available through the Department of Finance and can also be found online on the County web site on the Department of Finance web page under the documents and reports link. In addition, the HRA created comprehensive program and fiscal reports that will be posted to the HRA and Community Action Partnership web sites. The agency will also consider posting any audits not found on the County web site should any such discrepancies exist.

I appreciate the opportunity to respond to the Grand Jury and for their review of the HRA. The dedication of the Jurors is reflected in the well being of the agency and the Grand Jury has had a positive impact on the HRA. I look forward to future reviews.



---

Scott Gruendl, Director, Director  
Glenn County HRA

cc: Sandy Soeth, Clerk of the Board



# GLENN COUNTY PLANNING & PUBLIC WORKS AGENCY

Willows, California 95988  
John F. Linhart, Director



August 5, 2010

The Honorable Donald C. Byrd  
Superior Court  
c/o Glenn County Board of Supervisors  
525 W. Sycamore St.  
Willows, CA 95988

PUBLIC WORKS DIVISION  
125 S. Murdock Av/P.O. Box 1070  
Willows, CA 95988  
Tel: (530) 934-6541  
Fax: (530) 934-6713

Re: Agency Response to the 09/10 Grand Jury Report

Dear Judge Byrd:

I am writing in response to the recommendations made on Page 12 of the 09/10 Grand Jury Report to address various concerns at the Glenn County Landfill. Although the recommendations are not numbered in the report, I will address them in the order in which they appear and will identify them accordingly:

GLENN COUNTY  
CLERK OF THE BOARD  
2010 AUG 27 PM 2:49

1. The suggestion to actively pursue the importing of waste to help defray the cost for County customers is insightful and one which County staff will address further when the final costs associated with closure and expansion become known, tentatively scheduled for spring 2011. In addition, the Waste Conversion project with KVB is being actively pursued. Since the viability of a waste conversion project is directly based on additional waste streams, the pursuit of out-of-county waste streams is being explored from several vantage points.
2. The Planning and Public Works Agency will continue to evaluate the feasibility and costs of providing in-house professional services in lieu of contracting with outside firms. The current system of contracting out these services has proven to be the most cost-effective way to provide the breadth of experience needed in Glenn County. Previous attempts to recruit a full-time engineer for the County have not been successful but the Agency will continue to evaluate the market for on-staff engineers. A full-time County Engineer would need to have the experience and/or expertise to undertake the diversity of projects currently managed by our contract firm, and even with full-time staff, the County could reasonably expect to seek outside assistance for some projects anyway, resulting in even greater cost to the County.
3. The Planning and Public Works Agency plans to update the disposal rate and keep the Board and the general public informed when the final costs regarding the purchase, expansion, closure and operation of the landfill are known, tentatively scheduled for spring 2011. Along with the potential for additional waste streams associated with item #1 above, all efforts are being made to develop plans that either hold rates where they are or to reduce them for County ratepayers.
4. Throughout the process of raising the rates at the landfill, County staff made a concerted effort to educate the general public through public meetings with the Board of Supervisors and the City

Councils where information about the reasons behind the increase and what services would be available to the public under the new rate structure were provided. Staff also visited many service groups (Rotary, Kiwanis, etc) in an effort to reach out, at least one of which your Honor attended. Additionally, staff spent many hours updating the County website and providing information to the local newspapers, with more than one news article published in each paper as a result. In spite of all of that effort, as evidenced by the request in the Grand Jury report, some members of the public are unaware of the free services provided at the County landfill. Consequently, County staff will again reach out to the community to educate them about the disposal options available to them.

Please let me know if you have any other questions or concerns regarding these matters.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Linhart', written in a cursive style.

John Linhart  
Director



# GLENN COUNTY SHERIFF'S OFFICE

Sheriff, Coroner, Civil Process, Office of Emergency Services, Animal Control  
*"Commitment to Service Dedication to Community"*

August 25, 2010

LARRY JONES  
Sheriff/Coroner  
Director O.E.S.

The Honorable Donald Cole Byrd  
Presiding Judge, Superior Court, County of Glenn  
526 West Sycamore Street  
Willows, CA 95988

RE Response to the 2009-2010 Glenn County Grand Jury Report

Your Honor:

Following you will find my response to 2009-2010 Glenn County Grand Jury Report. It was my pleasure to work with the members who were the Public Safety component of this year's panel. Historically these members demonstrate a sincere and lively interest in the function and responsibilities of all departments under the umbrella of the Sheriff, this panel was no exception.

• Glenn County Jail:

The report addressed two concerns and problems faced by the facility. Of course funding remains the main stumbling block in correcting these issues. My response to the Grand Jury's recommendations are as follow:

- 1) Staffing in the jail continues to be fluid. When possible we maintain a viable list of job candidates to pull from in case of any vacancies. We remain diligent in our efforts to maintain full staffing in the jail.
- 2) Updating of the air conditioning units - again the financial condition of the County prevents us from making any dramatic capital improvements or equipment purchases. As soon as the financial health of county government improves we will work with the Board to plan for these changes.

• Glenn County Sheriff Office:

The report addresses a letter received from a citizen in regards to the return of firearms that had been confiscated from him/her. We have taken the following steps to correct the matter and best serve the citizen involved:

- 1) Confiscated Firearms Citizen's Complaint:
  - A) All employees who may be involved in the handling of confiscated firearms are fully trained on the Sheriff's Office Confiscated Firearm's Policy. Firearms will be dealt with in accordance with the policy and therefore will be handled in a timely and proper manner.
  - B) The citizen involved in this case has been contacted and informed of our findings and was advised that he/she could file a claim for damages with the County Board of Supervisors.

GLENN COUNTY  
CLERK OF THE BOARD  
2010 AUG 30 AM 9:50

543 W. Oak Street • Willows, CA 95988  
Administration (530) 934-6441 • Fax (530) 934-6473  
24 hour (530) 934-6431 • (530) 865-1122 • Fax (530) 934-6429  
Jail (530) 934-6428 • Fax (530) 934-6427

Grand Jury Response  
0910 Final Report  
August 25, 2010  
Page 2

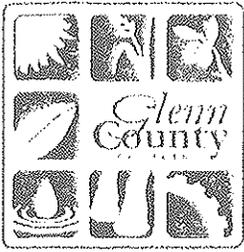
I would like to again express my gratitude to the members of the Grand Jury for their continued interest in our department. Their willingness to listen to our concerns and suggestions is appreciated by me and my staff. Their support and recommendations are welcomed. While we cannot act on all recommendations, they certainly need to be included in our future plans on both a departmental level and well as a countywide basis.

Sincerely,



Larry Jones  
Sheriff-Coroner

Cc: Clerk of the Board  
Board of Supervisors



# GLENN COUNTY PLANNING & PUBLIC WORKS AGENCY

Willows, California 95988  
John F. Linhart, Director



August 5, 2010

The Honorable Donald C. Byrd  
Superior Court  
c/o Glenn County Board of Supervisors  
525 W. Sycamore St.  
Willows, CA 95988

PUBLIC WORKS DIVISION  
125 S. Murdock Av/P.O. Box 1070  
Willows, CA 95988  
Tel: (530) 934-6541  
Fax: (530) 934-6713

GLENN COUNTY  
CLERK OF THE BOARD  
2010 AUG 27 PM 2:50

Re: Agency Response to the 09/10 Grand Jury Report

Dear Judge Byrd:

I am writing in response to the request made on Page 16 of the 09/10 Grand Jury Report to address concerns noted about the cooling systems at the County Jail. Please be advised that the Facilities Division had previously identified several evaporative coolers for replacement. To date, all but one have been repaired or replaced with new units. Consistent with our response from last year, the remaining unit, which services the kitchen area, is scheduled for replacement as soon as funding becomes available.

Please let me know if you have any other questions or concerns regarding this matter.

Sincerely,

John Linhart  
Director



**GLENN COUNTY PROBATION DEPARTMENT**

541 West Oak Street, Willows, California 95988

Office: 530.934.6416 Facsimile: 530.934.6468

August 10, 2010

Honorable Donald Cole Byrd  
Presiding Judge  
Glenn County Superior Court  
525 West Sycamore St.  
Willows, CA 95988

GLENN COUNTY  
CLERK OF THE BOARD  
2010 AUG 10 AM 8:33

Dear Judge Byrd:

This letter is in response to the report prepared by members of the Grand Jury with regard to the inspection of the Jane Hahn Juvenile Hall that occurred on November 5, 2009. Although there were no specific issues identified by the Grand Jury, there have been some changes since that time identified by the Corrections Standard Authority (CSA) which, if not corrected, will effectively close the facility.

By way of background, the CSA, formerly the Board of Corrections, works in partnership with city and county officials to develop and maintain standards for the operation of local jails and juvenile detention facilities and for the selection and training of state and local corrections personnel. Every two years, the CSA inspects all adult and juvenile detention facilities within the State of California to ensure they meet the minimum standards for operation which are contained in Title XV of the California Code of Regulations. The CSA conducted this inspection on June 29, 2010. As a result, Glenn County has been deemed out of compliance.

Specifically, the staffing levels at the facility have been determined to be *grossly insufficient*, both in terms of line staff as well as supervisory staff. Further, if not permanently corrected within the next 90 days it will result in the institution being de-certified to house minors in secure detention, unless the County can file a corrective action plan with approval from the CSA.

Attached to this response is the consultation letter dated May 24, 2010, requested after the pre-inspection site visit on April 6, 2010. It contains the specific requirements as to staffing and outlines the timeline by which the issue must be rectified.

Accordingly, I am again advising the Court, County Board of Supervisors, and most importantly the community that pursuant to §1203.74 of the Penal Code that the Jane Hahn Juvenile Hall lacks sufficient funding/staffing to carry out its mandates.

Listed below are the specific mandates and corresponding cost (salaries and benefits) associated with the keeping the facility operational:

**Welfare and Institutions Code §850:** *"The Board of Supervisors in every county shall provide and maintain, at the expense of the county...a suitable house or place for the detention of wards and dependent children of the juvenile court and of persons alleged to come within the jurisdiction of the juvenile court. Such house or place shall be known as the juvenile hall"*

**Welfare and Institutions Code §853:** *"The Board of Supervisors shall provide for a suitable superintendent to have charge of the juvenile hall, and for such other employees as may be needed for its efficient management, and shall provide for payment, out of the general fund of the county, of suitable salaries for such Superintendent and other employees".*

Juvenile Hall Manager	1.0 FTE	\$93,474
Juvenile Hall Counselor	2.0 FTE	\$123,748

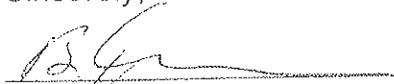
For the 2010-2011 fiscal year, the department was required to cut nearly \$260,000 from our total budget. In order to comply with State regulations relative to both line and supervisory staff, I have had to increase my revenue for out of county housing, and eliminate the only administrative position in the facility mid-year. As well, the Glenn County Office of Education has agreed to fund one of the line staff positions through the end of this fiscal year. However, that is one-time funding that will not be available next fiscal year.

This is by no means a solution – the department cannot sustain this beyond June 30, 2011, and funding must be indentified before that time. I intend to work with the County to secure the general fund dollars that are required next year. If this is not possible, the facility will have to be closed. Should that occur, the consequences for the community would be disastrous.

Accountability for juvenile offenders must be a top priority. Sadly, aside from juvenile hall the only funding for juvenile probation is in the form of grants which make up 60% percent of the main department's budget. I would recommend the Grand Jury review staffing within the main department for next year's review due to the lack of staffing/resources for the total department. The department cannot be compromised any further than it already has and our ability to meet most mandates is impossible given current funding levels.

If you have any questions, please do not hesitate to contact me directly. I will keep you apprised of the situation, for better or worse, over the coming months.

Sincerely,



Brandon D. Thompson  
Chief Probation Officer

cc: Glenn County Board of Supervisors

CORRECTIONS STANDARDS AUTHORITY  
600 BERGUT DRIVE  
SACRAMENTO, CA 95811  
916-445-5073  
WWW.CDCR.CA.GOV/DIVISIONSBOARDS/CSA



May 24, 2010

Brandon Thompson, Chief Probation Officer  
County of Glenn Probation Department  
541 West Oak Street  
Willows, California 95988

RE. GLENN COUNTY JUVENILE HALL STAFFING

Dear Chief Thompson.

On April 6, 2010, the Corrections Standards Authority (CSA) conducted a pre-inspection briefing at the Glenn County Juvenile Hall. The purpose of this visit was to discuss regulations and facility operations in preparation for your upcoming Title 15 biennial inspection as mandated in Welfare and Institutions Code 209. Among the documents reviewed during this visit, were staffing schedules, incident reports and local inspection reports.

Our review of the staffing schedule found that the facility is operating without a shift supervisor on two of the three shifts. Following this pre-inspection briefing, we were advised that the facility population may be limited to 10 minors, as a cost saving measure. As we discussed, the number of staff required for operations is essentially the same for 10 minors as for 20. As outlined below, Title 15, Section 1321, Staffing requires a minimum of two (2) line staff on duty at all times, in addition to sufficient supervisory personnel. Further, the gender of staff and minors is a consideration,

*Section 1321 Staffing.*

- (a) have a sufficient number of supervisory level staff to ensure adequate supervision of all staff members;
- (b) have a clearly identified person on duty at all times who is responsible for operations and activities and has completed the Juvenile Corrections Officer Core Course and PC 832 training;
  - (1) Juvenile halls
    - (A) during the hours that minors are awake, one wide-awake child supervision staff member on duty for each 10 minors in detention;

- (B) *during the hours that minors are asleep, one wide-awake child supervision staff member on duty for each 30 minors in detention;*
- (C) *at least two wide-awake child supervision staff members on duty at all times, regardless of the number of minors in detention, unless an arrangement has been made for backup support services which allow for immediate response to emergencies; and,*
- (D) *at least one child supervision staff member on duty who is the same gender as minors housed in the facility.*

*Title 15, Section 1302, Definitions states in part, "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 minor to supervision staff ratio, although some of their duties could include the periodic supervision of minors."*

The staffing plan, in place at the time of our pre-inspection, lacked adequate supervisory staff coverage. In addition, we were advised of a plan was to eliminate two additional staff positions. We immediately advised you of our concerns and since that time we have provided technical assistance in your designing a schedule that will meet your needs. The purpose of our early notification was to afford you and the County the opportunity to address these deficiencies immediately and thus avoid the potential of your facility being found as unsuitable to house minors.

*As we discussed, Welfare and Institutions Code 209 (d) states in part, "a juvenile hall ... shall be unsuitable for the confinement of minors if it is not in compliance with one or more of the minimum standards for juvenile facilities adopted by the Board of Corrections under Section 210 or 210.2, and if, within 60 days of having received notice of noncompliance from the board ..., the juvenile hall, ... has failed to file an approved corrective action plan with the Board of Corrections to correct the condition or conditions of noncompliance of which it has been notified. The corrective action plan shall outline how the juvenile hall, ... plans to correct the issue of noncompliance and give a reasonable timeframe, not to exceed 90 days, for resolution, that the board shall either approve or deny.*

*In the event the juvenile hall... fails to meet its commitment to resolve noncompliance issues outlined in its corrective action plan, the board shall make a determination of suitability at its next scheduled meeting."*

The CSA inspection cycle ends June 30, 2010 and we are mandated to complete all inspections by this date. We have scheduled your inspection for June 29, 2010 in an effort to provide you with as much time as possible to address this issue.

Chief Thompson  
Page 3

Thank you in advance for all your efforts to meet the regulations and we look forward to working together to address any issues or concerns that may arise. Please contact me at 916-324-2600 or E-mail at [Rebecca.Craig@CDCR.CA.GOV](mailto:Rebecca.Craig@CDCR.CA.GOV) should you have any questions for if we can be of assistance.

Sincerely,

*Rebecca Craig*

REBECCA CRAIG  
Field Representative  
Facility Standards and Operations

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# GLENN COUNTY PLANNING & PUBLIC WORKS AGENCY

Willows, California 95988  
John F. Linhart, Director



August 5, 2010

The Honorable Donald C. Byrd  
Superior Court  
c/o Glenn County Board of Supervisors  
525 W. Sycamore St.  
Willows, CA 95988

PUBLIC WORKS DIVISION  
125 S. Murdock Av/P.O. Box 1070  
Willows, CA 95988  
Tel: (530) 934-6541  
Fax: (530) 934-6713

GLENN COUNTY  
CLERK OF THE BOARD  
2010 AUG 27 PM 2:49

Re: Agency Response to the 09/10 Grand Jury Report

Dear Judge Byrd:

I am writing in response to the request made on Page 22 of the 09/10 Grand Jury Report to address concerns noted about the Code Enforcement Division of the Planning and Public Works Agency. Code enforcement is governed by a series of rules established by the State and adopted by the County to ensure that citizens are not deprived of any of their property rights. The Code Enforcement Officer and the Planning and Public Works Agency strive to balance the individual property rights with the need for a safe environment for all the citizens of Glenn County.

The Planning and Public Works Agency will continue to work in close cooperation with the Board of Supervisors to ensure that this necessary part of public health and safety is adequately funded.

Please let me know if you have any other questions or concerns regarding this matter.

Sincerely,

John Linhart  
Director



# GLENN COUNTY PLANNING & PUBLIC WORKS AGENCY

Willows, California 95988  
John F. Linhart, Director



August 5, 2010

The Honorable Donald C. Byrd  
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2010 AUG 27 PM 2:49  
GLENN COUNTY  
CLERK OF THE BOARD

Re: Agency Response to the 09/10 Grand Jury Report

Dear Judge Byrd:

I am writing in response to the recommendations made on Page 24 of the 09/10 Grand Jury Report to address various concerns regarding the prioritization of road projects and how they are funded. Although the recommendations are not numbered in the report, I will address them in the order in which they appear and will identify them accordingly:

1. I would like to assure your Honor, the members of the Grand Jury and the public at large that the Department does strive to provide complete road repair to all County roads and bridges. Unfortunately, not all of the County's 860+ miles of roads and 200+ bridges are created equal. Due to the limitations of the various funding sources, our effort must be on the more highly traveled roads in order to protect the safety of the largest number of the traveling public. As presented to the Board of Supervisors on March 30, 2010, the County is currently some \$20 Million out of balance to pay for all of the recommended repairs to its roads, bridges and other structures just in the current fiscal year. If nothing changes, that shortfall is expected to grow to some \$300 Million over the next ten years. There are, unfortunately, no easy answers to that problem, but County staff is committed to finding the best solution using the limited funds available.

Currently, all County Roads are inspected, ranked and rated through visual inspections and then the data is entered into a software system called Pavement Management Systems so that the roads that have the most needs can be easily identified. This initial ranking then provides a "baseline" that can then be used to further analyze the entire roadway system based on traffic counts regularly undertaken by staff to determine the most cost-effective use of the limited road funds. If, for example, two sections of roadways are ranked equally in terms of pavement conditions, the one that is more highly-traveled will be prioritized over the less-traveled section.

2. The Planning and Public Works Agency will continue to work with the Board of Supervisors and other County agencies to identify funding sources for AB 32 compliance costs.

Please let me know if you have any other questions or concerns regarding these matters.

Sincerely,

John Linhart  
Director