

**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 Date of Inspection: 09/26/2014
Address: 1111 Trousdale Dr., Burlingame, CA Date of Last Inspection: _____
Contact Person: Don Shelpey
Phone Number: (650) 777-4150
Commission Inspection Team: Marianna Klebanov
Presiding Juvenile Court Judge: Hon. Cliff Cretan

Observations, Concerns, and Recommendations

Detention Log of Minors: Yes No

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

Comments: Detention logs kept both for secure and non-secure confinements

Fire Inspection Report: Yes No Date: 05/07/2013

Any recommendations/concerns from last inspection? Yes No

Have these been implemented?: _____

Health Department Report: Yes No Date: 11/12/2013

Any recommendations/concerns from last inspection? Yes No

Have these been implemented?: _____

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Adult Facility Inspection Report**

General Information

Number of minors held in detention during inspective review period:

Secured 1* Non-Secured 22*

Are minors given an orientation prior to being detained?: Yes No Comments: _____

No formal orientation, but conversation every time

How often are minors in custody supervised?: at all times

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: _____

Are drinks (water) and snacks available, if requested?: Yes No Comments: _____

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

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

* These numbers represent the number of youth detained over the past 12 months and not the 2013 calendar year.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Adult Facility Inspection Report**

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.): N/A

Secured Detention

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

What is the purpose/reasons a minor would be placed in secured detention?: danger to self
or others or escape risk

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?: 2-3 doors & separate rm

If cuffing rail is used:

Who approves the use of a cuffing rail? (e.g. Watch Commander): not used

How constant is the supervision of the minor(s): _____

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

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

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Adult Facility Inspection Report
Comments**

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

Officers receive regular training on youth in confinement and legal requirements. _____

Logs appear to be in good order. The Commission recommends that the Burlingame Police _____

Station comply with the legal requirements of ensuring that youth who are held in secure _____

confinement are informed of the 6 hour time limit for being held in secure confinement, as well as the length of time the secure confinement is expected to last.

Signature of Commissioner(s) preparing this report:

_____/s/Marianna Klebanov Date: 09/28/2014 _____

Date: _____