



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
MARGARET J. KEMP GIRLS CAMP**

**TABLE OF CONTENTS**

<b>DIFFICULTY OBTAINING INSPECTION DATA</b>	<b>2</b>
<b>EXECUTIVE SUMMARY</b>	<b>3</b>
<b>RECOMMENDATIONS</b>	<b>6</b>
<b>STATISTICAL INFORMATION</b>	<b>7</b>
<b>FACILITY INSPECTIONS &amp; SAFETY RECORDS</b>	<b>8</b>
<b>DOCUMENTATION REVIEW</b>	<b>10</b>
<b>ORIENTATION OF YOUTH</b>	<b>13</b>
<b>EDUCATIONAL PROGRAMMING</b>	<b>13</b>
<b>ANCILLARY SERVICES</b>	<b>16</b>
<b>INTERVIEWS</b>	<b>17</b>
<b>YOUTH INTERVIEWS</b>	<b>17</b>
<b>STAFF INTERVIEWS</b>	<b>17</b>
<b>STAFFING LEVELS</b>	<b>19</b>
<b>PROGRAMMING &amp; ACTIVITIES</b>	<b>21</b>
<b>TRAUMA INFORMED CARE &amp; PRACTICES</b>	<b>22</b>
<b>CULTURALLY AND LINGUISTICALLY APPROPRIATE LGBTQIA+</b>	<b>23</b>
<b>PHYSICAL INSPECTION</b>	<b>24</b>
<b>FRONT EXTERIOR OF FACILITY</b>	<b>25</b>
<b>INTERIOR OF FACILITY</b>	<b>26</b>
<b>COMMON AREAS</b>	<b>26</b>
<b>DORM ROOMS / SLEEPING AREAS</b>	<b>28</b>
<b>BATHROOMS &amp; SHOWERS</b>	<b>29</b>
<b>ADDITIONAL BUILDINGS LOCATED WITHIN THE FACILITY</b>	<b>30</b>
<b>INTERIOR COURTYARD</b>	<b>30</b>
<b>REPORT ATTACHMENTS</b>	<b>33</b>



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

<b>FACILITY NAME:</b> Margaret J Kemp Camp	
<b>FACILITY TYPE AND CAPACITY:</b> Girls Detention Camp (rated capacity: 30)	
<b>FACILITY ADDRESS:</b> 400 Paul Scannell Drive, San Mateo, CA 94402	
<b>FACILITY PHONE NUMBER:</b> 650-312-8970	
<b>FACILITY MANAGER INTERVIEWED:</b> Ivonne Bustos	
<b>CORRECTIONAL HEALTH:</b> August 6, 2024	
<b>BHRS INTERVIEW:</b> November 1, 2024	
<b>COMMISSION INSPECTORS:</b> Johanna Rasmussen & Kenneth Williams	
<b>PRESIDING JUDGE:</b> Judge Susan Etezadi	
<b>INSPECTION PERIOD:</b> August 1, 2023 - October 31, 2023	
<b>INSPECTION DATE:</b> August 6, 2024	
<b>DATE OF LAST INSPECTION:</b> August 23, 2023	
<b>SPECIAL NOTICE</b>	<b>Facility Closure:</b> The Camp Kemp facility ceased operations during this inspection period. <ul style="list-style-type: none"> <li>● Residential program ceased operations on: October 31, 2023</li> <li>● SMCOE<sup>1</sup> ceased educational services on October 31, 2023.</li> </ul>
<b>DIFFICULTY OBTAINING INSPECTION DATA</b>	
<p><b>Requests for Inspection Related Data</b></p> <p>In preparation for the inspection and in alignment with established protocols, the inspection team provided a list of requested documents, information, and statistical data to Ivonne Bustos, Compliance Officer, on July 8, 2024. Officer Bustos confirmed that the requested items would be available for review at the facility on the day of the inspection. However, on August 5, 2024, at 6:52 PM—the evening before the inspection—the commission received an email from Jehan Clark, Deputy Chief Probation Officer, stating: “Your request for data has been received by the department. We are working with the county’s attorney’s office to fulfill your request.” This last-minute communication marked a notable departure from established practices.</p>	

<sup>1</sup> San Mateo County Office of Education



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
MARGARET J. KEMP GIRLS CAMP**

During the inspection the following morning, Officer Bustos informed the inspection team that Ghazi Wossne, Assistant Deputy Chief, would be our new point of contact for inspection-related data requests and was actively processing our request. In the months that followed, the commission made a total of 14 attempts to obtain the before receiving a portion of data from Mr. Wossne. The remaining data has yet to be received.

**Improving Communication, Collaboration, & Transparency**

Strengthening communication, promoting collaboration, and prioritizing transparency are key to ensuring future inspections are conducted thoroughly and efficiently. The commission formally requests that the Probation Department communicate any proposed deviations from established inspection protocols well in advance. Such measures will ensure the timely delivery of necessary inspection documentation, maintain the integrity of the inspection process, and avoid extended interruptions to the inspection timeline that hinders the Commission’s ability to carry out our mandate as defined by California Welfare and Institutions Code 229.

**Annual Inspection Protocols**

The Commission is formally requesting that the Probation Department to provide adequate notice whenever changes to the established inspection protocols are proposed. This approach will facilitate the timely submission of required inspection documentation, uphold the integrity of the inspection process, and prevent prolonged delays that impede the Commission’s ability to fulfill its mandate under California Welfare & Institutions Code 229.

**EXECUTIVE SUMMARY**

**Background**

The Margaret J. Kemp facility opened in 2021 as a comprehensive, long-term residential therapeutic program for female youth aged 13 to 18. Participants are referred through the juvenile court system and remain in the program for 6 to 9 months, depending on their individual needs.

**The G.I.R.L.S. Program**

The Gaining Independence and Reclaiming Lives Successfully (G.I.R.L.S.) The program seeks to teach youth the consequential thinking through cognitive skills training, independent living skills, and family reunification to support their reentry into the community. The program consists of three-phase—with phase 1 being residential or or “in-custody” portion of the program. After phase 1 is completed, youths are supervised in the community by their probation officers. Phases 2 and 3 youths return to the facility on weekdays to attend school as part of the Girls Empowerment Program. Due to the facility’s remote location and lack of public transportation transportation services are provided to ensure access to education and resources.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
MARGARET J. KEMP GIRLS CAMP**

**Facility Inspection**

The Margaret J. Kemp Girls Camp facility inspection was conducted on August 6, 2024 by commissioners Rasmussen, Jackson, and Williams. The team spent approximately 3.5 hours inspecting the facility, interviewing staff, and reviewing safety records, youth grievances, and serious incident reports. There were no youth at the facility on the day of our inspection. The Girls Empowerment Program and the high school had both ceased operations at the facility.

**Population**

The probation department reported that the Margaret J. Kemp Facility provided services to a total of four unduplicated female youth during this inspection period. Of the four, two youths were committed to the GIRLS residential program and three participated in the Girls Empowerment Program.

**Demographics**

The facility primarily served Hispanic females, with an average age of 16, who resided in the cities of San Mateo and Redwood City. The average length of incarceration for was 219 days<sup>2</sup>. Primary language data was not available.

**Facility Budget and Costs**

The inspection team requested a copy of the budget for this facility but, it was not provided. The team also sought cost data to determine the fiscal impact of the facility's closure. The Probation Department was unable to provide this data. The Custodian of Record stated that the department did not track facility expenses or maintain annual cost data. The only data available was for "staffing, facility rents, and debt service payments"—which are included below:

- Operational Costs: \$266,377.67 per month; \$3,196,532.04 annually
- Non-Operational Costs: \$154,209.67 per month; \$1,850,516.04 annually (debt service payments only)

Other critical expenses—such as rehabilitation programming, youth clothing, food, transportation, furniture, equipment, security, and utilities— remain unknown. The commission urges the department to begin tracking this data so the full costs of each juvenile detention facilities can be know. This data needs to be publicly accessible to enhance transparency in public spending. If the commission was unable to obtain the data it is highly unlikely the general public can access this information.

**Recommendations From Prior Inspection:**

None of the recommendations outlined in the 2022-2023 inspection were implemented.

<sup>2</sup> Figure provided by the Probation Department. The requested data was not provided.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
MARGARET J. KEMP GIRLS CAMP**

**General Maintenance**

The county must ensure that this multi-million-dollar facility, located in one of the most desirable areas of the county, does not fall into neglect as Camp Glenwood has been allowed to do. Currently, the facility's interior requires extensive cleaning, including the lobby, furniture, lockers, visiting room, common areas, sleeping quarters, kitchen, and dining hall. Bedding and furniture in these spaces also needs attention. The carpets require professional cleaning. The bathroom showers need power washing. The gym floor needs to be properly cleaned and waxed. Additionally, interior painting is needed throughout the buildings. Window cleaning will be needed when the facility is repurposed. Gardeners were present during our inspection and appear to be maintaining the lawns and landscaping effectively.

**Safety Issues Present at the Facility**

- The gate on the northeast side of the facility is still broken and fencing is compromised. There is also a very large hole in the ground that is covered by plywood near this same area. Both pose significant safety, security, and liability risks, should anyone get injured.
- Nesting Birds: The facility has ongoing issues with nesting birds. The program began in 2021 and previous attempts to reduce or eliminate the nesting birds and related feces have been unsuccessful. The extent of the damage caused by the nesting birds is currently unknown. The area will need to be assessed for damage and to identify the scope of the repair work needed.

**Future of the Facility**

The future of the Margaret J. Kemp facility is uncertain at this time. The county currently lacks the capacity to provide critical rehabilitation Programming and service to justice-involved probation youth. The commission recommends the county conduct a feasibility study to determine if the facility could be converted into any of the following:

- Secure Youth Treatment Facility (SYTF) - Secure Track Facility<sup>3</sup>:
- Step Down Program: SYTF Youth<sup>4</sup>
- Inpatient Substance Abuse Treatment Program<sup>5</sup>
- TAY Youth Shelter

---

<sup>3</sup> The county lacks a designated Secure Track facility. SYTF youth are held with non-SYTF youths in a general housing unit inside the juvenile hall.

<sup>4</sup> The county lacks the ability to provide SYTF youth access to a state mandated Step Down Program.

<sup>5</sup> There is not a single inpatient substance abuse treatment bed available for youth in all of San Mateo county.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
MARGARET J. KEMP GIRLS CAMP**

**RECOMMENDATIONS**

**Facility Maintenance**

Care should be taken to clean and maintain the facility to prevent damage and pests while the facility sits vacant. The facility's interior needs extensive cleaning, including the lobby, lockers, visiting room, common areas, sleeping quarters, kitchen, dining hall, and furniture. Carpets require professional cleaning, bathroom showers need power washing, and the gym floor must be cleaned and waxed. Interior painting and window cleaning are also required throughout the building.

**Facility Safety: Safety Issues Present**

- **Fencing & Gates:** Critical safety issues and hazards continue to exist near the front entrance to the facility outlined broken fencing, gates hanging off hinges, gaping holes in the ground that are partially covered by rotting unsecured plywood place the county at an increased taxpayer liability should an injury occur on the property. A photo is attached.
- **Nesting Birds:** The facility has ongoing issues with nesting birds. Previous attempts to reduce or eliminate the nesting birds and related feces have been unsuccessful. A professional bird removal specialist needs to be hired to assess the roofing and gutters, secure active entry points, and humanely remove the nesting birds. The extent of the damage caused by the nesting birds is unknown. At a minimum, this area will require repairs to the facility's exterior and paint.

**Probation Website: Juvenile Restitution, Court Fees & Fines**

Update the Probation Department's website to reflect the passage of AB1186—which eliminated youth restitution fines, ended joint and several liability, and wage and account garnishments effective January 1, 2025.

**Feasibility Study: Determine Future Use of Margaret J. Kemp Facility**

A feasibility study needs to be undertaken to determine if this facility can be converted to fill critical gaps in mandatory programs and services that the county is currently unable to provide justice-involved probation youth. Alternative uses for this facility include the following: A Secure Youth Treatment Facility (SYTF), A Step Down Program: SYTF Youth<sup>6</sup>, Inpatient Substance Abuse Treatment Program<sup>7</sup>, or a Transitional Age Youth Shelter for unhoused dependent and/or probation youth ages 16-24 in San Mateo County.

<sup>6</sup> The county lacks the ability to provide SYTF youth access to a state mandated Step Down Program.

<sup>7</sup> There is not a single inpatient substance abuse treatment bed available for youth in all of San Mateo county.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

STATISTICAL INFORMATION																						
REVIEWED	YES	NO	N/A	COMMENTS																		
Incarcerated Youth: Population	X	<input type="checkbox"/>	<input type="checkbox"/>	<p align="center">Total Number of Youth Served</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Current Year</th> <th>Prior Year<sup>8</sup></th> </tr> </thead> <tbody> <tr> <td>August</td> <td align="center">2</td> <td align="center">3</td> </tr> <tr> <td>September</td> <td align="center">2</td> <td align="center">5</td> </tr> <tr> <td>October</td> <td align="center">1</td> <td align="center">6</td> </tr> <tr> <td>Total</td> <td align="center">2</td> <td align="center">9</td> </tr> <tr> <td>Average</td> <td align="center">1.7</td> <td align="center">4.2</td> </tr> </tbody> </table>	Month	Current Year	Prior Year <sup>8</sup>	August	2	3	September	2	5	October	1	6	Total	2	9	Average	1.7	4.2
Month	Current Year	Prior Year <sup>8</sup>																				
August	2	3																				
September	2	5																				
October	1	6																				
Total	2	9																				
Average	1.7	4.2																				
Incarcerated Youth: City of Residence	X	<input type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <thead> <tr> <th>San Mateo</th> <th>Redwood City</th> </tr> </thead> <tbody> <tr> <td align="center">1</td> <td align="center">1</td> </tr> </tbody> </table>	San Mateo	Redwood City	1	1														
San Mateo	Redwood City																					
1	1																					
Incarcerated Youth: Average Length of Stay	X	<input type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <thead> <tr> <th>Current Period</th> <th>Prior Year</th> </tr> </thead> <tbody> <tr> <td align="center">219 days</td> <td align="center">216 days</td> </tr> </tbody> </table>	Current Period	Prior Year	219 days	216 days														
Current Period	Prior Year																					
219 days	216 days																					
Incarcerated Youth: Race	X	<input type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <thead> <tr> <th>Hispanic</th> <th>White</th> </tr> </thead> <tbody> <tr> <td align="center">1</td> <td align="center">1</td> </tr> </tbody> </table>	Hispanic	White	1	1														
Hispanic	White																					
1	1																					

<sup>8</sup> Using data from the August-October 2023 time from the prior year,



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Incarcerated Youth: Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <tr> <td>14 &amp; Under</td> <td>15-16</td> <td>17</td> <td>18 &amp; Over</td> </tr> <tr> <td align="center">0</td> <td align="center">1</td> <td align="center">1</td> <td align="center">0</td> </tr> </table>	14 & Under	15-16	17	18 & Over	0	1	1	0
14 & Under	15-16	17	18 & Over									
0	1	1	0									
Incarcerated Youth: Primary Language	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <tr> <td>English</td> <td>Spanish</td> <td>Other</td> </tr> <tr> <td>Unknown</td> <td>Unknown</td> <td>Unknown</td> </tr> </table> <p align="center">Primary language data was requested and not provided.</p>	English	Spanish	Other	Unknown	Unknown	Unknown		
English	Spanish	Other										
Unknown	Unknown	Unknown										
Incarcerated Dual System Youth	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The facility served at least one dual system youth during this inspection period.								

**FACILITY INSPECTIONS & SAFETY RECORDS**

REVIEWED	YES	NO	N/A	COMMENTS
Board of State & Community Corrections (BSCC) Reports	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Craigus Thompson- BSCC Field Representative 916-597-4610 <ul style="list-style-type: none"> <li>2023 Biennial Inspection Report dated April 5, 2023</li> <li>2024 Targeted Inspection Report dated May 23, 2024</li> </ul>
County of San Mateo: Building/ Facility Safety Inspection	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Report and date of inspection were not available. Inspections are performed quarterly by: Brae Hunter, San Mateo County ADA Coordinator Human Resources 650-647-9930 / 650-599-1151
Fire Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inspection was conducted on 04/11/2024 Austin Seely, FAE San Mateo County - Cal Fire 650-477-0327





**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

County Office of Education: 3rd Party Educational Evaluation	X	<input type="checkbox"/>	<input type="checkbox"/>	Evaluation Report Performed on 10/23/23 Dr. Jen Izant Gonzales - 831-466-5739 Senior Director, Alternative Education for the Santa Cruz County Office of Education
Environmental Health	X	<input type="checkbox"/>	<input type="checkbox"/>	Conducted on October 10, 2023 Aris Veloso, SMC Environmental Health Specialist 650-372-6200
Nutritional Health/ Retail Food Inspection	X	<input type="checkbox"/>	<input type="checkbox"/>	Conducted on May 16, 2024 Joanne Jarin, SMC Environmental Health Specialist 650-372-6200
Food Services: Juvenile Menu Analysis for Title 15	X	<input type="checkbox"/>	<input type="checkbox"/>	Conducted on 06/08/23 Denise Chu - Dietician SMC Correctional Health
Public Health- Medical & Mental Health	<input type="checkbox"/>	X	<input type="checkbox"/>	Conducted by: Chia-Chen Lee Correctional Health- 650-363-7378
Juvenile Justice Commission Annual Inspection Reports	X	<input type="checkbox"/>	<input type="checkbox"/>	Inspection reports are available on the JJDPC website <a href="http://www.smcgov.org/probation/jjdpc-inspection-reports">www.smcgov.org/probation/jjdpc-inspection-reports</a>
Juvenile Court Judge Inspection	X	<input type="checkbox"/>	<input type="checkbox"/>	Conducted on January 5, 2024 The Honorable Susan I. Etezadi Presiding Judge, Juvenile Court
Probation Chief: Letter to BSCC	<input type="checkbox"/>	X	<input type="checkbox"/>	The Chief's letter was not available. Additional details were not provided.
Superintendent Security Review	<input type="checkbox"/>	X	<input type="checkbox"/>	The related documents were not available for viewing. Management reported that a review was conducted on 5/20/24. The inspection team could not verify this data.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Sexual Abuse Prevention: Policies & Procedures	X	<input type="checkbox"/>	<input type="checkbox"/>	Sexual Abuse Prevention posters are posted throughout the facility in both English and Spanish. Youths are also screened for abuse during the intake process at the Juvenile Hall. Child Protective Services is notified via the reporting hotline whenever abuse is disclosed or suspected. Policies and procedures were reviewed with staff.
Workplace Violence Prevention Plan Per <u>SB 553</u> – Effective July 1, 2024	X	<input type="checkbox"/>	<input type="checkbox"/>	Under this new law, employers in California must establish, implement, and maintain a "Workplace Violence Prevention Plan" that includes: prohibiting employee retaliation, accepting and responding to reports of workplace violence, and emergency response.
Natural Disaster: Fire Drill Logs & Records	X	<input type="checkbox"/>	<input type="checkbox"/>	Routine fire drills are conducted regularly and are recorded.
Natural Disaster: Wildfire-Earthquake Evacuation Procedures Plans & Procedures	X	<input type="checkbox"/>	<input type="checkbox"/>	Mutual Aid agreements with local jurisdictions are in place should the facility and/or area need to be evacuated.
Air Quality Indoors/Outdoors	X	<input type="checkbox"/>	<input type="checkbox"/>	Procedures are in place to address smoke from wildfires. The San Mateo County Department of Public Works is responsible for the maintenance of this facility.

**DOCUMENTATION REVIEW**

REVIEWED	YES	NO	N/A	COMMENTS
Facility Manual & Program Rules	X	<input type="checkbox"/>	<input type="checkbox"/>	Updates are needed to reflect the Youth Bill of Rights.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Youth & Parent / Guardian Orientation Handbook	X	<input type="checkbox"/>	<input type="checkbox"/>	Information is provided in English & Spanish.												
Policies: <ul style="list-style-type: none"> <li>● Telephone</li> <li>● Visiting</li> <li>● Mail</li> <li>● Confidential Communications</li> </ul>	X	<input type="checkbox"/>	<input type="checkbox"/>	Youth are allowed: <ul style="list-style-type: none"> <li>● 3 Telephone calls per week</li> <li>● 2 in-person visits</li> <li>● 2 Zoom visits</li> <li>● Professional Visits</li> </ul> Probation Officers are responsible for processing visiting and telephone approvals for individuals and professionals in accordance with the Youth Bill of Rights.												
Facility Budget	<input type="checkbox"/>	X	<input type="checkbox"/>	A copy was requested and not received												
Facility Costs	<input type="checkbox"/>	X	<input type="checkbox"/>	<table border="1" data-bbox="756 1150 1490 1423"> <thead> <tr> <th>Facility Status</th> <th>Monthly</th> <th>Annually</th> </tr> </thead> <tbody> <tr> <td>Operational</td> <td>\$266,377.67</td> <td>\$3,196,532.04</td> </tr> <tr> <td><sup>9</sup>Non-Operational</td> <td>\$154,209.67</td> <td>\$1,850,516.04</td> </tr> <tr> <td>Difference</td> <td></td> <td>-\$1,346,016.00</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>● Operational Costs include: staffing, facility rents, and debt services payments.</li> <li>● Non-Operational Costs only include: debt services payments on the facility.</li> </ul>	Facility Status	Monthly	Annually	Operational	\$266,377.67	\$3,196,532.04	<sup>9</sup> Non-Operational	\$154,209.67	\$1,850,516.04	Difference		-\$1,346,016.00
Facility Status	Monthly	Annually														
Operational	\$266,377.67	\$3,196,532.04														
<sup>9</sup> Non-Operational	\$154,209.67	\$1,850,516.04														
Difference		-\$1,346,016.00														
Intake Forms	X	<input type="checkbox"/>	<input type="checkbox"/>	Initial intake occurs when a youth is booked into the Juvenile Hall. Once a youth is committed to the GIRLS program an additional intake is conducted.												

<sup>9</sup>The Camp Kemp & Girls Empowerment Programs ceased operations during this inspection period.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Weekly Programming Schedule(s)	<input type="checkbox"/>	X	<input type="checkbox"/>	Programming schedules were requested and not provided.
Searches	X	<input type="checkbox"/>	<input type="checkbox"/>	Youth are searched whenever movements are made between the Camp or Juvenile Hall.. Staff conduct “pat down” searches using a handheld metal detector or “wand” or clear each youth for entry.
Grievance Forms	X	<input type="checkbox"/>	<input type="checkbox"/>	Grievance forms are available throughout the facility.
Grievance Logs	X	<input type="checkbox"/>	<input type="checkbox"/>	
Anti-Bullying and Harassment Policies	X	<input type="checkbox"/>	<input type="checkbox"/>	
Medical/Dental/BHRS Request Forms	X	<input type="checkbox"/>	<input type="checkbox"/>	
Institutional Case Plan	<input type="checkbox"/>	X	<input type="checkbox"/>	A sample was requested and not provided
Transition Plan	<input type="checkbox"/>	X	<input type="checkbox"/>	A sample as requested and not provided
Website: Juvenile Services & Institutions Division	<input type="checkbox"/>	X	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• The “Resources” and “Payments for Juvenile Cases” sections of the Probation Department website need to be updated to reflect the passage of AB1186–which eliminated youth restitution fines, ended joint &amp; several liability, and wage &amp; account garnishments.</li> <li>• The Partner Agency link for Mental Health on the Youth Services Center webpage remains broken.</li> </ul>
Recommendations	Update the Probation Department website to reflect: <ul style="list-style-type: none"> <li>• The passage of AB1186–which eliminated youth restitution fines, ended joint &amp; several liability, and wage &amp; account garnishments effective January 1, 2025.</li> <li>• Repair the Partner Agency link for Mental Health</li> </ul>			



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

<b>ORIENTATION OF YOUTH</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Are youth given an orientation when they arrive at the facility?	X	<input type="checkbox"/>	<input type="checkbox"/>	Group Supervisors typically conduct orientations with youth. Youth orientation includes a Child & Family Team (CFT) meeting—participants include the youth, parents, a mental health clinician, Camp Kemp staff, and the youth’s probation officer. A general overview of the program is given and program rules are reviewed using a checklist. Youth and parents are also provided with a packet of information to review and sign.
Are orientation materials, booklets, and/or paperwork provided?	X	<input type="checkbox"/>	<input type="checkbox"/>	Each participant receives a notebook containing information about the program—including a daily schedule, program rules and procedures.
Are rules and grievance procedures posted?	X	<input type="checkbox"/>	<input type="checkbox"/>	
Are youth and families provided a case manager or single point of contact?	X	<input type="checkbox"/>	<input type="checkbox"/>	The youths probation officer is the main point of contact for parents and families.

<b>EDUCATIONAL PROGRAMMING</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
The total number of students served at facility	X	<input type="checkbox"/>	<input type="checkbox"/>	Four students attended school at the facility during this inspection period.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Are youth immediately enrolled in school when they arrive?	X	<input type="checkbox"/>	<input type="checkbox"/>	Students are already enrolled in Hillcrest School when they come from the juvenile hall. The curriculum and teachers are the same for Margaret J. Kemp and the juvenile hall.
Are students assessed to determine their general academic functioning levels to enable placement in core curriculum courses?	<input type="checkbox"/>	<input type="checkbox"/>	X	Students are assessed when they first arrive to the juvenile hall .Additional assessments are conducted when warranted or requested.
Do students receive adequate instructional time?	X	<input type="checkbox"/>	<input type="checkbox"/>	Juvenile court schools require a minimum instructional day of 240 minutes.
Are preliminary education plans developed for each student within 5 school days.	<input type="checkbox"/>	<input type="checkbox"/>	X	Preliminary education plans are primarily developed at the juvenile hall, when the youth is initially taken into custody.
Are student records obtained from prior school(s), including, but not limited to the student's:	X	<input type="checkbox"/>	<input type="checkbox"/>	Records Include: Transcripts, Exit grades, partial credits, Individual Educational Plans (IEP), 504 Plan, State Language Assessment score and standardized testing, and immunization records
Is supplemental instruction provided to students who fail to demonstrate sufficient progress towards grade level standards.	X	<input type="checkbox"/>	<input type="checkbox"/>	Due to the low population, the average teacher to student ratio was 1-2.
Are English Learner (EL) students afforded an educational program that addresses their language needs?	X	<input type="checkbox"/>	<input type="checkbox"/>	Bi-lingual aides are utilized when needed.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Do students receive academic counseling that reviews their unique graduation requirements?	X	<input type="checkbox"/>	<input type="checkbox"/>	
Are students informed of post-secondary education/vocational opportunities?	<input type="checkbox"/>	X	<input type="checkbox"/>	The facility has yet to offer vocational programming.
Do students have access to post-secondary education and the technology needed to participate?	X	<input type="checkbox"/>	<input type="checkbox"/>	
Do students have access to Career Technical Education-CTE courses?	<input type="checkbox"/>	X	<input type="checkbox"/>	CTE programming was not available during this inspection period.
Does the County Superintendent of Schools provide appropriate credit (full or partial) for course work completed while in juvenile court school?	X	<input type="checkbox"/>	<input type="checkbox"/>	However, not all schools accept the partial credits students earn while attending a Court & Community School.
Are school staff advised of decisions made by probation staff that may affect the educational programming of students?	X	<input type="checkbox"/>	<input type="checkbox"/>	There is an agreement in place between the Probation and School Departments.
School Discipline: Has positive behavior management been implemented to reduce the need for disciplinary	X	<input type="checkbox"/>	<input type="checkbox"/>	



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

action in the school setting; and is it integrated into the facility's overall behavioral management plan?				
Are absences and time out of class recorded as excused or unexcused?	X	<input type="checkbox"/>	<input type="checkbox"/>	Absences are typically documented in the Student Information System, AERIES.
Are there established policies and procedures designed to uphold the rights of students who experience persistent challenges in completing a full school day?	<input type="checkbox"/>	X	<input type="checkbox"/>	There are no formal written policies in place at this time. The County Office of Education reported that they were in the process of developing written policies for all the Court & Community Schools.
Recommendations	<input type="checkbox"/>	<input type="checkbox"/>	X	Due to the closure of the school site, we will not be providing recommendations at this time.

<b>ANCILLARY SERVICES</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Behavioral Health & Recovery Services	X	<input type="checkbox"/>	<input type="checkbox"/>	Please see 2023-2024 Juvenile Hall Inspection Report.
Correctional Health	X	<input type="checkbox"/>	<input type="checkbox"/>	Please see 2023-2024 Juvenile Hall Inspection Report.
Nutrition & Food Service	X	<input type="checkbox"/>	<input type="checkbox"/>	Please see 2023-2024 Juvenile Hall Inspection Report.





**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

<b>INTERVIEWS</b>				
<b>YOUTH INTERVIEWS</b>				
<b>QUESTIONS</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
None	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There were no youth present on the day of our inspection.

<b>STAFF INTERVIEWS</b>				
<b>QUESTIONS</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Group Supervisor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Housing Unit ISM	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Probation Officer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Our request to interview a Probation Officer who was assigned to a youth at this facility was denied by the Probation Department.
Do you have the staffing, tools, training and technology needed to perform your assigned duties?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	We have the tools. The laws are always changing—more training on these laws would help a lot. We can always use more staffing.
Staff Training Provided during inspection period.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff reported participating in the following trainings: PREA, defensive tactics, handcuffing techniques, and report writing.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

What are the biggest challenges facing staff at this facility?	X	<input type="checkbox"/>	<input type="checkbox"/>	The facility lacked the population needed to sustain the financial support of the administration required to keep the facility open.
Are there any programs or services you would like to see implemented?	X	<input type="checkbox"/>	<input type="checkbox"/>	"I wish we had something specific for our girls. We don't have anything for them right now—not even a housing unit at the (juvenile) hall".
Do you have any suggestions on how to improve operations or maintenance of the facility?	X	<input type="checkbox"/>	<input type="checkbox"/>	Staff Answer: Open the facility back up and restructure the residential program so it can operate 24/7 and be utilized by more girls from neighboring Santa Clara, San Francisco, and Alameda counties.  The commission opposes this idea and we do not believe San Mateo County should not be incarcerating children who reside outside of our county.
How is critical information communicated to staff, system partners, and service partners?	X	<input type="checkbox"/>	<input type="checkbox"/>	Most information is exchanged orally. Court and legal related information is computerized. BHRS, Correctional Health, Courts, and the School all use different systems.
Youth Bill of Rights	<input type="checkbox"/>	X	<input type="checkbox"/>	"I know a little about it. We haven't been trained on it yet. We just got the posters and little booklets over at the hall."
Work Environment	X	<input type="checkbox"/>	<input type="checkbox"/>	Employees expressed satisfaction with working at the facility, noting that they felt they were making a meaningful impact on the lives of the youth they served. They highlighted strong teamwork and shared that they felt supported by their immediate supervisors.
Frequency of Overtime Shifts	X	<input type="checkbox"/>	<input type="checkbox"/>	When the facility was operational, overtime shifts were offered daily for shifts at either the Camp Kemp and/or Hillcrest Juvenile Hall facilities.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Mental Health & Supportive Services	X	<input type="checkbox"/>	<input type="checkbox"/>	An employee assistance program is available to staff in need of job-related mental health support and services.
Adequate Break and Rest Periods	X	<input type="checkbox"/>	<input type="checkbox"/>	The Probation Department provides most employees one free meal per shift. Employees select their meal choices in advance online and are required to take their breaks at the facility.
Is there anything you would like to share?	X	<input type="checkbox"/>	<input type="checkbox"/>	Staff expressed significant disappointment and concern over the closure of the facility. They emphasized the program’s potential and the positive impact it has had on justice involving female youths, when operated as designed. Staff also shared personal accounts with former program participants who have since gone on to lead healthy, productive, and fulfilling lives.
Recommendations	All staff who interact with youth should participate in a basic training course on the Rights of Youth in Detention– including the Youth Bill of Rights.			

**STAFFING LEVELS**

REVIEWED	YES	NO	N/A	COMMENTS
Is the facility fully staffed?	<input type="checkbox"/>	X	<input type="checkbox"/>	When the facility was operational, the facility was staffed during the day, typically between the hours of 8:00 am - 7:30 pm. Overtime time shifts were available on most days at either the Camp kemp or Juvenile Hall facilities.
Current number of vacant positions	<input type="checkbox"/>	<input type="checkbox"/>	X	The facility is currently closed. Staff were reassigned to the juvenile hall.
Are there enough supervisors to supervise staff?	X	<input type="checkbox"/>	<input type="checkbox"/>	When operational, the number of supervisors was adequate.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Does the facility maintain mandated awake ratios? (1:15)	X	<input type="checkbox"/>	<input type="checkbox"/>	
Does the facility maintain mandated sleeping ratios? (1:30)	<input type="checkbox"/>	X	<input type="checkbox"/>	Youth did not sleep at the facility during this inspection period. Youths were transported over to the juvenile hall each night and placed in individual locked cells to sleep until morning. Youths were transported back to Camp each morning to attend school and participate in programming. This arrangement required youth to undergo four additional searches each day.
Are staffing levels adequate to ensure programs, activities, and services are provided, as required by law?	X	<input type="checkbox"/>	<input type="checkbox"/>	When operational, the staffing levels were adequate.
Is there adequate coverage to provide staff with breaks?	X	<input type="checkbox"/>	<input type="checkbox"/>	No issues were noted by staff.
Are staff youth interactions appropriate and respectful?	X	<input type="checkbox"/>	<input type="checkbox"/>	Staff reported very positive interactions with the youth.
Is diversity reflected in the workforce?	X	<input type="checkbox"/>	<input type="checkbox"/>	



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

<b>PROGRAMMING &amp; ACTIVITIES</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Daily/Monthly Program Schedule	<input type="checkbox"/>	<input type="checkbox"/>	X	The Probation Department denied our request to review programming schedules. This was the first year programming schedules provided to the inspection team. There was no basis provided for the denial.
Unscheduled Recreation: 1 Hour Per Day	X	<input type="checkbox"/>	<input type="checkbox"/>	Youth can use this time to lay down in the dorm, do silent reading, write in their journal, draw, etc.
Large Muscle Activity -LMA	X	<input type="checkbox"/>	<input type="checkbox"/>	When operable, physical education classes, yoga, workout room and gym are utilized for LMA. Eligible youth were also permitted to go on walks on the county owned open space surrounding the facility.
Family Reunification	X	<input type="checkbox"/>	<input type="checkbox"/>	Eligible youth can earn and receive home passes
Family Therapy	X	<input type="checkbox"/>	<input type="checkbox"/>	Provided by BHRS
Substance Abuse: Assessments	X	<input type="checkbox"/>	<input type="checkbox"/>	Provided by BHRS
Substance Abuse Treatment	<input type="checkbox"/>	X	<input type="checkbox"/>	None of the juvenile detention facilities in San Mateo County offer substance abuse treatment.
Career Technical Education & Vocational Training	<input type="checkbox"/>	X	<input type="checkbox"/>	There were no CTE or vocational programs in place at this facility during this inspection period.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Employment/Work Programs	<input type="checkbox"/>	X	<input type="checkbox"/>	There were no programs in place at this facility during this inspection period.
Community Service Opportunities	<input type="checkbox"/>	X	<input type="checkbox"/>	While there is nothing formally in place staff can request authorization for a youth to participate in community events i.e. Coastal Clean-Up Day, on a case-by-case basis.
Parenting Classes: For youth with children	X	<input type="checkbox"/>	<input type="checkbox"/>	The facility can arrange this when needed.
Religious Services, Celebrations, & Activities	<input type="checkbox"/>	X	<input type="checkbox"/>	Staff reported the following: <ul style="list-style-type: none"> <li>• There are no religious services offered at the facility. Youth who have earned a home pass are allowed to attend religious services in the community.</li> <li>• The facility participates in religious Holidays and celebrations.</li> </ul>

**TRAUMA INFORMED CARE & PRACTICES**

	YES	NO	N/A	COMMENTS
Therapeutic Programs & Services	X	<input type="checkbox"/>	<input type="checkbox"/>	Provided through a trauma informed lens.
Policies	X	<input type="checkbox"/>	<input type="checkbox"/>	Youth at this facility are not required to walk with their hands behind their backs during movements throughout the day.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Practices	X	X	<input type="checkbox"/>	Transporting youths to the juvenile hall to sleep in cells on co-ed housing units was contrary to the program's design and goal of providing gender responsive trauma informed care.
Staff Training	X	<input type="checkbox"/>	<input type="checkbox"/>	Staff reported that trauma informed care is a topic that is covered as part of the ongoing training they receive from the department.

**CULTURALLY AND LINGUISTICALLY APPROPRIATE**

	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Meals and Food	X	<input type="checkbox"/>	<input type="checkbox"/>	The facility has a full size kitchen that youth and staff used to prepare special meals, snacks, and desserts for birthdays, special occasions, and cultural celebrations. Meals are prepared by the Sheriff's Department at the county jail a day in advance and transported to the facility for reheating and serving.
Language Access: Oral Translation	X	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Staff reported that there was at least one Spanish speaking staff member on duty at either the camp or juvenile hall who could translate when needed.</li> <li>The county also provides oral translation services in many different languages via the telephone that can be utilized when needed.</li> <li>Facility staff utilize Google Translate to communicate with mono-lingual youth and families.</li> </ul>
Language Access: Written Translation	X	<input type="checkbox"/>	<input type="checkbox"/>	Forms & handbooks are printed in English & Spanish.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Holidays and Observances	X	<input type="checkbox"/>	<input type="checkbox"/>	Facility is decorated for holidays and cultural celebrations including, Black History Month, Cinco de Mayo, and Asian American & Pacific Islander Heritage Month
Ethnically Appropriate Hygiene	<input type="checkbox"/>	X	<input type="checkbox"/>	Youth receive standard issue hygiene products.
Programming	X	<input type="checkbox"/>	<input type="checkbox"/>	Art, cooking, writing, books, music, and documentaries.

**LGBTQIA+**

<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Institutional Forms: Pronouns & Language	X	<input type="checkbox"/>	<input type="checkbox"/>	
Clothing	X	<input type="checkbox"/>	<input type="checkbox"/>	All youth wear the same style clothing
Bras and Undergarments	X	<input type="checkbox"/>	<input type="checkbox"/>	Two styles of bras are offered to youth.
Menstrual Health Products	X	<input type="checkbox"/>	<input type="checkbox"/>	Tampons and pads are available.
Reproductive Health Care	X	<input type="checkbox"/>	<input type="checkbox"/>	Provided by Correctional Health
Observances	X	<input type="checkbox"/>	<input type="checkbox"/>	Youth attend local Pride events and celebrations.

**PHYSICAL INSPECTION**





**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

<b>FRONT EXTERIOR OF FACILITY</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Parking Lot	X	<input type="checkbox"/>	<input type="checkbox"/>	The parking lot was well marked, adequately striped, ADAcompliant, and free from debris.
Concrete/Asphalt Walkways	X	<input type="checkbox"/>	<input type="checkbox"/>	No issues were noted
Lighting	X	<input type="checkbox"/>	<input type="checkbox"/>	There were no issues noted in the daylight.
Gates & Fencing	X	<input type="checkbox"/>	<input type="checkbox"/>	The gate attached to the compromised fencing on the south east side of the facility—adjacent to the front entrance is broken and off its hinges A photo is attached.
Safety & Security	X	<input type="checkbox"/>	<input type="checkbox"/>	Gaping Hole With Exposed Utility Pipes at the Bottom: There is a huge hole in the ground (approximately 10 feet wide and 3.5 feet deep) located near the front entrance of the facility. Pieces of weathered and unsecured plywood are covering portions of the hole—creating an additional safety hazard. The hole needs to be filled immediately to prevent the risk of serious injury and limit taxpayer liabilities. A photo is attached.
Doors	X	<input type="checkbox"/>	<input type="checkbox"/>	The front door to the facility is locked. Staff utilize an intercom system to communicate with visitors.
Windows	X	<input type="checkbox"/>	<input type="checkbox"/>	Windows will need cleaning when the facility is reopened or repurposed.
Front Exterior Paint	X	<input type="checkbox"/>	<input type="checkbox"/>	No issues were noted



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Open Space and Lawns	X	<input type="checkbox"/>	<input type="checkbox"/>	The property is surrounded by open space. There is a small patch of lawn and additional landscaping at the front of the facility.
Other: Garden				There is a garden with fruit trees located at the southwestern corner at the rear of the property
Recommendations	<ul style="list-style-type: none"> <li>• <b>Gates &amp; Fencing:</b> The gate connected to the fencing near the front entrance of the facility remains broken and hangs awkwardly to the side. The fencing is damaged, These issues present significant safety, security, and liability concerns and require immediate repair.</li> <li>• <b>Gaping Ground Hole With Exposed Piping:</b> There is a very large hole in the ground (approximately 10 feet wide and and 3.5 feet deep) near the front entrance of the building. Portions of the hole are partially covered with weathered and unsecured plywood and create an additional safety hazard. The hole should be filled immediately to prevent serious injury and reduce taxpayer funded liabilities.</li> </ul>			

**INTERIOR OF FACILITY**

**COMMON AREAS**

REVIEWED	YES	NO	N/A	COMMENTS
Lobby	X	<input type="checkbox"/>	<input type="checkbox"/>	The facility has been closed for several months. The lobby is dusty materials were outdated or sun bleached. Furnishings are in good condition and in need of a deep cleaning
Lockers	X	<input type="checkbox"/>	<input type="checkbox"/>	Lockers were in good condition and operable.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Administrative Offices & Conference Rooms	X	<input type="checkbox"/>	<input type="checkbox"/>	There are several small offices and a large conference room.
Room Temperature	X	<input type="checkbox"/>	<input type="checkbox"/>	No issues were noted
Ventilation	X	<input type="checkbox"/>	<input type="checkbox"/>	The facility had been closed for several months with decreased airflow and ventilation.
Lightening	X	<input type="checkbox"/>	<input type="checkbox"/>	Lights were on, operable, and appeared to be adequate.
Visiting Room: Furnishings	X	<input type="checkbox"/>	<input type="checkbox"/>	Furniture needs a thorough cleaning.
Visiting Room: Walls & Ceilings	X	<input type="checkbox"/>	<input type="checkbox"/>	The walls and ceilings are dirty and in need of painting.
Visiting Room: Flooring	X	<input type="checkbox"/>	<input type="checkbox"/>	Need to be professionally cleaned.
Visiting Room Restrooms	X	<input type="checkbox"/>	<input type="checkbox"/>	
Mental Health Therapy Room	X	<input type="checkbox"/>	<input type="checkbox"/>	The facility has designated therapeutically designed mental health space where youth receive mental health services. The room is cluttered and needs organization.
Day Room: General Cleanliness	X	<input type="checkbox"/>	<input type="checkbox"/>	The day room runs the length of the building. Institutional furnishings, bookcases, games, and arts & crafts fill the space.
Day Room: Walls & Ceiling	X	<input type="checkbox"/>	<input type="checkbox"/>	The walls are scuffed and are in need of painting



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Day Room: Furnishings	X	<input type="checkbox"/>	<input type="checkbox"/>	Institutional furnishing need to be thoroughly cleaned
Staff Restroom	X	<input type="checkbox"/>	<input type="checkbox"/>	Located behind the staff desk.
Water Faucets	X	<input type="checkbox"/>	<input type="checkbox"/>	
Programming Room	X	<input type="checkbox"/>	<input type="checkbox"/>	A large furnished programming room is located where a variety of activities and programs occurred.
Workout Room	X	<input type="checkbox"/>	<input type="checkbox"/>	The workout room is equipped with stair masters, treadmills, and miscellaneous gym equipment that has been donated by staff over the years.
Laundry Room	X	<input type="checkbox"/>	<input type="checkbox"/>	Youth are taught to do their own laundry using the machines located within the facility.
Other: Staff Restroom	X	<input type="checkbox"/>	<input type="checkbox"/>	Located behind the staff desk.
Recommendations	Professional deep cleaning of the carpets, furniture, and walls are needed. The interior building of the facility needs painting throughout.			
<b>DORM ROOMS / SLEEPING AREAS</b>				
<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

General Cleanliness	X	<input type="checkbox"/>	<input type="checkbox"/>	The dorm room appeared dingy. The flooring needs professional cleaning and the walls and ceiling are in need of painting.
Lighting	X	<input type="checkbox"/>	<input type="checkbox"/>	Appeared to be adequate
Dressers	X	<input type="checkbox"/>	<input type="checkbox"/>	Institutional chest of drawers
Beds	X	<input type="checkbox"/>	<input type="checkbox"/>	Twin Herculite polymer beds are used. Beds were striped.
Mattresses	X	<input type="checkbox"/>	<input type="checkbox"/>	Mattresses are very thin
Blankets & Pillows	X	<input type="checkbox"/>	<input type="checkbox"/>	Youths are provided institutional blankets and a pillow
Linens & Towels	X	<input type="checkbox"/>	<input type="checkbox"/>	Stored in a rolling linen closet and laundered elsewhere.
Restrooms	X	<input type="checkbox"/>	<input type="checkbox"/>	There is one bathroom for each dorm area. The bathrooms fixtures, floors, and walls need professional cleaning. The walls and ceiling are in need of painting.
<b>BATHROOMS &amp; SHOWERS</b>				
Showers	X	<input type="checkbox"/>	<input type="checkbox"/>	Showers in both restrooms need power washing.
Sinks & Toilets	X	<input type="checkbox"/>	<input type="checkbox"/>	Public restroom design with multiple sinks built into a wall mounted vanity and toilet stalls.
Mirrors	X	<input type="checkbox"/>	<input type="checkbox"/>	The mirrors mounted on the restroom walls are dirty and scratched.



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Supply Rooms	X	<input type="checkbox"/>	<input type="checkbox"/>	Large covered linen carts containing clothing, towels and linens, Personal hygiene, toiletries and other items are stored here.
Secure Storage Areas	X	<input type="checkbox"/>	<input type="checkbox"/>	

**ADDITIONAL BUILDINGS LOCATED  
 WITHIN THE FACILITY**

<b>REVIEWED</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS</b>
Dining Room	X	<input type="checkbox"/>	<input type="checkbox"/>	The dining room has floor to ceiling windows that need professional cleaning. The furniture should also be thoroughly cleaned before storing away.
Kitchen	X	<input type="checkbox"/>	<input type="checkbox"/>	The facility has a fully functional kitchen located inside the dining room. The kitchen needs to be professionally cleaned to help eliminate rodent and pest issues now that the facility is vacant.
High School Classrooms	X	<input type="checkbox"/>	<input type="checkbox"/>	The school utilizes two classrooms and small offices in a designated space within the facility. The classrooms are well furnished and appear to have adequate equipment, materials and supplies.
Library	X	<input type="checkbox"/>	<input type="checkbox"/>	Maintained by the San Mateo County Office of Education
Gymnasium	X	<input type="checkbox"/>	<input type="checkbox"/>	The gym floor requires professional cleaning and waxing. The gym walls are scuffed and in need of paint.

**INTERIOR COURTYARD**



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
 JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
 MARGARET J. KEMP GIRLS CAMP**

Roofing, Gutters, & Drains	X	<input type="checkbox"/>	<input type="checkbox"/>	Nesting Birds: The facility has ongoing issues with nesting birds. Previous attempts to reduce or eliminate the nesting birds and related feces have been unsuccessful. A professional bird removal specialist needs to be hired to humanely remove the nesting birds, remove all the feces, sanitize the area and secure all active entry points.
Exterior Paint	X	<input type="checkbox"/>	<input type="checkbox"/>	There are weathered areas on the exterior paint in the interior outdoor courtyard. Sections that have also been damaged due to extensive bird feces.
Outdoor Walkways	X	<input type="checkbox"/>	<input type="checkbox"/>	As mentioned previously, excessive bird feces located along the walkways, walls, gutters, and roof area needs to be professionally removed, cleaned, and sanitized.
Outdoor Recreation Space	X	<input type="checkbox"/>	<input type="checkbox"/>	There is a small patch of grass in the open interior of the building.
Outdoor Furniture	X	<input type="checkbox"/>	<input type="checkbox"/>	There are tables and chairs in the courtyard
Recommendations	<ul style="list-style-type: none"> <li>● Professional cleaning is needed for the Dining Room &amp; Kitchen Areas.</li> <li>● Gymnasium floor needs to be properly cleaned and waxed</li> <li>● The bird feces located on the walkways, walls, gutters, and roofing above the gymnasium and classrooms need to be professionally removed, cleaned, and sanitized to protect the health and safety of anyone coming into that area.</li> <li>● The nesting birds need to be humanely removed by a professional.</li> <li>● The damage done by the nesting birds needs to be thoroughly assessed and repaired by a licensed professional.</li> </ul>			



**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
MARGARET J. KEMP GIRLS CAMP**

**Signatures of the commissioners preparing this inspection report:**

A handwritten signature in blue ink, appearing to be "JR", is written above the name Johanna Rasmussen.

Johanna Rasmussen, Commissioner

Date: January 3, 2024

**Kenneth Williams**

Kenneth Williams, Commissioner

Date: January 3, 2025





**JUVENILE JUSTICE COMMISSION ANNUAL INSPECTION  
JUVENILE HALLS, SPECIAL PURPOSE JUVENILE HALLS AND CAMPS  
MARGARET J. KEMP GIRLS CAMP**

**REPORT ATTACHMENTS**

**Photo 1:**

**Critical Safety & Liability  
Concerns**

Photo depicts the existing safety and liability concerns at the Margaret J. Kemp, Girls Camp Facility. There is a broken gate, compromised fencing, and a very large hole in the ground near the entrance to the facility that contains exposed utility pipes at the bottom. The two pieces of weathered plywood covering portions of the hole are not secure and pose an additional safety hazard.

