



COUNTY OF LOS ANGELES PROBATION DEPARTMENT

9150 EAST IMPERIAL HIGHWAY – DOWNEY, CALIFORNIA 90242

(562) 940-2501



JERRY E. POWERS
Chief Probation Officer

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Fifth District

June 9, 2014

TO: Each Supervisor

FROM: Jerry E. Powers 
Chief Probation Officer

SUBJECT: **TRINITY YOUTH SERVICES, SITES: EL MONTE, APPLE VALLEY,
YUCAIPA AND NORCO, GROUP HOME CONTRACT
COMPLIANCE MONITORING REVIEW**

The Department of Probation, Placement Permanency & Quality Assurance (PPQA), Group Home Monitoring (GHM) conducted a review of Trinity Youth Services Group Home in June 2013. Trinity Youth Services consists of four (4) facility sites: El Monte (43-bed boy's facility), located in the First Supervisorial District of Los Angeles County, Apple Valley (44-bed boy's facility), located in San Bernardino County, First District, Yucaipa (66-bed boy's facility), located in San Bernardino County, Third District, and Norco (6-bed girl's facility.), located in Riverside County, Second District. All sites provide services to Los Angeles County Probation foster children and youth. According to Trinity Youth Services program statement, its purpose is to provide services to court dependent children, with behavioral, emotional, and psychological difficulties.

The facilities provide care for boys and girls, ages 7 - 18. At the time of review, Trinity Youth Services was providing services for 78 Probation children, and the remaining youth served were from other Probation counties. The placed children's overall average length of placement was 6 months, and their average age was 16 years. The randomly selected interview sample size was seven (7) youth, of which three (3) were on psychotropic medication. These cases were reviewed to assess for timeliness of Psychotropic Medication Authorizations and sufficient documentation of psychiatric monitoring. Additionally, four (4) discharged children's files were reviewed to assess compliance with permanency efforts, and five (5) staff files were reviewed for compliance with Title 22 Regulations and County Contract Requirements.

SUMMARY

During the PPQA/GHM review, the interviewed children generally reported feeling safe at Trinity Youth Services and that they were provided with good care and appropriate services, were comfortable in their environment and treated with respect and dignity. Trinity Youth Services was in compliance with six (6) of the 10 areas of the Contract Compliance Review: Maintenance of Required Documentation and Service Delivery; Health and Medical Needs; Psychotropic Medication; Personal Needs/Survival and Economic Well-Being; Discharged Children; and Personnel Records.

However, deficiencies were noted in the areas of Licensure/Contract Requirements; Facility and Environment; Education and Workforce Readiness; and Personal Needs/Survival and Emotional Well-Being. Trinity Youth Services did not transport residents requesting religious services, had graffiti and other repair and/or replacement issues in bedrooms and common areas at all sites, failed to document its efforts to enroll placed children in school within three (3) school days of placement and denied youth the opportunity to attend religious services.

REVIEW OF REPORT

On June 27, 2013, Probation PPQA Monitor Joseph Ninofranco held an Exit Conference with Trinity Youth Services staff Gil Quinbar, Administrator for Apple Valley site, and Jim Adams, Administrator for El Monte site. On June 28, 2013, the Exit Conference was held with Trinity Youth Services staff Bruce Blatchford, Administrator for Norco and Yucaipa sites. Trinity Youth Services representatives agreed with the review findings and recommendations were receptive to implementing systemic changes to improve their compliance with regulatory standards and agreed to address the noted deficiencies in a Corrective Action Plan (CAP).

A copy of this compliance report has been sent to the Auditor-Controller and Community Care Licensing.

Trinity Youth Services provided the attached approved CAP addressing the recommendations noted in this compliance report. Assessment for implementation of recommendations will be conducted during the next monitoring review.

If additional information is needed or any questions or concerns arise, please contact Director Lisa Campbell-Motton, Placement Permanency and Quality Assurance, at (323) 240-2435.

JEP:REB:LCM:ed

Attachments (3)

- c: William T Fujioka, Chief Executive Officer
- Sachi A. Hamai, Executive Officer, Board of Supervisors
- Brence Culp, Chief Deputy, Chief Executive Office
- Wendy Watanabe, Auditor-Controller
- Phillip L. Browning, Director, Department of Children and Family Services
- Latasha Howard, Probation Contracts
- Rhonda David-Shirley, Out-of-Home-Care Management, DCFS
- Diana Flagg, DCFS Contracts
- Audit Committee
- Sybil Brand Commission
- Community Care Licensing
- Gil Quinbar, Administrator, Trinity Youth Services Apple Valley
- Jim Adams Administrator, Trinity Youth Services El Monte
- Bruce Blatchford, Administrator, Trinity Youth Services Norco and Yucaipa
- Georgia Mattered, Public Safety, Chief Executive Office
- Chief Deputies
- Justice Deputies

**TRINITY YOUTH SERVICES GROUP HOME
CONTRACT COMPLIANCE MONITORING REVIEW SUMMARY**

Trinity-El Monte Site
11057 Basye Street
El Monte, CA 91731
License Number: 191591941
Rate Classification Level: 12

Trinity-Norco Site
2104 Alhambra Street
Norco, CA 91760
License Number: 336400274
Rate Classification Level: 12

Trinity-Yucaipa Site
10776 Fremont Street
Yucaipa, CA 92399
License Number: 360900416
Rate Classification Level: 12

Trinity-Apple Valley Site
10755 Apple Valley Road
Apple Valley, CA 92308
License Number: 366401747
Rate Classification Level: 12

	Contract Compliance Monitoring Review	Findings: June 2013
I	<p><u>Licensure/Contract Requirements</u> (9 Elements)</p> <ol style="list-style-type: none"> 1. Timely Notification for Child's Relocation 2. Transportation Needs Met 3. Vehicle Maintained In Good Repair 4. Timely, Cross-Reported SIRs 5. Disaster Drills Conducted & Logs Maintained 6. Runaway Procedures 7. Comprehensive Monetary and Clothing Allowance Logs Maintained 8. Detailed Sign In/Out Logs for Placed Children 9. CCL Complaints on Safety/Plant Deficiencies 	<ol style="list-style-type: none"> 1. Full Compliance 2. Improvement Needed 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Full Compliance 9. Full Compliance
II	<p><u>Facility and Environment</u> (5 Elements)</p> <ol style="list-style-type: none"> 1. Exterior Well Maintained 2. Common Areas Maintained 3. Children's Bedrooms 4. Sufficient Recreational Equipment/Educational Resources 5. Adequate Perishable and Non-Perishable Foods 	<ol style="list-style-type: none"> 1. Improvement Needed 2. Improvement Needed 3. Improvement Needed 4. Full Compliance 5. Full Compliance
III	<p><u>Maintenance of Required Documentation and Service Delivery</u> (10 Elements)</p> <ol style="list-style-type: none"> 1. Child Population Consistent with Capacity and Program Statement 2. County Worker's Authorization to Implement NSPs 3. NSPs Implemented and Discussed with Staff 4. Children Progressing Toward Meeting NSP Case Goals 5. Therapeutic Services Received 6. Recommended Assessment/Evaluations Implemented 	<p>Full Compliance (ALL)</p>

	<ol style="list-style-type: none"> 7. County Workers Monthly Contacts Documented 8. Children Assisted in Maintaining Important Relationships 9. Development of Timely, Comprehensive Initial NSPs with Child's Participation 10. Development of Timely, Comprehensive, Updated NSPs with Child's Participation 	
IV	<p><u>Educational and Workforce Readiness</u> (5 Elements)</p> <ol style="list-style-type: none"> 1. Children Enrolled in School Within Three School Days 2. GH Ensured Children Attended School and Facilitated in Meeting Their Educational Goals 3. Current Report Cards Maintained 4. Children's Academic or Attendance Increased 5. GH Encouraged Children's Participation in YDS/ Vocational Programs 	<ol style="list-style-type: none"> 1. Improvement Needed 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance
V	<p><u>Health and Medical Needs</u> (4 Elements)</p> <ol style="list-style-type: none"> 1. Initial Medical Exams Conducted Timely 2. Follow-Up Medical Exams Conducted Timely 3. Initial Dental Exams Conducted Timely 4. Follow-Up Dental Exams Conducted Timely 	Full Compliance (ALL)
VI	<p><u>Psychotropic Medication</u> (2 Elements)</p> <ol style="list-style-type: none"> 1. Current Court Authorization for Administration of Psychotropic Medication 2. Current Psychiatric Evaluation Review 	Full Compliance (ALL)
VII	<p><u>Personal Rights and Social/Emotional Well-Being</u> (13 Elements)</p> <ol style="list-style-type: none"> 1. Children Informed of Group Home's Policies and Procedures 2. Children Feel Safe 3. Appropriate Staffing and Supervision 4. GH's efforts to provide Meals and Snacks? 5. Staff Treat Children with Respect and Dignity 6. Appropriate Rewards and Discipline System 7. Children Allowed Private Visits, Calls and Correspondence 8. Children Free to Attend or not Attend Religious Services/Activities 9. Reasonable Chores 10. Children Informed About Their Medication and Right to Refuse Medication 	<ol style="list-style-type: none"> 1. Full Compliance 2. Full Compliance 3. Full Compliance 4. Full Compliance 5. Full Compliance 6. Full Compliance 7. Full Compliance 8. Improvement Needed 9. Full Compliance 10. Full Compliance

	<ol style="list-style-type: none"> 11. Children Free to Receive or Reject Voluntary Medical, Dental and Psychiatric Care 12. Children Given Opportunities to <u>Plan</u> Activities in Extra-Curricular, Enrichment and Social Activities (GH, School, Community) 13. Children Given Opportunities to <u>Participate</u> in Extra-Curricular, Enrichment and Social Activities (GH, School, Community) 	<p>11. Full Compliance</p> <p>12. Full Compliance</p> <p>13. Full Compliance</p>
VIII	<p><u>Personal Needs/Survival and Economic Well-Being</u> (7 Elements)</p> <ol style="list-style-type: none"> 1. \$50 Clothing Allowance 2. Adequate Quantity and Quality of Clothing Inventory 3. Children's Involved in Selection of Their Clothing 4. Provision of Clean Towels and Adequate Ethnic Personal Care Items 5. Minimum Monetary Allowances 6. Management of Allowance/Earnings 7. Encouragement and Assistance with Life Book 	<p>Full Compliance (ALL)</p>
IX	<p><u>Discharged Children</u> (3 Elements)</p> <ol style="list-style-type: none"> 1. Children Discharged According to Permanency Plan 2. Children Made Progress Toward NSP Goals 3. Attempts to Stabilize Children's Placement 	<p>Full Compliance (ALL)</p>
X	<p><u>Personnel Records</u> (7 Elements)</p> <ol style="list-style-type: none"> 1. DOJ, FBI, and CACIs Submitted Timely 2. Signed Criminal Background Statement Timely 3. Education/Experience Requirement 4. Employee Health Screening/TB Clearances Timely 5. Valid Driver's License 6. Signed Copies of Group Home Policies and Procedures 7. <u>All</u> Required Training 	<p>Full Compliance (ALL)</p>

**TRINITY YOUTH SERVICES GROUP HOME
CONTRACT COMPLIANCE MONITORING REVIEW
FISCAL YEAR 2012-2013**

SCOPE OF REVIEW

The purpose of this review was to assess Trinity Youth Services compliance with the County contract and State Regulations and to include a review of the Trinity Youth Services program statement, as well as internal administrative policies and procedures. The monitoring review covered the following 10 areas:

- Licensure/Contract Requirements
- Facility and Environment
- Maintenance of Required Documentation and Service Delivery
- Educational and Workforce Readiness
- Health and Medical Needs
- Psychotropic Medication
- Personal Rights and Social Emotional Well-Being
- Personal Needs/Survival and Economic Well-Being
- Discharged Children
- Personnel Records

For the purpose of this review, seven (7) Probation children were randomly selected for the interview sample. Placement Permanency & Quality Assurance (PPQA), Group Home Monitoring (GHM) interviewed each child and reviewed their case files to assess the care and services they received. Additionally, four (4) discharged children's files were reviewed, to assess Trinity Youth Services compliance with permanency efforts. At the time of the review, three (3) placed children were prescribed psychotropic medication. These cases were reviewed to assess for timeliness of Psychotropic Medication Authorizations (PMAs) and sufficient documentation of psychiatric monitoring.

PPQA/GHM reviewed five (5) staff files for compliance with Title 22 Regulations and County contract requirements, and conducted a site visit to assess the provision of quality of care and supervision.

CONTRACTUAL COMPLIANCE

The following four (4) areas were found to be out of compliance.

Licensure/Contract Requirements

- Trinity Youth Services transports children to all doctor and dentist appointments, as well as all therapy sessions. However, the children interviewed stated that Trinity Youth Services staff will only transport children to religious services, if there is more than one child requesting to go. The children stated that staff has denied them religious services, if only one child requests to go.

Recommendation

1. Trinity Youth Services management shall ensure that residents are taken to all religious services regardless of number of residents requesting to go.

Facility and Environment

The interiors and exteriors of all Trinity Youth Services facilities were inspected. There were many cosmetic deficiencies found at all facilities, but none that needed immediate attention for the safety and security of the children.

- At the Apple Valley site, in Unit #1, Bedroom #1 has graffiti and needs to be removed or painted. In Unit #2 at Apple Valley, Bedroom #2 needs paint due to scratches on the wall. In Unit #3, the vent in Bathroom A is rusted and needs to be replaced. Also in Unit #3, there is an exposed wire that needs to be secured to the wall in that it will no longer hang loose and a light cover needs to be replaced as it was missing during the inspection. Finally, in Unit #3 bedroom #4 also has graffiti in the closet.
- At the Norco site, there are electrical cords near the left side of the chimney that need to be secured to the wall in order for the children not trip over them. Also, there is a phone cable located on the left side of the entrance window in the dining room that needs to be secured to the wall. In the bathroom, mildew was observed in the soap dish, which needs to be cleaned and scrubbed. Also, it was discovered that the bottom of the garage door is chipped and needs paint.
- At the Yucaipa site, two dorms, The Brothers Dorm and The Raiders Dorm, were inspected. In the Brothers Dorm, there was gang graffiti on the wall of the computer area. Also, a piece of the stone wall in Bedroom #1 was cracked and needs to be replaced. In the Raiders Dorm, there was graffiti in Bathroom #1 and Bedroom #2.
- At the El Monte site, three units, Expos, Cubs, and Padres, were inspected. In the Expos Unit, Bedroom #11 has graffiti on the bed, while Bedroom #13 has graffiti on the desk. In Bedroom #15, the bed needs securing to the wall as it is loose and the closet has graffiti. In the Cubs Unit, Bedroom #1 has graffiti in the drawers and needs to be removed. In the Padres Unit, Bedroom #2 has graffiti on the bedroom door and Bedroom #4 needs to have a dresser drawer knob replaced.

Recommendation:

Trinity Youth Services management shall ensure that:

1. All graffiti is to be removed and repairs and replacements, as noted above, be made to correct the deficiencies noted at all sites.

Educational and Workforce Readiness

One (1) Trinity Youth Services resident stated that they could not be enrolled in school due to having no contact with Deputy Probation Officer of Record, and Trinity Youth Services did not document any attempts made to contact the child's Deputy Probation Officer of Record.

Recommendations:

1. Trinity Youth Services will document all attempts to notify Deputy Probation Officers of Record upon arrival of any resident. Furthermore, all children are to be enrolled in school within three (3) school days of placement, and staff members are to utilize AB 490 as a resource to advocate for children's educational rights.

Personal Rights and Social/Emotional Well-Being

Trinity Youth Services transports children to all doctor and dentist appointments, as well as to all therapy sessions. However, the children interviewed stated that Trinity Youth Services staff will only transport children to religious services, if there is more than one child requesting to go. The children stated that staff has denied them religious services, if only one child requests to go.

Recommendations:

1. Trinity Youth Services staff shall transport residents to religious services regardless of how many residents request to go.

PRIOR YEAR FOLLOW-UP FROM PROBATION'S PPQA GHM'S GROUP HOME CONTRACT COMPLIANCE MONITORING REVIEW

PPQA/GHM's last compliance report dated May 8, 2012 identified nine (9) recommendations.

Results

Based on the follow-up, Trinity Youth Services fully implemented all nine (9) of the previous recommendations for which they were to ensure that:

1. All vehicles used for transportation of Group Home children have current vehicle registration in compliance with all California vehicle laws and Title 22 standards.
2. All the aforementioned physical deficiencies cited under the element of "Exterior Well Maintained" were corrected and repaired in a timely fashion in order to ensure the safety and security of all children placed at the Group Home.
3. All aforementioned physical deficiencies cited under the elements of "Common Quarters Maintained" and "Children's Bedrooms/Interior Maintained" were

- corrected and repaired in a timely fashion in order to ensure the safety and security of all children placed at the Group Home.
4. All initial NSP's are complete, accurate, and comprehensive.
 5. All contact made by the Probation Officer Caseworker and parents/guardians is documented in the child's NSP by including the specific dates of contact in the relevant sections.
 6. All updated NSP's are complete, accurate, and comprehensive.
 7. Significant efforts are made to enroll every child in school within three (3) days of placement as required by Title 22 standards. Additionally, all efforts and explanations are to be documented in each child's file and NSP's for those children who were not enrolled in a timely fashion.
 8. Substantial efforts are made to ensure that every Group Home takes the appropriate steps to assist every child in making progress towards meeting their NSP goals and that they are discharged in accordance with their permanency plan.
 9. All current staff members employed by their respective Group Homes received a minimum of one-hour training in the area of child abuse identification and reporting and are to have the training clearly documented and placed in their staff file, and shall have them available for review.

MOST RECENT FISCAL REVIEW CONDUCTED BY THE AUDITOR-CONTROLLER

As of the date of this review, there has not been a Fiscal Review completed by the Auditor Controller's Office.

DATE: July 25, 2013
TO: Probation Department Managers & DPO Joseph Ninofranco
FROM: Trinity-Apple Valley
RE: Corrective Action Plan

Attached is Trinity-Apple Valley's Corrective Action Plan regarding the deficiencies you noted during your audit on May 8th, 2013. If there are any questions, please feel free to contact Gil Quinbar, Campus Director, at (951) 258-6177 (cell) or (760) 247-9840 (work).

TRINITY YOUTH SERVICES
Trinity-Apple Valley Site
10755 Apple Valley Road
Apple Valley, CA 92308
License Number: 366401747
Rate Classification Level: 12

I. Personnel Records

Findings:

Dave Reeves CPR & First Aid expired 01/13/13.

Corrective Action Plan:

On 7/1/13, I submitted through email to you our supporting documentation that Mr. Reeves attended a CPR & First Aid class on 4/17/13 to renew his card. However, we're still waiting for the National Institute for Health Care Education to send us our CPR cards. In case you didn't receive my email, I'm attaching it to this CAP.

II. Facility & Environment

Findings:

- UNIT 1- Bedroom 1 has graffiti.**
- UNIT 2- Bedroom 2 needs paint.**
- UNIT 3- Rusted vent in Bathroom A of Unit 3.**
- UNIT 3- Exposed wire in Unit 3.**
- UNIT 3- Light cover needs replacing.**
- UNIT 3- Bedroom 4 has graffiti in closet.**

Corrective Action Plan:

The graffiti has been removed from Bedroom 1 (Unit 1) and Bedroom 4 (Unit 3). In Bedroom 2 (Unit 2) the wall has been repainted. In Bathroom A (Unit 3), the rust on the vent has been removed and refinished. In Unit 3, the wire is no longer exposed and the light cover has been replaced.

Each unit supervisor will continue to inspect their units on a daily basis. Each will submit work request orders on any items that need repair or removal. In addition, I will continue to inspect each unit along with our maintenance man to identify any areas of concern and to ensure work orders are being completed in a timely manner.



Gil Quinbar, Campus Director

! Attachments can contain viruses that may harm your computer. Attachments may not display correctly.

Gilbert Quinbar

From: Gilbert Quinbar **Sent:** Mon 7/1/2013 12:08 PM
To: joseph.ninofranco@probation.lacounty.gov
Cc:
Subject: Apple Valley staff David Reeves- CPR/First Aid
Attachments:  Scanned from a Xerox Multifunction Device.pdf(42KB)

Good afternoon,

During your audit on May 8th, you noted that one of our staff, David Reeves' CPR & First Aid card had expired on 1/13/13. Mr. Reeves did attend a CPR & First Aid class to renew his CPR & First Aid certification on 4/17/13. I've attached a copy of the staff sign-in sheet that will reflect Mr. Reeves' attendance for that training. I have also attached a copy of his certificate that we gave him after he completed the training and a copy of our invoice to the National Institute for Health Care Education requesting CPR & First Aid cards for the 4/17/13 class. We're still waiting for the CPR & First Aid cards to come in.

If you require any additional information regarding Mr. Reeves, please let me know.

Thank you,

Gil Quinbar
Campus Director
Trinity Apple Valley
(951) 258-6177

David Reeves

Has successfully completed the training requirements for

CPR and Basic First Aid

This training was conducted at Trinity Apple Valley on April 17, 2013



Ronnie Elenez, Campus Trainer

PURCHASE ORDER

Bill To:

**TRINITY YOUTH SERVICES
P. O. BOX 848
COLTON CA 92324-0848
(909) 825-5588**

P.O. #: 015-0115422
P.O. Date: 05/23/2013
FACILITY: 015 - Apple Valle

Vendor: 01-NATINS
NATIONAL INSTITUTE FOR
HEALTHCARE EDUCATION
1498 E. MAIN ST #103-202
COTTAGE GROVE, OR 97424

NOTES:

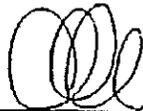
Deliver To:
Delivery Date: 05/23/2013

P.O. Req #: 16661
Vehicle Lic. #:
Client Name :
Client Number :

Item # / Desc.	Unit	Ordered	Unit Cost	Budget Code	Amount
/EMPLOYMENT CPR & FIRST AID CARDS FOR CLASS HELD 4/17/13	EA	12	10.00	9230-015-00	120.00

PO Entered By: DC

Approved By:



VOID AFTER 30 DAYS

Net Order: 120.00
Sales Tax: 0.00
Freight: 0.00

Grand Total: 120.00

NOT TO EXCEED: 120.00



Residential Services

TRINITY EL MONTE

DATE: July 24, 2013
TO: Probation Department Managers & DPO Ninofranco
FROM: Trinity – El Monte
RE: Corrective Action Plan

Attached is Trinity – El Monte's Corrective Action Plan. If there are any questions, please feel free to contact Jim Adams at 626-444-0539.

**TRINITY YOUTH SERVICES
El Monte Site
11057 Basye Street
El Monte, CA 91731
License Number: 191591941
Rate Classification Level: 12**

I. Licensure/Contract Requirements

Findings:

El Monte staff will not bring resident to religious services

Corrective Action Plan:

While transportation needs were not in question with regard to visitation, counseling, school, medical services, and other, clients reported that staff stated there had to be at least two clients attending the service for the outing to take place.

Trinity's policy is to ensure all clients attend services according to their religious preferences with no minimum requirement of attendees.

- General memos will be issued to all staff reminding them of the Clients' right to attend religious services regardless of the number attending.
- AODs will contact the Units each Sunday morning to compile a list of participants. This list can be as small as only 1 client.
- AODs and Supervisory staff will be addressed directly in addition to a read and sign memo which will indicate their understanding of the transportation requirement.

II. Facility & Environment

Findings:

El Monte-Bedrooms/Interior

- Expos Unit- Bedroom #11-has graffiti on bed.
- Expos Unit- Bedroom #13-has graffiti on desk.
- Expos Unit- Bedroom #15-bed needs securing and closet graffiti.
- Cubs Unit- Bedroom #1-has graffiti in drawers.
- Padres Unit- Bedroom #2 has graffiti on bedroom door.
- Padres Unit- Bedroom #4 needs knob replaced.

Corrective Action Plan:

The above corrections have been addressed below:

- Expos Rm 11 beds were replaced.
- Expos Rm 13 desk was replaced.
- Expos Rm 15 bed was secured.
- Cubs Rm 1 dresser with graffiti was replaced
- Padres Unit Rm 4 knob replaced

Painting and sanding related to graffiti removal is an ongoing process and will continue.

VII. Personal Rights and Social/Emotional Well-Being

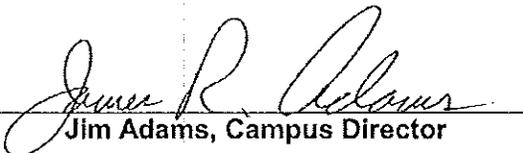
Findings:

Youth stated that staff will not bring youth to religious services if he is the only resident that wants to go. Staff stated that there has to be at least two residents wanting to go.

Corrective Action Plan:

Trinity's policy is to ensure all clients attend services according to their religious preferences with no minimum requirement of attendees.

- General memos will be issued to all staff reminding them of the Clients' right to attend religious services regardless of the number attending.
- AODs will contact the Units each Sunday morning to compile a list of participants. This list can be as small as only 1 client.
- AODs and Supervisory staff will be addressed directly in addition to a read and sign memo which will indicate their understanding of the transportation requirement.


Jim Adams, Campus Director

DATE: July 26, 2013

TO: Los Angeles County Probation Department Managers and Deputy
Probation Officer Joseph Ninofranco

FROM: Trinity Youth Services-Norco house

RE: Corrective Action Plan

Attached is the Trinity Youth Services-Norco house Corrective Action Plan. If there are any questions, please feel free to contact Bruce Blatchford, Director at 909-797-0114.

TRINITY YOUTH SERVICES
Trinity-Norco Site
2104 Alhambra Street
Norco, CA 91760
License Number: 336400274
Rate Classification Level: 12

II. Facility & Environment

Findings:

Following are the deficiencies cited under the element of "Exterior Well Maintained"

Norco

- The garage door wood (bottom area) is broken and chipped.

Recommendations:

1. Trinity Youth Services, and specifically the Norco site, shall ensure that the aforementioned physical deficiencies cited under the element of "Exterior Well Maintained" will be corrected and repaired in a timely fashion in order to ensure the safety, health, and well being of all children placed at the Group Home.

Corrective Action Plan:

- The garage door was repaired on 7/1/2013

Trinity Youth Services-Norco will ensure that future physical plant deficiencies are rectified immediately or in a timely manner, to ensure the health and safety of the children. This will be accomplished by the prompt submission of a maintenance request form to our maintenance man (department) and follow up by our administration to ensure work completion.

Findings:

Following are the deficiencies cited under the elements of "Common Quarters Maintained"

Norco-Common Quarters

- Electrical cord needs securing on the left side of the chimney.
- Dining room phone cable needs securing on the left side of the entrance window.

- Mildew in soap dish of bathroom

Recommendations:

2. Trinity Youth Services, and specifically the Norco site, shall ensure that the aforementioned physical deficiencies cited under the elements of "Common Quarters Maintained" will be corrected and repaired in a timely fashion in order to ensure the safety, health, and well being of all children placed at the Group Home.

Corrective Action Plan:

Common Quarters

- The electrical cord was secured to the wall (left side of the chimney) on 7/1/13.
- The phone cable was secured to the wall (left side of the entrance window) on 7/1/13.
- The soap dish in the bathroom was cleaned on 6/28/13

Trinity Youth Services-Norco will ensure that future physical plant deficiencies are rectified immediately or in a timely manner, to ensure the safety, health, and well being of the children. This will be accomplished by the prompt submission of a maintenance request form to our maintenance man (department) and follow up by our administration to ensure work completion.

Bruce Blatchford
Yucaipa Campus Director

A handwritten signature in cursive script, reading "Bruce Blatchford", is written over a horizontal line.

DATE: July 26, 2013

TO: Los Angeles County Probation Department Managers and Deputy Probation Officer Joseph Ninofranco

FROM: Trinity Youth services- Yucaipa campus

RE: Corrective Action Plan

Attached is the Trinity Youth Services – Yucaipa campus Corrective Action Plan. If there are any questions, please feel free to contact Bruce Blatchford, Campus Director at 909-797-0114

TRINITY YOUTH SERVICES
Trinity-Yucaipa Site
10776 Fremont Street
Yucaipa, CA 92399
License Number: 360900416
Rate Classification Level: 12

II. Facility and Environment

Findings:

The following are the deficiencies cited under the elements of "Common Quarters Maintained"

Yucaipa-Common Quarters

- Gang graffiti in the computer area (Raider's dorm).

Recommendations:

1. Trinity Youth Services, and specifically the Yucaipa site, shall ensure that the aforementioned physical deficiencies cited under the elements of "Common Quarters Maintained" will be corrected and repaired in a timely fashion in order to ensure the safety, health, and well being of all children placed at the Group Home.

Corrective Action Plan:

Common Quarters

- The three signs that had the statement "computer game volume is not to exceed 14" (the 14 was crossed out on each sign) have been replaced with three new signs. They were replaced on 5/23/13.

Trinity Youth Services-Yucaipa site will ensure that future physical plant deficiencies are rectified immediately or in a timely manner, to ensure the safety, health, and well being of the children. This will be accomplished by the prompt submission of a maintenance request form to our maintenance man (department) and follow up by our administration to ensure work completion.

Cont.

Findings:

The following are the deficiencies cited under the elements of "Bedrooms Maintained"

Yucaipa-bedrooms

- Brother's dorm (bedroom one) has a crack in the corner cinder block.
- Raider's dorm (bathroom one and bedroom two) have graffiti.

Recommendations:

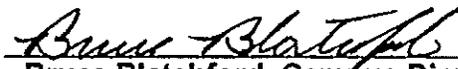
2. Trinity Youth Services, and specifically the Yucaipa site, shall ensure that the aforementioned physical deficiencies cited under the elements of "Bedrooms Maintained" will be corrected and repaired in a timely fashion in order to ensure the safety, health, and well being of all children placed at the Group Home.

Corrective Action Plan:

Bedrooms

- The crack in the cinder block (Brother's dorm – bedroom one) was repaired on 7/8/13.
- The graffiti (Raider's dorm- bathroom one and bedroom two) was removed on 5/23/13.

Trinity Youth Services-Yucaipa site will ensure that future physical plant deficiencies are rectified immediately or in a timely manner, to ensure the safety, health, and well being of the children. This will be accomplished by the prompt submission of a maintenance request form to our maintenance man (department) and follow up by our administration to ensure work completion.


Bruce Blatchford, Campus Director