

**ASSESSMENT OF ENVIRONMENTAL HEALTH AND
SAFETY OPERATIONS**

September 23, 2019

SANTA BARBARA COUNTY JAIL

4436 CALLE REAL

SANTA BARBARA, CALIFORNIA

SITE VISIT CONDUCTED AUGUST 13-15, 2019

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INTRODUCTION

By agreement between Disability Rights, California (Plaintiffs) and the County of Santa Barbara (Defendants) and the Santa Barbara County Sheriff's Office Defendants) I conducted an assessment of Environmental Health and Safety conditions in the Santa Barbara County Jail. As a result, I completed a tour of the Jail located at 4436 Calle Real, Santa Barbara, CA, on August 13-15, 2019. The tour consisted of a review of requested documents provided by the County of Santa Barbara and Disability Rights California. Time restraints did not permit me to assess conditions in every cell or every housing unit within the facility. However, I did tour representative housing areas in the South Tank, South Dorm, Housing Areas D-1, D-2, Central Housing, Minimum Security Facility (Farm), West Isolation cells (females), Safety Cells, East isolation cells, and observation cells. The tour included a review of jail services including biohazardous waste handling, mattress cleaning and disinfection, housing area sanitation conditions including housekeeping, cleaning procedures, chemical control, clothing and linen exchange.

The also included an assessment of the laundry facilities and jail kitchen and an observation of the hot meal service delivery system from the kitchen through the transport, and ultimately service to the inmates, tool control, temperature monitoring, warewashing, sanitation, and food storage. I also met with Maintenance Director to review fire safety, preventive maintenance and work order processing systems.

On the tour I was accompanied by attorneys Amber Holderness and Michelle Montez representing the County of Santa Barbara, Jackie Aranda, representing the plaintiffs, and several Santa Barbara Jail management staff.

I observed on the tour that the facility is overcrowded with numerous inmates sleeping on mattresses on the floor or in plastic portable beds, commonly known as boats, located both in dorm cells and dayrooms, as there are not enough beds available to accommodate the number of inmates housed. Toward that end the Chief of Corrections explained that a new facility, North Branch Jail, is presently under construction to house an additional 376 inmates that should significantly reduce the overcrowded conditions at the Calle Real facility. Corrections expect the new facility will be available for use during the first quarter of 2020. Once open, he stated that there are plans to renovate significant portions of the existing facility.

It is paramount that activities for environmental health and life safety be implemented in the existing facility and also the new facility upon opening to prevent or minimize the risk of injury and/or illness transmission and the spread of communicable disease among inmates as well as staff. The services should include effective daily housekeeping of all housing areas, timely plumbing repairs, adequate ventilation and lighting, mandatory inmate clothing and linen exchange, safe and secure chemical control, routine cleaning and disinfection procedures prior to a new inmate receiving a previously used mattress, effective biohazardous clean-up and

disinfection procedures by trained staff/inmate workers, implementing fire and life safety precautions and when necessary inmate isolation. The specific findings are discussed further in this report and include recommended action steps.

I want to thank the Santa Barbara Correction leadership and staff for their cooperation and willingness to answer my many questions throughout the tour and providing the requested documents for my review prior to the tour.

A draft report was provided to both parties with an opportunity to provide additional information and comments. This final report considered all comments received.

GENERAL CLEANLINESS AND SANITATION

Title 15, Minimum Standards, Article 15, Facility Sanitation, Safety, and Maintenance states, “The facility administrator shall develop written policies and procedures for the maintenance of an acceptable level of cleanliness, repair and safety throughout the facility. Such a plan shall provide for a regular schedule of housekeeping tasks and inspections to identify and correct unsanitary or unsafe conditions or work practices which may be found.”

The only policy provided that addressed cleanliness and sanitation is Chapter 1, Section 102 Inspection and Operations Review. Under Procedures: Sanitation, Safety and Maintenance, it states, “In order to maintain sanitary conditions within the jail, daily cleaning schedules and routine maintenance procedures have been established....” “Inmate workers can be assigned to work crews to clean the common areas within the jail. Inmates are expected to keep their housing units clean and orderly. It is the responsibility of the module deputy to provide them with direction and resources. Cleaning schedules have been set up as to not to conflict with other jail activities or mass movements of inmates.”

For this tour and following the release of the draft findings report, I did not receive or review a “sanitation plan or schedule. My assumption is that a specific plan or schedule does not exist. I did observe cleaning and housekeeping occurring in the morning in most housing units visited. These included cells, dayrooms, showers, and toilets. Staff stated inmates are provided a cleaning chemical and are responsible to maintaining their own bunk/cell area clean and not cluttered. Implementation of effective housekeeping in the various housing units is having mixed results. The areas that were being maintained clean during the visit were the MCF barracks and the newly refurbished East Isolation Cells. Those should serve as models for jail. Many isolation cells I visited including, but not limited to cells housing inmates with mental health issues were not clean and some had strong offensive odors. The dorm housing patients with medical conditions should always be maintained clean with effective disinfection to prevent spread of methicillin-resistant *Staphylococcus aureus* (MRSA) among inmates from touching one another if they have the bacteria on the skin or touching surfaces having the bacteria on it through cross-

contamination. The sanitation plan and schedule needs to include frequency for individual cells to be cleaned and to specify who is responsible for cleaning those cells where the inmates are not capable to clean. Cell bars primarily in the isolation cells had a significant accumulation of dust and dirt and appeared to have not been cleaned for some time. There should be a schedule for maintaining them clean along with windows, lights, tables, plastic chairs, shower chairs, wheelchairs, bunks beds, personal property containers, and stretchers. Housekeeping and cleanliness expectations of housing unit managers and supervisors must be clearly established by management. Training and/or refresher training of housing unit managers and supervisors as to expectations along with meaningful inspections must be completed and should improve the level of cleanliness throughout the jail.

I noted during the tour that mops, brooms, dust pans, and buckets were kept in the housing units with no officers observing their use by inmates. Staff stated that these tools are taken out of the cells for safe and secure storage once cleaning in a unit is completed. I did observe that while touring in the afternoon. However, cleaning tools can easily become weapons and should be used under direct supervision by staff as should cleaning chemicals. (See the section below addressing chemical storage and use.)

Santa Barbara Jail staff controls the dilution of chemicals used for routine cleaning. They provide each inmate in isolation cells and dorm housing areas an unmeasured amount of the chemicals for cleaning by pouring the chemical into an inmate's Styrofoam cup and leaving it with the inmate to use. Staff does not collect any unused chemicals from the inmates. In actual practice many inmates are hoarding the chemicals within their cells some of which were using empty shampoo bottles and other containers to store unused chemical. One inmate had five containers of chemicals in the cell. Several had two or more containers in their cell. Uncontrolled chemicals can be used to attack another inmate or even staff or could be ingested by the inmate to harm themselves. Further, inmates may not understand how to effectively and safely use any chemicals without requisite training. All chemicals should only be used under direct supervision of an officer and inmates should not be allowed to "store" cleaning chemicals in their cell or dorm property containers. Santa Barbara needs to develop and implement a chemical control policy that includes dilution procedures in accordance with the specific chemical's manufacturer's specifications, controlled secure storage that is inaccessible to inmates, and a distribution system that does not allow inmates to maintain chemicals in their cell/dorm. Santa Barbara needs to assure that the cleaning chemicals used sufficiently destroy the pathogens and organisms in found in cells.

Recommendations:

1. Develop/review the sanitation plan and schedule to assure that all surfaces in the housing and common areas are included at a frequency that assures cleanliness throughout the jail at all times.

2. Establish a sanitation/cleanliness training or retraining program for all officers who have oversight or direct responsibility for sanitation including housing areas, intake, medical clinics, dental clinics, kitchen, laundry, and common areas like hallways, visitation rooms, classrooms, intake, and the tunnel.
3. Establish a training program for inmate workers assigned sanitation responsibilities for common areas, kitchen and laundry to assure they understand the importance of cleanliness and safe use of cleaning chemicals and tools.
4. If inmates are going to continue to be responsible for housekeeping in their dorms or cells, establish a training video or other method to assure they understand the jail's expectations for cleanliness, use of personal property containers, eliminating clutter, where to store commissary, and not permitting inmates to maintain meal food and milk in the dorm or cell.
5. Establish a process/procedure to maintain cleanliness in the cells where the inmate is not capable of cleaning and where inmates refuse to maintain cleanliness of their cell or dorm.
6. Review the daily/weekly inspection procedure for all areas of the jail to assure management that they are meaningful. A meaningful inspection is one that includes corrective actions taken when non-conformities are identified. The inspections should include an assessment of cleanliness of floors, walls, ceilings, bed and bedding, toilet and lavatory, tables of all cells and dayrooms. It should also include monitoring the cleanliness and disinfection of common areas such as showers, interview rooms including furnishings (plastic chairs, wheel chairs, shower chairs, stretchers, beds/bunks and personal property containers, Record the cleanliness of fans, exhaust and return ventilation grills and the need for any maintenance repairs such as painting, broken tiles, blocked lighting, and plumbing. Accountability is critical for the jail to maintain an ongoing successful sanitation program.
7. Individual cells and dormitories floors, toilet and furnishings should be cleaned and disinfected daily. Showers should be cleaned daily and pressured washed weekly to prevent accumulation of soap residue. Cell bars, windows, and lights cleaned weekly, Fans and ventilation grills should be cleaned quarterly.
8. Assure that cleaning supplies and tools are only used under supervision and securely stored once cleaning is completed.
9. Develop and implement a Chemical Control Policy and procedures for safe storage, dilution, distribution for all chemicals used throughout the jail that assures that inmates only have access to them when under direct supervision of an officer. Mixing and/or dilution procedures must be in accordance with the chemical manufacturer's directions.
10. Develop and implement a chemical training class for all staff and inmates assigned the responsibility of cleaning showers, toilet facilities, dayrooms, cells, kitchen, laundry, common and administrative areas within the jail. The training matrix needs

- to include a competency assessment tool or test that assures understanding of the chemical safety, use of Material Safety Data Sheets (MSDSs), spill response and clean-up and jail chemical control procedures. The chemical supplier(s) may be valuable asset to develop the class and possibly provide it.
11. Develop and implement a chemical control inventory system for all chemicals along with a sign out/in documentation for all chemicals for which inmates may have access and assure accountability for all chemical containers.
 12. Assure that wherever chemicals are stored, mixed or diluted that MSDSs are immediately accessible should an accident occur.

WATER SERVICES (QUALITY, CLEANLINESS, TEMPERATURE)

The “Annual Consumer Confidence Report Results of Extensive Water Quality Testing for 2018 provided by the Goleta Water District demonstrated that for testing done January 1-December 31, 2018 that all water met or was better than all primary State and Federal water quality standards. The report showed as noted by Jail management staff, that the water had a high level of hardness. While not a health issue for inmates or staff, it may be one of the reasons for the build-up of soap scum in some of the showers.

In the assessment of custody operations report, I noted findings in the South Tank of “sole shower was missing tiles and had significant amount of visible mold. I did not observe any evidence of “visible mold” in any shower. Staff reported that prior to my visit showers were power-washed. I did find some shower with an accumulation of soap scum that needed cleaning (MSF latrine, south dorm, and south handicap shower.) I suggested and we tried a solution of white vinegar and dish soap that once sprayed and left to soak for a couple of minutes seemed to eliminate the soap scum. In addition to the daily cleaning, the solution, along with weekly power washing may resolve the issue.

Plaintiffs reported to me and a couple of inmates stated that on occasion the water temperature was “too hot.” While I did not observe this in the many showers I checked. I suggest that this be checked upon inmate complaints or during the daily pod checks. When found, the shower should be taken out of service to prevent injury from scalding.

Hard water could also negatively impact ability to effectively clean white clothing and linens without using additional detergent and bleach. As noted in the laundry section of the report, many of the bed sheets appeared grayish in color and not clean.

Recommendations:

1. Showers need to be cleaned daily and power-washed with an appropriate cleaner at such frequency to prevent the build-up of soap scum. Longer term you could provide inmates bar soap that contains less lye in it to minimize soap scum.

2. Once the new jail is open, and plans are developed for remodeling and repairing the existing jail, investigate whether an ion exchange process could be provided in the laundry to “soften” or reduce the amount of calcium chloride there.

PLUMBING AND WASTEWATER LINES (RUST, CORROSION, ETC)

While touring the housing units I discovered numerous instances of plumbing issues. The maintenance supervisor requested the housing unit officer in the unit where the plumbing is was identified to submit work order. As stated in the introduction, I did not assess all housing cells and dorms. However in the housing units assessed, I identified 11 plumbing issues with lavatories including no cold or hot water and inadequate run times, six showers with inadequate run times or no water, five leaking or plugged toilets, and at the Minimum Security Facility (Farm) five of the 8 urinals were covered with plastic bags blocking their use. The number of plumbing issues observed seems to indicate an issue with housing unit officers not submitting timely work order requests. Some inmates, when questioned, stated they had complained to staff about plumbing issues sometimes more than once, but they were ignored. The 24 Hour Post Recap Report form does not provide a specific checkbox for maintenance issues found during “Module walk through, but it does require completion of a box showing the module walk through was completed.

Chapter 1 Section 102 “Inspections and Operations Review” state in Section IV, Procedures: In order to maintain sanitary conditions within the jail, daily cleaning schedules and routine maintenance procedure have been established with periodic inspections to ensure that sanitary conditions are maintained throughout the jail at all times. Inspections will be documented in the daily Post Recap and the Shift Recap” Further in the Policy it states, “ Any unsafe condition or maintenance requirement will be reported to the Shift Commander and a work order completed and submitted to General Services”. However there are no procedures in the report form or procedures in the policy that specifies all the items needing to be assessed in the daily walk through. Section II Policy states, “Custody Operations shall conduct annual reviews and inspection of jail operations in accordance with Title 15, Minimum Jail Standards California Code of Regulations:” The Jail Operations Lieutenant and the Administrative Lieutenant or designees have the responsibility to insure these inspections are conducted throughout the jail facility. The policy further states, “The inspection shall be documented on the Shift and Post Recaps. Inspections shall include, but are not limited to areas of facility cleanliness, operational effectiveness of security and safety equipment, inmate living conditions, staff working conditions, fire and life safety and the overall operation of the facility.” The next sentence states, “in addition to the yearly inspection, the Shift Commander shall perform a daily walk through inspection of the jail facility.” It reads as though the policy is for the annual review, not the shift report The wording is confusing as to whether it is addressing the “annual review” or the shift commander’s walk through inspection. It appears that either the Recap Form needs to be

modified or a separate report form for the annual review. I was unable to discern if the shift commander's inspection is the same as the 24 hour post recap. The "24 hour Post Recap form should be revised to include plumbing issues or maintenance issues and a place to record the work order number and issue. The form and policy need to include a requirement to test all plumbing fixtures in the cells and dorm units to assure proper functionality and, if not, timely work orders are submitted for all maintenance issues.

Recommendations:

1. Develop and implement an internal environmental inspection policy with procedures that include an assessment of maintenance issues for every housing unit for all maintenance needed including plumbing, electrical, ventilation, painting, cleanliness, covered lights, storage of personal belongings, contraband, and etc.
2. Housing unit officers should be expected to verify plumbing problems identified by inmates and when appropriate, complete a work order so that plumbing issues have timely repairs.
3. Provide grievance forms in each housing units that inmates can use to submit complaints including needed plumbing and maintenance repairs. The grievances should be reviewed by housing unit supervisors before shift change and if valid, a work order promptly submitted.

AIR FLOW, VENTILATION, AIR QUALITY IN HOUSING UNITS, LIVING AREAS

Prior to the tour Santa Barbara provided a copy of Chapter 2 Policy 244, "Communicable Diseases. Under the Section "Negative Airflow Cell Procedures, it states,

"The magnehelic gauges located outside the housing area to any negative airflow cell will be checked, once each shift by the module to ensure these cells remain in a negative airflow state. The gauges indicate the difference in pressure between the cell (identified by number) and the outside corridor.

Deputies shall follow the following procedures when checking the status of negative airflow cells:

1. Check the gauge reading:
 - b. For magnehelic gauges with ranges from 0 – 0.50, the gauge should read between 0.1 and 0.4.
 - c. For magnehelic gauges with ranges from 0 – 1.0, the gauge should read between 0.2 and 0.8.
2. If the range of any gauge is not within the prescribed range listed above, the deputy will ensure that all doors to the cell and living area are securely closed and check the

- gauge again after allowing the gauge to reset (approximately 3-5 minutes). If this process did not rectify the gauge reading, the deputy will move on to step 3.
3. The deputy will inspect the interior of the cell whose gauge is out of range to attempt to locate any blockages associated with the air return or supply vents and will have the cell and/or vents cleaned to remove any material which may be interfering with negative air flow.

If the above steps do not rectify the gauge readings, the deputy will submit a work order documenting the gauge range discrepancy and will not utilize this cell for any inmates necessitating negative airflow precautions until the gauge reading is within normal ranges again and/or has been repaired.

These checks and any noted discrepancies will be documented on the Module Recap.”

The Policy states negative airflow cells are located in C-7 and C-8, Northwest cells 21-24 and all of new East addition EI25 through EI38. On the tour I observed the four negative pressure cells 21-24 located in Northwest that can be used to house medically declared contagious inmates where maintaining negative air pressure is necessary to prevent airborne contaminants from discharging from the cell when the cell door is opened. Staff reported that the cells are checked by an outside contractor on occasion to assure that negative pressure system is operating as intended. While I did not review any previous contractor reports, staff on tour stated he did not understand the operation of the pressure monitoring gauges to know when negative pressure is occurring. Corrections staff record the magnehelic gauge reading once each shift on the Module 24 hour Post Recap form. One “Module Recap” form was reviewed showing the negative pressure measurements and cell numbers.

Recommendations for negative pressure monitoring and recording:

1. The Module Recap reports magnehelic measurements should be transferred to a monthly summary report and require a review and signature by either medical supervisor or maintenance supervisor. The monthly logs should be maintained for a minimum of three years or longer if required by state standards. When non-conformities are identified, the cell should be taken out of service and marked with a sign noting the issue and a work order submitted to maintenance for repairs.
2. Evidence of training of all deputies assigned to these cells should be documented to demonstrate understanding of the operation of pressure gauges.
3. External contractor testing should be scheduled and included in a preventive maintenance schedule.

The facility maintains several fans in housing areas to move air throughout the dorms and hallways. Many of the fans had an accumulation of dirt and dust on both the fan blades and the safety screens and were in need of cleaning.

During the tour of housing units I noted several ventilation grills also had an accumulation of dust that impedes air exchange especially in toilet and shower areas.

Recommendations Ventilation/Air Flow:

1. Santa Barbara Jail staff shall submit work orders of any visible obstructions to the ventilation system.
2. Create a fan location inventory. Include in a preventive maintenance schedule regular cleaning for all fans to assure that the fans are maintained clean and free of dirt and dust accumulation to prevent the blowing of dust and throughout the housing areas.
3. Establish and implement a preventive maintenance schedule for cleaning and maintain ventilation grills throughout the facility.
4. Assure that officers assigned to housing units understand the importance of keeping vents open and functioning and not permit inmates from blocking air vents.

LAUNDRY, LINEN EXCHANGE

Santa Barbara Jail operates a laundry located in a separate building adjacent to the jail. Inmate uniforms, under garments, sheets, towels, blankets, mops are washed and dried there. The laundry operates six days per week. Laundry chemicals are dispensed through an automatic dispensing system for each load and include detergent, bleach, and fabric softener. All laundry is treated with ozone as a disinfectant. The chemical dispensing system is monitored monthly by a service contract.

Soiled laundry is sent to the laundry from the housing units on a specific weekly schedule except for blankets which are washed monthly. Inmate workers load carts to transport clean uniforms, undergarments, and linens to the scheduled housing areas for exchange. Inmate workers, under the direction of a Santa Barbara Jail supervisor assigned there, sort clothing (by type, and/or size,) wash, dry, stack clothing and linens. The laundry maintains a par stock of all uniforms, linens, etc. However, there is no inventory maintained of each item in stock. Mop heads from housing units and kitchen are exchanged daily.

Chapter 2 Administrative, Section 244 under “Ectoparasite Decontamination/Segregation Item 4 states:

“Inmate(s) will be issued replacement clothing, linen, sandals, and a replacement mattress

- a. The inmate (s) mattress shall be taken to laundry and disinfected with permethrin spray and left to air dry for approximately one (1) hour before being re-issued.
- b. The inmate(s) clothing, linen and sandals shall be placed in yellow precautions bag and laundered separately from other linens on the hottest temperature setting by laundry workers.”

Chapter 3 Operations Section 362 Inmate Clothing and Personal Hygiene, Laundering of contagious clothing and/or linen, states:

“Inmates who are identified by medical staff as having a contagious or communicable disease that may be spread through clothing or linen (ex: scabies, staph infections, etc.) will have their clothing, jail issued sandals and linen collected and placed separately in a designated impervious yellow laundry bag (indicating contagious linen may be enclosed) or sealed plastic bag marked “infectious” and returned to laundry. Laundry workers will launder items marked as infectious on the hottest washer and dryer settings (sandals are not machine dried) separately from other clothing and linen to prevent cross-contamination.”

While there I noted two red hazardous bags tied with a note “hazardous – lice” stored in a blue container along with other bags that appeared to contain soiled laundry. The policy above references a “yellow precautions bag.” Practice is inconsistent with stated policy. Regarding the permethrin spray provision, the specific concentration that is to be used needs to be specified in the policy. Once disinfected the mattress should be cleaned and disinfected before returning it to service. Just a pesticide spray is not acceptable. Also the Staff stated that biohazardous clothing, bedding, that is designated as contaminated, is triple washed before being put back into service. The laundry supervisor provided a Laundry Policy and Procedure manual. The procedure as described by staff was different than the manual described. For example, the manual states bio-hazardous laundry is double washed. Management staff suggested that the manual was outdated due to new procedures and needed to be replaced by a formal policy and procedure.

Chapter 3 Operations, Section 362 Inmate Clothing and Personal Hygiene under Bedding, Linen and Clothing Issue and Exchange states in paragraph 2, “Standard issued bedding and clothing shall be exchanged once a week; however blankets shall be exchanged once per month or more often when necessary.

During this tour I noted numerous bed sheets were gray in color. While staff explained clothing and linen exchange is offered, the policy states bedding SHALL (emphasis added) once per week. The word “shall” implies mandatory exchange. It appears that many inmates especially those in single person cells and others in dormitory housing are not being required to submit sheets and towels each week. One reason may be that the inmates have modified the sheets to tie them around the mattress and do not want to exchange what they have. Soiled linens may be the source of the foul odor observed in several isolation cells.

During or after the draft findings report was issued for comments, Santa Barbara did not provide a copy of their specific biohazardous waste and spill response policy and procedures. This report assumes no specific policy and procedures exist. As referenced above, Chapter 3 Inmate Clothing and Personal Hygiene has no provisions regarding biohazardous spill response and

cleanup. That said some biohazardous material is being handled by the laundry. Staff reported that inmates are used to clean-up biohazardous waste spills including blood, urine, and fecal material and that all waste collected including rags, clothing etc. is placed in a red biohazardous waste bag and taken to a biohazardous waste container for collection by an outside contractor. I did not observe the container or its location.

Staff stated that neither they nor inmates have received specific training on bloodborne pathogen or biohazardous spill response. The State of California Medical Waste Management Act has adopted regulations for the handling of biohazardous waste. In addition there are some Occupational Safety and Health Administration (OSHA) rules that apply to medical/infectious waste. In California this program is operated by CalOSHA. OSHA rules (Occupational Exposure to Bloodborne Pathogen Standards) impact various aspects of medical/infectious waste, including management of sharps, requirements for containers that hold or store medical/infectious waste, labeling of medical/infectious waste bags/containers, and employee training. The jail should assure that they are meeting all applicable requirements of the Medical Waste Management Act and OSHA requirements.

On the tour I observed one red biohazardous waste bag attached to a stretcher that brought an inmate to the medical clinic for treatment. Later I observed another red biohazardous waste bag located in the designated mattress storage area that was unoccupied. As noted, there are specific requirements for safe and secure storage of biohazardous waste.

Recommendations:

1. Develop a current laundry policy and procedures that reflect the current and expected operational practice.
2. Provide, document and maintain records of training provided to inmate workers and staff assigned to the laundry on chemical safety, biohazardous and bloodborne contaminated clothing and linens, use of personal protective equipment (PPE), and MSDSs. Bloodborne pathogen training is an OSHA requirement.
3. Revise the Chapter 2 Section 244 to address the pyrethrum concentration and include a cleaning and disinfection procedure. Cross reference the section in this policy with the policy and procedures for storage, effective cleaning, disinfection, distribution, repair/discard mattresses. Assure that the procedures in this section are consistent with Chapter 3 Section 362 under “Laundering of contagious clothing and/or linen.
4. Management needs to instruct correction officers to mandate exchange of all linens and blankets in accordance with current policy.
5. Management should develop and implement clothing/linen exchange log to be used by the officer conducting the exchange to document what was exchanged and what was replaced. The log would show the inmate’s name, number and location and be submitted with the laundry to be collected, reviewed, and maintained. If an inmate’s linens were not exchange a note should be made as to the reason.

6. Develop and implement a policy and procedures for cleaning, handling, storing, and disposing of biohazardous materials including waste in accordance with generally accepted correction standards and in conformance with Federal and California laws and regulations.
7. Develop a policy and detailed procedures for the clean-up of biohazardous spills. Implement the policy and procedures after completion of training.
8. Ensure that any inmate or staff utilized to clean biohazardous spills are properly trained in universal precautions, are outfitted with protective equipment (PPE) and receive direct supervision when cleaning a biohazardous spill.
9. Maintain documentation that demonstrates evidence of training for all staff and inmate workers involved in cleanup as required in the biohazardous policy and state and federal regulations.

PERSONALS

Chapter 3 Operations, Section 362 Inmate Clothing and Personal Hygiene under Bedding, Linen and Clothing Issue and Exchange states in paragraph 2, “Standard issued bedding and clothing shall be exchanged once a week; however blankets shall be exchanged once per month or more often when necessary. Those inmates on work crews will be permitted more frequent exchanges of clothing as needed.”

. Inmate personal clothing for the most part appeared white as intended. An exception to that was the inmate workers assigned to the kitchen. There the white shirts and pants were heavily soiled. Upon questioning, staff stated that kitchen inmate workers are given clean clothing daily at the beginning of their shift. If that is true, it may be necessary to provide clean clothing more frequently. It may be that the white shirts and slacks are so soiled that they are unable to be effectively cleaned and bleached as necessary and need replacement. Many inmate workers assigned to the kitchen handle food, meal trays, clean equipment and utensils. To prevent cross contamination from excessively soiled clothing to food, outer clothing needs to be maintained clean. It was noted that some of the inmate workers wore a plastic apron over their clothing which is appropriate to protect the clothing, but the apron does not cover all of the outer clothing and footwear still need to be maintained clean.

I observed throughout the tour of housing units inmates keeping extra uniforms stored in piles next to or under occupied inmate beds. Staff stated that inmates may be taking clothing from discharged inmates from their housing unit and hoard them. Correction officers on rounds should routinely collect all excess clothing, linens etc.

Recommendations:

1. Management needs to instruct correction officers to mandate exchange of all personal clothing and uniforms, in accordance with current policy.

2. Management should implement a clothing/linen exchange log to be used by the officer conducting the exchange to document what was exchanged and what was replaced. The log would show the inmate's name, number and location and be submitted with the laundry to be collected, reviewed, and maintained. If an inmates clothing was not exchange a note should be made as to the reason.
3. Inmate workers assigned to the kitchen should be provided with clean outer clothing daily. Upon cleaning, white clothes should be white. If during the inmate's shift the clothing becomes soiled, it should be replaced immediately especially when they are preparing and handling food, clean equipment and utensils.
4. When correction officers are completing their "Post Recap" they should be required to note the excess clothing collected in the comment section.

PILLOWS/MATTRESSES (PROVISION, CLEANING, ETC)

Throughout the housing areas and designated mattress storage area numerous mattresses (in excess of at least 50) were found torn, damaged beyond repair or sliced open (possibly by the use of shaving razors given to male inmates upon admission) making them impossible to effectively clean and disinfect. Staff explained that upon admission that in addition to clothing, linens and hygiene kits, inmates are provided with a formerly used mattress that they are permitted to wipe with a disinfecting disposable towel. Without direction from officers, most incoming inmates do not understand not how to effectively clean and disinfect a mattress/boat. They may not even know that their assigned mattress had been used previously or the health ramifications from not using a clean, disinfected mattress. By the number of torn mattresses continuing to be used in the housing units, there appears to be no consistent ongoing process to inspect mattresses at linen exchange to assure damaged ones are replaced. I identified at least four areas in the jail where mattresses were being stored. Only one of those areas had a container of disinfecting towels for wiping a mattress, but no cleaning chemicals.

There appears to be no written policy or procedures developed to address designated safe secure storage, when and how to effectively clean and disinfect mattresses between uses and when to remove and discard mattresses that are no longer serviceable or not able to be effectively repaired. Procedures should include designated separate area(s) with separate stacks for those needing cleaning and clean storage. Clean mattresses should be stored above the floor possibly possible on an unused boat.

Recommendations:

1. Develop and implement procedures for storage, effective cleaning, disinfection, distribution, repair/discard mattresses and boats. Mattresses and boats should be cleaned and disinfected anytime they are assigned to a different inmate or when there is a biohazardous or bloodborne incident involving the mattress/boat.

2. Provide a process to inspect and replace as often as needed all frayed and cracked mattresses. Destroy or re-cover any mattress that cannot be disinfected sufficiently to kill harmful bacteria.
3. Provide documented training to staff designated to manage cleaning, disinfection, and storage of mattresses.
4. Assure incoming inmates only are assigned a clean, serviceable mattress/boat.
5. To reduce destruction of mattresses discontinue providing inmates with razors that are not controlled by staff and replace with a controlled razor exchange program within the housing units. This would also eliminate the use of uncontrolled razors for use as a weapon.

PEST/VERMIN CONTROL

California Title 15 Minimum Standards For Local Detention Facilities Section 1212 requires that a “responsible physician shall develop a written plan for the control and treatment of vermin-infested inmates including written medical protocols, signed by the responsible physician, for the treatment of persons suspected of being infested or having contact with a vermin-infested inmate. Santa Barbara Policy 244 Communicable Diseases establishes requirements for “Ectoparasite Decontamination/Segregation. On this tour I did not observe any pest or vermin control issues, nor upon questioning several inmates did they complain about insects. Further no evidence was provided that the specified protocol was being implemented.

The policy requires that if an inmate with an Ectoparasite is identified, his/her mattress shall be taken to the laundry and disinfected with permethrin spray and left to air dry for approximately one (1) hour before being reissued. The policy does not specify concentration of the pesticide or that the mattress shall be wrapped before transporting to the laundry to prevent cross-contamination. Any inmate or staff person handling a mattress or contaminated bedding or clothing needs to wear gloves and hair covers in addition to the required PPE.

Recommendations:

1. Revise Policy 244 to include a provision for the correct use and concentration of the appropriate pesticide and training for anyone handling contaminated clothing, bedding and mattresses.
2. Document evidence of training for inmates or staff required to clean and disinfect cells or housing areas that are suspected of being contaminated. Assure that PPE include gloves and hair covers.

FOOD SERVICE AND KITCHEN OPERATION

Santa Barbara Jail operates a full service kitchen located in the basement that provides two cold and one hot meal per day in accordance with California Jail Standards. The Jail contracts with an outside vendor to develop a menu meeting the California dietary requirements. The contractor is also responsible for ordering, receiving and storing food and ingredients. The Santa Barbara Jail kitchen staff prepares the food, along with inmate workers. Inmate workers are also used to fill the inmate food trays, transport the trays to the housing units. The inmate workers under direction of staff clean the kitchen between meals. The unit officer is responsible to distribute the food to the inmates in his/her unit.

Santa Barbara did not provide any food service policies or procedures for the operation of the kitchen specifically control of tools including sharps, requirements for staff food safety training, roles of staff employees and supervisors, inmate workers, personal health and food handling, inmate worker health requirements and medical clearance, hot food holding, cooling, cleaning and sanitation, temperature monitoring of refrigerators, freezers, equipment and utensil washing and sanitizing, equipment maintenance, food storage, and preventive pest control management.

Time did not permit a thorough review of the food preparation, refrigerated/frozen/dry food storage, and hot food holding equipment, and cooking equipment. That said during the tour I noted several issues at the kitchen in addition to lack of policies and procedures that should be addressed.

1. At least five tethered knives were observed in the kitchen preparation room adjacent to the large cookers. Inmates were cleaning in that area without direct supervision and the knives with long tethers were readily accessible and could be used as weapons. There was no sign-in/out procedures implemented for checking out any kitchen utensils including knives. There were numerous other kitchen utensils stored on shelves around the kitchen including mixing blades, long stirring rods, whips, can openers, spatulas, spoons and etc. that were not secured and also could be used as weapons. All pots, pans, utensils, not being used should be stored in a secure area only accessible by kitchen staff, not inmates. Inmates should only be allowed to use tools including knives under direct supervision of staff and/or officers. In a staff office located adjacent to the kitchen, across from the grills, was a locked glass storage cabinet. However it is too small to securely hold the number of tools maintained in the kitchen.
2. The kitchen has two warewashers: one for the trays and one for equipment and utensil cleaning. The tray warewasher was not functioning. The contractor's representative stated that it had been inoperable for approximately ten days and trays were being washed by hand in the three compartment sink. While manual warewashing is an acceptable alternative, it is costly and time consuming. Further, the contractor's representative had difficulty locating test strips that must be used regularly to monitor

the concentration of sanitizer in the third tank of the three-compartment sink to assure sanitization of the trays and equipment too large to be cleaned in the other warewasher

3. The clean wash water and chemical sanitizer buckets were not being used as intended; they were used for storage of sponges and rags.
4. Upon review of temperature logs for the refrigerators, freezers, and warewasher equipment, I noted virtually consistent the same temperature recording for all refrigerators (39°-40°F) freezers 0°-1° with very little variation. Warewasher wash temp was uniformly 165°F and a sanitizing temperature was uniformly 180°F. One would expect that temperatures would fluctuate more throughout the day or weeks.
5. Mops and buckets when not being used need to be stored in a designated secure area accessible to inmates only when being used under direct supervision.

During the tour I received several complaints about meals from inmates including lack of variety, hot food served cold or barely warm and not enough food. I observed the transportation process from filling the trays to delivery of food to the inmates, measuring and recording the temperature of two hot products, chicken patty and hot beans. For example the time to deliver the transport carts and distribute the trays to the inmates in MCF-D Barracks, was 29 minutes. In that time the internal temperature of the chicken patty dropped from 145°F to 103° and the bean temperature dropped from 139°F to 113°F. While not a food safety concern, it can be a food quality issue. Inmates expect hot food to be served hot. In this review there were two points in the process where the food carts were held: 12 minutes at the base of the steps and 10 minutes outside between the steps and the entrance to the housing unit. By having staff ready to transport and accept food, the transit time could be reduced by 15 minutes; significantly reducing the foods' temperature drop. I would encourage the Jail staff to monitor delivery times and temperatures to all housing areas to identify areas where the delivery times can be minimized and implement changes accordingly. Reviewing the process could significantly reduce inmate complaints.

During the tour there were questions about specific food service responsibilities for the contractor, kitchen staff, security staff, and inmate workers. In response to a specific question to the contractor about whether roles of all parties were clear, he stated it was gray, but we work together. Clarifying contractor, staff, inmate roles with clear written policies and procedures may improve operation of the kitchen.

Recommendations:

1. Develop and implement policies and procedures for food service and kitchen operation as required in Section 1246 of Title 15. It needs to include tool control, roles and responsibilities, employee and inmate training in both food safety and specific work assignments, and temperature monitoring. Tool control should be only managed by a Santa Barbara Jail security employee. Temperature monitoring of equipment and food

should be the responsibility of the organization is who maintains equipment and assuring hot meals to inmates.

2. Use the jail management person assigned to the kitchen that is trained in food safety such as a Food Service Manager Certification as required in the California State Food Code. (Serv-Safe or equivalent) to implement a weekly inspection program that includes a corrective action function with accountability. Jail executive management should review each report and assure that actions are taken to correct all issues identified. Require the food service contractor to also perform a weekly inspection with a report submitted to jail kitchen manager.
3. Assure written corrective action for all violations noted in regulatory inspections.
4. Assure that when there are equipment breakdowns, timely same day work orders are filed by either the contractor or jail kitchen staff.
5. Develop and implement a tool control program that includes daily inventory at the beginning and end of every shift. Tool control policy should designate secure location for all tools including sharps. It should also establish a sign-in/out procedure to be followed anytime a tool is removed from the secure storage area. Require all tools are only used when under direct supervision of staff.
6. Assure the jail has developed and implemented written policy and procedures that the “responsible physician in cooperation with the food services manager and the facility administrator for medical screening of inmate food service workers prior to working in the facility kitchen” in accordance with Title 15 Minimum Standards. “There shall be written procedures for education and ongoing monitoring and cleanliness of these workers in accordance with standards set forth in Health and Safety Code, California Retail Food Code.”

ADDITIONAL TOUR OBSERVATIONS:

PREVENTIVE MAINTENANCE

Santa Barbara County General Services (SBGS) provides routine maintenance for the Jail. SBCMD operates a work order tracking system to track all maintenance requests. Work orders can be submitted electronically by any Jail employee. The Santa Barbara Jail Maintenance Supervisor reviews work requests daily and works closely with SBGS to follow through on outstanding work orders to assure timely completion. They are not currently utilizing the system to schedule and assure preventative maintenance tests and inspections are completed at the frequency required by equipment manufacturers and fire codes.

Recommendations:

1. Enhance the work order reporting system to provide the maintenance supervisor with monthly reports of pending work orders.
2. Use the work order system to schedule preventive maintenance including monthly fire extinguisher inspections, vent and fan cleaning, filter changes, monthly fire and life safety inspections.

LIGHTING

Throughout all the housing units I noted numerous overhead cell lights covered with paper glued to the light fixture with tooth paste. This prevents adequate light intensity for officers to monitor inmate activity within the cells and/or dayrooms. This was particularly noted in isolation cells.

Recommendation:

1. Assure that officers assigned to housing units understand the importance of cell visibility and enforce housing policy not permitting lights to be blocked at any time.

FIRE AND LIFE SAFETY

Fire extinguishers are located in strategic locations throughout the jail. However, the tags attached to all extinguishers which demonstrate a monthly inspection was done are not being completed. Staff did state that extinguishers are checked daily and a box is checked on the 24 hour "Post Recap" form. 29CFR 1910.157(e) (2) establishes the requirement for visual inspection of portable fire extinguishers. The inspection demonstrates that the extinguisher is visible, unobstructed, properly mounted and in its designated location. It includes a verification that the locking pin is intact and the tamper seal is unbroken, and includes a visual examination for obvious physical damage, corrosion, leakage, or clogged nozzle. The maintenance supervisor maintains a current inventory of all extinguishers in the facility.

Staff reported that Santa Barbara Jail has an emergency response plan. However it was not reviewed prior or during this tour. Title 15 Section 1032 establishes the requirements for a fire suppression preplan that include monthly inspections, an evacuation plan for inmates and a plan for emergency housing of inmates in case of a fire.

Staff explained that they do conduct fire drills on occasion, but they did not include inmate movement. I did not review any drill reports during this tour.

Recommendations

1. If not already in place develop and institute a policy and procedure for monthly inspections of fire extinguishers in accordance with California Title 15 and the California Fire Code.

2. If the Jail has a written emergency response plan, assure plan is reviewed by the local fire prevention authority having jurisdiction, and reviewed at least every two years or within six months of any revisions to the plan.

If the code requires fire drills with a specified frequency, assure that drills are held quarterly on each shift to ensure that all jail staff understands emergency evacuation procedures. Drills should be documented including start and stop times, the number and location of inmate who were moved as part of the drill, any noted deficiencies including training issues and any corrective actions taken as a result. Consider at minimum annual refresher training for all staff. At least one drill each year should be held in conjunction with the local fire agency having jurisdiction.

TRAINING AND POLICY IMPLEMENTATION

In several sections of this report, I noted the need for initial/refresher training that is provided using a written training syllabus to assure consistency and completeness of training. Training provided should be concluded with a demonstration of competency and understanding by the participant either by written test or direct observation of correct implementation. Training should be provided to all staff expected to administer or oversee the implementation any new or revised policy.

On the tour I stated to several staff: SAY WHAT YOU DO. (The written policies and procedures); DO WHAT YOU SAY (the implementation of the policy after training is successfully completed; PROVE IT (documented evidence that you are doing what you say you do.) Evidence could include written inspections, monitoring logs, competency testing, sign in/sign out logs, work order completion, pending, and aging reports, and etc. with a provision for supervisory review and sign off of the reports, logs, tests and etc. The review needs to include a provision to mandate corrective actions required and completed for any non-conformances identified.

For each position within the jail, a training matrix should be developed that lists all the specific training that needs to be completed prior to an employee starting an assignment or immediately upon assignment of a new responsibility. In all cases the basis or the core of the training curriculum needs to come from well-developed policies and procedures.

Policies and procedures should only be implemented once training has been completed for all individuals on all shifts to which the policy applies. This is the reason for the development of a training matrix for each position within the jail. Management staff for the jail need to decide what specific training is required for each position within the organization. Start with the position job description which should outline the responsibilities of the position and determine the training needed.

Once the training matrix is completed, create a course syllabus for each training course. If Santa Barbara Jail has a training section, they may be the asset to develop the syllabus. Training should be provided by a person with demonstrated knowledge and experience with the specific policy/procedure. The trainer could be an employee, external contactor such as a supplier/service provider or online. Training matrices should be reviewed annually, along with the job description to assure that both are current and consistent. Course syllabuses should be reviewed and updated anytime a policy is revised.

Oversight of policy development and implementation is ultimately the responsibility of senior management. The jail administrator can and should decide at what level policy development, training, implementation, oversight and review should be managed. Once decided assure that the management responsibilities are specified in the appropriate job description and responsibilities.