

Approved: [Signature]  
Superior Court Judge

Date: 8/28/14

**RESPONSE TO GRAND JURY REPORT FORM**

Report Title: The Probation Department's U-Turn for Safety

Report Date: June 23, 2014

Response by: August 21, 2014 Title: Robert Ochs, Chief of Probation

Agency/Department Name: Sonoma County Probation Department

**FINDINGS:**

I (we) agree with the findings numbered: 1-4

I (we) disagree wholly or partially with the findings numbered: \_\_\_\_\_

(Attach a statement specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

**RECOMMENDATIONS:**

Recommendations numbered 1-3; 5; 4 (PARTIAL) have been implemented.

(Attach a summary describing the implemented actions.)

Recommendations numbered \_\_\_\_\_ have not yet been implemented, but will be implemented in the future.

(Attach a timeframe for the implementation.)

Recommendations numbered \_\_\_\_\_ require further analysis.

(Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the Grand Jury report.)

Recommendations numbered 4 (PARTIAL) will not be implemented because they are not warranted or are not reasonable.

(Attach an explanation.)

Date: 8/19/14 Signed: [Signature]

Number of pages attached 3

# SONOMA COUNTY

## PROBATION DEPARTMENT

Robert M. Ochs  
Chief Probation Officer  
707) 565-2731  
FAX (707) 565-2878



Approved:

Superior Court Judge

*[Handwritten signature]* 8/20/14

Date:

Honorable Kenneth Gross  
Presiding Judge of The Superior Court  
Hall of Justice  
600 Administration Drive  
Santa Rosa, CA 95403

**FILED**  
SUPERIOR COURT OF CALIFORNIA  
COUNTY OF SONOMA

SEP. - 5 2014

BY *[Handwritten initials]*  
Deputy Clerk

August 19, 2014

Honorable Judge Gross:

Pursuant to Penal Code Section 933.05, the following is the Probation Department's response to the Findings and Recommendations presented in the Civil Grand Jury's Final Report 2013-2014. This attachment accompanies the Response to Grand Jury Report Form.

**Findings 1-4:** We agree with these Findings.

**Recommendation 1:** Establish a method for verifying that daily safety meetings are held at the start of each work day.

Recommendation 1 has been implemented. All Supervised Adult Crew (SAC) staff were retrained on the necessity of holding safety meetings each morning. They were also trained on, and given a template that covers all information to be covered during this daily meeting. Further, SAC staff were given newly created templates that cover safety topics specific to the work being done that day. Binders were created for each SAC van, so that SAC crew leaders could use the templates to ensure all relevant information is covered.

Observation forms were developed, and crew leaders were observed on a regular basis, delivering both the new tailgate and the site-specific safety training.

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**Probation Camp**  
**Supervised Adult Crews**  
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Following an initial 30-day period of intense monitoring, a random-observation schedule was developed, so that Crew leaders are observed on a routine basis, on the average of about 2-3 times per crew leader, per month. Any deviations or suggested areas of improvement are noted, with information compiled monthly and presented at staff safety meetings.

**Recommendation 2: Monitor road crew safety along roadsides and highways to protect both the crews and the public.**

Recommendation 2 has been implemented. Observation forms were developed, and road crews were intensely monitored, to ensure proper use of protective gear, crew position, use of barrier vehicle, cones, and flagging.

Following an initial 30-day period, a random-observation schedule was developed, to ensure ongoing random observation of each crew's safety practices, and compliance with safety standards. Any deviations or suggested areas of improvement are noted, with information compiled monthly and presented at staff safety meetings.

**Recommendation 3: Provide safety training in the proper use of all power tools at daily roadside safety meetings and assure protective gear is worn when power tools are used.**

Recommendation 3 has been implemented. SAC staff were all retrained on how to instruct offenders in the use of power tools and when protective gear is required for specific jobs. A review of instruction techniques has been built into the annual training plan.

**Recommendation 4: Provide all written materials related to job safety in English and Spanish and require onsite supervisors to speak and understand basic Spanish.**

This Recommendation will only be partially implemented, as it is unreasonable.

All written templates on safety tailgate meetings and specific safety practices/precautions for each crew type have been translated into Spanish. Crew leaders require Spanish-only speaking offenders to review the information before beginning work. If the offender cannot read, the crew leader finds another crew member who can read the information to the offender.

Further, SAC management is near completion of a visual display, which includes written translated words, instructing Spanish speakers on how to safely perform functions most commonly performed on the SAC crews.

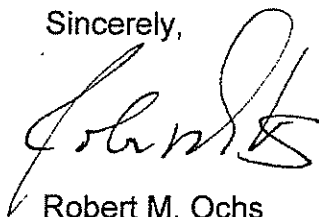
It is not reasonable to require that each crew leader speaks and understands basic Spanish; however, the Department will look into the feasibility of training

each crew leader on some basic relevant Spanish words, so the crew leader can more effectively communicate with Spanish-only offenders.

**Recommendation 5: Ensure that all Supervised Adult Crews members are aware of the process for registering a complaint about safety or other work concerns.**

Recommendation 5 has been implemented. The Department added a step during the sign-up process, whereby offenders are clearly informed that they can call probation staff anytime if they have concerns/complaints. Further, offenders are alerted that they have a right to make a citizen's complaint should they wish to file a formal complaint. In addition, the Safety Tailgate template now includes asking offenders to bring up any safety concerns. Finally, SAC management has developed an anonymous suggestion/complaint box.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert M. Ochs". The signature is fluid and cursive, with a large initial "R" and "O".

Robert M. Ochs  
Chief Probation Officer