



## California Exposition and State Fair Police Department

PHONE (916) 263- 3050 ★ 1600 Exposition Boulevard, Sacramento, CA 95815

### DEPARTMENTAL GENERAL ORDER

**ORDER № 2100.200**

May 2019 (Revised)

07/12/2018 (New)

### JUVENILE DETENTION POLICY

#### 2100.201 PURPOSE

- A. To establish procedures for the processing of juveniles that are detained and/or arrested by the California Exposition & State Fair Police Department.

#### 2100.202 REFERENCES

- A. California Code of Regulations Title 15, Article 8 §§ 1140 through 1151 and Welfare and Institutions Code §§ 207, 210, 300, 601, and 602.

#### 2100.203 DEFINITIONS

- A. “Temporary Custody” means that the minor is not at liberty to leave the law enforcement facility.
- B. “Secure Detention” means that a minor is being held in temporary custody in a law enforcement facility, is locked in a room or enclosure, and /or is physically secured to a cuffing rail or other stationary object.
- C. “Non-secure Custody” means that a minor’s movement is controlled by the staff of the facility and that:
1. The minor is under constant personal visual observation and supervision by staff of the law enforcement facility.
  2. The minor is not locked in a room or enclosure.
  3. The minor is not physically secured to a handcuffing rail or other stationary object.

#### 2100.204 PROCEDURES

##### A. NON-SECURE CUSTODY:

1. The following minors will not be confined in the police department booking area:
  - a) Minors under the age of 14 years.
  - b) Minors, who come within § 300 of the Welfare and Institutions Code, (abused, neglected, etc.).

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*The mission of the California Exposition & State Fair Police is to:  
Provide for the safety and security of visitors, employees, and stakeholders; keep order and  
preserve the peace; and support the economic well-being of the California Exposition & State Fair.*

- c) Minors, who come within § 601 of the Welfare and Institutions Code, (truancy, beyond parental control).
- d) The minors in non-secure custody shall be under constant visual observation and supervision by staff. The minors shall be placed in an unlocked room or office facility in the police department's booking area and the minors shall not be physically secured to a cuffing rail or other stationary object.
- e) The Non-Secured Detention will not exceed a maximum of six (6) hours.
- f) The officer will document this detention on the Non-Secure detention log, which is maintained at the police department's booking counter. These Logs, when completed, will be maintained by the police department's Administrative Sergeant or their designee.

**B. SECURED DETENTION:**

1. A minor may be held in secure detention if they meet the following criteria:
  - a) They are a violator described under 602 Welfare and Institutions Code.
  - b) The minor is 14 year of age or older.
  - c) There is a reasonable belief that the minor presents a serious security risk of harm to self or others. In making the determination whether the minor presents a serious security risk of harm to self or others, the officer may take into account the following factors:
    - 1) Age, maturity, and delinquent history of the minor.
    - 2) Severity of the offense(s) for which the minor was taken into custody;
    - 3) Minor's behavior, including the degree to which the minor appears to be cooperative or non-cooperative.
    - 4) Availability of staff to provide adequate supervision or protection of the minor.
    - 5) Age, types, and number of other individuals who are detained in the facility.
    - 6) The juvenile will only be detained for a maximum of six (6) hours.
    - 7) The minor will, at all times, be kept separate and segregated from all adults in custody.

**C. PROCESSING OF DETAINED JUVENILES:**

1. When a juvenile is taken into custody (detained) for any criminal violation, the following shall occur:
  - a) The "Detaining Officer," shall as soon as practical after the juvenile's detention has occurred, notify a Police Sergeant, or higher ranking official, for authorization to continue the juvenile's detention. If there is no on-duty Police Sergeant, the Detaining Officer, regardless of the time of day or night, shall contact the police department's Administrative Sergeant, any other available Police Sergeant or higher ranking official, for authorization to continue the juvenile's detention. If the Detaining Officer is a Police Sergeant, or high ranking official, they are able to "Self Authorize" the juvenile's detention. The juvenile's detention log shall identify the Police Sergeant who authorized the detention.

- b) Per Welfare and Institutions Code § 625, whenever a juvenile is detained by the police department, even if the detaining officer has no intention to interrogate the juvenile, the Officer SHALL inform the juvenile of their Miranda Rights. The date and time of the Miranda Advisement shall be documented in the crime report.
- c) The detained juvenile will be photographed. The juvenile's photograph will be retained with the police report.
- d) A booking will be completed on all juveniles transported to the Sacramento County Juvenile Hall. Juveniles not transported to the Sacramento County Juvenile Hall should be photographed in the booking area and are not considered in secure custody.
- e) Every Juvenile detained for a criminal violation will be documented in a Crime Report.
- f) If a juvenile is cited and released on a felony charge, the officer shall complete a "Booking Required" and indicate the need for fingerprints and photographs. At the date and time of the appearance with Juvenile Probation, the probation officer shall process the juvenile for fingerprints and photographs.

**D. TEMPORARY DETENTION OF JUVENILES IN THE BOOKING AREA:**

1. When a juvenile is detained by the police department, the following requirements must be met:
  - a) The juvenile may not be detained longer than six (6) hours.
  - b) The temporary detention must be for the purpose of giving the officer time to investigate the case, or facilitate release or transfer of the juvenile.
  - c) The juvenile may not be allowed to come into contact with adult detainees.
  - d) A member of the police department shall maintain constant side-by-side supervision of a juvenile to maintain sight and sound separation between juveniles and adult prisoners. Staff should be cognizant to prevent contact between juveniles and adults prisoners.
  - e) The juvenile shall be informed of the purpose of detention, expected time of detention, and six (6) hours is the maximum detention time allowed.
  - f) Males and females shall not be placed in the same locked room.
  - g) Constant auditory access to police department personnel by the juvenile will be maintained.
  - h) Unscheduled, personal visual observation of the juvenile by police department personnel will be made no less than every thirty (30) minutes.
  - i) The beginning and ending times of the detention shall be recorded in the crime report and on the Secured Detention Juvenile Log that is submitted monthly to the state.
  - j) The juvenile will have reasonable access to drinking water, toilets, and washing facilities.
  - k) A snack will be provided to the juvenile if they have not eaten within the past four (4) hours or are otherwise in need of nourishment.
  - l) The juvenile will be provided with privacy during visits with family, guardian, and /or an attorney.

**E. PARENT NOTIFICATION:**

1. When the police department detains a juvenile, all efforts will be made to notify a parent or guardian as soon as possible after detention.

**F. PHONE CALLS:**

1. Pursuant to § 308(b) of the Welfare and Institutions Code, a minor 10 years or older shall be advised no later than one hour after being taken into custody that they have the right to make two phone calls from the place of confinement. The calls shall consist of one completed call to a parent or guardian and another call completed to an attorney.

**F. USE OF RESTRAINT DEVICES:**

1. Handcuffs may be used when transporting minors. Any other use of restraint devices should be limited and should be used only when absolutely necessary for the safety of the juvenile or the safety of others.

**G. MEDICAL ISSUES:**

1. Whenever a detained juvenile reports a complaint of pain or injury, the detaining police officer shall summon the appropriate Emergency Medical Services (EMS). Even if the detained juvenile refuses medical services, the detaining police officer shall summon the appropriate EMS medical services. The detained juvenile's refusal for medical aid shall be made to EMS medical personnel. The medical services summoned and/or provided shall be documented in the police report.

**H. FEEDING MINORS:**

1. Since juveniles are held in custody only a brief period of time, it will not normally be necessary to feed them. However if the minor has not eaten within four (4) hours, or if there is any indication that the minor may be hungry; the detaining officer should provide the juvenile with available food and water.
2. Beware of peanut allergies.

**I. SUICIDE RISK & PREVENTION:**

1. Procedures outlined in this Departmental General Order, for adults for suicide prevention shall be followed. Additionally, juveniles who present a suicide risk should be kept in the booking area where they can be monitored more closely until transferred to an appropriate facility.

**J. DEATH OF A MINOR WHILE DETAINED:**

1. In any case in which a minor dies while detained in the jail:
  - a) The Chief of Police, or their designee, shall provide to the Board of Corrections a copy of the report submitted to the Attorney General under Government Code Section 12525. A copy of the report shall be submitted to the Board of Corrections within ten (10) calendar days after the death.

- b) The Chief of Police, or their designee, shall conduct a medical and operational review of every in-custody death of a minor. The review team shall include the Chief of Police and other health care and supervision staff who are relevant to the incident.
- c) In addition, a full in-house review will be conducted for all involved personnel with confidentiality.

**K. INTOXICATED JUVENILES:**

1. Under no circumstances shall a juvenile who is intoxicated, or under the influence of any controlled substance, be detained longer than necessary by the police department. If an arrest of a juvenile in such a condition is made, and the juvenile is not going to be released to a parent or guardian, the juvenile will be medically cleared at a hospital facility before being booked at the Sacramento County Juvenile Hall.