

October 7, 2002

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

COUNTY FACILITY INSPECTIONS

On July 30, 2002, on motion of Supervisor Yvonne Brathwaite Burke, your Board instructed this office to compile a report showing all entities that perform some type of facility inspection and to examine the feasibility of whether joint or coordinated inspections can be held for County facilities. My office was instructed to report back to the Board within sixty days.

My staff is compiling a list of facilities that require inspections along with a chart showing the standard inspection period. The Sheriff, Probation, Fire and Health Departments have been contacted to obtain background information concerning facility inspections. These Departments have advised us that most facility inspections require unannounced inspections in order to view the normal operations and conditions of the facility. Some Departments acknowledge that they do not select the facility to be inspected until the morning of the site visit.

We will be meeting with these and other impacted County departments and commissions responsible for conducting facility inspections to determine if inspections can be better coordinated and conducted jointly where possible. We will also look at how to best implement inspection schedules at locations that allow joint or coordinated inspections to ensure both State and Federal guidelines are met. Consequently, an additional sixty days will be required to find out if a coordinated calendar for inspections is feasible.

Please call me if you have any questions or your staff may call Rosemary Gutierrez at (213) 974-1148.

DEJ:DL
RG:ljp