

**OFFICE OF LABOR RELATIONS**

P.O. Box 942883  
Sacramento, CA 94283-0001



June 30, 2010

VIA FAX

Ms. Pat Le Sage, Chief Operations and Financial Officer  
California Correctional Supervisory Organization  
1481 Ullrey  
Escalon, Ca 95320

RE: COURTESY NOTICE FOR SUPERVISORS REGARDING DJPO OFFICE CLOSURES  
AND CONVERSIONS (CDCR Log No. 10-059-0)

Dear Ms. Le Sage:

Effective on or about July 1, 2010, the California Department of Rehabilitation and Corrections (CDCR), Division of Juvenile Parole Operations (DJPO) will officially close and convert a number of its parole units. This action is the result of a general population decline within the Division of Juvenile Justice (DJJ) and the need to achieve various operational efficiencies through restructuring.

To that end, DJPO intends to close its South Coast and San Fernando parole offices, both located in the Southern Region. Most of the staff will maintain their existing service areas. However, their reporting locations for in-office duties will be changed to the Los Angeles, Watts or Covina parole offices, a distance of less than 50 miles for all staff.

All cases previously referred to these offices (with the exception of cases in the City of Long Beach) will be referred to the Covina office, while cases in the City of Long Beach will be referred to the Watts office. Additionally, the Regional Headquarters Office in Glendale will move to a state-owned facility in Covina.

In the Northern Region, the San Jose parole office will close and the Stockton parole office will be converted to the Northern Regional Headquarters. Staff based in these locations will maintain their service areas. However, their reporting locations for in-office duties will be changed to the Oakland, Sacramento, or Central Valley parole offices. The change in office locations for most staff is less than 50 miles. Two parole agents in the Stockton office, however, will be 57 miles from their home to office, which is a reduction from their current 71.1 miles.

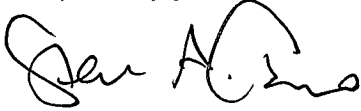
All cases previously referred to the San Jose office will now be referred to the Oakland office and all cases previously referred to the Stockton office will now be split between the Sacramento and Central Valley offices. Additionally, the Bakersfield parole office will become a satellite office to the Central Valley office. Staff in this office will maintain service areas and headquarter reporting locations, and referrals will continue to be determined by coverage area.

The caseload for the affected staff will remain the same. Thus, there is no change in staff workload.

Ms. Pat Le Sage  
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If you believe the proposed implementation impacts your members and would like to, please direct your assigned staff person to contact Lily Cervantes, Labor Relations Specialist, Office of Labor Relations, at (916) 445-7167, within ten working days of the date of this notice.

Respectfully yours,

A handwritten signature in black ink, appearing to read "Steve Caruso". The signature is fluid and cursive, with the first name "Steve" and last name "Caruso" clearly distinguishable.

STEVE CARUSO  
Assistant Secretary of Labor  
Office of Labor Relations

cc: Rachel Rios, Director, Division of Juvenile Parole Operations  
Mark Viale, Labor Relations Manager, Office of Labor Relations

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 Sacramento, CA 94283-0001



June 30, 2010

VIA FAX

Ms. Pat Le Sage, Chief Operations and Financial Officer  
 California Correctional Supervisory Organization  
 1481 Ullrey  
 Escalon, Ca 95320

RE: COURTESY NOTICE FOR SUPERVISORS REGARDING THE CONVERSION OF  
 THE CIM-WEST RECEPTION CENTER TO A SENSITIVE NEEDS YARD (CDCR  
 Log No. 10-074-0)

Dear Ms. Le Sage:

Effective August 1, 2010, the Division of Adult Institutions (DAI) of the California Department of Corrections and Rehabilitation (CDCR) will convert the California Institution for Men (CIM) West Facility, Reception Center to a Sensitive Needs Yard (SNY).

The CIM experienced a riot at the West Facility, Reception Center in August 2009, resulting in major damage to the facility. The staff and adult inmate population were temporarily housed at the Heman G. Stark Juvenile Facility adjacent to CIM during reconstruction. CIM will now repurpose West Facility from a Reception Center to a SNY that houses approximately 960 Level I/II inmates, Correctional Clinical Case Management System (CCCMS) level of care inmates, and Lifer inmates.

The occupancy at West Facility is scheduled to occur in phases. CIM will activate 548 beds in August 2010 and 412 beds in September 2010, which will also be reflected in an upcoming Institution Activation Schedule (IAS). The conversion will be complete by October 2010. West Facility will use seven of eight dorms, Angelus, Borrego, Cleveland, Joshua, Laguna, Otay, and Sequoia as living units. The eighth dorm, Mariposa, will be used to accommodate education and vocation programs to be determined at a later date.

Due to this conversion, the inmate population at CIM West Facility will go down. Below is the proposed staffing changes that will occur as a result:

**First Watch**

Reception Center West Staffing		CIM-West SNY Staffing	
	PYs		PYs
Sergeant	5.28	Sergeant	5.28
Total		Total	

**Second Watch**

Reception Center West Staffing		CIM-West SNY Staffing	
	PYs		PYs
Sergeant Total	6.48	Sergeant Total	6.48

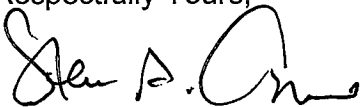
**Third Watch**

Reception Center West Staffing		CIM-West SNY Staffing	
	PYs		PYs
Sergeant Total	5.28	Sergeant Total	5.28

The West Facility previously used inmate work assignment crews through the facility. It is anticipated that there will be an inmate work force of some degree after the facility is repurposed. Additionally, the Department also anticipates that Inmate Leisure Time Activity Groups will be active at West Facility. Finally, the Narcotics Anonymous/ Alcoholics Anonymous 12-step Program will also likely operate at the facility, with two paid staff sponsors and volunteers from the community to facilitate discussion with inmate groups.

If you believe the proposed implementation impacts your members and would like to meet, please direct your assigned staff person to contact Lily Cervantes, Labor Relations Specialist, Office of Labor Relations, at (916) 445-7167, within ten working days of the date of this notice.

Respectfully Yours,



STEVE CARUSO  
Assistant Secretary of Labor  
Office of Labor Relations

Enclosure(s)

cc: Aref Fakhoury, Warden (A), California Institution for Men  
Kevin Smith, Labor Relations Advocate, California Institution for Men  
Mark Viale, Labor Relations Manager, Office of Labor Relations