

Robert Vilchez, Chair
Scott Kizner, Vice Chair
Synethia White, Secretary
Lisa Cason
Eric English
Tyren Frazier
William Johnson
David Mick
Laura F. O'Quinn



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COMMONWEALTH *of* VIRGINIA
Board of Juvenile Justice

BOARD MEETING

March 27, 2024

Virginia Public Safety Training Center – Smyth Hall, Room 401

9:30 a.m. Board Meeting

1. **CALL TO ORDER and INTRODUCTIONS**
2. **CONSIDERATION OF THE DECEMBER 13, 2023, MINUTES (PAGES 1-12)**
3. **PUBLIC COMMENT**
4. **Director's Certification Actions (PAGES 13-51)**
Ken Bailey, Certifications Manager, Department of Juvenile Justice
5. **DIRECTOR REMARKS and BOARD COMMENTS**
6. **NEXT MEETING: May 22, 2024**
7. **ADJOURNMENT**

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DRAFT Meeting Minutes

December 13, 2023

In accordance with Virginia Code § 2.2-3708.3, this meeting was conducted as an all-virtual public meeting due to convenience.

Board Members Present: Lisa Cason, Eric English, Tyren Frazier, William (Will) Johnson, Scott Kizner, Robert (Tito) Vilchez, and Synethia White

Board Members Absent: David Mick and Laura O'Quinn

Department of Juvenile Justice (Department) Staff: Ken Bailey, Lisa Coates, Lauren Cole, Ken Davis, Katherine Farmer, Mike Favale, Amy Floriano, Wendy Hoffman, Nikia Jones, Melodie Martin, Andrea McMahan, Ashaki McNeil, Linda McWilliams, Guillermo Novo, Margaret O'Shea (Office of the Attorney General), Kristen Peterson, Lara Todd, James Towey, Carmen Williams, and Joe Wright

Guests: None recorded.

CALL TO ORDER AND INTRODUCTIONS

Chairperson Tito Vilchez called the meeting to order at 9:38 a.m. Chairperson Vilchez noted he was not able to attend the last meeting and thanked the Board for voting him as Chairperson of the Board. Chairperson Vilchez welcomed those present and asked for introductions. Department Director Amy Floriano welcomed the newly appointed Board member, Ms. Lisa Cason, to her first meeting and communicated the Department's excitement to be working with her.

Chairperson Vilchez introduced Mr. James Towey, Legislative and Regulatory Affairs Manager for the Department, to make a short announcement on the status of the all-virtual public meeting. Mr. Towey stated that today's Board meeting is being held as an all-virtual public meeting via Microsoft Teams in accordance with *Code of Virginia* § 2.2-3708.3 and the all-virtual public meeting policy adopted by the Board at the November meeting. The Department has ensured the requirements for an all-virtual public meeting have been met. Public access is provided by electronic communication means to allow the public to hear and see the Board members and to provide public comment. A phone number (804-584-8112) and email (info@djj.virginia.gov) were provided on the website in case any electronic transmissions of the meeting fail for the public, and if that happens, the Board will take a recess until public access is restored. One of the requirements for an all-virtual meeting is that no two Board members are together in one physical location for the meeting. Mr. Towey confirmed this requirement. There were no questions from the Board.

CONSIDERATION OF BOARD MINUTES

The minutes of the November 15, 2023, Board meeting were offered for approval. On a motion duly made by Tyren Frazier and seconded by Synethia White, the Board approved the minutes as presented. All Board members present declared "aye," and the motion carried.

PUBLIC COMMENT

There was no public comment.

NEW BUSINESS

Presentation on Board Oversight

Lara Todd, Compliance and Legal Support Director, Department and Margaret O'Shea, Office of the Attorney General

Ms. Todd began by explaining the intent of the presentation to provide the Board with historical context on Board policies and answer any concerns or questions the Board may have on altering such policies. In 2012, there was a significant change to the Board's authority and scope resulting from legislation that removed a fair amount of significant oversight the Board had over the Department, namely and most significantly, budget oversight and appropriations input. This took the Board from a supervisory role to a policy role. The Board is no longer looking at or approving appropriation requests and other similar requests. Ms. Todd noted that she was in the Office of the Attorney General and served as counsel to the Department at the time.

Ms. O'Shea explained that there are some Board policies in need of review and revision considering the changing dynamic between the Board and the Department. The Board's specific regulatory powers are listed in the *Code of Virginia* § 66-10. The Virginia Administrative Code describes exactly what the Board is authorized by statute to perform and shows the difference between the Department, which is responsible for the daily operations of the facilities, and the Board, which is more policy oriented. Ms. O'Shea said she and Ms. Todd wanted to review this distinction and be available for questions the Board may have on the suggestions advanced by the Department.

Ms. Todd pointed the Board to the definitions distinguishing the types of boards within the executive branch in *Code of Virginia* § 2.2-2100, which gives specific definitions of advisory, policy, and supervisory boards.

Board Member Scott Kizner noted that at the last meeting, there was no discussion about budget oversight, or the Board getting involved with the budget. Board Member Kizner asked for the link that Ms. O'Shea referenced in her presentation. The link (<https://law.lis.virginia.gov/admincode/title6/agency35/preface/>) will be sent to the Board.

The Board members clarified that they had asked to be made aware of certain circumstances and were not seeking involvement in day-to-day operations of the agency.

Consideration of Virginia Juvenile Community Crime Control Act (VJCCCA) Plans

Katherine Farmer, VJCCCA Supervisor, Department

Ms. Farmer provided a brief history of the Virginia Community Crime Control Act, also known as VJCCCA. The Act was passed in 1995 with the intent for localities to develop and implement programs and services to prevent and address juvenile offending. Seventy-six of the 133 localities had plans developed that were either individual locality plans or combined plans. Combined plans allowed the localities to partner and pool their money to develop a combined plan. The emphasis of the funding was on alternatives to detention, diversion, and early intervention programming. This is how the funding was utilized until 2020 when the General Assembly passed House Bill 1771 adding prevention services. Prevention services funding is used to provide

services to youth in the community to prevent them from being charged and going to intake. Every year the Department sees an increase in communities adding prevention services. No extra money comes into play.

All localities have developed their biennium plans and are in the second year of the current biennium. Localities look at the state and local data on current offenses from the previous year as well as information on overrides and risk assessments and use that information with their stakeholders to create their locally driven plans. The Department's VJCCCA staff provide technical assistance to help them create plans that will meet the needs of their communities.

The funding is a unique pot of money primarily used for those front-end youth that may not be able to receive funding through other sources. The VJCCCA staff try to emphasize that the money may be used for diversion and prevention, although it can also be used for youth before the court.

A summary of the VJCCCA budgets broken down by locality is on page 8 of the Board packet. Because this is a grant, most localities must match the grant funding to receive a state allocation. This is called a maintenance of effort and is formula driven. Pages 8, 9, 10 and 11 in the Board packet list all the localities and their maintenance of effort for fiscal year 2023 and current fiscal year 2024.

Some localities contribute an additional amount of funding to the plan that increases the amount of money to be used. The current budget, including the locality's additional funds and the maintenance of effort is about \$16 million. Page 12 of the Board packet contains a snapshot of the aggregate data for all services provided throughout the state. For example, in fiscal year 2023, there were 598 youth served, and the budget was \$259,937, which localities allocated to provide anger management services. Localities can choose to revise their plans based on the locality's need. In fiscal year 2024, localities showed there was more of a need for anger management and increased the number of youth they planned to serve, which ultimately increased their budget.

Pages 13 through 21 of the Board packet list the allowable services that can be used and reflect back on the previous data document on page 12. Localities can develop their own plans based on their needs using VJCCCA guidance and the allowable services list. The list is broken down into different categories.

The first category is the administrator category. If the plan is overseen by the locality instead of the Department, they can put an administrator position in the plan that can be paid through VJCCCA.

The second category is public safety, broken down into predispositional and postdispositional detention alternatives effective for fiscal year 2023. Prior to fiscal year 2023, detention alternatives combined predispositional and postdispositional options. In fiscal year 2023, they were separated because the Department wanted to see the separate data for those youth being served predispositionally and postdispositionally. Those services include detention outreach, electronic monitoring, shelter care, and structured day and evening services.

The next category is accountability, which has a variety of services from community service to restorative justice. These services hold youth accountable and teach them empathy in order to give back to the community.

The next category is competency development, such as anger management. Assaults are one of the highest offenses throughout the state. Looking at the data, many of the plans provide anger management services to meet the needs of that offense, but most of the competency development services listed are skill building. These services teach youth skills to help them think differently, behave differently, and to prevent them from participating in any future crimes.

Programs under composite development include intervention, which serve court-involved juveniles, as well as prevention programs.

The last category is group homes.

Ms. Farmer concluded her presentation, and after verifying that the Board had no questions, introduced the motions. She explained that in June 2023, three localities (Amelia, Nottoway, and Powhatan) had not completed their fiscal year 2024 revised plan; therefore, their fiscal year 2023 plan was carried over to fiscal year 2024. They have since completed their fiscal year 2024 plans, which were approved by the VJCCCA team. Ms. Farmer requested the Board approve the fiscal year 2024 plan for the second half of the biennium for Amelia, Nottoway, and Powhatan.

On motion duly made by Will Johnson and seconded by Eric English, the Board of Juvenile Justice approved the VJCCCA plans for Amelia, Nottoway, and Powhatan for fiscal year 2024. All Board members present declared "aye," and the motion carried.

Ms. Farmer continued with her second motion request. A locality may choose to revise their plan at any time throughout the year, and if they add a new program or service, then the locality needs to come before the Board for approval. The King William Combined Plan that includes Charles City, King and Queen, Middlesex, and New Kent added truancy prevention to their plan, and Rappahannock added a category for specialized program services. This is like an umbrella of services that the locality can tap into as long as it is part of the approved allowable services and provide a unique service to a youth that is not already part of their VJCCCA plan.

Ms. Farmer asked the Board to approve the King William Combined and the Rappahannock revised fiscal year 2024 plan for the second part of the biennium.

On motion duly made by Synethia White and seconded by Scott Kizner, the Board of Juvenile Justice approved the King William Combined Plan (including Charles City, King and Queen, Middlesex, and New Kent) and the Rappahannock plan. All Board members present declared "aye", and the motion carried.

Consideration of Notice of Intended Regulatory Action to Amend Regulation Governing Juvenile Data Requests and Research Involving Human Subjects (6VAC35-170)

Kristen Peterson, Regulatory Affairs Coordinator, Department

Ms. Peterson began by respectfully asking the Board to approve the request to initiate the first stage of the standard regulatory process called the Notice of Intended Regulatory Action (NOIRA) for the regulation that governs juvenile data requests and research involving human subjects.

Ms. Peterson identified various statutory provisions in place that currently give the Board the authority to promulgate the regulations the Department is looking to amend. Section 66.-10.1 of the Code directs the Board to promulgate regulations for human research that will be conducted or authorized by the Department in accordance with Title 32.1 of the Code. § 66.10 of the Code gives the Board broad discretion to establish regulations that may be necessary to carry out the provisions of Title 66 of the Code. There are several other statutory provisions that address the Virginia Juvenile Justice Information System, the infrastructure that preserves, collects, and disseminates all juvenile record information that the Department and various Board-regulated facilities and programs use. Together, these statutory provisions provide support for Chapter 170. That chapter has been in place for a few years, and the Department has conducted several reviews and modifications. The chapter establishes the regulatory requirements for research on human subjects who are

under the care and supervision of the Department. It also establishes a process for those individuals who are seeking to gather data from the Department.

As noted in previous meetings, state agencies have been directed to reduce their regulatory requirements by at least 25%, which is part of the impetus behind this request. The Department identified several regulatory chapters to accomplish this regulatory reduction requirement, and this is one of those chapters.

Pursuant to § 2.2-4007.1 of the Code, there is also language that imposes a requirement upon all state agencies to review their regulations at least once every four years to determine whether those regulations need to be amended, repealed, or retained as they currently exist.

The Department last modified this chapter and conducted a comprehensive review in 2020; however, the formalized periodic review process was not utilized. The regulation was modified through a fast-track process because the Department wanted those provisions to be adopted more quickly. A formalized periodic review of these regulations was last conducted in 2016, which puts them past due for the periodic review.

Ms. Peterson described the standard regulatory process, which involves three separate stages. The first is the NOIRA, which is the stage the Department is requesting the Board approve today. Typically, there is no proposed text associated with the NOIRA stage. The Department has convened a workgroup, which has conducted a review of the regulation and identified the framework around the amendments the Department anticipates moving forward.

The workgroup recommended changes to the definitions. There are a couple of terms that are obsolete or will be obsolete once the modifications are made to the regulation. There are a few terms that the workgroup wanted to simplify to make them easier for the regulated community to understand. The workgroup also wanted to delete some extraneous language in the terminology.

The Department continues to receive questions about this regulation, in large part due to a process that allows individuals to request juvenile records if authorized by statute to inspect such records. There is sometimes confusion as to whether people should be looking at this regulation when making requests for data, or whether they should look at the regulation that addresses juvenile records. The workgroup wanted to provide clarity.

The workgroup wanted to cut several duplicative provisions in the regulation and address areas containing erroneous citations to federal or state statutory provisions. In addition, a few provisions in the current regulation require certain committees to meet and set specific time frames for their meetings. The Department anticipates making some changes to either extend the timelines or, in some cases, eliminate them to allow for more flexibility with these meetings.

Various forms must be submitted when individuals seek to request data from the Department or seek to engage in research projects, and these forms are attached to and become a part of the regulation. There are provisions in the regulation that specify the content that needs to be part of the forms, but if the forms are already attached to the regulation, there should be no need for those content requirements.

The regulation contains several provisions that duplicate what is already set out in statute. The Department anticipates removing those provisions that repeat the statute, and instead referencing the statute.

A couple of provisions in the regulation are more operational or instructional. The workgroup would like to remove these provisions.

The workgroup also wanted to address what data is deemed sensitive and when certain information might require redaction before being provided to individuals seeking the data. The workgroup wanted to try to provide some additional clarity around confidentiality and sensitive data.

The workgroup wanted to establish the process for various requests made through databases. For example, recent legislation created various data trusts that the Department entered into through memoranda of agreement. With these data trusts, certain processes are required, and the workgroup wanted to set out those processes in the regulation.

There is a guidance document that supplements the existing regulation. The Department hopes to take the provisions in the guidance document that were historically enforced and put them into the regulation so that the Department can continue to enforce the provisions. The Department received guidance from the Office of Regulatory Management that indicates if provisions are in a guidance document, and an agency wishes to enforce them, the agency needs to make them a part of the regulation.

Ms. Peterson reiterated that this is the first stage of the standard regulatory process. The bottom of page 25 of the Board packet sets out the time frames for this first stage. Assuming the Board adopts the Department's recommendation, the Department would then submit this NOIRA to the Regulatory Town Hall, and that would initiate Executive Branch Review, which begins with the Department of Planning and Budget and moves through to the Secretary of Public Safety and the Office of Regulatory Management. Each of those entities has 14-days to review the regulatory action and then advance it to the next stage of Executive Branch Review. The Governor's Office does not have a deadline to conduct its review, but once that occurs, the action would be published in the Virginia Register of Regulations, and that would trigger a 30-day public comment period.

Ms. Peterson concluded her presentation and asked for any questions.

On motion duly made by Tyren Frazier and seconded by Tito Vilchez, the Board of Juvenile Justice authorized the Department of Juvenile Justice to proceed with the filing of a Notice of Intended Regulatory Action pursuant to § 2.2-4007.01 of the *Code of Virginia* to initiate the process for reviewing and amending 6VAC35-170, Regulation Governing Juvenile Data Requests and Research Involving Human Subjects. All Board members present declared "aye", and the motion carried.

Consideration of Amendment of Board Policy 02-004 (Communication of Serious Incidents)

Kristen Peterson, Regulatory Affairs Coordinator, Department

Ms. Peterson reminded the Board that the Department presented this policy at its November meeting with a recommendation to amend. The Board policy addresses the communication of serious incidents. The Department initially raised concerns with the language in the policy, specifically the language found at the bottom of page 27 of the Board packet, which provides, "incidents affecting the health and safety of citizens, persons under the Department's supervision, and staff must be reported by the operational unit involved with such incidents to the highest appropriate organizational level of the Department and the Board." The Department believed the language was too broad and would potentially result in an unmanageable volume of information being communicated to the Board and wanted to try to manage that information so the Board would not be inundated with serious incident reports.

The Board's prominent concern at the November meeting was what would constitute an appropriate serious incident requiring Board notification. At the November meeting, several recommendations and suggestions

were made to identify the types of incidents the Board thought were sufficiently serious to warrant Board notification.

The amended policy on page 28 of the Board packet reflects the suggestions made by both the Board and the Department regarding what incidents would be sufficiently serious to warrant notification. The second paragraph identifies five new categories: escapes; suicides; outbreaks of communicable diseases; resident or staff injuries or sickness requiring prolonged hospitalization or resulting in death; and natural disasters, fires, or other emergencies resulting in significant harm or damage. These are incidents that might involve Board-regulated facilities and incidents that the Department believes are serious enough for the Board to be made aware of them. This list reflects the Board's suggestions at the last meeting. A sixth category, somewhat reflective of the existing policy includes "all other incidents resulting in actual or probable litigation against the Department or Board-regulated facility or program that might require the Board to act." The hope is that if any other incidents that are not identified could potentially result in litigation against the Department or a Board-regulated facility and would require the Board to act, the Department would need to provide that serious incident information to the Board, as well.

Another concern raised at the last meeting was that the existing policy required serious incidents be communicated to the Board at its next regularly scheduled meeting, which was simply too long a time. The Board is required to have four meetings a year, so it could potentially be two or three months before the Board received information based on the existing language in the policy. The workgroup modified the language by changing it to require that information be communicated within 72 hours of the occurrence of the event.

The workgroup also added language in the last paragraph with the hopes of ensuring any information communicated because of this policy remains confidential and that the Board observes and honors all statutory and regulatory limitations on disclosure.

Ms. Peterson concluded her presentation and asked for questions.

Board Member Kizner stated he appreciated the Department taking their concerns and updating the policy. Board Member Kizner is more comfortable with the policy now.

Board Member Frazier thanked Ms. Peterson for her hard work and noted that the revisions reflect what the Board wanted during the last meeting discussion. Board Member Frazier asked Director Floriano how many incidents she has received that fit these criteria over the last month to give the Board an idea of the number of notifications.

Director Floriano noted that the Board will need to comply with confidentiality requirements for the youth in the Department's care. The Board might need to complete paperwork to ensure the Department is covered on releasing this information. Director Floriano believes she has received nine serious incident reports as of this morning. The Department is trying to give the Board only the major issues in case it impacts them or prompts media questions.

Board Member Frazier asked what the communication mode would be to send this type of information. Director Floriano answered that the actual process is being established, but the information will be encrypted due to confidentiality requirements.

On motion duly made by Scott Kizner and seconded by Synethia White, the Board of Juvenile Justice approved the amendment of Board Policy 02-004 (Communication of Serious Incidents), as proposed at the November

15, 2023, meeting to take effect immediately. All Board members present declared “aye”, and the motion carried.

Consideration to Proceed with the Periodic Review Report for 6VAC35-11, Public Participation Guidelines
Ken Davis, Regulatory Affairs Coordinator, Department

The Administrative Process Act requires the Department to conduct a periodic review of its regulations every four years. The Department has brought forward the periodic review for 6VAC35-11, which are the public participation guidelines and asks the Board’s authorization to submit the report based on that periodic review. The Department’s recommendation is to retain the public participation guidelines as written.

As part of the regulatory review, agencies need to consider the continued need for the regulation, the nature of any complaints or public comments that the Department received, and the length of time since the agency last evaluated the regulation. There are some additional considerations noted on page 30 of the Board packet.

This regulation was last reviewed in 2019, which falls in compliance with the four-year requirement to conduct the periodic review. The Department submitted the periodic review for this chapter on September 15th and the review was published in the Virginia Register on October 9th. The public comment period ended on October 30th and yielded no public comments.

This regulation provides specific rules the Department must follow to ensure public involvement in the regulatory process. It sets out methods for identifying, notifying, and seeking input from interested parties, along with rules for using standing or ad hoc advisory panels, as well as the procedures for consulting with groups who wish to be part of the process. It is important to note that these regulations are mandatory in accordance with the Administrative Process Act. All nonexempt agencies are required to promulgate public participation guidelines.

This regulation is required by Code, and it leaves the Board two options to either retain as written or amend. Since 2019, when the regulation was last reviewed, there have not been any statutory changes or any other changes that would require amendment to the regulation. In addition, the text of the regulation very closely mirrors the model public participation guidelines issued in 2016 by the Department of Planning and Budget. Taking those things into account, the Department recommended the Board retain the regulation with no changes. The Department respectfully requests that the Board authorize the submission of the required report for the periodic review, including the recommendation that the Board retain the regulation as written.

On motion duly made by Will Johnson and seconded by Eric English, the Board of Juvenile Justice approved the Department’s recommendation to retain 6VAC35-11 (Public Participation Guidelines) in its current form and authorized the Department to submit the required Periodic Review Report containing that recommendation. All Board members present declared “aye”, and the motion carried.

Consideration of Notice of Intended Regulatory Action for Community Placement Program Regulations
Ken Davis, Regulatory Affairs Coordinator, Department

Mr. Davis presented the Department’s request for authorization to initiate a NOIRA to add Community Placement Program (CPP) provisions to 6VAC35-101, the Regulation Governing Juvenile Secure Detention Centers. The information pertaining to this request begins on page 32 of the Board packet.

In 2014, the Department partnered with several juvenile detention centers (JDCs) specifically Blue Ridge, Chesapeake, Rappahannock, and Virginia Beach to establish the first CPPs as alternative placements for

committed youth. Currently, Blue Ridge, Chesterfield, Prince William, Shenandoah Valley, and Virginia Beach JDCs continue to operate CPPs or have developed CPPs. Newport News is establishing a CPP this fiscal year. CPPs are structured, residential programs that place Departmental youth in smaller settings in their home communities closer to their families to increase family engagement and make transition after release back to the community smoother. CPPs focus on positive youth development and increasing competency in areas such as education, vocational preparation, employability skills, and anger management. CPP youth are housed in units that are separate from the rest of the JDC population and receive services and treatment very similar to what they would otherwise receive at the juvenile correctional center at Bon Air.

Because the CPPs are serving committed youth in JDC settings, the programs are not explicitly regulated by either the JCC or JDC regulations. This has created a gray area for the Department in terms of regulations. The CPPs are not audited by the Department's Certification Unit. Instead, agreements between the Department and the participating JDCs have been used to govern the programs and are assessed by the Department's Quality Assurance Unit. This means the CPPs and their youth are treated differently from other residential programs, including the postdispositional programs at JDCs. The Department concluded it would be in the best interest of those youth to establish regulations to govern these programs and to handle them more like other residential programs. The Department formed a workgroup to begin developing these regulations. The workgroup began meeting in July of this year, and among its first decisions, agreed to establish a new section within the JDC regulation. This would provide clarity for the JDC because it keeps this new provision with the rest of the JDC regulation. It also helps the Department keep the regulatory portfolio streamlined.

The Administration has asked state agencies to reduce regulations by 25%. This new action will add regulatory provisions instead of reducing them. The Department can limit how much is added by keeping these provisions within the JDC regulation, and not adding an extra chapter so as to eliminate some of the issues that might occur by creating duplicative provisions across chapters.

Additionally, the workgroup chose to model the new provisions on the existing postdispositional sections of the JDC regulation to help with consistency and in a format familiar to the JDCs.

At the NOIRA stage, the proposed language is not presented to the Board. The proposed text is well under development and noted in the memo located in the Board packet. The Department expects the regulation to do the following:

- Establish a regulatory definition for CPP, which has not existed before.
- Establish criteria for the JDCs and alternative providers to accept placements in CPPs, including documentation on the JDCs department-issued certificate. For the foreseeable future, the Department is only intending to use CPPs in the JDCs but did want to include language in the provisions in the event CPPs are added to areas other than the JDCs.
- Establish basic eligibility criteria for the youth participating in the CPPs. The CPPs should have written program descriptions and establish minimum requirements for those descriptions.
- Address behavioral modification programs and documentation, case management services, and individual service plans within the CPPs.
- Establish requirements for progress reporting in the CPPs and for release from the CPPs.

In addition, the Department wants the programs and services currently governed by contractual agreements to continue to be governed primarily by those agreements to allow maximum flexibility for the Department and for the JDCs that have CPPs. However, the Department does want the regulation to require programs to operate only after those agreements are in place (in writing) and that the minimum requirements for those agreements be established. This will give more oversight in exactly what those agreements will entail.

The text is under development and on the way to being completed. The Department believes that the structure and framework will give a sound foundation for this regulation.

Mr. Davis completed his presentation and requested that the Board approve this approach and authorize the filing of the NOIRA to begin the standard regulatory process for the CPP regulation.

Board Member White asked about the representation on this workgroup. Mr. Davis responded that the workgroup members included Mr. Bailey from the Certification Unit, Deputy Director of Placement and Program Implementation, and several representatives from the JDCs that currently operate the CPPs.

Board Member White voiced her concern with the representation and the absence of feedback from the young people and their families. Board Member White said it should be the desire to have young people closer to home for successful family reunification and reducing recidivism and asked what type of feedback the agency has received about their experiences, such as process improvement opportunities. She also questioned how the agency can start implementing a process for including input from youth and families moving forward.

Mr. Davis responded that while the workgroup did not have that type of representation, public comment periods are established as part of the process. Public comment periods are required during the proposed stage and the final stage when the regulatory text is available for the public to review. This provides an opportunity for families and anyone else to offer feedback. The Department will have an opportunity, after the proposed stage, to review any public suggestions or concerns and take them into consideration to make any necessary changes to the text.

Board Member White expressed concerns about how the families who have no one advocating for them will know about the opportunity to provide feedback and stated her belief that the onus is on the Department to make sure that opportunity is abundantly clear and that this can be an opportunity for engagement. Board Member White continued by saying that she raised this point last year and has not seen any movement. She expressed her discomfort with the fact that those most impacted are not extended an extra opportunity to provide feedback.

Director Floriano responded that she appreciates the concern and explained that the Department has begun to develop a process to ensure equal treatment of its youth in the CPPs and to standardize the programs across the different locations. Through the Department's treatment teams and reentry advocates, the Department would be willing to spread information and get additional feedback from families.

The Board continued their discussion before voting on the motion. Director Floriano noted that the Department's Quality Assurance Unit regularly interviews families who want to be involved in treatment teams of the youth in the Department's care and will try to involve them in the process as the regulations are developed. Director Floriano reminded the Board that the motion put forward has identified a need to enact a regulation to ensure that CPPs are functioning at the level needed in order to provide solid rehabilitative care to youth.

The Board agreed to complete the motion and then asked for more information on the Department's family engagement.

On motion duly made by Tyren Frazier and seconded by Tito Vilchez, the Board of Juvenile Justice authorized the Department of Juvenile Justice to proceed with the filing of a Notice of Intended Regulatory Action pursuant to §2.2-4007.01 of the Code of Virginia to initiate the process for amending 6VAC35-101, Regulation

Governing Juvenile Secure Detention Centers, to add provisions related to community placement programs. All Board members present declared “aye”, and the motion carried.

Board Member Frazier asked Board Member White if she wanted to make a recommendation regarding the inclusivity of workgroups and putting a process in place. Board Member White responded that she believes there needs to be intentional engagement of young people and their families no matter where they are in the particular spectrum of the adjudication process. There needs to be some diversity and representation, and the ability to get their feedback.

Director Floriano agreed and suggested the Department establish a process to ensure feedback from the families on what would be helpful and for them to voice their concerns.

Board Member Frazier asked the Director if the Department could develop written guidance on youth and family engagement and share at an appropriate time at the next few Board meetings. Director Floriano answered that the Department can share the workgroup makeup and the plan for the workgroup engagement with families at an upcoming meeting. The Department can set guidelines on how this will work and how engagement will take place outside of the Department’s normal regular engagement. The Department will work through the process of what information can be revealed, assessed, and included.

Board Member Frazier remarked that the Board does not need to know the makeup of the workgroup for every single regulation, rather, the process or procedure the Department will establish to add inclusivity and gain the youth and family voice. Director Floriano voiced her understanding.

DIRECTOR’S CERTIFICATION ACTIONS

Ken Bailey, Certification Manager, Department

Mr. Bailey directed the Board to the packet, which contained the individual audit reports and a summary of the Director’s certification actions completed up to November 20, 2023.

The audit for the 20th District Court Service Unit in Loudoun found two deficiencies. Both deficiencies were corrected after presenting a corrective action plan, and the Director certified the 20th District Court Service Unit until October 27, 2026. There were a few significant events in the 20th Court Service Unit since the last audit. The 20th District consisted of two units, with 20W covering Warrenton and 20L covering Loudoun. On June 20, 2021, the two units combined into one court service unit with the main office in Loudoun. Another unique situation developed in June 2020 when Loudoun County Juvenile Detention Center was moved under the purview of the Department of Family Services.

The audit for the 24th District Court Service unit in Lynchburg received 100% compliance with a letter of congratulations. The Director certified the program until January 20, 2027.

The audit for the Highlands Juvenile Detention Center and Postdisposition Detention Program is a locally operated detention center in Bristol and received its second consecutive 100% compliance rating. The Director certified the program until January 13, 2027, and provided a letter of congratulations.

The audit for the James River Juvenile Detention Center and Postdisposition Detention Program found one deficiency on required documentation on room checks for residents in confinement. The follow up reviewed seven of seven confinement forms, and all had adequate documentation to show that checks were being conducted. The Director certified the facility until November 17, 2026.

The audit for the Norfolk Juvenile Detention Center and Postdisposition Detention Program was originally conducted on December 8, 2022 and was initially presented to the Director, who took action on August 2nd, to continue the current certification status until November 1, 2023, with documentation from Norfolk showing compliance with confinement room checks. In the initial follow-up for the audit report, the facility remained noncompliant in its documentation of required room checks. The follow-up review conducted on November 6 found that six of six room checks reviewed were conducted every 30 minutes. The facility's corrective action plan helped with their issues with documentation. The Director certified the program until January 14, 2026.

DIRECTOR'S COMMENTS

Amy M. Floriano, Director, Department

The Department has posted two positions for live interpreters within the facility, looking for individuals who are interested in working with youth in the facility for whom English is not their personal language. The Department is priming the interpreter to allow for variances in dialect. Some youth may have problems understanding the dialect and need a way to talk through things with staff and ensure they are fully aware of what is going on around them. These wage positions are the fastest way to bring on employees.

The Winter Intervention Program at Bon Air Juvenile Correctional Center will be conducted by Dr. Johnson from the Violence Intervention Unit. Eight female and 16 male residents have been identified to participate in this two-week, intensive intervention program. This program was conducted last summer between school sessions, and the youth enjoyed it and had a positive experience. Dr. Johnson has offered to provide an update on the program at the next Board meeting if the Board desires.

BOARD COMMENTS

Chairperson Vilchez thanked the Board members for a wonderful year, and for attending meetings, asking great questions, and providing good comments. Chairperson Vilchez also thanked Department staff, especially Ms. Peterson and Mr. Davis for their wonderful work.

Chairperson Vilchez concluded the meeting by wishing those present and their families a wonderful holiday.

NEXT MEETING

The 2024 meeting schedule will be issued shortly.

ADJOURNMENT

Chairperson Vilchez adjourned the meeting at 11:13 a.m.

**SUMMARY
DIRECTOR'S CERTIFICATION ACTIONS
January 30, 2024**

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the 9th District Court Service Unit (Williamsburg) to April 13, 2027, with a letter of congratulations for 100% compliance.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the 11th District Court Service Unit (Petersburg) to September 23, 2026.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the 17th District Court Service Unit (Arlington) to December 20, 2026.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the 23rd District Court Service Unit (Roanoke City) to October 17, 2026.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified Andrew B. Ferrari Argus House to October 1, 2026, with a letter of congratulations for 100% compliance.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified RISE/Loudoun County Shelter Care to October 26, 2026, with a letter of congratulations for 100% compliance.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the Loudoun Juvenile Detention Center and Post-dispositional Detention Program to May 14, 2027, with a letter of congratulations for 100% compliance.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the Lynchburg Regional Juvenile Detention Center and Post-dispositional Program to February 10, 2027.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the Piedmont Regional Juvenile Detention to April 28, 2027, with a letter of congratulations for 100% compliance.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Issued a Certificate of Conditional Certification to Summit West Transitional Living Program effective February 1, 2024, through September 1, 2024.

**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

9th District Court Service Unit (Williamsburg)
4093 Ironbound Road, Suite D
Williamsburg, Virginia 23188
(757) 564-2460
Joe Jackson, Director
joe.jackson@djj.virginia.gov

AUDIT DATES:

December 6, 2023

CERTIFICATION ANALYST:

Shelia L. Hinton

CURRENT TERM OF CERTIFICATION:

April 13, 2021 – April 12, 2024

REGULATIONS AUDITED:

6VAC35-150 Regulations for Nonresidential Services Available to Juvenile and Domestic Relations District Courts

PREVIOUS AUDIT FINDINGS – January 27, 2021:

100% Compliance Rating

CURRENT AUDIT FINDINGS- December 6, 2023

100% Compliance Rating

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the 9th District Court Service Unit (Williamsburg) to April 13, 2027, with a letter of congratulations for 100% compliance.

Pursuant to 6VAC35-20-100C.1, if the certification audit finds the program or facility in 100% compliance with all regulatory requirements, the director or designee shall certify the facility for three years.

TEAM MEMBERS:

Shelia L. Hinton, Team Leader
Learna Harris, Central Office
Wanda Parris-Flanagan, Central Office

POPULATION SERVED:

The 9th District Court Service Unit serves eleven jurisdictions which includes the cities of Poquoson and Williamsburg and the counties of Charles City, Gloucester, King and Queen, King William, Mathews, Middlesex, New Kent, James City, and York.

PROGRAMS AND SERVICES PROVIDED:

The 9th District Court Service Unit provides mandated services including:

- Intake (to include Pre-Court Services)
- Probation supervision
- Parole supervision
- Pre- and Post-dispositional investigations
- Video Intake site for the Department of Juvenile Justice

- **Primary Community Referrals:** The 9th District Court Service Unit has two Virginia Juvenile Community Crime Control Act (VJCCCA) funded agencies which provide a majority of the specialized services for juveniles before the court.
- **York County Juvenile Services (YCJS)** and **Community Connections (CC)** Services include Surveillance, Electronic Monitoring, Community Service Work, Substance Abuse Screenings, Psychological Assessments, Treatment Groups, and other services such as the Alcohol Diversion Program and the Law Related Education Program.

Other Community Based Services:

- Clients are provided services through the **Comprehensive Services Act (CSA)**, via nine (9) Family Assessment Planning Teams (FAPT), the Community Services Boards (CSB), and through locally funded grants and programs.
 - Clients are also provided behavioral health services through a Memorandum of Agreement (MOA) between the Middle Peninsula Northern Neck Community Service Board and DJJ – 9th District Court Service Unit. This is a dedicated Licensed Mental Health Professional (LMPH) position that provides an array of services to juvenile and families within three localities (Gloucester, Mathews, and Middlesex Counties).
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**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

11th District Court Service Unit (Petersburg)
200 North Sycamore Street, Suite 100
Petersburg, Virginia 23803
(804) 431-3250
Tracy King, Director
tracy.king@djj.virginia.gov

AUDIT DATES:

July 12, 2023

CERTIFICATION ANALYST:

Shelia L. Hinton

CURRENT TERM OF CERTIFICATION:

September 13, 2020 – September 12, 2023

REGULATIONS AUDITED:

6VAC35-150 Regulations for Nonresidential Services Available to Juvenile and Domestic Relations District Courts

PREVIOUS AUDIT FINDINGS – July 12, 2020

95.7% Compliance Rating

***6VAC35-150-420 Contacts during juvenile's commitment**

CURRENT AUDIT FINDINGS – July 12, 2023

97.82% Compliance Rating

* One repeated deficiency from previous audit.

***6VAC35-150-420 Contacts during juvenile's commitment**

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the 11th District Court Service Unit (Petersburg) to September 23, 2026.

Pursuant to 6VAC35-20-100C.2, if the certification audit finds the program or facility in less than 100% compliance with all regulatory requirements and a subsequent status report, completed prior to the certification action, finds 100% compliance on all regulatory requirements, the director or designee shall certify the facility for a specific period of time, up to three years.

TEAM MEMBERS:

Shelia L. Hinton, Team Leader, Central Office
Learna Harris, Central Office
Priscilla Boggs, Central Office
Wanda Parris-Flanagan, Central Office

POPULATION SERVED:

The 11th District Court Service Unit serves the City of Petersburg and the Counties of Amelia, Dinwiddie, Nottoway, and Powhatan.

PROGRAMS AND SERVICES PROVIDED:

- Intake Services
- Investigations and Reports
- Domestic Relations
- Probation and Parole

The Unit interacts with the community in obtaining such services as:

- Family Assessment Planning Team (FAPT)
 - Community Services Board
 - Mentoring
 - In-home counseling
 - Substance abuse
 - Individual and family counseling services
 - 294 funded services
 - Surveillance services
 - VJCCCA services
 - Diversion
 - AMIKIDS
 - First time offender programming
 - Community service
 - Law related education
-

**CORRECTIVE ACTION PLAN
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

FACILITY/PROGRAM: 11th District Court Service Unit (Petersburg)
SUBMITTED BY: Tracy King, CSU Director
CERTIFICATION AUDIT DATES: July 12, 2023
CERTIFICATION ANALYST: Shelia L. Hinton

Under Planned Corrective Action indicate; 1) The cause of the identified area of non-compliance. 2) The effect on the program. 3) Action that has been taken/will be taken to correct the standard cited. 4) Action that will be taken to ensure that the problem does not recur.

420. Contacts during juvenile's commitment

During the period of a juvenile's commitment, a designated staff person shall make contact with the committed juvenile, the juvenile's parents, guardians, or other custodians, and the treatment staff at the juvenile's direct care placement as required by approved procedures. The procedures shall specify when contact must be face-to-face contact and when contacts may be made by video conferencing or by telephone.

Audit Finding:

With Juvenile

Five out of nine applicable commitment files reviewed did not have documentation that the probation officer during the monthly contact with the juvenile reviewed family planning, progress on family domain section of CRCP, comprehensive re-entry case plan (CRCP) goals and progress; educational goals and progress; behavior and adjustment; re-entry/parole placement and service needs (e.g., benefits); review and update family transportation plan.

Program Response

Cause:

In review of the files that were reviewed by the Certification Analyst, it was discovered that the assigned Probation/Parole Officers for the cases, failed to document at least one element of the required elements. The Probation/Parole Officers indicated that during the treatment teams the elements were discussed and noted in the Badge Case Narrative by the JCC Counselor and/or the Probation/Parole Officer. In this regard, it was not clear that they would need to address the elements with the juvenile and document in the Badge Case Narrative separate and apart from the treatment team Badge Case Narrative.

Effect on Program:

This resulted in limited information being noted/captured in the Badge Case Narrative, providing that there could potentially be a lack of information that would hinder an understanding of the case/case needs, juvenile needs, and in the decision-making process.

Planned Corrective Action:

Training staff on the breakdown of and how to differentiate the required monthly meeting elements. A template for each required monthly meeting was developed and provided to assist the Probation/Parole Officer and Probation/Parole Supervisor in ensuring the completion of the elements for this regulation monthly. The Probation/Parole Officer and Probation/Parole Supervisor will conduct a monthly file review to ensure that all elements of this required monthly meeting noted in the Badge Case Narrative.

Completion Date:

The initial training for this regulation took place on July 28, 2023. Training for this regulation is ongoing. Templates were provided to all staff on July 31, 2023.

Person Responsible:

Probation/Parole Officer, Probation/Parole Supervisor and CSU Director.

Current Status on November 27, 2023: Compliant

One of three applicable commitment files reviewed did not have documentation that the probation officer, during the monthly contact with the juvenile, reviewed family planning, progress on family domain section of CRCP, comprehensive re-entry case plan (CRCP) goals and progress; educational goals and progress; behavior and adjustment; re-entry/parole placement and service needs (e.g., benefits); review and update family transportation plan.

An August 9, 2023, BADGE contact for resident JJ, the PO documented all the elements but did not document in BADGE by coding or by entry that the juvenile was present.

**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

17th District Court Service Unit (Arlington)
1425 North Court House Road, Suite 5100
Arlington, Virginia 22201
703) 228-4600
Earl Conklin, Director
econklin@arlingtonva.us

AUDIT DATES:

June 6, 2023

CERTIFICATION ANALYST:

Learna Harris

CURRENT TERM OF CERTIFICATION:

December 16, 2020- December 15, 2023

REGULATIONS AUDITED:

6VAC35-150 Regulations for Nonresidential Services Available to Juvenile and Domestic Relations District Courts

PREVIOUS AUDIT FINDINGS – December 9, 2020:

94.2% Compliance Rating
6VAC35-150-250 Absconders
6VAC35-150-410 (A) Commitment information
6VAC35-150-420 Contact during juvenile's commitment

CURRENT AUDIT FINDINGS – June 6, 2023:

99.1% Compliance Rating
No repeated deficiencies from previous audit.
Number of Deficiencies: One
336 (A). Social histories

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the 17th District Court Service Unit (Arlington) to December 20, 2026.

Pursuant to 6VAC35-20-100C.2, if the certification audit finds the program or facility in less than 100% compliance with all regulatory requirements and a subsequent status report, completed prior to the certification action, finds 100% compliance on all regulatory requirements, the director or designee shall certify the facility for a specific period of time, up to three years.

TEAM MEMBERS:

Learna Harris, Team Leader
Shelia Hinton, Central Office
Wanda Parris-Flanagan, Central Office

JURISDICTIONS SERVED:

The 17th District Court Services Unit serve Arlington County and the City of Falls Church.

PROGRAMS AND SERVICES PROVIDED:

The 17th District Court Services Unit (CSU) is locally operated and serves the 17th Juvenile and Domestic Relations District Court which includes Arlington County and the City of Falls Church. Services of the 17th CSU include the JDR Court Intake, Adult Probation, Juvenile Probation, Juvenile Parole, Detention Diversion Program, Argus House Boys' Group Home, Girls' Outreach

program, Aurora House Girls' Group Home (administered by the City of Falls Church,) Young Achievers Program, Safe Havens Supervised Visitation and Exchange Program, and Gang Prevention Services.

Intake Unit assists citizens, petitioners and police officers by facilitating the entry of complaints into the Juvenile & Domestic Relations District Court. The CSU Intake Unit receives, and processes complaints related to and involving children and families in such a way that serves the best interests of all concerned and attempts to limit their further involvement with the justice system. Intake Officers examine each complaint for probable cause determination, jurisdiction, and possibility of court diversion to other County or court programs best suited to handle individual needs. Intake officers also process cases informally through the diversion process when deemed appropriate.

Adult Probation Unit supervises cases relating to domestic violence and other intra-family criminal cases involving adult offenses against children; property theft and/or damage done by one family member against another or against a member of their household. The Adult Probation Unit protects and serves the welfare of the family and the community through its provision of evaluation, treatment, and referral services for its court-involved adult clients. Counselors provide case investigations and evaluations, probation supervision, and treatment coordination; and monitor compliance with orders of the court.

Juvenile Probation & Parole Unit provides the Court with investigations and supervision in all matters involving children who have not reached their 18th birthday and adults who committed offenses prior to their 18th birthday. Investigation services are provided for the following types of cases: delinquency, Children in Need of Services, Children in Need of Supervision, transfer of juveniles to Circuit Court, requests for home studies by other jurisdictions, child custody, and visitation matters. Supervision services are provided for probation and parole cases (delinquent), and for Children in Need of Supervision cases (nondelinquent). In addition to providing community supervision, cases are also monitored for compliance with certain conditions mandated by the Court, such as restitution or community service, even where no formal supervision status is prescribed. The duties of the juvenile probation staff include risk assessment, trauma screening, case planning, court preparation and testimony, case management, documentation, referral and coordination of client services and use of evidence-based intervention techniques. Probation officers visit clients at detention, schools, homes, state correctional facilities and residential placements. Staff attend interagency planning meetings and court hearings.

Other programs and services within the CSU

Argus House is a community-based group home that serves court-involved juvenile males, age 13 to 20, and their families. In 2019, Argus House became licensed by DJJ to accept clients ages 17 to 20 into a new independent living program. The residents, and often their parents, typically have issues related to authority problems, anger management, family dysfunction, interpersonal and emotional problems, lack of supervision at home, and poor school performance. These juveniles are at moderate and high risk for further court involvement, and interventions from parents, schools, probation officers, and other agencies have not been sufficient to stop maladaptive behavior. Probation officers, social workers, and parents may place clients in Argus House. Although clients are primarily Arlington County residents, Argus House also accepts child welfare cases from the City of Alexandria. Clients who present a risk to the community (juveniles who are sex offenders or set fires, who have serious substance abuse or mental health issues, or who have committed violent crimes are not eligible for placement.

Girls' Outreach Program is an eight-month, after school, day-treatment program that serves female clients between the ages of 13 and 17 who reside in Arlington County or Falls Church City. Girls are referred to the program by the Court, schools, Department of Social Services, or their families. The program offers a structured and intensely supervised environment during the high-risk hours after school. While attending Girls' Outreach, young ladies involved with the Court remain at home with their families and address the issues that contributed to their Court involvement (criminogenic needs.) The program fosters self-esteem through empowerment. It offers clients psycho-educational groups on a variety of topics such as pregnancy prevention, self-esteem, employability, anger management, social skills and healthy relationships. Structured activities include community service, therapeutic recreation and book club. Education is emphasized by mandatory study hall and tutoring. Personal responsibility is encouraged through weekly house meetings, goal setting and evaluations.

Young Achievers Program (YAP) is a weekday, afterschool program for adolescent males involved in the juvenile court. Its targets are moderate risk youth who demonstrate academic failure and school behavior problems. The program is designed to improve academic performance and school-related attendance and behavior. The Young Achievers Program is operated by three staff members, including a group home counselor, mental health therapist II and a program coordinator. The program offers group counseling, parent education, and social skills training, in addition to tutoring and group enrichment activities.

Detention Diversion Program (DDP) reduces the number of youths placed in the Northern Virginia Juvenile Detention Home by serving as an alternative to detention. DDP has a client capacity of twenty and is supervised by the CSU Management Specialist who also serves as the Gang Prevention Coordinator. The Court and Probation Officers are the source of referrals to the program. Two DDP officers maintain intense daily supervision and case management for youth placed in the program. They conduct community outreach visits and consultation with other professionals to facilitate compliance of program rules.

Electronic Monitoring Program utilizes GPS tracking of moderate and high-risk juveniles who are ordered by the court. It is also used as a graduated sanction by probation counselors. The program is monitored by DDP staff and offers an alternative to secure detention while maintaining a high level of supervision.

Arlington Safe Havens Program is a supervised visitation and exchange program operating by a grant from the US Department of Justice, Office of Violence Against Women. This three-year grant was awarded in 2017 and the program is currently in its 3rd grant year. Arlington Safe Havens provides a safe place for supervised visitation and exchanges for families impacted by domestic violence, substance use, child abuse, stalking, dating violence, and sexual assault. The services are provided free-of charge to eligible families who meet the referral criteria and are court-ordered by a JDR or Circuit court judge into the program.

Psychological Services (Court Psychologist) provides direct consultative clinical services to the CSU. The court psychologist conducts psychological and mental health assessments, provides probation officers with guidance on client behavioral and mental health concerns, and offers strategies for intervention. The court psychologist also provides training in mental health issues, assists with identifying and coordinating outside treatment, and evaluation resources.

Basics of Safe Driving increases driving awareness and enhances the driving skills of inexperienced young drivers. The program encourages and supports ongoing parental involvement in supervising and monitoring their teen drivers. Parents are required to accompany

their child to a 1.5-hour program. A police officer presents valuable information with young drivers and their parents. Typical referrals from court include first time traffic offenders who have received tickets for speeding, failure to obey stop signs and driving with no operator's license. Those who successfully complete the program, pay a required \$25 fee, receive a certificate of completion and avoid a conviction on their record. This program stresses the importance of parents' continuing to ride along, observe and teach their adolescent drivers even after they have received their licenses.

Gang Prevention Services. The CSU provides a gang prevention specialist who works with youth involved, or at-risk for gang involvement. These services include intervention with youth referred by police, probation, schools, or parents. Intervention includes counseling, informal mentoring and referral for services. The gang prevention specialist conducts home visits with police and provides information to parents on gang issues. Gang prevention services also includes public presentations to various community groups and organizations, and screens youth for referral to the Intervention, Prevention and Education Program (IPE). Gang prevention services sponsors the annual soccer tournament, now in its 15th year, which has become a huge collaborative community event in Arlington County.

Intern/Volunteer Program utilizes the knowledge, skills and abilities of undergraduate and graduate students as well as volunteers within the community who have an interest in the probation and parole aspects of the justice system or want to assist the administrative staff of the Court Services Unit. Those individuals accepted to the Internship Program receive unique opportunities and insights into the justice system by working with both juvenile and adult clients as well as families within Arlington. Interns gain experience by working with various court staff, attorneys, public school agencies, judges, and social service agencies.

Incentives Program purchases gift cards for the use of the Incentive Program. In order to balance the punitive nature of probation and court involvement with a positive, non-punitive approach, the Incentive Program reinforces desired behavior change in juvenile and adult clients. The Incentive Program uses a tier system that delineates examples of behavior or actions that staff will positively reinforce with an appropriate incentive. Gift cards are part of the tangible incentives the program offers to court clients. Fifty percent or more of the funds used for the incentives programs are provided through grants or other matching funds.

Public Relations Program reaches out to any party or individuals interested in the Juvenile Court process and the services provided to children and their families served by this agency. Requests often come from colleges and universities whose students are seeking careers in the criminal justice field. The Probation Officer who coordinates the program speaks before community functions, civic associations, schools throughout the County and gives tours of the courthouse.

RISE Mentoring Program empowers youth through structured mentorship and involvement in pro-social activities. At least a one-year commitment is desired from mentors and mentees to establish and maintain the mentoring relationship. Mentors/mentees are asked to have a minimum of three to four contacts per month, including twice in person, that entail attending special events and activities.

Substance Abuse Program performs on-site drug screening in order to identify and deter illegal substance abuse and to promote an alcohol and drug free environment. Two probation staff conduct assessments which include administration of the adolescent version of the Substance Abuse Subtle Screening Inventory (SASSI-A2). Screenings and assessments are used for substance abuse prevention, early intervention, deterring usage, recommending treatment, and

relapse prevention. Substance abuse education classes are provided to the Argus House, Aurora House, Young Achievers, and the Girls' Outreach programs.

Victims Impact & Core Values Program is a court referral and diversion program that combines elements the Shoplifter's Program and Victims Awareness Program. The Victim Impact component is for court ordered youth, and the CORE Values component is for diversion cases. Core Values is one of four components Victim Impact Program. Core Values helps equip offenders with tools to enhance their decision-making processes by considering what they value, setting goals and making good choices. The goal of the Victims Impact & Core Values Program is to increase the offenders' awareness of the impact their offenses have on the victims and the community. The target population is delinquent youth between the ages of 13 and 18 who have been identified by their Probation Officers or Judges as needing this service was created following amendments to §22.1-258 of the Code of Virginia. This law requires schools to address attendance issues following five unexcused absences. Absences are addressed through contacts and conferences with parents. Issues related to truancy are brought before the Intake Department by the schools following seven or more unexcused absences at school. Parents, students, and school personnel attend an interagency meeting with the truancy coordinator and staff from the Department of Human Services. Following these meetings, a 90- day plan may be implemented to include referrals for services intended to remedy the situation. If there are additional unexcused absences, and/or non-compliance with the agreed upon 90-day plan, the student and/or parent will be brought before a judge of the Juvenile & Domestic Relations District Court for formal court action. Families involved with the Truancy Program may also be referred to the Community Assessment Team, if necessary.

School Probation Counselor (SPC) Program provides close supervision and assistance to adjudicated juveniles who have a history of presenting problems at school. The SPC is the liaison between Court officials and school staff. The program goal is to assist the client in improving academic and behavioral standing in their school setting. Further, it assists the Probation Department in monitoring clients for compliance with Court orders and rules of probation/supervision.

Services Not Under the Operation of the CSU:

- **Aurora House** serves adolescent females 13 to 17 years of age who reside in Arlington County, the City of Falls Church and the City of Alexandria. Clients are under the formal supervision of the 17th Judicial Juvenile Court and demonstrate significant problems that prevent them from living with parent(s) or family members. Most frequently, this includes truancy from school and running away from home for extended periods. These behaviors result in the girl's adjudication as a "Child in Need of Services" or delinquent and placement in the program. However, these girls present many other underlying issues including highly troubled histories of child abuse, promiscuity, low self-esteem, depression, chronic conflict with authority figures and generally problematic relationships with family members and peers. A significant number of girls placed at Aurora House also have histories of associations with gang members.
- **Gang Intervention and Prevention Education Program (IPE)** is a service provided through a contract with Northern Virginia Family Services, a private non-profit organization. This program promotes the integration of interventions across service systems to include, but not limited to employment, mentoring programs, recreation programs, mental health, court services, schools, and other community agencies.
- **Offender Aid and Restoration (OAR)** provides community service opportunities to court involved youth and adults. All juveniles who are ordered to complete community service are referred to OAR for community service placements. OAR and the CSU have established an

MOU (Memorandum of Understanding) as required by the Department of Juvenile Justice for agencies to which the CSU refers court-involved youth for community service.

- **Northern Virginia Juvenile Detention** provides secure detention services to Arlington County and the City of Falls Church. These services include a post-dispositional detention program.
- **Second Chance Substance Abuse Program** provides substance abuse education and assessment to youth charged with possession of marijuana, vaping, underage possession of tobacco products or alcohol. The program is provided in collaboration with Partnership for Children, Youth and Families Foundation, with financial support from Arlington Public Schools and the commitment, and support of the Arlington County Police Department, Juvenile Courts, the Probation Office, the Arlington Commonwealth Attorney's Office, and the Department of Human Services. The program serves first-offenders referred by the CSU Intake Unit as a part of their diversion from court. Probation officers can also make referrals to the program as a graduated sanction in lieu of a formal violation to court for positive drug screen results. The program provides 3 days of group education and counseling to youth, a substance abuse assessment, and one evening parent education session.

SIGNIFICANT CHANGES SINCE LAST AUDIT:

Significant changes in our staff includes the retirement of JDR Judge George D. Varoutsos in 2020; he was succeeded by Judge W. Michael Chick in July 2021. Argus House Group Home Manager Chris Edmonds resigned in December 2022; he is succeeded by Jessica Cabrera. Caitlin Tracy resigned as Juvenile Probation Supervisor in 2021, and recruitment for this position is underway at the time of this report. Loretia Davis was reassigned from Parole Officer to Quality Assurance & Fidelity Specialist in 2021.

The Coronavirus persisted throughout 2020, and gradually began to abate in mid-2021 when vaccines became more readily available. In 2021, the community began to resume normal activities, such as students returning to in-person school, people returning to work and engaging in activities outside the home.

Juvenile Probation caseloads were extremely low during the pandemic in 2020 and 2021 with many Probation Officers having less than 10 active probation cases. As caseloads began to increase in 2022 there was a noticeable increase in the number of CHINS cases in need of mental health and substance abuse services. The shutdown caused by the Coronavirus pandemic had taken a toll on the mental health of our youth, and unfortunately the services available in the community were insufficient to meet the demand. Opioid abuse exacted a heavy toll on public health affecting youth in our community with deadly consequences. In February 2023, a 14-year-old student died from a Fentanyl overdose at an Arlington County high school. This event moved the community leaders to urgently seek solutions; one solution was to make Narcan readily available in the schools and to students who got parental permission and training.

Enhancing established diversion programs has been the focus of our intervention efforts during the past three years. The Detention Diversion Program has been fully utilized and increased the number of electronic monitoring devices needed to help meet the demand. The Gang Prevention Specialist resumed prevention counseling in the middle and high schools following a break in this service due to the pandemic. The Truancy Program also returned to having interagency case staffing in 2021. Arlington County has also added two new Restorative Justice based programs that the CSU may begin using for diversion cases.

Manager Chris Edmonds resigned in December 2022; he is succeeded by Jessica Cabrera. Caitlin Tracy resigned as Juvenile Probation Supervisor in 2021, and recruitment for this position is underway at the time of this report. Loretia Davis was reassigned from Parole Officer to Quality Assurance & Fidelity Specialist in 2021.

One Day Seminars/ Events:

- Compassion Fatigue Training
 - Trauma Informed Screening Course; (SEAS) Screening for Experiences and Strengths
 - Mandated Reporter/First Responder Interview Training
-

**CORRECTIVE ACTION PLAN
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

FACILITY/PROGRAM: 17th District Court Service Unit (Arlington)
SUBMITTED BY: Earl Conklin, CSU Director
CERTIFICATION AUDIT DATES: June 6, 2023
CERTIFICATION ANALYST: Learna R. Harris

Under Planned Corrective Action indicate; 1) The cause of the identified area of non-compliance. 2) The effect on the program. 3) Action that has been taken/will be taken to correct the standard cited. 4) Action that will be taken to ensure that the problem does not recur.

336 (A). Social Histories

A social history shall be prepared in accordance with approved procedures (i) when ordered by the court, (ii) for each juvenile placed on probation supervision with the unit, (iii) for each juvenile committed to the Department, (iv) for each juvenile placed in a postdispositional detention program for more than 30 days pursuant to 16.1-284.1 of the Code of Virginia, or (v) upon written request from another unit when accompanied by a court order. Social history reports shall include the following information: 1. Identifying and demographic information on the juvenile; 2. Current offence and prior court involvement; 3. Social, medical, psychological, and educational information about the juvenile; 4. Information about the family; and 5. Dispositional recommendations, if permitted by the court.

Audit Finding:

Employment and Use of Free Time

Three out of seven applicable cases reviewed had clients that are currently working. There was no documentation of their position title, job responsibilities, or hours worked.

Program Response

Cause:

This audit finding seems the result of inconsistency by probation officers in adhering to the social history format exactly as it is written, and in collecting and reporting the required employment history information of the youth. Secondly, it was the result of inconsistency in supervisory review of the employment related elements required for social histories.

Effect on Program:

Employment information was not fully available to those with whom social history reports were shared, possibly including judges, attorneys, and programs or services to which the youth was referred.

Planned Corrective Action:

Probation Supervisors and the CSU Quality Assurance Specialist will review the social history report requirements and provide refresher training for probation supervisors and probation officers who write social history reports. Additionally, the social history checklist will be used to ensure all required employment history information is included in each social history report. An internal audit of social history reports will be conducted by the Quality Assurance Specialist in 90 days to ensure compliance.

Completion Date:

A refresher training on the requirements and checklist for Social History Reports was held on June 28, 2023. Participants included all juvenile probation officers and supervisors who write social history reports, or who provide supervisory review of social history reports.

Person Responsible:

Shannan Moore, Juvenile Probation Supervisor, and Loretia Davis, CSU Quality Assurance Specialist, provided the training and will monitor on-going compliance.

Current Status on November 8, 2023: Compliant

During the status review period June 29, 2023 – November 7, 2023, the Court Service Unit had one applicable case and it was compliant.

**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

23rd Court Service Unit (Roanoke City)
309 3rd Street, S.W., 3rd Floor
Post Office Box 112
Roanoke, Virginia 24002
(540) 853-2565
Barry Meeks, Director
barry.meeks@djj.virginia.gov

AUDIT DATES:

August 24, 2023

CERTIFICATION ANALYST:

Shelia L. Hinton

CURRENT TERM OF CERTIFICATION:

October 17, 2020 – October 18, 2023

REGULATIONS AUDITED:

6AC35-150 Regulations for Nonresidential Services Available to Juvenile and Domestic Relations District Courts

PREVIOUS AUDIT FINDINGS – September 3, 2020:

91.30% Compliance Rating

* Repeated Deficiencies from previous audit

6VAC35-150-300 (A) Predispositionally placed juvenile

6VAC35-150-300 (B) Predispositionally placed juvenile

6VAC35-150-350 (A). Supervision plans for juveniles

***6VAC35-150-420 Contacts during juvenile’s commitment**

CURRENT AUDIT FINDINGS – August 24, 2023:

96.00% Compliance Rating

Number of deficiencies: Two

* One repeated deficiency from previous audit.

6VAC35-150-410 (A). Commitment information

***6VAC35-150-420 Contacts during juvenile’s commitment**

DIRECTOR’S CERTIFICATION ACTION - January 30, 2024: Certified the 23rd District Court Service Unit (Roanoke City) to October 17, 2026.

Pursuant to 6VAC35-20-100C.2, if the certification audit finds the program or facility in less than 100% compliance with all regulatory requirements and a subsequent status report, completed prior to the certification action, finds 100% compliance on all regulatory requirements, the director or designee shall certify the facility for a specific period of time, up to three years.

TEAM MEMBERS:

Shelia Hinton, Team Leader
Learna Harris, Central Office
Wanda Parris-Flanagan, Central Office
Priscilla Boggs, Central Office

POPULATION SERVED:

The 23rd District Court Service Unit serves the City of Roanoke, Roanoke County, Town of Vinton & City of Salem.

PROGRAMS AND SERVICES PROVIDED:

- Intake Services
 - Investigations and Reports
 - Domestic Relations
 - Probation Supervision
 - Direct Care, Re-Entry, and Parole supervision

 - **Primary Community Referrals: *(Include description of service)***
The 23rd District Court Service Unit's primary referral source is Youth Haven (VJCCCA). The programs provided through this source are funded by VJCCCA funds. All services are either court ordered or utilized in lieu of court intervention. Available services are:
 - Community Service
 - Substance Abuse Services
 - Outreach Detention
 - GPS Electronic Monitoring
 - Surveillance Officers
 - Anger Management
 - Employment Services
 - Mentoring
 - Emergency Shelter Care

 - **Other Services:** The community has numerous services and programs available to youth and families who are before the Juvenile Domestic and Relations Court. The available services to which we refer to are listed, but not limited to the following:
 - Goodwill HQ
 - DePaul Family Services
 - Family Insights
 - Life Push, LLC
 - Total Action Against Poverty (GED program)
 - Intensive Outpatient Substance Abuse Services
 - Blue Ridge Behavioral Health
 - Family Preservation Services
 - Carilion Psychiatric Services
 - Job Readiness Training
 - Individual Counseling and Psychologists
 - The Young Adult Leadership Enhancement (Y.A.L.E.) Program
 - Youth Build Program
 - Youth Heaven Brief Intervention Center
 - Impact
 - United Way
-

**CORRECTIVE ACTION PLAN
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

FACILITY/PROGRAM: 23rd District Court Service Unit (Roanoke City)
SUBMITTED BY: Barry Meeks, CSU Director
CERTIFICATION AUDIT DATES: August 24, 2023
CERTIFICATION ANALYST: Shelia L. Hinton

Under Planned Corrective Action indicate; 1) The cause of the identified area of non-compliance. 2) The effect on the program. 3) Action that has been taken/will be taken to correct the standard cited. 4) Action that will be taken to ensure that the problem does not recur.

6VAC35-150-410 (A). Commitment information.

A. When a juvenile is committed to the Department, the juvenile may not be transported to the Reception and Diagnostic Center (RDC) until (i) the items and information required by the Code of Virginia and approved procedures have been received by RDC and (ii) the case is accepted by RDC. (RDC refers to CAP Unit)

Audit Finding:

Four of six applicable commitment letters reviewed did not document the section of the Code of Virginia and or the Virginia Crime Code (VCC).

Program Response

Cause:

The Unit was not using a consistent template for the commitment letter.

Effect on Program:

This caused the VCC code to be omitted in some of the commitment letters. It did not impact the youth's length of stay or service delivery.

Planned Corrective Action:

The Unit updated its current commitment letter template to ensure the VCC codes were cited in the letter.

Completion Date:

8/25/2023

Person Responsible:

Unit Director and Supervisors

Current Status on November 27, 2023: Compliant

Five of five applicable commitment letters reviewed documented the section of the Code of Virginia and or the Virginia Crime Code (VCC).

6VAC35-150-420. Contacts during juvenile's commitment.

During the period of a juvenile's commitment, a designated staff person shall make contact with the committed juvenile, the juvenile's parents, guardians, or other custodians, and the treatment staff at the juvenile's direct care placement as required by approved procedures. The procedures shall specify when contact must be face-to-face contact and when contacts may be made by video conferencing or by telephone.

Audit Finding:

Three out of six parole rules did not document the parole rules were established, reviewed and signatures obtain prior to the juvenile's release.

Program Response

Cause:

The Parole Officer and Supervisor did not interpret this standard correctly and were having the youth sign the parole rules on the same day they were being released upon their return to the community.

Effect on Program:

This did not impact parole supervision as each youth came straight to the office. However, the rules will be signed prior to the release moving forward.

Planned Corrective Action:

The Parole Officers have been instructed to get the parole rules signed by the youth 30 days prior to release and to amend the rules on the day of release if necessary. This way the youth will always have a signed set of rules prior to them leaving the facility. This was conveyed in a district staff meeting as well as the management team meetings.

Completion Date:

8/25/2023

Person Responsible:

Parole Supervisor and Parole Officer

Current Status on November 27, 2023: Compliant

One of one applicable rules of parole was established, reviewed and signatures obtained prior to the juvenile's release.

**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

Andrew B. Ferrari Argus House
1527 Clarendon Boulevard
Arlington, Virginia 22209
(703) 228-3944
Jessica C. Cabrera, Group Home Manager
icabrera@arlingtonva.us

AUDIT DATES:

July 18, 2023

CERTIFICATION ANALYST:

Priscilla Boggs

CURRENT TERM OF CERTIFICATION:

October 1, 2020 - September 30, 2023

REGULATIONS AUDITED:

6VAC35-41 Regulation Governing Juvenile Group Homes

PREVIOUS AUDIT FINDINGS October 13, 2021:

100% Compliance Rating
No repeat deficiencies from previous audit.

CURRENT AUDIT FINDINGS July 18, 2023:

100% Compliance Rating
No repeat deficiencies from previous audit.

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified Andrew B. Ferrari Argus House to October 1, 2026, with a letter of congratulations for 100% compliance.

Pursuant to 6VAC35-20-100C.1, if the certification audit finds the program or facility in 100% compliance with all regulatory requirements, the director or designee shall certify the facility for three years.

TEAM MEMBERS:

Priscilla Boggs, Team Leader
John Adams, Central Office
Wanda Parris-Flanagan, Central Office
Deshaun Claytor, Molinari Juvenile Shelter
Rachel Kindell, Aurora House Group Home

POPULATION SERVED:

Andrew B. Ferrari Argus House is a community-based group home for at-risk adolescent males between the ages of 13 to 20. It has a capacity of 12 residents. The facility is operated by Arlington County and serves residents and families from the following jurisdictions: Arlington County, City of Alexandria and City of Falls Church.

PROGRAMS AND SERVICES PROVIDED:

The program emphasizes leadership, personal accountability, competency development, and positive functioning in the community. To achieve the objectives stated above, the program includes daily peer group sessions based on the Positive Peer Culture model and a study hall. Throughout the week residents also participate in psycho-educational groups to develop skills in anger management, decision making, moral reasoning, and handling common social situations. Each week, residents participate in therapeutic recreation where they learn about positive ways to spend their leisure time.

In addition to all mandated services, Andrew B. Ferrari Argus House provides the following at the facility:

- Individual, group, and family counseling
- Community service work
- Anger management
- Social skills
- Decision making
- Study hall and tutoring
- Parent groups
- Aftercare services
- Recreation

Andrew B. Ferrari Argus House interacts with the community in obtaining education through Arlington County Public Schools.

**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

RISE/Loudoun County Shelter Care
42055 Gourley Transit Drive
Leesburg, Virginia 20177
(703) 771-5300
Michelle Smith, Superintendent
michelle.smith@loudoun.gov

AUDIT DATES:

December 6, 2023

CERTIFICATION ANALYST:

Learna Harris

CURRENT TERM OF CERTIFICATION:

April 27, 2023 – October 26, 2023

REGULATIONS AUDITED:

6VAC35-41 Regulation Governing Juvenile Group Homes and Halfway Houses

PREVIOUS AUDIT FINDINGS

100% Compliance Rating

CURRENT AUDIT FINDINGS – December 6, 2023:

100% Compliance Rating

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified RISE/Loudoun County Shelter Care to October 26, 2026, with a letter of congratulations for 100% compliance.

Pursuant to 6VAC35-20-100C.1, if the certification audit finds the program or facility in 100% compliance with all regulatory requirements, the director or designee shall certify the facility for three years.

TEAM MEMBERS:

Learna Harris, Team Leader

RISE Youth Shelter was issued a Conditional Certification for a new program, effective April 27, 2023, through October 26, 2023. This audit was a follow-up review to the initial audit in April 2023. The findings in both audits demonstrated 100% compliance with applicable regulations.

POPULATION SERVED:

The RISE (Reaching for Insight, Success, and Empowerment) program creates a supportive and accepting environment. Program staff creates and maintains a cultural system that is caring and compassionate and emphasizes the individual's contributions to the welfare of the shelter community, and to the general community outside the shelter. The shelter milieu is strengthened by the residents themselves, as they reproduce the norms through peer group sessions, support, mutual confrontation, and accountability toward their daily shelter activities.

The RISE Shelter will provide a safe, structured, and supportive environment for youth. While at RISE, each youth will participate in the behavior management program, routine Shelter-based activities, and community-based activities. An individualized service plan will be developed for

each youth; the plan will identify the youth's needs, strengths, and goals for the period they are residing at the RISE Shelter. A youth's maximum length of stay is 90 days.

While residing at the RISE Shelter, youth will be offered opportunities to build skills through group and individual activities, including recreation, social skills groups, pro-social outings, community service, life-skills activities and workshops, and information sessions.

PROGRAMS AND SERVICES PROVIDED:

The mission of the residential services provided at the Youth Services Center is to protect the public and provide safe and secure shelter services for youth. The goal of the RISE Youth Shelter is to positively impact the lives of youth by providing a safe, structured, and supportive environment to youth. This is achieved in a nurturing environment through group programming and individual skill-building, in collaboration with other agencies and community partners.

**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

Loudoun County Juvenile Detention Center
42055 Gourley Transit Drive
Leesburg, Virginia 20175
(703) 771-5200
Michelle Smith, Superintendent
michelle.smith@loudoun.gov

AUDIT DATES:

November 14, 2023

CERTIFICATION ANALYST:

Learna Harris

CURRENT TERM OF CERTIFICATION:

May 14, 2021 – May 13, 2024

REGULATIONS AUDITED:

6VAC35-101 Regulations Governing Juvenile Secure Detention Centers

PREVIOUS AUDIT FINDINGS – September 15, 2021:

98.7% Compliance Rating

6VAC35-101-510 (I). Emergency and evacuation procedures. (CRITICAL)

CURRENT AUDIT FINDINGS – November 14, 2023:

100% Compliance Rating

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the Loudoun Juvenile Detention Center and Post-dispositional Detention Program to May 14, 2027, with a letter of congratulations for 100% compliance.

Pursuant to 6VAC35-20-100C.1, if the certification audit finds the program or facility in 100% compliance with all regulatory requirements, the director or designee shall certify the facility for three years.

TEAM MEMBERS:

Learna Harris, Team Leader
Letta Jones, Assistant Superintendent, Richmond JDC
Brian Whitley, Assistant Superintendent, Virginia Beach JDC
Teresa Fernandez, Head RN., Prince William JDC
Maurice Johnson, Central Office

FACILITY DESCRIPTION:

The Loudoun County Juvenile Detention Center is a program within the Youth Services Center under the direction of the Loudoun County Juvenile Court Service Unit. The JDC is a secure residential facility for adolescents that are being held by the Juvenile Court. The youth of the JDC are deemed by the juvenile courts to be alleged delinquent youth who require secure custody pending court disposition or placement or those who have been sentenced. Although we are a Loudoun County owned facility, other juvenile court jurisdictions served by the JDC include the counties of Fauquier and Rappahannock. The Loudoun County Board of Supervisors and the VA Department of Juvenile Justice govern the Juvenile Detention Center. Operational funding is provided by the Commonwealth of Virginia, all other jurisdictions that participate in our services, and the citizens of Loudoun County.

PROGRAM DESCRIPTION:

The Juvenile Detention Center is a secure 20-bed residential facility for detained youth between the ages of 11 and 17 years of age. Loudoun County provides bed space to both Fauquier and Rappahannock Counties. The JDC seeks to provide services through a collaborative effort to youth and their families services in order to support and assist them become self-sufficient and a successful citizen when they enter back into the community. Due to the number and complexity of problems experienced by these youth, assessments are completed at intake, and many ancillary services are provided on and off site in collaboration with other County agencies. The JDC staff works very closely with probations officers within our unit (Juvenile Court Services Unit), Loudoun County J&DR Court, Loudoun County Mental Health, Substance Abuse and Developmental Services, Loudoun County Parks and Recreation, and private providers to provide appropriate services for detained youth.

The JDC education program is comprised of a dean, three full time teachers and a shared Music therapist. Instruction includes special education services, PE, science, math, literacy/transitions, English and History. The program also has an administrative assistant, all assigned to the JDC and supported through Loudoun County Public Schools. All youth attend school and receive 5 ½ hours of classroom instruction each day. Classes typically consist of students of varying ages and grade levels. Students are frequently well-below their grade level in reading, often two or more grades level behind. Math skills are very low. Of the students seen in detention approximately 30% of them are special education.

All meals are prepared on-site in the new facility kitchen which is staffed and operated internally.

SERVICES PROVIDED:

- **Facility: (Services offered by facility/educational staff)**
The JDC offers a variety of educational programs for both Pre and Post D. Pre-D groups include Psychoeducational groups, Life/Social Skills, Current Events, Low Ropes Challenge course, recreation. Our facility also offers Post Dispositional Programming which includes a stronger emphasis on services to both the youth and family to support a successful reintegration back to the family and community. Examples of the types of groups offered include substance abuse education and anger management.
- **Community: (Services offered by community agencies and other various resources)**
The JDC has volunteers providing individual and group services for NA/AA as well as a variety of other groups tailored to meet the needs of the current population. Some other examples of groups are from volunteers who have a special talent and/or skills, such as specific recreational activities, structural design (bridge making), yoga and Project Linus who makes blankets for those who ill. We also have a large number of volunteers from faith-based organizations providing religious observation to those youth who wish to participate. The Post Dispositional program also offers community service in coordination with the Department of Parks and Recreation.

(NOTE: Volunteer programming was suspended for the past few years or limited due to COVID. We are attempting to reenergize this now)

SIGNIFICANT CHANGES SINCE LAST AUDIT:

The average daily population (ADP) for the JDC continues to see a low population of youth. In fact, the JDC did hit zero youth in custody for several days this past year during the summer months. The types of charges the youth are being detained on remain consistent, only seeing youth who have serious charges or are deeply involved in the system over time. COVID-19 also presented challenges for our program. However, we were able to overcome many obstacles and maintained as much family engagement as possible just in a different way. Many aspects of our program were changed to support the health and well-being of staff and youth. Visitors were restricted from access and many services including family engagement were managed virtually.

On March 13, 2023, we received a substantial completion certificate for the New Youth Services Center which was built. Our transition, however, had started almost a year prior with the revising of policies and staffing requests and ultimately hiring to be prepared to open. The JDC moved to the new facility on April 27, 2023.

**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

Lynchburg Regional Juvenile Detention Center
1400 Florida Avenue
Lynchburg, Virginia 24501
(434) 455-7878
(434) 455-7860 FAX
Kevin Page, Current Superintendent
James Smith, Acting Superintendent (Date of audit)
jt.smith@lynchburgva.gov

AUDIT DATES:

August 29, 2023

CERTIFICATION ANALYST:

Shelia L. Hinton

CURRENT TERM OF CERTIFICATION:

February 11, 2021 – February 10, 2024

REGULATIONS AUDITED:

6VAC35-101 Regulation Governing Juvenile Secure Detention Centers

PREVIOUS AUDIT FINDINGS – May 12, 2021:

99.7% Compliance Rating

*Repeat deficiency

*6VAC35-101-990 (A) Tuberculosis screening. CRITICAL

CURRENT AUDIT FINDINGS – August 29, 2023:

98.8% Compliance Rating

No repeat deficiencies from previous audit.

Number of deficiencies: Four

6VAC35-101-700 (B). Personal necessities.

6VAC35-101-840 (D). Discharge.

6VAC35-101-1180 (B). Placements in post dispositional detention programs.

6VAC35-101-1060 (H). Medication. CRITICAL

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the Lynchburg Regional Juvenile Detention Center and Post Dispositional Program to February 10, 2027.

Pursuant to 6VAC35-20-100C.2, if the certification audit finds the program or facility in less than 100% compliance with all regulatory requirements and a subsequent status report, completed prior to the certification action, finds 100% compliance on all regulatory requirements, the director or designee shall certify the facility for a specific period of time, up to three years.

TEAM MEMBERS:

Shelia L. Hinton, Team Leader
Learna Harris, Central Office
Dakota Tomlin, Central Office
Kasey France, Roanoke Valley JDC

POPULATION SERVED:

Lynchburg Regional Juvenile Detention Center

Lynchburg Regional Juvenile Detention Center is a secure custody facility operated by the City of Lynchburg. The facility serves a capacity of 48 male and female residents ages ten through 21. Nine beds are reserved for the Post Dispositional Program (Post D) and 39 beds for the pre-dispositional and post-dispositional placed youth which is included in the rated capacity of 48. The Lynchburg Regional Juvenile Detention Center's primary users include the cities of Lynchburg and Bedford and the counties of Amherst, Appomattox, Bedford, Campbell, Charlotte, and Nelson.

PROGRAMS AND SERVICES PROVIDED:

- **Facility:** Caseworker, education, medical, mental health counseling, volunteers, recreation, chaplain, discipline, street law program and life skills classes for the Post-D program
 - **Community:** For Post-D program, group therapy, substance abuse therapy, opportunities for participating in community service, mentoring, anger management classes, exposure to local services regarding employment and education, and recreation.
-

**CORRECTIVE ACTION PLAN
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

FACILITY/PROGRAM: Lynchburg Regional Juvenile Detention Center
SUBMITTED BY: James Smith, III, Acting Superintendent
CERTIFICATION AUDIT DATES: August 29, 2023
CERTIFICATION ANALYST: Shelia L. Hinton

Under Planned Corrective Action indicate; 1) The cause of the identified area of non-compliance. 2) The effect on the program. 3) Action that has been taken/will be taken to correct the standard cited. 4) Action that will be taken to ensure that the problem does not recur.

6VAC35-101-700 (B). Personal necessities.

B. At the time of issuance, all items shall be clean and in good repair.

Audit Finding:

At the time of issuance of the female under garments items were not in good repair and had stains.

Program Response

Cause:

Residents received underwear that were washed prior to being issued; however, these items still contained stains, others not being in good repair.

Effect on Program:

Residents received underwear that were clean, but had stains and not in good repair, this having a negative impact on residents.

Planned Corrective Action:

The facility immediately ordered new underwear and replaced the current inventory. Staff responsible for washing these garments will dispose of any items that contain stains and/or are not repairable.

Completion Date:

September 29, 2023

Person Responsible:

J. T. Smith, Acting Superintendent; Michael Schaeffer, Operations Manager and Team Leaders

Current Status on December 4, 2023: Compliant

The female under garment items were in good repair and did not have any stains.

6VAC35-101-840 (D). Discharge.

D. As applicable and appropriate, information concerning current medications shall be provided to the legal guardian or legally authorized representative.

Audit Finding:

Four out of six case records reviewed did not document information concerning current medications upon discharge.

Program Response

Cause:

Information concerning the resident's medication and medical appointments were not provided to the legal guardian or legally authorized representative.

Effect on Program:

Failure to document and release this information to the authorized person could result in missing important follow-up medical/dental appointments and medication refills.

Planned Corrective Action:

As of September 13, 2023, all staff will be retrained on the documentation process concerning the discharge procedure as it relates to providing any information concerning medical, dental, and/or mental health appointments to guardians or legally authorized representatives at the time of discharge from the facility. This process will be reviewed by Administrators and Team Leaders on a consistent basis to ensure compliance.

Completion Date:

September 13, 2023

Person Responsible:

J. T. Smith, Acting Superintendent; Michael Schaeffer, Operations Manager; Team Leader's, or those acting in this capacity on a designated shift.

Current Status on December 4, 2023: Compliant

Six of six case records reviewed documented information concerning current medications upon discharge.

6VAC35-101-1180 (B). Placements in post dispositional detention programs.

B. When a court orders a resident detained in a post dispositional detention program, the detention center shall:

- 1. Obtain from the court service unit a copy of the court order, the resident's most recent social history, and any other written information considered by the court during the sentencing hearing; and**
- 2. Develop a written plan with the court service unit within five business days to enable such residents to take part in one or more locally available treatment programs appropriate for their rehabilitation that may be provided in the community or at the detention center.**

Audit Finding:

Two out of four applicable Post-Dispositional Detention Program cases reviewed did not develop a written plan with the Court Service Unit within five (5) business days.

Program Response

Cause:

A written 3/5-day plan was not developed with the Court Service Unit to identify and develop treatment programs applicable to the resident during placement in the Post-Disposition Program.

Effect on Program:

The failure to develop this plan results in a delay of identifying treatment goals specific to the resident, incorporating input from the resident, family, Court Service Unit, and facility.

Planned Corrective Action:

The Post-Disposition Caseworker will schedule a meeting to develop a plan on the day of placement but no later than the next business day in an effort to develop a plan to ensure standard compliance. An Administrator will ensure the meeting is scheduled and the plan completed within the specified timeframe.

Completion Date:

September 13, 2023

Person Responsible:

J. T. Smith, Acting Superintendent, Michael Schaeffer, Operations Manager, Heather Wade, Post-D Case Worker

Current Status on December 4, 2023: Compliant

Three of three Post-Dispositional Detention Program cases reviewed developed a written plan with the Court Service Unit within five (5) business days.

6VAC35-101-1060 (H). Medication. CRITICAL

H. In the event of a medication incident or an adverse drug reaction, first aid shall be administered if indicated. Staff shall promptly contact a poison control center, pharmacist, nurse, or physician and shall take actions as directed. If the situation is not addressed in standing orders, the attending physician shall be notified as soon as possible, and the actions taken by staff shall be documented. A medication incident shall mean an error made in administering a medication to a resident including the following: (i) a resident is given incorrect medication; (ii) medication is administered to the incorrect resident; (iii) an incorrect dosage is administered; (iv) medication is administered at a wrong time or not at all; and (v) the medication is administered through an improper method. A medication error does not include a resident's refusal of appropriately offered medication.

Audit Finding:

There was no medication incident report completed in one instance where the resident was not given medication as prescribed. The resident did not receive Prazosin 1 mg three capsules by mouth at bedtime.

Program Response

Cause:

The nurse failed to complete the Medication Incident form in a timely manner.

Effect on Program:

None

Planned Corrective Action:

As of June 27, 2023, all Youth workers have been retrained in the 32-hours Medication Management Course, instructed by Nurse Hedrick (DJJ). There were 5 staff that failed the test but will be retested by July 31, 2023. Also, the facility replaced the current full-time nurse effective July 5, 2023, also hired a part-time nurse to work three days a week from 5:00 pm to 9:00 pm, effective July 19, 2023. This will increase the ability to provide a checking system concerning the administration of medication. It will be the Nurse's responsibility to check behind the medication aids to ensure that the medication is being properly administered, documented and will keep administration informed of all medication situations.

Completion Date:

July 31, 2023

Person Responsible:

J. T. Smith, Acting Superintendent, Michael Schaeffer, Operation Manager and Nurse Beverly and trained Medication Aides

Current Status on December 4, 2023: Compliant

There was a medication incident report completed in one instance where the resident was not given medication as prescribed. The resident received two Melatonin three mg capsules by mouth at bedtime instead of one capsule as prescribed by the doctor.

**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

Piedmont Regional Juvenile Detention Center
Post Office Box 344
Farmville, Virginia 23901
(434) 392-3834
Spring Johnson, Superintendent
sprjohnson@hotmail.com

AUDIT DATES:

November 28, 2023

CERTIFICATION ANALYST:

Wanda Parris-Flanagan

CURRENT TERM OF CERTIFICATION:

April 28, 2021 - April 27, 2024

REGULATIONS AUDITED:

6VAC35-101 Regulation Governing Juvenile Secure Detention Centers

PREVIOUS AUDIT FINDINGS – May 11, 2021:

100% Compliance Rating

CURRENT AUDIT FINDINGS – November 28, 2023:

100% Compliance Rating

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Certified the Piedmont Regional Juvenile Detention to April 28, 2027, with a letter of congratulations for 100% compliance. *Pursuant to 6VAC35-20-100C.1, if the certification audit finds the program or facility in 100% compliance with all regulatory requirements, the director or designee shall certify the facility for three years.*

TEAM MEMBERS:

Wanda Parris-Flanagan, Team Leader
Dakota Tomlin, Central Office
John Adams, Central Office
Angela Rice, Norfolk Juvenile Detention Center
Terri Brown, Norfolk Juvenile Detention Center
Tom Agee, Crater Juvenile Detention Center

POPULATION SERVED:

Piedmont Regional Juvenile Detention Center (PRJDC) is a secure detention facility that provides short-term/temporary detention services to male and female juveniles 8-17 years of ages awaiting disposition by the court and for youth who have been placed in detention. PRJDC's service area includes the cities of Farmville and the counties of Nottoway, Buckingham, Lunenburg, Amelia and Prince Edward.

PROGRAMS AND SERVICES PROVIDED:

The program is designed on a points/level system. The residents earn points daily by following the program and educational components. The points allow them to elevate levels and earn privileges throughout the day and week. They lose these points and levels by not following the

outlined program that requires them to receive warnings or stricter disciplinary actions. Positive reinforcements are encouraged and recognition by staff and educators on duty. All residents are encouraged to do their best upon their arrival and until their departure.

- **Facility:** The residents are provided with Educational Services (teachers are provided by Prince Edward County School System), Basic mental health services are provided by the mental health therapist and case manager, psycho-educational groups, recreational programs and informal counseling are provided on a daily basis.
 - **Community:** Crossroads Preventive Services provides bi-weekly groups on substance abuse, anger management, coping skills etc. Church groups/individuals bring in activities and baked goods periodically that are shared with everyone. Magazines, reading materials, cards and other activities are brought in from the community from time to time to share with the residents. We have partnered with one of the local libraries to share books, movies and puzzles for community involvement.
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**CERTIFICATION AUDIT REPORT
TO THE
DEPARTMENT OF JUVENILE JUSTICE**

PROGRAM AUDITED:

The Summit West Transitional Living Program

1301 3rd Street SW

Roanoke, Virginia 24016

(540) 342-2790

[Heather Rose, Director of Residential and Specialty Programs](#)

hlrose@interceptthehealth.com

AUDIT DATES:

January 29-30, 2024

CERTIFICATION ANALYST:

Shelia L. Hinton

CURRENT TERM OF CERTIFICATION:

New Program

REGULATIONS AUDITED:

6VAC35-41 Regulation Governing Juvenile Group Homes and Halfway Houses

PREVIOUS AUDIT FINDINGS

New Program

CURRENT AUDIT FINDINGS – January 30, 2024:

100% Compliance Rating

DIRECTOR'S CERTIFICATION ACTION - January 30, 2024: Issued a Certificate of Conditional Certification to Summit West Transitional Living Program effective February 1, 2024, through September 1, 2024.

TEAM MEMBERS:

Shelia L. Hinton, Team Leader

Wanda Parris-Flanagan, Central Office

POPULATION SERVED:

The Summit Transitional Living Program facility is a 4178 sq. ft. residential home situated in a quiet neighborhood in Roanoke. This three-level home includes four (4) total double occupancy bedrooms, three (3) bathrooms, kitchen, living room, dining area, recreation room, computer area, access to laundry facilities and staff office. The property also has a large wrap around porch with a view of the mountains.

The Summit Transitional Living Program accepts males, ages 17 to 21 with a minimum IQ of 65, who are being discharged from a Department of Juvenile Justice commitment. Youth referred to and placed at the transitional living home will demonstrate various levels of risk to reoffend and commonly display the following behaviors and criminogenic and non-criminogenic needs:

1. Criminal history and propensity to commit crimes
2. History of running away from home, foster care, and/or residential placements
3. History of association with anti-social companions
4. Pro-criminal, risky thinking)
5. Antisocial personality such as impulsivity, poor emotional regulation and inadequate decision-making skills
6. Limited coping skills and low frustration toleration
7. Low educational achievement and history of poor school performance
8. History of low family affection/history of poor supervision
9. History of substance abuse
10. History of self-destructive behavior
11. History of mental health diagnoses (such as post-traumatic stress disorder, depression, Oppositional Defiance Disorder, and Attention Deficit Hyperactivity Disorder)
12. Low or limited functioning youth with a minimum IQ of 65
13. Lower levels of job readiness and independent living skills
14. Need for focused intensive transition and community reintegration services
15. History of trauma and exposure to violence
16. Impaired social functioning

PROGRAMS AND SERVICES PROVIDED:

The Summit Transitional Living Program provides the following services to the residents:

Direct:

- Aggression Replacement Training (ART)
- Casey-Life Skills
- YASI screening review
- Cognitive Behavioral Interventions (CBI)
- Core Correctional Practices (CCP)
- Motivational Interviewing
- The Risk, Need, Responsivity (RNR) Model,
- Understanding of the Youth Assessment & Screening Instrument (YASI),
- DJJ's Assessment-Driven Case Planning Practices (Comprehensive Re-Entry Case Plan – CRCP)
- DJJ's Community Model Utilized in the JCCs,
- Behavioral Intervention
- Video conferencing for external services and communication (court, family visitation, telehealth)
- Computers and internet access
- Individual, Group, and Family counseling
- Supervision
- Treatment planning
- Psychoeducational groups on independent living skills, substance abuse education, AIDS and sexually transmitted diseases, victim sensitivity, self-esteem, parenting, decision making, anger management, and more
- Career assessment
- Employment skills

- Education skills/support (Not to be confused with teaching. Courses can be accessed via online learning, but are NOT offered through/by The Summit)
- Nutrition/Meal Planning
- Community engagement
- Identifying/strengthening relationships with natural supports
- Facilitating visitation with family and natural supports
- Transportation support
- Community:
 - Enrichment activities and programs – Various professional and community groups
 - Spiritual programs – Various local spiritual groups
 - AIDS and sexually transmitted disease – Various organizations and community groups such as, Planned Parenthood
 - Transportation
 - Parenting skills – Mentoring; Various community groups
 - Dental/Vision Care – Local provider of choice
 - Medical Care – Local provider of choice (assuming Medicaid or resident private insurance is accepted)
 - Literacy and Math - Local educational institutions; tutors; online learning platforms, as indicated
 - Social Skills (Program and Community service)
 - Independent Living Skills – Programs identified on an as-need basis
 - Experiences/Exposure
 - Community: (Services offered by community agencies and resources)
 - Outpatient Services – Additionally purchased service available through Intercept or identified provider of choice
 - Anger Management Intervention
 - Clinical Group
 - Crisis Stabilization
 - Dialectical Behavior Therapy Group
 - Face to Face Surveillance
 - Therapeutic Mentor
 - Family Centered Treatment
 - Gang Intervention
 - GPS Electronic Monitoring
 - Home-Based Services
 - Individual, Group and Family Therapy and relapse prevention for Substance Abuse
 - Individual, Group and Family Therapy for youth and relapse prevention with sexualized Behaviors
 - Intensive In-Home Services
 - Mental Health Skill Building
 - Multi-Systemic Therapy
 - Non Clinical Group
 - Parenting Group
 - Psychological Services

- Psycho-Sexual Evaluation
- Restorative Justice
- Seven Challenges Group for Substance Abuse
- Strengthening Families Program
- Substance Abuse Intensive Outpatient Program