

**Department of
Juvenile Justice**

**Juvenile Correctional Center
Utilization Report**

***In response to:
2004 Virginia Acts of Assembly
Special Session 1 Chapter 4 Item
445 C.***



October 2004

“The Department of Juvenile Justice shall provide a report on its plan for utilization of the state’s juvenile correctional centers, including any projected alternative programs for housing juvenile offenders committed to the Department. Such report shall first be based upon funding and staffing levels included in this report, and may include alternative plans based upon requests for additional resources and the subsequent biennia. The Director of the Department shall provide the report to the Governor and to the Chairman of the House Appropriations and Senate Finance Committee no later than October 1, 2004.”

Summary of Report Findings

- Admissions to the Department of Juvenile Justice (DJJ) have decreased every year since 1995. Responses from a survey to Court Service Unit (CSU) directors indicate that many judges are reserving commitment for their most serious offenders and using alternative placements for their less serious offenders.
- Average Daily Population (ADP) in Juvenile Correctional Centers (JCC) is at the lowest level in nine years. The official state-responsible juvenile population forecast is an average of 1,015 between FY 2005 and FY 2010.
- Juveniles in JCCs are older, more serious offenders, and have longer Lengths of Stay (LOS) than previous years. This population is expected to increase as they are not released at the same rate as admitted. This population creates a problem for management because they are not required to attend school after they reach the age of 18 (unless they are special education students). Additional alternative programs for this population are needed.
- Currently 113 juveniles over the age of 18 were committed by circuit court. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) has required that they be sight and sound separated from juveniles under age 18.
- Natural Bridge and Culpeper JCC are underutilized.
- Female admissions have substantially decreased since FY 1998.
- The capacity for low intellectual functioning juveniles needs to be expanded as there continues to be a waiting list for placement into Oak Ridge JCC. The juveniles are currently housed in the general population until placement at Oak Ridge is available.
- Several of DJJ’s facilities are old and have extensive outstanding capital outlay projects.
- The local detention home system now has excess capacity compared to utilization. Once all planned construction comes online in FY 2005, 1,452 beds will be available in local detention homes. The population in detention is forecasted to be 1,100. As DJJ makes efforts to ensure that only those juveniles who are a threat to public safety are detained, this population may decrease further. Underutilized detention beds may be utilized for the expansion of the Community Placement Program (CPP) initiative.

Recommendations

DJJ maintains its continued commitment to efficiently operate the system of institutions and to best address the needs of juveniles in state custody. In consideration of the actual and predicted decline in state juvenile commitments and the desire to operate a more therapeutic treatment environment, it is recommended that DJJ close one juvenile correctional center. In so doing, the Department must shore up critical support functions which deteriorated during a period of fiscal and operational stress, as eight institutions were operated with resources designed to fund only seven. The proposed plan addresses the following issues:

1. Close Barrett JCC as of July 1, 2005, taking into consideration:
 - a. physical plant, including age and condition
 - b. geographic location of facility allows for redistribution of staff within the area
 - c. best option when considering all facilities
 - d. provide resources needed for utilization of remaining facilities
 - e. portability of substance abuse program

2. More fully utilize Culpeper JCC considering that it is the newest and most state of the art facility in the system
3. Explores compliance with OJJDP's sight and sound requirement
4. Provide greater flexibility in facility utilization to reflect sound classification practices
 - a. decrease the size of housing units within the JCCs to allow for a more treatment-oriented approach
 - b. relocate the female population to a more suitable location
 - c. offer an alternative placement for housing females needing less secure environments
 - d. address the needs of the special treatment populations
5. Fully utilize Natural Bridge JCC

Potential Capacity by Facility

Facility	Current Capacity	Special Purpose Beds	Revised New Capacity*
Barrett	98	0	0
Beaumont	322	34	288
Bon Air	220	27	193
Culpeper	72	34	191
Hanover	154	8	146
Natural Bridge	71	0	71
Oak Ridge	40	0	40
RDC	166	10	156
JCC Total	1,143	113	1,085
Wilderness (VWI)	32	0	32
Shenandoah (CPP)	10	0	10
Girls Alternative Program	0	0	20
Tidewater CPP	0	0	10
Alt. Placements	N/A	0	N/A
State Total	1,185	113	1,157

**Revised new capacity does not include special purpose beds or unfunded beds*

JCC Potential Capacity

- Construction at Hanover is anticipated to begin in February 2005. This will require taking 54 beds offline for up to twenty-four months; therefore temporarily reducing the capacity to 100.
- The Beaumont transitional beds will serve as halfway house-type beds allowing the juveniles transitional services and off-campus access within the community. These beds will not have an impact on the capacity at Beaumont JCC because they will be used to serve this transitional population.
- The revised new capacity:
 - Fully utilizes Culpeper, taking advantage of DJJ's newest, state-of-the-art facility.
 - Takes beds at Barrett offline
 - Does not include special purpose beds that are reserved for juveniles requiring behavioral observation (self-injurious behavior, isolation, etc). These beds are used as a management tool and to house wards on an as-needed basis.
 - Reconfigures housing unit sizes to better manage the population.
 - Reflects decreases in funded capacity resulting from the budget reductions taken during the 2002-04 biennium. When considering additional bed space needs, DJJ feels that Departmental goals and philosophy are better served by community placement, rather than institutional beds.
 - Does not include capacity at Culpeper Detention Home. These beds are currently being used by Culpeper County for pre-dispositional youth.
 - Does not include the sixty unfunded beds at Bon Air JCC. These beds require major renovation and are unusable until repaired.

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To develop a report as required by the Acts of Assembly, DJJ has examined historical trends associated with utilization of the state’s Juvenile Correctional Centers (JCCs), the current juvenile population, and the future needs of the Department. Central to these future needs of DJJ is the issue of sight and sound separation as required for compliance with the federal Juvenile Justice and Delinquency Prevention (JJDP) Act (reauthorized in 2002).

Sight and Sound Separation

DJJ is presently developing a plan to comply with the Office of Juvenile Justice and Delinquency Prevention (OJJDP) policy interpretation regarding the separation core requirement [Section 223(a)(13)(A)] of the JJDP Act. The policy requires that convicted wards over the age of 18 be kept “sight and sound separate” from juvenile wards in the Department’s JCCs. Implementing the compliance plan involves significant physical plant, operational, and programmatic issues. The Department will also be challenged to deliver quality programs and services to its special populations (e.g., low intellectual functioning wards, sexual offenders, substance abusers, etc.) under the constraints of sight and sound separation. The target date for coming into compliance with the OJJDP sight and sound separation requirement is May 7, 2006. See Appendix A.

For planning purposes at DJJ, the following groups have been defined for use in this document:

- Age <18* – includes all wards under the age of 18 who were committed by a Juvenile and Domestic Relations District Court (J&DR) or a circuit court.
- Age 18+ Not CC* – includes wards who have attained the age of 18 and were committed by J&DR court and not committed by the circuit court.
- Age 18+ CC* – includes all wards who have attained the age of 18 and were committed by the circuit court.

Underlying Philosophy

Through this plan for the utilization of juvenile correctional centers, the Department of Juvenile Justice intends to describe an overarching philosophy for a response to juvenile crime. Core to this approach is the belief that in the context of community protections, juveniles may need to be safely and effectively confined and rehabilitated in a variety of settings.

These settings include large, secure facilities such as juvenile correctional centers that are often remote from the juvenile’s home communities and which emphasize high levels of security, certain specialized rehabilitative services, and longer periods of confinement. Among the

juveniles most appropriate for such settings include those who have committed the most serious offenses and who may therefore, represent the greatest threat to the community; those whose criminal behavior justifies longer durations of confinement; and/or those whose specialized treatment or rehabilitative needs cannot be efficiently met in other settings.

It is clear that juvenile correctional centers will always be needed and that the population they serve has been fairly consistent for the past few years. It is also clear that the current practice of housing and treating the majority of the committed wards in the juvenile correctional centers in large groups is neither effective nor therapeutic. Best practices and national models clearly indicate a move to smaller groupings of wards for both housing and treatment with small staff to student ratios. This is seen as the proper direction for the delivery of all therapeutic intervention and not just specialized programs such as those for sex offenders.

Although there are several large facilities DJJ intends to change the current practice of placing 20 to 25 wards together in a unit. Smaller groupings for security and treatment purposes allows for more therapeutic intervention. Small groupings within the juvenile correctional centers allow staff to model behavior and interact with wards in a manner that supports learning appropriate and adaptive behavior. Such grouping removes the feeling that wards may not be safe or that they are “lost in the shuffle.” This approach allows wards to be treated as individuals and prepares them to begin the transition from secure confinement to less secure settings and the eventual return to the community.

Other options include smaller secure settings that may be located geographically closer to the juveniles’ home communities. While still providing protection of community safety, smaller settings have a number of advantages over larger congregate care facilities and may allow for more individualized treatment and services, while allowing for smoother transition to the community by ongoing contact with families and community based services. Such facilities would include secure local detention facilities where designated space is purchased and programmed to serve the needs of committed juveniles. Juveniles appropriate for such placements include those with shorter expected periods of incarceration, those who are less serious offenders, and/or those for whom proximity to the community would be most advantageous. DJJ has begun, on a small scale, to develop such options under the umbrella of the “Community Placement Program.”

Finally, for some committed juveniles, “staff secure” facilities (those without extensive physical security features such as razor wire) may most appropriately meet the joint needs of community safety and effective rehabilitation. Juveniles with relatively minor committing and prior offenses (e.g., no serious felonies) can be placed in such community-based facilities to participate in rehabilitative programming, be held accountable for their behavior, and be successfully re-integrated into the community at the appropriate time.

Until most recently, DJJ has relied almost exclusively on the large, highly secure JCC facilities to address the committed juvenile population. The plan reflected in this document represents an evolution to a more comprehensive, cost-sensitive, and effective response, while maintaining a clear focus on public safety.

Part I includes a description of DJJ's facilities.

Part II examines historical juvenile offender trends.

Part III looks at juveniles currently in DJJ's facilities.

Part IV reflects DJJ's state responsible juvenile offender population forecast.

Part V offers a summary of the data illustrated in this report.

Part VI imparts recommendations.

Part VII presents the budget summary.

Part VIII proposes an implementation plan.

Part I: DJJ Facilities

DJJ currently operates seven correctional centers and one reception and diagnostic center (RDC) to serve juveniles committed to the state. Supporting these facilities are a very modest training program, a safety/workers compensation function, treatment and maintenance organizations, and an automation system which continues to experience fiscal stress due to continued expansion and development. To supplement the number of JCC beds, DJJ contracts with private providers who provide secure residential alternative treatment programs and services for committed youth. In addition, the Department places a small number of state wards in locally operated detention homes by special arrangement with those facilities. The following represents a more detailed look at each facility. All facilities owned and operated by the Department, with the exception of Culpeper JCC and the recent Beaumont and Bon Air expansion projects, have exceeded the anticipated life-cycle use. While the physical plant at RDC is relatively sound; it is 37 years old.

Reception and Diagnostic Center (RDC)

RDC is the central intake facility for the entire juvenile correctional system. All newly committed wards, regardless of age, gender, offense history, or committing court (circuit or J&DR) are housed initially at RDC. Juveniles undergo extensive psychological, educational and other assessments to determine the most appropriate placement and treatment during their commitment.

- Current Capacity: 144 Males & 22 Females
- Population Profile: Males and Females, ages 11-20
- Population on September 13, 2004:

<u>Males:</u>	<u>Females:</u>
Age < 18 = 90	Age < 18 = 17
Age 18+ Not CC = 8	Age 18+ Not CC = 1
Age 18+ CC = 5	Age 18+ CC = 0
<i>Total = 103</i>	<i>Total = 18</i>
- Outstanding Capital Needs:
 - projects include HVAC, fire safety, windows, and electrical upgrades. See Appendix B for more detailed information.

Barrett

Barrett JCC operates a contracted substance abuse program that provides comprehensive services to male wards who experience significant life problems related to their use of alcohol and other drugs.

- Current Capacity: 98 Males
- Population Profile: Male offenders, primarily ages 15 to 18
- Population on September 13, 2004:

Age < 18 = 85
Age 18+ Not CC = 23
Age 18+ CC = 4
<i>Total = 112</i>
- Outstanding Capital Needs:
 - projects include HVAC, fire safety, windows, and doors. See Appendix B for more detailed information.

Beaumont

Beaumont JCC provides specialized programs such as intensive services, sex offender treatment, substance abuse treatment, and anger management, as well as general mental health services.

- Current Capacity: 322
- Population Profile: Beaumont currently houses the older, more aggressive male offenders in a close-custody facility, ages 16 to 20
- Population on September 13, 2004:
 - Age < 18 = 113
 - Age 18+ Not CC = 99
 - Age 18+ CC = 61
 - Total = 273*
- Outstanding Capital Needs:
 - The new dining hall is completed and a certificate of occupancy has been issued. Renovation for transitional housing units are in the redesign stage. Both projects are VOITIS funded.

Bon Air

Bon Air JCC provides specialized programs including sex offender, substance abuse, anger management, and an intensive services program for wards with severe emotional problems.

- Current Capacity: 220
- Population Profile: Males who were committed on moderate to serious offenses, ages 11 to 20
- Population on September 13, 2004:
 - Age < 18 = 177
 - Age 18+ Not CC = 16
 - Age 18+ CC = 4
 - Total = 207*
- Outstanding Capital Needs:
 - projects include HVAC, fire safety, windows, electrical, and new roof. See Appendix B for more detailed information.

Culpeper

Culpeper JCC currently houses DJJ's female population and provides specialized programs including sex offender, substance abuse, anger management, and an intensive services program.

- Current Capacity: 72 Females
- Population Profile: Since June 2002, all female wards are housed at Culpeper JCC. Residents range in age from 11 to 20.
- Population on September 13, 2004:
 - Age < 18 = 51
 - Age 18+ Not CC = 6
 - Age 18+ CC = 5
 - Total = 62*

Hanover

Hanover JCC has specialized programs including JROTC, anger management, sex offender treatment, and substance abuse treatment.

- Current Capacity: 154
- Population Profile: Male offenders, committed for moderate to serious offenses, targeted ages 11 to 18
- Population on September 13, 2004:
 - Age < 18 = 122
 - Age 18+ Not CC = 13
 - Age 18+ CC = 25
 - Total = 160*
- Outstanding Capital Needs:
 - projects include HVAC, fire safety, windows, electrical, and doors. See Appendix B for more detailed information.
 - Severe erosion issues caused by Tropical Storm Gaston have also been identified. See Appendix B for more detailed information. Storm damage may further complicate use of the facility if adequate funding is not made available for extensive, critical repairs. This issue is currently being addressed by the Department in conjunction with the Secretary of Public Safety and Department of Planning and Budget.
 - Replacement of three cottages which results in an additional 22 beds in 24 months (VOITIS funded).

Natural Bridge

Natural Bridge JCC is a minimum security facility that serves as a transitional facility prior to a juvenile's release. Programs include substance abuse treatment, anger management, and independent living. This facility also offers the Camp New Hope program which provides an outdoor, experiential program of interpersonal, self-reliant, independent, and inter-dependent relationships in a wilderness setting. Camp New Hope complies with all applicable Department standards and regulations, and is also fully accredited with the American Camping Association. This program is not only utilized for juveniles committed to the Department, but also for at-risk youth in the community, local school systems, church youth groups, scout troops, parolees, probationers, and juveniles placed in group homes and non-secure detention. The camp is also available for staff of state and local agencies for meetings and team building exercises.

Current Capacity: 71

- Population Profile: Male offenders, ages 15 to 20
- Population on September 13, 2004:
 - Age < 18 = 28
 - Age 18+ Not CC = 13
 - Age 18+ CC = 3
 - Total = 44*

Oak Ridge

Oak Ridge JCC houses male offenders with developmental disabilities and severe behavior disorders. Specialized programs including anger management, sex offender treatment, and substance abuse treatment are offered. It is the Department's only facility dedicated to the care and treatment of mild to moderately mentally impaired or developmentally delayed juveniles.

- Current Capacity: 40 Males
- Population Profile: Male offenders, primarily ages 11-20
- Population on September 13, 2004:
 - Age < 18 = 32
 - Age 18+ Not CC = 6
 - Age 18+ CC = 2
 - Total = 40*

Cedar Lodge Training Facility

The Cedar Lodge Training Facility occupies a former housing unit on the Bon Air campus. The training program housed at Cedar Lodge trains newly hired juvenile correctional officers and a range of introductory and in-service offerings for professionals who work with juveniles and juvenile data in all of the Department's divisions. Training for support staff is also offered. All training courses are subject to severe limitations in space and staffing.

Other critical support facilities/functions of note:

These include medical infirmaries, a critically understaffed safety function, Workers Compensation programs, and telecommunications support of data systems. This brief mention is not intended to be a complete inventory of support functions. Some functions are highlighted here due to the less-than-ideal support provided to JCCs following a period of severe fiscal and operational stress on the Department. Diminished support capacity impacts JCCs abilities to accommodate the needs of juvenile wards.

Capacity & Average Daily Population (ADP) by Facility FY2004

Facility	Current Capacity	ADP Total
Barrett	98	107
Beaumont	322	306
Bon Air	220	208
Culpeper	72	52
Hanover	154	134
Natural Bridge	71	61
Oak Ridge	40	40
RDC	166	134
<i>JCC Total</i>	<i>1,143</i>	<i>1,042</i>
Wilderness (VWI)	32	30
Shenandoah (CPP)	10	9*
Alternate Placements	N/A	2
<i>State Total</i>	<i>1,185</i>	<i>1,076</i>

*Since the facility opened in April, the average is calculated only on those months

- In FY 2004, ADP was at or below capacity in all facilities with the exception of Barrett.
- In April 2004, DJJ began placing juveniles into the Community Placement Program (CPP) at Shenandoah Valley Juvenile Detention Home. This program has a capacity of 10 beds and is designated to serve male juveniles, ages 14-17 who are indeterminately committed to DJJ with shorter length of stay (LOS) (3-6; 6-12; 9-15 months) and no defined sex offender treatment need. The program operates as a secure residential program offering community re-integration and specialized services in job readiness, life and social skills, anger management, and substance abuse.
- Additional capacity available but not funded:
 - Culpeper = 153
 - Bon Air = 60

ADP Age Distribution by Sex FY2004

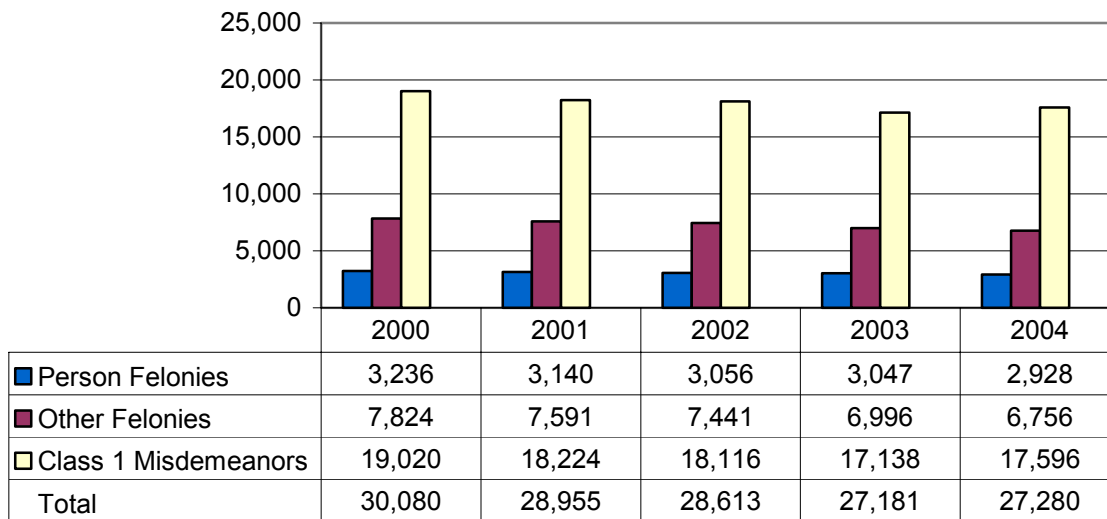
	Age <18	Age 18+ Not CC	Age 18+ CC	Total
Males	705	195	114	1013
Females	53	6	4	63
<i>Total</i>	<i>758</i>	<i>201</i>	<i>118</i>	<i>1076</i>

- When considering sight and sound separation, it is important to not only consider juveniles aged 18½ and older, but also to take into account the juveniles ages 18 to 18 and 5 months that need to be sight and sound separated as they become age 18½.
- The proportion of juveniles age 18+ in the JCCs has increased from 25% in FY99 to 30% in FY04.

Part II: Historical Trends

This section will take a comprehensive look at the individuals (cases) involved in juvenile justice. This examination begins with intake, the first stage of entry into the system, and is followed with an analysis of secure pre-trial detention. Following the detention section is detailed information on state commitments including admissions trends, facility capacity and ADP, LOS, and determinate commitments. Special populations are broken down and analyzed including sex offenders, substance abusers, juveniles with mental health needs, and females.

Petitioned Juvenile Intake Cases FY2000-2004

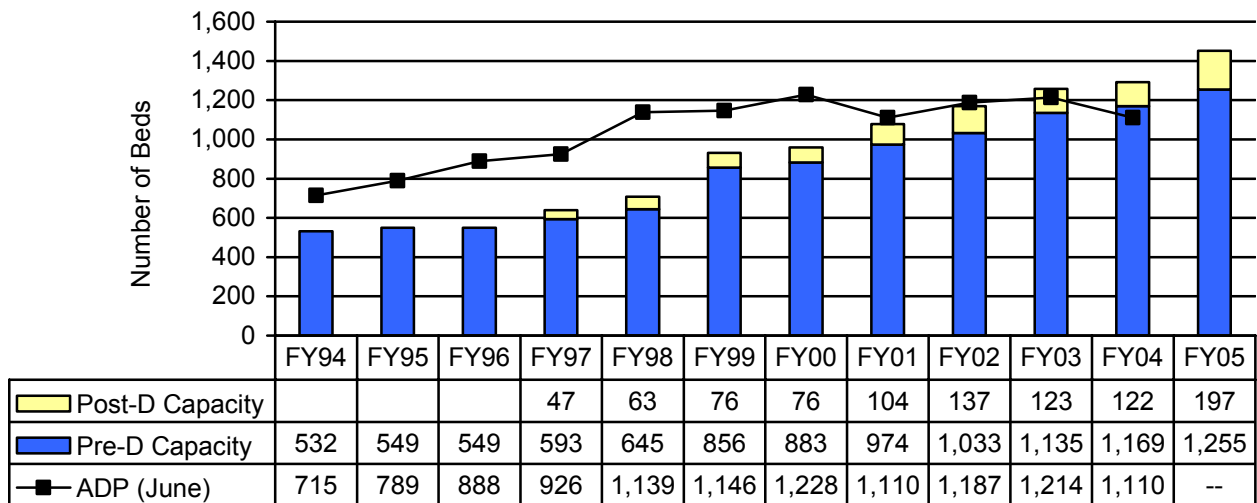


- Felonies and Class 1 Misdemeanors are eligible for detention.
- A Felony or four Class 1 Misdemeanors (cumulative) are eligible for commitment.
- Since FY 2000, the number of intake cases for Felonies and Class 1 Misdemeanors has decreased.

Detention

Section 16.1-284.1 of the Code of Virginia allows judges to use local detention programs as a disposition for juveniles for up to 180 days. Post-dispositional detention is used by localities as a community-based alternative to state commitment that allows juveniles to receive services in secure custody while planning for transition back into their communities. With the addition of so many detention beds and the decline in the pre-dispositional population, many localities have planned for and are providing these programs.

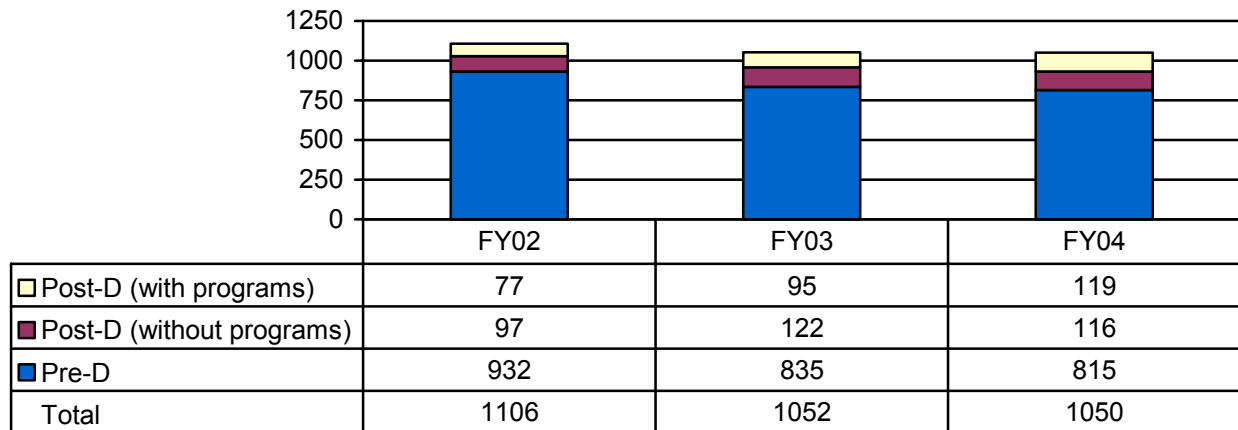
**Detention Home Capacity* and Average Daily Population
FY1994 – 2004**



*capacity reflects licensed beds

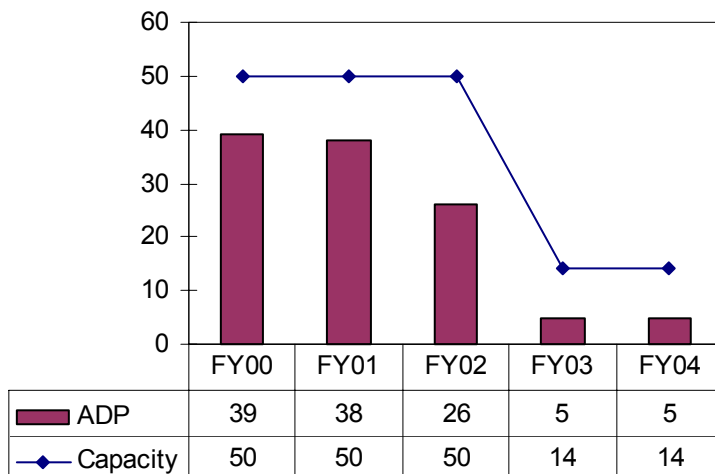
- Approved FY 2005 Expansion as of 8/15/04:
 - Virginia Beach will open with 90 beds
 - Newport News will expand from 40 to 110 beds
 - Highlands will add one additional bed
- Section 16.1-284.1 of the Code of Virginia allows judges to sentence juveniles to detention for 30-180 days post-dispositionally (“post-d”) for treatment.
- Those juveniles who meet the eligibility criteria for state commitment must receive a suspended commitment when sent to a post-d detention program.
- Over one half of the detention facilities across the Commonwealth have post-d programs (dedicated beds for facility and community-based treatment services). Services provided include substance abuse, anger management, education, vocational training, life skills, and community service.
- Many new or expanded detention facilities will open post-d programs in FY 2005 as an alternative to state commitment and as part of their local continuum of services in an effort to provide individualized services to juveniles in their home communities.

**ADP in Detention by Disposition Type
FY2002-2004**



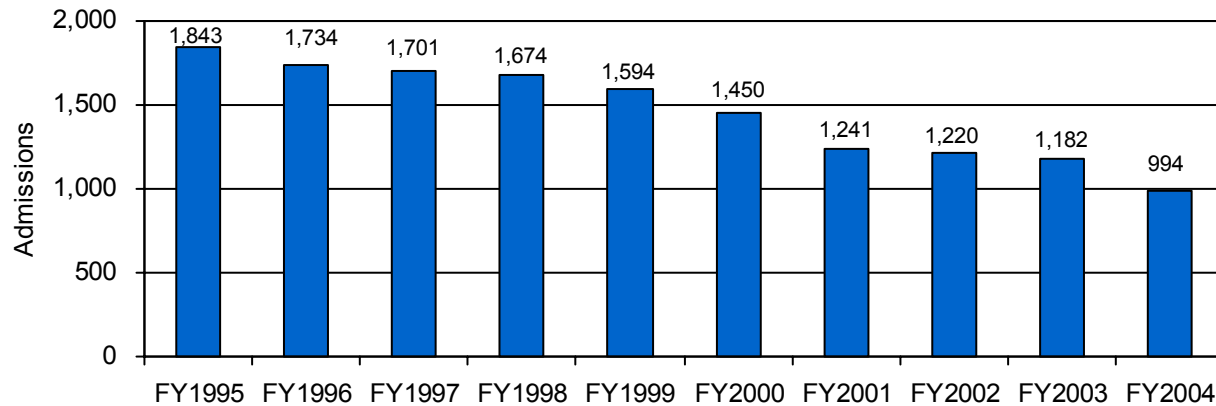
- The DJJ Juvenile Tracking System (JTS) Detention Home Module allows for a distinction between pre- and post-dispositional admissions that was previously unavailable. For this reason, it is possible to report ADP by disposition type only beginning in FY 2002.
- Fourteen of the 24 detention facilities currently have beds for juveniles who were admitted for post-dispositional programs. Post-dispositional beds (without programs) are available in all facilities and house juveniles sentenced up to 30 days of incarceration.

**Culpeper Detention Home ADP and Capacity
FY2000-2004**



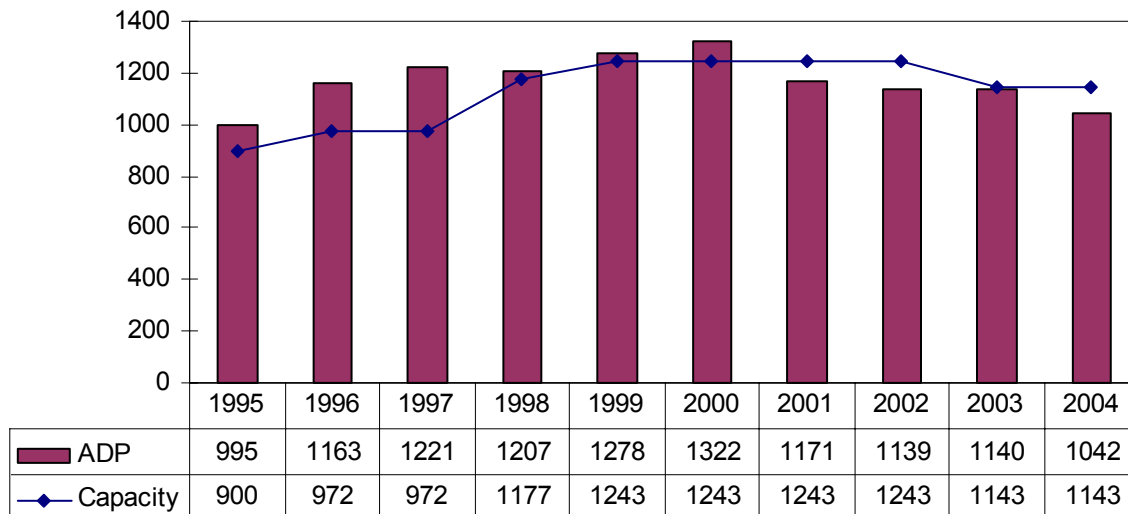
- Culpeper is the only state-operated detention home.
- ADP decreased 87% between FY 2000 and FY 2003 and 81% between FY 2002 and FY 2003.
- Culpeper County has contracted with DJJ for 14 detention home beds.

**State-Responsible Juvenile Offender Admissions
FY1995 – FY2004**



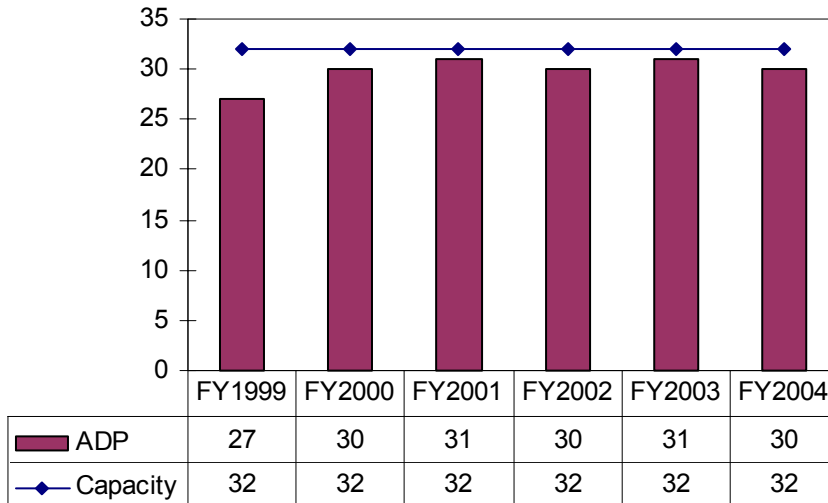
- In July 2000, the threshold eligibility criteria for juveniles committed for misdemeanor offenses changed from being found guilty of two Class 1 Misdemeanors to four (cumulative) Class 1 Misdemeanors. The intention of the change was to reserve the use of commitment to DJJ for a population of more serious offenders.
- Between FY 1995 and FY 2000, admissions decreased by 21%. Subsequent to the change in eligibility criteria effective in FY 2001, a marked decrease of 14% between FY 2000 and FY 2001 was noted. This was followed by a continual decrease in each subsequent year to the present resulting in a 20% decrease in admissions.

**Capacity and ADP of the JCCs
FY1995-FY2004**



- Between FY 2002 and FY 2003, the capacity of the JCCs decreased 8% due to revenue projection shortfalls.
- ADP has been below capacity since 2001.
- Monthly ADP and admissions at RDC within each of the defined age groups is presented in Appendix C.

**Virginia Wilderness Institute (VWI) ADP and Capacity
FY1999-2004**

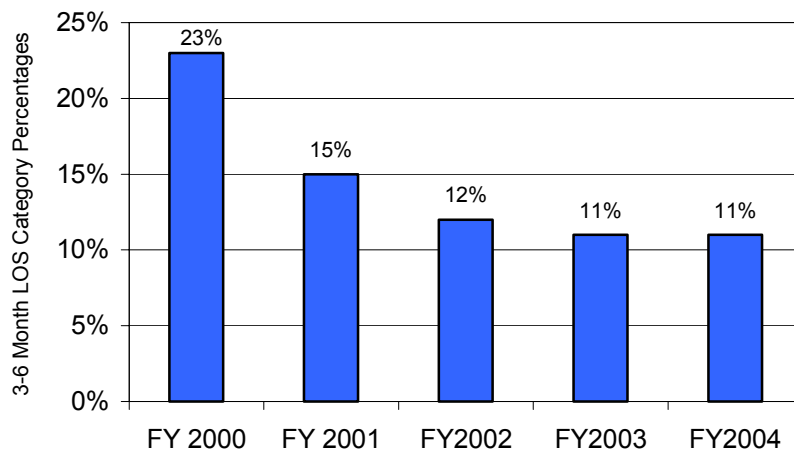


- VWI has been fully utilized each year since FY 2000.
- VWI began accepting wards in March 1998.

LOS Guidelines

The majority of commitments to DJJ are indeterminate, which means that the Department, and not the court, is responsible for determining when a juvenile is released back to the community. Clearly how long a juvenile remains in direct care will have a direct, immediate, and continuing impact on the Department's use of its JCCs. The Board of Juvenile Justice is mandated by law to establish Length of Stay (LOS) Guidelines that set the broad parameters within which the Department may decide when to release indeterminately committed wards. These guidelines establish criteria for discretionary release from indeterminate commitments; meld the punitive aspects of institutional confinement with the rehabilitative focus of indeterminate sentencing; promote consistency across individual juveniles' cases and across institutional programs; provide a proportionate penalty structure; and accommodate youth's treatment needs as they relate to offense behavior. By looking at LOS factors such as offense level, mandatory treatment, and projected release date, it is possible to project institutional bedspace needs for the indeterminately committed juvenile population.

3-6 Month LOS Category of Admissions FY2000-FY2004



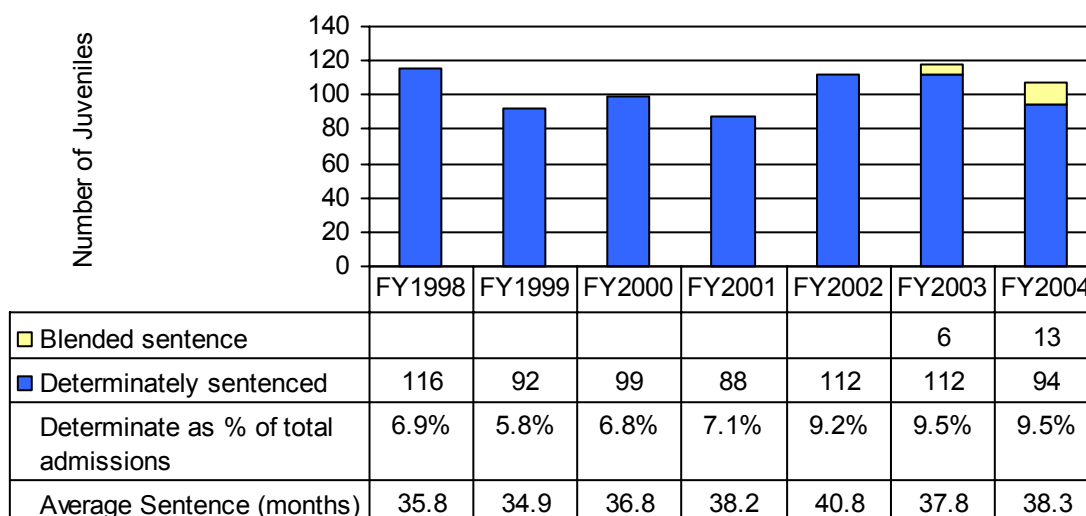
- In FY 2000, 23% of the JCC population was assigned an LOS of 3-6 months, which left the remaining 77% assigned longer LOS categories. This fact is noteworthy when compared to FY 2004 when 89% of the JCC population was assigned longer LOS categories.
- The decrease following FY 2000 can be attributed to the change in the commitment criteria in §16.1-278.8.
- Average actual LOS for all juveniles committed to DJJ has increased from 9 months in FY98 to 12 months in FY04.

Commitment Types

Serious offenders may be determinately committed to the Department for up to seven years. The court, not the Department, determines when the individual will be released. As such commitments are for serious offenses, determinately committed wards are inherently more likely to remain in direct care for much longer than indeterminately committed juveniles. In addition, when a juvenile has been transferred to circuit court to be tried as an adult, the court may commit the juvenile determinately to the Department and may also impose an adult sentence to be served following the juvenile commitment. Such “blended sentences” result in a ward population that tends to stay with the Department for long periods of time. Wards with determinate commitments and with adult prison terms awaiting them after their stay with the Department present significant challenges to the utilization of JCCs.

Additional information on commitment types is presented in Appendix D.

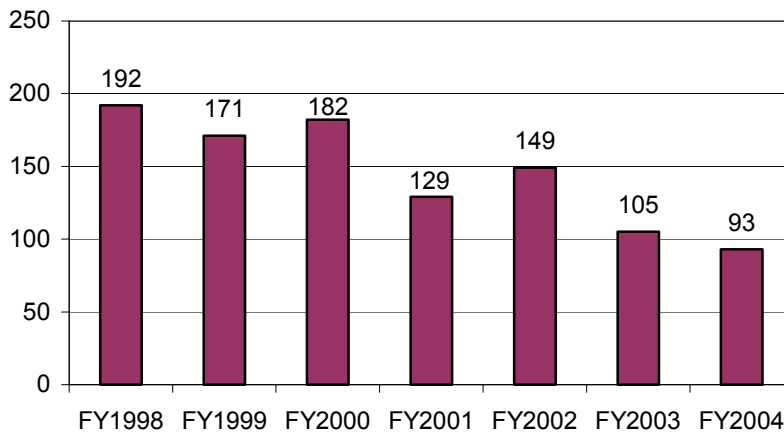
Wards Determinately Committed to DJJ FY1998 to FY2004



- Wards determinately committed to DJJ have decreased over time but have remained steady as a percentage of total admissions.
- The proportion of admissions with determinate sentences has increased in recent years. This increase is due largely to the increase in commitments from circuit court.
- Determinately committed juveniles tend to have longer sentences than the indeterminate wards creating a “stacking-up” effect. The effect shows fewer juveniles being cycled through the JCCs due to the increased numbers with longer lengths of stay.

Female Wards

Female wards present different staffing and treatment challenges than do males. Gender specific issues, such as sexual abuse and trust, come into play when staffing a female facility. Females interact differently than do males and require staff that is cognizant and accepting of those differences. Females tend to present more mental health and medical issues and require more therapeutic intervention and support in order to effectively treat the issues. Females require more privacy and individual space to be comfortable and to feel safe. Not all staff are agreeable to working with females, and they require specialized training to deal with an adolescent female population.

**Female Admissions to DJJ
FY1998 – FY2004**

- At any given time, females account for 10-13% of all admissions to DJJ.
- Female admissions decreased 52% between FY 1998 and FY 2004.

Special Populations

Special populations require specific training for both treatment and security staff. Interaction and supervision of a sex offender or a developmentally delayed child is not the same as what would be required for other children. Staff must be trained in the specific treatment modalities so that they understand the dynamics of the disorder and can consistently provide appropriate responses to questions, situations, tasks, and behaviors. Treatment approaches to special populations are highly sophisticated and require extensive training to ensure that what is delivered is both therapeutic and appropriate. Special populations require tailored approaches to both supervision and operational issues so that a therapeutic milieu is established.

Staff selection and training for special populations is critical. Not all staff want to work with special populations or is suited to work with them. Staff who cannot handle hearing the graphic details about the sexual offending history of a child cannot be effective working with that child. Staff that does not have the patience or desire to continuously repeat directions or repeatedly show a child how to perform a task will not be effective when working with a developmentally delayed child. Recognizing the need to have a highly trained and consistently assigned staff to work with special population is the first step toward effective treatment.

ADP for Juveniles with Mental Health Treatment Needs FY2002 – FY2004

Males				
FY	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
FY2002	477	127	41	645
FY2003	411	114	54	579
FY2004	382	103	66	552

FY	Total
FY2002	721
FY2003	655
FY2004	600

Females				
FY	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
FY2002	61	11	5	76
FY2003	59	12	5	76
FY2004	39	5	4	48

- The total number of juveniles with a determined mental health treatment need decreased 17% between FY 2002 and FY 2004. (It is important to keep in mind that admissions have decreased in general, but the percentage of admissions with such needs has not necessarily decreased).
- On average, about 20-30% of youth had a history of psychological hospitalizations.
- Monthly ADP data for wards with mental health treatment needs is presented in Appendix E for both sexes broken down into each of the three defined age groups.

Substance Abuse ADP FY2002 – FY2004

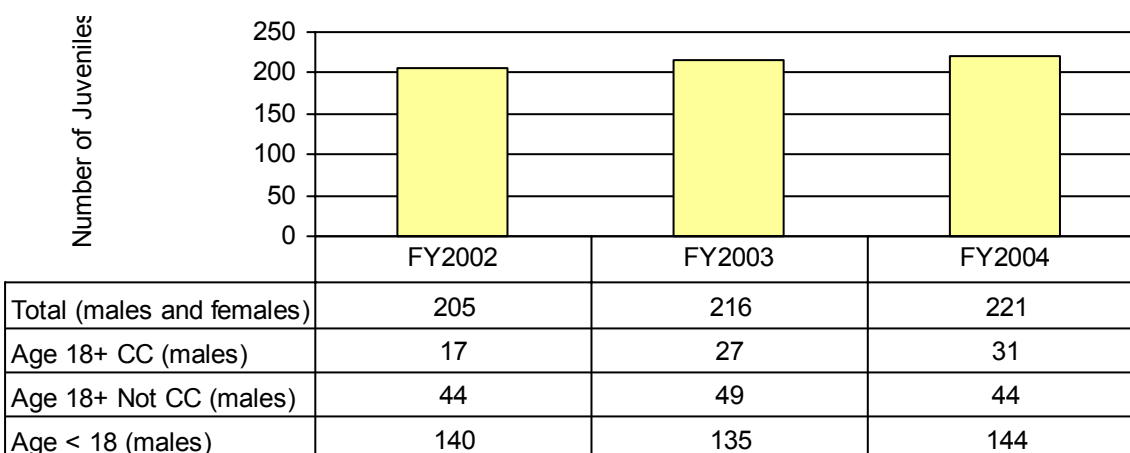
Males				
FY	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
FY2002	340	96	31	467
FY2003	312	88	40	440
FY2004	260	97	48	405

FY	Total
FY2002	516
FY2003	481
FY2004	429

Females				
FY	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
FY2002	36	9	4	49
FY2003	32	6	3	41
FY2004	19	3	2	24

- For both male and female juveniles with substance abuse treatment needs, ADP has been decreasing over the last three fiscal years.
- Monthly ADP data for wards with substance abuse treatment needs is presented in Appendix E for both sexes broken down into each of the three defined age groups.

Sex Offender ADP FY2002 – FY2004



Sex offenders are analyzed separately because they tend to have longer lengths of stay. For juveniles released from state custody in FY 2004, the average actual LOS for juveniles with a mandatory sex offender treatment need was 28 months versus 12 months for indeterminately committed non-sex offenders.

- It is important to consider ADP, not just admissions for sex offenders, because these juveniles often contribute to the “stacking up” effect. For example, sex offenders from 2002 are still in the population due to treatment requirements, and these individuals will be reflected in the ADP but not in this year’s admissions.
- Females represented less than 2% of sex offenders in the population for the last three fiscal years.
- Monthly ADP data for sex offenders is presented in Appendix E for both males and females within each of the defined age groups.

**ADP for Low Intellectual Functioning Juveniles
FY2002 – FY2004**

Males				
FY	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
FY2002	50	13	3	66
FY2003	52	15	5	72
FY2004	47	14	6	67

FY	Total
FY2002	72
FY2003	79
FY2004	72

Females				
FY	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
FY2002	5	0	1	6
FY2003	4	1	2	7
FY2004	2	1	2	5

- Juveniles are determined to be low intellectual functioning if they have an IQ score less than 75 and Woodcock Johnson Math, Reading, and Writing grade scores less than five (5th grade) and approved by Custody Classification Review Committee (CCRC).
- This population is examined separately because they are eligible for admission to Oak Ridge JCC. Actual placement decisions take IQ scores and an overall Woodcock Johnson score into account.
- The total number of low intellectual functioning juveniles has remained fairly steady over the last three fiscal years.
- Monthly ADP data is presented in Appendix E for both sexes broken down into each of the three defined age groups.

Part III: Current Population (as of September 13, 2004)

This section will examine special populations within the current state-responsible population in order to ascertain DJJ's immediate needs. Specifically, information concerning females, sex offenders, substance abusers, juveniles with mental health treatment needs, and developmentally disabled juveniles will be presented.

Current Population by Age and Court Type

Facility	Age <18 Not CC	Age <18 CC	Age 18+ Not CC	Age 18+ CC	Total
Barrett	73	12	23	4	112
Beaumont	79	24	99	61	263
Bon Air	150	27	16	4	197
Culpeper	39	12	6	5	62
Hanover	96	26	13	25	160
Natural Bridge	26	2	13	3	44
Oak Ridge	24	8	6	2	40
RDC (males)	81	9	8	5	103
RDC (females)	12	5	1	0	18
CPP	9	1	0	0	10
VWI	19	2	8	4	33
Total	608	128	193	113	1042

Sight and Sound Separation:

- 23% of the juveniles in the current population were committed by a circuit court.
- 70% of wards age 18+ have a custody classification level of 1 or 2. Custody classifications range from 1 to 4, with 1 being the lowest score. All classification data for this population are presented in Appendix F, along with copies of the classification instruments.
- To be in compliance with OJJDP's sight and sound separation requirement, DJJ would need to keep the juveniles age <18 separate from those who are 18+ CC.
- According to the newest interpretation of OJJDP's sight and sound requirement, juveniles who are 18+ not CC and juveniles <18 can be kept together; and juveniles 18+ CC and 18+ not CC can also be housed together.
- A six month grace period will commence before juveniles need to be sight and sound separated. This begins once the juvenile turns 18 years of age.
- For juveniles age <18 and committed by the circuit court, two possibilities exist. Some will be released before they turn 18 while others will age into the 18+ CC group and thus may eventually need to be sight and sound separated. As of September 13, 25 juveniles age <18 and committed by the circuit court are expected to turn 18 within six months and are expected to be in the JCC population.

Current Female Offenders Assigned LOS (population on September 13, 2004)

LOS Range	Number
3 - 6	4
6 - 9	1
6 - 12	22
9 - 12	1
9 - 15	1
12 - 18	23
15 - 21	2
18 - 24	4
18 - 36	8
21 - 36	1
24 - 36	1
Blended	1
Determinate	11

- Eleven of the 80 (14%) females currently housed in DJJ's institutions have a determinate sentence. 196 of 965 (20%) male juveniles have a determinate sentence.
- The table below presents the assigned LOS for females with those eligible for a potential alternative placement highlighted in yellow. The juveniles highlighted in red represent a population that is appropriately housed only within DJJ's correctional centers.

Current Special Populations by Facility

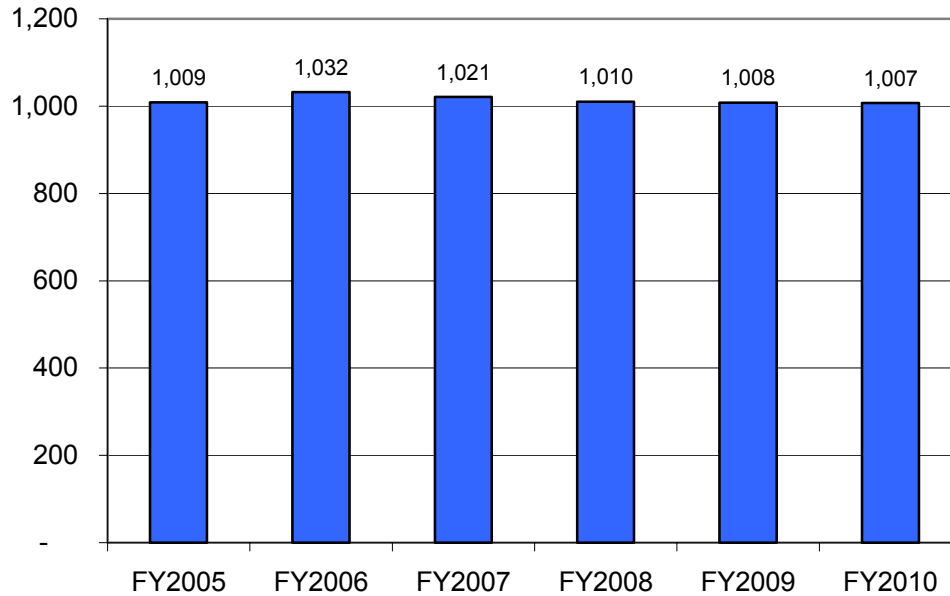
Facility*	Sex Offender	Substance Abuse	Mental Health Treatment	Low Intellectual Functioning
Barrett	0	78	42	2
Beaumont	77	96	152	7
Bon Air	56	48	104	12
Culpeper	2	19	36	4
Hanover	56	41	89	3
Natural Bridge	0	22	19	0
Oak Ridge	10	15	19	40
VWI	0	9	10	2
CPP at Shenandoah	0	0	1	0

*RDC is not included because assessments are completed during a juvenile's stay

- The majority (94%) of sex offenders in the population on September 13 were housed at Beaumont, Bon Air, and Hanover.
- Over half (53%) of juveniles with mandatory substance abuse treatment needs were either at Barrett or Beaumont.
- Over half (54%) of juveniles with a determined mental health treatment need were at either Beaumont or Bon Air.
- Oak Ridge housed 57% of low intellectual functioning juveniles, Bon Air housed another 17%.
- Special population data is presented in Appendix G for each facility broken down into each of the three defined age groups.
- A juvenile can be counted in more than one special needs category.

Part IV: Juvenile Population Forecast

State-Responsible Juvenile Population Forecast FY2005-2010 (Monthly Average for each Fiscal Year)



- The state-responsible juvenile offender population is expected to remain relatively steady between FY 2005 and FY 2010.
- It is important to note that a forecast model does not capture a change in trends. At some point the population will no longer continue its decline, but it is impossible to precisely determine when this change will occur. **Therefore, it is essential to consider the need for growth when looking at capacity issues.**

Part V: Summary

- Admissions to DJJ have decreased every year since 1995. Responses from a survey to CSU directors indicate that many judges are reserving commitment for their most serious offenders and using alternative placements for their less serious offenders.
- ADP in JCCs is at the lowest level in nine years. The official state-responsible juvenile population forecast is an average of 1,015 between FY 2005 and FY 2010.
- Juveniles in JCCs are older, more serious offenders, and have longer LOSs than previous years. This population is expected to increase as they are not released at the same rate as admitted. This population creates a problem for management because they are not required to attend school after they reach the age of 18 (unless they are special education students). Additional alternative programs for this population are needed.
- Currently 113 juveniles over the age of 18 were committed by circuit court. OJJDP has required that they be sight and sound separated from juveniles under age 18.
- Natural Bridge JCC is underutilized.
- Culpeper JCC is underutilized.
- Female admissions have substantially decreased since FY 1998.
- The capacity for low intellectual functioning juveniles needs to be expanded as there continues to be a waiting list for placement into Oak Ridge JCC. The juveniles are currently housed in the general population until placement at Oak Ridge is available.
- Several of DJJ's facilities are old and have extensive outstanding capital outlay projects.
- The local detention home system now has excess capacity compared to utilization. Once all planned construction comes online in FY 2005, 1,452 beds will be available in local detention homes. The population in detention is forecasted to be 1,100. As DJJ makes efforts to ensure that only those juveniles who are a threat to public safety are detained, this population may decrease further. Underutilized detention beds may be utilized for the expansion of the CPP initiative.

Part VI: Recommendations

DJJ maintains its continued commitment to efficiently operate the system of institutions and to best address the needs of juveniles in state custody. In consideration of the actual and predicted decline in state juvenile commitments and the desire to operate a more therapeutic treatment environment, it is recommended that DJJ close one juvenile correctional center. In so doing, the Department must shore up critical support functions which deteriorated during a period of fiscal and operational stress, as eight institutions were operated with resources designed to fund only seven. The proposed plan addresses the following issues:

1. Close Barrett JCC as of July 1, 2005, taking into consideration:
 - a. physical plant, including age and condition
 - b. geographic location of facility allows for redistribution of staff within the area
 - c. best option when considering all facilities
 - d. provide resources needed for utilization of remaining facilities
 - e. portability of substance abuse program
2. More fully utilize Culpeper JCC considering that it is the newest and most state of the art facility in the system
3. Explores compliance with OJJDP's sight and sound requirement
4. Provide greater flexibility in facility utilization to reflect sound classification practices
 - a. decrease the size of housing units within the JCCs to allow for a more treatment-oriented approach
 - b. relocate the female population to a more suitable location
 - c. offer an alternative placement for housing females needing less secure environments
 - d. address the needs of the special treatment populations
5. Fully utilize Natural Bridge JCC

In order to address these issues, the following facility utilization plan is proposed:

RDC

- Remain the evaluation unit for the Department
- Capacity 156

Barrett

- Close
- Mothball facility until future use is determined
- Provide an in-house substance abuse program at Bon Air, Beaumont, and Culpeper JCCs
- Distribute staff, positions, and resources to Culpeper and other JCCs in the Richmond area

Beaumont

- Adjust Population Age
- Goal – reduce unit size to 18 (medium campus)
- Capacity 288

Bon Air Expansion

- Adjust Population Age
- Goal - reduce unit size to 18
- Capacity 139

Bon Air Existing

- Develop specialized programs for girls
- Operate three cottages of 18 wards each
- Capacity 54

Culpeper

- Open four buildings for 18+ males, one building at a time
- Develop specialized transitional programs for older males to include Youth Industries Programs
- Capacity 191

Hanover

- Continue with the JROTC Program
- Continue with Sex Offender Program
- Capacity 146

Natural Bridge

- Remain as is for wards who need transition services and wilderness experience
- Capacity 71

Oak Ridge

- Continue serving low intellectual functioning juveniles
- Capacity 40

Community Placement Program/Special Placements

- Continue with Shenandoah CPP (10 beds) and VWI (32 beds)
- Develop a 20-bed alternative placement for females
- Develop a 10-bed CPP for males in Tidewater

Culpeper Detention Home

- Maintain commitment per Memorandum of Agreement with Culpeper County to provide 14 secure pre-disposition detention beds. These youth cannot be placed with wards committed to state care.
- Remaining beds are available for access by other jurisdictions.

Potential Capacity by Facility

Facility	Current Capacity	Special Purpose Beds	Revised New Capacity*
Barrett	98	0	0
Beaumont	322	34	288
Bon Air	220	27	193
Culpeper	72	34	191
Hanover	154	8	146
Natural Bridge	71	0	71
Oak Ridge	40	0	40
RDC	166	10	156
JCC Total	1,143	113	1,085
Wilderness (VWI)	32	0	32
Shenandoah (CPP)	10	0	10
Girls Alternative Program	0	0	20
Tidewater CPP	0	0	10
Alt. Placements	N/A	0	N/A
State Total	1,185	113	1,157

*Revised new capacity does not include special purpose beds or unfunded beds

JCC Potential Capacity

- Construction at Hanover is anticipated to begin in February 2005. This will require taking 54 beds offline for up to twenty-four months; therefore temporarily reducing the capacity to 100.
- The Beaumont transitional beds will serve as halfway house-type beds allowing the juveniles transitional services and off-campus access within the community. These beds will not have an impact on the capacity at Beaumont JCC because they will be used to serve this transitional population.
- The revised new capacity:
 - Fully utilizes Culpeper, taking advantage of DJJ's newest, state-of-the-art facility.
 - Takes beds at Barrett offline
 - Does not include special purpose beds that are reserved for juveniles requiring behavioral observation (self-injurious behavior, isolation, etc). These beds are used as a management tool and to house wards on an as-needed basis.
 - Reconfigures housing unit sizes to better manage the population.
 - Reflects decreases in funded capacity resulting from the budget reductions taken during the 2002-04 biennium. When considering additional bed space needs, DJJ feels that Departmental goals and philosophy are better served by community placement, rather than institutional beds.
 - Does not include capacity at Culpeper Detention Home. These beds are currently being used by Culpeper County under a Memorandum of Agreement for pre-dispositional youth.
 - Does not include the sixty unfunded beds at Bon Air JCC. These beds require major renovation and are unusable until repaired.

Compliance with OJJDP's Sight and Sound Separation Requirement

- The complexities of the physical layout, operations, and programs of Virginia's current juvenile correctional system present the Department with unique challenges in implementing the new sight and sound separation policy.
- The Department will develop a comprehensive planning process to implement immediate, intermediate, and long-term steps towards full compliance with sight and sound separation requirements.
- In order to develop a comprehensive plan designed for the purposes of complying with the new sight and sound separation requirements, the Director shall create a task force to:
 - Identify, assess, and make recommendations concerning the issues the Department may face by complying with the new sight and sound policy.
 - Make recommendations concerning the components necessary for implementing the new sight and sound separation requirements.

Critical Juvenile Correctional Center Support Programs and Functions

To fully realize the operational needs of secure DJJ institutions as proposed in this report, the following recommendations are offered:

- a. Furnish currently unutilized Culpeper JCC housing units so that the spaces may accommodate juvenile wards.
- b. Implement pay differential of 4.5% for all employees at Culpeper JCC to address and resolve recruitment problems and provide full and adequate staffing.
- c. Develop specialized Juvenile Industries Program for older Males at Culpeper JCC.

In addition to the specific needs to implement the proposed utilization of Culpeper JCC, the following recommendations address existing operation requirements for the total JCC system:

- d. Implement a strong and visible JCC security and support staff recruitment program to replace the fragmented series of job fairs conducted by individual JCCs.
- e. Continue to support the Department of Planning and Budget and the Governor in their efforts to secure \$1.4M to construct an adequate training facility on the Bon Air Campus.
- f. Secure adequate funding to staff a training program for JCC security and other critical functions, so that hiring and training of employees is not impeded.
- g. Organize, hire and train an organizational unit of safety officers to review and analyze safety issues in the JCC's, and to impact favorably on the experience rating in the JCC's in the area of Workers Compensation issues.
- h. Provide, identify and allocate funding adequate to support the data telecommunications lines required by current (and to a lesser extent, emerging) data capture and reporting systems which support DJJ's services to wards and other juvenile clientele.
- i. Retain a qualified consultant to update the Department's security staffing study to reestablish benchmarks for functionally adequate security staff in the JCCs and to help institutionalize adherence to the benchmarks.

Non-JCC Placement Initiatives for Committed Juveniles

- The plan for future CPP is to open a 10-bed program at the Tidewater Detention Home (TDH) in November (11/30/04). DJJ is currently working with TDH to establish the placement criteria for the program.
- The proposed program for girls is targeted for January 2005 with a planned capacity for 20 females. The Department is currently exploring alternatives based on the needs of the female population.

The Department of Correctional Education (DCE)

- The DCE will obviously be impacted by the changed utilization of the JCCs. Educational and vocational programs will have to be relocated and in some cases regular school will no longer be necessary due to the advanced age of the population, resulting in focusing on GED type programs.
- The DCE will be unable to completely respond to the Utilization Study until Items 1-7 of the Implementation Plan outlined on page 30 have been resolved.

Part VII: Budget Summary (preliminary)

A.	Total funds required to restore Culpeper JCC and close Barrett JCC (Detail attached)		\$	5,035,334
B.	Ancillary Costs for JCCs			
1.	Furnish currently unutilized Culpeper JCC housing units			
	@ \$250,000 per unit X 2.5 living units (10 pods)		\$	625,000
2.	Develop specialized Juvenile Industries Program for older males at Culpeper JCC		\$	1,800,000
3.	Pay differential for Culpeper JCC positions (overlaps with budget request for all JCOs)			
	@ 4.5% X (\$12,249,984 Sal & FB - \$1,673,052 medical - \$154,080 def comp)		\$	469,028
C.	Related JCC Support Items:			
1.	Staff and operating costs for new training facility	\$	300,000	
2.	Recruiter position and support costs	\$	80,000	
3.	Safety positions and support costs	\$	400,000	
4.	Fully fund workers' compensation	\$	1,500,000	
5.	Data line funding	\$	350,000	
		\$	2,630,000	\$
				2,630,000
D.	Related Programs per Appropriations Act			
1.	Provide Residential Placement Program for 20 girls			
	@ 20 beds X \$225 per day X 365 days		\$	1,642,500
2.	Provide Community Placement Program for 10 boys			
	@ 10 beds X \$170 per day X 365 days		\$	620,500
E.	Start-up/transitional funding for above items in FY 2005 must be estimated based on policy considerations and approval to go forward.		\$	-
Total Costs - DJJ			\$	12,822,362

See Appendix H

Department of Correctional Education

The budgetary impact of this plan on DCE is unknown until items 1-7 on page 30 have been determined.

Part VIII: Implementation Plan

The Department's Division of Institutions will have responsibility for developing and finalizing a plan of action with time frames to implement the utilization of the Juvenile Correctional Centers as outlined in this plan. Initial components of the action plan, will be formulated by 11/15/04 and are listed below:

1. Appoint Implementation Committee by 11/1/04
 - a. Superintendents/Designee
 - b. BSU
 - c. Treatment Staff
 - d. DCE
 - e. Research & Evaluation Staff
2. Assess all wards currently committed, taking into consideration for placement:
 - a. Classification status
 - b. Security requirements
 - c. Treatment requirements
 - d. Educational needs
3. Determine services & staffing at all operational JCCs
 - a. Reassignment of Barrett JCC staff
 - b. Recruitment for Culpeper JCC
 - c. Placement of Treatment staff
4. Establish a redistribution plan based upon operational utilization requirements to include:
 - a. Ward population
 - b. Services
 - c. Physical plant
 - d. Staffing
5. Develop Community Alternative Placements
 - a. 20 bed residential placement alternative for females
 - b. 10 bed CPP for males
6. Develop Therapeutic Treatment program
 - a. Identify locations of program
 - b. Reduce population based on revised capacity
 - c. Relocate treatment staff to housing units
7. Formulate and implement a plan for the closure of Barrett JCC
 - a. Close facility and redistribute staff
 - b. Redistribution of supplies, equipment, and operations
 - c. Identify and institute physical plant requirements for maintaining property in vacant state

VIRGINIA DEPARTMENT OF JUVENILE JUSTICE

PLAN SUBMISSION

TO KEEP JUVENILE WARDS “SIGHT AND SOUND SEPARATE” FROM ADULT WARDS WHO WERE CONVICTED OF FELONIES IN CIRCUIT COURT

Introduction

This plan is designed to bring Virginia into compliance with the OJJDP policy interpretation regarding the separation core requirement [Section 223(a)(13)(A)] of the JJDP Act. The policy requires that convicted wards over the age of 18 be kept “sight and sound separate” from juvenile wards in the Department’s juvenile correctional centers.

The Department of Juvenile Justice currently houses just over 1,000 wards committed to it by the courts of the Commonwealth. (On April 23, 2004 the ward population totaled 1,010). Approximately 118 of those wards have been convicted of a felony and committed by a circuit court and are over the age of 18.

It should be said at the outset that many, if not most, of the strategies being considered to effectuate sight and sound separation will entail financial costs, and that the Department, while it can propose such solutions, can implement only those that are funded by the General Assembly.

In Part I of this document, please find an overview of Virginia’s law concerning the sentencing of those juveniles convicted as adults. Part II of this document provides an overview of the new policy interpretation by the Office of Juvenile Justice and Delinquency Prevention and why the Department is developing this action plan. Part III of this document describes the physical plant resources, operations and programs currently existing.

The complexities of the physical layout, operations and programs of Virginia’s current juvenile correctional system present the Department with unique challenges in implementing the new sight and sound separation policy. The Department will develop a comprehensive planning process to implement immediate, intermediate and long-term steps towards full compliance with sight and sound separation requirements. In order to develop a comprehensive plan designed for the purposes of complying with the new sight and sound separation requirements, the Director shall create a task force. The task force shall identify, assess and make recommendations concerning the issues the Department may face by complying with the new sight and sound policy. The task force shall make recommendations concerning the components necessary for implementing the new sight and sound separation requirements. In Part IV, please find the purpose and functions of the task force.

Definitions

For purposes of this Plan of Action only, the following terms have the meanings indicated:

“Adult ward” means any ward who has attained the age of 18, whether committed by a juvenile court or a circuit court.

“Convicted adult wards” mean those wards who were committed by a circuit court upon conviction of a felony, and who have attained the age of 18. (“Convicted adult wards” must be kept sight and sound separate from juvenile wards, but NOT from other adult wards).

“Juvenile ward” means any ward who has not yet attained the age of 18.

PART I OVERVIEW OF VIRGINIA JUVENILE JUSTICE LAW

WHY ARE ADULTS CONVICTED IN CIRCUIT COURT INCARCERATED IN VIRGINIA JUVENILE CORRECTIONAL CENTERS?

1.00 Jurisdiction of the Juvenile Court in Virginia

In Virginia, the age of majority is 18. Virginia Code § 16.1-241 gives the juvenile court jurisdiction over a child who is alleged to have committed a delinquent act or an adult who has committed a delinquent act prior to his eighteenth birthday, except where the jurisdiction of the juvenile court has been terminated under the provisions of § 16.1-269.6. Once the juvenile court establishes jurisdiction in the case of a juvenile, the court may retain jurisdiction until the juvenile's twenty-first birthday.¹

2.00 Jurisdiction of the Department of Juvenile Justice Over Committed Juveniles

Under Virginia Code § 16.1-278.8, a juvenile eleven years of age or older may be committed to the Department of Juvenile Justice if found delinquent for a felony offense; a Class 1 misdemeanor if the juvenile was previously found delinquent for a felony offense; or a Class 1 misdemeanor if the juvenile has previously been adjudicated delinquent on three occasions for Class 1 misdemeanor offenses. A juvenile who meets these criteria may be committed to the Department of Juvenile Justice pursuant to Virginia Code § 16.1-285 (indeterminate commitment, potentially to age 21) or § 16.1-285.1 (determinate commitment as a serious offender, not to exceed the individual's twenty-first birthday).

3.00 Certifying or Transferring a Juvenile to be Tried as an Adult in Virginia.

Virginia law allows a juvenile 14 years of age or older to be transferred, certified or waived to circuit court to be tried and convicted as an adult, as follows:

Virginia Code § 16.1-269.1(B) mandates certification for trial as adult for a juvenile who is fourteen years of age or older when there is probable cause to believe the juvenile committed a certain offense such as murder or aggravated malicious wounding.

Virginia Code § 16.1-269.1 (C) provides that the attorney for the Commonwealth may request that a juvenile, fourteen years of age or older, be tried as an adult when the juvenile is accused of certain other felonies, such as felony homicide, robbery or rape.²

¹ See, Virginia Code § 16.1-242.

² The offenses for which a juvenile fourteen years of age or older may be certified to be tried as an adult are: murder in violation of § 18.2-33, felonious injury by mob in violation of § 18.2-41, abduction in violation of § 18.2-48, malicious wounding in violation of § 18.2-51, malicious wounding of a law-enforcement officer in violation of § 18.2-51.1, felonious poisoning in violation of § 18.2-54.1, adulteration of products in violation of § 18.2-54.1, robbery in violation of § 18.2-58 or carjacking in violation of § 18.2-58.1, rape in violation of § 18.2-61, forcible sodomy in violation of § 18.2-67.1 or

Finally, pursuant to Virginia Code § 16.1-269.1(A), if a juvenile, fourteen years of age or older, is accused of any other felony, then by motion of the attorney for the Commonwealth, the juvenile court may conduct a transfer hearing. The purpose of the hearing is to decide whether the juvenile should remain under the jurisdiction of the juvenile court or transferred to the circuit court to be tried as an adult.

4.00 How May the Circuit Court Sentence a Juvenile Convicted as an Adult?

During the adjudicatory phase of a trial of a juvenile in circuit court, the juvenile is treated as an adult and afforded the same due process rights as an adult. However, upon conviction a juvenile is not afforded the same dispositional rights as an adult. Whereas an adult can chose to be sentenced by a jury, a juvenile has no such right, and only a judge can impose sentence.

4.10 Sentencing Options of the Circuit Court When a Juvenile is Convicted as an Adult

Virginia Code § 16.1-272(A)(1) gives the circuit court several options for sentencing a juvenile who is convicted as an adult of a violent juvenile felony. The circuit court may (i) impose an adult sentence, but allow a portion of that sentence to be served in a juvenile correctional center;³ or (ii) sentence the convicted juvenile as an adult; or (iii) sentence the juvenile as an adult, but suspend the adult sentence conditioned upon successful completion of a juvenile disposition including commitment to a juvenile correctional center.

In addition, if the juvenile is convicted of any felony other than a “violent juvenile felony,” under Virginia Code § 16.1-272(A)(2), the court may (i) sentence the juvenile as an adult; or (ii) commit the juvenile to the Department of Juvenile Justice; or (iii) impose an adult sentence and suspend the adult sentence conditioned upon successful completion of a juvenile disposition including commitment to a juvenile correctional center.

object sexual penetration in violation of § 18.2-67.2, provided the attorney for the Commonwealth gives written notice of his intent to proceed pursuant to this subsection.

³ Under this option, the juvenile can only be committed as a serious offender under Virginia Code § 16.1-285.1. Therefore, the juvenile is given a determinate commitment.

**PART II THE OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
ISSUED NEW POLICY ON SIGHT AND SOUND SEPARATION**

WHY IS THE DEPARTMENT DEVELOPING A COMPLIANCE PLAN?

1.00 Notification of Enforcement Action: The Federal Government Informed the Department of its Intent to Require the Sight and Sound Separation of Juveniles Convicted in Circuit Court who Attain the Age of 18, from Juvenile Wards

In a letter received by the Department on October 30, 2003, William Woodruff, Deputy Administrator, Office of Juvenile Justice and Delinquency Prevention (OJJDP), informed all State Juvenile Justice Agency Directors of OJJDP's intent to implement and enforce a policy prohibiting the collocation of juveniles with those juveniles who have been convicted as adults and subsequently obtain the age of 18 in juvenile correctional centers.

1.10 Summary of Letter: New Interpretation in Guidance Manual - No Substantive Change in Federal Law

The letter asserts that a person aged 18 years or older who is convicted of a crime in circuit court and placed in a juvenile correctional facility must be kept separate from the juvenile ward population.

The letter cites the language in the "Guidance Manual For Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, September 29, 2003" as follows:

A juvenile who has been transferred or waived or is otherwise under the jurisdiction of a criminal court may be detained or confined in a juvenile correctional facility or a juvenile detention facility with other juveniles who are under the jurisdiction of the juvenile court. Once a transferred, waived, or certified youth becomes an adult, however, he or she must be transferred to an adult facility within six months.

This new policy contravenes previously issued policy in the Guidance Manual.⁴

⁴ Previously, the Guidance Manual stated in a footnote that:

OJJDP policy excepts individuals placed in a juvenile correctional facility while they are legally a juvenile and who becomes an adult while under criminal court jurisdiction as long as the placement is "uninterrupted." This policy precludes a transfer to another juvenile facility or the return of the individual to the juvenile facility following release on probation or parole. See, Guidance Manual for Monitoring Facilities Under the Juvenile Justice and Delinquency Prevention Act of 1974, as Amended, December 2001, page 23.

1.20 The New Policy Interpretation is Based Upon Section 223(a)(12) of the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. 5633)

The Juvenile Justice Delinquency Prevention (JJDP) Act was reauthorized in 2002. The language in the Reauthorized JJDP Act of 2002 (42 U.S.C. 5633, Section 223 (a) (12)) states that:

. . . juveniles alleged to be or found to be delinquent or juveniles within the purview of paragraph (11)⁵ will not be detained or confined in any institution in which they have contact with adult inmates[.]

1.30 The Definition of an Adult Inmate can be Found in Section 103 (26) of the JJDP Act

The JJDP Act of 2002 defines an adult inmate in Section 103 (26) as “an individual” who

- (A) has reached the age of full criminal responsibility under applicable State law; and
- (B) has been arrested and is in custody for or awaiting trial on a criminal charge, or is convicted of a criminal charge offense.

⁵ Paragraph 11 prohibits the incarceration of a juvenile in a secure detention facility or in a juvenile correctional center for a status offense.

PART III OVERVIEW OF THE DEPARTMENT'S PHYSICAL PLANT RESOURCES, OPERATIONS AND PROGRAMS

Implementing the compliance plan involves significant physical plant, operational and program issues. Below, please find an overview of the physical layout, operations and programs of Virginia's current juvenile correctional system.

SECTION I. PHYSICAL PLANT RESOURCES

1.00 Juvenile Correctional Centers

The Department of Juvenile Justice operates a Reception and Diagnostic center and seven juvenile correctional centers (JCCs) for juveniles committed to state care. These secure facilities, with support from the Behavioral Services Unit, the Central Infirmary and the Food Services Unit, address the treatment, disciplinary, medical, and recreational needs of the juveniles. The Department of Correctional Education operates a school in each facility.

Beginning in FY 2003 the combined operating capacity of the eight facilities was 1,143. Recently, the ward population has hovered just over 1,000. (On April 23, 2004 the ward population totaled 1,010). Approximately 118 of those wards have been convicted of a felony and committed by a circuit court and are over the age of 18.

To supplement the number of juvenile correctional center beds, DJJ contracts with private providers who provide direct-care community residential beds and treatment services for committed youth. In addition, the Department places a small number of wards in local detention homes by special arrangement with those facilities.

1.10 Reception & Diagnostic Center

The Reception and Diagnostic Center is the central intake facility for the entire juvenile correctional system. All newly committed wards, regardless of age, gender, offense history or status as a convicted or a delinquent ward, are housed initially at RDC, where they undergo extensive psychological, educational and other assessments to determine the most appropriate placement and treatment during their commitment. Wards also receive medical and dental examinations here. Each juvenile receives a battery of tests from the Department of Correctional Education staff to identify the appropriate educational level, vocational aptitude, and any special educational needs. This evaluation and assessment process takes place over a relatively short span of time, usually not more than 45 days.

Established in 1968, RDC occupies nine buildings along Old Bon Air Road, including an administration building, dining hall, four cottages, and three buildings where staff meet and conduct assessments on the youth, provide counseling treatment, educational services, and indoor recreation.

There are seven housing units; six for males and one for females.

The juveniles range in age from eleven to twenty, and the average length of stay at RDC is slightly more than six weeks. RDC operates a highly structured orientation and behavioral management program emphasizing development in areas of leadership, education, achievement, and discipline. From there, wards are sent to their designated correctional facilities.

1.11 Capacity: 144 Males & 22 Females

1.12 Population Profile: On April 23, 2004, there were 5 convicted adult wards at RDC and 128 other wards, for a total of 133.

1.20 Natural Bridge Juvenile Correctional Center

The Natural Bridge JCC is located three miles south of Natural Bridge Station along Route 759 (Forest Road). The 110 acre site includes ten major buildings and fifteen smaller support structures, most of which are loosely grouped in a gently sloping open area near Forest Road. Wooded areas fringe this open area on the three remaining side of the property. Camp New Hope, located in the woods to the west of the developed portion of the center, provides an outdoor, experiential program of interpersonal, self-reliant, independent and interdependent relationships in a wilderness setting. Camp New Hope has provided group camping activities for over 35,000 youth from correctional facilities since 1973.

Natural Bridge is a minimum security facility that serves as a transitional facility prior to release. Programs include Substance Abuse Treatment, Anger Management, and Independent Living.

1.21 Capacity: 71

1.22 Population Profile: Male offenders, ages 15 to 20, who are lower security risks with all types of committing offenses, including a limited number of major and serious offenders. There were 7 convicted adult wards and 54 other wards on April 23, 2004.

1.30 Hanover Juvenile Correctional Center

Hanover JCC is located approximately 20 miles northeast of Richmond, several miles off of Route 301 with direct access provided by Route 326. The center occupies approximately 100 acres of gently sloped natural open space on the 1900 acre property. There are thirteen major buildings generally arranged in a rectangle around a central open space which serves as the center's parade grounds. Eight residential units front one side and one end of the rectangle, and buildings for the school, the gymnasium and the dining hall/kitchen are located along the other side of the rectangle. The remaining end of the rectangle is open, except for the security fence and gate. Across the parking lot next to the main gate is the administration building, the only building at the complex located outside of the 12' high security fence.

Specialized programs include JROTC, anger management, sex offender treatment, and substance abuse treatment. To participate in JROTC, wards must be in the 9th grade and on a GED or high school diploma track. Participants can be 18 if they are working toward their GED or high school diploma.

1.31 Capacity: 154

1.32 Population Profile: Male offenders, primarily ages 11 to 18, committed for moderate to serious. There were 21 convicted adult wards and 98 other wards on April 23, 2004.

1.40 Barrett Juvenile Correctional Center

The Barrett JCC is located approximately 15 miles northeast of Richmond, several miles from Route 301. Direct access is provided by River Road, Route 651. The center occupies approximately 35 acres of gently rolling natural open space nestled into wooded surroundings on three sides. There are eleven major buildings generally arranged in a circle around a central open space which serves as the center's parade grounds. In addition to the five resident cottages, there are also buildings for administration, a school/gymnasium, a dining hall/kitchen, a storage building for maintenance and operations and the infirmary (combined with a sixth resident cottage).

Barrett's Substance Abuse Program provides comprehensive services to male wards who are experiencing significant life problems related to their use of alcohol and other drugs. The program was funded as a national demonstration project by a grant from the Center for Substance Abuse Treatment, an agency of the United States Department of Health and Human Services. The program, run by the Gateway Foundation at Barrett, was selected as the Virginia Association of Drug and Alcohol Program's Program of Excellence award winner for 1999. In July 1999 and again in August 2002, Barrett received a three-year certification from CARF, the Rehabilitation Accreditation Commission, making Barrett the only juvenile correctional facility in the nation to be certified as a treatment program. It is the largest and most comprehensive substance abuse treatment program in the country for juvenile offenders in a correctional setting.

1.41 Capacity: 98 Males

1.42 Population Profile: 7 convicted adult wards and 111 other wards on April 23, 2004.

1.50 Oak Ridge Juvenile Correctional Center

The Oak Ridge Center is a single story facility with a basement that stands somewhat apart from the rest of the Bon Air campus. The Oak Ridge facility houses male offenders with developmental disabilities and severe behavior disorders and is the Department's only facility dedicated to the care and treatment of mildly to moderately mentally impaired or developmentally delayed juveniles. The population has measured intelligence scores in the borderline to moderately retarded range. Offenders typically have an extensive history of maladaptive behavior and are committed for serious offenses. The facility operates a Behavioral "token economy" Program and offers Sex Offender and Substance Abuse Treatment programs. The average length of stay at this center is approximately one year.

1.51 Capacity: 40 Males

1.52 Population Profile: 3 convicted adult wards and 37 other wards on April 23, 2004.

1.60 Beaumont Juvenile Correctional Center

The Beaumont JCC is located approximately 20 miles northwest of Richmond, near route 522 and the James River in Powhatan County, Virginia. The site encompasses approximately 2,300 acres of which about 150 acres are developed with the facilities that comprise the center. The property is largely undeveloped and maintained in a natural state of wooded area and open fields. The buildings in the central campus area were constructed in the mid-1920s and mid-1930s and reflect a design vocabulary common to the other juvenile correctional centers developed in the same timeframe. The perimeter road is located at the outside edges of the moderately sloped complex. The majority of buildings were placed inside the perimeter road. A security fence encloses the entire perimeter of the site. The old administration building, one cottage, several staff residences and a collection of old farm buildings located near an old "Mansion" all lie outside of the fence. The chapel and two cottages are within a fence, the gates in these areas are kept open during the day. The medium security facility includes two separate housing units that receive support services from the other buildings at the center. The school/gymnasium, infirmary, counseling offices, and two housing blocks are located in a maximum security facility. There are twelve old housing cottages on the property.

Beaumont provides specialized programs such as sex offender treatment, substance abuse treatment, and anger management, as well as general mental health services. The Virginia Department of Correctional Education offers a comprehensive high school education program via the Paul S. Blandford School and Annex. DCE provides academic, business, and vocational programs, along with GED classes and testing, a College Bound Program, and SAT testing.

1.61 Capacity: 322

1.62. Population Profile: Beaumont currently houses the older, more aggressive male offenders, ages 16 to 20, in a close custody facility. On April 29, 2004, there were 67 convicted adult wards and 214 other wards, for a total of 281.

1.70 Bon Air Juvenile Correctional Center

Residential cottages at the Bon Air Juvenile Correctional Center are loosely grouped in the southeast quadrant of the complex site, intermixed with the school/gymnasium, dining hall/kitchen and the central infirmary. Further to the southeast are some small administrative and maintenance/operations buildings, and to the north of the cottages and school/gymnasium lies the relatively new medium security facility.

Specialized programs include sex offender, substance abuse, anger management, and an intensive services program for wards with severe emotional problems. Social workers and psychologists provide individual, group, and family therapy services. A consulting psychiatrist monitors the needs of wards requiring psychotropic medication.

1.71 Capacity: 220

1.72. Population Profile: Males age 11 to 20 who were committed on moderate to serious offenses. On April 29, 2004 there were 4 convicted adult wards plus 206 other wards, for a total of 210.

1.80 Culpeper Juvenile Correctional Center

Located approximately five miles south of the City of Culpeper, VA and ½ mile south of the town of Mitchells, VA on Route 615, Culpeper Juvenile Correctional Center and the Culpeper Detention Center opened in March, 1999. This facility, designed for maximum security to house older, more aggressive boys, is the first juvenile justice facility to house both a correctional center and a detention center in the Commonwealth.

Several opportunities for work are available to qualified wards. The Virginia Department of Correctional Education (DCE) offers, through Cedar Mountain High School, a full high school curriculum, GED preparation and testing, Reading Program, Tutorial Program, Armed Forces Vocational Aptitude Battery testing, Distance Learning for future college courses, and Cognitive Skills Training. The following vocational training subjects are also available: Career Pathways – the World of Work, Commercial and Residential Cleaning, Food Occupations, and Key Boarding.

1.81 Current Capacity: 72 Females

1.82. Population Profile: Since June, 2002, all female wards, regardless of age, offense history or status as a convicted or a delinquent ward, have been housed at Culpeper Juvenile Correctional Center. Residents range in age from 11 to 20. On April 29, 2004 there were 4 convicted adult wards plus 44 other wards, for a total of 48.

SECTION II. OPERATIONS OVERVIEW

1.00 Delivery of Health Services

The Department provides all medical, dental, nursing and related health services to wards. These youth typically have a wide range of medical and dental care needs which result from being medically underserved prior to admission. In addition to a staff of board-certified physicians, dentists, and nurses, the Department provides cost-effective health care services by qualified practitioners under a contract by which Anthem processes medical invoices for health care services rendered outside the facilities.

2.00 Classification System and Ward Safety

Board of Juvenile Justice Policy 19-002 states, “the Department has no higher duty than to provide for the safety of juveniles in its facilities and of the staff who supervise and care for them. Classification is essential to the operation of an orderly and safe juvenile correctional system. Classification enables the Department to gauge the proper custody level of a juvenile, to identify the juvenile’s educational, vocational and psychological needs, and to separate violent and non-violent juveniles.”

In 2001, the Department instituted an objective classification system to enable staff to assess wards' appropriate security and custody levels, determine the most appropriate services and programs for all wards, assign juveniles to appropriate housing units within a facility, and assess wards for placement in community transition programs and for special needs. Staff review all cases periodically in light of wards' needs and progress, and re-classify wards as appropriate.

Wards are classified according to their need for structure:

- Level I - low structure/
- Level II - medium structure
- Level III - high structure
- Level IV - intensive structure

Facilities are classified according to the level of security they provide:

- Level I - low security, structure, and supervision
- Level II - medium security, structure, and supervision
- Level III - high security, structure, and supervision
- Level IV - intensive security, structure, and supervision

Wards currently are assigned to facilities based on these classification levels, age, sex, and certain other factors. The new OJJDP policy will require that classification and placement determinations also incorporate a ward's convicted vs. delinquent status. This could entail a substantial adjustment to the complex and comprehensive classification system. In addition, case management practices will have to be reviewed to ensure that the appropriate questions regarding placement of adult wards are asked in time to take appropriate action.

3.00 Population Trends

Each year the Department of Juvenile Justice, in conjunction with the Governor's Inmate Population Forecasting Committee, projects the state responsible juvenile average daily population. The most recent forecast projects the institutional population to increase by 6% by FY 2006, due primarily to increases in the number of committed juveniles who will stay with DJJ for longer periods of time.

SECTION III: PROGRAMS OVERVIEW

The Department will be challenged to deliver quality programs and services to its special populations under the constraints of sight and sound separation.

The Virginia Department of Juvenile Justice places a high priority on the treatment and rehabilitation of wards. Over time, programs and services have been developed without regard to wards' age or delinquent vs. convicted status. While specific strategies are identified in the compliance plan for each special population (such as female wards, sex offenders, substance abusers, developmentally challenged wards, wards in work programs preparing to transition to their home communities, and newly arriving wards), there are significant operational barriers to delivering these specialized programs and services while keeping convicted adult wards separate from juvenile wards.

Virginia is fortunate to have both a well-established system for delivering mental health services and adequate resources to meet the mental health needs of wards. The Behavioral Services Unit has added staff in response to the increasing mental health treatment needs of the wards and the assumption of sex offender and substance abuse treatment. Currently, there are 74 full-time positions, with additional psychiatric services provided by contract at least 48 hours per week, spread out among the seven JCCs and RDC. All BSU therapists are supervised by licensed clinicians. Even though BSU staff are exempt from licensure requirements by law, 55% of BSU clinicians are licensed in their respective professions. Half of the unlicensed staff are in residency working toward licensure. BSU staff provide a variety of mental health services in the juvenile correctional centers including individual, group and family therapy; crisis intervention; sex offender treatment; substance abuse treatment; diagnostic assessments; staff training; and 24 hour a day on-call services for each facility, as well as supervision of the anger management counseling program. Over 80% of all wards receive some type of services from BSU.

1.00 Sex Offender Treatment

When any ward, regardless of age, gender, offense history or status as a convicted or a delinquent ward, is determined to have committed serious sex offenses, the ward may be required to undergo "mandatory sex offender treatment," and may be assigned to self-contained residential sex offender treatment programs where they receive intensive therapy addressing their sexual offending. Non-completion of a mandatory treatment program may result in an extension of the ward's length of stay.

Wards committed for sexual offenses stay longer than most wards due to the amount of time it takes to successfully get through the treatment program. In fiscal year 2003, out of 1172 admissions, 7.8% of wards had mandatory sex offender treatment assignments and 1% had recommended sex offender treatment assignments.

2.00 Mandatory Substance Abuse Treatment

Wards with serious substance abuse problems (regardless of the ward's age, gender, offense history or status as a delinquent or a convicted ward) may be assigned to "mandatory substance abuse treatment." Non-completion of a mandatory treatment program may result in an extension of the ward's length of stay. Will it be possible to deliver services to wards assigned to mandatory substance abuse treatment through time-phasing, dedicated programs for convicted adult wards, or alternative placements or arrangements?

3.00 Wards in Job Training Programs

The Youth Industries Program helps wards overcome barriers to employment and prepare to enter the workforce. DJJ operates the program in partnership with the Department of Correctional Education (DCE) and the U.S. Department of Labor. Wards are selected for Youth Industries based on institutional adjustment, satisfactory progress toward service plan objectives, and demonstrated ability to work independently and with limited supervision. Youth in the program receive vocational and academic instruction; hands-on, work-based training; ongoing counseling services, transitional skills and services; and follow-up. Participating wards may be modestly compensated based on work-training hours completed or may receive an established piecework rate.

Fields of study may also be integrated with an Apprenticeship program. Such fields of study include horticulture, silk screening, offset printing, food service, woodworking, electrical, barbering, embroidery, vinyl sign-making, advertising and design, and computer repair. In the program, youth can develop positive work habits and values while receiving guidance on using newly acquired skills when entering the job market.

DJJ evaluates the Youth Industries program on an ongoing basis, beginning with juveniles released from the program in FY 2001. These findings indicate that wards who participated in Youth Industries had lower reoffense rates within 12 months after release than wards from the general JCC population.

The Department of Juvenile Justice, in collaboration with DCE, has received a grant from the U.S. Department of Labor to fund additional work programs for DJJ wards. The Workforce Preparation Project will create and fund organized programs to enhance JCC work programs and expand vocational education. The Project will teach marketable skills and positive workplace behaviors, providing work experience while wards are in the JCCs and assisting wards in their search for gainful employment upon release from DJJ. The first part of this project will focus on wards at Beaumont JCC, who will receive academic instruction as well as vocational training in barbering, printing, or electrical work. A transition component will be included for project participants who will be returned to localities in the Eastern Region of Virginia upon release from the JCC.

SECTION IV THE FISCAL OPERATIONS

The Department of Juvenile Justice is charged with operating eight juvenile correctional facilities, yet has been operating at a funding level sufficient to operate only 6 ½ facilities. In particular, the operating budget for Culpeper Juvenile Correctional Center was reduced by the Virginia General Assembly by \$6.1 million. To cope with the reduced funding level, Culpeper was converted into a female only facility with a reduced population and a reduced staff, and currently is able to operate only by borrowing resources (staff and funding) from other JCCs.

Already struggling with inadequate resources before tackling the sight and sound separation issue, it is difficult to see how the Department could dedicate an entire facility to an adults-only population, or even how the Department could add sufficient staff to ensure an acceptable “time-phasing” use pattern in JCCs with both juvenile and adult wards. As this plan is drafted, Virginia does not have a budget approved for the 2005-2006 biennium, and the Department is not certain what will be its budget, its authorized employment levels, or the mandated number of juvenile correctional centers to operate.

The Governor and the General Assembly may conclude that the cost of complying with the new policy is prohibitive. It is not clear what the consequence will be in terms of OJJDP funds (estimated at \$1.6 million) should the Department be found out of compliance with the sight and sound separation requirement—for example, whether and how the funds would be redirected, or how 20% of the total grant money would be earmarked towards addressing the issues creating the noncompliance, as required by law. The Department is attempting to get answers to these issues.

- Juvenile Correctional Center Annual Cost Per Capita (FY 03) \$57,599.00
- Department of Correctional Education Annual Cost Per Capita \$14,019.00
- Total Annual Cost Per Capita (FY 03) \$71,618.00

SECTION V INTRA-AGENCY EDUCATIONAL OPERATIONS: THE DEPARTMENT OF CORRECTIONAL EDUCATION

Virginia is unique among all the states in that the Department of Correctional Education (DCE), a separate executive branch agency, provides educational instruction in state correctional facilities. DCE is by law an independent school district with its own school board that operates schools and educational programs for both the Department of Corrections and the Department of Juvenile Justice. DCE Juvenile Schools are accredited by the Virginia Department of Education. All academic and vocational teachers meet state certification and endorsement standards.

DCE provides testing and educational assessments for all youth and adult offenders as well as specially mandated special education evaluation and services for identified youth and adult offenders in compliance with federal regulations (46 percent of DCE's youth and 12 percent of its adult students up to age 22 are receiving services for students eligible for special education.) DCE provides mandated middle- and secondary-level academic instruction, special education, social skills, transition education, cognitive skills development, GED (General Educational Development) instruction and 26 vocational instruction programs in seven occupational trade areas to the total youth population.

DCE operates eight schools, one in each juvenile correctional center and the Reception and Diagnostic Center. DCE's FY 02-03 annual operating budget is \$48.6 million, consisting of \$46.8 million in general fund revenues, \$1.6 million in federal funds and \$138,000 in special revenues. Salaries and benefits account for about 90 percent of the total operating budget. DCE has a maximum employment level of 784 full-time staff; approximately 80 percent are directly involved in the instructional process.

In FY 01-02, 199 youth students completed individual career and technical education (CTE) courses, and 16 of these completed CTE programs. There are 60 courses in 26 program areas. In FY 01-02, six youth students completed the course requirements for a diploma from their home school, and 26 earned DCE diplomas. In FY 2002, 53 youth students passed the GED exam.

Virginia's compulsory school attendance law requires children to attend public or private school until the age of 18.5. This law applies to juveniles who are committed to the Department of Juvenile Justice; it does not apply to adult wards, nor to a child who has obtained a high school diploma, its equivalent or a certificate of completion.

PART IV THE SIGHT AND SOUND COMPLIANCE TASK FORCE: ASSESSMENT AND PLANNING PHASE

How Will the Compliance Plan be Implemented and What Will it Cost?

The complexities of the physical layout, operations and programs as identified in the previous section presents the Department with unique challenges in implementing the new sight and sound separation policy. The Department will develop a comprehensive planning process to implement immediate, intermediate and long-term steps towards full compliance with sight and sound separation requirements. In order to develop a comprehensive plan designed for the purposes of complying with the new sight and sound separation requirements, the Director shall create a task force. The task force shall identify, assess and make recommendations concerning the issues the Department may face by complying with the new sight and sound policy. The task force shall make recommendations concerning the components necessary for implementing the new sight and sound separation requirements.

SECTION I: SIGHT AND SOUND COMPLIANCE TASK FORCE

Objective 1: Create Task Force by June 1, 2004

Activity 1: The Director will create a task force to:

- oversee implementation of the compliance plan.
- provide analysis and information to the Director on the fiscal, operational and programmatic impact of the sight and sound separation requirement.
- recommend specific steps to achieve sight and sound separation

Activity 2: A consultant will be hired to chair the task force and coordinate plan-related activities:

Activity 3: The Director will invite the following to participate on the task force:

- The Secretary of Public Safety
- The Superintendent of the Department of Correctional Education
- The Department of Planning and Budget
- The Department of Criminal Justice Services (Juvenile Services Unit)
- The Office of the Attorney General
- Staff of the Senate Finance Committee Subcommittee on Public Safety
- Staff of the House Appropriations Subcommittee on Public Safety
- The Department of Corrections

- Activity 4: The Director will designate DJJ staff to support the task force:
- Director's Office: Disproportionate Minority Confinement; Human Resources; Policy and Legislation
 - Division of Administration and Finance: Budget; Capital Outlay; Research and Evaluation
 - Division of Community Programs: Halfway Houses; Regional Offices
 - Division of Institutions: Behavioral Services; Health Services; Institutional Operations; Institutional Case Management; Juvenile Correctional Centers

SECTION II PHYSICAL LAYOUT ASSESSMENTS

1.00 Adult Only Juvenile Correctional Center Assessment

Determine the advantages and disadvantages of operating one or more of the Department's existing JCCs as an adults-only facility, or of establishing a new facility. (To be completed in conjunction with the Department's scheduled report to the General Assembly regarding its planned utilization of juvenile correctional centers)

2.00 Assess the Feasibility of Separating Convicted Adult Wards from Juvenile Wards at the Reception and Diagnostic Center

3.00 Assess Needs for Renovation or Construction to Achieve Sight and Sound Separation, Based on Findings of Completed Feasibility Studies

SECTION III OPERATIONAL ASSESSMENTS

1.00 Assess the Feasibility of Housing Only Juvenile Wards in Certain Facilities as a Short-Term Strategy to Reduce Contact Between Juvenile Wards and Convicted Adult Wards

Issues: Adults-Only Facility, adults-only facility operating under standards for juvenile residential Facilities, or adults-only facility operating under standards for adult correctional facilities.

2.00 Assess the Impact of the Separation Requirement on Health Care Services

Issue: Central Infirmary and sick call practices in the JCCs.

3.00 Review Classification Procedures to Facilitate Sight and Sound Separation

Issue: Integrating Sight and Sound variables into Department's classification system.

4.00 Assess Population Trends to Determine Needs for Future Resources Given Sight and Sound Separation Requirements

Issue: The most recent forecast projects the ward population will increase by 6% between FY 2003 and FY 2006, due primarily to longer lengths of stay.

SECTION IV PROGRAMMATIC ASSESSMENTS

1.00 Assess the Feasibility of Separating Female Convicted Adult Wards from Female Juvenile Wards in an existing Juvenile Correctional Center

2.00 Assess the Feasibility of Separating Convicted Adult Wards from Juvenile Wards in Mandatory Self-Contained Intensive Treatment Programs for Sex Offenders

Issue: Can sight and sound separation be achieved among sex offenders assigned to self-contained intensive treatment programs?

3.00 Assess the Feasibility of Separating Convicted Adult Wards from Juvenile Wards in Mandatory Substance Abuse Treatment Programs

Issue: Can sight and sound separation be achieved among wards assigned to mandatory substance abuse treatment?

4.00 Assess Feasibility of Separating Convicted Adult Wards from Juvenile Wards in Job Training Programs for Those Transitioning Back to Their Communities

Issue: As an example, to comply with the new OJJDP policy, will convicted adult wards be provided a separate Youth Industries program or be excluded from participation altogether (thus raising possible "right to treatment" concerns).

5.00 Assess the Feasibility of Removing Adult Wards from Oak Ridge JCC when Suitable Alternative Placement is Available

6.00 Assess the Feasibility of Housing Convicted Wards ONLY with Wards Over the Age of 18 in one or more existing juvenile correctional centers (thus obviating the need for sight and sound separation within the facility).

SECTION V FISCAL IMPLICATIONS ASSESSMENT

Assess the fiscal implications of implementing the new sight and sound separation requirement. The Task Force will review the assessment and make recommendations to the Department's administration. The Department will work closely with the Secretary of Public Safety, the Department of Planning and Budget, the Office of the Governor, and the appropriate committees of the General Assembly to obtain adequate funding to operate its juvenile correctional centers.

SECTION VI EDUCATIONAL ASSESSMENT

Assess Impact of Separation Requirements on Schools, Vocational, and Work Training Programs Conducted by the Department of Correctional Education (DCE)

Issue: How will separation requirements affect educational and vocational training programs conducted by the Department of Correctional Education?

SECTION VII GENERAL ASSEMBLY ACTION REQUIRED

Although the specific requirements to comply with the sight and sound separation requirement will only be known when the various feasibility assessments are completed, the Department anticipates that additional funding will be required to come into full compliance. For example, where the feasibility studies identify the possibility of time-phasing of activities, programs and services, there may yet be the need to modify existing structures to ensure sight and sound separation. In addition, even with time-phasing strategies, there may very well be a need for additional staff—both security staff and programming staff. Finally, if the feasibility studies indicate the need for substantial renovation or for expanded or new facilities, capital funds will need to be appropriated.

Although the Department intends to identify and request funds necessary to come into compliance with the sight and sound separation requirement, the ultimate availability of funds will depend, first, on any such requests being included in the Governor's proposed biennium budget for 2007-2008, and finally will be subject to the availability of funds and approval by the General Assembly.

To the extent that the planning process identifies short-term strategies to ameliorate contact between convicted adult wards and juvenile wards in the Department's custody, it may be possible to request adjustments to the current budget when the General Assembly meets in 2005. Again, such short-term adjustment will depend on the requests' being included in the Governor's proposed budget amendments, and ultimately upon the availability of funds and approval by the General Assembly. Any adjustments to current appropriations would be available as of July 1, 2005.

If funds are needed beyond an incidental adjustment to the current budget, Virginia's biennial budget structure is such that the earliest that substantial funds would be available would be in the budget for the FY 2007-2008 biennium, which becomes effective July 1, 2006.

PROPOSED TIMELINE FOR IMPLEMENTING COMPLIANCE PLAN

- 5/4/ 2004** **DJJ submits plan to DCJS**
- 5/7/2004** **DCJS submits plan to OJJDP**
- 5/15/2004** **Invitations sent to Implementation Task Force members**
DJJ applies to DCJS for funding to engage a consultant to facilitate the planning and implementation process
- 6/1/2004** **Task force meets.**
Feasibility study groups formed and charged
- 7/1/2004** **Consultant engaged to facilitate the planning process**
- 9/1/2004** **Interim feasibility assessments due, with costs for personnel, per diems; needs for renovation identified**
- 12/15/2004** **Capital outlay reports cost estimates for identified renovations to Task Force**
- 1/1/2005** **Final feasibility assessments due to Task Force**
- 5/1/2005** **Task Force prioritizes recommendations per final feasibility assessments**
- 9/30/2005** **Task Force recommendations included in DJJ budget proposal**
- 6/1/2005** **Based on FY 2007-2008 Biennium budget, DJJ updates Compliance Plan and submits to DCJS; DCJS will in turn submit the modified Compliance Plan to OJJDP.**
- 7/1/2006** **FY 2007 Budget effective -- Funds approved by the General Assembly to implement the Compliance Plan (if any) now become available**

Outstanding Capital Needs

RDC

Structure/Use	Repairs Needed	Cost Estimate
A-2 Cottage	HVAC, fire safety, windows Electrical Upgrades	\$750,000
A-3 Cottage	HVAC, fire safety, windows Electrical Upgrades	\$750,000
B Cottage (On Emer Gen.)	Fire safety, windows	\$350,000
A-4 Cottage (On Emer.)	Fire safety, windows	\$350,000
Building C-1	Fire safety, windows Electrical Upgrades	\$350,000
Building C-2	HVAC, fire safety, windows Electrical Upgrades	\$750,000
Building C-3	Fire safety, windows Electrical Upgrades	\$350,000
New Infirmary School	Capital New Construction	\$10, 827,000*

*Capital Project

Bon Air

Structure/Use	Repairs Needed	Cost Estimate
Central Campus	Main Electrical Feed Upgrade	\$150,000
Light Cottage	New roof, HVAC, windows Electrical, fire safety	\$750,000
Stuart Cottage	New roof, HVAC, windows Electrical, fire safety	\$750,000
Keller Cottage	New roof, HVAC, windows Electrical, fire safety	\$750,000
Fisher-Jackson	HVAC, electrical, fire safety, Windows	\$750,000
Nichols Cottage	HVAC, electrical, fire safety Windows	\$750,000
Carrell Cottage	AC, electrical, fire safety Windows	\$500,000
Buchanan Cottage	HVAC, fire safety	\$350,000

Hanover

Structure/Use	Repairs Needed	Cost Estimate
Winston Cottage	Windows/Doors, electrical, fire	\$500,000
Bannister Cottage	Windows/Doors, electrical, HVAC, fire safety	\$850,000*
Cardwell Cottage	Windows/Doors, electrical, HVAC, fire safety	\$850,000*
Martha Washington	Windows/Doors, electrical, HVAC, fire safety	\$850,000*
Ellen Allen	Windows/Doors, electrical, HVAC, fire safety	\$850,000*
Edwards Cottage	Windows/Doors, electrical, HVAC, fire safety	\$850,000*
New Entry Building	Capital New Construction	\$3,585,000**

*Project being implemented using Federal grant funds

**Capital Project

Barrett

Structure/Use	Repairs Needed	Cost Estimate
Walker Cottage	HVAC, fire safety Windows/Doors	\$750,000
McNeil Cottage	HVAC, fire safety Windows/Doors	\$750,000
Lowe Cottage	HVAC, fire safety Windows/Doors	\$750,000
Buck Cottage/ Infirmary	HVAC, fire safety Windows/Doors	\$750,000
O'Kelley Cottage	Windows/Doors	\$300,000

Admissions to RDC FY02 - FY04

Month	TOTAL	Males				Females			
		Age < 18	Age 18+ Not CC	Age 18+ CC	Total	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
7/1/2001	116	98	4	3	105	11	0	0	11
8/1/2001	79	66	2	1	69	10	0	0	10
9/1/2001	79	64	4	3	71	8	0	0	8
10/1/2001	137	118	4	3	125	12	0	0	12
11/1/2001	91	82	0	1	83	8	0	0	8
12/1/2001	103	87	3	1	91	12	0	0	12
1/1/2002	82	70	1	2	73	9	0	0	9
2/1/2002	99	81	3	4	88	11	0	0	11
3/1/2002	109	89	4	3	96	12	1	0	13
4/1/2002	122	96	2	2	100	22	0	0	22
5/1/2002	105	82	2	3	87	18	0	0	18
6/1/2002	96	75	6	0	81	15	0	0	15
7/1/2002	116	97	4	1	102	13	1	0	14
8/1/2002	102	87	2	3	92	10	0	0	10
9/1/2002	103	91	2	3	96	7	0	0	7
10/1/2002	101	91	1	3	95	6	0	0	6
11/1/2002	95	83	1	4	88	7	0	0	7
12/1/2002	90	79	2	0	81	9	0	0	9
1/1/2003	95	75	3	5	83	12	0	0	12
2/1/2003	81	72	2	0	74	7	0	0	7
3/1/2003	105	96	2	2	100	5	0	0	5
4/1/2003	96	82	4	2	88	8	0	0	8
5/1/2003	88	75	4	0	79	9	0	0	9
6/1/2003	109	94	2	2	98	11	0	0	11
7/1/2003	90	75	4	3	82	8	0	0	8
8/1/2003	82	73	3	3	79	3	0	0	3
9/1/2003	56	48	0	3	51	5	0	0	5
10/1/2003	83	70	3	2	75	8	0	0	8
11/1/2003	77	61	3	2	66	11	0	0	11
12/1/2003	100	87	3	5	95	5	0	0	5
1/1/2004	71	60	1	2	63	8	0	0	8
2/1/2004	84	76	1	1	78	6	0	0	6
3/1/2004	94	81	2	2	85	6	0	3	9
4/1/2004	72	61	3	1	65	7	0	0	7
5/1/2004	69	57	1	0	58	11	0	0	11
6/1/2004	116	101	2	1	104	12	0	0	12

RDC ADP FY02 - FY04

Month	TOTAL	Males				Females			
		Age < 18	Age 18+ Not CC	Age 18+ CC	Total	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
7/1/2001	146.81	119.42	7.90	2.74	130.06	15.48	1.26	0.00	16.74
8/1/2001	137.35	112.81	6.74	2.90	122.45	14.84	0.06	0.00	14.90
9/1/2001	142.77	118.40	5.53	3.63	127.57	15.07	0.13	0.00	15.20
10/1/2001	150.52	125.32	7.39	3.68	136.39	14.13	0.00	0.00	14.13
11/1/2001	160.17	138.83	5.23	3.23	147.30	12.87	0.00	0.00	12.87
12/1/2001	160.13	135.71	4.29	3.32	143.32	16.81	0.00	0.00	16.81
1/1/2002	153.97	130.48	5.81	3.00	139.29	14.68	0.00	0.00	14.68
2/1/2002	142.71	119.50	5.43	2.93	127.86	14.86	0.00	0.00	14.86
3/1/2002	154.90	126.74	6.81	5.52	139.06	14.94	0.90	0.00	15.84
4/1/2002	149.30	120.27	6.87	3.90	131.03	17.80	0.47	0.00	18.27
5/1/2002	155.84	124.65	5.23	3.58	133.45	22.19	0.19	0.00	22.39
6/1/2002	148.53	116.73	6.20	3.90	126.83	21.63	0.07	0.00	21.70
7/1/2002	150.35	120.84	11.97	2.55	135.35	14.65	0.35	0.00	15.00
8/1/2002	153.10	127.74	5.45	3.68	136.87	14.90	1.32	0.00	16.23
9/1/2002	163.63	141.87	3.47	3.77	149.10	14.43	0.10	0.00	14.53
10/1/2002	150.52	134.16	2.19	4.97	141.32	9.19	0.00	0.00	9.19
11/1/2002	156.17	133.67	6.13	5.23	145.03	11.13	0.00	0.00	11.13
12/1/2002	147.13	122.52	5.97	5.48	133.97	13.16	0.00	0.00	13.16
1/1/2003	140.52	115.61	6.32	3.06	125.00	15.48	0.03	0.00	15.52
2/1/2003	144.71	117.57	7.57	5.64	130.79	13.93	0.00	0.00	13.93
3/1/2003	152.74	133.77	4.52	4.06	142.35	10.39	0.00	0.00	10.39
4/1/2003	152.63	133.17	6.87	4.07	144.10	8.53	0.00	0.00	8.53
5/1/2003	169.52	143.42	8.16	2.94	154.52	15.00	0.00	0.00	15.00
6/1/2003	166.57	143.63	7.70	1.50	152.83	13.73	0.00	0.00	13.73
7/1/2003	159.10	134.35	7.39	3.97	145.71	12.48	0.90	0.00	13.39
8/1/2003	148.65	124.90	8.35	5.65	138.90	9.29	0.45	0.00	9.74
9/1/2003	134.27	116.10	6.43	6.40	128.93	5.33	0.00	0.00	5.33
10/1/2003	139.58	114.26	9.16	7.39	130.81	8.77	0.00	0.00	8.77
11/1/2003	135.93	112.10	7.60	4.77	124.47	11.17	0.30	0.00	11.47
12/1/2003	132.74	113.61	3.39	3.94	120.94	11.81	0.00	0.00	11.81
1/1/2004	129.58	109.13	4.39	6.29	119.81	9.77	0.00	0.00	9.77
2/1/2004	134.41	115.55	4.55	3.34	123.45	10.97	0.00	0.00	10.97
3/1/2004	138.45	119.81	4.23	3.10	127.13	10.19	0.00	1.13	11.32
4/1/2004	129.70	111.40	4.17	3.27	118.83	8.23	0.00	2.63	10.87
5/1/2004	119.16	99.87	6.45	1.10	107.42	11.55	0.00	0.19	11.74
6/1/2004	123.00	105.40	2.10	1.03	108.53	14.47	0.00	0.00	14.47

Jurisdiction of the Juvenile Court in Virginia

Pursuant to Virginia Code § 16.1-228 "child," "juvenile" or "minor" means “a person less than 18 years of age.” In Virginia, the age of majority is 18. Virginia Code § 16.1-241 gives the juvenile court jurisdiction over a child who is alleged to have committed a delinquent act or an adult who has committed a delinquent act prior to his eighteenth birthday, except where the jurisdiction of the juvenile court has been terminated under the provisions of § 16.1-269.6. Once the juvenile court establishes jurisdiction in the case of a juvenile, the court may retain jurisdiction until the juvenile’s twenty-first birthday.¹

Offense Criteria for Committing a Juvenile to the Custody of the Department of Juvenile Justice

Under Virginia Code § 16.1-278.8, a juvenile eleven years of age or older may be committed to the Department of Juvenile Justice if found delinquent for a felony offense; a Class 1 misdemeanor if the juvenile was previously found delinquent for a felony offense; or a Class 1 misdemeanor if the juvenile has previously been adjudicated delinquent on three occasions for Class 1 misdemeanor offenses if each such prior offense was not part of a common act, transaction, or scheme. A juvenile who meets these criteria may be committed to the Department of Juvenile Justice pursuant to Virginia Code § 16.1-285 (indeterminate commitment, potentially to age 21) or § 16.1-285.1 (determinate commitment as a serious offender, not to exceed the individual’s twenty-first birthday).

Indeterminate Commitments: Va. Code § 16.1-285

The first option available to the court is committing a juvenile to a juvenile correctional center for an indeterminate period. Any juvenile who is eligible for commitment under the statutory requirements listed in Virginia Code § 16.1-278.8(A)(14) can be committed for an indeterminate period under § 16.1-285. Indeterminate commitments cannot be longer than 36 continuous months or until such juvenile has attained the age of 21. For any juvenile who is indeterminately committed, DJJ is vested with the statutory authority to determine when that juvenile should be released. However, the 36 month limitation does not apply in cases of commitment for an act of murder or manslaughter. Therefore, DJJ has the authority not to release a juvenile committed for murder or manslaughter until that juvenile reaches the age of 21.

Determinate Commitments - Serious Juvenile Offenders: Va. Code § 16.1-285.1

The second commitment option available to the court is committing a juvenile to a determinate period of incarceration in a juvenile correctional center as a serious juvenile offender pursuant to Virginia Code § 16.1-285.1. To be committed as a serious offender, the juvenile must be 14 years of age or older, adjudicated or convicted of a felony and satisfy the remaining statutory requirements concerning the seriousness of the offense or past offenses. If the statutory requirements are satisfied, the sentencing court may commit the juvenile as a serious offender for a determinate period that cannot exceed seven years or the juvenile’s 21st birthday.

Sentencing a Juvenile Convicted as an Adult

Virginia law allows a juvenile 14 years of age or older to be transferred, certified or waived to circuit court to be tried and convicted as an adult when that juvenile is alleged to have committed a certain

¹ See, Virginia Code § 16.1-242.

offense. Virginia Code § 16.1-272 provides the circuit court with its authority for imposing a sentence upon a juvenile convicted as an adult. When a juvenile is convicted as an adult, Virginia Code § 16.1-272(A)(1) gives the circuit court several options for sentencing a juvenile who is convicted as an adult of a violent juvenile felony. The circuit court may (i) impose an adult sentence, but allow a portion of that sentence to be served in a juvenile correctional center;² or (ii) sentence the convicted juvenile as an adult; or (iii) sentence the juvenile as an adult, but suspend the adult sentence conditioned upon successful completion of a juvenile disposition including commitment to a juvenile correctional center.

If the juvenile is convicted of any felony other than a “violent juvenile felony,” under Virginia Code § 16.1-272(A)(2), the court may (i) sentence the juvenile as an adult; or (ii) commit the juvenile to the Department of Juvenile Justice; or (iii) impose an adult sentence and suspend the adult sentence conditioned upon successful completion of a juvenile disposition including commitment to a juvenile correctional center. If the juvenile is convicted of a misdemeanor, then the circuit court may only impose a disposition in the same manner of a delinquency case in the juvenile court.

² Under this option, the juvenile can only be committed as a serious offender under Virginia Code § [16.1-285.1](#). Therefore, the juvenile is given a determinate commitment.

JCC ADP of Juveniles with Mandatory Sex Offender Treatment Need FY02 - FY04

Month	TOTAL	Males				Females			
		Age < 18	Age 18+ Not CC	Age 18+ CC	Total	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
7/1/2001	195.35	140.32	45.06	8.97	194.35	1.00	0.00	0.00	1.00
8/1/2001	192.58	135.65	44.29	11.06	191.00	1.26	0.32	0.00	1.58
9/1/2001	191.10	133.73	43.27	12.10	189.10	1.00	1.00	0.00	2.00
10/1/2001	197.68	138.00	42.23	13.84	194.06	2.61	1.00	0.00	3.61
11/1/2001	203.67	138.27	45.57	15.83	199.67	3.00	1.00	0.00	4.00
12/1/2001	207.68	139.26	46.32	18.10	203.68	3.00	1.00	0.00	4.00
1/1/2002	208.13	141.42	43.71	19.00	204.13	3.00	1.00	0.00	4.00
2/1/2002	210.57	143.32	43.21	19.39	205.93	3.64	1.00	0.00	4.64
3/1/2002	209.65	140.97	42.87	20.81	204.65	4.00	1.00	0.00	5.00
4/1/2002	209.90	144.13	40.00	20.77	204.90	4.00	1.00	0.00	5.00
5/1/2002	217.61	147.71	41.81	22.71	212.23	4.39	1.00	0.00	5.39
6/1/2002	218.33	142.00	47.80	23.07	212.87	3.90	1.57	0.00	5.47
7/1/2002	216.68	138.58	48.35	24.74	211.68	3.00	2.00	0.00	5.00
8/1/2002	221.77	140.23	50.29	26.26	216.77	3.00	2.00	0.00	5.00
9/1/2002	218.03	137.00	50.17	26.50	213.67	3.00	1.37	0.00	4.37
10/1/2002	214.06	134.87	46.65	26.97	208.48	4.58	1.00	0.00	5.58
11/1/2002	214.17	132.27	48.10	27.80	208.17	4.60	1.00	0.40	6.00
12/1/2002	211.74	133.39	45.35	27.00	205.74	4.00	1.00	1.00	6.00
1/1/2003	211.84	130.32	47.77	27.74	205.84	4.00	1.00	1.00	6.00
2/1/2003	214.89	131.50	48.50	29.61	209.61	3.96	0.32	1.00	5.29
3/1/2003	211.77	131.10	48.03	27.65	206.77	3.00	1.00	1.00	5.00
4/1/2003	214.17	131.80	49.43	27.93	209.17	3.00	1.00	1.00	5.00
5/1/2003	217.23	134.81	50.13	27.29	212.23	2.77	1.23	1.00	5.00
6/1/2003	222.87	139.23	50.43	28.60	218.27	1.60	2.00	1.00	4.60
7/1/2003	224.10	142.58	48.65	28.87	220.10	1.00	2.00	1.00	4.00
8/1/2003	224.45	144.16	46.61	30.26	221.03	1.00	2.00	0.42	3.42
9/1/2003	222.87	144.97	45.37	29.53	219.87	1.00	2.00	0.00	3.00
10/1/2003	213.00	138.65	41.68	29.97	210.29	1.00	1.71	0.00	2.71
11/1/2003	213.97	135.87	43.73	32.37	211.97	1.00	1.00	0.00	2.00
12/1/2003	217.68	140.00	42.39	33.29	215.68	1.00	1.00	0.00	2.00
1/1/2004	221.48	144.03	42.71	32.74	219.48	1.00	1.00	0.00	2.00
2/1/2004	222.52	144.66	42.00	33.86	220.52	1.00	1.00	0.00	2.00
3/1/2004	223.71	143.45	44.35	33.90	221.71	1.00	1.00	0.00	2.00
4/1/2004	224.43	147.87	44.33	30.23	222.43	1.00	1.00	0.00	2.00
5/1/2004	222.42	147.77	44.35	28.29	220.42	1.00	1.00	0.00	2.00
6/1/2004	220.57	148.20	42.80	27.57	218.57	1.00	1.00	0.00	2.00

JCC ADP of Juveniles with Mandatory Substance Abuse Treatment Need FY02 - FY04

Month	TOTAL	Males				Females			
		Age < 18	Age 18+ Not CC	Age 18+ CC	Total	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
7/1/2001	537.16	365.16	102.65	29.13	496.94	32.23	5.00	3.00	40.23
8/1/2001	524.32	352.00	98.58	31.35	481.94	33.52	5.87	3.00	42.39
9/1/2001	507.20	336.83	94.50	31.60	462.93	33.77	7.47	3.03	44.27
10/1/2001	518.10	341.71	96.10	32.90	470.71	35.68	7.71	4.00	47.39
11/1/2001	530.37	352.47	94.10	33.13	479.70	36.83	9.83	4.00	50.67
12/1/2001	517.00	341.87	92.87	31.84	466.58	35.03	11.39	4.00	50.42
1/1/2002	505.81	329.68	97.65	31.19	458.52	32.16	11.13	4.00	47.29
2/1/2002	500.75	331.07	93.61	30.79	455.46	30.29	11.00	4.00	45.29
3/1/2002	513.00	332.45	98.35	31.94	462.74	35.06	11.19	4.00	50.26
4/1/2002	509.33	329.93	97.77	30.67	458.37	37.17	9.80	4.00	50.97
5/1/2002	513.45	328.87	96.39	30.97	456.23	43.06	10.16	4.00	57.23
6/1/2002	515.40	332.93	90.83	30.23	454.00	48.20	9.20	4.00	61.40
7/1/2002	505.23	322.52	88.35	31.32	442.19	49.10	10.39	3.55	63.03
8/1/2002	508.65	327.74	85.97	34.45	448.16	46.19	11.29	3.00	60.48
9/1/2002	502.03	326.53	87.43	35.47	449.43	40.03	9.57	3.00	52.60
10/1/2002	494.55	319.10	90.16	42.39	451.65	31.87	8.03	3.00	42.90
11/1/2002	493.90	316.97	95.30	42.83	455.10	29.80	6.00	3.00	38.80
12/1/2002	484.42	313.10	88.35	43.19	444.65	30.35	6.42	3.00	39.77
1/1/2003	480.61	309.26	88.65	43.65	441.55	30.61	5.48	2.97	39.06
2/1/2003	479.11	312.07	89.07	44.00	445.14	27.04	4.43	2.50	33.96
3/1/2003	467.45	311.19	83.48	41.90	436.58	24.81	4.06	2.00	30.87
4/1/2003	457.87	302.80	85.10	40.73	428.63	24.33	2.37	2.53	29.23
5/1/2003	449.61	292.90	89.10	39.77	421.77	23.00	1.84	3.00	27.84
6/1/2003	446.87	287.53	90.73	39.80	418.07	21.57	4.23	3.00	28.80
7/1/2003	451.65	291.52	92.32	37.71	421.55	22.74	4.35	3.00	30.10
8/1/2003	451.55	284.84	99.81	40.23	424.87	20.81	2.87	3.00	26.68
9/1/2003	443.77	273.13	102.97	42.67	418.77	19.43	2.57	3.00	25.00
10/1/2003	426.61	247.68	107.48	47.45	402.61	18.29	3.71	2.00	24.00
11/1/2003	426.30	245.47	107.40	50.03	402.90	17.83	3.73	1.83	23.40
12/1/2003	419.90	248.94	97.26	49.84	396.03	17.87	4.00	2.00	23.87
1/1/2004	423.52	256.97	92.58	51.65	401.19	16.65	3.68	2.00	22.32
2/1/2004	424.52	259.41	95.24	49.52	404.17	15.34	3.00	2.00	20.34
3/1/2004	437.52	266.16	97.55	51.90	415.61	16.61	3.00	2.29	21.90
4/1/2004	431.67	261.87	97.33	50.83	410.03	16.57	3.00	2.07	21.63
5/1/2004	415.16	246.45	92.26	50.45	389.16	20.00	3.00	3.00	26.00
6/1/2004	399.93	241.57	83.00	49.27	373.83	20.97	2.13	3.00	26.10

JCC ADP of Juveniles with Mental Health Services Need FY02 - FY04

Month	TOTAL	Males				Females			
		Age < 18	Age 18+ Not CC	Age 18+ CC	Total	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
7/1/2001	752.32	528.97	120.90	33.81	683.68	59.10	5.55	4.00	68.65
8/1/2001	738.35	511.77	118.06	38.65	668.48	58.68	7.19	4.00	69.87
9/1/2001	718.33	486.97	122.00	39.80	648.77	56.67	8.87	4.03	69.57
10/1/2001	721.29	481.06	127.65	39.48	648.19	58.71	9.39	5.00	73.10
11/1/2001	721.97	477.23	130.20	40.23	647.67	57.17	12.13	5.00	74.30
12/1/2001	709.03	470.65	125.00	40.19	635.84	54.58	13.61	5.00	73.19
1/1/2002	699.77	464.45	126.97	39.32	630.74	50.90	13.13	5.00	69.03
2/1/2002	703.29	464.57	127.11	41.32	633.00	52.29	13.00	5.00	70.29
3/1/2002	726.32	473.87	132.94	43.19	650.00	58.84	12.48	5.00	76.32
4/1/2002	720.50	460.80	133.27	44.50	638.57	65.67	11.27	5.00	81.93
5/1/2002	724.65	453.97	133.48	47.06	634.52	73.71	11.42	5.00	90.13
6/1/2002	717.27	442.70	131.73	45.87	620.30	81.03	10.93	5.00	96.97
7/1/2002	708.06	428.10	130.87	48.58	607.55	81.42	14.55	4.55	100.52
8/1/2002	703.00	421.29	127.61	51.94	600.84	80.61	17.55	4.00	102.16
9/1/2002	683.07	413.33	123.43	51.67	588.43	75.03	15.60	4.00	94.63
10/1/2002	660.81	404.77	119.61	53.06	577.45	64.45	14.90	4.00	83.35
11/1/2002	656.77	406.10	119.17	54.53	579.80	58.93	13.50	4.53	76.97
12/1/2002	646.45	402.65	115.03	53.94	571.61	56.58	12.26	6.00	74.84
1/1/2003	634.90	393.84	114.26	54.90	563.00	55.68	10.26	5.97	71.90
2/1/2003	636.75	399.68	112.00	58.14	569.82	53.11	8.32	5.50	66.93
3/1/2003	622.48	403.29	103.32	54.42	561.03	47.90	9.06	4.48	61.45
4/1/2003	625.13	411.07	100.37	54.43	565.87	47.37	7.37	4.53	59.27
5/1/2003	633.45	417.03	101.23	55.84	574.10	47.29	7.06	5.00	59.35
6/1/2003	643.23	425.53	101.63	56.23	583.40	43.27	11.57	5.00	59.83
7/1/2003	649.35	435.16	98.29	56.00	589.45	43.29	11.61	5.00	59.90
8/1/2003	642.10	426.19	100.03	60.74	586.97	41.71	9.00	4.42	55.13
9/1/2003	620.17	410.40	97.47	61.67	569.53	40.10	6.33	4.20	50.63
10/1/2003	598.61	384.61	99.52	65.58	549.71	40.48	5.42	3.00	48.90
11/1/2003	596.03	379.13	101.67	71.63	552.43	36.77	4.00	2.83	43.60
12/1/2003	584.71	368.10	103.94	70.16	542.19	35.52	4.00	3.00	42.52
1/1/2004	584.48	364.10	108.81	68.16	541.06	36.74	3.68	3.00	43.42
2/1/2004	587.93	367.00	109.79	69.17	545.97	35.97	3.00	3.00	41.97
3/1/2004	598.90	369.52	112.19	71.03	552.74	38.87	4.00	3.29	46.16
4/1/2004	587.13	364.90	107.70	68.67	541.27	38.17	3.67	4.03	45.87
5/1/2004	577.68	359.29	102.58	67.16	529.03	39.65	4.00	5.00	48.65
6/1/2004	568.20	355.90	99.03	64.93	519.87	41.53	2.60	4.20	48.33

JCC ADP of Low Intellectual Functioning Juveniles FY02 - FY04

Month	TOTAL	Males				Females			
		Age < 18	Age 18+ Not CC	Age 18+ CC	Total	Age < 18	Age 18+ Not CC	Age 18+ CC	Total
7/1/2001	68.52	51.68	9.00	2.00	62.68	4.84	0.00	1.00	5.84
8/1/2001	72.58	56.52	8.13	2.00	66.65	4.94	0.00	1.00	5.94
9/1/2001	74.17	54.87	10.20	2.10	67.17	6.00	0.00	1.00	7.00
10/1/2001	79.39	56.35	13.10	3.00	72.45	5.94	0.00	1.00	6.94
11/1/2001	77.53	53.27	15.27	3.00	71.53	5.00	0.00	1.00	6.00
12/1/2001	71.29	47.94	14.97	2.39	65.29	5.00	0.00	1.00	6.00
1/1/2002	69.26	47.26	13.48	2.52	63.26	4.74	0.26	1.00	6.00
2/1/2002	68.39	46.36	13.54	3.00	62.89	4.00	0.50	1.00	5.50
3/1/2002	66.13	43.26	14.81	3.06	61.13	4.00	0.00	1.00	5.00
4/1/2002	64.70	41.83	15.53	3.00	60.37	3.33	0.00	1.00	4.33
5/1/2002	71.26	47.06	15.00	3.39	65.45	4.81	0.00	1.00	5.81
6/1/2002	73.30	50.27	14.03	4.00	68.30	4.00	0.00	1.00	5.00
7/1/2002	79.90	54.16	16.19	4.00	74.35	4.00	0.55	1.00	5.55
8/1/2002	80.65	54.13	16.52	4.00	74.65	4.00	1.00	1.00	6.00
9/1/2002	80.93	53.03	17.23	4.67	74.93	4.00	1.00	1.00	6.00
10/1/2002	82.42	53.71	16.71	6.00	76.42	4.00	1.00	1.00	6.00
11/1/2002	82.30	53.30	17.23	5.77	76.30	3.87	1.00	1.13	6.00
12/1/2002	82.65	54.68	15.26	6.00	75.94	3.71	1.00	2.00	6.71
1/1/2003	79.61	53.71	13.90	6.00	73.61	3.00	1.00	2.00	6.00
2/1/2003	75.54	51.82	11.96	5.36	69.14	3.39	1.00	2.00	6.39
3/1/2003	73.13	49.71	11.55	5.00	66.26	3.87	1.00	2.00	6.87
4/1/2003	72.80	48.70	12.00	5.00	65.70	4.10	1.00	2.00	7.10
5/1/2003	77.39	51.65	12.97	5.29	69.90	4.26	1.23	2.00	7.48
6/1/2003	77.47	50.47	14.00	6.00	70.47	2.47	2.53	2.00	7.00
7/1/2003	77.87	51.81	14.32	4.74	70.87	2.00	3.00	2.00	7.00
8/1/2003	79.10	51.68	15.84	4.00	71.52	2.90	2.68	2.00	7.58
9/1/2003	74.97	50.87	13.70	4.10	68.67	2.97	1.33	2.00	6.30
10/1/2003	69.90	46.00	12.97	6.00	64.97	2.00	1.71	1.23	4.94
11/1/2003	70.57	44.73	15.63	6.20	66.57	1.17	1.00	1.83	4.00
12/1/2003	71.55	45.35	15.29	7.00	67.65	0.90	1.00	2.00	3.90
1/1/2004	72.00	45.87	16.03	7.10	69.00	0.00	1.00	2.00	3.00
2/1/2004	71.62	46.55	15.07	7.00	68.62	0.00	1.00	2.00	3.00
3/1/2004	70.23	44.35	15.65	6.45	66.45	0.77	1.00	2.00	3.77
4/1/2004	69.77	45.63	14.90	5.23	65.77	1.00	1.00	2.00	4.00
5/1/2004	67.13	46.29	11.74	4.45	62.48	1.65	1.00	2.00	4.65
6/1/2004	65.23	45.93	10.50	4.00	60.43	2.93	0.13	1.73	4.80

Current Population 18+ by Classification

Custody Classif.	Committed by CC		Not Committed by CC		Total	
	Number	%	Number	%	Number	%
1	42	37.2%	59	30.4%	101	32.9%
2	37	32.7%	77	39.7%	114	37.1%
3	18	15.9%	34	17.5%	52	16.9%
4	16	14.2%	24	12.4%	40	13.0%
Total	113	100.0%	194	100.0%	307	100.0%

INITIAL CUSTODY DESIGNATION FORM

SECTION A		DEMOGRAPHIC DATA							
1. ASSESSMENT DATE: MM-DD-YYYY	-	-	-	-	-	-	2. COMMITMENT DATE: MM-DD-YYYY		
3. LAST NAME			4. FIRST NAME			5. MIDDLE INITIAL		6. SUFFIX	
7. BIRTH DATE: MM-DD-YYYY				8. JUVENILE #					
9. SEX: M=MALE F=FEMALE				10. COMMITTING COURT (FIPS)					

SECTION B		CLASSIFICATION SCORING		Points
1. SEVERITY OF CURRENT OFFENSE Most serious current offense (<i>according to the scale shown on the right, with "Person Felony with Injury" being the most serious</i>) for which the ward has been adjudicated guilty, including any detainers	250 = Person Felony with Injury 150 = Person Felony without Injury, Weapons Felony, or Circuit Court Commitment for Non-Person Felony 50 = Person Misdemeanor (with or without injury) 25 = Other Felony 10 = Non-Person Misdemeanor Offense 5 = Parole Violation or Traffic Offense			
2. PRIOR OFFENSE HISTORY Most serious prior offense (<i>according to the scale shown on the right, with "Person Felony with Injury" being the most serious</i>) for which the ward has been adjudicated guilty	100 = Person Felony with Injury 50 = Person Felony without Injury, Weapons Felony, or Circuit Court Commitment for Non-Person Offense 25 = Person Misdemeanor (with or without injury) 10 = Other Felony 5 = Non-Person Misdemeanor Offense 0 = Traffic Offense, Status Offense, or None			
3. PRIOR COMMITMENTS	25 = More than One Prior Commitment to DJJ 15 = One Prior Commitment to DJJ 0 = No Prior Commitments			
4. ASSAULTIVE BEHAVIOR DURING PRIOR COMMITMENTS TO DJJ, IN SECURE DETENTION, OR PRIOR ALTERNATIVE/SPECIAL PLACEMENTS Assaultive behavior refers to unprovoked assaults, not fights. Frequent fights may indicate a pattern of aggressive behavior. Does not include detention immediately preceding current commitment.	350 = One or More Instances of Assaultive Behavior with Injury 175 = More than One Instance of Assaultive Behavior without Injury 50 = One Instance of Assaultive Behavior without Injury, or a Pattern of Aggressive Behavior 0 = None or No Prior Commitments			
5. INSTITUTIONAL ADJUSTMENT (RDC/DETENTION) RDC Staffing Team Assessment Includes time at RDC and time in detention immediately preceding current commitment	350 = Serious Threat to Institutional Security/Safety (pattern of predatory behavior; harassing peers; physically aggressive) 175 = Moderate Threat to Institutional Security/Safety (oppositional/defiant behavior; no pattern of predatory behavior; overtly resistant to authority; mild verbal or physical aggression) 50 = Frequent Compliance Problems, Not a Threat to Institutional Security/Safety 25 = Some Compliance Problems (slow to comply with authority) 0 = Good Adjustment			
6. ESCAPE OR RUNAWAY HISTORY	350 = One or More Escapes or Attempts to Escape from Any Facility or Police Custody, With Force Against a Person 175 = One or More Escapes or Attempts to Escape from a Secure Facility or Police Custody 50 = One or More Escapes or Runaways from Non-secure Facility or Home 0 = None			
7. CUSTODY TOTAL		SUM OF ITEMS 1 thru 6		
8. ASSIGNED CUSTODY LEVEL (Form-assigned)	I = 5-50 Points II = 55-245 Points III = 250-495 Points IV = 500-1425 Points			

SECTION C		PLACEMENT CONSIDERATIONS	
1. STATURE ___EXTRA SMALL ___SMALL ___MEDIUM ___LARGE ___EXTRA LARGE			
2. SPECIAL MANAGEMENT CONCERNS – MARK "X" FOR ALL THAT APPLY: ___ NONE ___ PENDING CHARGES ___ INSTITUTIONAL PREDATORY OFFENSE ___ KNOWN MANAGEMENT PROBLEM ___ ESCAPE RISK ___ LOW FUNCTIONING ___ MENTAL HEALTH RISK/ DISABILITY ___ SUICIDE RISK ___ SPECIAL EDUCATION ___ GANG MEMBER ___ PHYSICAL IMPAIRMENT ___ SPECIAL MEDICAL NEEDS ___ ENEMIES – INSTITUTION ___ KNOWN ASSOCIATES – INSTITUTION ___ OTHER	3. RECOMMEND OVERRIDE OF FORM-ASSIGNED CUSTODY LEVEL ___NO ___YES – CUSTODY LEVEL (AFTER OVERRIDE) _____ – REASON (REQUIRED) ___ Criminal investigation ongoing ___ Pending court charges ___ Unusually violent/heinous/notorious current offense ___ Predatory/manipulative behavior resulting in the form of mental or physical abuse of others ___ Ward's behavior is significantly better than indicated by the form (reduce custody level) ___ Other _____		
5. COUNSELOR SUPERVISOR		4. INSTITUTION RECOMMENDED:	
PRINT		SIGNATURE	

Initial Custody Designation Form: Instructions

The initial classification instrument should be completed for each ward who goes through the Reception and Diagnostic Center. With the exception of item number five of section B (“Institutional Adjustment”), the form should be completed by a counselor supervisor. Item B5 should be completed by the ward’s staffing team.

Section A – Demographic Information

1. Assessment Date: Using a standard numerical format, enter the month (e.g., April = 04), day (two digits), and four-digit year (2000).
2. Commitment Date: as above, month (two digits), day (two digits), and year (four digits)
3. Last Name (as listed on commitment papers)
4. First Name
5. Middle Initial: enter n.i. for “no initial.”
6. Suffix: for example, “III”, or “Jr.” after last name
7. Birth Date: as in #1 above, month (two digits), day (two digits), and year (four digits)
8. Juvenile Number: enter the ward’s DJJ six-digit case file number.
9. Sex
10. Committing Court (FIPS): Enter the three-digit code (e.g., Virginia Beach CSU = 810).

Section B – Custody Scoring

1. Severity of Current Offense: Select one of the scores listed based upon the most serious current offense for which the juvenile has been adjudicated, including any detainers. Note that the level of seriousness of the offense is measured according to the scale provided here, which is different from the scale used to calculate length of stay. On this scale, crimes of violence against a person are the most heavily weighted. Misdemeanor crimes against a person would be considered more serious than property or drug felonies, as is reflected in the score. Example: If a ward has been committed for felony narcotics distribution and simple assault, the simple assault would be used to determine the ward’s points for this item.

250 points Felonies against a person (e.g., murder, manslaughter, wounding, assault, kidnapping, rape, sexual assault, forcible sodomy, robbery, arson of an occupied building, carjacking, or other felony crimes of physical violence against a person) resulting in death or injury. Note: with the exception of sexual assaults, “injury” indicates a need for medical treatment. Any sexual assault is assumed to have an injury.

150 points Felonies against a person without injury (any of the offenses in the previous list that do not result in an injury), weapons felonies, or commitment by the circuit court for a non-person offense. An attempt to commit a person felony would be counted here (assuming that no injury occurred – an attempted murder that resulted in injury would receive 250 points). Weapons felonies include those felonies with a Virginia Criminal Code (VCC) heading of WPN. Larceny of a weapon is a property offense.

50 points Misdemeanors against a person, with or without injury.

25 points Any other felony.

10 points Any non-person misdemeanor.

5 points Parole violation or traffic offense.

2. Prior Offense History: Select a score listed below for the ward's **most serious prior offense**. As above, the level of seriousness of the offense is measured according to the scale provided here, which is different from the scale used to calculate length of stay. On this scale, crimes of violence against a person are the most heavily weighted. Misdemeanor crimes against a person would be considered more serious than property or drug felonies, as is reflected in the score.

- 100 points** Felonies against a person with injury (see item B2 for examples).
- 50 points** Felonies against a person without injury, all weapons felonies, or Circuit Court commitment for non-person offense.
- 25 points** Misdemeanors against a person (with or without injury).
- 10 points** Other felonies.
- 5 points** Non-person misdemeanor offense.
- 0 points** Traffic offense, status offense, or none.

3. Prior Placements: Select the score that describes the number of prior commitments to DJJ:

- 25 points** More than one prior commitment to DJJ.
- 15 points** One prior commitment to DJJ.
- 0 points** No prior commitments to DJJ.

4. Assaultive Behavior During Prior Commitments to DJJ, Secure Detention, or Prior Alternative/Special Placements: Select the score that describes the number of incidents of assaultive behavior or other violent incidents during secure custody. Assaultive behavior refers to unprovoked assaults on wards or staff, not to fights between wards. If a ward has a tendency to get into frequent fights, that may indicate a pattern of aggressive behavior (50 points). With regard to secure detention, this item is concerned with placements in secure detention on for reasons other than the current commitment. Note that scores are different for incidents **with injury** versus those **without injury**.

- 350 points** One or more incidents of assaultive behavior **with injury**.
- 175 points** More than one incident of assaultive behavior **without injury**.
- 50 points** One incident of assaultive behavior without injury, or a pattern of aggressive behavior.
- 0 points** No incidents, or no prior commitments.

5. Institutional Adjustment (RDC/Detention): The RDC Staffing Team should assess the ward's adjustment to institutional placement, including time in detention (if known) as well as RDC. The score should emphasize the progression of a ward's behavior (i.e., if the ward's current adjustment is good despite some initial problems, score the ward as having a good adjustment). With regard to secure detention, this item is concerned with placement in secure detention in connection with the current commitment (i.e., immediately prior to being received at RDC).

- 350 points** Serious Threat to Institutional Security/Safety (Emphasizing a **pattern** of predatory behavior, harassing/threatening peers; physically aggressive).
- 175 points** Moderate Threat to Institutional Security/Safety (oppositional/defiant behavior, open and overt resistance to authority; some mild verbal or physical aggression; may be involved in one or more assaults, but there is **no pattern of predatory behavior**).
- 50 points** Frequent Compliance Problems – Not a Threat to Institutional Security
- 25 points** Some Compliance Problems (slow to respond to authority).
- 0 points** Showed Improvement Over Evaluation Period / Good Adjustment.

6. Escape or Runaway History: These scores refer to levels of escape or runaway behavior, whether from a secure facility, a non-secure facility, a placement (secure or non-secure) facility, police custody, or having run away from home or a facility for over 24 hours. Note that scores are different for incidents **with force against a person** (to include threats to do bodily harm).

350 points One or more escapes, including attempts, from **any** (secure or non-secure) facility or police custody, **with force** (against a person).

175 points One or more escapes, including attempts, from a **secure** facility or police custody.

50 points One or more escapes or runaways from home or a non-secure facility.

0 points No record of escape or runaway behavior.

Section C – Placement Considerations

1. Stature: Mark “X” for the **one** category that best describes the juvenile in terms of physical appearance.
2. Special Management Concerns: Place an “X” beside all that apply. Provide necessary description in the space provided.
3. Recommend Override of Form-Assigned Custody Level: For the exceptional recommendation to place a ward temporarily in a facility or housing unit different from the one indicated by the form-assigned custody level, mark “Yes” with an “X” and indicate the custody level that you feel is appropriate. Indicate the reason for the override with an “X.” If the reason for the override is not among the available options, mark “Other” and explain the reason for the override in the space provided.
4. Institution Recommended: The name of facility to which the counselor supervisor recommends the ward be sent.
5. Counselor Supervisor: The counselor supervisor preparing and reviewing the form should print and sign his or her name in the spaces provided.

CUSTODY RECLASSIFICATION FORM – PAGE ONE

SECTION A		DEMOGRAPHIC INFORMATION			
1. ASSESSMENT DATE: MM-DD-YYYY		-	-	2. INSTITUTION	
3. LAST NAME	4. FIRST NAME		5. MIDDLE INITIAL	6. SUFFIX	
7. BIRTH DATE: MM-DD-YYYY		-	-	8. JUVENILE #	
9. SEX: M=MALE F=FEMALE		10. COUNSELOR			
11. PREVIOUS IV = MAXIMUM III = HIGH CUSTODY: II = MEDIUM I = LOW		12. RECLASSIFICATION REASON: 1 = QUARTERLY REVIEW 2 = INCIDENT 3 = INSTITUTIONAL TRANSFER 4 = REVISION/CORRECTION/OTHER			

SECTION B		CUSTODY SCORING		Points
BEHAVIOR PRIOR TO CURRENT COMMITMENT				
1. SEVERITY OF CURRENT OFFENSE <i>Most serious current offense (according to the scale shown on the right, with "Person Felony with Injury" being the most serious) for which the ward has been adjudicated guilty, including any detainers.</i>	250 = Person Felony with Injury 150 = Person Felony without Injury, Weapons Felony, or Circuit Court Commitment for Non-Person Felony 50 = Person Misdemeanor (with or without injury) 25 = Other Felony 10 = Non-Person Misdemeanor Offense 5 = Parole Violation or Traffic Offense			
2. PRIOR OFFENSE HISTORY <i>Most serious prior offense (according to the scale shown on the right, with "Person Felony with Injury" being the most serious) for which the ward has been adjudicated guilty.</i>	100 = Person Felony with Injury 50 = Person Felony without Injury, Weapons Felony, or Circuit Court Commitment for Non-Person Offense 25 = Person Misdemeanor (with or without injury) 10 = Other Felony 5 = Non-Person Misdemeanor Offense 0 = Traffic Offense, Status Offense, or None			
3. PRIOR COMMITMENTS	25 = More than One Prior Commitment to DJJ 15 = One Prior Commitment to DJJ 0 = No Prior Commitments			
4. ESCAPE OR RUNAWAY HISTORY	350 = One or More Escapes or Attempts to Escape from Any Facility or Police Custody, With Force Against a Person 175 = One or More Escapes or Attempts to Escape from a Secure Facility or Police Custody 50 = One or More Escapes or Runaways from Non-secure Facility or Home 0 = None			
INSTITUTIONAL ADJUSTMENT				
5. ASSAULTIVE/ESCAPE BEHAVIOR Only offenses for which the ward has been found guilty. A ward displays a pattern of aggressive behavior by having at least four instances of the following over a six-month period: Fighting Simple Assault (Moderate Offense) Verbal Threats/Physical Gesturing Throwing Objects Abusive Language/Obscene Gesturing	400 = One or More Instances of Assault (Major Offense) with Injury, or Escapes/Attempts to Escape During Past 90 Days 300 = One or More Instances of Assault (Major Offense) with Injury During Past Year 200 = One or More Instances of Escapes/Attempts to Escape During Past Year 150 = One or More Instances of Assault (Major Offense) without Injury, During Past 90 Days 100 = One or More Instances of Assault (Major Offense) without Injury, During Past Year, OR Displayed a Pattern of Aggressive Behavior Over Past Six Months 0 = No Instances of Escape or Assault (Major Offense), or None Within the Past Year -100 = No Instances of Escape or Assault (Major Offense) During Past 18 Months (Not To Be Used Until Ward Has Remained With DJJ for at Least 18 Months)			
6. FREQUENCY OF INSTITUTIONAL OFFENSES Only offenses for which the ward has been found guilty.	300 = More Than Two Majors, During Past 90 Days 150 = Two or Fewer Majors, During Past 90 Days 50 = More Than Ten Moderates, During Past 90 Days 0 = Ten or Fewer Moderates, During Past 90 Days -50 = No Offenses, During Past 90 Days -100 = No Institutional Offenses for Six Months or More			
7. TREATMENT PROGRAM PARTICIPATION	200 = Expelled From Program for Disruptive Behavior, During Past 90 Days 100 = No Participation (Refuses to Participate, On Suspension), During Past 90 Days 0 = Awaiting Services, During Past 90 Days -25 = Fair Participation, During Past 90 Days -50 = Good Participation, During Past 90 Days -75 = Good Participation for Six Months or More -100 = Completed All Programs			
8. EDUCATION/ WORK PROGRAM/ VOCATIONAL TRAINING PARTICIPATION	200 = Behavior is Consistently Seriously Disruptive, During Past 90 Days 100 = No Participation, During Past 90 Days 0 = Is Not In an Educational/Vocational Program -25 = Fair Participation, During Past 90 Days -50 = Good Participation, During Past 90 Days -100 = Good Participation for Six Months or More, or Successfully Completed Program			
9. CUSTODY TOTAL		SUM OF ITEMS 1 thru 8		
10. FORM-RECOMMENDED RECLASSIFICATION		I = 50 or Fewer Points II = 55-245 Points III = 250-495 Points IV = 500 or More Points		

REVISION DATE: JULY 31, 2002

CUSTODY RECLASSIFICATION FORM - PAGE TWO

SECTION C	PLACEMENT CONSIDERATIONS																								
<p>1. STATURE</p> <p> <input type="checkbox"/> EXTRA SMALL <input type="checkbox"/> SMALL <input type="checkbox"/> MEDIUM <input type="checkbox"/> LARGE <input type="checkbox"/> EXTRA LARGE </p>																									
<p>2. SPECIAL MANAGEMENT CONCERNS – MARK “X” FOR ALL THAT APPLY:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <input type="checkbox"/> NONE <input type="checkbox"/> SERVED 75% OR MORE OF MINIMUM LOS <input type="checkbox"/> SERVED 75% OR MORE OF MAXIMUM LOS <input type="checkbox"/> PAST MAXIMUM LOS <input type="checkbox"/> PENDING CHARGES <input type="checkbox"/> INSTITUTIONAL PREDATORY OFFENSE <input type="checkbox"/> KNOWN MANAGEMENT PROBLEM <input type="checkbox"/> ESCAPE RISK <input type="checkbox"/> LOW FUNCTIONING <input type="checkbox"/> MENTAL HEALTH RISK/DISABILITY </td> <td style="width: 50%; border: none;"> <input type="checkbox"/> SUICIDE RISK <input type="checkbox"/> SPECIAL EDUCATION NEEDS <input type="checkbox"/> DRUG TRAFFICKER <input type="checkbox"/> GANG MEMBER _____ <input type="checkbox"/> PHYSICAL IMPAIRMENT _____ <input type="checkbox"/> SPECIAL MEDICAL NEEDS _____ <input type="checkbox"/> ENEMIES – INSTITUTION _____ <input type="checkbox"/> KNOWN ASSOCIATES – INSTITUTION _____ <input type="checkbox"/> OTHER _____ </td> </tr> </table>		<input type="checkbox"/> NONE <input type="checkbox"/> SERVED 75% OR MORE OF MINIMUM LOS <input type="checkbox"/> SERVED 75% OR MORE OF MAXIMUM LOS <input type="checkbox"/> PAST MAXIMUM LOS <input type="checkbox"/> PENDING CHARGES <input type="checkbox"/> INSTITUTIONAL PREDATORY OFFENSE <input type="checkbox"/> KNOWN MANAGEMENT PROBLEM <input type="checkbox"/> ESCAPE RISK <input type="checkbox"/> LOW FUNCTIONING <input type="checkbox"/> MENTAL HEALTH RISK/DISABILITY	<input type="checkbox"/> SUICIDE RISK <input type="checkbox"/> SPECIAL EDUCATION NEEDS <input type="checkbox"/> DRUG TRAFFICKER <input type="checkbox"/> GANG MEMBER _____ <input type="checkbox"/> PHYSICAL IMPAIRMENT _____ <input type="checkbox"/> SPECIAL MEDICAL NEEDS _____ <input type="checkbox"/> ENEMIES – INSTITUTION _____ <input type="checkbox"/> KNOWN ASSOCIATES – INSTITUTION _____ <input type="checkbox"/> OTHER _____																						
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<p>3. TREATMENT NEEDS – CIRCLE ALL THAT APPLY.</p> <p>M = MANDATORY R = RECOMMENDED A = ANCILLARY</p> <table style="width: 100%; border: none;"> <tr><td>M</td><td>R</td><td>A</td><td>ANGER CONTROL</td></tr> <tr><td>M</td><td>R</td><td>A</td><td>SUBSTANCE ABUSE</td></tr> <tr><td>M</td><td>R</td><td>A</td><td>SUBSTANCE ABUSE – BARRETT THERAPEUTIC COMMUNITY</td></tr> <tr><td>M</td><td>R</td><td>A</td><td>SEX OFFENDER – PRESCRIPTIVE</td></tr> <tr><td>M</td><td>R</td><td>A</td><td>SEX OFFENDER – SELF-CONTAINED UNIT</td></tr> <tr><td></td><td>R</td><td>A</td><td>INDEPENDENT LIVING SKILLS</td></tr> </table>	M	R	A	ANGER CONTROL	M	R	A	SUBSTANCE ABUSE	M	R	A	SUBSTANCE ABUSE – BARRETT THERAPEUTIC COMMUNITY	M	R	A	SEX OFFENDER – PRESCRIPTIVE	M	R	A	SEX OFFENDER – SELF-CONTAINED UNIT		R	A	INDEPENDENT LIVING SKILLS	<p>4. RECOMMEND OVERRIDE OF FORM-ASSIGNED CUSTODY LEVEL</p> <p><input type="checkbox"/> NO</p> <p><input type="checkbox"/> YES – CUSTODY LEVEL (AFTER OVERRIDE) _____</p> <p>– REASON (REQUIRED):</p> <p><input type="checkbox"/> Criminal investigation ongoing</p> <p><input type="checkbox"/> Pending court charges</p> <p><input type="checkbox"/> Unusually violent/heinous/notorious current offense</p> <p><input type="checkbox"/> Predatory/manipulative behavior resulting in the form of mental or physical abuse of others</p> <p><input type="checkbox"/> Ward’s behavior is significantly better than indicated by the form (reduce custody level)</p> <p><input type="checkbox"/> Other _____</p>
M	R	A	ANGER CONTROL																						
M	R	A	SUBSTANCE ABUSE																						
M	R	A	SUBSTANCE ABUSE – BARRETT THERAPEUTIC COMMUNITY																						
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<p>5. INSTITUTION RECOMMENDED:</p>	<p>6. COTTAGE RECOMMENDED (if the ward is not changing institutions):</p>																								
<p>7. NEXT REVIEW DATE: MM-DD-YYYY</p> <table style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px; background-color: #cccccc;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px; background-color: #cccccc;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> <td style="width: 25px; height: 20px;"></td> </tr> </table>																									
<p>8. CHAIR – Treatment Team _____</p> <p style="text-align: center;"> PRINT SIGNATURE </p>																									

Reclassification Form: Instructions

Section A – Demographic Information

1. Assessment Date: Using a standard numerical format, enter the month (e.g., April = 04), day (two digits), and four-digit year (2000).
2. Institution: The institution in which the ward is currently placed.
3. Last Name (as listed on commitment papers).
4. First Name
5. Middle Initial: Enter n.i. for “no initial.”
6. Suffix: For example, “III”, or “Jr.” after last name.
7. Birth Date: As in #1 above, month (two digits), day (two digits), and year (four digits).
8. Juvenile Number
9. Sex
10. Counselor: Enter the ward’s counselor’s name.
11. Current Custody: Enter the ward’s current custody level, as determined by the most recent classification instrument completed for the ward.
12. Reclassification Reason: Indicate whether the reclassification is the result of: 1) 90-day review; 2) an incident in the facility, or; 3) an institutional transfer.

Section B – Custody Scoring

Behavior Prior to Current Commitment: The scores in items B1-B4 describe the ward’s behavior prior to coming to the Department on the current offense. These scores should not change during the ward’s commitment, unless new criminal charges are incurred.

1. **Severity of Current Offense:** Select one of the scores listed based upon the most serious current offense for which the juvenile has been adjudicated, including any detainers. Note that the level of seriousness of the offense is measured according to the scale provided here, which is different from the scale used to calculate length of stay. On this scale, crimes of violence against a person are the most heavily weighted. Misdemeanor crimes against a person would be considered more serious than property or drug felonies, as is reflected in the score. Example: If a ward has been committed for felony narcotics distribution and simple assault, the simple assault would be used to determine the ward’s points for this item.

For the purpose of this classification instrument, person offenses meet the following criteria:

- a. The Virginia Criminal Code (VCC) identifying the offense has the one of the following three-letter prefixes:
ASL Assault
KID Kidnapping
MUR Murder or manslaughter
RAP Rape or other sexual assaults
ROB Robbery
- b. The offense is *arson of an occupied building*, as identified by one of the following VCC codes:
ARS-2004-F9
ARS-2003-F9
ARS-2001-F3
ARS-2008-F3
- c. The offense is *grand larceny from a person*, as identified by the following VCC code:
LAR-2361-F9

Score the severity of the ward’s current offenses as follows:

- | | |
|-------------------|---|
| 250 points | Felonies against a person (i.e., offenses that meet the criteria for ‘person offenses’, at the felony level) resulting in death or injury. Note: with the exception of sexual assaults, “injury” indicates a need for medical treatment. Any sexual assault is assumed to have an injury. |
| 150 points | Felonies against a person (i.e., offenses that meet the criteria for ‘person offenses’, at the felony level) without injury, weapons felonies, or commitment by the circuit court for a non-person offense. An attempt to commit a person felony would be counted here (assuming that no injury occurred – an attempted murder that resulted in injury would receive 250 points). Weapons felonies include those felonies with a VCC prefix of WPN. Larceny of a weapon is not a weapons offense. |
| 50 points | Misdemeanors against a person (i.e., offenses that meet the criteria for ‘person offenses’, at the misdemeanor level), with or without injury. |
| 25 points | Any other felony. |
| 10 points | Any non-person misdemeanor. |
| 5 points | Technical violations of probation or parole, or traffic offense. |

2. Prior Offense History: Select a score listed below for the ward's **most serious prior offense**. As above, the level of seriousness of the offense is measured according to the scale provided here, which is different from the scale used to calculate length of stay. On this scale, crimes of violence against a person are the most heavily weighted. Misdemeanor crimes against a person would be considered more serious than property or drug felonies, as is reflected in the score.

- 100 points** Felonies against a person (i.e., offenses that meet the criteria for 'person offenses', at the felony level) resulting in death or injury. Note: with the exception of sexual assaults, "injury" indicates a need for medical treatment. Any sexual assault is assumed to have an injury.
- 50 points** Felonies against a person (i.e., offenses that meet the criteria for 'person offenses', at the felony level) without injury, weapons felonies, or commitment by the circuit court for a non-person offense. An attempt to commit a person felony would be counted here (assuming that no injury occurred – an attempted murder that resulted in injury would receive 250 points). Weapons felonies include those felonies with a VCC prefix of WPN. Larceny of a weapon is not a weapons offense.
- 25 points** Misdemeanors against a person (i.e., offenses that meet the criteria for 'person offenses', at the misdemeanor level), with or without injury.
- 10 points** Other felonies.
- 5 points** Non-person misdemeanor offense.
- 0 points** Traffic offense, status offense, or none.

3. Prior Placements: Select the score that describes the number of prior commitments to DJJ:

- 25 points** More than one prior commitment to DJJ.
- 15 points** One prior commitment to DJJ.
- 0 points** No prior commitments to DJJ.

4. Escape or Runaway History: These scores refer to levels of escape or runaway behavior, whether from a secure facility, a non-secure facility, a placement (secure or non-secure) facility, police custody, or having run away from home for over 24 hours. 'Escape from police custody' does not refer to eluding police; it refers to a ward's attempt to run away while in the custody (control) of the police. Note that scores are different for incidents **with force against a person** (to include threats to do bodily harm).

- 350 points** One or more escapes, including attempts, from **any** (secure or non-secure) facility or police custody, **with force** (against a person).
- 175 points** One or more escapes, including attempts, from a **secure** facility or police custody.
- 50 points** One or more escapes or runaways from home (for over 24 hours) or a non-secure facility.
- 0 points** No record of escape or runaway behavior.

Institutional Adjustment: The scores in items B5-B8 describe the ward's behavior in the institution. These scores may change from one classification to the next, allowing the ward to increase or decrease custody as a result of his or her behavior. Note that the scores for each item are time sensitive (e.g. "During the past 90 days," "For six months or more"). Choose the score that best describes the ward (i.e., if an offense occurred ten days ago, choose the "During the past 90 days," not "During the past year").

5. Assaultive/Escape Behavior: These scores indicate a ward's propensity to attempt escapes or assault staff and other wards. Note that assaults resulting in injury are scored more highly. Only offenses for which the ward has been found guilty can be counted.
- 400 points** One or more instances of assault (Major Offense Level) with injury, or escapes or attempts to escape, during the past 90 days.
 - 300 points** One or more instances of assault (Major Offense Level) with injury during the past year.
 - 200 points** One or more instances of escapes or attempts to escape during the past year.
 - 150 points** One or more instances of assault (Major Offense Level) without injury, during the past 90 days.
 - 100 points** One or more instances of assault (Major Offense Level) without injury, during the past year, or has displayed a pattern of aggressive behavior within the past six months. A pattern of aggressive behavior is defined as the accrual of more than three of the following offenses over a six-month period: Fighting; Simple Assault (Moderate Offense); Verbal Threats/Physical Gesturing;; Throwing Objects; Abusive Language/Obscene Gesturing. Abusive Language and Obscene Gesturing offenses should only be counted toward this total if they could be considered aggressive acts in the context in which they occurred. That is, profanity on its own should not be considered an indication of a pattern of aggressive behavior, but only if the profanity occurred as part of an aggressive incidence. The treatment team should use its professional discretion to decide if an incident warrants being counted here.
 - 0 points** No instances of assault (Major Offense) or escape behavior within the past year.
 - 100 points** For wards who have been with the Department for at least 18 months: No instances of assault (Major Offense) or escape behavior during the past 18 months.
6. Frequency of Institutional Offenses: This item refers to the number of Major and Moderate offenses for which the ward has been found guilty.
- 300 points** More than two Major offenses during the past 90 days.
 - 150 points** Two or fewer Major offenses during the past 90 days.
 - 50 points** More than ten Moderate offenses during the past 90 days.
 - 0 points** Ten or fewer Moderate offenses during the past 90 days.
 - 50 points** No offenses (Major or Moderate) during the past 90 days.
 - 100 points** No offenses (Major or Moderate) for six months or more.
7. Treatment Program Participation: This item refers the ward's participation in any assigned treatment programs (mandatory, recommended, or ancillary). Note that a ward who is expelled from a program for disruptive behavior would receive 200 points during the reclassification that occurs within 90 days of the expulsion. However, he would only receive 100 points (for non-participation) during the reclassifications beyond 90 days, until he is again participating in treatment. The treatment team should use its professional judgment to determine whether a ward's overall participation in treatment should be considered 'good,' 'fair,' or 'no participation.' A ward may have several treatment program assignments. Select the score that, in the treatment team's judgment, best represents the ward's overall efforts toward completing program objectives.
- 200 points** Expelled from program due to disruptive behavior during the past 90 days.
 - 100 points** No participation (can be due to a refusal to participate, expulsion for lack of progress, currently being on suspension from program, or other examples of no participation other than being on a waiting list for treatment) during the past 90 days.
 - 0 points** Ward remained on the waiting list for treatment during the past 90 days.
 - 25 points** Fair participation during the past 90 days.
 - 50 points** Good participation during the past 90 days.
 - 100 points** Good participation for the past six months or more, or completed all programming.

8. Education/ Work Program/ Vocational Training Participation: This item refers to a ward's participation in any educational, vocational, or work programming. The treatment team should use its professional judgment to determine whether a ward's overall participation in these programs should be considered 'good,' 'fair,' or 'no participation.'

200 points Behavior was consistently seriously disruptive (does not refer to occasional, minor disruptions) during the past 90 days.

100 points No participation during the past 90 days.

0 points Is not in an educational or vocational program due to circumstances beyond the ward's control.

-25 points Fair participation during the past 90 days.

-50 points Good participation during the past 90 days.

-100 points Good participation for the past six months or more, or successfully completed program (e.g., earned degree/GED).

9. Custody Total: Sum items B1-B8.

10. Form-recommended Reclassification: Enter the ward's custody level, determined by the score in item B9.

I 50 or Fewer Points

II 55-245 Points

III 250-495 Points

IV 500 or More Points

Section C – Placement Considerations

1. Stature: Mark "X" for the one category that best describes the juvenile in terms of physical appearance.
2. Special Management Concerns: Place an "X" beside all that apply. Provide necessary description in the space provided.
3. Treatment Needs – Circle all that apply.
4. Recommend Override of Form-Assigned Custody Level: For the exceptional recommendation to place a ward temporarily in a facility or housing unit different from the one indicated by the form-assigned custody level, mark "Yes" with an "X" and indicate the custody level that you feel is appropriate. Indicate the reason for the override with an "X." If the reason for the override is not among the available options, mark "Other" and explain the reason for the override in the space provided.
5. Institution Recommended: The name of facility to which the treatment team recommends the ward be placed (may be the facility currently housing the ward).
6. Cottage Recommended: If the ward will remain with the institution in which he or she is currently placed, indicate the specific cottage to which the treatment team recommends the ward be placed. This may be the cottage currently housing the ward.
7. Next Review Date: Indicate the date of the next scheduled reclassification.
8. Treatment Team Chair: The Treatment Team Chair should print and sign his or her name in the spaces provided.

Special Populations in the Current Population by Age and Facility

FACILITY	Mandatory Sex Offender Treatment			Mandatory Substance Abuse Treatment		
	<18	18+ Not CC	18+ CC	<18	18+ Not CC	18+ CC
Barrett	0	0	0	56	19	3
Beaumont	25	32	20	34	33	29
Bon Air	53	3	0	41	5	2
Culpeper	1	1	0	14	2	3
Hanover	50	1	5	26	4	11
Natural Bridge	0	0	0	12	8	2
Oak Ridge	7	3	0	12	3	0
VWI	0	0	0	4	4	1
Shenandoah (CPP)	0	0	0	0	0	0
Total	136	40	25	199	78	51

FACILITY	Mental Health Treatment Need			Low Intellectual Functioning		
	<18	18+ Not CC	18+ CC	<18	18+ Not CC	18+ CC
Barrett	31	10	1	1	1	0
Beaumont	49	62	41	2	4	1
Bon Air	94	9	1	11	1	0
Culpeper	27	6	3	3	0	1
Hanover	72	5	12	2	0	1
Natural Bridge	12	7	0	0	0	0
Oak Ridge	16	3	0	21	3	1
VWI	7	0	3	1	0	1
Shenandoah (CPP)	1	0	0	0	0	0
Total	309	102	61	41	9	5

APPENDIX
TO JCC UTILIZATION PLAN

Note: DJJ cannot provide an estimate of phase-in costs for FY 2005 at this time. Calculations are for 1 full year at the FY 2006 rates.

Pos. # - Classification	No. Mo. In Place	No. Pos. Requested	Cost Code	Program	Adjusted Salary for one Pos. with compounded regrade	1123 - Salary	Total Fringe Benefits	Total PS Including FB
Instit. Supt. Sr.	12	1	735	37901	49375	49,375	15,197	64,572
Secretary Sr.	12	1	735	37901	20256	20,256	9,592	29,848
Institution Mgr.	12	2	735	37901	37794	75,588	25,934	101,522
Office Service Asst.	12	2	735	37901	18530	37,060	18,517	55,577
Secretary	12	1	735	37901	18530	18,530	9,260	27,790
Ward Grievance Coordinator	12	1.5	735	37901	26464	39,696	16,180	55,876
Volunteer Serv. Dir.	12	1	735	37901	26464	26,464	10,786	37,250
Personnel Analyst	12	1	735	37901	28929	28,929	11,261	40,190
Program sup. Tech	12	3	735	37901	22144	66,432	29,864	96,296
Business Mgr. A	12	1	735	37901	31625	31,625	11,780	43,405
Fiscal Tech., Sr.	12	2	735	37901	26464	52,928	21,572	74,500
Fiscal Tech.	12	1	735	37901	22144	22,144	9,954	32,098
Warehouse Sup. Sr.	12	1	735	37901	28929	28,929	11,261	40,190
Storekeeper, Sr.	12	1	735	37901	22144	22,144	9,954	32,098
Warehouse Specialist	12	1	735	37901	20256	20,256	9,592	29,848
Inst. Physician	12	1	735	37910	96318	96,318	23,656	119,974
Dentist	12	1	735	37910	67442	67,442	18,674	86,116
Dental Asst.	12	1	735	37910	18530	18,530	9,260	27,790
Reg. Nurse C. B.	12	1	735	37910	41316	41,316	13,646	54,962
RNCA	12	11.5	735	37910	37794	434,631	149,124	583,755
Corr. Nurse Tech.	12	1	735	37910	24208	24,208	10,352	34,560
Office Services Assist.	12	1	735	37910	18530	18,530	9,260	27,790
Food Operations Mgr. A	12	1	735	37907	26464	26,464	10,786	37,250
Corr. food Serv. Supv. Sr.	12	2	735	37907	24208	48,416	20,705	69,121
Food Production Worker B.	12	20	735	37907	20256	405,120	191,825	596,945
Bldg. & Grounds Superintendent A	12	1	735	37915	34573	34,573	12,347	46,920
Bldg. & Grounds Supervisor B	12	1	735	37915	31625	31,625	11,780	43,405
Carpenter, Sr.	12	1	735	37915	26464	26,464	10,786	37,250
Electrician, Sr.	12	1	735	37915	26464	26,464	10,786	37,250
Electrician	12	1	735	37915	24208	24,208	10,352	34,560
Equip. Repair Tech. Sr.	12	1	735	37915	26464	26,464	10,786	37,250
Grounds Lead Worker	12	4	735	37915	22144	88,576	39,819	128,395
HVAC Inst. & Repair Tech	12	1	735	37915	26464	26,464	10,786	37,250
Locksmith, Sr.	12	1	735	37915	24208	24,208	10,352	34,560
Painter Lead	12	1	735	37915	24208	24,208	10,352	34,560
Plumber/steamfitter Lead	12	1	735	37915	26464	26,464	10,786	37,250
Plumber/steamfitter	12	1	735	37915	24208	24,208	10,352	34,560
Recreation Therapists, Sr.	12	1	735	37921	28929	28,929	11,261	40,190
Recreation Supervisor B.	12	4	735	37921	24208	96,832	41,409	138,241
Clinical Social Work Supv.	12	1	735	35705	34573	34,573	12,347	46,920
CIRS	12	3	735	35705	31625	94,875	35,339	130,214
CIRC	12	9	735	35705	28929	260,361	101,348	361,709
Office Serv. Asst.	12	5	735	35705	18530	92,650	46,296	138,946
Clinical Social Worker	12	6	735	35705	31625	189,750	70,679	260,429
Psychology Supv.	12	1	735	35705	49375	49,375	15,197	64,572
Psychologist, Sr.	12	5.5	735	35705	45165	248,408	79,124	327,532
Office Services Specialist	12	1	735	35705	20256	20,256	9,592	29,848
Captain	12	1	735	35704	34573	34,573	16,870	51,443
Lieutenants	12	3	735	35704	31625	94,875	47,749	142,624
Sergeants	12	19	735	35704	28929	549,651	285,849	835,500
JCO	12	46	735	35704	23153	1,065,038	606,158	1,671,196
JCO	12	75	735	35704	23153	1,736,475	988,302	2,724,777
JCO	12	64.5	735	35704	23153	1,493,369	849,941	2,343,310
Subtotal, Culpeper JCC PS, full funding required		321.00						12,249,984

APPENDIX
TO JCC UTILIZATION PLAN

From Previous Page:							
Subtotal, Culpeper JCC PS, full funding required		321.00					12,249,984
Less: Culpeper JCC Current PS funding		(114.00)					(4,745,076)
Less: Barrett JCC Current PS Funding		(107.00)					(4,954,717)
Subtotal, Additional positions for restoring Culpeper and closing Barrett		100.00					2,550,191
Plus: WTA for 13 at Barrett JCC							21,000
Plus: 1/2 time grounds keeper/security guard post at Barrett JCC		5.50					220,000
Add in: Pos. to distribute back to other JCCs (total reduction net of 97 less funds for 24 rec'd 2004 session (\$975,000) & leader (33 pos)		40.00					1,526,478
Subtotal, Positions to distribute back to other JCCs		45.50					1,767,478
Total additional positions to open 4 housing units at Culpeper JCC, restoring MEL used after Culpeper closing, and after closing Barrett JCC		145.50					4,317,669
Plus: Indirect cost (increased utilities) for 10 additional pods in 2 1/2 housing units (using FY04 actual expenditures)					1,085,215		
Less: Indirect costs at Barrett JCC, reduced for mothballing facility					(367,550)		
Total M&O					717,665		717,665
Total funds required to restore Culpeper JCC and close Barrett JCC		145.50					5,035,334
Note: DJJ cannot provide an estimate of phase-in costs for FY 2005 at this time. Calculations are for 1 full year at the FY 2006 rates							