

July 12, 2021

The Honorable Chris Wooten
Chair, House Legislative Oversight Law Enforcement and Criminal Justice Subcommittee
South Carolina House of Representatives
Post Office Box 11867
Columbia, South Carolina 29211

RE: House Legislative Oversight Committee’s Study of the Legislative Audit Council’s April 2021 follow-up audit of the Department of Juvenile Justice

To the Honorable Chairman Wooten:

The South Carolina Department of Juvenile Justice (DJJ or Agency) remains committed to improving the conditions of confinement for youth within our secure facilities and long-term outcomes for those in our care. We appreciate this opportunity to provide additional information and clarification to the Committee regarding the Agency’s practices and protocols.

Below please find the Agency’s responses to the House Legislative Oversight Committee Law Enforcement and Criminal Justice Subcommittee’s (House Subcommittee) letter dated June 11, 2021. In addition to the narrative below, you will find coordinating attachments for various items.

Implementation Status

1. Please complete the attached Excel chart, to provide the status of the agency’s implementation of the recommendations from the LAC report.

Agency Response: Please see attached Exhibit Number 1.

2. Of the recommendations noted in the LAC report in which DJJ concurs, which are the three highest priority to resolve and why?

Agency Response: DJJ is currently working simultaneously to ensure all accepted recommendations are being addressed and implemented. However, for the purpose of this response, these are the three highest priorities:

- **Recommendation 20:** DJJ should ensure that the surveillance system covers the blind spots at every secure facility.

Reason: The Agency is keenly focused on enhancing the safety and security of our youth and staff. To achieve this goal, the Agency must have an adequate and sufficient surveillance system. The Agency has requested funds for the past three budget cycles to purchase a new camera surveillance system but has been unsuccessful in receiving those funds. However, based on cost savings during this past fiscal year, due to altered administrative operations as a result of the COVID-19 pandemic, we were able to allocate funds for a new camera surveillance system this fiscal year. The new camera system will nearly triple our coverage area and retention timeframe. This new system also offers other features that will enhance our ability to monitor all movement in and around our secure facilities.

- **Recommendation 25:** DJJ should develop and implement a standard operating procedure prioritizing greater salary increases for front-line employees on an annual basis.

Reason: Our staff is our greatest asset to achieving the goals of this Agency, and they deserve to be compensated in accordance with their value. For years, this Agency has followed the practices of the Department of Administration's Division of State Human Resources to ensure we are providing equity of pay for comparable salaries within the Agency. However, what the Agency has found is that, although those salaries are equitable internally, they are still below salary minimums for many of their counterparts across the state. Providing annual salary reviews will give us the ability to request and institute salary increases which will enhance our ability to recruit and retain our critical need employees. This priority is important because it will give the Agency the opportunity to work with the salary experts at the Department of Administration (DOA), which we are currently doing, to ensure we are offering competitive salaries and rewarding our dedicated staff for taking on such an immense responsibility in rehabilitating the state's most vulnerable youth.

- **Recommendation 74:** DJJ should ensure that all juvenile correctional officers receive the mandated training within the required time for certification (first six months of employment) and annual recertification.

Reason: DJJ's Juvenile Correctional Officers (JCOs) are the first line of contact for the young people that are committed to our care within the secure facilities. To ensure they are equipped to provide adequate services to our youth and feel safe in doing so, training courses have increased, along with the flexibility of those course offerings to ensure officers are trained and prepared to safely and securely care for our youth. This will provide us with the ability to ensure that all staff are in compliance with training requirements. This priority is also linked to the salary increases of our critical needs staff. Higher salary offerings will ensure that we can recruit and retain more staff, which ensures staffing coverages are met so JCOs can adhere to their training schedules.

3. How are you focusing agency resources on achieving those priorities?

Agency Response: In order to focus Agency resources and achieve these priorities, I have asked for assistance from the South Carolina Department of Administration (Admin) to conduct a comprehensive review of the Agency's budget, capital improvement projects, salaries and carry-forward funds. With Admin's assistance, a strategic plan will be implemented to ensure DJJ is best positioned to achieve its priorities.

However, the Agency has been diligently working towards these priorities and has identified through a preliminary budget analysis that we can, and will, provide the funding needed to purchase a new camera surveillance system that will meet the business needs of the Agency. These funds have been realized through cost-savings and the usage of carryforward funding. This process is underway, and the new system should be installed within 12-18 months after the award of a contract.

Regarding developing and implementing a process for frontline staff salary increases, the Agency has already taken the proactive measure to work with Admin to conduct a robust budget analysis and to establish a comprehensive salary review process. This collaboration will result in the development and implementation of a standard operating process that will ensure all Agency salaries are reviewed annually and that increases are provided to staff based upon the guidelines established by the Department of State Human Resources.

In addition, the Agency has procured national experts to provide technical assistance for the entire Agency which entails our training model as well as the design of our training. This was initiated to ensure we are maximizing every resource we have to equip our staff with the most up-to-date knowledge and training practices. We are working internally to evaluate areas of improvement and we have asked for the assistance of national experts.

All of these measures have been executed using Agency resources.

4. Please explain where you would prioritize additional non-restricted funds given to the agency.

Agency Response: The Agency would be better positioned to answer this question in greater detail once the comprehensive review of the Agency's budget, capital improvement projects, salaries and carry-forward funds have concluded by Admin. However, as I analyze the needs of the Agency, I would like to offer my current priorities as the Agency Director. Having additional non-restricted funds would allow me the opportunity to address the constraints of our physical footprint at the Broad River Road Complex (BRRC). This sprawling 200+ acre campus contributes to the strain on our workforce and allocation of resources. We would use those un-restricted funds to provide a facility for our committed youth that encompass all services required for the safety and rehabilitation of our young people. This would allow the nearly 12% of our youth that are committed to secure confinement, after entering the juvenile justice system through our juvenile detention center, to be in an environment that offers the safety and security required while allowing our service delivery model to be enhanced by having our comprehensive programming in one facility. The current layout has multiple dorms, that are open barrack style, that only has access to limited programming in a single facility, along with

educational services and medical services being offered on opposite ends of the campus, which causes the agency to double the number of staff assigned to a shift and create vulnerabilities due to excessive movement. A new facility would model our current evaluation facility but will be designed to meet the needs of our long-term youth population.

Next, my administration is focused on the enhancement of intervention and prevention programming that will assist in deterring young people from entering secure confinement. To increase our offerings across the state and to ensure every child in South Carolina receives an equal opportunity to participate in a diversion program, I submitted a robust budget request during both the Senate Select Raise the Age Subcommittee as well as the past two budget cycles for these enhanced program offers. If the Agency received these resources, it would allow us to not only continue serving the 75% of our population in the community but increase that number to nearly 90%. **See attached Exhibit Number 2.**

Additionally, I would use further unrestricted funds to increase the salaries of all frontline staff and those who have been identified during an Agency wide salary study as making less than their counterparts across the state. This Agency is tasked with an immense responsibility; however, staff are not compensated commiserate with that level of responsibility.

Finally, my administration has taken a very targeted approach to enhancing our youth transitional services. Supplemental unrestricted funding would give us the latitude to offer transitional housing, programming, and support for the young adults that leave our care. Currently, the Agency is in the process of opening our male transitional home The Pines, near BRRC in Columbia. This home was achieved through a nearly \$500,000 grant we received through the Duke Endowment. The home is slated to welcome our first residents at the end of this calendar year. It is our hope that we will have the resources available to us to begin working on a female transitional home the following calendar year. However, with the assistance of the General Assembly, we would be able to realize our goal of opening multiple transitional homes throughout the state to assist our older youth with that additional support they may need as they transition into adulthood.

Management Decisions

5. What do you consider your primary responsibility as director of the agency?

Agency Response:

The Statutory responsibilities delineated in state law are the foundation of DJJ's mission. In brief, DJJ is a cabinet agency in accordance with Section 1-30-60 of the South Carolina Code of Laws. Its primary focus is to provide a continuum of services for young people charged with and/or adjudicated for having committed criminal and/or status offenses. Based upon statutory responsibilities and the framework of a rehabilitative justice model, DJJ's mission is to protect the public and reclaim young people through prevention, community services, education, and

rehabilitative services in the least restrictive environment. As the Director of this Agency, it is my responsibility to execute the Agency's mission by communicating with youth, parents, the Governor's Office, legislators, staff, community leaders and other stakeholders. In addition, I am responsible for ensuring the agency in securing resources and implementing processes affirming appropriate usage and accountability of those resources; providing leadership and vision for DJJ staff; and ensuring direct services are being provided to youth

As the Director of DJJ, I am committed to improving the outcomes of at-risk and justice-involved youth through programs and services that promote public safety while reclaiming youth through prevention, community-based programs, education, and rehabilitative services in the least restrictive environment available. I am intentionally focused on this approach and developing/executing the mission of this agency by making decisions that are focused on ultimately placing the agency in the most advantageous position in all areas. This is done daily through maintaining constant communication with division and office leaders and providing guidance cross-divisionally.

6. Please provide a list of the individuals you chose to retain, or add to, what you consider your executive management team, including division heads, from the time you were in authority to make those decisions (please include this date) to the present. For each, please state their responsibilities as it relates to decisions about the operations of DJJ (i.e., the expertise and data on which you rely upon them) and their three prior positions, whether at DJJ or elsewhere.

Agency Response: I have attached the following documents for the committee's review: The Divisional Deputy Director's and Office Associate Deputy's position descriptions and resumes along with the Agency organizational chart. (**See attached Exhibit Number 3.**) This provides you with the detailed descriptions of their job functions and their three prior positions.

However, below will provide you with a snapshot of their duties, the data in which I rely on from them and my reason for them being in their role:

Senior Strategist, Monique McDaniels:

Mrs. McDaniels is responsible for program development, planning and evaluation, research and statistics, grants management, project management, business operations, public information, legislative activities, information technology and policy administration. She provides census data, process improvement strategies, strategic goal monitoring, project development and execution along with updates on public relations activities and governmental affairs. This is done to help me establish budget goals, messaging, agency enhancements and improvements. Monique was placed in this role based on her skillset and knowledge base. She has previous experience in the management of high priority projects, crisis communication, process improvements and strategy development. She began with the agency in 2017 as Project Manager and was asked to join my Executive Management Team in August 2018 after an organizational re-structuring.

Senior Deputy Director, Brett Macgargle:

Mr. Macgargle has worked at DJJ for 25 years. He began his tenure as the Executive Assistant to the Director. Over the years he served as Director of Community Justice, Associate Deputy

Director of Planning and has served as Senior Deputy since 2015. As Senior Deputy he oversees and support the five associate deputies with their various duties. Prior to coming to DJJ, Brett was a police officer, parole officer, and the Director of Victim Services at DPPPS. He has served on the SC Victim Assistance Network Board of Directors since 1985. He taught at Midlands Technical College and Benedict college. At DJJ he was instrumental in developing the Victim Services unit, Intensive Supervision Officers, Teen After School Sites (TASC), Job Readiness Program, GREAT, DJJ's Store of Hope, and many other initiatives. He also managed a team who wrote many grants to start these projects. He also contributed to the development of the agency's risk assessment tool known as RANA, the Data Resource Guide along with bringing the 7 Habits of Highly Successful People training to DJJ. Brett remained in his position under my administration based on his experience, skillset and historical knowledge of the agency. His history with the agency has help to guide many conversations in charting a path forward.

Deputy Director of Legal Services, Elizabeth Hill:

Ms. Hill manages the Division of Legal Services at SCDJJ. The Legal team assists and advises employees in the handling of SCDJJ related legal matters and assists in representing the Department and its employees in SCDJJ related legal proceedings. Senior Advisor and General Counsel also oversees the Release Authority program, which determines the parole/release of youth indeterminately committed to SCDJJ by the Family Court for status or misdemeanor offenses. The Division of Legal Services provides monthly data to the Director concerning pending litigation, SCHAC/EEOC and DSHR matters, expungements, FOIA and other records requests, contracts/MOAs, Release Authority youth, and division-specific personnel information. Senior Advisor and General Counsel was first hired as Assistant Legal Counsel at SCDJJ in 2005 and was promoted to Senior Deputy General Counsel and then General Counsel. Prior to SCDJJ, Senior Advisor and General Counsel served five years as an Assistant Solicitor in the Family Court Division of the Fifth Circuit Solicitor's Office in Columbia, SC, where she prosecuted juveniles and young adults in Richland and Kershaw County. Senior Advisor and General Counsel is a graduate of the University of South Carolina School of Law and of Presbyterian College (double major, English and Political Science). Since 2006, she has been invited to serve as a presenter on the SC juvenile justice system at the Family Court Orientation School for Newly Elected Family Court Judges. She also has provided training presentations for almost 20 years to various juvenile justice stakeholders, including local law enforcement, juvenile prosecutors, and juvenile public defenders. Nominated by SCDJJ Director Judge William R. Byars, Jr. in 2010 and re-nominated by SCDJJ Director Margaret H. Barber in 2013, Senior Advisor and General Counsel served on the State Employee Grievance Committee for six years. She is a graduate of the 2014 class of South Carolina's Certified Public Manager Program, and her CPM capstone project was the state-wide winner of the George C. Askew Award. Senior Advisor and General Counsel is an active member of the South Carolina Bar, serving two terms as Chair of the Children's Committee. She has also served as an officer of the Board of Directors of the South Carolina Professional Society on Abused Children (SCPSAC).

Deputy Director for Educational Services, Floyd Lyles:

Mr. Lyles is responsible for school supervision and operations, career and technology education, special education services, professional development, federal programs, student accountability

systems, statewide testing and career readiness. The Deputy Director of the Division of Education and Workforce (EWD) development of the SC Department of Juvenile Justice, is a certified superintendent with the SC State Department of Education and has been in the Education field for over 23 years with a master's degree in Education and an Educational Specialist Degree, as well. The Education and Workforce division deputy serves as the overall senior leader of DJJ's school district. Floyd works closely with the Department of Education and legislators, advocating for increased funding to manage the needs of the district, within the confines of state allocations. The overall duties include instructional supervision, administrative leadership, school improvement, community relations and curriculum development. The deputy oversees all schools within the district to ensure the smooth operation for all educational programs, Career and Technology Education (CATE) programs, special education administration and programs, professional development and federal programs and student accountability systems. These services cover year-round programs that serve approximately 550 youth daily on an annual basis. Mr. Lyles ensures the implementation and accountability of our educational services. He provides me with data in regard to academic achievements, graduation statics, educational programming, career readiness data and placement. Floyd has been an educator for over 20 years. He has worked as an education administrator for several years and brought great enhancements to DJJ when he served as our high school principal. He served as the interim Superintendent for nearly a year before I asked him to join my team as the Superintendent under my administration August 2018.

Deputy Director for Community Services, Rhonda Holman:

Mrs. Holman is responsible for overseeing community offices that provide services to youth and their families in 43 DJJ county offices that serve all 46 counties in South Carolina. The services include detention screening, intake interviews, making recommendations to family court for dispositions. She also provides leadership in the area of Community Alternatives which oversees all alternative placement and specialized services. Additionally, she provides oversight of Community Justices, including Interstate Compact and Prevention and Intervention, Victim Services, and Programming and Accountability to promote, enhance, and sustain quality case management for the youths, families, and victims. Each area listed provides information relevant to services and resources provided to the youths and families and entered in the agency HUB. She was placed in this role due to her twenty-nine years of experience in the community. She began with the agency in 1992 as a Community Specialist after interning and volunteering at BRRC and the Orangeburg County Office. She worked as a peer auditor for the agency beginning in 1994. She was promoted to Community Specialist IV (Supervisor) in 2005 and worked in that capacity unit to be prompted to Programming and Projects Manager in 2017. She served as the Interim Deputy Director from June 2020 to June 2021 and was appointed to Deputy Director on June 20, 2021.

Deputy Director for Rehabilitative Services, Melanie Hendricks:

Ms. Hendricks, is a Licensed Independent Social Worker-Clinical Practice/Supervisor and member of the Academy of Certified Social Workers (ACSW). She has over 25 years' experience in the treatment of Juvenile Justice System youth with mental health problems and serious emotional disturbance. In addition to a Master of Social Work, she also obtained a Master of Science in Public Health (Epidemiology), both from the University of South Carolina. She has worked extensively in both clinical and managerial roles, and in this capacity at SCDJJ, oversees

the following: Health Services (which includes a fully-staffed central infirmary and dispensary), Psychology Services (which includes both institutional and community-based teams), Social Work Services (both institutional and community-based), Trauma-Informed Services (including a certified Corrections Fatigue program), and Interagency and Classification Services (which includes special needs services to seriously mentally ill and intellectually disabled youth in the facilities and community). In this capacity, she has brought Zero Suicide, a national framework for suicide prevention, to DJJ, facilitated a contract for an intensive group home for seriously mentally ill youth, and is currently seeking to contract for Multisystemic Therapy and Functional Family Therapy services throughout the four state regions.

As a clinician, her professional expertise is the assessment and treatment of adolescents with sexual behavioral problems; she led one of the few outpatient sex offender treatment programs for adolescents in the state mental health system. She has been a frequent expert witness in Family Court proceedings throughout the state pertaining to adolescent sex offenses as well as in cases related to Juvenile Justice System youth with mental health concerns. She is a nationally-rostered trauma clinician, a Fellow of the Association for the Treatment of Sexual Abusers (ATSA), and has been a featured presenter on the local, regional, and national level. At DJJ, she provides consultation and direction for clinical service provision in all facilities and community locations. Currently, she is leading a workgroup to establish an outcomes measure that would be a comprehensive tool with standard language for reporting clinical outcomes on each youth served. Additionally, she is working to establish DJJ's first mental health crisis stabilization unit (Special Support Unit [SSU]), which will be housed completely under the Division of Rehabilitative Services' chain of command and will operate under a Dialectical Behavior Therapy clinical model, with specialized security staff trained in mental health issues. Ms. Hendricks has been a member of the Executive Management Team since 2018.

Deputy Director for Office of the Inspector General, VACANT:

While this position is vacant, the Criminal Investigations Administrator (CIA) is assisting with overseeing the day-to-day operations of this office. Internally referred to as "Chief of Investigations", James Flowers is responsible for directing and supervising multiple sections in the Office of Inspector General. He directs and supervises the agency event reporting system and manager. This system is the central depository of all agency events that require further investigation. He reviews all agency incidents and categorizes them for investigation by criminal investigators, management review specialists, or divisional management handling. James directs and supervises all criminal investigations performed by SCDJJ criminal investigators, gang investigators, and K-9 investigators, ensuring that all criminal investigations are complete and thorough. He is the agency liaison with outside law enforcement agencies. He is also responsible for making critical incident notifications to the South Carolina Law Enforcement Division and the South Carolina Department of Children's Advocacy. Mr. Flowers also supervises camera surveillance officers and a camera maintenance officer who are responsible for retrieval, storage, and maintenance of statewide agency camera systems and video footage of all agency incidents. This footage is vital for use in criminal and administrative investigations. He directs and supervises the agency telecommunications (Dispatch) division as well. This division is the agency's first line of communication during an event that may require public safety officer, investigator, or outside law enforcement response. James is responsible for notifying me of major

issues involving DJJ and the escape of any DJJ youth from any camp, group home, or facility. He is the agency firearms instructor responsible for certification of all agency class one law enforcement officers' firearms certification. He is also responsible for the issuance and safe keeping of all agency firearms. He is responsible for reviewing and updating agency safety policy. James has more than 23 years' experience in law enforcement having worked at the South Carolina Department of Probation, Parole, and Pardon Services as the Community Policing Coordinator and as a Senior Special Agent at the South Carolina Law Enforcement Division before coming to SCDJJ in 2017 to work as the agency Emergency Preparedness Coordinator. He became the Criminal Investigations Administrator in October of 2020.

Deputy Director for Institutional Services Division, Velvet McGowan:

Ms. McGowan is responsible for directing and overseeing the daily operations and management of DJJ's five secure facilities. Those include three evaluation centers, one statewide detention center, and one statewide long - term facility. She is responsible for the daily operations of Dietary, Laundry Services, Emergency Preparedness as well as the Office of Public Safety. She monitors and manage the budget for the division; monitors work performance of staff and addresses needs and concerns for team improvements; and reviews daily shift reports, staff duty rosters, isolation reports, use of force reports, daily census of youth, and transportation orders. In her role, she is tasked with reviewing monthly and yearly inspection reports from facilities and DHEC/FDA inspections of cafeterias as well as Public Safety reports and perimeter checks. She monitors incentives and rewards for youth and submits a weekly report to EMT on incentives at the facility level. She is responsible for reviewing court orders of youth coming into evaluation centers and detention. She monitors the conditions of confinement at all secure facilities, maintenance requests, and addresses concerns that are forwarded from parents. She is required to review and monitor staff training reports, incident reports, Performance based-Standards data, critical incident reports, attend local team meetings as needed, review position descriptions, job postings, personnel action forms and all disciplinary actions of suspensions to terminations. She responds to emergency and or crisis situations when needed and as required. She conducts Teams calls daily with direct reports and facility staff to offer guidance and oversight. Ms. McGowan also inputs monthly information in the HUB. This information includes the number of youth placed in isolation and duration, transports, injuries to staff/youth, assaults, interviews conducted within the division, number of postings, number of resignations, corrective actions submitted, census at each facility. Velvet was placed in this role based on her institutional knowledge, experience in security and institutional settings, and skillset. She began her career with the agency in 1985 as a Youth Counselor and was asked to join the Executive Management Team as an interim deputy in May of 2018. September of 2019 she was offered the position and accepted.

Associate Deputy for the Office of Professional Standards, Christine Wallace:

The Associate Deputy for the Office of Professional Standards (OPS) was developed as part of the agency's re-organization in 2018. The current OPS Associate Deputy, Christine Wallace has both a Master's and Bachelor's degree in Criminal Justice from the University of South Carolina and is a national Certified Public Manager (CPM). She has more than 27 years of governmental experience all working to address the needs of youth and at-risk populations, with seventeen (17) years of this experience having worked directly within juvenile justice. Being a nationally certified training facilitator and presenter, who has served as a Training Administrator and Director of state-

wide training programs for more than 13 years, Mrs. Wallace is responsible for the agency's staff development and training initiatives which includes the functions of assessing, identifying, planning and coordinating the agency's training and development programs. The agency has enhanced its overall training plans and appropriately address identified needs over the past years. Numerous national training best practice curricula have been incorporated and/or implemented within the agency.

With her extensive management experience, she also provides oversight of the Standards area. Standards management encompasses the areas of Performance-based Standards and the Prison Rape Elimination Act (PREA), where the agency uses data for continuous improvement efforts agency-wide. Mrs. Wallace has served on numerous state-wide boards that work to identify and address the needs of youth in South Carolina's juvenile justice system as well as the implementation of evidence-based intervention that promote youth and family well-being.

Associate Deputy for the Office of Human Resources, Dr. Zebulon Young, PhD:

Dr. Young is responsible for the administration of human resource management programs and policies at DJJ, serving as the Associate Deputy for the Office of Human Resources. He is tasked with forecasting human resources needs and problems, while making recommendations regarding HR planning to the division deputies of the agency. His staff is tasked with providing weekly updates regarding employee relations matters as well as separation data. When requested, he provides reporting from SCEIS/BEX-BOB to the the Deputy Directors and me for dissemination. These reports include but are not limited to, vacancies, separations, turnover, etc. Quarterly, he also provides the agency's random drug screening results by division and office. Mr. Young directs the communication delivery of agency-wide emails that relate to human resources matters to keep the employees informed. He is versed in federal and state employment law, state HR regulations and HR policy. He interviewed and was hired by DJJ in May 2018 and has more than 18 years of experience in the human resources field, getting started at an entry level HR generalist position in the private sector while attending college.

Associate Deputy for the Office of Support Services, Fred Gentner:

Mr. Gentner is responsible for managing Support Services which is comprised of Business Services, and the Physical Plant. Business Services and the Physical Plant are managed by senior managers that report directly to him. Business Services includes Fleet Management, Mail, Custodial, Inventory and Supply, Recycling, Moves, Delivery, Warehouse, and Excess Properties, which are managed by mid-level managers for each area. The Physical Plant includes Projects, Facilities Maintenance, Grounds Maintenance, and the Fire Marshall, which are managed by mid-level managers for each area. The mission of Support Services is to provide the best possible customer service to the agency, fellow employees, and the youth we serve. Prior to coming to DJJ Fred and successful career in the construction field for almost 26 years, 20 of which were spent in a supervisory capacity. Mr. Gentner began his career at DJJ as a Project Coordinator and was promoted to Physical Plant Manager in 2015. Fred served as the Physical Plant Manager from September of 2015 to October of 2018, at which time he was promoted to Associate Deputy for the Office of Support Services. This decision was made based on Fred's extensive background in overseeing physical plant projects and needs.

Associate Deputy for the Office of Fiscal Affairs, Kim Parris:

Ms. Parris is a Certified Internal Auditor (CIA) with 24 years of extensive and progressive state financial, budget and governmental accounting experience to the Department of Juvenile Justice. She has continually and successfully managed multiple teams, including the current team of 17 consisting of: Accounts Payable, Accounts Receivable, Budgeting, Grants Financial Management, Project Accounting, and the functions of Procurement. She is responsible for overseeing the development and maintenance of standard cost accounting including but not limited to recording, processing, compiling and reporting on financial data in accordance with external oversight agencies, such as the Comptroller General's Office, the State Treasurer's Office and the Materials Management Office, to ensure agency, state and other entity compliance. Additionally, she develops and directs budgetary processes to include policy interpretations, development and dissemination of procedures, data accumulation, economic forecasting, budgetary request preparation and analysis, estimate revisions, final budgetary consolidation, internal and external presentation, implementation and monitoring and financial statistical reporting. She oversees the administration of the Special School District's budget and financial requirements and coordinates the development of policies and procedures to ensure the orderly implementation and operation of the Education Act. She prepares long-range financial portfolios to ensure the continuation of funding of the school district. She provides leadership to a financial staff of 17 to ensure all regulatory tasks including but not limited to: annual closing packages, external and internal audits, bank account transparency, fees and fines report, sole source and emergency procurements are completed within required timeframes and ensures staff receive training as needed. Finally, under her direction, the Office of Fiscal Affairs provides Director Pough monthly Divisional reports as well as the agency summary of all financial data, quarterly grant expenditures, monthly "data hub" information, and the annual budget process meetings (consists of 5-10 meetings regarding budget preparation, submission, divisional level load, and 3 legislative bodies). She was hired into her current role in 2018.

Associate Deputy for the Office of Institutional Programming, Andy Broughton:

Mr. Broughton is responsible for developing and implementing programs and services for youth who are committed to SCDJJ's long-term, evaluation and detention facilities to include: recreational and leisure services, chaplaincy, volunteer and visitation services; management of the youth work program and the Agency's Store of Hope. He is also responsible for overseeing behavioral intervention and incentive programs for youth in SCDJJ's secure facilities. Mr. Broughton works closely with our Public Affairs section to provide tours of our facilities and by recruiting youth who act as ambassadors for SCDJJ. He also facilitates training for SCDJJ staff in youth behavior management. He also provides data on services provided to our youth through chaplaincy, recreation, visitation, volunteers, work programs and behavior intervention. This is done to ensure that proper and adequate services are provided for the youth entrusted to our care. Andy was placed in this role based on his skillset and knowledge base. He also provides background and historical information on the agency based on his longevity and experience within the agency. Mr. Broughton has extensive experience in SCDJJ, having worked in the community, institutions and management for the last 32 years. He has great experience in youth incentive programs, communication, behavior management, policy writing, restorative justice and public speaking. His tenure began with the agency in 1989 as a Juvenile Correctional Officer and has worked as a Community Specialist, Prevention Specialist,

Insiders Coordinator, Director of Restorative Justice, Deputy Chief of Security and Operations, Director of Institutional Management and Director of Institutional Programs and was asked to accept this current position in August 2018 after an organizational re-structuring.

7. What actions did you take to learn the type of information/data that may be important for you to review on a daily, weekly, or monthly basis to monitor the overall status of DJJ?

Agency Response: Since becoming the Director, I have conducted weekly staff meetings with all Divisional Deputies and Associate Deputies. During these weekly meetings, we discuss the operational efficiency of Agency and areas of opportunity. Through these standard meetings, along with my one-on-one meetings with each of my direct reports, I gleaned what information is vital to ensure that I am making the most informed decisions and monitoring the business needs of this agency. Through this information gathering and analysis, we find solutions to challenges we may be facing, and we find ways to enhance program offerings. Daily, I receive Agency census data for youth in secure facilities and shift reports for security staff, Weekly, I receive hiring data and youth incentives. Monthly, I receive budget reports, project updates, training data, policy compliance, and status updates from front-line staff regarding new process or program implementation, PbS data, vacancy numbers, and programming offerings.

8. What information/data do you review on a daily, weekly, and monthly basis?

Agency Response:

- I review the following information daily: agency census data for young people placed out of home and shift reports for security staff currently on duty.
 - I review the following information weekly: hiring data, and youth incentives.
 - I review the following data monthly: budget reports, project updates, training data, policy compliance, and status updates from front-line staff regarding new process or program implementation, PbS data, vacancy numbers, and programming offerings, incident reports, active case files, and legal activities.
- a. In what format is the information provided to you? This information is provided in an electronic or printed format.
- I receive email updates, database updates, and documents with the above-referenced information.
- b. What do you look for when reviewing each aspect of it?
- When I am reviewing this information, I am looking for trends, areas of improvements, areas of decline, and areas where the agency can synthesize their practices.
- c. Is there additional information or a different format in which current information could be provided, if technology and/or funds were available, that you believe may improve your ability to monitor, and continuously improve, the status of DJJ operations? If so, please explain.
- The Agency would benefit from a statewide data base that would allow all child serving agencies to review a child's complete system-involved file with all the necessary legal parameters put in place. Most young people that are justice involved have also been involved with other services offered by the state. Having a comprehensive database will allow the state to take a multiagency approach to meet these needs of our young people as opposed to bouncing them from agency to

agency. This database would also give us the ability to truly monitor our young people into adulthood which allows us to determine if the continuum of care were sufficient in meeting their needs.

9. Why did the agency prioritize maintaining funds in carry forward instead of upgrading the security camera network?

Agency Response:

The Agency has requested funds for the past three budget cycles to purchase a new camera surveillance system but was unsuccessful in receiving those funds: however, due to COVID-19 spending restrictions which were imposed on all state agencies, including DJJ, during the past fiscal year, the Agency was able to re-allocate funds to purchase the new camera surveillance and fulfill this safety and security need internally. It was never the position of the Agency not to prioritize this purchase. However, we were confident that we would receive funding from the General Assembly. (See attached Exhibit Number 4.)

10. Based on DJJ's response to the LAC audit, it appears DJJ is partnering with the Center for Children's Law and Policy (CCLP) on numerous aspects of operations for which DJJ is responsible (e.g., recruitment and retention of staff; training; clinical services; and programming).ⁱ When did DJJ seek assistance from CCLP with these core agency operations, in particular, recruitment, retention, and training of staff, all of which were included as issues in the 2017 LAC Audit?

- a. Has CCLP provided any similar tasks for DJJ in the past? If so, please explain.
- b. How was this partnership chosen?
- c. Did this partnership go through the normal procurement process?

Response (a and b): For clarification, DJJ partnered with the Center for Children's Law and Policy (CCLP) to provide technical assistance in reducing isolation and instituting culture change, before the release of the LAC audit results. I contacted the Annie E. Casey Foundation (AECF) in July of 2019 to request assistance in reducing the youth population in secure confinement. This contact was prompted, in part, by implementation of Raise the Age legislation and my desire for adoption of broad-based reform to the juvenile justice system in South Carolina. Through subsequent interactions, an AECF representative introduced me to Mark Soler, Director of the Center for Children's Law and Policy (CCLP). CCLP has been involved in local and state-level work to implement detention reform and community collaboration through the AECF's Juvenile Detention Alternatives Initiative (JDAI) and has assisted local and state jurisdictions in improving conditions of confinement. Based on this experience and expertise, CCLP is uniquely positioned to assist DJJ in moving from analysis and assessment to action quickly.

Based on preliminary findings, CCLP has identified seven major areas that they will focus on related to culture change and improved conditions of confinement, to include the reduction of the use of isolation:

- First, CCLP will assist with revision of agency policies and procedures, including focusing on data-driven assessment, conducting sites visits, support of the Isolation Workgroup, and facilitation of a series of trainings on examples of effective strategies to reduce isolation.
- Second, CCLP will focus on facilitating an agency culture change and enhance agency-wide communication with staff. As part of this work, there will be the development of a new structure for regular meetings with staff to discuss agency culture and policy change, develop key messaging points to secure staff buy-in, and connect the agency with administrators from other jurisdictions who have successfully changed the culture and practice around isolation.
- Third, CCLP will work with the agency to enhance its ability to collect, review, and monitor the use of isolation and other related practices. In addition to reviewing existing data to identify gaps, they will help create data collection forms and protocols and make recommendations that will enable us to use data more strategically to reduce isolation in the future, including ways of routinely reviewing data.
- Fourth, CCLP will assist with enhancing staff recruiting and retention. This will include creating a staff appreciation and feedback committee, assisting the agency with identifying and empowering staff who can serve as champions for reducing isolation, and revising current job postings and recruiting materials to target applicants who want to work with youth in a rehabilitative and positive correctional setting.
- Fifth, CCLP will help develop, refine, and operationalize an incentive-based behavior management system that promotes positive youth behavior and incorporates Dialectical Behavioral Therapy (DBT) tools to respond to youth behavior held in DJJ facilities. This work will include guidelines for individual behavior plans and a system of earned opportunities for positive behavior and responses for negative behavior. They will draft forms and protocols to assist agency staff with applying and monitoring the use of the new behavior management system and will help create a developmentally appropriate agency handbook that can be tailored for each facility. CCLP has extensive experience assisting jurisdictions with the development and implementation of effective behavior management systems for youth in facilities.
- Sixth, CCLP will identify meaningful programming opportunities to engage youth and build life-skills. They will conduct national research on effective models in other jurisdictions, collect input from youth and staff, and survey potential community organizations that could partner with the agency to provide programming.
- Finally, CCLP will work with the agency to review, develop, and enhance staff training curricula, providing input and examples of structuring staff training to help staff understand adolescent development and behavior and promote a more rehabilitative environment.

CCLP has committed to a three-year partnership with SCDJJ that will include monthly team huddles and multiple on-site visits. This team of experts will solicit the assistance of several proven leaders in the juvenile justice field to aid them with the execution of this partnership agreement.

Response (c): The procurement was awarded as a sole source procurement in accordance with the requirements of the South Carolina Code Section 11-35-1560 which is the South Carolina Consolidated Procurement Code. As required by the Code, an intent to sole source award notice was posted in South Carolina Business Opportunities (SCBO) before award. Copies of the SCBO

advertisement and Justification for Sole Source Procurement are attached. **See attached Exhibit Number 5**

11. During your tenure as agency head, please provide a list of the national experts to which the agency reached out and the year in which each occurred.

Agency Response:

- Multi-systemic Treatment Services
2017-2018
- FranklinCovey | Government Services
Jeff Carney
2017 to current
- Performance-based Standards (PbS)
Years: 2018-to present
Kim Godfrey-Lovett – Executive Director
Akin Fadeyi – Deputy Executive Director
Aaron McCorkle - Coach
- One Circle Foundation
Years: 2018, 2019
Giovanni Taormina, Executive Director
- PEW Charitable Trusts
Dana Shoenberg
2018
- Campaign for Youth Justice
Jeree Michele Thomas, Esq.
January 2018
- The Sentencing Project
Josh Rovner
2018
- Zero Suicide
2018-2021
- LATTICES
Jane Ward, PhD and Diana Groener, MA – LATTICES developers
2019-2021
- Children’s Center of Law and Policy

Mark Soler
2019 to present

- AECF
Gail Mumford and Jaquita Monroe
June 2019 to present
- Project ERA – Tia Barnes, Jammie Gardner
2020-2021
- April Fernando, PhD – CANS
2021

12. Please explain whether there is any leadership training offered or required for agency supervisors (e.g., eligibility; frequency; trainer; etc.).

- a. If none are currently offered/required, will the agency offer/require it when additional contract security staff are in place to assist supervisors?

Agency Response:

SCDJJ offers a variety of leadership development courses to staff and additional trainings are being explored. Also, the agency consistently sends up and coming leaders through the Certified Public Manager Program. Since 2017, eight DJJ staff have successfully completed the CPM program. Moreover, two staff are enrolled in the 2022 class and two additional staff have been selected for the 2023 cohort.

Listed below are leadership courses that are currently available to staff:

Becoming a More Effective Leader: Fundamentals of Strengths-Based Supervision

Audience: County Managers and Community Services Supervisors

Frequency: offered 3x per year

Trainer: University of South Carolina - Children's Law Center

Requirement: Encouraged for all managers/supervisors

Emerging Leaders: A Workshop for Aspiring Leaders

Audience: Anyone wishing to serve in a leadership capacity

Frequency: offered multiple times per year

Trainer: Clemson University – Youth Learning Institute

Requirement: Open enrollment

Leading at the Speed of Trust (Supervisors and Senior Managers)

Audience: All agency supervisors and managers

Frequency: offered several times per year

Trainer: DJJ Certified instructors

Requirement: Encouraged for all managers/supervisors

Functional Team Development

Audience: Facility cross-divisional teams

Frequency: Scheduled monthly during training period

Trainer: Clemson University – Youth Learning Institute

Requirement: Cross-divisional leadership assigned

In addition to overall leadership development, there are a number of supervisory trainings also offered by the agency:

HR Supervisory Skills (previously named Nuts and Bolts of Supervision)

Audience: All DJJ Supervisors

Frequency: 4x per year Trainer: DJJ training instructors

Supervisory Fundamentals

Audience: All DJJ Supervisors

Frequency: 4x per year Trainer: DJJ training instructors

Essential Skills for Correctional Supervisors (National Institute of Corrections)

Audience: Correctional Supervisors

Frequency: 2x per year Trainer: DJJ training instructors

Data and Information available to the public

13. Please provide printed copies of PbS monthly data reports for each of the last three years.

Agency Response: Attached please find the PbS monthly data reports as requested-See **Exhibit Number 6.**

14. If any information related to incidents or incident reports is scanned and transmitted to different divisions at DJJ, please explain why this is occurring instead of the information flowing through the electronic Event Reporting Management Information System (ERMIS) the agency alleges it updated.

Agency Response:

The agency currently uses an automated Event Reporting System (ERS). This system is comprised of a database containing information on events occurring within any location associated with SCDJJ, including facilities, county offices, group homes, contract facilities and administrative offices. ERS also includes Use of Force reporting. Officers are now able to provide all details regarding use of physical and chemical force within the electronic event report. The system has built in notifications for Investigative Services, Institutional Services Leadership, and Legal to ensure quick response, review, and investigation of these events.

In our ongoing effort to achieve our strategic goal of improving IT Processes and Agency Applications for Efficient Operations, ERS currently does not have a document storage functionality for documents generated in other systems. Due to this limitation, agency divisions and offices transmit documentation related to incidents to ensure all impacted staff receive the appropriate information. However, our Business Automation Team is working to enhance the document storage option in the Event Reporting System.

In addition, DJJ participates in the Council of Juvenile Correctional Administrators' (CJCA) Performance-based Standards (PbS). Participating facilities measure performance continuously and bi-annually based on seven critical areas of operation: security, safety, order, justice, health and mental health, programming, and reintegration. DJJ's PbS site coordinators use a variety of supporting source documents as part of their data collection efforts. These documents are not stored in the Event Reporting System but are completed by staff and subsequently scanned and saved within a secure network folder. PbS staff have access to these network folders.

Listed below are some of the scanned documents used for PbS purposes: Copies are attached for your review. **See Exhibit Number 7.**

- *Medical Refusal Slip (Form 604A)*
- *Sick Call/Medical Slips (Form 605A)*
- *Daily Confinement Check Form (Form 323A)*
- *Juvenile Room Confinement Cell Check Log (Form 323B)*
- *Negative Behavior Report-Level 1&2 (Form 924C)*
- *Negative Behavior Report-Level 3 (Form 924C)*
- *Recommendation for Extended Use of Isolation (323C)*
- *Chain of Custody (Form 307A)*
- *Juvenile Restitution for Destruction Damage or Lose of State Property (Statement of Charges-Form G-9.0A)*
- *Clinical Crisis Intervention Form (Form 911A)*

15. Where on the agency website can the public and members find the number of incidents and other similar information, in aggregate and by facility?

Agency Response: Maintaining a safe, healthy facility-wide climate in the least restrictive environment is one of the agency's strategic goals. Because improving conditions of confinement is of paramount importance, DJJ participates in the Council of Juvenile Correctional Administrators' (CJCA) Performance-based Standards (PbS). Participating facilities measure performance continuously and bi-annually based on seven critical areas of operation: security, safety, order, justice, health and mental health, programming, and reintegration.

Agency data is accessible at <https://djj.sc.gov/programs-and-services/standards-management> and clicking the Performance-based Standards (PbS) link.

16. Will you publish the above information about incidents so policy makers and the public may monitor DJJ’s performance? If yes, when? If no, why not?

Agency Response:

The agency publication of our annual data resource guide, our annual report card, our annual PREA Report and our quarterly PbS Critical Trends Report are currently available on our website for review. However, the agency is continuously making improvement to the data collection and analysis of our youth data. This is an ongoing process that will allow us to more efficiently report data that may be beneficial to external audiences.

17. When incidents occur at DJJ, please explain what information you are able to make available to the public, and when, regarding the following:
- a. fact that an incident occurred;
 - b. action the agency is taking to correct/prevent/improve in the future; and
 - c. basis/explanation for deciding upon that action.

Agency Response

When an incident occurs at DJJ there are several factors to take into consideration before disseminating information. Typically, at a minimum, we can confirm if an incident has occurred; however, if the incident requires a criminal investigation very little can be shared during a pending investigation. This is a common practice in law enforcement and is done to preserve the evidentiary value of all information.

However, aside from criminal investigations the agency can confirm an incident occurred, the correction action plan related to the aforementioned incident and the parameters used to make that determination. All of this information will be provided within the scope of the Juvenile Justice Code and the Freedom of Information Act Statutes.

Human Resources and Finances

18. Provide the job criteria for each level of Correctional Officer at DJJ.

Agency Response: Below is a chart containing the minimum requirements for correctional officer positions:

| Correctional Officer Minimum Requirements | | |
|--|----------------------|--|
| Class Code | Title | Minimum Requirements |
| JD30** | Correctional Officer | A high school diploma/GED and must be at least 21 years of age. Must have the ability to meet and maintain certification by Continuing Law Enforcement Education (CLEE) within (6) months of employment. Must be able to pass all required |

| | | |
|------|-------------------------|--|
| | | exams and performance assessments. Must have a valid SC driver's license. |
| JD35 | Correctional Officer II | A high school diploma/GED, must be 21 years of age, and a minimum of one (1) year experience in military, law enforcement, correctional or police work. Must have the ability to meet and maintain certification by Continuing Law Enforcement Education (CLEE) within (6) months of employment. Must be able to pass all required exams and performance assessments. Must have a valid SC driver's license. |
| JD35 | Corporal | A high school diploma or GED and 24 months experience (including 6 months as a Juvenile Correctional Officer II/Juvenile Specialist II) or an equivalency in correctional, security, military, law enforcement or police work or have a combination of education and experience. Must be an officer in compliance with and certified under CLEE within six (6) months of employment. Must have a 90% rate on competency/proficiency exam and possess supervisory and teaching skills. Must pass a drug test. |
| JD40 | Lieutenant | A high school diploma and 4 years supervisory experience with DJJ or comparable security, military, correctional and/or law enforcement experience. Must attend, pass and maintain all required DJJ training courses. Must pass a drug test. |
| JD50 | Captain | A high school diploma and 5 years supervisory experience with DJJ or comparable security, military, correctional and/or law enforcement experience. Must attend, pass, and maintain all required DJJ training courses. Attends training and maintains certification required by CLEE (Continuing Law Enforcement Education). Must pass a drug test. |

19. Why was Correctional Officer II the category with the highest turnover?

Agency Response: According to the Division of State Human Resources, the Correctional Officer I category had the highest turnover rate of all job categories. The high turnover rate may be attributed, in part, to generous unemployment incentives imposed to stabilize the economy and to provide a safety net for families as well as health and safety concerns

brought on by the pandemic. DJJ acknowledges that staffing for security positions has historically been a struggle. Contributing factors include a lack of qualified candidates, low paying positions, location of the outlying facilities, working weekends, rotating schedules, and 12-hour shifts. DJJ has implemented many strategies to increase viable candidates and hires.

Additionally, DJJ has worked cross divisionally to address recruitment and retention issues. Human Resources, Strategic Operations, Institutional Services, and the Office of Professional Standards worked on recruitment and retention efforts and explored various advertisement options for job postings, mainly to focus on the need for JCOs. As a result of this collaboration, the team instituted several strategies to increase recruitment and hiring efforts, such as: Social media support; Preferred length of shift (4-hour shift, 6- hour shifts, 12- hour shifts); Dual Employment; Recruitment Fairs; Recruitment materials; Job Fair layout; and, JCO recruitment efforts. The majority of these efforts are currently being used to assist in attracting applicants for all agency positions.

DJJ began intensive recruitment efforts in 2018, which included an increase in job fairs and a series of eight recruitment videos that were a part of a social media campaign strategy. DJJ also began distributing promotional items along with a more targeted flyer for potential applicants.

New functionality was added to the website to make the online application process more user friendly. Social media recruitment efforts were intensified as we began to utilize the job posting and application feature online along with the increased usage of LinkedIn. DJJ also began working with the Division of State Human Resources to review our posting authorizations to enhance the wording and how postings were categorized to attract individuals. The Department has been vigilant in its attempts to recruit for existing unfilled FTEs in all critical needs positions.

Despite these efforts, the agency continues to struggle to fill those positions that have low pay. The agency has asked the General Assembly to increase the pay of officers and community specialists for the past four budget cycles. DJJ's officers now make \$14 dollars an hour which is the same as Chick-fil-A, Target and several other chain store hourly rates. In 2019 leading up to early 2020, the state experienced an incredible economic boom. The down side of this growth was the its adverse effect on state jobs, especially those in a correctional environment. And, while some presumed that the hiring slump in state government would have decreased during the pandemic, due to an increase in unemployment, this was not the case. DJJ continues to encourage the General Assembly to act to support increases for DJJ critical-needs positions.

20. Has the agency analyzed turnover by supervisor level (e.g., division head, facility administrator, building/shift ranking personnel, etc.)? Why or why not? If yes, please summarize any trends.

Agency Response: DJJ does not analyze turnover by supervisor level. However, the agency has implemented a Division of State Human Resources’ recommendation to generate an annual turnover rate by job class code through BEx Analyzer- a reporting component of SCEIS. DJJ also maintains a monthly turnover spreadsheet for the entire agency workforce. This provides the Director with an overall turnover rate.

21. What avenues are available for agency personnel to express concerns about agency operations and how many have availed themselves of each of these opportunities over the last twelve months?

Agency Response: Personnel are encouraged to bring matters of concern to their leadership for resolution. However, if one is uncomfortable routing a concern through the chain of command or prefers for the issue to be addressed outside of management, he or she may contact Employee Relations. These concerns are annotated on the agency employee complaint form and handled appropriately. Please [see the](#) chart below for the number of employee complaints received by Employee Relations in FY 20 and FY 21:

| Employee Complaints FY20-FY21 | | | |
|-------------------------------|------|------|-------|
| Type Complaint | FY20 | FY21 | Total |
| Harassment | 11 | 3 | 14 |
| Race | 0 | 2 | 2 |
| Color | 0 | 0 | 0 |
| Religion | 0 | 0 | 0 |
| National Origin | 0 | 0 | 0 |
| Age | 0 | 1 | 1 |
| Disability | 1 | 1 | 2 |
| Retaliation | 0 | 5 | 5 |
| Genetic | 0 | 0 | 0 |
| Sex | 2 | 3 | 5 |
| Pregnancy | 0 | 2 | 2 |
| Hostile Environment | 12 | 10 | 22 |
| Other | 0 | 14 | 14 |
| Total | 26 | 41 | 67 |

Additionally, I meet with frontline staff monthly during my Director's Roundtable where we discuss the very topics you listed. Nothing is off limits, and several operational improvements have been made as a result of these meetings. I meet with a representative from every division (larger divisions have multiple representatives, i.e. Institutional Services (5), Rehabilitative Services (4)) and there are no senior or executive managers apart of this group so staff and speak openly and honestly. This gives me an opportunity to have direct contact with the members of my team that are considered boots on the ground. I meet the 1st Tuesday of every month. A random group of twenty team members are selected every six months to represent their area and discuss agency business with me. Quarterly, I meet with Senior Managers across the agency. This gives top leadership in the agency an opportunity to share updates, train on new agency initiatives or programing and discuss the business of the agency. This is also an opportunity for us to talk straight and address areas of opportunity. Nearly 2 years ago as a result of the Roundtable, we developed an All Managers group that meets twice a year to conduct business in the same manner as the previously outlined meetings. I also correspond directly with all members of DJJ every Friday via a "From the Director's Desk" email. This weekly communication is a way for me to recap the week with the team, provide them updates, address concerns that may be brought to my attention and highlight the work being done by the team. This gives staff an opportunity to hear directly from me and for them to feel empowered to communicate directly with me. And most recently, we started the BRRC Managers Roundtable. This group is comprised of members of our long-term facility management team.

When thinking about every opportunity staff has been given in 12 months to communicate concerns or suggest ways for the agency to improve, I would say 365 days. I encourage staff to speak up, talk straight and be a voice of change. I make myself available to staff and work hard to communicate directly with them. This is one of the reasons I instituted Covery's Leading at the Speed of Trust training program. I want us to work in a high trust environment where staff feel empowered to speak up and believe that what they are saying is being instituted.

22. Does the agency have a policy limiting the number of consecutive hours an employee is permitted to work? If so, please provide a copy of the policy and explain how it is enforced.

Agency Response: DJJ does not have a policy that specifically limits the number of consecutive hours that an employee is permitted to work. However, the agency uses the Employee Attendance and Hours of Work- Holidays, Overtime, and Compensatory Time Policy (Policy Number 224) to govern practices. This policy was approved by Department of Administration's Division of State Human Resources and provides guidance to managers regarding employee overtime. This ensures that the agency adheres to the provisions of the Federal Labor Standards Act (FLSA). A copy of Employee Attendance and Hours of Work- Holidays, Overtime, and Compensatory Time Policy (Policy Number 224) is attached. (See Exhibit Number 8)

23. Please explain the agency's policy, and steps it takes to ensure sufficient staffing levels are maintained at all facilities during normal and emergency situations, including, but not limited to, times of high absenteeism.

Agency Response: The Security Staffing Shift and Post Assignments, and Schedules Policy (Policy 325) is the directive that governs security staff shift and post assignments. (See Exhibit Number 9.) The procedural guidelines within the policy inform facility administrators of their responsibility with respect to staff/coverage assignments.

Per policy, the facility administrator is responsible for determining the number of security staff required for each shift. This determination is based on the DJJ's security analysis and is compliant with the PREA 1:8 ratio. Unfortunately, due to staffing shortages, DJJ may be unable to meet this requirement at times. The following procedures are implemented when a facility has insufficient staff to cover a shift.

1. The Shift Supervisor for the shift being relieved will be notified to hold over officers until relief can be made.
2. In Columbia, the Shift Supervisor for the shift coming on-duty will contact other surrounding facilities and request assistance for officers. This includes all facilities in the Midlands. If no assistance is available, the Shift Supervisor will:
 - a. Contact the Captain/Unit Manager and request an officer report early to duty, generally for the last ½ of the previous shift and request the officer be held-over to remain through the first ½ of the shift;
 - b. Contact an off-duty employee to report to work; or
 - c. Become a part of post coverage.

24. Please provide, in an Excel Chart, information on the items below for FY2020 and FY2021 with date, position number, position classification, agency facility, building number or name, and total hours worked. Please maintain documented records on this information for production if requested.
- a. Every shift worked over 12 hours; and
 - b. Every shift worked consecutively.

Agency Response: Please find attached Exhibit Number 10

25. Please list all unused funds in FY2020 and FY2021, and, for each amount, please indicate whether it is recurring or non-recurring, restrictions on its use, if any, and reasons, if any, it could not be used to increase pay for frontline employees at the agency.

Agency Response: Please find attached Exhibit Number 11.

26. Will there be any requirement that current or new agency personnel be current with all required training as a prerequisite to receiving any new bonuses that may come available? Why or why not?

Agency Response: At present, the training status of an individual is not a consideration for bonus eligibility. Being current on training requirements is not a prerequisite for the receiving of new bonuses. While linking bonuses to the successful completion of training may be a motivator for staff, it can also have unintended negative consequences. There may staff who are unable to meet training requirements due to circumstances beyond their control. For example, inadequate coverage may prevent a Juvenile Correctional Officer from the timely completion of training requirements. It would be unfair to place training as a criterion for receiving bonuses unless the agency could ensure that all employees had an equal opportunity for training attendance/completion. That said, training could be a bonus criterion. As a best practice model, DJJ could establish a list of criteria for bonuses which could include training status and other measurable factors such as job performance. This will allow for a more structured and effective bonus plan.

27. Please provide the number of JCOs on duty at each of the agency’s schools each month from the start of your tenure as interim director to the present.

Agency Response: Listed below is a chart detailing the number of school security officers assigned to the school. The school security officers have historically been assigned only to the Broad River Road Complex, BRRC. However, effective August 17, 2021, the outlying facilities will be assigned two school security officers each and school security officer coverage at Birchwood High will increase to five.

School security currently is provided by Juvenile Correctional Officers at the Juvenile Detention Center (JDC), Coastal Evaluation Center (CEC), Midlands Evaluation Center (MEC) and the Upstate Evaluation Center (UEC). These staff accompany their youth to class and remain at this location with the youth. Additionally, the Juvenile Correctional Officers assigned to BRRC supplement the school security officers by remaining at Birchwood High with the students.

| Date | Birchwood School Security Officers | ***JDC School Security Officers | ***MEC School Security Officers | ***CEC School Security Officers | ***UEC School Security Officers |
|-------------|---|--|--|--|--|
| 2017 | | | | | |
| January | 8 | 0 | 0 | 0 | 0 |
| February | 8 | 0 | 0 | 0 | 0 |
| March | 8 | 0 | 0 | 0 | 0 |
| April | 8 | 0 | 0 | 0 | 0 |
| May | 8 | 0 | 0 | 0 | 0 |
| June | 8 | 0 | 0 | 0 | 0 |

| | | | | | |
|-------------|---|---|---|---|---|
| July | 8 | 0 | 0 | 0 | 0 |
| August | 8 | 0 | 0 | 0 | 0 |
| September | 8 | 0 | 0 | 0 | 0 |
| October | 8 | 0 | 0 | 0 | 0 |
| November | 8 | 0 | 0 | 0 | 0 |
| December | 8 | 0 | 0 | 0 | 0 |
| 2018 | | | | | |
| January | 8 | 0 | 0 | 0 | 0 |
| February | 8 | 0 | 0 | 0 | 0 |
| March | 8 | 0 | 0 | 0 | 0 |
| April | 8 | 0 | 0 | 0 | 0 |
| May | 8 | 0 | 0 | 0 | 0 |
| June | 8 | 0 | 0 | 0 | 0 |
| July | 8 | 0 | 0 | 0 | 0 |
| August | 8 | 0 | 0 | 0 | 0 |
| September | 8 | 0 | 0 | 0 | 0 |
| October | 8 | 0 | 0 | 0 | 0 |
| November | 8 | 0 | 0 | 0 | 0 |
| December | 8 | 0 | 0 | 0 | 0 |
| 2019 | | | | | |
| January | 5 | 0 | 0 | 0 | 0 |
| February | 5 | 0 | 0 | 0 | 0 |
| March | 5 | 0 | 0 | 0 | 0 |
| April | 5 | 0 | 0 | 0 | 0 |
| May | 5 | 0 | 0 | 0 | 0 |
| June | 5 | 0 | 0 | 0 | 0 |
| July | 5 | 0 | 0 | 0 | 0 |
| August | 5 | 0 | 0 | 0 | 0 |
| September | 5 | 0 | 0 | 0 | 0 |
| October | 5 | 0 | 0 | 0 | 0 |
| November | 5 | 0 | 0 | 0 | 0 |
| December | 5 | 0 | 0 | 0 | 0 |
| 2020 | | | | | |
| January | 5 | 0 | 0 | 0 | 0 |
| February | 5 | 0 | 0 | 0 | 0 |
| March | 0 | 0 | 0 | 0 | 0 |
| April | 0 | 0 | 0 | 0 | 0 |
| May | 0 | 0 | 0 | 0 | 0 |
| June | 0 | 0 | 0 | 0 | 0 |
| July | 0 | 0 | 0 | 0 | 0 |
| August | 0 | 0 | 0 | 0 | 0 |
| September | 1 | 0 | 0 | 0 | 0 |
| October | 1 | 0 | 0 | 0 | 0 |
| November | 1 | 0 | 0 | 0 | 0 |

| | | | | | |
|-------------|---|---|---|---|---|
| December | 1 | 0 | 0 | 0 | 0 |
| 2021 | | | | | |
| January | 1 | 0 | 0 | 0 | 0 |
| February | 1 | 0 | 0 | 0 | 0 |
| March | 1 | 0 | 0 | 0 | 0 |
| April | 1 | 0 | 0 | 0 | 0 |
| May | 3 | 0 | 0 | 0 | 0 |
| June | 3 | 0 | 0 | 0 | 0 |

****Schools were not open from March-September due to the COVID-19 Pandemic, all learning was completed in the residential units.**

*****Additional security is provided by campus JCOs. These staff accompany youth to school and remain stationed at the school throughout the school day. Staff are assigned posts within the school building by the school security supervisor.**

Raise the Age (RTA)

28. Please provide a timeline explaining actions the agency took to create an implementation plan, dependent on the availability of different amounts of funding, during the three year period from the time RTA was passed until the time it went into effect, to identify and address changes that would occur as a result of the legislation.

Agency Response: Listed below is the requested timeline:

DJJ worked with the General Assembly and juvenile justice stakeholders on the development of the Raise the Age bill. DJJ participated in stakeholder meetings, provided data to and requested background information from the General Assembly, and met with individual legislators to advocate for overall reform to the juvenile justice system as well as RTA provisions.

June 2016: Senate Bill 916 (R227), signed by Governor Haley on June 6, 2016, made changes to numerous statutes in the Juvenile Justice Code. This “raise the age” legislation was scheduled to “take effect on July 1, 2019, *contingent upon the Department of Juvenile Justice having received any funds that may be necessary for implementation.*”

S.916 also required Court Administration to consult with adult criminal justice agencies to collect data on seventeen-year olds in the system from 7/1/16 to 6/30/17 in order to help “determin[e] the fiscal and revenue impact of this act.” Court Administration “shall collect the relevant data and statistics and make a report to the General Assembly by September 1, 2017. . . . [DJJ also required] to review data and include additional funds needed in [DJJ’s] budget requests to the General Assembly as part of Fiscal Years 2017-2018 and 2018-2019.”

July 2016-

July 2017: DJJ met with key stakeholders and members of the General Assembly regarding juvenile justice reform and educated partners about successful RTA transitions in other states being contingent upon juvenile justice reform. Confident that funds would be provided for the appropriate expansion of juvenile justice services in SC, DJJ obtained estimates for staffing and construction needs to ensure the Agency could accommodate the numbers anticipated by the Court Administration (which would include referrals normally handled by Municipal, Magistrate, and General Sessions courts).

August 2017: DJJ was asked by the legislature to estimate the impact of RTA should the Agency be required to implement the bill as written without additional juvenile justice reform. A detailed report of staffing requirements and operational needs was provided with cost estimates for serving an additional 5200 youth based on Court Administration projections (*it should be noted that at a later time, additional information was provided by the Court Administration, adjusting the original estimate to 5931 youth; again, these estimates were NOT generated by DJJ*). In an email dated 10/6/2017, DJJ statisticians provided the following information to the executive team to use in determining staffing requests for RTA budget estimates:

| | New Case Estimates Based on FY 16/17 Data* |
|--------------------------|--|
| Referrals | 5,288 |
| Detentions | 2,100 |
| Prosecuted | 3,618 |
| Diversions | 2,162 |
| Dismissed (Solicitor) | 1,813 |
| | |
| Residential Evaluations | 463 |
| Community Evaluations | 322 |
| Dismissed (Judicial) | 205 |
| Probation Orders | 1,842 |
| Commitments | 693 |
| School Attendance Orders | 139 |

*These are new cases in addition to the current DJJ workloads.

For youth commitments, the breakdown includes:

Indeterminate sentence: 85

Determinate sentence: 235

Determinate sentence with Probation: 82 (these numbers are included in the probation figures as well)

Indeterminate sentence with release to placement: 28

Determinate sentence with release to placement: 263

September 2017 DJJ submitted initial fiscal impact information, italicized in part below, to the General Assembly based on RTA:

In order to determine a reasonable estimate of how many new 17-year-olds may be served by DJJ as a result of the new law, DJJ utilized the following methods to gather and analyze the data needed to prepare this statement:

- (a) We utilized data gathered by SC Court Administration on the number of 17-year-olds processed through municipal, magistrate and general sessions courts across the state regarding new cases/warrants processed through these courts over the last year. These figures were used to estimate the number of new referrals that DJJ would receive in a given year;*
- (b) We collected and analyzed data on the number of 16-year-olds served by SCDJJ in FY 16/17 at all points in the juvenile justice system as a rough estimate of how many 17-year-olds might be served by each point in the system (referral, court intake, detention, court ordered residential evaluation, probation/parole supervision, and commitment to an SCDJJ secure facility);*
- (c) Applied the DJJ 16-year-old framework created in step 2 above, to the estimated new cases to DJJ in step 1. For example, in FY 2016/17, 39.7 percent of 16-year-old cases resulted in a pre-adjudicatory detention. This 39.7 percent figure was applied to the estimated number of new 17-year-old cases to determine the expected number of new pre-adjudicatory detentions for the year.*

After determining the number of additional youth that may be served by DJJ, the Agency then determined how these additional youth would impact the average daily population at the detention center, evaluation center and long-term commitment facility. The average daily population at the detention center would increase by 74, the average daily population at the evaluation centers would increase by 124 and the average daily population at the Broad River Road Correctional facility would increase by 72. As a result of these increases in the average daily population, DJJ will need to construct a new detention center and a new evaluation center. Construction estimates for these facilities were based upon the costs of constructing previous facilities, plus inflation. Also, based on the estimated increased average daily population at its secure facilities, DJJ determined the number of FTEs necessary to provide direct care services to these additional youth.

For the Community, DJJ analyzed the increased number of referrals (additional 5,931 youth) to determine the number of additional staff required for intake and other community services, including probation/parole supervision. Once DJJ determined the number of additional staff necessary for direct care of the youth, the agency then calculated the minimum number of additional administrative staff needed to serve the increased staff and youth at the agency.

Due to the purpose and mission of the SCDJJ, all costs are client-oriented for the youth that the agency serves.

Based on an estimated 5,931 additional youth to be involved with DJJ upon passage of RTA, a total budget request of \$29,051,046 was submitted (for additional staffing in all divisional areas, to include education, rehabilitative/health services, security, community services, and support services areas, and other operating costs [i.e., rental office equipment, communications, cafeteria/laundry services, security equipment, etc.]).

Additionally, the estimates of committed youth based on average daily population numbers in all DJJ facilities and best practice staff-to-youth ratios would require construction of a new evaluation center, juvenile detention center, and retrofitting a building at BRRC.

October 2017 Budget hearing meetings were held with the Governor's Executive Budget Office.

November 2017: Based on ongoing discussion with the Governor's Executive Budget Office and the Department of Administration, a revision of employee staffing numbers was submitted as per their request, removing the possibility of a new evaluation center, and based on full capacity at each current evaluation center. Discussions also included areas where DJJ was asked to reduce staffing needs (such as decreases to requests for additional chaplains, administrative assistants, and community specialists), increase proposed staffing ratios to reduce overall staffing needs, and outsource some services (such as additional medical needs) and increase reliance on other child-serving agencies for specified needs. DJJ was also asked to reduce construction costs by making do with existing facilities.

DJJ's Division of Legal Services drafted possible areas of reform that would curtail the fiscal impact of the Raise the Age legislation. DJJ was asked to include these proposed reforms and fiscal impact of these reforms with the Revised Fiscal Impact Statement on RTA. *See Exhibit Number 11.*

These discussions resulted in a significantly different budget request for the following fiscal year, as noted in HLOC question #29.

2017 and ongoing: The Division of Legal Services provided training on RTA to DJJ staff and juvenile justice stakeholders at staff meetings, group trainings, conferences, etc. Examples include at Community Services Division regional meetings, Community Services Basic Training, Classification staff meetings, and Solicitor’s Conference/trainings.

Throughout 2018: The Agency began intensive recruitment efforts in 2018, which included an increase in job fairs and a series of eight recruitment videos that were a part of a social media campaign strategy. The Agency also provided newly designed recruitment fair items along with a more targeted flyer for potential applicants. In addition, the Agency added new functionality to its public website to increase the ease of locating and applying for jobs. Social media recruitment efforts were intensified as we began to utilize the posting and applying feature online along with the increased usage of LinkedIn. The Agency also began working with State Office of Human Resources to enhance the descriptions and categorizations of our job posting authorizations to attract qualified individuals.

January-March 2018: DJJ made multiple efforts to partner with Campaign for Youth Justice, PEW Charitable Trusts, Office of Juvenile Justice and Delinquency Prevention's Age of Criminal Responsibility Research, Training, and Technical Assistance Provider, and Georgetown Center for Juvenile Justice Reform on implementation of RTA and juvenile justice reform in SC. DJJ executive staff attended multiple meetings, work groups, and project report groups nationally around these issues.

*“Raise the Age” discussions took place in DJJ job interviews for impacted areas (such as Community Psychology), staff meetings, divisional meetings, and Q&A emails with outside entities. *These examples were provided by staff currently employed with DJJ and hired in 2018 as well as sample emails between DJJ staff and DMH, Children’s Law Center, and Protection and Advocacy, among other state and local entities.*

March 2018: Formalized DJJ participation in the “SC RTA Coalition” led by the Campaign for Youth Justice. DJJ continued to participate throughout 2018 and 2019, with numerous meetings between DJJ executive staff and CYJ national consultants.

April 2018: While working with Campaign for Youth Justice (CYJ), DJJ provided data requests to Josh Rovner, with the Sentencing Project, who completed a data analysis of SC trends and issues to further analyze reform opportunities through a data-driven lens. This analysis would provide CYJ with relevant context for suggested reforms and implementation strategies for DJJ.

June 2018: DJJ continued to work in partnership with Campaign for Youth Justice on RTA implementation and juvenile justice reform measures based on

national best practices. Per CYJ, *South Carolina's current statutes related to the detention, commitment, and evaluation of youth who come into contact with the juvenile justice system are over-inclusive and result in the costly over use of incarceration, particularly of youth who commit status offenses and low-level offenses. Legislative proposals will reduce the detention, evaluation center, and committed populations, which will reduce the overall anticipated cost associated with implementing the raise the age legislation by over \$22.5 million dollars in capital costs and at least \$3.6 million in recurring operating costs associated with new facilities.*

CYJ identified the following areas for targeted legislation to reduce the impact of RTA: *1) Detention of status offenders; 2) Limiting out of home placement; 3) Limiting Out of home placement of status offenders. CYJ also indicated that intense efforts should be made to increase intensive community-based services by all child-serving agencies in SC to avoid detention and placement of status and low-level youth offenders.*

DJJ participated in the RTA Convening held in Florence hosted by Sen. Gerald Malloy and Campaign for Youth Justice. Director Pough was a featured speaker.

July-September 2018: Given the overburdening that RTA would place on key points in the juvenile system (such as detention and evaluation), efforts were made to gather best practices from other states (Utah, Pennsylvania, Colorado) which had made changes to their pre-dispositional evaluation process in order to decrease the workload to encompass RTA youth. These ideas were included in possible juvenile justice reform options presented by DJJ to the legislature.

September 2018: DJJ's initial RTA budget request for FY18-19 with additional funding based on estimated number of increased youth was not approved by the General Assembly. DJJ submitted a revised budget request. The new proposal for FY2019-2020 included \$17,671,665 for staffing and \$1,767,166 for other operating expenses. Construction costs considered utilizing current facilities at maximum capacity, based on a new wing constructed at Midlands Evaluation Center rather than a new Evaluation Center. *See Form B1, Recurrent Operating Costs for FY2019-2020.*

Executive and Senior Management Staff continued to work on adjustments in anticipation of RTA with projections of estimated average daily populations (ADP) using FY2017-2018 numbers as baseline: *With RTA, the estimated ADP for the Detention Center, including 17-year-olds, would be 102. Current JDC capacity is 72. With RTA, estimated Admissions population would be 98, while the secure evaluation ADP would be 89. BRRC (or long-term facilities) is estimated to have an ADP of 165 with proposed legislation.*

Given these projections, minimum level of facility needs included the following: 1) Build and staff a new 72 bed detention center with a fence; 2) Build a 30-bed wing for males at MEC with fence expansion; and 3) Renovate a 12-bed building for females at BRRC. *See Form C, FY2019-2020 Capital Request.*

October 2018: Due to questions from the Governor’s Executive Budget Office on staffing estimates for RTA, DJJ was asked to further specify staffing needs for each location: 1) New Juvenile Detention Center; 2) New Housing Unit for Evaluation Youth; and 3) New Housing for Committed Youth. Detailed estimates and purpose were provided to the Governor’s EBO. *See Attachment B.*

March 2019 Proviso was proposed to address concerns about budgetary needs of DJJ to accommodate RTA passage: 67.14.(DJJ: Raise the Age) *The department must use carry forward funds to implement Act 268 of 2016 by contracting in the current fiscal year with local child-serving non-profit organizations and Judicial Circuit Solicitors offices for community-based diversion and intervention services. The department shall give preference to multi-agency and organizational collaborations that include stakeholders from the Family Court, Department of Education, Public Defenders Offices, the Department of Mental Health, the Department of Social Services, and community-based non-profits that utilize best practices.*

DJJ established a work group to review the proviso and provide feedback on its feasibility. The following concerns were identified:

- DJJ already contracts with numerous other state agencies and child-serving organizations to provide diversion and intervention services to youth.
- DJJ’s carryforward balance as of 4/1/19 is \$574,487.03 – and JBRC request on 5/8/19 to allocate \$551,125.00 for fire alarm system replacement for JDC paid for with those carryforward funds.
- Carryforward funds are not suited to implementation of new programs and services as carryforward funds are non-recurring and not guaranteed.
- As done in other states, DJJ proposes that RTA implementation take place after, or in conjunction with, implementation of comprehensive JJ system reform (see attached explanation of need for reform).
- Reform and RTA measures should be implemented with recurring dollars, not one-time funding, in order to sustain programs and services year to year.
- DJJ drafted proposed JJ reform legislation, which included creation of a Juvenile Justice Improvement Fund to reinvest savings from closure/reduction of residential beds into evidence-based diversion and

intervention programming in the community – incorporated this language into proviso amendment.

- DJJ’s fiscal impact budget request for RTA is based on the projected population of 5,900 additional 17- year-olds being referred to DJJ and impacting every aspect of the juvenile justice system including prevention and diversion services, pre-court intake and assessment services, secure pre-trial detention services, secure residential evaluation services, non-residential evaluation services, probation and parole supervision services, community-based residential placement services, and secure commitment services (see attached explanation of how RTA estimates calculated).

May 2019:

DJJ was notified that the governor signed RTA into law with the accompanying proviso. Sen. Malloy reported that he would be identifying a Senate Select Committee to address implementation in light of no complimentary juvenile justice reform. *An email from Director Pough was sent to all DJJ employees on May 29, 2019 reporting that RTA had been signed into law; within the email, it was detailed that the Senate Select Committee would work with DJJ towards implementation. Also included in this email was Senate Bill 916; Senate Bill 916 comparison chart; and Proviso 67.14 – Raise the Age Implementation Proviso.*

June 2019:

On June 7, 2019, an email was sent to all DJJ staff from DJJ’s Division of Legal Services. Included in the email was a memorandum regarding RTA implementation and a training presentation concerning RTA.

On June 7, 2019, DJJ’s Division of Legal Services provided a detailed presentation to all Agency managers at the quarterly Manager’s Meeting on RTA implementation and its implications for community and institutional staff.

On June 25, 2019, an email was sent to all DJJ staff from DJJ’s Division of Legal Services with additional information on RTA. Included in the email was a supplement to the memorandum provided on 6/7/2019 with “RTA Fact Sheets” which contained “at a glance” information on the changes related to RTA. As noted, “*Page 1 is a ‘quick reference’ version of the information contained in the Memo. Page 2 is a comparison of waiver eligibility (juvenile charge/case “waived up” to adult court) under current law and RTA law. You are encouraged to share this resource with interested stakeholders (judges, prosecutors, defense counsel, law enforcement, etc.) in your county/circuit.*”

DJJ Classification Services conducted extensive in-service training on RTA statute for all classification case managers; Division of Legal Services presented, and the Classification Administrator walked staff through multiple case examples to ensure understanding and application of the new law. This is an ongoing training exercise in Classification staff meetings in

order to continue to refresh staff knowledge on RTA case differences and the need to check for date of offense (pre- or post-RTA) when decision-making.

July 2019:

DJJ's New Employee Orientation (a week-long training for all new hires) was updated to include RTA statute.

Institutional Services Basic Training (provided monthly for new JCOs) was updated with current statute based on RTA (presentation entitled "Legal 101 for Juvenile Correctional Officers").

Institutional Services Recertification Training for JCOs was updated to include RTA statute (entitled, "Legal Update and PREA").

Community psychology staff met for a full day training retreat to address a variety of training and best practice issues and adolescent vs. adult testing measures required as a result of RTA.

Division of Legal Services conducted several trainings on RTA, including at several local DJJ county offices

Summer- Fall of 2019 DJJ played a significant role in the Senate Select Committee study of juvenile justice reform and RTA. DJJ's executive team and other staff members provided significant research and content expertise, proposals for evidence-based practices, and facilitated tours of multiple locations of DJJ and our camps. For those who had not been inside a DJJ facility before, it was an eye-opening experience to learn that, for example, youth who are not competent to stand trial often remain in detention with nowhere to go; that seriously mentally ill/intellectually disabled youth are not removed from our population by the appropriate state agency as per MOA and expectations within state statute; that status offenders are detained routinely and committed to DJJ in various capacities against federal advisement; and that staffing shortages severely impact DJJ's ability to maintain the quality programming and interventions our youth need. It was hoped by DJJ that this new understanding of problems the agency faces, compounded by the passage of RTA without juvenile justice reform, would further legislative support of DJJ's mission and strategic plan.

October 2019:

Community Services Basic Training (provided quarterly for new community specialists) was updated with current statute based on RTA (presentation entitled "Children's Code").

"Think Tank" meetings were held with front-line staff in each division to specifically address issues of RTA and management of increased

population in light of no juvenile justice reform to offset population increase. Detailed plans from each division was then forwarded to DJJ’s Strategic Operations for review and compilation of an overall plan to the Director.

December 2019: Based on drastic increase in General Sessions waiver evaluations, Psychology Supervisors held work group to discuss tracking the RTA increase to evaluations and Waivers on monthly reports. *For context, please see data below:*

| Fiscal Year | # Waiver Evals Ordered |
|-------------|---|
| 2018-2019 | 9 |
| 2019-2020 | 29 |
| 2020-2021 | 26 (w/ possible 8 more pending; NO pandemic impact noted) |

January 2020: Psychology Supervisors met again in work group to discuss the impact of RTA on their workload and to strategize changes to accommodate it. Psychology Services began strategic plan to reclassify Human Service Coordinator positions reporting to psychologists into Psychology I positions as they were vacated in order to establish more available doctoral-level licensed psychologists in the agency to accommodate increased needs related to RTA increase in waiver evaluations. We revised guidelines for hiring language to recruit and obtain a better cohort of interested applicants for psychology positions by expanding timeline for ability to obtain license (from one year to two years, to accommodate receiving post-doctoral supervised work experience during their first year of hire) and ability to apply while pre-doctoral, with date of doctorate expected (and confirmed), prior to hire/start date. While this represents a significant increase in personnel costs for this area (approximately \$30,000 difference between Human Service Coordinator and Psychologist I positions), it is required for managing the increased workload based on level of forensic skill required.

As a result of the significant increase in General Sessions waiver evaluations, this work group continues to meet quarterly to discuss best practices and strategies for management of the increased workload.

January-March 2020: The Committee’s work resulted in the introduction of Senate Bill 1018 in January 2020. A juvenile justice reform bill (H. 4719) was also introduced in the House. Both of the bills are pending in Senate and House Judiciary Committees. Due to restrictions associated with the COVID-19 pandemic, the legislative session has been suspended temporarily, and it is unclear when consideration of this legislation might resume.

29. In fiscal year 2018-19 budget, DJJ requested 567 FTEs for implementation of RTA at a cost of approximately \$32.6M. In fiscal year 2019-20, DJJ's request dropped to 348 FTEs at a cost of approximately \$17.6M. Why was there a decrease in the number of FTEs requested? (See Exhibit 29)

Agency Response: The fiscal impact of RTA was reduced, in part, due to DJJ's plans to regionalize our long-term youth. This would result in having one centralized evaluation center (where youth spend shorter amounts of time) and three regional long-term facilities, allowing long-term youth to remain closer to home, have better access to their community for re-entry, and to increase family engagement/participation. The budget request for FY2019-2020 was reduced because DJJ based the RTA fiscal impact on calculations that considered where youth would be housed under regionalization, rather than where they are housed currently. Regionalization would allow for utilizing existing facility space more efficiently.

Additionally, and based on ongoing discussion with the Governor's Executive Budget Office and the Department of Administration, a revision of employee staffing numbers was submitted, removing possibility of a new evaluation center and based on full capacity at each current evaluation center. Discussions also included areas where DJJ was asked to reduce staffing needs (such as decreases to requests for additional chaplains, administrative assistants, and community specialists), increase proposed staffing ratios to reduce overall staffing needs, and outsource some services (such as additional medical needs) and increase reliance on other child-serving agencies for specified needs. DJJ was also asked to reduce construction costs by making do with existing facilities.

As was requested, DJJ's Division of Legal Services also drafted possible areas of reform that would curtail the fiscal impact of the Raise the Age legislation. DJJ was asked to include these proposed reforms and fiscal impact of these reforms with the Revised Fiscal Impact Statement on RTA.

The following narrative was provided as explanation of the original RTA budget request and fiscal impact:

Based on the data report provided by Court Administration, SCDJJ estimates that raise the age will result in 5,931 additional referrals to the juvenile justice system annually for criminal and status offenses committed by 17-year-olds (12,973 referrals were received in FY17-18). This additional population of 17-year-olds will impact every function and service mandated to be provided by SCDJJ. This includes prevention and diversion services, pre-court intake and assessment services, secure pre-trial detention services, secure residential evaluation services, non-residential evaluation services, probation and parole supervision services, community-based residential placement services, and secure commitment services. As reflected in SCDJJ's current budget request, the fiscal impact of serving these additional youth at all points of contact within the juvenile justice system

would require an additional \$19,001,373 in one-time capital funds and an additional \$17,671,665 in recurring funds.

As stated above, states that successfully raised the age coupled inclusion of older youth in juvenile court jurisdiction with overall reform to the juvenile justice system. Implementation of the attached amendments to the SC Juvenile Justice Code would significantly decrease, and in many cases completely eliminate, the fiscal impact to SCDJJ associated with the implementation of raise the age. As seen in other states, besides containing costs, these system reforms result in increased public safety by enhancing community-based services that are proven to reduce recidivism and reserving costly residential services for serious and higher risk youth. Savings accumulated from reduced reliance on residential facilities can then be reinvested to serve youth with evidence-based supervision and community programs.

Recent South Carolina data shows that although only 10% of cases referred to SCDJJ in FY17 involved violent or serious offenses, over two-thirds of SCDJJ's budget was spent on out-of-home placements for youth. In FY17, the average daily population of youth in an out-of-home placement was 743, and most of these youth were charged with or adjudicated delinquent for a low-level offense. In FY17, only 37% of youth placed in a secure pre-trial detention center were charged with a felony offense. The remaining detained youth were charged with misdemeanor offenses (28%), status offenses (4%), or placed in detention for an administrative reason, e.g. pick-up order for a technical violation of probation (31%). Similarly, in FY17, only 38% of all youth committed for a residential evaluation were adjudicated delinquent for a felony offense. Further, only 23% of youth who received a residential evaluation received a commitment order following their evaluation. An even smaller percentage of youth committed to SCDJJ in FY17 were adjudicated delinquent for a felony offense – only 28%. In fact, the most common reason for commitment to SCDJJ is youth misconduct that does not rise to the level of a criminal offense: 7 of the top 10 commitment “offenses” are a technical violation of probation.

And the outcomes for South Carolina youth in out-of-home placement are poor when compared to youth served in the community. A 2015 recidivism study conducted by the Pew Charitable Trusts revealed that South Carolina youth had a re-adjudication/conviction rate of nearly 50% within three years of release from commitment compared with a re-adjudication/conviction rate of 35% within 3 years of release from probation supervision and a 14% adjudication/conviction rate within 3 years of completion of a diversion program. Overall, this data appears to suggest an over-reliance in South Carolina on residential, out-of-home placement for youth who do not pose a risk to public safety – a practice that comes at a high cost to taxpayers, both in terms of dollars and in increased recidivism rates. And these costs will only increase with implementation of raise the age. Our neighboring state, Georgia, faced many of the same challenges, and in 2013, the Georgia Council on Criminal Justice Reform found that a “juvenile justice system, which [is] heavily reliant on expensive, out-of-home facilities [produces] poor results for taxpayers and youth alike.” Georgia, like many other states, implemented comprehensive reform measures to halt expansion

of juvenile facilities by increasing availability of initiatives and services in the community that hold youth accountable while reducing costs and recidivism. According to the Council's 2018 report:

“Since [Georgia’s] new framework for juvenile justice took effect in January 2014, the number of youth in secure confinement has dropped 36 percent and total commitments to the Department of Juvenile Justice are down by 46 percent. More youth are managed in the community today, as every judicial circuit in Georgia now has access to cognitive behavior intervention programs proven to reduce juvenile recidivism....Perhaps most importantly, a much-needed overhaul of our approach to handling delinquent youth will ensure that troubled young Georgians get the guidance they need to steer a productive path into the future.”

Similarly, the state of Kansas sought to improve its juvenile justice system and enacted reform measures in 2016 to restrict the use of out-of-home placement, focus intensive system responses on the highest-risk juveniles, and shift significant resources toward evidence-based alternatives that allow youth to be supervised safely while remaining at home. The Kansas Juvenile Justice Workgroup “found that a scarcity of evidence- and community-based interventions combined with a lack of statewide standardized practices led to geographically inconsistent outcomes and an out-of-home population largely composed of lower-level youth.” Kansas’ reform legislation included initial new funding for community-based services and further mandated that savings realized from the reduction of out-of-home placement be used for evidence-based programming for youth under supervision in the community, ensuring that immediate interventions for youth were available. Early indicators of progress include the closing of one juvenile correctional facility, declining group home and detention populations, expansion of sex offender assessment and community-based treatment statewide, and a multi-million-dollar investment in evidence-based community programming such as functional family therapy, aggression replacement training, and cognitive-based therapies as well as development of detention alternatives and strategies to reduce disproportionate contact of minority youth with the juvenile justice system.

The attached reforms are designed so that South Carolina can build on the lessons learned and positive outcomes achieved by these states and many others who have embarked on this challenge to better protect public safety and control spending, particularly in the context of raise the age implementation. These reforms align with the experience of other states and with research which has shown that community-based programs that meet youth needs, build critical skills, and promote positive development can more effectively get youth back on track to successful adulthood than residential settings that disconnect youth from critical family and social supports, interfere with prosocial development and do a poor job of preventing reoffending. The policy goal of these reforms to South Carolina’s juvenile justice code is to improve public safety, reduce recidivism, and provide better outcomes for youth and families by focusing costly out-of-home secure confinement on the most serious and high-risk offenders, by strengthening community supervision to hold youth accountable, and by increasing access to effective front-end prevention and intervention services provided to youth and families in their home communities. In short,

these reforms are targeted to provide a better return on taxpayer investment through improved public safety and more robust community-based rehabilitative opportunities for youth involved in the juvenile justice system

The following detailed explanation was provided with the original capital request (FY2018-2019) to demonstrate facility needs amidst the estimated population increase with RTA:

New Detention Center – Based on the additional population of 17-year-olds who will be referred to DJJ under raise the age, it is estimated that approximately 2,100 additional youth will be placed in secure juvenile detention on an annual basis. The current DJJ Juvenile Detention Center has a design capacity of 72 youth. Based on the average length of stay at the Juvenile Detention Center, the additional 17-year-old population will increase the average daily population at this facility from 68 youth in FY17-18 to 134 youth, an increase of 66 youth. Because the addition of the new 17-year-old population would significantly exceed the design capacity of this existing facility, DJJ will need to build and staff an additional detention center to house youth placed in detention by local law enforcement or the family court.

The estimated cost to construct a new detention center is approximately \$10,519,999 (“Opinion on Probable Construction Costs”-Treanor HL). DJJ will need 148 full time employees to staff the new detention center. This includes 6 education staff (certified teachers, SPED teachers, and associate teachers), 115 security staff to cover the 24-hour operation, 16 medical and treatment professionals, 7 food services and supply staff, 1 activity therapist, 1 Chaplain, 1 Disciplinary Hearing Officer, and 1 Institutional Program Manager.

New Housing Unit for Evaluation Youth – The design capacity of the housing units for youth undergoing a secure evaluation is 149 youth. The total average daily population of youth undergoing an evaluation at a secure residential evaluation center in FY 2017-18 was 113. DJJ estimates that implementation of S. 916 would increase the average daily population of secure residential evaluation youth by 70 youth, for a total ADP under raise the age of 183 youth. This increase would exceed the design capacity of current housing units for secure evaluation youth and not allow the Department to safely house these additional youth within the existing infrastructure. Therefore, DJJ will need to build and staff a new 30-bed housing unit for evaluation youth. DJJ will need to build and staff a new housing unit. The estimated cost for construction of this new housing unit is approximately \$7,037,854 (“Opinion of Probable Construction Costs”-Treanor HL). An additional 46 full time employees will be needed to staff this new housing unit. This includes an additional 6 education staff (certified teachers, SPED teachers, and associate teachers), 20 security division staff (correctional officers, classification staff, intake officers, transportation officers and disciplinary hearing officers) to cover the 24 hour operation, 10 medical and treatment professionals (psychologists, licensed MSW social workers, nurses, human services coordinators and treatment case managers), 7 food

services and supply staff, 1 activity therapist, 1 Chaplain, and 1 Institutional Program Manager.

New Housing Unit for Committed Youth – DJJ estimates that an additional 693 youth will receive commitment orders from the Family Court once S.916 is implemented. While not all of these youth will be housed at a DJJ secure commitment facility for the duration of their commitment, DJJ estimates the average daily population for committed youth will increase by approximately 102 youth per day, up from the current average daily population of 181 committed youth per day. This means that an estimated total of 283 committed youth will be served on a daily basis under raise the age. This increase would exceed the design capacity of current housing units for committed youth and not allow the Department to safely house these additional youth within the existing infrastructure.

In order to accommodate the increased population of committed youth, the Department will need to retrofit an existing building at BRRC to provide additional living space, at a cost of approximately \$1,443,520 (“Opinion of Probable Construction Costs”-Treanor HL). DJJ will require an additional 59 employees to provide direct care, treatment and education services to the additional youth. This includes an additional 6 education staff (certified teachers, SPED teachers, and associate teachers), 32 security division staff (correctional officers, school resource officers, classification staff, public safety, transportation officers and disciplinary hearing officers), 18 medical and treatment professionals (psychologists, licensed MSW social workers, nurses, dentists, human services coordinators and case managers), 1 activity therapist, 1 Chaplain, and 1 Disciplinary Hearing Officer.

Additional Direct Care Staff– The need for direct care staff to operate the additional secure facilities and housing units for raise the age youth is outlined above. The implementation of S.916 will also impact prevention/diversion, intake, and probation/parole supervision services DJJ provides in county offices across the state of South Carolina. DJJ’s community staff processed 12,973 referrals in FY 17-18. DJJ estimates that implementation of raise the age will result in an additional 5,931 referrals. Therefore, DJJ will need an additional 24 Community Specialists, 40 Intensive Supervision Officers, and 3 Victim Services Coordinators to provide community-based services to these additional youth state-wide.

Administrative and Other Support Staff– In order to adequately support the additional employees described above, the Department will need 28 additional administrative/support staff in several divisions/offices; 10 in the inspector general, 11 in staff training and development, 2 in finance, 4 in human resources, and 1 legal services staff.

30. Please explain what DJJ has learned since implementation of RTA.

Agency Response: Listed below are lessons that the agency has learned as a result of Raise the Age implementation:

1. Other entities (e.g., law enforcement, public defenders, solicitor offices, etc.) were not prepared for RTA and turned to DJJ with many questions. The system did not expect RTA to be implemented without adequate funding, therefore, most outside of DJJ who deal with the juvenile system were scrambling to understand the impact on their own work setting.

2. Without adequate space in DJJ’s current juvenile detention center (rated capacity is 72), DJJ’s hands are tied for the foreseeable future with an overcrowding issue the agency cannot control. Because detention centers are operated and constructed differently than other living facilities for committed youth, this means that DJJ cannot simply house detained youth in an alternate location. DJJ would need to construct a facility appropriate to the specifications for a detention center as it would be almost impossible to upfit another building to house detainees. Additionally, *despite* other counties/geographical areas having created housing in their detention centers for youth (Richland, Charleston, Greenville), it is routine for public defenders in Richland county to request a youth be committed to DJJ’s detention center vs. Alvin S. Glenn Detention Center. Likewise, DJJ is currently housing all status offenders for Charleston county detention for the duration of their own construction project; and lastly, Greenville county is no longer able to take youth from other neighboring counties (such as Spartanburg) based on the RTA increases. All of these caveats increase overcrowding at DJJ’s detention center, yet without funding, the agency is unable to appropriately build and expand detention capacity to increase safety and security while easing the burden of overcrowding.

3. As anticipated, RTA resulted in a significant increase in court-ordered General Sessions Waiver evaluations. Consider the following information on total number of waiver evaluations court-ordered over the past three fiscal years:

| Fiscal Year | # Waiver Evals Ordered |
|-------------|------------------------|
| 2018-2019 | 9 |
| 2019-2020 | 29 |
| 2020-2021 | 26 (w/several pending) |

This significant increase has placed a considerable burden on DJJ psychology staff. As Psychologists are a state-designated “critical needs” category, this highlights the problem DJJ was facing already in recruiting doctoral-level licensed psychologists with adequate forensic training needed to manage the evaluation workload; with the intensity and technical requirements of waiver evaluations, as well as the expert testimony required and the length of time such cases take to move through the criminal justice system, DJJ must rely heavily on our psychology supervisors and Administrator of Psychology to ensure the agency is managing these complex and difficult cases, even though that is not ideal. This has also required that DJJ contract out many community evaluations to private providers in order for staff to focus on the more complex and lengthy waiver evaluations. Each waiver evaluation must also be reviewed by Division of Legal Services, therefore, the burden this increase places on several agency areas is profound. It would appear that this may be the “new normal”; even in light

of decreasing juvenile justice numbers during the pandemic, the waiver evaluation rate held steady—indicating that given all things being equal, DJJ would have likely seen a much more significant increase this past year than it did; therefore, DJJ must continue to adapt and find ways to recruit and retain the most highly qualified psychologists even though they are already difficult to recruit in SC.

4. Without juvenile justice reform, DJJ continues to see law enforcement and Family Court judges detaining status offenders, despite efforts made on the agency’s part to educate all partners on the harmful practice of having status offenders in correctional settings.

5. RTA has highlighted the lack of resources in SC for this transitional age of 18-21 years. While other child-serving agencies offer services for youth at 18-years-old, there are significant gaps that have become obvious to DJJ that do not allow a youth to move smoothly into the adult services milieu. As an example, DMH has different criteria for serving youth which is not observed upon that youth turning 18, and thus DMH services may no longer be available for that youth when “aging out” of the adolescent system and moving into the adult system, making referrals to supportive services during re-entry to the community for such youth difficult at best.

6. The young adult age range (18-25 years) is the time when a person is most likely to experience a first psychotic break resulting in an eventual diagnosis of schizophrenia. As such, the agency is seeing more seriously and persistently mentally ill older youth in our detention and evaluation centers since RTA. In the months of March-June 2021, for example, two 18-year-old youth with severe psychosis were committed to DJJ secure facilities--one to the detention center and one to an evaluation center. It took extensive efforts on DJJ’s part to have these youth, who were both placed on emergency commitment paperwork for acute psychiatric hospitalization by a DJJ child psychiatrist, to be admitted to an appropriate hospital setting as they should have been, resulting in unnecessary suffering for these young men. For the detained youth, it was determined that he is not competent and not likely to restore; both young men remain in acute psychiatric hospital care to this day. This provides an example of the difficulties DJJ youth have, especially those with special needs in the transitional age range captured by RTA, within the framework of other state agency systems.

Regionalization

31. Please explain how, or if, implementation of a regionalization plan will impact the issues noted in the LAC report in which DJJ concurs, including, but not limited to, staffing, training, and security.

Agency Response:

DJJ’s mission is to protect the public and reclaim juveniles through prevention, community services, education, and rehabilitative services in the least restrictive environment. The Agency’s mission is the framework for improving long-term outcomes for young people

in a rehabilitative environment that fosters accountability. Each of these elements are reflected in the agency's strategic goals. Inspired by a commitment to change the trajectory for troubled youth, this administration's vision incorporates Regionalization, Juvenile Justice Reform, and the Juvenile Detention Alternative Initiative, JDAI, as the road map for reducing system penetration for low risk offenders and enhancing programs and services to rehabilitate justice involved youth. Moreover, these initiatives, along with the priority to improve conditions of confinement, have fundamentally shifted agency operations through Regionalization and will ultimately benefit youth, families and the citizens of South Carolina.

Regionalization represents a fundamental shift in the housing plan for the Agency. This multi-year project involved the creation and implementation of construction, staffing and programmatic plans. The target completion date is Spring 2022. This residential paradigm shift will enable youth in the long-term facility to be housed in smaller regionally located settings closer to their home communities. Research indicates that youth housed in smaller settings in close proximity to their families have better long-term outcomes and lower recidivism rates when compared to youth confined to larger facilities with less visitation.

At present, SCDJJ operates one long-term facility, the Broad River Road Complex (BRRC) and three regional evaluation centers. BRRC and one of the evaluation centers are located in Columbia. The two other evaluation centers are in Union and Ridgeville, SC. Because distance is a proven barrier to family engagement, BRRC, though centrally located, is not conducive to visitation or familial participation in treatment or education programming for most of its residents. A recent survey revealed that most of families of the BRRC residents live at least 75 miles away from the facility, under the agency's regionalized model that distance will decrease by nearly half. With Regionalization, secure evaluation services will be centralized and located at the Midlands Evaluation Center in Columbia leaving BRRC and the two remaining evaluation centers to be re-purposed as regional long-term facilities. This will dramatically decrease the distance between the long-term facilities and families making it easier for most families to participate in their child's rehabilitative process.

SCDJJ Regionalization will offer the following advantages for our young people:

- Increased family engagement
- Reduction in gang and behavior issues
- Improved community, prevention and treatment services
- Improved access to services for youth
- Increased access to employment opportunities

The decreased numbers in youth population will allow for staff to youth ratio to be in better alignment. We will decrease the number of youth at the long-term facility which allows for more one-to-one contact with a young person's treatment team, it reduces the strain on staffing levels and allows the agency to create ways to shrink the footprint of BRRC with less young people in once centralized location.

Based on reduced populations this will give staff the ability to attend required trainings, maintain a normal work schedule and manage youth behavior. At present, SCDJJ has all our committed youth with varying degrees of clinical diagnosis, behavior concerns and commitment criteria in a centralized location. With the proven research by other national experts and juvenile justice practitioners, Regionalization will enhance our service deliver model, reduce the population which allows for more efficient behavior management and increased direct care from a young person's treatment team. When you consider the outcomes related to Regionalization, it is the state's best option to have the greatest impact on our most vulnerable youth.

National Certification

32. Has DJJ considered seeking national certification through an organization like Commission on Accreditation for Law Enforcement Agencies, Inc.? If so, what are challenges for the agency in obtaining accreditation? If not, why not?

Agency Response: DJJ is committed to improving outcomes for youth and families, and as such, actively seeks opportunities to enhance standards, practices and, ultimately, services and outcomes for justice involved youth. To that end, DJJ has explored national accreditation through the American Correctional Association (ACA) and the National Council on Correctional Health Care (NCCHC). Currently, two of the greatest challenges for the agency relating to obtaining any type of national accreditation are staffing shortages and funding constraints. Both staffing and funding are critical elements to ensure the various divisions across the agency would be able to accomplish and sustain the fundamental components linked to a national accreditation.

Over five years ago, DJJ's Health Services began exploring national accreditation with the National Council on Correctional Health Care (NCCHC) and continues to take steps in that direction. This rigorous NCCHC accreditation process requires that all policies and procedures be aligned with NCCHC best practices. Unfortunately, staffing shortages prevent full engagement towards NCCHC accreditation. However, Health Services continues to write and update policies and procedures utilizing NCCHC best practices and seeks to provide opportunities for certification (as a Certified Correctional Health Care Provider) through NCCHC on a twice-yearly basis, which includes passing a national exam administered by NCCHC and maintaining CEU requirements for annual renewal. DJJ currently has six Certified Correctional Health Care Providers (CCHPs) on staff.

DJJ has also begun exploring certification of its clinical services through NCCHC as well. A budget request has been submitted to allow for collaboration with the Yale Juvenile Justice Center in order to prepare for the accreditation process. As previously indicated, security shortages and an inability to align all policies and practices with NCCHC best practices impede DJJ's ability to proceed with accreditation for clinical services at this time. However, NCCHC accreditation for medical and clinical sectors of the agency remain long-term goals for the agency.

It is very important to note that without adequate staffing, we could not pursue and maintain any type of national accreditation.

It is with my sincere hope that the information provided in the body of this letter and supporting attachments have provided this committee with the necessary information needed to have a better understanding of our agency practices and protocols. We sincerely thank the Committee for its continued support of DJJ as we remain steadfast in our efforts to enhance services provided to youth and communities across the state. However, should the Committee have additional questions or concerns, please do not hesitate to contact me.

Respectfully,

A handwritten signature in blue ink, appearing to read "Freddie B. Pough".

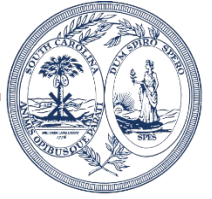
Freddie B. Pough,
Agency Director
South Carolina Department of Juvenile Justice



Freddie B. Pough
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Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 1

Agency Response to Item 1

1. Please complete the attached Excel chart, to provide the status of the agency's implementation of the recommendations from the LAC report.

LAC Audit of DJJ: Implementation Status

Accurate as of:

| LAC Audit Report Year | Rec. Number | Recommendations | Recommendations to: | Anticipated cost to Implement (attach explanation of how costs were calculated) | Agency Responses | | | | | | |
|-----------------------|-------------|---|---|---|---|--|---|--|---|--|--------------------------------|
| | | | | | Status of Implementation | General Assembly assistance needed, if any | Actual or Anticipated Date of 100% Completion | Estimated Net Financial Savings, Realized or Anticipated, in the 5 Years Following Implementation* | Non-Financial Benefits Realized or Anticipated from Implementing Recommendation | Non-Financial Drawbacks Realized or Anticipated from Implementing Recommendation | Additional Comments (optional) |
| | | Sample | Choices: (1) Agency under study; (2) General Assembly; (3) Other entity | | Choices: (1) Complete; (2) In progress; (3) Partially Implemented; (4) Not Yet Started - Agency plans to implement; (5) Not Started - No plans to implement | | | | | | |
| 2021 | 1 | DJJ should ensure that Prison Rape Elimination Act and internal staffing standards are regularly met. | Agency under study | | In progress | | | | | | |
| 2021 | 2 | DJJ should ensure that security staff remain eligible to earn paid overtime when covering essential shifts at secure facilities. | Agency under study | | Complete | | | | | | |
| 2021 | 3 | DJJ should standardize facility staffing plans and re-evaluate these plans on an annual basis. | Agency under study | | In progress | | | | | | |
| 2021 | 4 | DJJ should standardize the contents of shift reports, including the number of juveniles and staff present throughout the shift. | Agency under study | | Complete | | | | | | |
| 2021 | 5 | DJJ should ensure that these shift reports are disseminated to all levels of management, including the director, on a daily basis. | Agency under study | | Complete | | | | | | |
| 2021 | 6 | DJJ should increase the number of employees with event reporting system categorization responsibilities, including employees with specialized gang training. | Agency under study | | Complete | | | | | | |
| 2021 | 7 | DJJ should implement clear standards for events that should be assigned for criminal investigation. | Agency under study | | Complete | | | | | | |
| 2021 | 8 | DJJ should record what action is taken in cases referred to management for follow up, and use that information to monitor whether these cases are addressed appropriately. | Agency under study | | In progress | | | | | | |
| 2021 | 9 | DJJ should modify its investigations' policy to improve the timeliness and transparency of administrative investigations. | Agency under study | | Not Started - No plans to implement | | | | | | |
| 2021 | 10 | DJJ should implement a comprehensive gang intervention program that adopts the strategies of the Office of Juvenile Justice and Delinquency Prevention Comprehensive Gang Model. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 11 | DJJ should consult with solicitors local to DJJ facilities to establish standards for notification of criminal incidents and recommendation of criminal cases. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 12 | DJJ should discontinue its policy of requesting probable cause determinations from local solicitors regarding pending criminal investigations. | Agency under study | | In progress | | | | | | |
| 2021 | 13 | DJJ should allow Performance-based Standards' (PbS) staff and other staff who review and handle incidents access to all relevant evidence, including video camera footage. | Agency under study | | Complete | | | | | | |
| 2021 | 14 | DJJ should develop a plan to address each limited compliance and failed compliance quality measure to achieve satisfactory compliance levels in a timely manner. | Agency under study | | In progress | | | | | | |
| 2021 | 15 | DJJ should address systemic problems identified by the quality assurance reports and other external reviews regarding the secure facilities. | Agency under study | | In progress | | | | | | |
| 2021 | 16 | DJJ should review previous Correctional Consulting Services, LLC and Legislative Audit Council recommendations to ensure they are addressed and implemented. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 17 | DJJ should hold facility management and relevant management at agency headquarters accountable for the implementation and compliance of all quality assurance corrective action plans. | Agency under study | | In progress | | | | | | |
| 2021 | 18 | DJJ should ensure that the quality assurance reports are completed annually for each secure facility. | Agency under study | | Not Yet Started - Agency plans to implement | | | | | | |
| 2021 | 19 | DJJ should ensure all security-related policies are maintained and updated at the state and facility levels. | Agency under study | | In progress | | | | | | |
| 2021 | 20 | DJJ should ensure that the surveillance system covers the blind spots at every secure facility. | Agency under study | | In progress | | | | | | |
| 2021 | 21 | DJJ should, with the upgrade of the system, change its procedures concerning the retention of the videos to ensure their availability for investigations. | Agency under study | | In progress | | | | | | |
| 2021 | 22 | DJJ should increase recruitment efforts to ensure that there is sufficient staff to address the increase of Raise the Age juveniles. | Agency under study | | In progress | | | | | | |
| 2021 | 23 | DJJ should develop a formal housing plan for Raise the Age juveniles to ensure the agency complies with the requirements of the state constitution. | Agency under study | | Complete | | | | | | |
| 2021 | 24 | DJJ should expand its Youth in Transition program to address the needs of all Raise the Age juveniles. | Agency under study | | Complete | | | | | | |
| 2021 | 25 | DJJ should develop and implement a standard operating procedure prioritizing greater salary increases for front-line employees on an annual basis. | Agency under study | | Not Yet Started - Agency plans to implement | | | | | | |
| 2021 | 26 | DJJ should reallocate funds to ensure that front-line, essential employees receive raises at the same rate as the other job classes. | Agency under study | | Not Yet Started - Agency plans to implement | | | | | | |
| 2021 | 27 | DJJ should modify agency policy to require that start and end times for dually-employed staff are used to track hours worked, not net hours. | Agency under study | | Complete | | | | | | |
| 2021 | 28 | DJJ should conduct an Employee Performance Management System process for all employees who are overdue for performance reviews as soon as possible. | Agency under study | | In progress | | | | | | |
| 2021 | 29 | DJJ should develop policy and implement standard operating procedures for performance reviews of non-covered employees, including its deputy directors. | Agency under study | | In progress | | | | | | |
| 2021 | 30 | DJJ should follow state regulations and its policy to ensure all covered employees undergo the Employee Performance Management System process annually. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 31 | DJJ should implement an annual agencywide Employee Performance Management System date to ensure compliance. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 32 | DJJ should ensure that each position description contains a thorough and accurate description of that position's job duties. | Agency under study | | In progress | | | | | | |
| 2021 | 33 | DJJ should develop and implement standard operating procedures to ensure that all employees have had an opportunity to review and sign their position descriptions. | Agency under study | | Complete | | | | | | |
| 2021 | 34 | DJJ should annually review all position descriptions to ensure accuracy and completeness. | Agency under study | | Not Yet Started - Agency plans to implement | | | | | | |
| 2021 | 35 | DJJ should develop and implement standard operating procedures to ensure that position descriptions, for positions not subject to the agency's delegated authority, are sent to the S.C. Department of Administration's Division of State Human Resources as the position descriptions are updated. | Agency under study | | Not Started - No plans to implement | | | | | | |
| 2021 | 36 | DJJ should conduct an audit of its human resources files to ensure that all employees claiming a degree have an official transcript demonstrating receipt of the degree in their files. | Agency under study | | In progress | | | | | | |
| 2021 | 37 | DJJ should ensure that each employee claiming a degree has an official transcript demonstrating receipt of the degree prior to hiring. | Agency under study | | Complete | | | | | | |
| 2021 | 38 | DJJ should always conduct a full applicant search to ensure that the most qualified individuals are hired, especially for deputy director positions. | Agency under study | | Not Started - No plans to implement | | | | | | |
| 2021 | 39 | DJJ should include clearer definitions in its policy for all offenses for which an employee may be disciplined. | Agency under study | | Not Started - No plans to implement | | | | | | |
| 2021 | 40 | DJJ should modify its employee progressive discipline policy to include a clear timeframe for adjudication of employee infractions to increase the timeliness of suspensions pending investigation. | Agency under study | | Not Started - No plans to implement | | | | | | |
| 2021 | 41 | DJJ should review employee disciplinary actions to determine whether employees should work for the agency in a security position. | Agency under study | | Complete | | | | | | |
| 2021 | 42 | DJJ should enforce all disciplinary actions as outlined in its employee progressive discipline policy. | Agency under study | | Complete | | | | | | |

LAC Audit of DJJ: Implementation Status

| LAC Audit Report Year | Rec. Number | Recommendations | Recommendations to: | Anticipated cost to Implement (attach explanation of how costs were calculated) | Agency Responses | | | | | | |
|-----------------------|-------------|---|---------------------|---|---|--|---|--|---|--|--------------------------------|
| | | | | | Status of Implementation | General Assembly assistance needed, if any | Actual or Anticipated Date of 100% Completion | Estimated Net Financial Savings, Realized or Anticipated, in the 5 Years Following Implementation* | Non-Financial Benefits Realized or Anticipated from Implementing Recommendation | Non-Financial Drawbacks Realized or Anticipated from Implementing Recommendation | Additional Comments (optional) |
| 2021 | 43 | DJJ should revise its recruitment and retention plan(s) to include all recruitment and retention benefits. | Agency under study | | In progress | | | | | | |
| 2021 | 44 | DJJ should immediately implement the rapid hire event toolkit of the Division of State Human Resources and the critical recruitment proviso into the agency's recruitment and retention efforts. | Agency under study | | Complete | | | | | | |
| 2021 | 45 | DJJ should identify the security staff who leave for another law enforcement/correctional agency, determine the cost of mandatory training that was completed within a two-year period of resignation, and request reimbursement from the receiving organization. | Agency under study | | Not Yet Started - Agency plans to implement | | | | | | |
| 2021 | 46 | DJJ should develop and utilize a tracking system to analyze the results of recruitment and retention efforts and include the results in the recruitment and retention plans using data-based information. | Agency under study | | Complete | | | | | | |
| 2021 | 47 | DJJ should identify selection and process requirements that can be included in the posting process. | Agency under study | | Complete | | | | | | |
| 2021 | 48 | DJJ should examine its current practices for posting and hiring vacant juvenile correctional officer positions to eliminate unnecessary reviews. | Agency under study | | In progress | | | | | | |
| 2021 | 49 | DJJ should change criminal background, driver's license, and prior DJJ employment reference checks to be part of the human resources screening prior to authorizing hiring officials to conduct interviews. | Agency under study | | In progress | | | | | | |
| 2021 | 50 | DJJ should, in its postings, have the hiring salary and a list of what additional qualifications would make an applicant eligible for a higher salary. | Agency under study | | Complete | | | | | | |
| 2021 | 51 | DJJ should authorize the human resources and institutional services' divisions to post and hire entry-level juvenile correctional officer pre-approved vacant positions in bands one through four without oversight by senior leadership. | Agency under study | | In progress | | | | | | |
| 2021 | 52 | DJJ should review the employment tests used by North Carolina, Florida, and Georgia to determine their feasibility for South Carolina. | Agency under study | | In progress | | | | | | |
| 2021 | 53 | DJJ should evaluate Florida and Georgia's basic training and certification requirements and implement pertinent aspects into its basic training curriculum and certification requirements. | Agency under study | | Not Yet Started - Agency plans to implement | | | | | | |
| 2021 | 54 | DJJ should analyze which job fairs generate the most hires to determine where they should be held. | Agency under study | | In progress | | | | | | |
| 2021 | 55 | DJJ should expand the tracking spreadsheets to include the number of staff members involved, the job fair fees, and travel costs to determine a rate on return of hires compared to cost. | Agency under study | | Complete | | | | | | |
| 2021 | 56 | DJJ should add outcomes, deadlines, and potential costs to the written recruiting plan. | Agency under study | | In progress | | | | | | |
| 2021 | 57 | DJJ should identify, collaborate, and participate with other agencies and workforce partners including the S.C. Department of Social Services, the S.C. Department of Employment and Workforce, and other community organizations (such as food banks) in drive-through job fairs. | Agency under study | | In progress | | | | | | |
| 2021 | 58 | The General Assembly should consider amending Title 9 of the S.C. Code of Laws: Retirement Systems regarding participation in the Police Officer's Retirement System to better clarify positions considered "peace officers." | General Assembly | | | | | | | | |
| 2021 | 59 | The General Assembly should amend Title 9 of the S.C. Code of Laws: Retirement Systems to require the S.C. Public Employee Benefit Authority to provide oversight regarding employees entering the state retirement system, including, but not limited to, verification of membership requirements before enrolling an employee into a state retirement plan. | General Assembly | | | | | | | | |
| 2021 | 60 | DJJ should review the current capabilities of its Medicaid system and immediately implement changes to better track medical histories of the juveniles, refusal of medical care, and missed medical appointments. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 61 | DJJ needs to develop a transportation plan by identifying staff and protocols for efficiently transporting juveniles to medical appointments. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 62 | DJJ should update and implement a policy on transporting juveniles to improve current practices. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 63 | DJJ should hire more full-time nursing staff instead of relying on contract nurses. | Agency under study | | In progress | | | | | | |
| 2021 | 64 | DJJ should identify adequate mental health training and require its security staff to complete this training annually. | Agency under study | | In progress | | | | | | |
| 2021 | 65 | DJJ should expedite its plans to open an intensive group home. | Agency under study | | In progress | | | | | | |
| 2021 | 66 | DJJ should include the procedures and standards for enrolling students into the GED course of study in its policies and/or standard operating procedures. | Agency under study | | Complete | | | | | | |
| 2021 | 67 | DJJ should implement a formal document retention policy for end-of-year final grade calculations and credit awards. | Agency under study | | Complete | | | | | | |
| 2021 | 68 | DJJ should adopt quality assurance review procedures for end-of-year final grade calculations and credit awards. | Agency under study | | Not Yet Started - Agency plans to implement | | | | | | |
| 2021 | 69 | DJJ should work with the S.C. Department of Education to modify its student transfer policies, including defining the records to be transferred and shortening the deadline to send records after receiving a request. | Agency under study | | In progress | | | | | | |
| 2021 | 70 | DJJ should work with the S.C. Department of Education to identify recommendations to make to the General Assembly to amend its adult education regulations to remove the family court certification and re-enrollment feasibility requirements for certain DJJ youth. | Agency under study | | Not Yet Started - Agency plans to implement | | | | | | |
| 2021 | 71 | DJJ should ensure all officers assigned to work at the Juvenile Detention Center graduate from the three-week basic detention training at the S.C. Criminal Justice Academy within one year of their hire dates. | Agency under study | | In progress | | | | | | |
| 2021 | 72 | DJJ should immediately schedule the Juvenile Detention Center officers who are not currently certified to complete the required training. | Agency under study | | In progress | | | | | | |
| 2021 | 73 | DJJ should ensure that training is scheduled to maintain JDC officers' recertification. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 74 | DJJ should ensure that all juvenile correctional officers receive the mandated training within the required time for certification (first six months of employment) and annual recertification. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 75 | DJJ should ensure that officer training is required for anyone acting in a security officer capacity. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 76 | DJJ should determine what additional defensive countermeasures are needed to properly handle the current population of juveniles. | Agency under study | | In progress | | | | | | |
| 2021 | 77 | DJJ should implement better defensive countermeasures once identified. | Agency under study | | In progress | | | | | | |
| 2021 | 78 | DJJ should ensure that non-security employees complete training, as required by policy. | Agency under study | | Partially Implemented | | | | | | |
| 2021 | 79 | DJJ should ensure the South Carolina Enterprise Information System's learning management system has not duplicated trainings. | Agency under study | | Complete | | | | | | |
| 2021 | 80 | DJJ should require employees to complete refresher trainings/certifications once notifications are received from the South Carolina Enterprise Information System learning management system. | Agency under study | | In progress | | | | | | |
| 2021 | 81 | DJJ should ensure all employees annually complete the ethics/code of conduct course offered by the S.C. Department of Administration. | Agency under study | | In progress | | | | | | |
| 2021 | 82 | DJJ should have its internal audit function report directly to the agency director. | Agency under study | | Not Started - No plans to implement | | | | | | |
| 2021 | 83 | DJJ should update its policies to require that the internal audit function reports directly to the agency director in order to maintain independence in accordance with the Institute of Internal Auditors standards. | Agency under study | | Not Started - No plans to implement | | | | | | |
| 2021 | 84 | DJJ should update its policies and standard operating procedures to align with the reorganization of the internal audit function. | Agency under study | | In progress | | | | | | |
| 2021 | 85 | DJJ should continue to follow the Institute of Internal Auditors standards, despite the reorganization of the internal audit function. | Agency under study | | In progress | | | | | | |
| 2021 | 86 | DJJ should review its processes and procedures and implement steps to improve the accuracy of the data entered into South Carolina Enterprise Information System. | Agency under study | | Complete | | | | | | |

LAC Audit of DJJ: Implementation Status

| | | | | Agency Responses | | | | | | | |
|-----------------------|-------------|--|---------------------|---|-------------------------------------|--|---|--|---|--|--------------------------------|
| LAC Audit Report Year | Rec. Number | Recommendations | Recommendations to: | Anticipated cost to Implement (attach explanation of how costs were calculated) | Status of Implementation | General Assembly assistance needed, if any | Actual or Anticipated Date of 100% Completion | Estimated Net Financial Savings, Realized or Anticipated, in the 5 Years Following Implementation* | Non-Financial Benefits Realized or Anticipated from Implementing Recommendation | Non-Financial Drawbacks Realized or Anticipated from Implementing Recommendation | Additional Comments (optional) |
| 2021 | 87 | DJJ should continue to streamline its processes and train staff to issue payments in a more timely fashion. | Agency under study | | Complete | | | | | | |
| 2021 | 88 | DJJ should provide guidance to applicable staff regarding its expectations of timelines for the submission of invoices, goods receipts, and all other aspects of the payment processes. | Agency under study | | Complete | | | | | | |
| 2021 | 89 | DJJ should work with the S.C. Enterprise Information System to correct grant expenditures for the issues identified in the statewide accounting system. | Agency under study | | In progress | | | | | | |
| 2021 | 90 | DJJ should develop more comprehensive guidance and procedures for the reconciliation of grants and end-of-year close out. | Agency under study | | Complete | | | | | | |
| 2021 | 91 | DJJ should only charge a grant for costs incurred during its period of performance. | Agency under study | | In progress | | | | | | |
| 2021 | 92 | DJJ should only charge a grant for costs that fall within allowable categories under grant guidance. | Agency under study | | In progress | | | | | | |
| 2021 | 93 | DJJ should have a full, independent audit of grant expenditures and adjustments from FY 16-17 through FY 19-20 for all educational grants. | Agency under study | | In progress | | | | | | |
| 2021 | 94 | DJJ should reimburse the S.C. Department of Education for any federal funding used for unallowable costs. | Agency under study | | In progress | | | | | | |
| 2021 | 95 | DJJ should provide training to staff in response to the findings of the state auditor's FY 18-19 report and future findings, if training has not already been provided. | Agency under study | | Complete | | | | | | |
| 2021 | 96 | DJJ should, to help lower insurance premiums, ensure juveniles are supervised at all times and unable to gain access to staff personal property, including staff vehicles. | Agency under study | | In progress | | | | | | |
| 2021 | 97 | DJJ should develop internal, written procedures governing the periodic review of role assignments in the statewide accounting system and other agency accounting systems. | Agency under study | | Complete | | | | | | |
| 2021 | 98 | DJJ should continue to review segregation of duties on an annual basis, at a minimum, and when role changes occur for new or current employees to ensure responsibilities are separated as much as possible. | Agency under study | | Complete | | | | | | |
| 2021 | 99 | DJJ should separate the oversight of the accounts receivable and accounts payable functions to increase segregation of duties. | Agency under study | | Not Started - No plans to implement | | | | | | |
| 2021 | 100 | DJJ should separate the trust accounting functions to increase segregation of duties. | Agency under study | | Complete | | | | | | |
| 2021 | 101 | DJJ should utilize existing funds to support the agency's needs, as appropriate and allowable by state law, and minimize its end-of-year carry forward funds. | Agency under study | | Complete | | | | | | |

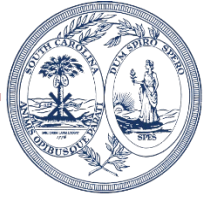
Notes: * If implementation of a recommendation will result in a net cost to the agency, please include that as a negative number in column E.



Freddie B. Pough
Executive Director

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Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 2

Agency Response to Item 4

4. Please explain where you would prioritize additional non-restricted funds given to the agency.

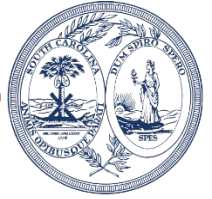


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Henry McMaster
Governor



Juvenile Justice Reform Budget Request

The South Carolina Department of Juveniles Justice is respectfully requesting the following recurring budget ask to support our juvenile justice reform efforts:

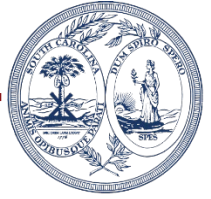
- **\$ 560,000-** The goal of this request is to phase in over a two-year period ten additional full-time employees to provide services that will support the agency's ability to monitor Community Evaluations, intensively monitor youth remaining in the community as an alternative to detention and monitor the administrative services for state-wide diversionary programs that will be managed by DJJ. Phase one will provide funding for five positions to assist with the implementation of these reform efforts statewide. **This year's budget ask will be for phase one \$280,000.**
- **\$320,000-** The goal of this request is to expand the usage of our electronic monitoring program to ensure the availability statewide and serve as an alternative to detention. This additional funding request will allow the agency to meet the demands of our solicitors and judges. We have already seen an increase in usage which has caused a budget shortfall for the allotted amount in this current fiscal year.
- **\$2,240,000-** The goal of this request is to operate community-based diversion or intervention programs for at-risk children and families. This request will provide an allocation of an additional \$140,000 for diversionary programs per circuit. Currently each of the 16 circuits receive \$60,000 to administer Arbitration services. This will give each circuit a total allocation of \$200,000. Additionally, in order to divert children from penetrating the juvenile justice system, this amendment requires DJJ to create a plan that encourages the development of evidence-based intervention programs and services. These programs and services will be under the supervision of DJJ, but the department may contract with service coordination agencies to assist with the execution.
- **\$460,000 –** The goal of this request is to obtain Pearson iPad testing devices to expedite screening/testing of community evaluations and to hire twelve additional personnel to assist with the administrative functioning of the test administration and evaluations statewide. This is a phased request to ensure we evaluate capacity and fidelity. **This year's budget ask will be for \$230,000.**
- **\$4,800,000-** The goal of this request is to implement 4 regional MST/FFT teams throughout the state. The proposed four regional teams of stacked MST/FFT services, serving approximately 500 community-based moderate to high risk youth. This service will ensure a continuum of care for JJ-involved youth that is age and developmentally appropriate; improve positive outcomes for JJ-involved youth and SC communities. This is a request that can be phased in over a period of time as we evaluate the fidelity of our youth's outcomes. **This budget ask can be phased in over a 4 year time frame, making the initial ask \$1,200,000. This will reduce the number of youth served, however it will allow us to serve those youth that require this level of intense services.**



Freddie B. Pough
Executive Director

P.O. Box 21069
Columbia, SC 29221-1069
djj.sc.gov

Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 3

Agency Response to Item 6

6. Please provide a list of the individuals you chose to retain, or add to, what you consider your executive management team, including division heads, from the time you were in authority to make those decisions (please include this date) to the present. For each, please state their responsibilities as it relates to decisions about the operations of DJJ (i.e., the expertise and data on which you rely upon them) and their three prior positions, whether at DJJ or elsewhere.

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

GENERAL INFORMATION

Position Number: 060033173
 Agency Code: N12
 Agency Name: SC Department of Juvenile Justice
 Office of Human Resources
 Division / Section / Unit: Columbia/Richland
 City / County: _____
 Employee Name: _____
 County Code: _____ Y/N: _____
 Is Position in Central Office?: _____
 Current State Title: Human Resources Director II
 Alphanumeric Code: AG28
 Slot: _____ Band: 08
 Full / Part Time Indicator: F52
 Supervisor State Title: Deputy Exec Comp System - Sr. Deputy
 Alphanumeric Code: UA03
 Slot: _____

DSHR COPY AGENCY COPY

DIVISION OF STATE HUMAN RESOURCES

Agency Code: N12 Alphanumeric Code: AG28 Slot: _____
 Authorized Date: _____
 Delegated New Position Prototype
 State Title Changes Update

Hours Per Week: 03750
 Base Hours: 1950
SOURCE OF FUNDING
 State %: 10000 Federal %: _____ Other %: _____

Approved State Title: _____
 Approval Signature: _____ Date Approved: _____

REQUESTED ACTION INFORMATION

Reclassification Upward: _____
 Requested Action: _____
 Requested State Title: Human Resources Director III
 Alphanumeric Code: AG28
 FLSA Designation: E
 Supervisor's Signature: _____ Date: _____
 Other Required Signature: _____ Date: 2/12/2017

THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR

- 1. What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements.)?**
 State Requirement: A bachelor's degree and experience in human resources management programs. Agency requirement: A bachelor's degree and 8 years of professional experience in managing and/or administering human resources programs or a master's degree in business, management or HR & 6 years' experience.
- 2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?**
 Knowledge of principles, practices, federal and state laws and regulations of human resources management. Knowledge of the agency's organizational structure, mission, and programs. Knowledge of management and organizational concepts. Strong analytical skills. Strong skills in MS Word, Excel, PowerPoint, and SCEIS. Ability to establish and maintain effective working relationships. Ability to conduct complex analysis and interpretations, prepare comprehensive reports, and recommend and communicate solutions effectively. Ability to advise executive staff on management and all human resources issues. Ability to present a professional and positive attitude toward the public and agency employees. Ability to maintain confidentiality. Ability to exercise judgment and discretion in applying interpreting a variety of policies and procedures. Ability to direct and advise technical staff members.
- 3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.**
 Limited supervision. Employee should keep supervisor informed of extremely sensitive issues and activities. Informal and formal conferences as required. Annually scheduled performance review.
- 4. Indicate additional comments regarding this position (e.g., work environment, physical requirements, and overnight travel).**
 Essential Position: Overnight travel may be required. Must be able to operate computer, telephone; be mobile to access various buildings and other work sites; communicate verbally and written; present trainings or conduct speeches; analyze and problem solves.

MISCELLANEOUS DATA

Employee Number: _____
 Position Dept. Number: _____

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

Plans, administers and formulates resource management programs and policies for the Department of Juvenile Justice, which is currently comprised of 1,495 FTE's with statewide offices and facilities, to include a special school district recognized by the SC Department of Education. Internal Title: Human Resource's Director.

2. Job Functions:

1. Plans, develops and directs a comprehensive range of human resources functions. Forecasts human resources needs and problems; makes recommendations regarding human resources planning; assists in developing Department-wide policies and strategic planning.
2. Serves as a senior administrator within the Office of Human Resources; serves as a senior consultant to the Department's executive management team; participates in development and review of the Department's budget, particularly regarding personal services dollars. Acts for the Director (when delegated or initiated by employee) in implementing plans and making decisions in all matters relating to human resources management.
3. Directs the employment and employee relations functions of DJJ; investigates (or directs investigation of) employee grievances and complaints, and recommends appropriate action; directs the establishment of procedures for screening applications and interviewing applicants; oversees advice given to managers in hiring decisions as well as reviews of salary offers to ensure compliance with Department pay policies.
4. Directs the development and implementation of the Equal Employment Opportunity/Affirmative Action (EEO/AA) plan, including policy statements, minority recruiting programs, selection procedures and records maintenance; serves as Department EEO/AA Officer; directs annual reporting to SC Human Affairs Commission (SCHAC).
5. Directs a comprehensive classification, compensation and human resources records management program; oversees an automated personnel transactions program which includes transactions for classified, unclassified, temporary and temporary grant employees; oversees the maintenance and archival of employee I-JR records.
6. Directs the communication and delivery of benefits, including health care insurance, retirement systems, disability insurance, group life insurance, deferred compensation and other tax sheltered annuities, worker's compensation, FMLA, annual and sick leave, LWOP, etc.
7. Provides oversight and management of the Department's payroll activities to include hours of worktime management, leave accountability, FLSA workweek data and work schedule rules as required by the office of Comptroller General and SCEIS. Maintains open channels with and communicates with the CG's Office and SCEIS payroll team periodically, as well as when required to resolve HR payroll issues and/or errors.
8. Directs human resources-related training for the Office Human Resources liaisons, supervisors and managers; identifies needs based on input from the Department's supervisors and managers; schedules & conducts training based on available resources and coordinates administrative details.
9. Serves as the Chairman of the agency-wide Workforce Planning Committee. Participates in agency-wide strategic planning.
10. Generates a report on the agency's Employee Performance rating system that will provide both 30-60-90 day time and tasks alerts.
11. Performs other related duties as required and/or directed.

| Essential/ Marginal (E or M) | Percentage of Time |
|------------------------------------|-----------------------|
| E | 25% |
| E | 15% |
| E | 10% |
| E | 5% |
| E | 10% |
| E | 5% |
| E | 5% |
| E | 5% |
| E | 5% |
| M | 5% |

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

| <u>STATE TITLE</u> | <u>NUMBER</u> | |
|---------------------------------|---------------|--|
| (1) Human Resources Director II | 1 | Number of employees directly supervised: <u>3</u> |
| (2) Human Resources Director I | 3 | |
| (3) Human Resources Manager II | 3 | |
| | | Total number supervised: <u>22</u> |

4. Comments:

The incumbent in this position is expected to provide key leadership within the Office of Human Resources Services, as well as key consultative services to the Department's executive management team and senior managers.

5. The above description is an accurate and complete description of this job.

Employee's Signature

Date


5/4/2018

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART, NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

SUMMARY

Experienced Human Resources Professional with a demonstrated history of working in small to large organizations. Skilled in human resources development, management ideology, program development, and training and development. Proven track record of streamlining workflow and creating team environment to increase productivity.

PROFESSIONAL QUALIFICATIONS

- Expertise in Operations Management, Employee Relations and Project Management
- Extensive background in Staff Recruitment and Retention
- Staff Training & Development
- Harassment/EEO Compliance
- Organizational and Strategic Planning
- Management Coaching
- Compensation/Benefits Design
- Policy Design & Administration
- Knowledge of Federal and State Employment Law
- Expertise in Plan Execution and Cost Containment

Computer/Software Skills: SCEIS certified, SCBOS, Microsoft Office Professional, Microsoft Word, Excel, Access, PowerPoint, Linux-Unix, Virtual Onestop System Software (Workforce Development), ONET, LMI, FOSSE Software AS-400, Kronos Workforce Timekeeper, SCOIS, PEBA EBS & EES, E-Verify, TEAMia, PowerDMS, AdobePro

Additional Skills: Seminars Attended: Train the Trainer, Core Management, National Leadership Seminar, Progressive Disciplining, Preventing Sexual Harassment, Managing Diversity, Working with Difficult People, Non-Violent Crisis Intervention Training, Mediation and Arbitration

EDUCATION

| | |
|--|--|
| SC Certified Public Manager Program Class of 2017 | SC Dept. of Admin. Div. of State Human Resources, SC |
| Doctor of Philosophy- Biblical Studies Dec. 2012 | Atlantic Coast Theological Seminary, Daytona Beach, FL |
| Master of Arts in Human Resources Development- Training and Development Dec.2006 | |
| Master of Arts in Management & Leadership- Organizational Leadership. Dec. 2006 | Webster University, Greenville, SC |
| Doctor of Divinity (Honorary). May 2006 | |
| Certificate- Pastoral Counseling- Oct.2003 | World Christianship School of Ministries, Fresno, CA |
| Bachelor of Science in Business Administration- Management/Marketing. May 2003 | Lander University, Greenwood, SC |
| Associates of Applied Science- Funeral Services. Dec. 2004 | Piedmont Technical College, Greenwood, SC |
| Certificate- SC Human Resources Professional Development-Sept. 2015 | SC Dept. of Admin- Div. of State Human Resources, SC |
| Certificate- Funeral Service Education Dec. 2004 | Piedmont Technical College, Greenwood, SC |
| Certificate-Business/Employer Services Professional- DWCP-ES Jun.2012 | Dynamic Works Institute-THA, Greenville, SC |
| Certificate- Global Career Development Facilitator Dec.2009 | Lengel Vocational Services, Columbia, SC |

PROFESSIONAL EXPERIENCE

South Carolina Department of Juvenile Justice- Columbia, South Carolina- Associate Deputy/ Director of Human Resources: collaborates with senior leadership in understanding the agency's goals and strategy related to staffing, recruiting, and retention, serving as a senior consultant. Forecasts human resources needs and problem; makes recommendations regarding human resources planning. Coordinates and implements policies, processes, training, initiatives, to support the agency's human resource compliance and strategy need. Oversees the administration of human resource programs including, but not limited to, compensation, benefits, and leave; disciplinary matters, disputes and employee grievance investigations; performance and talent management. Identifies staffing and recruiting needs; develops and executes best practices for hiring. Monitors and ensures the agency's compliance with federal, state and local employment laws and regulations, and recommends best practices; reviews and modifies policies and practices to maintain compliance. Develops and implements departmental budget. Acts for the Director (when delegated or initiated by employee) in implementing plans and making decisions in all matters relating to human resources management.

a John de la Howe School- SC State Government, McCormick South Carolina. Director of Human Resources: 220-year old institution. Report to the Agency Director. Transformed HR from administrative role to strategic partner, including working with senior management to drive key business and implement performance initiatives. Conducted extensive analysis of existing HR organization and developed business plan to update all, policies, procedures, services, programs and operations. Led the transformation of agency perception of bureaucratic HR function to value added service. Directed the planning, development and delivery of a comprehensive

training and development program for the agency employees (Created the DLH Solutions Professional Development Training for the agency) Directed oversight of daily operations, recruitment and retention, classification and compensation, benefits administration, employee relations, and EEO/AA/ADA compliance programs. Served as Chief Advisor to the Agency Director, Executive Council, managers and supervisors on all legal and HR related operational matters. Monitored HR related state and federal laws and advise management of new laws and changes to existing law. Ensured operational decisions were in keeping with sound HR practices, agency policy and procedure, state and federal law and the Department of Administration's Division of State Human Resources. Responsible for strategic planning to include the establishment of annual goals for the HR Department. Worked closely with the Executive Council in leading workforce planning initiatives aimed at aligning departmental and agency goals. Forecasted HR needs and developed strategies aimed at developing/managing human assets and enhanced overall productivity. Advised on all employee relations matters to include disciplinary and performance related issues. Conducted investigations regarding alleged incidents, employee complaints, grievance issues and sensitive issues. Worked with agency leadership in the development of written correspondence related to employee relations matters and facilitate the disciplinary process. Worked directly with legal counsel, as necessary, to resolve/facilitate ER matters in the best interest of the agency. Attended mediations, grievances hearings, unemployment hearings and other engagements related to ER issues. Attained 100% win rate in grievances to State HR over a 2.5 year period. Rewrote 20-year old Employee Manual, including revising outdated policies to ensure compliance and adding new policies to improve morale. Attained 100% win rate in unemployment claims over a 2 year period. Achieved 28% increase in our EEO goal attainment within 1-year by partnering with SCHAC to design and implement a strategic plan focused on talent, succession and performance management. *November 2014- Present*

Human Resources Manager & Activities Program Coordinator: Maintained strict confidentiality while assisting HR Director in the administration of HR programs and services. Provided support and information to agency leadership and staff across HR functional areas, recruitment and retention, classification and compensation, benefits administration, and training and development. Interpreted State HR regulations, policies, and procedures as well as agency policies and advise staff accordingly. Performed administrative duties to facilitate seamless hiring and on boarding processes which include processing requisitions, posting job vacancies, referring applications, preparing hiring documents, scheduling and conducting benefits and agency orientation, etc. Disseminated employee education and communication materials to ensure agency staff is kept well informed of benefit/retirement options and changes to policies, procedures, and programs. Assisted with the development and coordination of employee recognition, wellness, training program evaluations and compiled participant feedback. Executed master data changes in SCEIS ensuring accuracy of inputs and providing appropriate notifications of pay implications. Processed a broad range of personnel actions including leave taken under the Family and Medical Leave Act. Generated and supply various SCEIS reports to leadership for analysis and decision making. Monitored the South Carolina Retirement Systems' Employer Electronic Services' tasks list and completed assigned tasks. Monitored the South Carolina Employee Insurance Program's Benefit Administrator's console and initiate appropriate actions. *May 2013- November 2014*

GLEAMNS Human Resources Commission, Inc. Greenwood South Carolina. Workforce Development/Business Services Consultant: Facilitated in the development of jobs that lead to unsubsidized employment while marketing the Upper Savannah Workforce Investment Act Program to employers; job seekers, and the public in 3 area counties (Abbeville, Edgefield, and McCormick); Administered programs to prepare workers for jobs and programs to assist businesses in building and retaining a strong workforce; Marketed clients to employers based upon their skills and training received through the program; Drafted contracts with employers to hire through On-The-Job Training and/or Work Experience opportunities for respective clients actively seeking employment: thereby reducing turn over from 68% to 14%; Reviewed daily current labor market information in the area to assist job seekers and employers make informed decisions on job creation, hiring and retention, collaborate with economic developers and employers in forecasting potential job development in area counties; Conducted networking job club workshops weekly for job seekers with employer interaction; Enrolled Youth (16-24), Adult and Dislocated Worker into the program while preparing them for skill-based training by means of local technical institutes (Piedmont Tech, Aiken Tech, Tri-County Tech); Collaborated with technical institutes by paying training vouchers for client who attended school and received certificates and degrees that are marketable; Orchestrated recruitment opportunities at job fairs and community events to educate the public about workforce development in South Carolina; Developed relationships between business and workforce development and assist the workplace in identifying business-driven solutions to their problems *April 2009- Present*

Park Inn-Ritz-Carlton Greenwood, South Carolina - Assistant General Manager/ Human Resources Intern: Conducted initial screening interviews with applicants; Helped supervisor match job orders with applicants; Developed an orientation package for new hires; Coordinated exit interviews for part-time and temporary employees; Entered applicants into a computer database; Conducted accounts payable/receivable audits; Designed a guest service directory for the hotel; Managed guest services through scheduling functions and events; Computed yearly, quarterly, and monthly benefits and payroll totals for employees of the hotel; Completed a training program on Affirmative Action Hiring Procedures, EEOC Compliances, and Labor Laws; **Project Experience:** Researched and evaluated management practices, training and development programs, leadership principles and employee relations in international human resource department. *August 1999- September 2003*

Kirtan Hospitality, Inc. Greenwood, South Carolina- Human Resources / Guest Services Specialist: Served as a link between management and employees by handling questions, interpreting and administering contracts and helping resolve work-related problems; Analyzed and modified compensation and benefits policies to establish competitive programs and ensure compliance with legal requirements; Advised managers on organizational policy matters such as equal employment opportunity and sexual harassment, and recommended needed changes; Performed difficult staffing duties, including dealing with understaffing, refereeing disputes, firing employees, and administering disciplinary procedures; Planned and conducted new employee orientation to foster positive attitude toward organizational objectives; Identified staff vacancies and recruited, interviewed and selected applicants; Planned, directed, supervised, and coordinated work activities of staff relating to employment, compensation, labor relations, and employee relations; Represented organization at personnel-related hearings and investigations. *November 2003- January 2008*

Countybank, Greenwood South Carolina- Personal Banking Associate/ Teller Supervisor: Instrumental in the development of a first-of-its-kind world-class financial center in Greenwood; Facilitated in the design of a business model currently being implemented in the organization for use by all personal banking associates and new hires; trained and supervised 14 tellers at 3 locations; Processed customer transactions professionally and efficiently while handling large cash transactions of \$500,000 or more; trained new line associates; referred and assisted customers to new accounts and products through account integration with all lines of financial products and services; audited branch tellers on outages and handle customer resolution logs; balanced daily currency, coin, and checks in cash drawers at ends of shifts; calculated daily transactions; opened and closed the branch daily. *June 2004- February 2009*

CIVIC/HONORS

- Eagle Scout Award, Boy Scouts of America- 77 Merit Badges w/ 9 Palms
- Vigil Honor Award, Order of the Arrow, Boy Scouts of America
- Silver Beaver Award Recipient-Boy Scouts of America-May 2003
- National Council of American Executives
- SC IPMA-HR (International Public Management Association for Human Resources)
- SETA (Southeastern Employment & Training Association)
- SC Employer's Human Resource Council
- National Board Certified and Licensed Funeral Director- Jan.23, 2006
- McCormick County Chamber of Commerce- Chairman & CEO, Board of Directors 2011-13
- Webster University Alumni Association
- Lander University Alumni Association
- Phi Beta Sigma Fraternity, Inc.
- National Funeral Directors Association
- National Funeral Directors and Morticians Association

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

GENERAL INFORMATION

| | | |
|------------------------------------|-------------------|-----------------------------------|
| 6 0 0 3 3 1 6 9 | N 1 2 | SC Department of Juvenile Justice |
| Position Number | Agency Code | Agency Name |
| Administrative Svcs/Fiscal Affairs | | Columbia/Richland |
| Division / Section / Unit | | City / County |
| Employee Name | | 4 0 Y Y/N |
| Accounting/Fiscal Manager II | | Is Position in Central Office ? |
| A D 3 0 | 0 8 | |
| Current State Title | Alphanumeric Code | Slot |
| Deputy Director | | U A 0 3 |
| Supervisor State Title | | Alphanumeric Code |
| Full / Part Time Indicator | | Slot |
| 0 3 7 5 0 | | |
| Hours Per Week | | |
| 1 9 5 0 | | |
| Base Hours | | |

OHR COPY AGENCY COPY

OFFICE OF HUMAN RESOURCES

| | | |
|--|-------------------|------|
| N 1 2 | A D 3 0 | |
| Agency Code | Alphanumeric Code | Slot |
| 0 4 0 2 2 0 1 8 | | |
| Authorized Date | | |
| <input type="checkbox"/> Delegated <input type="checkbox"/> New Position <input type="checkbox"/> Prototype <input type="checkbox"/> State Title Changes <input checked="" type="checkbox"/> Update | | |

Accounting/Fiscal Manager II

Approved State Title

C. Canaway 4/2/18

Approval Signature Date Approved

SOURCE OF FUNDING

| | | | |
|-------------------|-----------|---------|--|
| 1 0 0 0 0 | | | |
| State % | Federal % | Other % | |

REQUESTED ACTION INFORMATION

| | | | |
|------------------------|------------------------------|--------------------------|---|
| Update | Accounting/Fiscal Manager II | A D 3 0 | <input type="checkbox"/> FLSA Designation |
| Requested Action | Requested State Title | Alphanumeric Code | |
| | 2/21/18 | | 3-7-18 |
| Supervisor's Signature | Date | Other Required Signature | Date |

THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR

1. What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements)?
 State: A bachelor's degree with multiple accounting courses and professional experience directing professional accounting, auditing, banking or finance employees.
 Agency: A bachelor's degree with multiple accounting courses and 8 years' professional experience directing professional accounting, auditing, banking or finance.
2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?
 Knowledge of office management and organizational concepts. Knowledge of administrative policy and procedures and the organization of the educational system in South Carolina. Ability to proficiently apply mathematical concepts. Ability to plan and implement a complex financial management system. Ability to interpret and analyze financial data and reports. Ability to interpret complicated federal and state statutes, rules and regulations pertaining to applicable programs. Ability to manage a professional accounting and clerical staff. Ability to communicate effectively.
3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.
 Under general supervision; must be able to act independently and utilize appropriate discretion in handling agency business as it relates to confidentiality.
4. Indicate additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).
 This position performs job duties relating to the custody, control, transportation, or recapture of juveniles within the jurisdiction of the Department of Juvenile Justice, and the employee may have direct and indirect contact with juveniles within the jurisdiction of the Department of Juvenile Justice. Training applicable to these duties will be provided.

MISCELLANEOUS DATA

| | | | | | |
|-----------------------|--|--|--|--|--|
| | | | | | |
| Employee Number | | | | | |
| | | | | | |
| Position Dept. Number | | | | | |

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

Plans, administers, and formulates the fiscal resource management programs and policies for the Department of Juvenile Justice, which currently manages a budget of approximately \$130 million, with statewide offices and facilities, to include a special school district recognized by the SC Dept of Education. Internal title: Director of Fiscal Affairs.

2. Job Functions:

1. **Cost Accounting:** Oversees the development and maintenance of standard cost accounting systems, including the recording, processing and compiling of financial data not captured by normal accounting processes. Establishes, maintains, and supervises the use of an extensive internal chart of accounts; devises account and object identification codes and coordinates the agency accounting system with external fiscal operations. Writes and promulgates agency accounting policies and procedures.
2. **Accounts Receivable/Payables:** manages the agency's accounting function to include providing oversight, developing policies and procedures, coordinating with external oversight entities to ensure agency, state and any other policy compliance.
3. **Budgeting:** Develops and directs budgetary processes to include policy interpretations, development and dissemination of procedures, data accumulation, economic forecasting, budgetary request preparation and analysis, estimate revisions, final budgetary consolidation, internal and external presentation, implementation and monitoring and financial statistical reporting.
4. **Finance Function:** Plans, develops and implements accounting policies and procedures applicable to the financial needs of the agency and all agency programs, including budgeting. Plans and directs the financing of the agency's programs with other state agencies and public and private entities.
See continuation page 3

| Essential/ Marginal (E or M) | Percentage of Time |
|------------------------------------|-----------------------|
| E | 20 |
| E | 15 |
| E | 10 |
| E | 15 |

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

| STATE TITLE | NUMBER | |
|--------------------------------|--------|---|
| (1) Accounting Manager | 3 | Number of employees directly supervised: <u>5</u> |
| (2) Procurement Manager | 1 | |
| (3) Administrative Coordinator | 1 | Total number supervised: <u>26</u> |

4. Comments:

5. The above description is an accurate and complete description of this job.

Employee's Signature _____

Date _____

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT. The South Carolina Department of Juvenile Justice is an equal opportunity employer. DJJ does not discriminate in hiring, promotions, discharge, pay, fringe benefits, job training, classification, referral or in any other aspects of employment, on the basis of race, color, religion, sex, disability or national origin. Any acts you feel is in violation please contact the Office of Human Resources 4650 Broad River Road, Willow Lane Campus, Columbia, SC 29212 (803) 896-4733. The South Carolina Department of Juvenile Justice's School District also does not discriminate in any programs or activities on the basis of race, color, national origin, sex, disability or age. The following offices have been designated to handle inquiries regarding the school district's nondiscrimination policies: Title IX - Inspector General's Office - 3206 Broad River Road, Columbia, SC 29210-5427 - Ph: 803-896-9595; 504 Special Education Office, 1830 Shivers Road, Columbia, SC 29210-5415 - Ph: 803-886-8484.

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

Continuation page for Finance Director-1

Page 3 of 3

2. Job Functions:

- 5. Education: Oversees the administration of the Special School District's budget and financial requirements. Coordinates the development of policies and procedures to ensure the orderly implementation and operation of Education Act. Prepares long-range financial portfolios to ensure the continuation of funding for scholarships. Formulates policies regulating the Pupil Accounting System to determine state funding for school districts.
- 6. Management: Provides leadership to financial staff, completes or ensures the completion of employees' performance appraisals are completed by required timeframes and ensures staff receive training as needed.
- 7. Training: Conducts training or ensures that training is provided to agency customers utilizing financial systems or services.
- 8. Procurement: Oversees the activities of a professional procurement staff in the solicitation, award, execution and management of all procurement for a large, multi-faceted agency in compliance with the SC Consolidated Procurement Code, regulation, policies and procedures.
- 9. Perform other related duties as directed or required.

| Essential/ Marginal (E or M) | Percentage of Time |
|------------------------------------|-----------------------|
| E | 15 |
| E | 5 |
| E | 5 |
| E | 10 |
| E | 5 |

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

| | <u>STATE TITLE</u> | <u>NUMBER</u> | |
|-----|--------------------|---------------|--|
| (1) | _____ | _____ | Number of employees directly supervised: _____ |
| (2) | _____ | _____ | |
| (3) | _____ | _____ | Total number supervised: _____ |

4. Comments:

5. The above description is an accurate and complete description of this job.

Employee's Signature

Date

2/6/18

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Education:

Bachelor of Arts – Accounting and Music (Double Major) - Converse College, Spartanburg, SC
Organizations: Delta Omicron, Spartanburg Symphony Orchestra

Professional Designations:

Certified Internal Auditor (CIA) - July 2000

Institute of Internal Auditors (IIA) – Member since July 2000

Professional Experience:

SC Department of Juvenile Justice October 2017-present
Accounting/Fiscal Manager

Finance Director/Associate Deputy, Office of Fiscal Affairs

- Oversee the development and maintenance of standard cost accounting systems, including the recording, processing and compiling of financial data not captured by normal accounting processes. Establishes, maintains and supervises the use of an extensive internal chart of accounts: devises account and object identification codes and coordinates the agency accounting system with external fiscal operations. Writes and promulgates agency accounting policies and procedures.
- Manages the agency’s accounting function to include providing oversight, developing policies and procedures, coordinating with external oversight entities to ensure agency, state and any other policy compliance.
- Develops and directs budgetary processes to include policy interpretations, development and dissemination of procedures, data accumulation, economic forecasting, budgetary request preparation and analysis, estimate revisions, final budgetary consolidation, internal and external presentation, implementation and monitoring and financial statistical reporting.
- Plans, develops and implements accounting policies and procedures applicable to the financial needs of the agency and all agency programs, including budgeting. Plans and directs the financing of the agency’s programs with other state agencies and public and private entities.
- Oversee the administration of the Special School District’s budget and financial requirements. Coordinates the development of policies and procedures to ensure the orderly implementation and operation of Education Act. Prepares long-range financial portfolios to ensure the continuation of funding for scholarships. Formulates policies regulating the Pupil Accounting System to determine state funding for school districts.
- Provides leadership to financial staff, completes or ensures the completion of employees’ performance appraisals are completed by required timeframes and ensures staff receive training as needed.

SC Department of Juvenile Justice
Accounting/Fiscal Manager
Budget Manager

April 2017-October 2017

- Creation, analysis, maintenance and reporting/reconciling budget and actual transactional data
- Works with senior and department managers in recommending and developing budgetary programs and plans
- Maintains agency budget internally and externally including budgetary development and administration
- Work with agency senior and departmental managers in effectively and accurately utilizing all available revenue sources
- Leads the development of accurate updated anticipated annual forecasted amounts of personnel and operating expenditures, identifying any areas of material deviation from previous expectations, including preparing and reviewing projected expenditures schedules utilized as part of the monthly review by fiscal affairs director
- Prepares and/or reviews annual budget for submission to the legislature
- Prepares and directs agency's annual indirect cost proposal, accountability report, and any other reports requested by agency, legislative or executive branch
- Reviews and approves agency departmental commitment items amounts such as shopping carts and funds reservations
- Preparation of various legislative reports including but not limited to IT Spend, annual accountability report, Legislative Oversight Committee request for information, average daily population cost calculation

State Treasurer's Office

March 2016-April 2017

Accounting/Fiscal Manager

- Provides complex accounting support to various accounting and investment positions
- Receives, reviews and prepares related financial reports for internal and external agency requirements
- Plans and assists in implementing system conversions to SCEIS for the division
- Leads in the coordination of external agency distribution processes ensuring accurate calculations and timely distribution
- Develops and improves standard cost accounting systems, including the recording, processing, reconciling and compiling of financial data not captured by normal accounting processes
- Develops and maintains positive relationships with external customers and other professionals including internal and external auditors
- Identifies operational gaps or weaknesses and suggests areas of improvement to operational procedures as needed
- Provides solutions to address risks associated with operations oversight
- Investigates and resolves highly complex issues and researches solutions to prevent future events
- Implements process improvement initiatives
- Stays abreast of several accounting job functions and positions in the area and provides backup
- Updates agency accounting policies and procedures

SC Educational Television Commission

June 2014-March 2016

Chief Financial Officer and Director of Financial Operations

- Accounts Receivable
- Fixed Assets
- Maintain agency budget
- Accounts Payable
- General Ledger maintenance
- Grants Management
- Preparation for financial audit
- Prepare financial statements
- Reconciliation with Comptroller General Office
- Agency annual closing packages
- Financial reporting for both internal and external sources
- Agency procurement card
- Procurement
- Evaluate staff

SC Educational Television Commission

January 2011-June 2014

Senior Accountant

- Accounts Receivable
- Supervise collection of agency receivables
- Maintain proper aging
- Accounts Payable
- General Ledger maintenance
- Preparation for financial audit
- Reconciliation with Comptroller General Office
- Agency annual closing packages
- Financial reporting for both internal and external sources

Welvista, Inc. (Non-Profit)

September 2005-July 2010

Director of Finance and Compliance

- All financial reporting for both internal and external sources
- Accounts Receivable
- Accounts Payable
- General Ledger maintenance
- Grant Accounting for an average of 15 grants per year
- Budgeting and Forecasting for both internal and external sources
- Preparation for audits both financial and contract compliance
- Create and maintain Standard Operating Procedures and Desk Operation Manual
- Present quarterly financial statements and annual audited financial statements to the Board of Directors

SC Department of Health and Human Services
Accounts Receivable Supervisor

February 2001-September 2005

- Supervise collection of agency receivables
- Maintain proper aging
- Reconciliation with Comptroller General Office
- Annual Accounts Receivable closing package

SC Department of Health and Human Services
Auditor

August 1997-February 2001

- Create audit plan
- Plan, schedule, complete financial audits
- Plan, schedule, complete compliance audits
- Prepare comprehensive work papers
- Prepare audit reports

SC Office of the Governor
Auditor

September 1995-August 1997

- Plan, schedule, complete financial audits
- Plan, schedule, complete compliance audits
- Prepare comprehensive work papers
- Prepare audit reports

References:

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

GENERAL INFORMATION

| | | |
|---|-----------------------------------|---|
| 6 0 0 3 2 4 0 5 | N 1 2 | SC Department of Juvenile Justice |
| Position Number | Agency Code | Agency Name |
| Office Of Institutional Programming/CentralOffice | | Columbia/Lexington |
| Division / Section / Unit | | City / County |
| Employee Name | | 4 0 Y Y/N |
| Program Manager II | | County Code Is Position in Central Office ? |
| Current State Title | A H 5 0 Slot Band | 0 8 |

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OFFICE OF HUMAN RESOURCES

| | | |
|---|-------------------|------|
| N 1 2 | | |
| Agency Code | Alphanumeric Code | Slot |
| | | |
| Authorized Date | | |
| <input type="checkbox"/> Delegated <input type="checkbox"/> New Position <input type="checkbox"/> Prototype <input type="checkbox"/> State Title Changes <input type="checkbox"/> Update | | |

| | | |
|----------------------------|------------------------|----------------------------|
| F 5 2 | U A 0 3 | 0 0 0 0 |
| Full / Part Time Indicator | Supervisor State Title | Alphanumeric Code Slot |

Approved State Title _____

Approval Signature _____ Date Approved _____

SOURCE OF FUNDING

| | | |
|-----------|-----------|---------|
| 1 0 0 | | |
| State % | Federal % | Other % |

REQUESTED ACTION INFORMATION

| | | |
|------------------------|-----------------------|--------------------------|
| Update | | E FLSA Designation |
| Requested Action | Requested State Title | Alphanumeric Code |
| Supervisor's Signature | 8/30/19 | Other Required Signature |
| Date | Date | Date |

THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR

1. What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements.)?
 A Bachelor's Degree and a minimum of ten (10) years' experience in a correctional setting, law enforcement, business administration, or management with four (4) years supervisory experience. Must possess a valid and acceptable driver's license to operate a state vehicle.
2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?
 Knowledge of residential therapeutic methods designed to rehabilitate juvenile offenders; knowledge of agency, state, and administrative policies and procedures relating to treatment and programs for juvenile offenders; ability to establish and maintain effective working relationships with necessary agencies, organizations, and interested public and private groups; ability to express ideas clearly and concisely, both orally and in writing; ability to provide technical assistance and supervision to correctional, treatment, and educational personnel in the performance of specific functional activities.
3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.
 Under limited supervision; must be able to act independently. Annual employee performance reviews.
4. Indicate additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).
 This position performs job duties relating to the custody, control, transportation, or recapture of juveniles within the jurisdiction of the Department of Juvenile Justice, and the employee may have direct and indirect contact with juveniles within the jurisdiction of the Department of Juvenile Justice. Training applicable to these duties will be provided.

MISCELLANEOUS DATA

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|-----------------------|
| |
| Employee Number |
| |
| Position Dept. Number |

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

Under limited supervision of the Senior Deputy; to oversee technical performance of Institutional Programming within SCDJJ's hardware secure facilities; developing solutions to program challenges management, tracking, planning and implementation. Programming includes: Recreation, Disciplinary Hearings, Behavioral systems, Visitation, Youth Work Programs, Store of Hope, Volunteer Services and Chaplaincy. Ensures that the programming is consistent with all applicable State laws and resolutions.

2. Job Functions:

1. Oversee the development and implementation of programs and services for SCDJJ's hardware secure facilities. Maintains program services in compliance with all Federal and State laws.
2. Strengthens the level of cohesion and integration among the programs and ensures that operations represents the agency's mission and philosophy.
3. Ensures that the programs and project(s) in the following areas are viable and supported; which may not be an all-inclusive listing: Behavioral Incentive systems, Behavioral Management Units, The Insiders Program, Recreational/Leisure Programs, Store of Hope and Youth Work Programs
4. To provide support and assistance of programs as required.
5. To develop and support the communication strategy for the programs and associated projects, ensuring effective communication with internal stakeholders.
6. Oversee the Volunteer Services, Chaplaincy Programs, Institutional Programs, Visitation and Disciplinary Hearings and ensures the efficacy and efficiency of each.
7. Provide advice and guidance to all relevant staff in the use of program and project management procedures, processes and techniques in accordance with agency standards.
8. Ensures that risk and issues are identified within the program(s) and associated projects and that the relevant contacts are made across the programs and management systems are in place to ensure that risk and issues are actively reviewed with respective actions being assigned and tracked.
9. Supervise and monitor staff assigned to the Youth Work Programs, Store of Hope, Institutional Programs, Chaplaincy, and Volunteer Services
10. Performs other related duties as required or needed.

| Essential/ Marginal (E or M) | Percentage of Time |
|------------------------------------|-----------------------|
| 1. E | 20% |
| 2. E | 10% |
| 3. E | 10% |
| 4. E | 10% |
| 5. E | 10% |
| 6. E | 10% |
| 7. E | 5% |
| 8. E | 10% |
| 9. E | 10% |
| 10. M | 5% |

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

| <u>STATE TITLE</u> | <u>NUMBER</u> | | |
|---|---------------|---|----|
| (1) Program Coordinator II (Institutional Programs Administrator) | 1 | Number of employees Directly supervised: | 6 |
| (2) Program Coordinator II (Volunteer Services Manager) | 1 | | |
| (3) Program Coordinator II (Chaplaincy Services Manager) | 1 | Total number supervised: | 33 |

4. Comments:

5. The above description is an accurate and complete description of this job.

Employee's Signature

Date

8/30/19

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ASSOCIATE DEPUTY, INSTITUTIONAL PROGRAMMING

EXPERIENCE

1989- 1990

JUVENILE CORRECTIONAL OFFICER, SC DEPARTMENT OF JUVENILE JUSTICE

Responsible for care, custody and control of incarcerated youth from around the state of South Carolina. Certified as a Class II Correctional Officer.

1990-1993

COMMUNITY SPECIALIST, SC DEPARTMENT OF JUVENILE JUSTICE

Responsible for providing oversight to youth on probation with the family court. Created many new community service and restitution opportunities for the youth on probation through the United Way, local fire departments, churches, and other civic organizations.

1993-1995

PREVENTION SPECIALIST, SC DEPARTMENT OF JUVENILE JUSTICE

Responsible for providing preventive services for the S.C. Fifth Judicial Circuit. Services such as facilitating parenting classes, providing groups with at-risk youth, creating a summer camp with a local Rotary club for at-risk youth.

1995-2012

INSIDERS COORDINATOR, SC DEPARTMENT OF JUVENILE JUSTICE

Responsible for identifying, training, and escorting incarcerated youth as public speakers. This nationally recognized group travels S. C. educating audiences about decision making, peer relationships, and thinking errors.

2012-2013

DIRECTOR OF RESTORATIVE JUSTICE, SC DEPARTMENT OF JUVENILE JUSTICE

Responsible for creating and maintaining a restorative process for dealing with incarcerated youth's misbehaviors in the state's long-term institution. The process relied on restorative conferences with staff and youth to address misbehavior instead of a court-like proceeding.

2013-2014

DEPUTY CHIEF OF SECURITY AND OPERATIONS, SC DEPT OF JUVENILE JUSTICE

Assisted the Director of Institutional Management in overseeing all security functions of the state's only long-term facility for incarcerated youth. Responsible for supervising over 200 security officers.

2014-2015

DIRECTOR OF INSTITUTIONAL MANAGEMENT, SC DEPT OF JUVENILE JUSTICE

Responsible for safety and security at the long-term facility for incarcerated youth. Responsible for every aspect of the young person's life inside the facility, to include, education, food, clothing, medical care, treatment and spiritual health.

2015-2018

DIRECTOR OF INSTITUTIONAL PROGRAMS, SC DEPT OF JUVENILE JUSTICE

Responsible for creating and maintaining all disciplinary and rewards processes and systems for all secure juvenile facilities in South Carolina. Responsible for Recreational staff, programming, Youth Work Programs and the Store of Hope.

2018-PRESENT

ASSOCIATE DEPUTY OF INSTITUTIONAL PROGRAMMING,

SC DEPARTMENT OF JUVENILE JUSTICE

Responsible for the Office of Institutional Programming which includes Chaplaincy Services, Visitation, Recreational Services, Behavior Intervention, Incentive systems, Youth Work Programs and Volunteer Services for SCDJJ's hardware secure facilities.

EDUCATION

DECEMBER 1990

BACHELOR OF SCIENCE, CRIMINAL JUSTICE, UNIVERSITY OF SOUTH CAROLINA

SKILLS

- Certified Trainer of Trainers
- Certified Victim/Offender Dialogue Facilitator
- Experienced in Restorative Justice
- Public Speaking for 30 years

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

Form 510.27A
(June 27, 2002)

GENERAL INFORMATION

| | | |
|--|-------------|---|
| 6 0 0 3 3 2 7 0 | N 1 2 | Department of Juvenile Justice |
| Position Number | Agency Code | Agency Name |
| Administrative/Support Services/Physical Plant | | Columbia/Richland |
| Division / Section / Unit | | City / County |
| Employee Name | | 4 0 |
| Support Services Associate Deputy | | N Y/N |
| Current State Title | | County Code Is Position in Central Office ? |
| A H 5 0 | | 0 8 |
| Alphanumeric Code | | Slot Band |
| F T | | Senior Deputy Director |
| Full / Part Time Indicator | | Supervisor State Title Alphanumeric Code Slot |
| 3 7 . 5 0 | | |
| Hours Per Week | | |
| 1 9 5 0 | | |
| Base Hours | | |

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OFFICE OF HUMAN RESOURCES

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|---|-------------------|---------------|
| | | |
| Agency Code | Alphanumeric Code | Slot |
| | | |
| Authorized Date | | |
| <input type="checkbox"/> Delegated <input type="checkbox"/> New Position <input type="checkbox"/> Prototype <input type="checkbox"/> State Title Changes <input type="checkbox"/> Update | | |
| Approved State Title | | |
| Approval Signature | | Date Approved |

SOURCE OF FUNDING

| | | |
|-----------|-----------|---------|
| 1 0 0 | | |
| State % | Federal % | Other % |

REQUESTED ACTION INFORMATION

| | | | |
|------------------------|-----------------------------------|--------------------------|---|
| Requested Action | Support Services Associate Deputy | | <input type="checkbox"/> FLSA Designation |
| Supervisor's Signature | Date | Other Required Signature | Date |
| Requested State Title | | Alphanumeric Code | |

THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR

1. What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements.)?
College Degree and 5 years related experience, or a high school diploma and 15 years of Management and Construction Management Experience. Employee must have good written and verbal communication skills. Employee must have considerable knowledge of the trades and its nomenclature.
2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?
Requires considerable knowledge of procurement principles and practices; supply management and inventory control methods and systems. Requires considerable knowledge of the South Carolina Procurement Code and Agency Procurement Policies. Requires extensive knowledge of the material needs and supply operations of the Support Services Division as well as budgeting and CPIP filings. Knowledge of the OSE regulatios is vital. Must have a good understanding of SCEIS system. Must have the ability to establish and maintain good working relationships with agency personnel, vendors, general public and state officials.
3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.
The Employee receives supervision from Senior Deputy Director in charge of the Support Services Division. Employee must possess sufficient knowlege to make on-the-spot, independent judgements regarding consolidation of projects in the responsible areas. Employee will work independently and with others as needed.
4. Indicate additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).
Must be able to lift 50 lbs unassisted. Must have and maintain a valid drivers license. Employee must have a good understanding of the SCEIS and the OSE system and be comfortable using a computer.

MISCELLANEOUS DATA

| |
|-----------------------|
| |
| Employee Number |
| |
| Position Dept. Number |

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

Form 510.27A (p.2)
(June 27, 2002)

1. Job Purpose:

Under limited supervision procures a variety of routine goods and services for the Department of Juvenile Justice, Physical Plant, Maintenance Section in accordance with the provisions of the SC Procurement Code, SCEIS system, and Agency Policies. Track material shipments and/or returns. Ensure timely and accurate delivery of materials and supplies to respective job sites. Maintain working levels of materials and /or supplies necessary for the day to day operation of the DJJ Maintenance Shop. Serve as a supervisory on call resource person for the Maintenance Section.

2. Job Functions:

| | Essential/ Marginal (E or M) | Percentage of Time |
|---|------------------------------------|-----------------------|
| 1.) Provides active supervision of Management to the Support Services Division (Maintenance, Grounds, Warehouse, Fleet Management and Administrative services | E | 50% |
| 2.) Develops, implements and monitors systems to address emergency or unusual support needs | E | 10% |
| 3.) Manages the Support Services and Central Maintenance Budgets | E | 10% |
| 4.) Oversees the Department's Permanent Improvement Program . | E | 10% |
| 5.) Prepares, submits and/or retains records and reports as necessary by Support Services Division | E | 5% |
| 6.) Completes each rated employee's performance appraisal in a timely manner. | E | 5% |
| 7.) Receives Emergency inquiries and responds accordingly. | E | 5% |
| 8.) Serves to provide guidance on facility Planning and replacement projects. | E | 5% |

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

| <u>STATE TITLE</u> | <u>NUMBER</u> | |
|--|---------------|---|
| (1) <u>Management personnel</u> | <u>9</u> | Number of employees directly supervised: _____ |
| (2) <u>Administrative personnel</u> | <u>4</u> | |
| (3) <u>Skilled Trades Workers, Inventory and warehouse staff</u> | <u>47</u> | Total number supervised: <u>60</u> |

4. Comments:

5. The above description is an accurate and complete description of this job.

Employee's Signature

Date

OBJECTIVE

Seeking a career with an established company where I can continue to grow professionally and my abilities and experience can be challenged and expanded.

EXPERIENCE

| | | |
|--|-----------------------------------|---------------------|
| October 2018-Present | SC Department of Juvenile Justice | Columbia, SC |
| Associate Deputy/Office of Support Services Manage Physical Plant and Business Services | | |
| September 2015-October 2018 | SC Department of Juvenile Justice | Columbia, SC |
| Physical Plant Manager Manage Physical Plant, Project Management team, Facilities Maintenance, Grounds Maintenance, and Fire Marshall | | |
| June 2014-September 2015 | SC Department of Juvenile Justice | Columbia, SC |
| Project Coordinator Manage and coordinate contractors to perform maintenance on facilities at SCDJJ including capital improvement projects | | |
| April 2011-May 2012 | Matthew's Construction Company | Charlotte, NC |
| Superintendent Supervised construction and renovation of an Elementary School | | |
| March 2010-September 2010 | Fluor/LOGCAP IV Project | Bagram, Afghanistan |
| Carpenter Operations and Maintenance; maintenance and repairs to facilities on Bagram Airfield | | |
| October 2009-March 2010 | KBR/LOGCAP III Project | Bagram, Afghanistan |
| Carpenter Operations and Maintenance; maintenance and repairs to facilities on Bagram Airfield | | |
| June 2001-April 2009 | Dargan Construction Company | Myrtle Beach, SC |
| Superintendent Supervised construction of multi-unit high rise buildings, parking garages, and commercial buildings Specialized in reinforced concrete and post-tension construction | | |
| September 1998-May 2001 | R.J. Griffin and Company | Atlanta, GA |
| Assistant Superintendent Assisted in supervision of commercial construction with a concentration in hospitals and schools | | |
| February 1997-Sept 1998 | Modern Continental South | Columbia, SC |
| Carpenter Foreman Supervised carpentry crew on industrial project; addition to steel plant | | |

EDUCATION

| | | | |
|-----------|------------------------------|--------------|------------------------|
| 1988-1989 | Midlands Technical College | Columbia, SC | Liberal Arts |
| 1987-1988 | University of South Carolina | Columbia, SC | Electrical Engineering |
| 1984-1987 | Lower Richland High School | Columbia, SC | Diploma with Honors |

REFERENCES AVAILABLE UPON REQUEST

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

GENERAL INFORMATION

| | | |
|---|---|--|
| 6 0 0 3 3 8 0 9 Position Number | N 1 2 Agency Code | SC Department of Juvenile Justice Agency Name |
| Office of Professional Standards Division / Section / Unit | | Columbia/Lexington City / County |
| Employee Name | | 3 2 Y Y/N County Code Is Position in Central Office ? |
| Program Manager II (Associate Deputy) Current State Title | A H 5 0 0 0 0 0 0 8 Alphanumeric Code Slot Band | |
| F 5 2 Full / Part Time Indicator | Senior Deputy Director U A 0 3 0 0 0 0 Supervisor State Title Alphanumeric Code Slot | |

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OFFICE OF HUMAN RESOURCES

| | | |
|---|-----------------------|----------|
| N 1 2 Agency Code | Alphanumeric Code | Slot |
| Authorized Date | | |
| <input type="checkbox"/> Delegated <input type="checkbox"/> New Position <input type="checkbox"/> Prototype <input type="checkbox"/> State Title Changes <input type="checkbox"/> Update | | |

 Approved State Title

_____ _____
 Approval Signature Date Approved

SOURCE OF FUNDING

| | | |
|------------------------------------|--------------------------------------|------------------------------------|
| 1 0 0 . 0 0 State % | 0 0 0 . 0 0 Federal % | 0 0 0 . 0 0 Other % |
|------------------------------------|--------------------------------------|------------------------------------|

REQUESTED ACTION INFORMATION

| | | | |
|------------------------------|---------------------------|----------------------------------|-------------------------|
| Update Requested Action | Requested State Title | 0 Alphanumeric Code | E FLSA Designation |
| Supervisor's Signature | Date | Other Required Signature | Date |

THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR

1. What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements)?

State: A bachelor's degree and relevant program management experience. Agency: A bachelor's degree in criminal justice, business administration, human resources, public administration or any relevant field and 8 years of professional experience in managing staff and/or programs; A master's degree in criminal justice, business administration, human resources, public administration or any relevant field and 6 years' experience in managing staff and/or programs.

2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?

Knowledge of management and organizational concepts; Ability to plan and effectively manage multiple teams and projects to include evaluation of program effectiveness and determine compatibility with the agency's mission; Ability to establish and maintain effective working relationships internally and with external partners; Ability to develop applicable policies and procedures as well as interpret and apply rules and regulation; Ability to communicate in a clear and effective manner both orally and in writing.

3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.

Limited supervision. Employee should keep supervisor informed of extremely sensitive issues and activities. Incumbent will exercise broad independence coordinating fairly frequently via electronic, written and face-to-face and/or formal conferences as required. Annually scheduled performance review.

4. Indicate additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).

Must be able to travel on limited notification for agency business and overnight travel may be required; must be able to communicate effectively verbally and written; ability to analyze and problem solve; mobility to work in various locations and in an environment with incarcerated juveniles; This position performs job duties relating to the custody, control, transportation or recapture of juveniles within the jurisdiction of the Department of Juvenile Justice, and the employee may have direct and indirect contact with juveniles within the jurisdiction of the Department of Juvenile Justice. Training applicable to these duties will be provided.

MISCELLANEOUS DATA

| |
|-----------------------|
| |
| Employee Number |
| |
| Position Dept. Number |

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

Plans, manages and administers various functions for the Office of Professional Standards. Serves as the Associate Deputy for the division and responsible for the oversight of the Staff Development & Training and Standards, which is comprised of Performance-based Standards and PREA.

2. Job Functions:

1. Plans, manages and oversee operations of Staff Development & Training and Standards. This includes supervision of staff, projects and related deliverables as well as budget management.
2. Manages and provides oversight of Staff Development & Training to include the identification of organization training needs along with long and short-term goals; Assist with the development of necessary trainings for the establishment of a qualified workforce; Oversees development and execution of the agency's training and development plan.
3. Manages and provides oversight of Standards to include Performance-based Standards and PREA. Ensures the production of quality, accurate and timely data as well as appropriate data collection methodology; Ensures agency-wide adherence of policy and procedures and other standards while making recommendations as necessary for agency improvements.
4. Manages the agency's Learning Management System and Document Management Systems. This includes oversight of the data entry process, training content and providing support relating to policy development and management within the systems.
5. Performs other related duties as required.

| Essential/ Marginal (E or M) | Percentage of Time |
|------------------------------------|-----------------------|
| E | 30% |
| E | 25% |
| E | 25% |
| E | 15% |
| M | 5% |

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

| <u>STATE TITLE</u> | <u>NUMBER</u> | |
|--|---------------|---|
| (1) Training Director (Internal: Training Administrator) | 1 | Number of employees directly supervised: _____ |
| (2) Program Manager I (Internal: Standards Manager) | 1 | |
| (3) Program Coordinator II (Internal: LMS Program Coordinator) | 1 | Total number supervised _____ |

4. Comments:

5. The above description is an accurate and complete description of this job.

Employee's Signature _____

Date _____

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Professional Resume'
South Carolina Department of Juvenile Justice
Associate Deputy – Office of Professional Standards

EDUCATION

Master of Science - Criminal Justice (August 1994)
University of South Carolina, Columbia, SC

Bachelor of Science - Criminal Justice (December 1990)
University of South Carolina, Columbia, SC

EXPERIENCE

Associate Deputy Director (Program Manager II)
Office of Professional Standards
SC Department of Juvenile Justice
(August 2018 – Present)

- Responsible for all operations and functions of the Office of Professional Standards, which includes Staff Development & Training, Standards Management.
- Staff Development & Training is responsible for the agency-wide essential functions of assessing, identifying, planning, coordinating, implementing, and delivering agency training and development programs for all staff at the agency. SD&T is also integral in the on-boarding process for new hires.
- Standards Management works to foster an agency-wide culture fully committed to policy and procedure compliance, promoting accountability and consistency across all divisions, and most importantly ensuring that DJJ provides service excellence for the youth in our care and their families. Standards Management encompasses the areas of Performance-based Standards (PbS) and the Prison Rape Elimination Act (PREA).
- Supports the agency's Quality and Compliance area. The role of Quality and Compliance is to promote a culture of excellence through continuous improvement and accountability and fosters an Agency-wide culture fully committed to policy/procedure compliance, accountability, continuous improvement and consistency across all facets of the Agency. Quality and Compliance is responsible for an "overarching" system for monitoring and evaluating all aspects of the Agency's operations, to ensure that the highest standards of quality are met.

Staff Development & Training Administrator (Program Manager II)
Office of Staff Development & Training
SC Department of Juvenile Justice
(January 2014 – August 2018)

- Responsible for the administration and implementation of a statewide training program to include the identification of organizational training needs and establishment of program goals.
- Responsible for establishment and following of training standards to include those of the SC Criminal Justice Academy and other credentialing sources.
- Responsible for the management of agency training budget and related resources.

Director of Training & Quality Assurance (Program Manager II)
The Center for Child and Family Studies
University of South Carolina, College of Social Work – Columbia, SC
(December 2010 – December 2013)

- Developed, implemented and organized training initiatives for SC Department of Social Services 4,000 staff members by utilizing research and best practice principles incorporating advanced technology components.
- Responsible for the management of a wide range of professional and educational programs and services for numerous SC organizations.
- Managed a 40-member training and quality assurance team that comprise of training instructors, curriculum writers, training assistants, conference planners, administrative support and quality assurance (QA) reviewers.
- Developed, implemented and provided oversight for statewide training initiatives for educators, social workers, faith community, law enforcement and other human service professionals.
- Managed a multi-million dollar training and QA budget.

Faculty/On-line Instructor
Kaplan University
School of Criminal Justice

Main Campus: Davenport, Iowa/ Online Programs: Ft. Lauderdale, Florida
(March 2005 – May 2013)

Kaplan University is an institution of higher learning dedicated to providing innovative undergraduate, graduate, and continuing professional education. The programs foster student learning with opportunities to launch, enhance, or change careers in a diverse global society.

Courses taught:

Criminal Justice 333 – Family and Domestic Violence

This course discusses the relationship between criminal justice and social service systems that deal with family and domestic violence, including, but not limited to, how the criminal justice, research and social service communities work to provide a multiagency approach to this devastating issue.

Criminal Justice 420 – Juvenile Justice

This course provides an overview of the juvenile justice system in the United States. It focuses on the design and application of the juvenile justice system.

Criminal Justice 433 – Probation and Parole

This course provides an introduction to probation, the most common response to criminal offenders and parole. As the problems of prison overcrowding continues, probation and parole will expand, and so will the controversy surrounding their use. This course also provides insight to the difficult, but interesting work performed by probation and parole officers.

Criminal Justice 481, 482, 483, 484, 485, 486 – Independent Study Courses

**Program Manager – Disproportionate Minority Contact (DMC) Project
Children’s Law Center**

University of South Carolina, School of Law – Columbia, SC

(April 2006 – November 2010)

- Compiled, analyzed and reported statistically sound information related to DMC and racial and ethnic disparities in SC.
- Developed resource and written materials to promote an understanding of DMC.
- Provided outreach to selected counties, assisting with the assessment of local DMC issues and develops strategies to improve case processing of juveniles.
- Developed and conducted various training presentations.

Director of Education and Training

Prevent Child Abuse South Carolina – Columbia, SC

(January 2004 – April 2006)

- Responsible for the development and implementation of statewide programs based on research and best practices.
- Served as a member of the management team and works with the board of directors.
- Represented PCASC on community and statewide committees and task forces.
- Developed, implemented and provided oversight for statewide training initiatives for educators, social workers, faith community, law enforcement and other human service professionals.
- Provided direct assistance to volunteers, community and public relations issues.

Staff Development & Training Director I

State of South Carolina - Office of the Governor

Continuum of Care for Emotionally Disturbed Children - Columbia, SC

(March 1999 – December 2003)

- Assisted in the development and implementation of policies and procedures and the development of the agency’s strategic plan;
- Facilitated the agency's Quality Council and serves as Project Manager
- Responsible for the management and training of case management and service coordination initiatives;
- Represented agency/division on interagency committees and public/private collaborative training efforts;
- Designed and implemented various training programs after conducting needs assessments;
- Insured the collecting of pertinent data; stored and disseminated information as needed;

Training Instructor

SC Department of Juvenile Justice

Office of Staff Development & Training - Columbia, SC

(November 1994 – March 1999)

- Assisted with development and reviewing of policies and operating standards;
- Conducted needs assessment; designed and implemented various training programs based on identified needs for community staff;
- Conducted and coordinated training programs using specific techniques to facilitate the group process and promote the transfer of learning to the job;

- Training Programs included, *but not limited to*: (* = Certified)
 - Training of Trainers*/Value Laden Topics*
 - Voice of the Customer*
 - Professional Ethics and Liability Issues
 - Nonviolent Crisis Intervention (Staff Safety)*
 - Communication Skills
 - Cultural Awareness

Residential Counselor
SC Department of Juvenile Justice,
Gateways Group Home - Columbia, SC
(January 1992 - November 1994)

- Provided therapeutic counseling to young male and female residents in a "High-Management" facility;
- Provided in-house training to residential staff;
- Assisted in program assessment and development.

Administrative Liaison
Palmetto Legal Services
HOPE 1 Program - Jagers Terrace Housing Community – Columbia, SC
(May 1993 - December 1995)

- Performed administrative duties relative to grant management and monitoring;
- Researched information for Home Ownership Program for low-income families;
- Coordinated various "self-improvement" seminars for community residents; and
- Performed all administrative duties.

Resident Advisor
University of South Carolina
Department of Resident Student Development - Columbia, SC
(August 1989 - May 1992)

- Conducted academic and personal counseling for over 700 residents;
- Planned, coordinated, and implemented program activities to meet the needs of on campus students;
- Investigated and submitted recommendations for inappropriate student behavior;
- Served as a liaison with University Housing Services and Student Development.
- Coordinated an after-school grant funded program for disadvantaged children.

Graduate Assistant
University of South Carolina
College of Criminal Justice - Columbia, SC
(January 1991 - February 1992)

- Counseled Criminal Justice students in making career decisions;
- Conducted research to prepared class syllabi and other materials; and
- Presented "Juvenile Delinquency" lectures to Criminal Justice classes.

PROFESSIONAL AFFILIATIONS

Advisory Council Member: SC Governor's Juvenile Justice Advisory Council (GJJAC); Racial and Ethnic Disparities (R/ED) Committee Member, former Chair
Member: American Correctional Association
Member: South Carolina Correctional Association

PROFESSIONAL CERTIFICATIONS

- *Certified Public Manager (CPM)*
- *Associate Public Manager Certificate, SC State Office of Human Resources*
- *Speed of Trust (FranklinCovey) – Facilitator Certified*
- *Training of Trainers - Facilitator Certified*
- *Nonviolent Crisis Intervention – Instructor Certified*
- *Voice of the Customer - Facilitator Certified*

STATE OF SOUTH CAROLINA MANAGERIAL POSITION DESCRIPTION

GENERAL INFORMATION

| | | |
|---|---------------|---|
| 6 0 0 3 3 3 6 4 | N 1 2 | SC Department of Juvenile Justice |
| Position Number | Agency Code | Agency Name |
| Administrative Services | | Columbia/Lexington |
| Division / Section / Unit | | City / County |
| Employee Name | 3 2 | County Code |
| Deputy/Division Director-Executive Comp | U A 0 3 | Is Position in Central Office ? <input checked="" type="checkbox"/> Y/N |
| Current State Title | | Slot |

DSHR COPY AGENCY COPY

DIVISION OF STATE HUMAN RESOURCES

| | | |
|---|---|-----------------|
| N 1 2 | U A 0 3 | |
| Agency Code | Alphanumeric Code | Slot |
| 1 0 0 2 | 2 0 1 8 | Authorized Date |
| <input type="checkbox"/> New Position | <input type="checkbox"/> State Title Change | |
| <input checked="" type="checkbox"/> Re-evaluation | <input type="checkbox"/> Update | |
| Deputy Director-Exec Comp | | |
| Approved State Title | | |
| <i>cf caraway</i> | | 9/25/18 |
| Approval Signature | | Date Approved |

| | | | |
|----------------------------|------------------------|-------------------|------|
| F 5 2 | Agency Head | U A 0 1 | |
| Full / Part Time Indicator | Supervisor State Title | Alphanumeric Code | Slot |

SOURCE OF FUNDING

| | | |
|-------------------|-----------|---------|
| 1 0 0 6 0 | | |
| State % | Federal % | Other % |

| |
|-------------------|
| 3 7 . 5 0 |
| Hours Per Week |
| 1 9 5 0 |
| Base Hours |

REQUESTED ACTION INFORMATION

| | | | |
|----------------------|---|------------------------|---|
| Updated | Deputy/Division Director-Executive Comp | U A 0 3 | <input type="checkbox"/> FLSA Designation |
| Requested Action | Requested State Title | Alphanumeric Code | |
| Employee's Signature | Date | Supervisor's Signature | Date |

1. What are the minimum requirements for the position?
The position requires a bachelor's degree in either business administration, public administration, social or behavioral sciences, criminal justice or a related field deemed appropriate by the agency and at least six (6) years of executive level or equivalent level experience in referenced degree disciplines. Preferred: Master's degree. Management of personnel within a large organization with multiple locations and experience in federal, state, or other governmental administration.
2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?
Knowledge of the agency's mission, programs and objectives or ability to become more knowledgeable. Knowledge of laws of South Carolina. Knowledge of management principles. Knowledge of the agency's organizational structure, the people who manage the work and the processes applicable to government work, particularly as it relates to this position's function. Ability to interpret and apply policies, laws and judicial decisions. Ability to establish policies. Ability to manage budgets and other financial requirements. Be able to address audiences and deliver presentations.
3. Describe the guidelines and supervision and employee receives to do this job, including the employee's independence and discretion.
Be able to work beyond the normal scheduled hours and on weekends/holidays; be able to go to a facility site at any time (day or night).
4. Provide any additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).
This position performs job duties relating to the custody, control, transportation, or recapture of juveniles with the jurisdiction of the Department of Juvenile Justice, and the employee may have direct and indirect contact with juveniles within the jurisdiction of the Department of Juvenile Justice. Training applicable to these duties will be provided.

MISCELLANEOUS

| |
|-----------------------|
| |
| Employee Number |
| |
| Position Dept. Number |

I. Description of Position

A. Briefly describe the primary purpose of your position.

The primary purpose of this position is to serve as the Senior Deputy to provide leadership, general management, planning and working strategically to support other departmental programs for the purpose of implementing the agency's mission. The Senior Deputy functional areas include: the Office of Professional Standards, Office of Support Services, Office Institutional Programming, Office of Fiscal Affairs and Office Human Resources. These offices serve the Agency Director, managers, employees and the general public.

B. Describe your involvement in strategic planning or setting the strategic direction of your organization.

This position is very involved in strategic planning and setting the strategic direction due to the fact that strategic planning often require financial and human resources impact statements. Additional, financial, training and human resources impact may have short-term or long term consequences. Another pivotal training, and human resources impact may short-term or long-term consequences. Finally, facilities management is a critical consideration for strategic planning due to the need to house juveniles and provide staff a working environment in facilities that are safe and secure.

C. Major Accountabilities: List in order of importance the major activities that you perform, then describe the end results that you are expected to achieve and the primary indicators of success. Indicate for each activity the approximate percentage of time required.

| Activity 1 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Oversees human resources (HR) function for the Department to ensure HR administration is carried out accordance to federal, state, and agency regulations or policies. The HR areas include payroll, leave and time administration, employee relations, classification and compensation, benefit administration, workers compensation, recruiting and employment, report generation and other required services. | The Department administers HR activities in accordance to federal, state, and agency regulations or policy. Employees are paid accurately and by established pay dates. Employee benefits and other programs are managed within guidelines and by established dates so that employees receive appropriate benefits by established effective dates. Other HR programs are administered accurately and timely, and that HR provide quality customer service to employee and managers. | 19% |

| Activity 2 | End Results Expected and Indicators of Success | % of Time |
|------------|--|-----------|
| | | |

| | | |
|--|---|-----|
| Provides oversight to Fiscal Affairs programs to include close involvement with budget development and monitoring. Other financial areas include procurement, accounting, cost allocation, Medicaid program administration, grant administration, contract processing, reports, reports generation, serving as a liaison with the Comptroller General and State Treasurer's Offices and other required services. | The Department administers financial activities in accordance to federal, state and agency regulations or policies. Payments and receipts are processed within guidelines to avoid fines or other issues from delayed processing. The Department's budget is monitored to prevent overspending and budget submissions are submitted by required deadlines. Ensure the Department does not have illegal procurements and minimal sole source purchases. Other programs, such as Medicaid is administered in collaboration with users to ensure accurate and appropriate compliance, billing and program usage. | 19% |
|--|---|-----|

| Activity 3 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Responsible for Physical Plant and Grounds operations by providing leadership for services to include facilities maintenance, new building or major building renovations, landscaping, outstation camp facility upgrades for those owned by the Department, certain janitorial services, certain facility and grounds security quality checks and oversight of tort liability insurance and other liability insurance policies, along with any other required services provided by Physical Plant and Grounds. | The Department's building and structures are maintained to provide safe and secure facilities for juveniles to live in and for staff work. The grounds and landscaping are kept up so that the Department presents a well-maintained outward appearance and is pleasing safe. Facility projects are completed by established deadlines and within budget. | 19% |

| Activity 4 | End Results Expected and Indicators of Success | % of Time |
|---|--|-----------|
| Give direction and leadership over the Support Services areas that include inventory, supply and inventory, vehicle/fleet management, agency records, sustainability programs, mail services, office and/or | There is an expectation that juveniles receive appropriate number of meals and snacks that comply with nutritional standards and are we federal, state and agency guidelines. The fleet has safe vehicles that are maintained and available for approved staff usage. The Department's inventory and supplies are with minimal delays and administered in accordance to state and agency policies. Other programs should be administered in accordance to any federal, state or agency guidelines while providing quality customer service with minimal negative feedback. | 19% |

| Activity 5 | End Results Expected and Indicators of Success | % of Time |
|------------|--|-----------|
|------------|--|-----------|

| | | |
|---|---|-----|
| Manage the policy development, update, training coordination and quality oversight for the Office of Professional Standards, Office of Support Standards, Office of Institutional Programing, Office of Fiscal Affairs and Office of Human Resources. | Departmental policies contain accurate, clear information and/or instructions, along with being compliant with any state or federal laws. | 19% |
|---|---|-----|

| Activity 6 | End Results Expected and Indicators of Success | % of Time |
|---|---|-----------|
| Performs other related duties needed or required. | Carry out assigned task or directive appropriate and as required within the designated timeframe or deadline. | 5% |

| Activity 7 | End Results Expected and Indicators of Success | % of Time |
|------------|--|-----------|
| | | |

| Activity 8 | End Results Expected and Indicators of Success | % of Time |
|------------|--|-----------|
| | | |

| Activity 9 | End Results Expected and Indicators of Success | % of Time |
|------------|--|-----------|
| | | |

| Activity 10 | End Results Expected and Indicators of Success | % of Time |
|-------------|--|-----------|
| | | |

D. Who are the primary customer groups or stakeholders within or outside the agency with whom you have primary working relationships? What is the nature of your work with each?

Governor's Office – respond to requests and attend meetings as required by Agency Director.

Agency Director – serve as a resource to provide guidance and feedback, work on sensitive matters, and may represent the Director at meetings or functions as requested.

Legislature and Legislature Staff – respond to requests, provide information, participate in legislature hearings, and attend legislature sessions as needed.

Assigned Staff – manage direct staff and indirectly lend support to other staff.

Agency Employees – may respond to certain requests and interact with employees in meetings or when information is needed.

Executive Management Team – serve as a colleague, coordinate to provide services to juvenile and implement programs or programmatic changes.

DJJ Program Directors – (Example: General Counsel, IT Director, County Director, Facilitator Director, HR Director, etc.)-respond to requests, provide information, attend meetings, and assist as needed or if possible.

State Agencies – respond to requests, provide information, chair and/or attend meetings, participate in trainings provided by other state agency.

General Public – respond to requests and provide information as appropriate.

Other Governmental Entities – respond to requests, provide information, and attend meetings.

Other U.S. States – respond to requests, provide information.

Media – prepares responses for requests, provide appropriate information, attend appropriate meetings, and speak with the media as directed by the Public Affairs Office.

Vendors – may participate in vendor demonstrations, responds to requests and provide information as appropriate.

Other External Groups – respond to requests, provide information, seek information, and attend meetings.

E. Decision-making: Describe typical decisions that you are required to make, and what decisions you refer to others.

Decisions you make: Managerial macro-level decisions involving staff, budget and program support, safety and security, as it relates to overall administrative services operations that impact the agency's mission or providing services to employees and/or juveniles. This position is tasked with either making final decisions or recommending to the Agency Director appropriate information to make a final agency decision.

Decisions you refer to others: Micro-level day to day operations of functional programmatic operations.

II. Organization

A. Attach a current organizational chart which includes your position, the position to which you report, and the positions/functions which report to you.

B. Indicate total employees and funds for which you are accountable.

| | |
|---|---------------|
| Total number of employees you directly supervise | 5 |
| Total number of employees for which you are responsible | 155 |
| Total personnel services budget for your area | 7,887,552.03 |
| Total funds allocated to your division/department | 24,208,017.26 |

C. Agency budget and other quantitative measures:

Indicate below your agency's budget and any other quantitative measures which indicate the scope of your position. (Examples include: # and \$ value of projects supervised, financial or capital expenditure plans created and overseen, physical inventory managed, etc.)

| Item | Quantity (if applicable) | Dollar Value (if applicable) |
|--|-----------------------------|---------------------------------|
| Administration | 78.00 | 5,173,776 |
| Community Services | 395.58 | 19,221,654 |
| Long-Term Facilities | 409.00 | 20,013,089 |
| Reception and Evaluation | 242.9 | 9,152,959 |
| Detention Center | 119.35 | 3,733,701 |
| Residential Operations | 12 | 30,250,785 |
| Juvenile Health and Safety | 99 | 12,104,860 |
| Program Analysis and Staff Development | 40 | 2,537,158 |
| Education | 88.1 | 6,672,041 |
| Employee Benefits | | 134,160,041 |

II. Organization (continued)

D. Give a brief description of the function(s) of each position reporting directly to you.

| Job Title | Function |
|-------------------------------------|---|
| Administrative Assistant (AA75) | Provides higher level administrative support to the Deputy while maintaining confidentiality and responding timely. |
| Program Manager I-(AH45) | Manages the Support Services function that includes inventory and supply, sustainability program, fleet management and mail services. |
| Accounting/Fiscal Manager II (AD30) | Serves as the Fiscal Affairs Director that manages the Department's accounting functions, budgeting, procurement, employee travel, and Medicaid program. |
| Human Resources Director II (AG25) | Administers the Department's human resources (HR) program including employee relations, employment and recruitment, classification and compensation, payroll, timekeeping, workers compensation, benefits and other associated HR programs. |
| Program Manager II (AH50) | Administers the Department's training program that consists of monthly training for direct service delivery positions for Security Services – security staff and Community Services staff. Coordinates other external training that involves Criminal Justice Academy or other providers. Provides other training such as CPR, leadership, etc. |
| | |
| | |

II. Organization (continued)

| Job Title | Function |
|------------------|-----------------|
|------------------|-----------------|

| | |
|--|--|
| | |
| | |

III. Principal Problems and Challenges

A. Briefly describe the principal challenges encountered in your position.

The principal challenges are as follows:

- Ensuring that the Director receives updated and well-researched information to make informed decisions.
- Being flexible to meet the Department's needs as programs may change.
- Ensuring compliance with various HR requirements, particularly as related to employee relations which may be impacted by federal or state regulatory changes or court decisions.
- Complying with privacy standards.
- Having procedures in place to make sure financial or payroll overpayments do not occur.
- Having procedures in place avoid illegal procurements.
- Having financial control in place to prevent fraudulent activities.
- Ensuring the operations and overall management of the Office of Professional Standards, Office of Support Services, Office of Institutional Programming, Office of Fiscal Affairs and Office Human Resources are in compliance with agency, state and federal policies, laws or guidelines.
- Making certain that allocation of, and accountability for, the human, fiscal and information resources support DJJ's mission and are used responsibly.
- Balancing the needs of internal and external customers, constituents and others.
- Being on call basically 24 hours/7 days per week.
- Being required to go to facilities at any given time (day or night) to attend to critical issues.
- Having supporting data and program measures to support for the Office of Professional Standards, Office of Support Services, Office of Institutional Programming, Office of Fiscal Affairs and Office of Human Resources.
- Understanding the fact that the position must be able to make quick decisions yet understand the impact to reduce negative consequences or liability.
- Understanding that this job function requires long-range planning in a fast paced environment which affects the incumbent's time management.

IV. Comments – Immediate Supervisor

A. Give any additional information you believe would help someone better understand the position.

This position serves a key role to agency programs by managing critical agency resources that are the supporting foundation for programmatic staff to serve our youth, achieve successful strategic outcomes and meet the agency's mission. Therefore, this role must understand the importance of confidentiality, exercising sound judgement to make critical decisions, be responsive to deadlines, have the ability to work well with peers to facilitate services and be able to make important decisions that affect the juveniles and/or directions or programs, be able to see the "big picture" and overall needs – yet be able to focus on specifics when required, be flexible and adequate to meet unexpected changes or requirements, demonstrate leadership ability, and have a dedicated interest in *empowering our youth for the future*.

IF ADDITIONAL SPACE IS NEEDED, ATTACH ANOTHER SHEET

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Rev. June 2015

Experienced Senior Deputy Director with a demonstrated history of working in the government administration industry. Skilled in program development and implementation, quality assurance and strategic planning. Expert in youth development.

SENIOR DEPUTY DIRECTOR

South Carolina Department of Juvenile Justice

June 2015 - Present

Responsibilities: Supervises human resources, finance, institutional programs, support services and professional standards in a large cabinet agency with a budget of \$135,000,000 and over 1400 employees. Currently responsible for 246 FTE's.

DEPUTY DIRECTOR, DIVISION OF PLANNING AND PROGRAMS

South Carolina Department of Juvenile Justice

May 2009 - May 2015

Responsibilities: Led creation and implementation of local and statewide programs designed to prevent at-risk behavior and juvenile delinquency. Managed staff and budgetary items to include federal and state grant funds, program development, public/legislative affairs, volunteer/chaplaincy services, job readiness, and research/statistics. Creates and implements strategic plan for SC DJJ, executing primary planning responsibilities for agency director.

DIRECTOR, OFFICE OF COMMUNITY JUSTICE

South Carolina Department of Juvenile Justice

June 1999 - May 2009

Responsibilities: Created local and statewide programs aimed at preventing at-risk behavior and juvenile delinquency, managed victim services and maintained diversion programs. Supervised all residential placements (wilderness camps and group homes) including a \$15,000,000 budget. Expanded Arbitration program statewide, diverting over 5,000 juveniles from the formal juvenile justice system. Created 34 Teen After-School Centers serving over 1,000 youth, reducing the rate of incarceration. Wrote and managed over \$5,000,000 in grant funds. Expanded the Intensive Supervision Officer Program statewide, servicing over 1,000 parolees which reduced recidivism rates.

STANDARDS AND ACCREDITATION MANAGER

South Carolina Department of Juvenile Justice

January 1998 - May 1999

Responsibilities: Developed and implemented a statewide effort for accreditation with the Department's institutions, residential facilities and probation and parole offices.

EXECUTIVE ASSISTANT TO THE DIRECTOR

South Carolina Department of Juvenile Justice

October 1995 - January 1998

Responsibilities: Managed the Director's executive programs (polices, internal affairs, public relations, juvenile advocacy offices and associated staff) and served as the Agency's Legislative Liaison.

DIRECTOR OF VICTIM SERVICES

S.C. Department of Probation, Parole and Pardon Services

December 1988 - September 1995

Responsibilities: Administered statewide programs to provide crime victims greater access to, and participation in, the process of community corrections in accordance with federal, state, and local mandates; supervised and trained staff associated with various programs and managing grants.

CONSULTANT AND TRAINER

U. S. Department of Justice, Office for Victims of Crime

December 1988 - 2014

American Probation and Parole Association

National Victims Center

Community Research Associates/DSG

Seymour and Associates

Lexington, KY

Arlington, VA

Denver, CO

Washington, DC

Responsibilities: Developed curricula, wrote grants, trained criminal and juvenile justice practitioners on a national basis in the area of corrections, community corrections, and victim services.

COLLEGE INSTRUCTOR

Midlands Technical College, Benedict College

December 1986 - 1994

Responsibilities: Taught college-level course work in the Criminal Justice Department, to include courses in Correctional Systems, Community-Based Corrections, Criminology, and Problems in the Criminal Justice System.

VICTIM SERVICES LIAISON

S.C. Department of Probation, Parole and Pardon Services

December 1987 - November 1988

Responsibilities: Researched, developed and implemented statewide program in victim services; served as agency liaison between crime victims, government entities and private community resources; trained probation/parole agents in victim services; provided technical assistance.

PUBLIC SERVICE EMPLOYMENT COORDINATOR

S.C. Department of Probation, Parole and Pardon Services

February 1986 - November 1987

Responsibilities: Implemented, operated and promoted regional public service employment program in 10 South Carolina counties; recruited work sites for offenders and monitoring placements; performed various liaison, public relations and administrative functions; training and supervising agency staff in program development; analyzed data on program impact upon community and agency.

PROBATION/PAROLE AGENT

S.C. Department of Probation, Parole and Pardon Services

September 1983 - January 1986

Responsibilities: Assisted in training and supervising entry-level agents; supervised a caseload of up to 220 adult probation/parole offenders to ensure compliance with conditions of Court or Parole Board; investigated all requests from Court or Board, to include pre-sentence, pre-parole, out-of-state and violation investigations.

POLICE OFFICER (statewide jurisdiction)

University of South Carolina, Department of Public Safety

August 1982 - August 1983

Responsibilities: Conducted criminal and traffic investigations; arrested law violators; performed crime prevention duties to ensure public safety; provided VIP security for visiting dignitaries.

Accomplishments and Education

- Guidance and leadership essential to DJJ returning to its place amongst most successful S.C. agencies
- Implementing Speed of Trust and 7 Habits On the Inside
- Governor's Juvenile Justice Youth Council
- State Joint Council on Children and Adolescents
- Serves on the National Association of Non-Profit Organizations and Executives
- Served as President and Vice President of S. C. Victim Assistance Network since 2010, board member since 1988
- Master's in Public Administration with Minor in Criminal Justice. University of South Carolina, May 1986
- Bachelor of Science, Criminal Justice, University of South Carolina, May 1983
- Associates in Science, Criminal Justice, Broome Community College, Binghamton, New York - May 1981

References: Available upon request

STATE OF SOUTH CAROLINA MANAGERIAL POSITION DESCRIPTION

GENERAL INFORMATION

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|--|--|--|
| [6 0 0 3 1 6 8 7] Position Number | [N 1 2] Agency Code | SC Department of Juvenile Justice Agency Name |
| [Division of Community Services] Division / Section / Unit | | [Columbia/Richland] City / County |
| [] Employee Name | | [4 0] [Y] Y/N County Code Is Position in Central Office ? |
| [Deputy/Division Director-Executive Comp] Current State Title | | [U A 0 3] [] [] [] [] Alphanumeric Code Slot |
| [F T E] Full / Part Time Indicator | [Agency Head] [U A 0 1] [] [] [] [] Supervisor State Title Alphanumeric Code Slot | |

DSHR COPY AGENCY COPY

DIVISION OF STATE HUMAN RESOURCES

| | | |
|--|--|---|
| [N 1 2] Agency Code | [U A 0 3] Alphanumeric Code | [] [] [] [] [] [] [] [] Slot |
| [] [] [] [] [] [] [] [] Authorized Date | | |
| <input type="checkbox"/> New Position | | <input type="checkbox"/> State Title Change |
| <input type="checkbox"/> Re-evaluation | | <input type="checkbox"/> Update |

Approved State Title

Approval Signature

Date Approved

SOURCE OF FUNDING

| | | |
|------------------------------------|--|--|
| [1 0 0 0 0] State % | [] [] [] [] [] [] [] [] Federal % | [] [] [] [] [] [] [] [] Other % |
|------------------------------------|--|--|

REQUESTED ACTION INFORMATION

| | | |
|--------------------------------|--|--|
| [Update] Requested Action | [Deputy/Division Director-Executive Comp] Requested State Title | [U A 0 1] Alphanumeric Code |
| [] Employee's Signature | [] Date | [] Supervisor's Signature |

FLSA Designation

1. What are the minimum requirements for the position?

The position requires a bachelor's degree in either business administration, public administration, social or behavioral sciences, criminal justice or a related field deemed appropriate by the agency and at least six (6) years of executive level or equivalent level experience in referenced degree disciplines. Preferred: Master's degree. Management of personnel within a large organization with multiple locations and experience in federal, state, or other governmental administration.

2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?

Knowledge of the agency's mission, programs and objectives or ability to become more knowledgeable. Knowledge of laws of South Carolina. Knowledge of management principles. Knowledge of the agency's organizational structure, the people who manage the work and the processes applicable to government work, particularly as it relates to this position's function. Ability to interpret and apply policies, laws and judicial decisions. Ability to establish policies. Ability to manage budgets and other financial requirements. Be able to address audiences and deliver presentations.

3. Describe the guidelines and supervision and employee receives to do this job, including the employee's independence and discretion.

Be able to work beyond the normal scheduled hours and on weekends/holidays; be able to go to a facility site at any time (day or night).

4. Provide any additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).

This position performs job duties relating to the custody, control, transportation, or recapture of juveniles with the jurisdiction of the Department of Juvenile Justice, and the employee may have direct and indirect contact with juveniles within the jurisdiction of the Department of Juvenile Justice. Training applicable to these duties will be provided.

MISCELLANEOUS

[] [] [] [] [] [] [] []

Employee Number

[] [] [] [] [] []

Position Dept. Number

I. Description of Position

A. Briefly describe the primary purpose of your position.

The primary purpose of this position is to serve as the Deputy for Community Services. The overall duties include overseeing community offices that provide services to juveniles and their families in 43 DJJ county offices, serving all 46 counties in the state by conducting detention screenings and intake interviews, complete risks/needs assessments; making recommendations to the family court for disposition.

Additionally, community case managers coordinate case diversion, supervise juveniles on probation or parole, and participate in prevention/intervention initiatives. The Deputy position additionally provides leadership in the area of community justice that includes prevention/intervention services, and Interstate Compact Services; Leadership in the area of Community Alternatives which oversees all alternative placement and specialized wrap services for juveniles. These services are provided through the least restrictive environment and include in-home family support services, marines and wilderness and special programs provide group home services in community-based setting.

Other duties include oversight of Community Programming and Accountability in an effort to promote, enhance and sustain the best quality services to the youth, families and victims of our state.

B. Describe your involvement in strategic planning or setting the strategic direction of your organization.

This position is very involved in strategic planning and setting the strategic director due to the fact that a major objective is to provide community services to prevent and/or reduce juvenile incarceration.

Additionally, Community Services must be able to provide supervision and alternative placements for juveniles as directed by the Court and Juvenile Parole.

C. Major Accountabilities: List in order of importance the major activities that you perform, then describe the end results that you are expected to achieve and the primary indicators of success. Indicate for each activity the approximate percentage of time required.

| Activity 1 | End Results Expected and Indicators of Success | % of Time |
|--|--|-----------|
| Oversees the Office of Field Services throughout the 46 counties (43 county offices) to ensure adequate services are provided to the youth, families and victims of our state when involved with DJJ. These services will include intake, probation supervision, parole supervision, referral, placement and reintegration services. | The Office of Field Services conducts all services in accordance to SC Law-Children's Code and agency policy and procedures in the least restrictive environment while focused on community safety and victim restoration. | 25% |

| Activity 2 | End Results Expected and Indicators of Success | % of Time |
|------------|--|-----------|
| | | |

| | | |
|---|---|-----|
| Provides oversight to the Office Community Alternatives which oversees all alternative placements and special wrap services provided to youth in care throughout the state. The services include educational, therapeutic and social skills development in highly supervised and structured residential environments. The residential setting includes wilderness camps/marine institutes and multiagency private provider group and foster care homes. | Youth are provided services in the least restrictive environment based on need, risk, and safety in house and/or residential services. The residential services will provide all services necessary to adequately equip youth to continue their education develop social and employment skills while addressing all emotional and coping skills needed to reintegrate back into their natural home to become successful young adults. | 20% |
|---|---|-----|

| Activity 3 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Provides leadership and oversight to the Office of Community Justice. The primary focus of Community Justice is to develop a continuum of effective programmatic initiatives that create a restorative juvenile justice system for all who are impacted by juvenile crime. Programs include Prevention and Intervention services, Teen After School Centers, Interstate Compact and specialized family services. | Community Justice will provide prevention services and enhancements with the assistance of staff in every county office with family court, schools and local organizations throughout SC to develop/implement a variety of initiatives for at risk youth. Interstate Compact will successfully arrange for supervision and care of juvenile delinquent who move to and from South Carolina. | 20% |

| Activity 4 | End Results Expected and Indicators of Success | % of Time |
|---|--|-----------|
| Give leadership and oversight to the area of Community Programming and Projects by assisting and reviewing strategies for statewide Case Management improvement specifically of youth. Through the use of our automated Juvenile Justice Management System assesses youth supervision services to ensure our practices are of the highest quality as well as in line with agency policies, procedures and practices, as well as developing and providing Case Management training and enhanced training to community staff. | Community Programming and Projects will provide reviews of the case management service delivery in each county office throughout the state. Guidance and assistance will be provided to staff and supervisors to ensure the overall quality of case management services. | 20% |

| Activity 5 | End Results Expected and Indicators of Success | % of Time |
|---|---|-----------|
| Provide leadership to all areas of the division in ensuring best retention and hiring practices are maintained. | All hiring and retention practices are within agency policies and procedures. All vacancies are reviewed, revised, and filled within a timely manner. | 5% |

| Activity 6 | End Results Expected and Indicators of Success | % of Time |
|------------|--|-----------|
|------------|--|-----------|

| | | |
|--|---|----|
| Promote the agency as champions for Youth and Families in our state through professional presentations, partnerships and other enhancements opportunities. | Conducts presentations, serves on a variety of boards, tasks forces and committees to develop partnerships to promote juvenile justice, restorative and rehabilitative practices. | 5% |
|--|---|----|

| Activity 7 | End Results Expected and Indicators of Success | % of Time |
|---|--|------------------|
| Performs other related duties needed or required. | Carry out assigned task or directives as requested with the designated timeframes. | 5% |

| Activity 8 | End Results Expected and Indicators of Success | % of Time |
|-------------------|---|------------------|
| | | |

| Activity 9 | End Results Expected and Indicators of Success | % of Time |
|-------------------|---|------------------|
| | | |

| Activity 10 | End Results Expected and Indicators of Success | % of Time |
|--------------------|---|------------------|
| | | |

D. Who are the primary customer groups or stakeholders within or outside the agency with whom you have primary working relationships? What is the nature of your work with each?

DJJ Youth – visit schools and talk with juveniles to ensure quality of services are provided to juveniles in the Department’s care or referred to the Department.

DJJ Parents – meet with and/or respond to parents who may concerns about their child’s services being provided or available services.

Victims – Respond to concerns and requests involving crimes that directly impact them.

Judges and Court Staff – meet with judges and/or court staff as needed or required.

Governor’s Office – respond to requests and attend meetings as required by Agency Director.

Agency Director – serve as a resource to provide guidance and feedback, work on sensitive matters, and may represent the Director at meetings or functions as requested.

Legislature and Legislature Staff – respond to requests, provide information, participate in legislature hearings, and attend legislature sessions as needed.

Assigned Staff – manage direct staff and indirectly lend support to other staff.

Agency Employees – may respond to certain requests and interact with employees in meetings or when information is needed. Serve as liaison bridging all of the Division.

Executive Management Team – serve as a colleague, coordinate to provide services to juvenile and implement programs or programmatic changes.

DJJ Program Directors – (Example: General Counsel, IT Director, County Director, Facilitator Director, HR Director, etc.)-respond to requests, provide information, attend meetings, and assist as needed or if possible.

Group Home Private Providers- attend meetings, provide information or respond to requests.

Community Groups – attend meetings, provide information or respond to requests.

State Agencies – respond to requests, provide information, chair and/or attend meetings, participate in trainings provided by other state agency.

General Public – respond to requests and provide information as appropriate.

Other Governmental Entities – respond to requests, provide information, and attend meetings.

Other U.S. States – respond to requests, provide information.

Media – prepares responses for requests, provide appropriate information, attend appropriate meetings, and speak with the media as directed by the Public Affairs Office.

Vendors – may participate in vendor demonstrations, responds to requests and provide information as appropriate.

Other External Groups – respond to requests, provide information, seek information, and attend meetings.

E. Decision-making: Describe typical decisions that you are required to make, and what decisions your refer to others.

| | |
|----------------------------|---|
| Decisions you make: | Managerial macro-level decisions involving staff, budget and program support, safety and security, as it relates to overall administrative services operations that impact the agency’s mission or providing services to employees and/or juveniles. This position is tasked with either making final decisions or recommending to the Agency Director appropriate information to make a final agency decision. |
|----------------------------|---|

| | |
|---------------------------------------|--|
| Decisions you refer to others: | Micro-level day to day operations of functional programmatic operations. |
|---------------------------------------|--|

II. Organization

A. Attach a current organizational chart which includes your position, the position to which you report, and the positions/functions which report to you.

B. Indicate total employees and funds for which you are accountable.

| | |
|---|---------------|
| Total number of employees you directly supervise | 10 |
| Total number of employees for which you are responsible | 334 |
| Total personnel services budget for your area | 19,230,359.06 |
| Total funds allocated to your division/department | 47,148,408.07 |

C. Agency budget and other quantitative measures:

Indicate below your agency's budget and any other quantitative measures which indicate the scope of your position. *(Examples include: # and \$ value of projects supervised, financial or capital expenditure plans created and overseen, physical inventory managed, etc.)*

| Item | Quantity (if applicable) | Dollar Value (if applicable) |
|--|-----------------------------|---------------------------------|
| Administration | 78.00 | 5,248,273 |
| Community Services | 395.58 | 19,732,917 |
| Long-Term Facilities | 409.00 | 20,491,136 |
| Reception and Evaluation | 242.9 | 9,282,176 |
| Detention Center | 119.35 | 4,307,015 |
| Residential Operations | 12 | 30,262,389 |
| Juvenile Health and Safety | 99 | 12,197,207 |
| Program Analysis and Staff Development | 40 | 2,576,321 |
| Education | 88.1 | 6,681,819 |
| Employee Benefits | | 27,430,957 |

II. Organization (continued)

D. Give a brief description of the function(s) of each position reporting directly to you.

| Job Title | Function |
|---|--|
| Administrative Assistant (AA75) | Provides higher level administrative support to the Deputy while maintaining confidentiality and responding timely. |
| Program Manager I-AH45 (Community Alternatives) | Manages and monitors the alternative community services needed by youth. Manages contracted services through providers that serve as placements outside of DJJ facilities for various reasons to include court ordered or step-down alternatives for youth being prepared for release. |
| Program Manager I (Upstate Regional Administrator) | Manages and oversees assigned county offices to provide community services to juveniles and families for various reasons: prevention, probation and parole monitoring, intake, detention screenings, risk/needs assessments, make recommendations to the court, etc. |
| Program Manager I (Low Country Regional Administrator) | Manages and oversees assigned county offices to provide community services to juveniles and families for various reasons: prevention, probation and parole monitoring, intake, detention screenings, risk/needs assessments, make recommendations to the court, etc. |
| Program Manager I (Pee Dee Regional Administrator) | Manages and oversees assigned county offices to provide community services to juveniles and families for various reasons: prevention, probation and parole monitoring, intake, detention screenings, risk/needs assessments, make recommendations to the court, etc. |
| Program Manager I (Midlands Regional Administrator) | Manages and oversees assigned county offices to provide community services to juveniles and families for various reasons: prevention, probation and parole monitoring, intake, detention screenings, risk/needs assessments, make recommendations to the court, etc. |
| Program Manager I (Community Justice) | Manages and administers the Office of Community Justice which includes Prevention and Intervention Services and Initiatives and Interstate Compact. This includes oversight of Teen After School Centers and Family Programs. |

II. Organization (continued)

| Job Title | Function |
|---|---|
| Program Manager I (Community Programming and Accountability) | Services to provide development and guidance of case management service delivery with the purpose of ensuring compliance and developing improvements for service delivery. This area has four Case Management Monitors. |
| Program Coordinator II (Victim's Manager) | Directs and Administers the statewide Victims Services Program for the agency. The manger is responsible for the implementation of the Victim Services initiative which includes three staff members. |

III. Principal Problems and Challenges

A. Briefly describe the principal challenges encountered in your position.

The principal challenges are as follows:

- Ensuring that the Director receives updated and well-researched information to make informed decisions.
- Being flexible to meet the Department's needs as programs may change.
- Receiving juveniles who have challenges and being able to provide appropriate services.
- Ability to recruit highly qualified staff to work with youth and families in the community, in placement and secure settings.
- Ensuring the operations and overall management of the Division of Community Services are in compliance with agency, state and federal policies, laws or guidelines.
- Ensuring retention of quality staff throughout the Division.
- Making certain that allocation of, and accountability for, the human, fiscal and information resources support DJJ's mission and are used responsibly.
- Balancing the needs of internal and external customers, constituents and others.
- Being on call basically 24 hours/7 days per week.
- Having supporting data and program measures to support Community Services purpose.
- Understanding the fact that the position must be able to make quick decisions yet understand the impact to reduce negative consequences or liability.
- Understanding that this job function requires long-range planning in a fast-paced environment which affects the incumbent's time management.

IV. Comments – Immediate Supervisor

A. Give any additional information you believe would help someone better understand the position.

This position serves a key role to agency programs by managing critical resources that are intended to serve the needs of our youth, achieve successful strategic outcomes and meet the agency's mission. Therefore, this role must understand the importance of confidentiality, exercising sound judgement to make critical decisions, be responsive to deadlines, have the ability to work well with peers to facilitate services and be able to make important decisions that affect the juveniles and/or directions or programs, be able to see the "big picture" and overall needs – yet be able to focus on specifics when required, be flexible and adequate to meet unexpected changes or requirements, demonstrate leadership ability, and have a dedicated interest in *servicing the children of South Carolina to improve the quality of their to make difference.*

IF ADDITIONAL SPACE IS NEEDED, ATTACH ANOTHER SHEET

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

Rev. June 2015

Programming and Projects Manager
Statewide Intensive Supervision Coordinator
Orangeburg, South Carolina

October/2017 – Present

- Monitor and supervise six Case Management monitors.
- Monitor's Coordinate and manage the Intensive Supervision program and processes, conduct quarterly ISO training, and facilitate quarterly ISO meetings.
- Manage diverse projects/programs to support community initiatives, including the planning, execution, and closeout phases of projects.
- Support project/program initiatives develop and maintain documentation of projects, coordinate and manage projects using project management methodologies from the inception through completion.
- Work within the community service division to review case management and contract provider services for policy, state standards, and S.O.P. compliance.
- Utilize aggregate data to detect trends within projects/programs, alert appropriate personnel, and develop strategies to address needs.
- Serve as Community liaison for interagency meetings regarding policy changes affecting community service operations.
- Develop schedules for projects/programs to ensure deliverables, milestones and tasks are completed as planned while developing and implementing quality management plans.

Community Specialist IV (Supervisor)
Orangeburg, South Carolina

October/2005 - October/2017

- Monitor and supervise 6 case managers.
- Train new staff members on office procedures, agency policy, and standard operating procedures.
- Provide case management assistance through ongoing on-the-job training.
- Assign cases to case managers for supervision.
- Review case file for compliance according to agency policy and Medicaid protocol.
- Staff cases with case managers for updates and recommendations.
- Develop case management tools to assist staff with ensuring cases are being supervised and monitored appropriately.
- Provide technical assistance with Juvenile Justice Management System as well as review and monitor user-generated reports.
- Complete Employment Performance Measurement System on each staff member.
- Attend weekly court and drug monitoring and assist.
- Volunteer coordinator-interview and train interns and volunteers.
- Review and explain new policies to staff.

- Attend interagency staffing as well as multiagency staffing.
- Serves as backup support for on-call staff.

South Carolina Department of Juvenile Justice - Orangeburg County

Community Specialist II

January/1994 - October/2005

Orangeburg, South Carolina

- Supervised and monitor juveniles on probation and parole.
- Attended court weekly.
- Conducted home visits, school visits, and office visits.
- Maintained case files by agency policy and procedure and Medicaid protocol.
- Participated in interagency staffing as needed.
- Conducted placement visits quarterly.
- Conducted detention screening,
- Attended agency trainings.

South Carolina Department of Juvenile Justice - Orangeburg County

Community Specialist I

January/1992 - January/1994

Orangeburg, South Carolina

- Supervised and monitor juveniles on probation and parole.
- Attended court weekly.
- Conducted home visits, school visits, and office visits.
- Maintained case files by agency policy and procedure and Medicaid protocol.
- Participated in interagency staffing as needed.
- Conducted placement visits quarterly.
- Conducted detention screening,
- Attended agency trainings.

SKILLS AND KNOWLEDGE

Problem Solving and Critical Thinking Skills

Strong Work Ethic

Leadership

Case Management Auditor - Expert - 244 months

Case Management Trainer - Expert - 151 months

Microsoft Office Suite (Excel - Skilled - 60 months, PowerPoint - Beginner - 13 months).

Policy Review and Training - Skilled - 152 months

PROFESSIONAL MEMBERSHIPS

Certified G.R.E.A.T Instructor

Certified G.RE.A.T Families Instructor

Certified Girls Circle Facilitator

Certified CHOICES Facilitator

South Carolina Employment Association - Membership Chairperson

Notary Public

EDUCATION

South Carolina State College

Graduated July 1991

I. Description of Position

A. Briefly describe the primary purpose of your position.

To serve as the Deputy Director for Institutional Services providing leadership, oversight, and management of various secure facilities with juveniles under the Department of Juvenile Justice's custody. These facilities include long-term incarceration, evaluation facilities, and detention center operation. Directs staff and security operations for all the facilities (long-term, evaluation and detention center) to provide an environment that protects juveniles and staff with the Department's ultimate goal to deliver services to juveniles: such as job training, medical, mental health, educational, recreational activities, and overall well-being.

B. Describe your involvement in strategic planning or setting the strategic direction of your organization.

Holds a key role with strategic planning and direction for the Department of Juvenile Justice. More specifically, an overall strategic objective is to continually improve services provided to juveniles, and to continue to reduce the number of individuals in the Department's custody. These objectives require the Deputy's integral participation in, involvement, and continuous strategic planning.

C. Major Accountabilities:

List in order of importance the major activities that you perform, then describe the end results that you are expected to achieve and the primary indicators of success. Indicate for each activity the approximate percentage of time required.

| Activity 1 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Directs safety and security operations for all facilities (long-term, evaluation, and detention center) to provide an environment that protects juveniles and staff with the Department's goal to deliver services to juveniles, such as job training, medical, mental health, educational, recreational activities, and overall well-being. | Juveniles, staff, and the public remain safe while juveniles are able to receive services without incident. | 35% |
| Activity 2 | End Results Expected and Indicators of Success | % of Time |
| Provides overall leadership of all areas of Department of Public Safety and Department of Emergency Preparedness. | Provides day-to-day direction, management, and monitoring of emergency preparedness activities such as suicide mock drills, hazardous weather preparation plans and escape drills. Provides guidance to the Chief of Public Safety to ensure the enforcement of laws, rules, and regulations essential for the protection of juveniles, visitors, staff and property of the agency. | 20% |

| Activity 3 | End Results Expected and Indicators of Success | % of Time |
|---|---|-----------|
| Participates in executive level decision-making process by providing consultation to the agency's director on matters involving all aspects of the Institutional Services programs or operations. | Provides researched and analytical reasoning to support the agency's macro/micro decision-making process to improve services for the youth, families, and staff involved with juveniles under the Department's care and assigned to the various facilities. | 10% |
| Activity 4 | End Results Expected and Indicators of Success | % of Time |
| Monitors events or incidents that occur for appropriate follow-up, to use the information for program or process improvement, or for training purposes. | Event information is reviewed, shared with appropriate staff. Updates and implements policies, processes or training. | 10% |
| Activity 5 | End Results Expected and Indicators of Success | % of Time |
| Provides overall leadership for the support services function that primarily administers the juvenile behavior management programs. | Behavioral management programs result in improved behavior, less aggressive actions because juveniles know the consequences of negative actions or rewards for positive actions. | 10% |
| Activity 6 | End Results Expected and Indicators of Success | % of Time |
| Provides overall leadership to support the Health Services program that provides medical, dental, and select mental health services to juveniles and certain medical services to staff. | Juveniles receive the appropriate and timely services to ensure their physical well-being and select mental health services, in conjunction with treatment plans. Staff receives tuberculosis (TB) testing, at time of hire, and other required services, based on their position or type of medical provision being offered, i.e., flu shots, etc. | 10% |
| Activity 7 | End Results Expected and Indicators of Success | % of Time |
| Manages the policy development, training coordination, and quality oversight for Institutional Services. | Policies contain accurate, clear information, and/or instructions. Quality assessments are conducted to ensure policy compliance. | 3% |
| Activity 8 | End Results Expected and Indicators of Success | % of Time |
| Performs other related duties, as needed or required. | Carries out assigned tasks or directives appropriately, and as required within the designated timeframe or deadline. | 2% |
| Activity 9 | End Results Expected and Indicators of Success | % of Time |
| | | |

| Activity 10 | End Results Expected and Indicators of Success | % of Time |
|-------------|--|-----------|
| | | |

D. Who are the primary customer groups or stakeholders within or outside the agency with whom you have primary working relationships? What is the nature of your work with each?

DJJ Youth – responds to youth who have questions, grievances or issues. Attends programs involving youth.

DJJ Families – responds to families who have questions, grievances, or issues with DJJ.

Governor's Office – responds to requests, contacts office staff for information, clarification, or direction. Provides information and attends meetings as required by Agency Director.

Agency Director – provides guidance and feedback. Works on sensitive matters. May represent the Director at meetings or functions, as requested.

Legislature and Legislative Staff – responds to requests, contacts legislative staff for information, clarification, or direction. Provides information, participates in legislative hearings, and attends legislative sessions, as needed.

Assigned Staff – manages direct staff, and indirectly lends support to other staff.

Agency Employees – responds to requests, and assists employees, if possible.

Executive Management Team – serves as a colleague, coordinates to provide services to juveniles, and implements programs or programmatic changes.

DJJ Program Directors – responds to requests, provides information, attends meetings, and assists as needed or if possible.

Agency Volunteers – attends meetings and participates in volunteer functions.

State Agencies – responds to requests, provides information, chairs and/or attends meetings, participates in other state agency training.

General Public – responds to requests, provides information, and attends meetings.

Other Governmental Agencies – responds to requests, provides information, and attends meetings.

Other U.S. States – responds to requests and provides information.

Media – prepares responses for requests, provides appropriate information, attends appropriate meetings, and speaks with media as directed by the Public Affairs Office.

Carolina Children's Law Center – responds to requests, provides information, and attends meetings.

Family Court – responds to requests, provides information, and attends meetings, if needed.

Criminal Justice Academy (CJA) – coordinates with Staff Development and Training to participate in matters involving CJA training for staff.

Law Enforcement Entities – responds to requests, provides information, requests information, and attends meetings.

E. Decision-making: Describe typical decisions that you are required to make, and what decisions you refer to others.

Decisions you make:

Managerial macro-level decisions involving staff, budget and program support, safety and security, as it relates to the overall safety, security, and health services of juveniles. This position is tasked with either making final decisions or recommending to the Agency Director when to transfer juveniles to the SC Department of Corrections, under certain conditions.

Decisions you refer to others:

Micro-level daily operations of functional programmatic operations.

II. Organization

A. Attach a current organizational chart which includes your position, the position to which you report, and the positions/functions which report to you.

B. Indicate total employees and funds for which you are accountable.

| | |
|---|------------|
| Total number of employees you directly supervise | 12 |
| Total number of employees for which you are responsible | 382 |
| Total personnel services budget for your area | 26,004,406 |
| Total funds allocated to your division/department | 28,616,627 |

C. Agency budget and other quantitative measures:

Indicate below your agency's budget and any other quantitative measures which indicate the scope of your position. (Examples include: # and \$ value of projects supervised, financial or capital expenditure plans created and overseen, physical inventory managed, etc.)

| Item | Quantity (if applicable) | Dollar Value (if applicable) |
|--------------------------------------|-----------------------------|---------------------------------|
| Administration | 78.00 | 5,173,776 |
| Community Services | 395.58 | 19,460,654 |
| Long-term Facilities | 409.00 | 20,013,089 |
| Reception and Evaluation | 242.9 | 9,152,959 |
| Detention Center | 119.35 ✗ | 4,276,701 |
| Residential Operations | 12 | 30,250,785 |
| Juvenile Health & Safety | 99 ✗ | 12,104,860 |
| Program Analysis & Staff Development | 40 | 2,537,158 |
| Education | 88.1 | 6,672,041 |
| Employee Benefits | | 26,523,411 |

II. Organization (continued)

D. Give a brief description of the function(s) of each position reporting directly to you.

| Job Title | Function |
|--|--|
| Program Manager II – AH50 (Institutional Management) | Provides administrative and programmatic oversight related to the juvenile long-term care facility on Broad River Road, serves as the security consultants. Conducts security reviews/audits of other DJJ facilities. |
| Program Manager II – AH50 (CIOC Manager) | Managers and supervises all sections of the Centralized Institutional Operations Center. Monitors secure facility security procedures, to include, but not limited to, key control, access control, juvenile movement, staff accountability, and juvenile accountability actively. |
| Program Manager I – AH45 (Emergency Preparedness Manager) | This position also ensures that the Agency and the divisions, which are located throughout the state are prepared for and can readily respond and recover from emergency situations. |
| Program Manager I – AH45 | This position ensures that the Agency and its divisions (located throughout the state) are prepared for and can readily respond and recover from emergency situations. Responsible for the agency's communication software is updated and functioning correctly according to the Agency's needs. |
| Program Manager I – AH45 (Broad River Rd. Complex (BRRC)) | Oversees and manages the BRRC with juveniles sentenced to incarceration. This position's responsibilities include safety and security, juveniles' programs and services, and staff. |
| Program Manager I – AH45 (Charleston Evaluation Center (CEC)) | Oversees and manages the CEC with juveniles awaiting evaluations for the courts. This position's responsibilities include safety and security, juveniles' programs and services, and staff. |
| Program Manager I – AH45 (Midlands Evaluation Center (MEC)) | Oversees and manages the MEC with juveniles awaiting evaluations for the courts. This position's responsibilities include safety and security, juveniles' programs and services, and staff. |
| Program Manager I – AH45 (Union Evaluation Center (UEC)) | Oversees and manages the UEC with juveniles awaiting evaluations for the courts. This position's responsibilities include safety and security, juveniles' programs and services, and staff. |

| | |
|---|---|
| <p>Program Manager I – AH45 (Juvenile Detention Center (JDC) Administrator)</p> | <p>Oversees and manages the JDC with juveniles who have been arrested. This position's responsibilities include safety and security, juveniles' programs and services, and staff.</p> |
| <p>Administrative Coordinator II – AH15 (Management and Compliance Coordinator)</p> | <p>Responsible for providing additional management support, monitoring programs for compliance and quality assurance purposes.</p> |
| <p>Food Service Specialist – KB30 (Dietary Program Manager)</p> | <p>Under limited supervision will manage the day to day operations of the Food Service Department. Keeps supervisors involved and updated on all issues as they pertain to this department that are not routine in nature.</p> |
| <p>Administrative Assistant – AA75 (Administrative Assistant II)</p> | <p>Under limited supervision, plans, and directs administrative, consultative and support activities for the Office of the Deputy Director for the Division of Institutional Services at the South Carolina Department of Juvenile Justice.</p> |
| | |
| | |
| | |

IF ADDITIONAL SPACE IS NEEDED, ATTACH ANOTHER SHEET

III. Principal Problems and Challenges

A. Briefly describe the principal challenges encountered in your position.

The principal challenges include:

- Ensuring that the juveniles under the Department's care are in a safe and secure environment.
- Providing a safe and secure workplace for staff.
- Working within the confines of current facility structures or designs that pose challenges from a security risk standpoint.
- Being flexible with safety, security, and other programs to meet the changing types of juveniles entering into the Department's care.
- Hiring and retaining staff.
- Ensuring staff receive appropriate training to manage the increasingly difficult youth population.
- Being appropriately flexible with safety and security measures to ensure juveniles receive treatment services, are able to participate in activities, attend school, continue job training, etc.
- Providing appropriate medical services and having sufficient resources, including staff and other contracted services.
- Providing an appropriate behavioral management system to manage youth for purposes of regards and recognitions, as well as for disciplinary reasons.
- Ensuring that the operations and overall management of Institutional Services are in compliance with agency, state, and federal policies, laws, or guidelines.
- Reducing the number of incidents at facilities.
- Balancing the needs of internal and external customers, constituents, and others.
- Dealing with limited facility space, when special situations or accommodations arise.
- Being on call 24 hours/7 days per week.
- Being required to go into facilities at any given time to respond to critical issues.
- Understanding that the position must be able to make quick decisions while understanding the impact of those decisions to reduce negative consequences or liability.
- Understanding the required long-term planning in a fast-paced environment, which impacts the incumbent's time management.
- Ensuring that quality mental health services are provided and being able to work with other state agency partners that play an integral role in either providing the services or approving payment for the services.

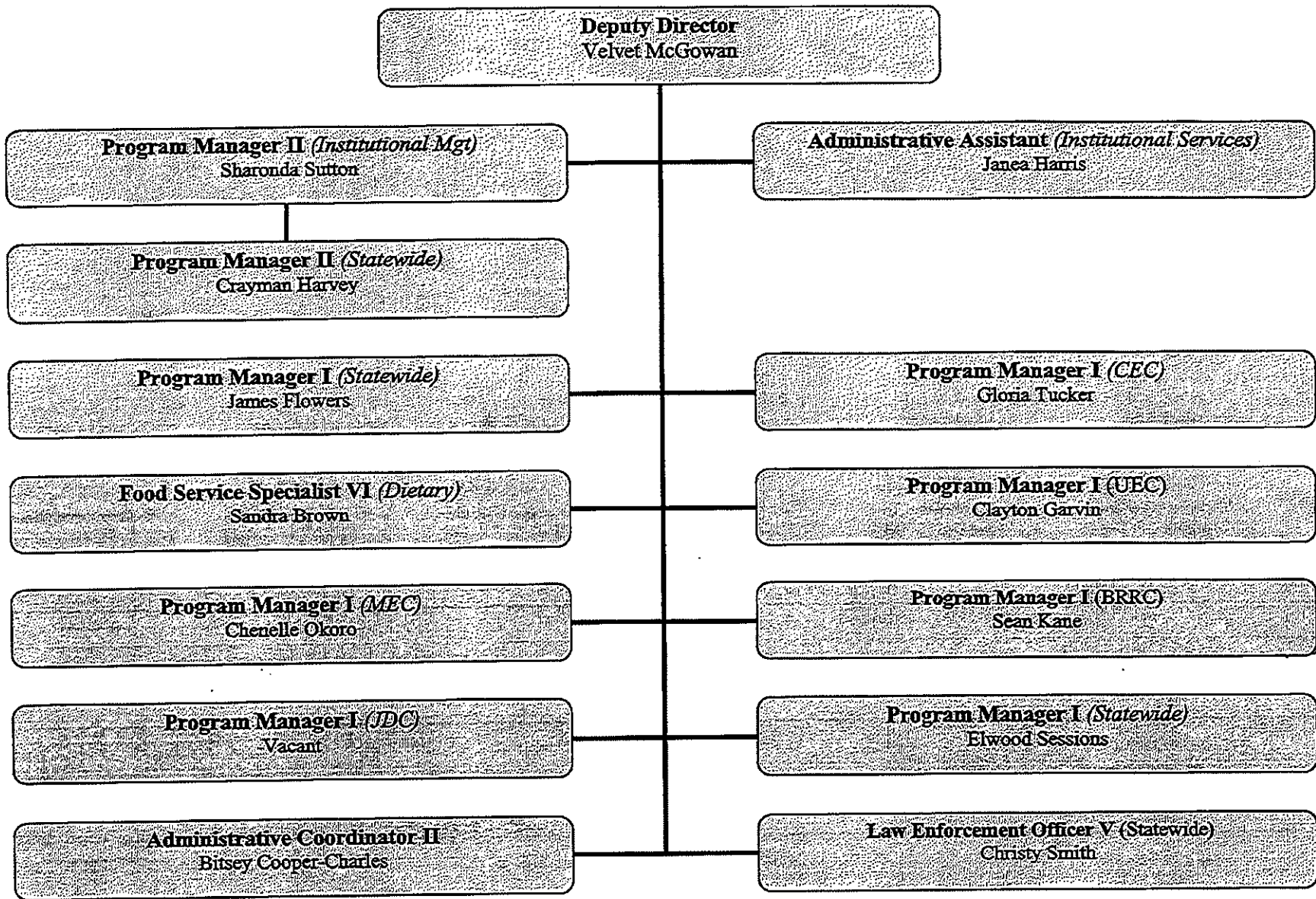
IV. Comments – Immediate Supervisor

A. Give any additional information you believe would help someone better understand the position.

This position serves as the central figure overseeing the care, rehabilitation, safety, and security of juveniles in the Department's custody. This role must understand the importance of confidentiality, exercising sound judgment to make critical decisions, be responsive to deadlines, have the ability to work well with peers to facilitate services, and be able to make important decisions that affect the juveniles and/or direction of programs. Able to see the big picture and overall needs, while able to focus on specifics, when required. Flexible and adaptable to meet unexpected changes or requirements, demonstrates leadership ability, and have a dedicated interest in service the children of South Carolina to improve the quality of their lives to make a difference.

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, 2018

Professional Experience

Winthrop Building, Columbia, SC 9/2019 – Present
SC Department of Juvenile Justice (DJJ)

Deputy Director for Division of Institutional Services

- Responsible for the oversight of five hardware secure facilities to include evaluation centers, long term secure and a statewide detention center. Provides oversight and indirect supervision to the agency's Office of Public Safety, laundry and Dietary Services. Oversees the Institutional Services budget. Reviews all posting authorizations and hiring of personnel within the division. Acts and Monitors the division's continued participation in Performance based-Standards (PbS) to include the trends reports. Reviews all corrective disciplinary actions for staff. Provides training and support to staff to increase their skills in facility management and their development of facility improvement plans. Support and make suggestions/ recommendations to other divisions' leadership for improvements in areas of service delivery for youths. Conduct site visits within all areas of the division. Conduct research on best practices for operational issues in order to provide the best services and training for the youths we serve.

Broad River Road Complex, Columbia, SC 9/2013 – 9/2019
SC Department of Juvenile Justice (DJJ)

State Coordinator for Performance based Standards

- Serves as a senior manager within the Division of External Affairs. Acts as an advisor to the agency's General Counsel on non-legal/litigation issues and matters and as a liaison with all other division of DJJ. Serves as the primary liaison and state coordinator for the Performance-based Standards Project (PbS). Monitors and evaluates the agency's continued participation in PbS. Collects and publishes data, to include trends reports. Provides training to staff to increase their skills in data management and analysis, and their development of facility improvement plans. Conducts program/service evaluations, spot checks the data for accuracy, and makes recommendations to department leadership for improvements in reporting and in areas of service delivery. Conduct site visits and training of staff in the area of PbS data collecting, and data management. Conduct training of all newly hired employees during orientation as outlined per training calendar. Attend national workshops and training on PbS and compares PbS related services/operational issues in South Carolina against national standards and services provided in other states.

Broad River Road Complex, Columbia, SC 12/2010 – 9/2013
SC Department of Juvenile Justice (DJJ)

Deputy Chief for Security and Operations

- Ensure that the safety and security practices are carried out the Broad River Road Complex in a juvenile correctional setting. Coordinates a monthly internal training calendar for 300 plus security staff on DJJ policies. Conduct bi- weekly meetings with the agency's Staff Development Director. Provided backup coverage as needed to the Chief of Security and Operations at other DJJ secure facilities. Monitored the use of isolation and all programming at BRRC. Present lesson plans to the Chief of Security on all security and operational related policies. Assist with updating policies for the Rehabilitative Services Division. Attend quarterly meeting with all secure hardware facilities. Conduct presentations to the Executive Management Team as requested by the Deputy Director of Rehabilitative Services Division or the Agency Director. Review all disciplinary actions for accuracy and forward to the Division of Human Resources and the Legal Office for approval.

Broad River Road Complex, Columbia, SC 10/2006 – 12/2010
SC Department of Juvenile Justice (DJJ)

Facility Administrator

- Directs the safety and security programs of a secure facility for SCDJJ. Directs total security plan for the facility to ensure the care, custody, and rehabilitation of female offenders. Reviews, evaluates and develops revisions to security policies, procedures and posts descriptions for the facility. Directs subordinates in the support of education, treatment and other program services. Serves as a member of the on-call management team and responds to the needs of other secure facilities at the Broad River Road Complex. Train Juvenile Correctional Officers support clinical staff and other disciplines assigned to Willow Lane on supervision and care for juvenile offenders. Complete/Review EPMS's, respond to inquiries, and other related tasks as needed.

Broad River Road Complex, Columbia, SC
SC Department of Juvenile Justice (DJJ)

9/2003 – 10/2006

Internal Training Major

- Identify the internal training and retaining needs for Juvenile Correctional Officers and Supervisors to enhance and/or develop their skills in all aspects of security, safety, fire and life safety regulations in the care, custody and control of supervision and movement of juveniles.
- Conduct and assist with inquiries of security and safety violations.
- Formulate and distribute fact finding reports to supervisors/management recommending necessary training and/or corrective action to be taken.
- Make unscheduled/unannounced inspections and observations to ascertain the level of accountability for juveniles and staff.
- Ensure Girls Circle groups are conducted at Willow Lane in the proper manner by facilitators.

Willow Lane Institution, Columbia, SC
SC Department of Juvenile Justice (DJJ)

10/1996- 9/2003

Lieutenant

- Provide direct and indirect supervision of Juvenile Correctional Officers and Sergeants ensuring safety, security, and control of juvenile movement.
- Ensure good order and a safe environment for juveniles, staff and visitors.
- Complete employees work schedules and timesheets.
- Audit files and other necessary personnel actions of staff.
- Complete daily shift reports and management information notes as required.

Willow Lane Institution, Columbia, SC
SC Department of Juvenile Justice (DJJ)

9/1984 – 10/1996

Juvenile Correctional Officer

- Supervise juveniles in their daily activities in a dorm life setting.
- Escort juveniles to various off campus medical appointments, community service projects, and recreational activities.
- Ensure all safety and inspection compliances were met.

High School Diploma, May 1980
Eau Claire High School, Columbia, South Carolina

96 credit hours toward Criminal Justice degree
Columbia College, Columbia, South Carolina

Training & Presentations

Drug Testing (trainer), Toastmaster, Certified Peer Mediator, Camera Surveillance (trainer), Criminal Street Gangs (certificate), CPR, Standard First Aide, and Certified Instructor of Basic Supervisory Techniques in Corrections and Senior Level Leadership for Facilities. TOT in Meeting the Needs of Juvenile Offenders (NIC-2006), Gender-Responsive Lens (Paula Schaefer- TA from 2005-2007), Providing Services to Girls Who Bully- Certificate (February 2007).

Presented at the 11th & 12th National Workshop on Adult & Juvenile Female Offenders (Bloomington, Minnesota 2005, Baltimore Maryland 2007), **Presented** at the Faces of Restorative Justice Conference (Boca Raton, Fla 2008). WIS – Awareness (2008)

Presented at the 13th National Workshop on Adult and Juvenile Female Offenders (Jackson, Mississippi 2009) along with the Deputy Director of Rehab and Administrative Services.

License

Girls Circle Certified Licensed Trainer – One Circle Foundation (2008 - Present)

Awards

| | |
|--|------|
| Distinguished Leader Award – Willow Lane (staff) | 2011 |
| Distinguished Leader Award – BRRC (staff) | 2009 |
| Outstanding South Carolinian of the Year | 2007 |
| FJJ Spirit of Partnership Award from Judge Byars, Louis Slater | 2006 |
| DJJ Outstanding Group (Internal Training) | 2005 |
| DJJ Outstanding Group of the Year Award | 2004 |
| BRRC Supervisor of the Year | 2004 |
| DJJ Outstanding Employee of the Year-Nominee | 2002 |
| DJJ Outstanding Employee of the Year | 2001 |
| DJJ Youth Builder Award | 2001 |
| DYS Volunteer of the Year | 1999 |

Activities, Committees & Memberships

South Carolina Corrections Association, Correctional Peace Officers Association, NAACP, FJJ- Host Committee, Past Vice-President of SCCA (2008), YLI-Girls Symposium Committee, Girls Task Force Committee Member, DJJ Officer's Appreciation Committee member (2005 till present)
Guardian ad Litem, Explorers Scout, and Youth Bible Study Teacher, Girls Scouts, Community Captain- (Neighborhood Crime Watch), Community Advocate for youth, serves on the Board of Directors for Performance based-Standards (2012-present). Board of Director for Footsteps to Success (2016-present).

STATE OF SOUTH CAROLINA MANAGERIAL POSITION DESCRIPTION

GENERAL INFORMATION

| | | |
|--|------------------------|--------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Position Number | Agency Code | Agency Name |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Rehabilitative Services | Columbia/Richland | |
| Division / Section / Unit | City / County | |
| Employee Name | <input type="text"/> | <input type="text"/> Y/N |
| Deputy/Division Director-Executive Comp. | <input type="text"/> | County Code |
| Current State Title | Alphanumeric Code | Slot |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Full / Part Time Indicator | Agency Head | <input type="text"/> |
| <input type="text"/> | Supervisor State Title | Alphanumeric Code |
| Hours Per Week | Alphanumeric Code | |
| <input type="text"/> | <input type="text"/> | |
| Base Hours | Slot | |
| <input type="text"/> | <input type="text"/> | |

DSHR COPY AGENCY COPY

DIVISION OF STATE HUMAN RESOURCES

| | | |
|---|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Agency Code | Alphanumeric Code | Slot |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Authorized Date | | |
| <input type="checkbox"/> New Position <input type="checkbox"/> State Title Change <input type="checkbox"/> Re-evaluation <input type="checkbox"/> Update | | |

Approved State Title

Approval Signature

Date Approved

SOURCE OF FUNDING

| | | |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| State % | Federal % | Other % |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

REQUESTED ACTION INFORMATION

| | | |
|----------------------|--|------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Update | Deputy/Division Director-Executive Comp. | Alphanumeric Code |
| Requested Action | Requested State Title | Alphanumeric Code |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Employee's Signature | Date | Supervisor's Signature |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

FLSA Designation

1. What are the minimum requirements for the position?

This position requires at least a bachelor's degree in either criminal justice, criminology, business administration, public administration, or a related field deemed appropriate by the agency and at least six (6) years of executive level or equivalent experience in referenced degree disciplines. Preferred: Master's degree in Human Services area (Psychology, social Work, etc); management of personnel within a large organization with multiple locations and experience in federal, state or other governmental administration.

2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?

Knowledge of the agency's mission, programs and objectives or ability to become knowledgeable quickly. Knowledge of management principles. Knowledge of an agency's organizational structure, the people who manage the work and the processes applicable to government work, particularly as it relates to this position's function. Ability to interpret and apply rules and regulations. Ability to manage work and provide guidance to employees. Ability to manage budgets and other financial requirements. Ability to make presentations and prepare reports. Should have advanced licensure in field, a clinical background, and understanding of clinical services in a juvenile justice setting.

3. Provide any additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).

Essential Position: Must be able to sit for prolonged periods, be able to communicate both orally and written, be able to work in an environment with incarcerated youth, use computer, be able to multi-task, lift 5-20 lbs., walk or maneuver through various buildings and settings, be able to address audiences and deliver presentations, be able to travel overnight or long distances (car or plane), be able to work beyond normal scheduled hours and on weekends/holidays, be able to go to a facility site at any time (day or night).

This position performs job duties relating to the custody, control, transportation, or recapture of juveniles within the jurisdiction of the Department of Juvenile Justice, and the employee may have direct and indirect contact with juveniles within the jurisdiction of the Department of Juvenile Justice. Training applicable to these duties will be provided.

MISCELLANEOUS

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Employee Number

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Position Dept. Number

I. Description of Position

A. Briefly describe the primary purpose of your position.

The primary purpose of this position is to serve as the Deputy Director for Rehabilitative Services to provide leadership, oversight and management of clinical services in various secure facilities with juveniles in the Department of Juvenile Justice’s custody, as well as those in community settings. These settings include long-term institutions, evaluation facilities, detention center, and county offices. Additionally, the position is responsible for oversight of Health Services, to include medical, dental, and psychiatric needs, as well as Employee Health.

B. Describe your involvement in strategic planning or setting the strategic direction of your organization.

This position holds a key role in strategic planning and direction for the Department of Juvenile Justice. An overall strategic objective is to provide continuous improvement in clinical and health services being provided to juveniles, utilizing best practices. Pertinent to this process would be providing input towards overall outcome measures and success criteria. These objectives require fundamental participation, involvement, and ongoing feedback in the strategic planning process.

C. Major Accountabilities: List in order of importance the major activities that you perform, then describe the end results that you are expected to achieve and the primary indicators of success. Indicate for each activity the approximate percentage of time required.

| Activity 1 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Oversight of Social Work Services, Psychology Services, Trauma-Informed Services, Interagency and Classification Services, and Health Services, supervising departmental administrators. | All areas of the Rehabilitative Services Division will provide juveniles with the necessary clinical and medical services pertinent to their health and well-being, with a focus on rehabilitation and successful community transition. | 50% |

| Activity 2 | End Results Expected and Indicators of Success | % of Time |
|--|--|-----------|
| Participate in the executive level decision-making process by providing consultation to the director on matters involving all aspects of the Rehabilitative Services programs or operations. | Attendance at executive management meetings, participation in strategic planning process, involvement in agency strategies and initiatives for the benefit of public safety, the well-being of all juveniles served, and the efficiency and effectiveness of the agency. | 15% |

| Activity 3 | End Results Expected and Indicators of Success | % of Time |
|---|---|-----------|
| Participate in policy construction and oversight to ensure processes in place reflect the agency’s mission and overarching goals. | Timely response to critical incidents, to include problem solving and resolution; review of policies and standard operating procedures pertinent to Rehabilitative Services and any overlap with other divisions; provision and/or facilitation of training as needed to ensure operations reflect staff functions. | 15% |

| Activity 4 | End Results Expected and Indicators of Success | % of Time |
|--|--|-----------|
| Manage quality and fidelity of best practice models utilized within Rehabilitative Services. | Regular review of outcomes, documentation, forms, processes, and procedures in place for purpose of ongoing improvement efforts. | 7 |

| Activity 5 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Performs other related duties as needed or required. | Carry out assigned tasks or directives appropriately and as required within the designated timeframe or deadline. | 3 |

D. Who are the primary customer groups or stakeholders within or outside the agency with whom you have primary working relationships? What is the nature of your work with each?

DJJ Youth – respond to youth who have questions, grievances, or issues related to Rehabilitative Services.

Attend programs involving juveniles.

DJJ Families- respond to families who have questions, grievances or issues related to Rehabilitative Services.

Governor’s Office- respond to requests, contact Office staff for information, clarification or direction, provide information, attend meetings as required by Agency Director.

Agency Director –provide guidance and feedback as it pertains to Rehabilitative Services, address sensitive matters, and provide support to director upon his request.

Legislature and Legislative Staff- timely response to requests, participate in legislative hearings, and attend legislative sessions as needed.

Assigned Staff- manage divisional senior managers and indirectly lend support to other staff.

Agency Employees- respond to requests, assist employees where possible.

Executive Management Team- serve as a colleague, coordinate and collaborate with other divisions, communicate effectively in order to provide services to juvenile and implement programs or programmatic changes.

DJJ Program Directors (Example: General Counsel, IT Director, County Director, Facility Director, HR Director, etc.)-respond to requests, provide information, attend meetings, and assist as needed or if possible.

Agency Volunteers- address questions/concerns, attend meetings and participate in volunteer functions when appropriate.

State Agencies- timely respond to requests, provide relevant information, chair and/or attend meetings, participate in other state agency provided training, foster a collaborative relationship with outside agencies.

General Public- respond to requests, provide information, educate about rehabilitative efforts of DJJ, and attend meetings where applicable.

Other Governmental Entities- respond to requests, provide information, and attend meetings where applicable.

Other U.S. States- respond to requests, provide information.

Media- prepare responses for requests for information as guided by Public Affairs Office, attend appropriate meetings, and speak with the media as directed by the Public Affairs Office.

Children’s Law Center- respond to requests, provide information, and attend meetings; oversee contract and manage consultative services being provided.

Family Court- respond to requests, provide information, attend meetings where applicable

Law Enforcement Entities – respond to requests, provide information, seek information, and attend meetings.

E. Decision-making: Describe typical decisions that you are required to make, and what decisions you refer to others.

Decisions you make: Managerial macro-level decisions involving clinical and health services, staff, budget, and program support, as it relates to overall safety, security and health and well-being of juveniles. This position is tasked with making determinations related to transfer of youth to the SC Department of Corrections, as well as overrides to out-of-home placement criteria. This position also must determine use of specific evidence-based practices and clinical direction of agency, in keeping with current empirical data and standard practices in juvenile justice settings.

Decisions you refer to others: Micro-level day to day operations of therapeutic intervention and service delivery is deferred to Administrators, Senior Managers, Program Directors, and senior clinicians.

II. Organization

A. Attach a current organizational chart which includes your position, the position to which you report, and the positions/functions which report to you.

B. Indicate total employees and funds for which you are accountable.

Total number of employees you directly supervise 6

Total number of employees for which you are responsible 212

Total personnel services budget for your area \$

Total funds allocated to your division/department \$

C. Agency budget and other quantitative measures:

Indicate below your agency's budget and any other quantitative measures which indicate the scope of your position. *(Examples include: # and \$ value of projects supervised, financial or capital expenditure plans created and overseen, physical inventory managed, etc.)*

| Item | Quantity (if applicable) | Dollar Value (if applicable) |
|--|-----------------------------|---------------------------------|
| Administration | | \$ |
| Community Services | | |
| Long-Term Facilities | | |
| Reception and Evaluation | | |
| Detention Center | | |
| Residential Operations | | |
| Juvenile Health and Safety | | |
| Program Analysis and Staff Development | | |
| Education | | |
| Employee Benefits | | |

II. Organization (continued)

D. Give a brief description of the function(s) of each position reporting directly to you.

| Job Title | Function |
|-----------|----------|
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IF ADDITIONAL SPACE IS NEEDED, ATTACH ANOTHER SHEET

III. Principal Problems and Challenges

A. Briefly describe the principal challenges encountered in your position.

The principal challenges are as follows:

- Ensuring that the juveniles under the Department’s care are being provided with quality best practices in health and mental health care.
- Supporting staff in their roles as clinical and medical service providers in a challenging environment.
- Being flexible with programmatic needs in order to meet the environmental changes inherent in a juvenile justice setting.
- Hiring and retaining staff.
- Ensuring staff receive appropriate training to manage a difficult youth population.
- Collaboratively working through safety and security measures to ensure youth receive treatment services and that they do not interfere with other aspects pertinent to the youth’s well-being.
- Providing appropriate medical services and having sufficient resources to include staff and other contracted services.
- Integrating clinical needs into the process of appropriate behavioral management to manage youth more effectively.
- Creating a trauma-informed clinical environment, agency-wide.
- Ensuring needs of LGBTQ+ youth are met adequately and sensitively while placed within a hardware-secure setting as well as while involved with DJJ community services.
- Ensuring the operations and overall management of Rehabilitative Services are in compliance with agency, state and federal policies, laws or guidelines.
- Ensuring adherence to applicable privacy rules (HIPPA);
- Balancing the needs of internal and external customers, constituents, and others.
- Being required to go to facilities at any given time (day or night) to attend to critical issues.
- Being available for issues requiring intervention after hours and weekends, holidays.
- Understanding the fact that the position must be able to make quick decisions yet analyze the impact to reduce negative consequences or liability.
- Understanding that this job function requires long-range planning in a fast-paced environment which affects the incumbent’s time management.

IV. Comments – Immediate Supervisor

A. Give any additional information you believe would help someone better understand the position.

This position serves as the central figure overseeing the health and emotional well-being of juveniles in the Department’s custody as well as those in the community. Therefore, this role must understand the importance of confidentiality, exercising sound judgment to make critical decisions, be an excellent communicator, both written and verbal, be responsive to deadlines, have the ability to work well with peers to facilitate services, be able to make important decisions that affect the youth and/or direction of programs, be able to see the “big picture” and overall agency needs – yet be able to focus on specifics when required, be flexible and adaptable to meet unexpected changes or requirements, demonstrate leadership ability, and have a dedicated interest in *servicing the children of South Carolina to improve the quality of their lives to make difference.*

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BRIEF RESUME

220 Executive Center Dr., Columbia, SC, 29210

Experience

NOVEMBER 2017 TO PRESENT

**DEPUTY DIRECTOR, DIVISION OF REHABILITATIVE SERVICES,
SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE**

As an appointed executive manager serving at-will and reporting to the agency director, the Deputy Director is responsible for leadership, oversight, and direction of the Division with a combined staff of 150+; primary function of the Division is provision of clinical and medical services to all committed or detained youth (juvenile detention center, three regional evaluation centers, one long-term facility), and evaluation services and short-term clinical intervention to agency-involved youth in the community. Divisional components: Social Work Services, Psychological Services, Health Services (to include a licensed central infirmary and dispensary), Trauma-Informed Services, and Interagency & Classification Services; oversees a budget of over \$15 million; manages the six department administrators and provides executive leadership as the clinical and mental health content expert to the agency director.

JUNE 2000 TO NOVEMBER 2017

**DIRECTOR, DIVISION OF CHILD, ADOLESCENT, AND FAMILY (CAF) SERVICES,
LEXINGTON COUNTY COMMUNITY MENTAL HEALTH CENTER,
SOUTH CAROLINA DEPARTMENT OF MENTAL HEALTH**

Responsibilities included clinical and administrative oversight of day to day operations in the CAF division of a community mental health center in a large, socioeconomically diverse county of SC, to include clinic-based and school-based services, intensive in-home services, DSS-based services, juvenile justice services, intake and crisis intervention, and out-of-home placement and special needs services.

Education

MAY 1994

MASTER OF SOCIAL WORK, UNIVERSITY OF SOUTH CAROLINA

Track: Clinical Practice

MAY 1992

MASTER OF SCIENCE IN PUBLIC HEALTH, UNIVERSITY OF SOUTH CAROLINA

Department of Epidemiology and Biostatistics

Licensure/Credentials

2016

FELLOW

Association for The Treatment of Sexual Abusers (ATSA)

2004

LICENSED INDEPENDENT SOCIAL WORKER-CLINICAL PRACTICE, SUPERVISOR

SC license #5194

1999

ACADEMY OF CERTIFIED SOCIAL WORKERS

National Association of Social Workers

1998

LICENSED INDEPENDENT SOCIAL WORKER

Converted to Licensed Independent Social Worker-Clinical Practice per state statute change -- 2003

SC license #5194

- ***Extensive curriculum vitae provided upon request.***

I. Description of Position

A. Briefly describe the primary purpose of your position.

The primary purpose of this position is to serve as the Deputy for Legal Services (internal title: Senior Advisor and General Counsel) and provide leadership, oversight and management of the various functions of the Legal Services Division. These functions include legal services; Release Authority; responding to Freedom of Information Act (FOIA) and other requests for records; reviewing and/or drafting legislation; attending meetings or representing the Director or Department as required; and serving as a key advisor to the Agency Director.

B. Describe your involvement in strategic planning or setting the strategic direction of your organization.

This position's involvement in strategic planning and setting the strategic direction is pivotal in that it provides the legal perspective, along with programmatic insight as relates to the Release Authority. More specifically, an overall strategic objective is to ensure the Department's operations and protocols are appropriately applied from the perspective of having the best interest of juveniles in care, Departmental operations, and public investment/involvement.

C. Major Accountabilities: List in order of importance the major activities that you perform, then describe the end results that you are expected to achieve and the primary indicators of success. Indicate for each activity the approximate percentage of time required.

| Activity 1 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Serves as a key advisor to the Director to provide legal and other advice to assist with critical, strategic or other decisions. | Advice is provided so that the Director is informed in order to make decisions that are appropriate for the juveniles, the employees, and the Department. | 15% |

| Activity 2 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Oversees legal services for the Department to include representing the Department; coordinating legal contractual services; providing HR legal advice in particular for employee relations matters; providing legal advice for other administrative issues; reviewing information or documents from a legal perspective; reviewing contracts, memorandums of understanding, and memorandums of agreement. Conducts complex legal research and prepares opinions concerning legislative acts and court decisions. Assists in preparation of briefs, pleadings and arguments for various types of litigation and coordinates with outside counsel assigned by IRF. | Legal services and advice given is appropriate for simple, as well as, complex matters. Shares alternative considerations when needed or required. The Department has legal representation when required or needed. Legal, contractual, agreements and other documents are reviewed to make sure the Department's interest or involvement is appropriately represented. | 45% |

| Activity 3 | End Results Expected and Indicators of Success | % of Time |
|------------|--|-----------|
| | | |

| | | |
|---|---|----|
| Ensures all Departmental policies approved by the Director are reviewed from a legal perspective to validate compliance with federal or state laws and to make sure they are “sound” and appropriate for the specific subject matter. | Departmental policies contain accurate, clear information and/or instructions, along with being compliant with any state or federal laws. | 5% |
|---|---|----|

| Activity 4 | End Results Expected and Indicators of Success | % of Time |
|--|---|------------------|
| Give overall leadership for the support of the Release Authority program that is responsible for determining the release of juveniles committed to the agency for an indeterminate commitment for a misdemeanor or status offense. | Only juveniles that have met the criteria and conditions are accepted and then released. | 15% |
| | | |
| Activity 5 | End Results Expected and Indicators of Success | % of Time |
| Oversees responses to and tracking of FOIA and other records requests by determining appropriate responses legally or otherwise. | Appropriate responses and associated documents (if requested) are provided by designated or determined timeframes | 10% |

| Activity 6 | End Results Expected and Indicators of Success | % of Time |
|--|--|------------------|
| Manage the policy development, update, training coordination and quality oversight for the <i>specific Division of Legal Services policies</i> . | Policies contain accurate, clear information and/or instructions. Quality assessments are conducted to ensure policy compliance. | 5% |
| | | |
| Activity 7 | End Results Expected and Indicators of Success | % of Time |
| Performs other related duties as needed or required. | Carry out assigned task or directive appropriate and as required within the designated timeframe or deadline. | 5% |

D. Who are the primary customer groups or stakeholders within or outside the agency with whom you have primary working relationships? What is the nature of your work with each?

DJJ Youth – provides legal advice to DJJ employees on programs/services/laws that impact DJJ youth.

DJJ Families- may have contact with families or their legal representation.

Governor's Office- respond to requests, contact Office staff for information, clarification or direction, provide information, attend meetings as required by Agency Director.

Agency Director –serve as a key advisor to provide guidance and feedback, work on sensitive matters, and may represent the Director at meetings or functions as requested.

Legislature and Legislative Staff- respond to requests, provide information, participate in legislative hearings, and attend legislative sessions as needed.

Assigned Staff- manage direct staff and indirectly lend support to other staff.

Agency Employees- may respond to certain requests and interact with employees in meetings or when information is needed.

Executive Management Team- serve as a colleague, coordinate to provide services to youth and implement programs or programmatic changes.

DJJ Program Directors (Example: General Counsel, IT Director, County Director, Facility Director, HR Director, etc.)-respond to requests, provide information, attend meetings, and assist as needed or if possible.

State Agencies- respond to requests, provide information, chair and/or attend meetings, participate in other state agency provided training.

General Public- respond to requests and provide information as appropriate.

Other Governmental Entities- respond to requests, provide information, and attend meetings.

Other U.S. States- respond to requests, provide information.

Media- prepares responses for requests, provide appropriate information, attend appropriate meetings, and speak with the media as directed by the Public Affairs Office.

Family Court or other Courts- respond to requests, provide information, attend meetings or court if needed.

Contractual Attorneys – coordinate and provide information to contractual attorneys representing the Department.

Law Enforcement Entities – respond to requests, provide information, seek information, and attend meetings.

Other External Groups - respond to requests, provide information, seek information, and attend meetings.

E. Decision-making: Describe typical decisions that you are required to make, and what decisions you refer to others.

Decisions you make: Managerial macro-level decisions involving staff, budget and program support. This position is tasked with either making final decisions or recommending to the Agency Director appropriate information to make a final agency decision.

Decisions you refer to others: Micro-level day to day operations of functional programmatic operations.

II. Organization

A. Attach a current organizational chart which includes your position, the position to which you report, and the positions/functions which report to you.

B. Indicate total employees and funds for which you are accountable.

| | |
|---|-----------|
| Total number of employees you directly supervise | 3 |
| Total number of employees for which you are responsible | 5 |
| Total personnel services budget for your area | \$374,369 |
| Total funds allocated to your division/department | \$655,000 |

C. Agency budget and other quantitative measures:

Indicate below your agency's budget and any other quantitative measures which indicate the scope of your position. *(Examples include: # and \$ value of projects supervised, financial or capital expenditure plans created and overseen, physical inventory managed, etc.)*

| Item | Quantity (if applicable) | Dollar Value (if applicable) |
|--|-----------------------------|---------------------------------|
| Administration | | \$4,991,744 |
| Community Services | | \$17,509,704 |
| Long-Term Facilities | | \$19,078,340 |
| Reception and Evaluation | | \$9,071,363 |
| Detention Center | | \$3,713,440 |
| Residential Operations | | \$30,247,488 |
| Juvenile Health and Safety | | \$7,754,199 |
| Program Analysis and Staff Development | | \$1,645,231 |
| Education | | \$5,901,386 |
| Employee Benefits | | \$22,982,261 |

II. Organization (continued)

D. Give a brief description of the function(s) of each position reporting directly to you.

| Job Title | Function |
|--|---|
| Attorney IV – Assistant General Counsel | Second to the General Counsel, serves as the primary attorney providing legal advice and services. This position directly supervises a Staff Attorney position. |
| Legal Assistant | Provides higher level administrative support to the Division while maintaining confidentiality and responding timely. |
| Program Manager II – Release Authority Coordinator | Administers the Department’s Release Authority program for youth committed to DJJ on an indeterminate sentence for misdemeanor or status offenses. This position directly supervises the Release Authority Coordinator. |
| | |
| | |
| | |

IF ADDITIONAL SPACE IS NEEDED, ATTACH ANOTHER SHEET

III. Principal Problems and Challenges

A. Briefly describe the principal challenges encountered in your position.

The principal challenges are as follows:

- Ensuring that the Director receives the best legal advice to make informed decisions.
- Being flexible to meet the Department's needs as programs may change or court decisions warrant changes.
- Ensuring that the Department's legal representation and advice minimizes litigation/liability and supports the Department's mission and goals.
- Having procedures in place with Release Authority program to make sure a juvenile is not released who should not be released.
- Balancing the needs of internal and external customers, constituents, and others.
- Dealing with FOIA and other requests that may generate media attention or may be the first steps towards litigation.
- Being on call basically 24 hours/7 days per week.
- Being required to go to facilities at any given time (day or night) to attend to critical issues.
- Understanding the fact that the position must be able to make quick decisions, yet understand the impact to reduce negative consequences or liability.
- Understanding that this job function requires long-range planning in a fast paced environment which affects time management.

IV. Comments – Immediate Supervisor

A. Give any additional information you believe would help someone better understand the position.

This position serves as the central figure overseeing the Division of Legal Services that must be able to handle serious and often sensitive information. Therefore, this role must understand the importance of confidentiality, exercising sound judgment to make critical decisions, be responsive to deadlines, have the ability to work well with peers to facilitate services and be able to make important decisions that affect the juveniles and/or direction of programs, be able to see the "big picture" and overall needs – yet be able to focus on specifics when required, be flexible and adaptable to meet unexpected changes or requirements, demonstrate leadership ability, and have a dedicated interest in *servicing the children of South Carolina to improve the quality of their lives to make a difference.*

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Rev. June 2015

[REDACTED]
[REDACTED]
Lexington, SC 29072

803. [REDACTED]
[REDACTED]@yahoo.com

EDUCATION: **University of South Carolina School of Law** – Columbia, South Carolina
Juris Doctor, May 2000

Presbyterian College – Clinton, South Carolina
Bachelor of Arts, English and Political Science (double major), May 1997

EXPERIENCE: **SC Department of Juvenile Justice**, Columbia, South Carolina
Senior Advisor and General Counsel, September 2018 to present

- Manages the Division of Legal Services; provides advice and guidance regarding complex legal, legislative, and policy matters and in strategic planning; oversees a team of attorneys who assist and advise employees in the handling of SCDJJ related legal matters and legal proceedings; supervises Release Authority staff

General Counsel, November 2011-September 2018

- Provided advice and guidance regarding complex legal, legislative, and policy matters and in strategic planning; supervised Release Authority and PbS/PREA staff

Senior Deputy Legal Counsel, August 2009-October 2011

- Provided legal advice and assistance to the Department and its employees; assisted with legislative responsibilities; supervised Release Authority staff

Assistant Legal Counsel, September 2005-August 2009

- Provided legal advice and assistance to the Department and its employees

Fifth Judicial Circuit Solicitor's Office, Columbia, South Carolina

Assistant Solicitor, August 2000-August 2005

- Represented the State in the prosecution of juveniles and young adults in Family Court and General Sessions Court

Law Clerk, Family Court Team, March 1999-July 2000

- Assisted with juvenile detention, adjudicatory, and dispositional hearings

Professor William S. McAninch, Columbia, South Carolina

Research Assistant, January 1999-August 1999

- Edited 2000 Update to The Criminal Law of South Carolina and compiled recommendations and supportive memoranda for 1999 Sentencing Policy and Guidelines Seminar/Workshops

Administrative Law Judge Division, Columbia, South Carolina
Law Clerk, May 1998-February 1999

- Drafted final orders and decisions and assisted with contested case and appellate hearings

Intern, The Honorable Stephen P. Bates, January-May 1997

- Prepared case files for hearings

**ASSOCIATIONS
AND TRAINING:**

South Carolina Bar

- Served two terms as Chair of the Children's Committee

State Employee Grievance Committee, 2010-2016

Certified Public Manager, Class of 2014

- Received the George C. Askew Award as state-wide winner of best CPM Capstone Project

Family Court Orientation School, 2006 to present

- Invited annually to serve as a presenter on the SC Juvenile Justice System for newly-elected Family Court Judges

Juvenile Justice Conferences and Training Programs, 2001 to present

- Provided training presentations for various juvenile justice stakeholders, including local law enforcement, juvenile prosecutors, and juvenile public defenders

STATE OF SOUTH CAROLINA MANAGERIAL POSITION DESCRIPTION

GENERAL INFORMATION

DSHR COPY AGENCY COPY

DIVISION OF STATE HUMAN RESOURCES

N 1 2 U A 1 0 3

Agency Code Alphanumeric Code Slot

0 9 2 4 2 0 1 8

Authorized Date

New Position State Title Change

Re-evaluation Update

Deputy Director - Exec Comp

Approved State Title

C. Canaway

Approval Signature

9/24/18

Date Approved

6 0 0 3 2 0 8 2 N 1 2 SC Department of Juvenile Justice

Position Number Agency Code Agency Name

Division of Education and Workplace Development Columbia/Richland

Division / Section / Unit City / County

Floyd Lyles 4 0 Y Y/N

Employee Name County Code Is Position in Central Office ?

Deputy/Division Director - Executive Comp U A 0 3

Current State Title Alphanumeric Code Slot

F 5 2 U A 0 1

Full / Part Time Indicator Agency Head Supervisor State Title Alphanumeric Code Slot

0 3 7 5 0

Hours Per Week

1 9 5 0

Base Hours

SOURCE OF FUNDING

1 0 0 0 0 0

State % Federal % Other %

REQUESTED ACTION INFORMATION

FLSA Designation

Update

Requested Action

Deputy/Division Director - Executive Comp. U A 0 3

Requested State Title Alphanumeric Code

Employee's Signature

Date

[Signature]

Supervisor's Signature

8/22/18

Date

1. What are the minimum requirements for the position?

Master's Degree or higher; a valid South Carolina Educator's Certificate in the area of Secondary School Administration. Must have at least 8 years of experience as a certified educator; a minimum of 3 years of experience in an alternative school or other experience with academically and behaviorally challenged children. Must hold a superintendent certification or be actively working on completing the requirements to obtain a superintendent certificate.

2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?

Knowledge of the agency's mission, programs and objectives or ability to become knowledgeable quickly. Knowledge of laws of South Carolina. Knowledge of management principles. Knowledge of an agency's organizational structure, the people who manage the work and the processes applicable to government work, particularly as it relates to this position's function. Ability to interpret and apply policies, laws and judicial decisions. Ability to establish policies. Ability to express conclusions and arguments clearly and logically. Ability to manage work, supervise, motivate and provide guidance to employees. Ability to manage budgets and other financial requirements. Ability to make presentations and prepare reports.

3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.

The incumbent works under the limited supervision of the Agency's Director.

4. Provide any additional comments regarding this position (e.g., work environment, physical requirements, over-night travel).

Essential Position: Must be able to sit for prolonged periods, be able to communicate both orally and written, able to work in an environment with incarcerated youth, use computer, be able to multi-task, lift 5 lbs, walk or maneuver through various buildings and settings, be able to address audiences and deliver presentations, be able to travel overnight or long distances (car or plane), be able to work beyond normal scheduled hours and on weekends/holidays and be able to go to a facility site at any time (day or night). This position performs job duties relating to the custody, control, transportation, or recapture of juveniles within the jurisdiction of the Department of Juvenile Justice, and the employee may have direct and indirect contact with juveniles within the jurisdiction of the Department of Juvenile Justice. Training applicable to these duties will be provided.

MISCELLANEOUS

Employee Number

Position Dept. Number

I. Description of Position

- A. Briefly describe the primary purpose of your position.** The primary purpose of this position is to serve as the Superintendent for the Division of Education and Workplace Development for the Department's school district. The overall duties include overseeing high school and middle school operational and educational programs, Career and Technology Education (CATE) programs, special education administration and programs, professional development and federal programs and student accountability systems. These services cover year round programs that serve approximately 630 youth daily on an annual basis.
- B. Describe your involvement in strategic planning or setting the strategic direction of your organization.** This position is very involved in strategic planning and setting the strategic direction due to the fact that the Department is required to provide educational services under certain guidelines as established by the SC Department. Rehabilitating youth is a key focus and strategic plan. Rehabilitation includes making sure the youth assigned to the Department receive a quality education that can either provide a youth that is on level to transition back to the home community school or assist them with completing high school and pursuing additional education at the college or technical school level.
- C. Major Accountabilities:** List in order of importance the major activities that you perform, then describe the end results that you are expected to achieve and the primary indicators of success. Indicate for each activity the approximate percentage of time required.

| Activity 1 | End Results Expected and Indicators of Success | % of Time |
|--|---|--|
| <p>The District Leader is the liaison between the Agency Director and the Division of Education and Workplace Development staff, lobbies for the district, creates, oversees and updates the district Strategic Planning and Improvement processes. As the liaison the District Leader will communicate all necessary information to the Educational and Workplace Development staff. By lobbying for the district this leader continues to advance perceptions and the image of the District. This is done by strategically planned improvement and expansion projects for the leaders and stakeholders. In addition the District Leader hires, maintains, and terminates as needed with all personnel within the Division of Education and Workplace Development. This ensures that the agency recruits and hires highly qualified teachers and other quality employees.</p> | <p>Clear communication to the Division of Education and Workplace Development staff of the Director's vision and goals for the division. Positive community relations and outreach such as Birchwood High School Graduation, school pageants, career day, student participation in competitions, student work programs, and JROTC community activities. Use of the media to showcase the good workings of the Birchwood and other sites throughout the state. Relationships with other districts in the state and throughout the country are growing and positive. Clearly articulated and communicated vision and mission of District throughout the State. Adequate personnel within the Division of Education and Workplace Development.</p> | <p style="text-align: center;">35%</p> |
| Activity 2 | End Results Expected and Indicators of Success | % of Time |

| | | |
|---|--|-----|
| Manages systemic and daily operations and oversight of State and Federal funding for Education by overseeing and approving all Educational expenditures. This is done in an effort to maximize efficient use of fiscal resources. | All finances are solvent and consistent. Approved purchase requisitions and travel within state guidelines and adequately reviewed with Finance budget, including grants, was spent accordingly. All schools are running in an organized and systematic manner by ensuring all Education personnel have appropriate materials, curriculum guidelines and technology equipment. | 25% |
|---|--|-----|

| Activity 3 | End Results Expected and Indicators of Success | % of Time |
|--|--|-----------|
| Leads a concerted effort to keep the District current and compliant as State and Federal mandates are adjusted, changed, and created. This includes revision, development, updating of existing policies, and coordinating quality oversight of the legalities for Education Agencies. | Ensures all educational sites within the District are meeting the State and Federal requirements by providing training, updates and the Leadership Team with appropriate information to disseminate to their employees. Determine that all Departmental policies contain accurate, clear information and/or instructions, along with being compliant with any State or Federal laws. | 15% |

| Activity 4 | End Results Expected and Indicators of Success | % of Time |
|---|---|-----------|
| Leads instructional advancement for each educational division, continues academic and curricular improvement, and manages Professional Development for Education staff. By meeting with the Leadership Team monthly, and Department Leaders on a weekly basis, needs for improvement, and advancement are determined, discussed and a resolution and timeline are created for further action. | Academic offerings continue to improve which impacts student achievement scores positively. Professional Development is appropriate and delivered consistently to all Education staff members. Resolutions are discussed and a plan of action is decided upon and carried out to improve and advance the district | 10% |

| Activity 5 | End Results Expected and Indicators of Success | % of Time |
|---|---|-----------|
| Manages the policy development, update, training coordination and quality oversight for the specific Division of Education and Workplace Development. | Departmental policies contain accurate, clear information and/or instructions, along with being compliant with any State or Federal laws. | 3% |

| Activity 6 | End Results Expected and Indicators of Success | % of Time |
|---|--|-----------|
| Provides leadership and oversight to the Workplace Development Office. Programs include Prevention and Intervention services and Teen After School Centers. | Teen After School Centers and Job Readiness Training sites will adequately provide services to youth in the various sites. | 5% |

| Activity 7 | End Results Expected and Indicators of Success | % of Time |
|---|--|-----------|
| Provides oversight and guidance to the Office of Job Readiness and Career Development to develop and implements programs across the agency which increases a youth's opportunity to seek and obtain employment and/or higher education. | JRCD will develop partnerships across the state with corporate entities which will further the abilities for the SCDJJ youth to receive training and education in a variety of skill sets and/or trades to enhance the youth's ability to become employed. It will also develop partnerships with technical schools, vocational schools, trade schools, community colleges and universities to provide for opportunities for the youth served. | 5% |

| Activity 8 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Performs other related duties as needed or required. | Carry out assigned task or directive appropriate and as required within the designated timeframe or deadline. | 2% |

| Activity 9 | End Results Expected and Indicators of Success | % of Time |
|------------|--|-----------|
| | | |

| Activity 10 | End Results Expected and Indicators of Success | % of Time |
|-------------|--|-----------|
| | | |

D. Who are the primary customer groups or stakeholders within or outside the agency with whom you have primary working relationships? What is the nature of your work with each?

DJJ Youth – Visit schools and talk with juveniles to ensure quality educational services are provided to juveniles in the Department’s care.

DJJ Parents – Meet with and/or respond to parents who may have concerns about their child’s educational services being provided.

Governor’s Office – Respond to requests and attend meetings as required by Agency Director.

Agency Director – Serve as a resource to provide guidance and feedback, work on sensitive matters, and may represent the Director at meetings or functions as requested.

Legislature and Legislative Staff – Respond to requests, provide information, participate in legislative hearings, and attend legislative sessions as needed.

Assigned Staff – Manage direct staff and indirectly lend support to other staff.

Agency Employees – May respond to certain requests and interact with employees in meetings or when information is needed.

Executive Management Team – Serve as a colleague, coordinate to provide services to juvenile and implement programs or programmatic changes.

DJJ Program Deputies (Example: General Counsel, IT Associate Deputy, County Associate Deputy, Facility Associate Deputy, HR Associate Deputy, etc.) – Respond to requests, provide information, attend meetings, and assist as needed or if possible.

State Agencies – Respond to requests, provide information, chair and/or attend meetings, participate in other state agency provided training.

General Public – Respond to requests and provide information as appropriate.

Other Governmental Entities – Respond to requests, provide information, and attend meetings.

Other U.S. States – Respond to requests and provide information.

Media – Prepare responses for requests, provide appropriate information, attend appropriate meetings, and speak with the media as directed by the Public Affairs Office.

Vendors – May participate in vendor demonstrations, respond to requests and provide information as appropriate.

Other External Groups – Respond to requests, provide information, seek information, and attend meetings.

E. Decision-making: Describe typical decisions that you are required to make, and what decisions you refer to others.

Decisions you make: Managerial macro-level decisions involving staff, budget and program support, safety and security, as it relates to overall administrative services operations that impact the agency’s mission or providing services to employees and/or juveniles. This position is tasked with either making final decisions or recommending to the Agency Director appropriate information to make a final agency decision.

Decisions you refer to others: Micro-level day to day operations of functional programmatic operations.

II. Organization

A. Attach a current organizational chart which includes your position, the position to which you report, and the positions/functions which report to you.

B. Indicate total employees and funds for which you are accountable.

| | |
|---|-----------------|
| Total number of employees you directly supervise | 5 |
| Total number of employees for which you are responsible | 121 |
| Total personnel services budget for your area | \$12,445,894.15 |
| Total funds allocated to your division/department | \$13,462,464.41 |

C. Agency budget and other quantitative measures:

Indicate below your agency's budget and any other quantitative measures which indicate the scope of your position. (Examples include: # and \$ value of projects supervised, financial or capital expenditure plans created and overseen, physical inventory managed, etc.)

| Item | Quantity (if applicable) | Dollar Value (if applicable) |
|--|-----------------------------|---------------------------------|
| Administration | 78.00 | 5,173,776 |
| Community Services | 395.58 | 19,221,654 |
| Long-term Facilities | 409.00 | 20,013,089 |
| Reception and Evaluation | 242.9 | 9,152,959 |
| Detention Center | 119.35 | 3,733,701 |
| Residential Operations | 12 | 30,250,785 |
| Juvenile Health and Safety | 99 | 12,104,860 |
| Program Analysis and Staff Development | 40 | 2,537,158 |
| Education | 88.1 | 6,672,041 |
| Employee Benefits | | 134,160,041 |

II. Organization (continued)

D. Give a brief description of the function(s) of each position reporting directly to you.

| Job Title | Function |
|---|--|
| Administrative Assistant (AA75) | Provides higher level administrative support to the Superintendent while maintaining confidentiality and responding timely. |
| Principal (UB07) | Manages the Birchwood High School located at the secure campus with long-term incarcerated youth. |
| Principal (UB07) | Manages the educational programs at various evaluation centers and the detention center facilities. |
| Academic Program Manager (UE07) (Spec. Curriculum and Instruction Coordinator) | Provides special educational services and programs to youth that have been identified to receive these services. |
| Academic Program Manager (UE07) (Director of Career and Technology Education) | Manages the career and technology programs in order for youth to learn various skill trades. |
| Academic Program Manager (UE07) (Educational Programs Supervisor) | Oversees various educational programs and grant administration. |
| Academic Program Manager (UE07) (District Project Developer) | Serves as the project developer to provide direction and overall administration for various projects as assigned or requested to create or expand. |
| Program Manager I (AH45) (Job Readiness and Career Development) | Manages and promotes the development of job, career and further educational opportunities for youth, inclusive of the Job Readiness Training Center(s) and statewide Job Readiness Training sites. |

*IF ADDITIONAL SPAC
E IS NEEDED, ATTACH ANOTHER SHEET*

III. Principal Problems and Challenges

A. Briefly describe the principal challenges encountered in your position.

The principal challenges are as follows:

- Ensuring that the Director receives updated and well-researched information to make informed decisions.
- Being flexible to meet the Department's needs as programs may change.
- Receiving juveniles who have educational challenges and may not be on the appropriate grade level compared to their age and the requirements to close this gap.
- Ability to recruit highly qualified teachers or other staff to work in an incarcerated setting.
- Ensuring the operations and overall management of the Division of Education and Workplace Development are in compliance with agency, state and federal policies, laws or guidelines.
- Making certain that allocation of, and accountability for, the human, fiscal and information resources support DJJ's mission and are used responsibly.
- Balancing the needs of internal and external customers, constituents, and other.
- Being on call basically 24 hours/7 days per week.
- Having supporting data and program measures to support Educational Services purpose.
- Understanding the fact that the position must be able to make quick decisions, yet understand the impact to reduce negative consequences or liability.
- Understanding that this job function requires long-range planning in a fast paced environment which affects the incumbent's time management.

IV. Comments – Immediate Supervisor

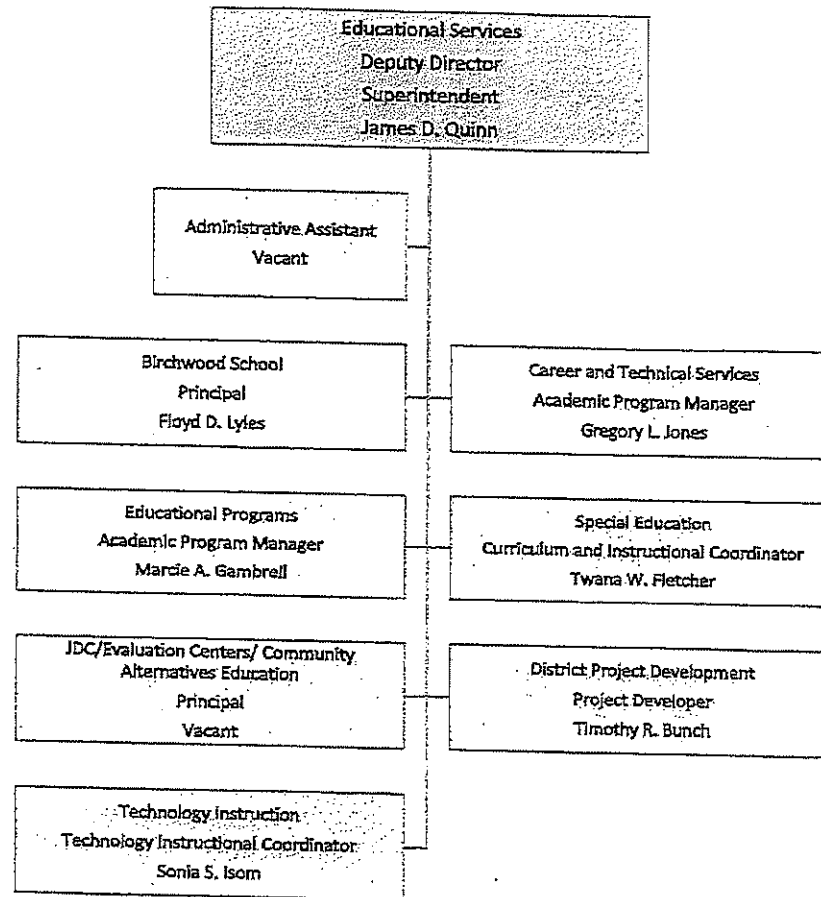
A. Give any additional information you believe would help someone better understand the position.

This position serves a key role to agency programs by managing critical agency resources that are intended to serve the educational needs of our youth, achieve successful strategic outcomes and meet the agency's mission. Therefore, this role must understand the importance of confidentiality, exercising sound judgement to make critical decisions, be responsible to deadlines, have the ability to work well with peers to facilitate services and be able to make important decisions that affect the juveniles and/or direction of programs, be able to see the "big picture" and overall needs – yet be able to focus on specifics when required, be flexible and adaptable to meet unexpected changes or requirements, demonstrate leadership ability, and have a dedicated interest in serving the children of South Carolina to improve the quality of their lives to make a difference.

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SC DEPARTMENT OF JUVENILE JUSTICE
Educational Services
August, 2016



Deputy for the Division of Education and Workforce Development

Qualification Summary:

- **Transformational Leader** -Transformed an at-risk student population and increased the student graduation rate by 44% within a 2-year period by getting the staff and students to live by the mantra “*Success is Our Only Option*” at the South Carolina Department of Juvenile Justice Birchwood High School.
- Transformed an underperforming school labeled by the SC Department of Education as an “F” to a “C”. Helped the school to attain the highest graduation rate in the history of Union County.

| Graduation Rates of Area Schools | |
|---|-----------------------------|
| School | 2013 Graduation Rate |
| Union County | 82.2 |
| Broome | 78.3 |
| Spartanburg | 80.7 |
| Gaffney | 73.9 |
| Dorman | 85.7 |
| Woodruff | 81.5 |
| Byrnes | 81.6 |
| Newberry | 78.4 |
| Chester | 66.9 |
| Boiling Springs | 79.9 |

- Transformed an underperforming school labeled by the SC Department of Education as a "school in corrective action" to a Palmetto Gold School. We met 19 out of 19 objectives.
- **Innovative** - Implemented single-gender classes which significantly impacted the school’s academic performance, transforming the school from the status of “Corrective Action” from the state department to a status of “Average.”
- **Empower Teachers** - Able to empower teachers and faculty by building their trust, encouraging their best, and promoting professional development and growth.
- **Unique Leader** - Energetic and motivational leader with proven ability to effectively supervise and evaluate staff.
- **Promote Student Self-Worth and Academic Excellence** - Able to identify with students from all walks of life and encourage them to excel both academically and socially, and to help them to develop into productive future citizens and leaders.
- **Community Collaboration** - Work closely with the community members, clergy members, and businesses to create a partnership that encourages growth, strong alliances, and the involvement in the academic and social well-being of students.
- **Dependability** - Has received recognition for the past six years to present for perfect attendance.

Education:

| | |
|-------------------------------|------|
| Superintendent Certification | 2020 |
| Educational Specialist Degree | 2007 |
| Principal Certification | |
| Converse College | |
| Master of Education Degree | 2003 |
| Elementary Education | |
| Converse College | |
| Bachelor of Science Degree | 1998 |
| Elementary Education | |
| Benedict College | |

Educational Experience:

SC Department of Juvenile Justice, Columbia SC **June 2019 - Present**
Deputy Superintendent – Oversees the daily operations and the long-range planning, supervises principals and district staff, works with school board members to manage fiscal operations.

- Works closely with the Department of Education
- Oversees personnel matters
- Advocates for increased funding and manages the needs of the district
- Develops positive relationships with parents
- Implements the school board's vision by making day-to-day decisions about educational programs, spending, staff, and facilities

SC Department of Juvenile Justice, Columbia SC **October 2018 - June 2019**
Superintendent – Oversaw the daily operations and the long-range planning, supervised principals and district staff, worked with school board members to manage fiscal operations.

- Worked closely with the Department of Education
- Oversaw personnel matters
- Advocated for increased funding and managed the needs of the district
- Developed positive relationships with parents
- Implemented the school board's vision by making day-to-day decisions about educational programs, spending, staff, and facilities

SC Department of Juvenile Justice, Columbia SC **August 2016 - October 2018**
Principal / Interim Deputy – Facilitated instructional workshops for staff; served as Chairman of the curriculum and data team and coached teachers

- Integrated cross-curriculum courses
- Developed world class knowledge by creating rigorous standards
- Restructured the school-wide schedules for classes and courses
- Audited student transcripts
- Led the Personal Power Vision and Courage Club to empower and develop leaders within the school

Educational Experience:

SC Department of Juvenile Justice, Columbia SC September 2015 - August 2016

Assistant Principal / Assistant Director – Facilitated instructional workshops for staff; served as Chairman of the curriculum and data team and coached teachers

- Integrated cross-curriculum courses
- Developed world class knowledge by creating rigorous standards
- Restructured the school-wide schedules for classes and courses
- Audited student transcripts
- Led the Personal Power Vision and Courage Club to empower and develop leaders within the school

Fairfield Middle School, Winnsboro SC

July 2015 – September 2015

Instructional Facilitator – Facilitated weekly instructional workshops for staff, and led the data analytics team

- Advised and monitored the progress of students
- Facilitated additional learning opportunities for gifted and talented students
- Held weekly advisement meetings with at-risk students and assisted them in setting goals

Union County High School, Union SC

2010 - 2015

Principal - Supervised 120 teachers with a student body of 1,120 students. Led the effort in transforming an underperforming school labeled by the South Carolina Department of Education from an “F” to a “C”. and assisted with teacher development

- Provided excellent instructional leadership to teachers, professional staff and students in a safe and productive learning environment
- Provided executive summaries to the school board and community members
- Created partnerships between school, community and local businesses
- Oversaw the school’s financial budget, campus facilities and maintenance
- Maintained and implemented school’s policies and procedures
- Observed classes and made recommendation for improvements during staff meetings
- Encouraged continuing education for teachers
- Oversaw the management of student discipline
- Directed the selection of the best qualified teachers and professional staff
- Developed, implemented and evaluated curricular and extracurricular programs to enhance student achievement and growth

Jonesville Elementary / Middle School, Jonesville SC

2007 – 2010

Principal - Supervised 75 teachers with a student body of 570 students. Led the effort in transforming an underperforming school labeled by the SC Department of Education as a "school in corrective action" to a Palmetto Gold School; meeting 19 out of 19 objectives.

- Provided excellent instructional leadership to teachers, supporting staff and students in a safe and productive learning environment
- Provided executive summaries to the school board and community members
- Created partnerships between school, community and local businesses
- Oversaw the school's financial budget, campus facilities and maintenance
- Maintained and implemented school's policies and procedures
- Observed classes and made recommendation for improvements during staff meetings
- Encouraged continuing education for teachers
- Oversaw the management of student discipline
- Directed the selection of the best qualified teachers and professional staff
- Assisted with teacher development

| | |
|---|--------------|
| Assistant Principal, Union County High School, Union, SC | 2005-2007 |
| Math Teacher, Excelsior Middle School, Union, SC | 1998-2005 |
| Math Teacher, Sims Junior High School, Union, SC | Summer, 2002 |
| Math Teacher, Sims Junior High School, Union, SC | Summer, 2001 |
| Summer School Director, Monarch Elementary School, Union, SC | Summer, 2007 |
| Honors Algebra Teacher, Parker Academy of Fine Arts, Greenville, SC | Summer, 1999 |

Coaching Experience:

- 2002-2003, Head JV Baseball Coach, Union High School, Union, SC; 2003: 11-0 record; 2002: 8-2 record
- 1999-2003, Football Varsity Assistant, Union High School, Union, SC; 2003: 10-4 (AAA Upper State Finals); 2002: 14-1 (AAA State Champions); 2001: 12-3 (AAA Upper State Champions); 2000: 14-1 (AAA State Champions); 1999: 14-1 (AAA State Champions)
- Summer, 2002, Staff Coach of Tommy Bowden's Football Camp
- Summer, 2001, Staff Coach of Tommy Bowden's Football Camp
- Summer, 2000, Staff Coach of Lou Holtz's Football Camp

Professional Affiliations:

- SCASA (South Carolina Association of School Administrators)
- SIC (School Improvement Council for Union County High School)
- Founder of Ladies' and Gentlemen's Club for Union County High School and Jonesville Elementary/Middle School
- Founder of Excelsior Middle School Big Brother Association
- Member of the Fellowship of Christian Athletes
- South Carolina Coaches Association
- Founder of Camp Outreach

Honors/Special Recognition:

- Union County High School became recipient of the Palmetto Gold Award for Closing the Achievement Gap
- 14 Palmetto Recipients and over a million dollars in scholarships awarded to seniors
- Jonesville Elem./Middle School Met AYP (Adequate Yearly Progress)
- Math PACT scores among district's highest (2002-03)
- ADEPT Certified
- Tutor Seniors for SAT Prep

Church/Community:

- Member, Outreach Deliverance Church
- FCA Camp Team Leader
- Member of Men's Fellowship Committee
- Participant in "Character Counts" for Youth

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

GENERAL INFORMATION

| | |
|--|--|
| <input type="checkbox"/> N <input type="checkbox"/> 1 <input type="checkbox"/> 2 | SC Department of Juvenile Justice |
| Position Number | Agency Name |
| <input type="checkbox"/> Investigative Services/ Criminal Investigations | Columbia/Lexington |
| Division / Section / Unit | City / County |
| Employee Name | 32 <input type="checkbox"/> Y <input type="checkbox"/> N |
| Investigator V | County Code Is Position in Central Office ? |
| Current State Title | JA25 <input type="checkbox"/> 7 <input type="checkbox"/> |
| <input type="checkbox"/> F52 | Inspector General UA03 <input type="checkbox"/> |
| Full / Part Time Indicator | Supervisor State Title |
| 03750 | Alphanumeric Code Slot |
| Hours Per Week | SOURCE OF FUNDING |
| 1950 | 100 <input type="checkbox"/> 00 <input type="checkbox"/> |
| Base Hours | State % Federal % Other % |

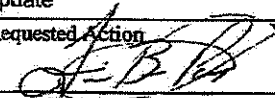
 OHR COPY

 AGENCY COPY

OFFICE OF HUMAN RESOURCES

| | | | |
|--|---------------------------------------|------------------------------------|--|
| <input type="checkbox"/> N <input type="checkbox"/> 1 <input type="checkbox"/> 2 | | | |
| Agency Code | Alphanumeric Code | Slot | |
| Authorized Date | | | |
| <input type="checkbox"/> Delegated | <input type="checkbox"/> New Position | <input type="checkbox"/> Prototype | |
| <input type="checkbox"/> State Title Changes | | <input type="checkbox"/> Update | |
| Approved State Title | | | |
| Approval Signature | | Date Approved | |

REQUESTED ACTION INFORMATION

| | | | |
|---|-----------------------|--------------------------|---|
| update | | | <input type="checkbox"/> E FLSA Designation |
| Requested Action | Requested State Title | Alphanumeric Code | |
|  | 10/16/2020 | Other Required Signature | Date |
| Supervisor's Signature | Date | Other Required Signature | Date |

THE FOLLOWING SECTION OF THE POSITION DESCRIPTION IS TO BE COMPLETED BY THE SUPERVISOR.

1. What are the minimum requirements for the position (Minimum requirements must at least meet the state minimum requirements for classified classes but may include additional requirements)?

An associates degree or six years investigative experience. A bachelor's degree may substitute for required experience.

2. What knowledge, skills, and abilities are needed by an employee upon entry to this job including any special certification or license?

Knowledge of the laws, rules and regulations applicable to the job. Knowledge of policies, procedures, techniques, practices, and principles of conducting investigations. Ability to analyze complex situations, determine pertinent facts, reach reasonable conclusions and propose solutions; to present clear, concise and comprehensive written oral reports; to establish and maintain working relationships with associates, law officers, judicial personnel, professional and nonprofessional individuals and the general public. Ability to supervise and train subordinates.

3. Describe the guidelines and supervision an employee receives to do this job, including the employee's independence and discretion.

Employee must be able to perform assigned duties independently and professionally. Conduct annual performance reviews with informal and formal conferences and meetings as required.

4. Indicate additional comments regarding this position (e.g., work environment, physical requirements, overnight travel).

Travel may be required and work hours may occur outside the normal work hours.

MISCELLANEOUS DATA

| |
|-----------------------|
| |
| Employee Number |
| |
| Position Dept. Number |

STATE OF SOUTH CAROLINA POSITION DESCRIPTION

1. Job Purpose:

Under direct supervision of the Inspector General, the Criminal Investigations Administrator will supervise all criminal investigations to include, scheduling, distributing and assigning case assignments to investigative staff within the Division of Investigative Services as well as the ERS Coordinator, Background Coordinator, Gang Intervention Coordinators, Camera Surveillance Unit, K-9 Unit and IT Service Specialist.

2. Job Functions:

1. Manages, oversees and coordinates the Criminal Investigations Unit. Develops, implements and administers the delivery of statewide investigative activities. Plans and directs investigative activities for criminal investigations staff based on the agency missions and the advisement of the Inspector General. Through planning and monitoring, ensures staff performs assigned duties in accordance with prescribed guidelines and time frames. Directs activities to ensure the best use of time resources.

2. Provides direct supervision to Criminal Investigators, ERS Coordinator, Backgrounds Coordinator, Gang Intervention Coordinators, K-9 Unit, Video Surveillance Unit, and IT Services Specialist assigned to the Division of Investigative Services. Monitor work performance of subordinates to ensure timeliness, integrity, professionalism, continuity, and uniformity in their duties. Plans workloads, workflow, deadlines, work objectives and time utilization. Provides continual review and assessment oversight of staff performance based upon job duties as defined in employees EPMS. Meets and communicates with staff regularly to provide guidance and motivation to maintain a high quality work product and to implement corrective actions as necessary. Ensures staff are provided with necessary training to enable them to expertly, efficiently, and effectively carry out their duties.

| Essential/ Marginal (E or M) | Percentage of Time |
|------------------------------------|-----------------------|
|------------------------------------|-----------------------|

| | |
|---|-----|
| E | 40% |
|---|-----|

| | |
|---|-----|
| E | 40% |
|---|-----|

3. Position's Supervisory Responsibilities:

If this position includes supervisory responsibilities, please indicate the state title and number of positions of the three highest subordinates.

STATE TITLE

NUMBER

(1) _____

(2) _____

(3) _____

Number of employees
directly supervised: 15

Total number
supervised: 23

4. Comments:

5. The above description is an accurate and complete description of this job.

Employee's Signature _____

Date

10/20/2020

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT. The South Carolina Department of Juvenile Justice is an equal opportunity employer. DJJ does not discriminate in hiring, promotions, discharge, pay, fringe benefits, job training, classification, referral or in any other aspects of employment, on the basis of race, color, religion, sex, disability or national origin. Any acts you feel is in violation please contact the Office of Human Resources 4650 Broad River Road, Willow Lane Campus, Columbia, SC 29212 (803) 896-4733. The South Carolina Department of Juvenile Justice's School District also does not discriminate in any programs or activities on the basis of race, color, national origin, sex, disability or age. The following offices have been designated to handle inquiries regarding the school district's nondiscrimination policies: Title IX - Inspector General's Office - 3208 Broad River Road, Columbia, SC 29210-5427 - Ph: 803-896-9595; 504 Special Education Office, 1830 Shivers Road, Columbia, SC 29210-5416 - Ph: 803-896-8484.

Job Functions Continued:

| | | |
|--|---|-----|
| <p>3. Serves as Investigative Liaison through establishing and maintaining professional and effective relationships with other agencies, law enforcement (including federal, state, county, and city entities), and provide assistance as requested.</p> | E | 5% |
| <p>4. Maintain compliance with the standing Memorandum of Agreement between SCDJJ and SLED, providing notification and requests for assistance as instructed by the Inspector General in accordance with established standards.</p> | E | 5% |
| <p>5. Perform other duties as assigned or needed by the Inspector General. The Inspector General approves and assigns to the Criminal Investigations Administrator, agency requests for additional investigative services not listed on this position description.</p> | E | 10% |

SUMMARY OF QUALIFICATIONS

- Veteran, decorated law enforcement professional with a consistent record of major crime investigations and arrests to include homicides, public corruption and officer involved shootings. Knowledgeable in search and seizure and crime prevention.
- Extensive background in fugitive apprehension with U.S. Marshal Service and State Level Agencies.
- Experience in Executive Protection for National Governors' Association and Senators Barack Obama, Hillary Clinton, John McCain, and Lindsay Graham.
- Capable of handling the many phases of programming, administration, and development in law enforcement agencies.
- Excellent oral and written communication skills; professional public speaker; conducted seminars, workshops, trainings on multiple aspects of public safety and law enforcement issues.
- Core competencies include: Investigations, Interrogations, Case Management, Surveillance, Interdiction, Strategic Planning, Human Relations, Team Leadership, Project Coordination, Procedural Compliance, Organization, Communication, Time-Management, Research, Case Analysis, Report Writing; Observation, Crisis Intervention, Drug Enforcement, and Covert Operations.

PROFESSIONAL EXPERIENCE

South Carolina Department of Juvenile Justice., Columbia, S.C.

Criminal Investigations Administrator

Sept. 2020 to Present

Provides direct supervision to Criminal Investigators, Event Reporting System Coordinator, Backgrounds Coordinator, Gang Intervention Coordinators, K-9 Unit, Video Surveillance Unit, and IT Services Specialist assigned to the Division of Investigative Services. Monitor work performance of subordinates to ensure timeliness, integrity, professionalism, continuity, and uniformity in their duties. Plans workloads, workflow, deadlines, work objectives and time utilization. Serves as Investigative Liaison through establishing and maintaining professional and effective relationships with other agencies, law enforcement (including federal, state, county, and city entities), and provide assistance as requested.

South Carolina Department of Juvenile Justice., Columbia, S.C.

Emergency Preparedness Coordinator

Sept. 2017 to Sept. 2020

Implement, designs, directs, and manages the Agency's Emergency Preparedness Division, programs and internal policies and procedures. Ensures the department emergency programs are updated and in compliance with state and federal requirement. Designs and conducts the Emergency Preparedness Division's statewide training and exercise programs to ensure agency-wide readiness. Ensures rapid response to emergency situations, ensuring the safety of juveniles, employees, and the public, at all times.

Endurance Level Inc., Columbia, S.C.

Owner

Oct. 2015 to Sept. 2017

A law enforcement consulting and investigations firm. Hired as an expert witness in the officer-involved shooting civil case of Zachery Hammond from Seneca, SC. Completed an expert

report that was instrumental in helping to obtain a multi-million-dollar settlement for the Hammond Family. Hired by the Richland County Public Defender's Office as an investigator and consultant. Hired as an investigator and consultant for other private law firms.

South Carolina Law Enforcement Division (SLED), Columbia, SC

Senior Special Agent/Criminal Investigations

July 2005 to Oct. 2015

Investigated criminal activity in the Midlands Region of South Carolina to include violent crimes such as murder, armed robbery, and rape, as well as property crimes, police and government official corruption, and officer involved shootings.

South Carolina Law Enforcement Division, Columbia, SC

Homeland Security Planner

Jan. 2005 to July 2005

Served as the Pee Dee Homeland Security Coordinator and focal point for key Homeland Security emergency preparedness and response activities statewide. Supported the Homeland Security Advisor, State and Regional Counter Terrorism Coordinating Councils (CTCC) involving terrorist threat issues, natural hazards and infrastructure protection. Coordinated the Pee Dee Region Counter Terrorism Coordinating Council. Assisted with the planning of the Buffer Zone Protection Plan at specific critical infrastructure sites throughout the state. Helped Pee Dee Region Counties implement the Incident Command System (ICS) and the National Incident Management System (NIMS).

South Carolina Department of Probation, Parole, and Pardon Services, Columbia, SC

Community Policing Coordinator/Internal Affairs

Sept. 1999 to Jan. 2005

Planned, coordinated and assisted the Agency Director in implementing a department wide restructuring, which included retraining, redevelopment and new certification of Department's 600 agents, taking the agency to a Class 1 Certified Law Enforcement Agency. Lead Agent responsible for examining, reviewing and investigating all misconduct allegations received by the Department. Monitored closed internal affairs cases to assist the department in evaluating how cases have been handled from in-take through closure. Attended Internal Affairs policy and disciplinary meetings, meeting with high-ranking agency officials, individual group captains in order to keep abreast of individual cases and trends. Responsible for taking appropriate action on complaints that were received from members of the public as well as members of the Department during the course of each year.

South Carolina Department of Probation, Parole, and Pardon Services, Columbia, SC

Field Agent

May 1997 to Sept. 1999

Supervised individuals placed on Probation or Parole in their daily activities to include; interviewing offenders in an office setting, their homes, and workplaces. Sanctioned offenders that violated conditions of their sentence by ordering them to attend drug counseling, anger management, intensive supervision, or complete public service. Coordinated and supervised warrant sweeps for non-compliant offenders. Responsible for taking non-compliant offenders to court and prosecuted their cases in Circuit Court for return to incarceration.

SPECIAL TASK FORCE ASSIGNMENTS

SLED Crime Suppression Unit

2007 to 2010

Coordinated with local agencies to suppress crime in targeted areas of South Carolina. Obtained confessions for murders and armed robberies. Investigated criminal activity in the State of South Carolina to include Violent Crimes such as murder, armed robbery, and rape, as

well as property crimes, police and government official corruption, and officer involved shootings.

SLED Special Weapons and Tactics (S.W.A.T.) Team

2006 to 2007 & 2009 to 2011

Trained as a member of the South Carolina Law Enforcement Division's elite team of agents who responsibilities include performing high-risk operations that fall outside of the abilities of regular patrol agents, including serving high-risk arrest warrants, barricaded suspects, hostage rescue, counter-terrorism, and engaging heavily-armed criminals.

FBI Violent Crimes Task Force

2006

Assigned to the Columbia FBI Office to assist in the investigation of violent street gangs, crimes of violence, drug-related violence and the apprehension of violent fugitives. Responsibilities included using wiretaps and surveillance on proactive and coordinated targets to obtain federal prosecutions, including violations such as racketeering, drug conspiracy, and firearms violations.

U.S. Marshal Operation Intercept Fugitive Task Force

2002 to 2006

Assigned to a 13-agency task force that targeted persons wanted for violent crimes, narcotic offenses, and sexual offenses in South Carolina. Served as the point person for agency coordination from the South Carolina Department of Probation, Parole and Pardon Services.

CERTIFICATIONS, SPECIAL ASSIGNMENTS and AWARDS

- FBI Top Secret Security Clearance (2006 – 2011)
- Authored Agency Critical Incident Policy (PPP)
- Firearm's Instructor
- Tactical Driving Instructor
- Personal Protection Equipment Instructor
- Pressure Point Control Tactics Instructor
- Arrest Scenarios Instructor
- U.S. Drug Enforcement Agency (DEA) Narcotic Investigator School
- U.S. Secret Service – Executive Protection (SLED)
- 1995 Mobile Oil Community Service Athlete of the Week
- 1995 College Football Association "Good Works" Team for Community Service
- Four Year letterman University of South Carolina Gamecock Football (1991-1995)

EDUCATION

Troy University, Sumter, S.C.

Master of Science

Dec. 2016

Major: Criminal Justice

University Of South Carolina, Columbia, SC

Bachelor of Science

July 1996

Major: Criminal Justice

References Available Upon Request

I. Description of Position

- A. Briefly describe the primary purpose of your position.** The Deputy Director of Strategic Operations (DSO) will serve as a critical member of the executive management team. In collaboration with the Agency Director, the DSO will articulate and implement a strategic vision for the agency that focuses on effective growth; oversees implementation of the strategic plan in close coordination with DJJ’s planning and evaluation department, build new partnerships to grow and strengthen the organization, manages special projects, and serves in a high profile external role representing DJJ’s Director at key functions, to constituents, funders and the media.
- B. Describe your involvement in strategic planning or setting the strategic direction of your organization.** The DSO will oversee a portfolio that includes: (1) strategic planning; (2) communications; (3) high level partnerships; (4) governance and risk management and (5) special projects. The DSO will maintain strong connections to all agency program areas and divisions to introduce new partnerships, transition special projects for longer term sustainability and to meet the needs of the agency. The DSO will also serve as the primary staff liaison to Juvenile Justice Partners (JJP), internal and external constituents and engage the agency divisions/program areas frequently under the direction of the Agency’s Executive Director.
- C. Major Accountabilities:** List in order of importance the major activities that you perform, then describe the end results that you are expected to achieve and the primary indicators of success. Indicate for each activity the approximate percentage of time required.

| Activity 1 | End Results Expected and Indicators of Success | % of Time |
|--|--|-----------|
| Liaise with leadership members and staff to make decisions for operational activities and set strategic goals. | Increase agency operating practices to maximize the greatest data driven results | 20% |

| Activity 2 | End Results Expected and Indicators of Success | % of Time |
|--|---|-----------|
| Plans and monitors the day-to-day running of the agency to ensure smooth progress and evaluates regularly the efficiency of agency procedures according to organizational objectives and apply improvements. | Ensure the execution of agency operations are in compliance with the agency’s strategic goals and objectives. | 20% |

| Activity 3 | End Results Expected and Indicators of Success | % of Time |
|---|---|------------------|
| <p>Oversees and grows DJJ communications efforts including supervising the dissemination of public information internal and externally. Also, assists the Agency Director with developing relationships and partnerships locally and nationally. Additionally, acts as lead staff liaison for DJJ with external partners to provide guidance and help strengthen their connection to the agency's mission, services, and constituents. Oversees DJJ's Legislative Liaison. Along with representing DJJ and DJJ's Agency Executive Director on relevant committees and task forces, as well as at speaking engagements, conference panels and trainings.</p> | <p>Ensure a consistent, concise agency brand message for our internal and external constituency. Additionally, these efforts aid in garnering community support and leveraging partnerships. This will expand the reintegration service model to aid in the reduction of recidivism and enhance agency program offerings.</p> | <p>15%</p> |

| Activity 4 | End Results Expected and Indicators of Success | % of Time |
|--|---|------------------|
| <p>Oversees special projects including coordinating partners and managing staff, that will work closely with DJJ staff to set, track and achieve goals; and build and develop their skills. Oversees the program and project development activities that aid with developing new program ideas and pilot projects and assessing their risk before successful programmatic integration. In addition, monitors emerging needs and interests among key stakeholders such as clients, government, philanthropy, and employers.</p> | <p>Ensures the accuracy and efficiency of agency program development and implementation. This will meet the needs of our internal and external constituencies. Additionally, it increases the efficiency of the agency and expands programmatic offerings for staff and students that will enhance the rehabilitation of our youth.</p> | <p>15%</p> |

| Activity 5 | End Results Expected and Indicators of Success | % of Time |
|--|--|------------------|
| <p>Plays an active role in strengthening and maintaining the management and governance culture and practices that reflects the organization's core values. Participates in the budget development process and assists the Agency's Executive Director with maintaining a high level of fiscal responsibility. In addition, deploys resources efficiently and effectively toward organizations goals, working with staff to balance workload and effort, and provides regular feedback so that key staff can continuously improve their supervision and mentoring skills.</p> | <p>The agency will have stronger management and governance, culture and practices that reflect the organization's core value and ensures the efficiency of the Agency's Executive Director fiduciary responsibilities. This assist with strengthening inter-agency collaboration and improve efficiency.</p> | <p>15%</p> |

| Activity 6 | End Results Expected and Indicators of Success | % of Time |
|---|---|------------------|
| <p>Assists with reviewing and/or formulating policies and the promotion of their implementation, to evaluate the overall performance by gathering, analyzing and interpreting data and metrics.</p> | <p>Ensure that policies and procedures are promoting the vision and mission of the agency and ensures that agency decisions and programmatic integrations are driven by data and are being assessed for efficiency.</p> | <p>15%</p> |

D. Who are the primary customer groups or stakeholders within or outside the agency with whom you have primary working relationships? What is the nature of your work with each?

DJJ Youth – indirectly oversee providing quality meals to juveniles, safe facilities to live in, and laundry services for clean clothing.

Governor’s Office- respond to requests and attend meetings as required by Agency Director.

Agency Director –serve as a resource to provide guidance and feedback, work on sensitive matters, and may represent the Director at meetings or functions as requested.

Legislature and Legislative Staff- respond to requests, provide information, participate in legislative hearings, and attend legislative sessions as needed.

Assigned Staff- manage direct staff and indirectly lend support to other staff.

Agency Employees- may respond to certain requests and interact with employees in meetings or when information is needed.

Executive Management Team- serve as a colleague, coordinate to provide services to juvenile and implement programs or programmatic changes.

DJJ Program Directors (Example: General Counsel, IT Director, County Director, Facility Director, HR Director, etc.)-respond to requests, provide information, attend meetings, and assist as needed or if possible.

State Agencies- respond to requests, provide information, chair and/or attend meetings, participate in other state agency provided training.

General Public- respond to requests and provide information as appropriate.

Other Governmental Entities- respond to requests, provide information, and attend meetings.

Other U.S. States- respond to requests, provide information.

Media- prepares responses for requests, provide appropriate information, attend appropriate meetings, and speak with the media as directed by the Public Affairs Office.

Vendors-may participate in vendor demonstrations, respond to requests and provide information as appropriate.

Other External Groups - respond to requests, provide information, seek information, and attend meetings.

E. Decision-making: Describe typical decisions that you are required to make, and what decisions you refer to others.

Decisions you make: Managerial macro-level decisions involving staff, budget and program support, safety and security, as it relates to overall **agency** operations that impact the agency’s mission or providing services to employees and/or juveniles. This position is tasked with either making final decisions or recommending to the Agency Director appropriate information to make a final agency decision.

Decisions you refer to others: Micro-level day to day operations of functional programmatic operations.

II. Organization

A. Attach a current organizational chart which includes your position, the position to which you report, and the positions/functions which report to you.

B. Indicate total employees and funds for which you are accountable.

| | |
|---|-------------|
| Total number of employees you directly supervise | 8 |
| Total number of employees for which you are responsible | 44 |
| Total personnel services budget for your area | \$2,786,788 |
| Total funds allocated to your division/department | \$6,010,069 |

C. Agency budget and other quantitative measures:

Indicate below your agency's budget and any other quantitative measures which indicate the scope of your position. *(Examples include: # and \$ value of projects supervised, financial or capital expenditure plans created and overseen, physical inventory managed, etc.)*

| Item | Quantity (if applicable) | Dollar Value (if applicable) |
|--|-----------------------------|---------------------------------|
| Administration | 78.0 | \$5,173,776 |
| Community Services | 395.58 | \$19,221,654 |
| Long-term Facilities | 409.0 | \$20,013,089 |
| Reception and Evaluation | 242.90 | \$9,152,959 |
| Detention Center | 119.35 | \$3,733,701 |
| Residential Operations | 12.0 | \$30,250,785 |
| Juvenile Health and Safety | 99.0 | \$8,654,860 |
| Program Analysis and Staff Development | 40.0 | \$2,537,158 |
| Education | 88.10 | \$6,505,297 |
| Employee Benefits | 1483.93 | \$24,332,639 |

II. Organization (continued)

D. Give a brief description of the function(s) of each position reporting directly to you.

| Job Title | Function |
|--|--|
| Legislative Liaison | Serves as the agency's legislative liaison for the purpose of monitoring agency legislation, communicating with the legislative members or their staff members, and providing advice or feedback to the Agency Director or Deputy based on the established legislative agenda. |
| Information Technology Manager II (AM56) | Manages the Information Technology Office including hardware and software security, Help Desk, risk assessment, internally developed programs, hardware and software installation, networks, and other associated IT requirements. |
| InfoSec and Risk Manager | With limited supervision, this individual reviews and evaluates the agency's business processes to identify issues of governance, risk and compliance, specializing in privacy, data security, compliance and risk management. This individual works with the SCDJJ leadership and executive management, other state agencies, and the Department of Admin and its Division of Information Security (DIS), Program Management Office (PMO) and Enterprise Privacy Office (EPO) to establish governance, risk management and compliance initiatives related to information security and privacy strategies, business priorities, vision, mission and directives, in a manner consistent with the federal and state requirements that SCDJJ is subject to. |
| Development and Evaluation Administrator | Manages Research and Statistics, Program Development, Project Management, Grants Manager and the JDAI State Coord. This Administrator is responsible for overseeing the development and implementation of evidence-based programs and practices across agency divisions; provide professional support to SCDJJ staff in the area of new and expanded programs and services; work to secure, implement and manage external funding for new and enhanced SCDJJ programs and services through grants and other sources of funding; and provide managerial oversight of the SCDJJ's Office of Research and Statistics. |

| | |
|-----------------------------|--|
| Administrative Coordinator | Provides higher level administrative support to the Deputy Director while maintaining confidentiality and responding timely. |
| Public Information Manger | Serves as agency spokesperson/media liaison; develops and disseminates media advisories and releases to support agency agenda and activities; advises management of potential media/public reactions to agency decisions and incidents; handles crisis communication for internal and external audiences; establishes working relationships with representatives of print and broadcast media. |
| Policy Manager | Under minimal supervision, the Policy Manager directs the implementation of and revisions to policies within DJJ to enhance youth services and management practices, ensuring cost-effectiveness and compliance with laws and nationally recognized standards for juvenile justice. The supervising of the policy analyst and managing new policy work flow. |
| Business Operations Manager | The Business Operations Manager will work with various departments to make sure that the work processes support the goals of the agency by helping ensure that all work tasks are performed in the most efficient and effective manner possible. This will be achieved by understanding policies, strategic goals, and Standard Operating Procedures within the Agency to ensure the execution of business practices that will assist the agency with maintaining the highest level of operational efficiency. |

IF ADDITIONAL SPACE IS NEEDED, ATTACH ANOTHER SHEET

III. Principal Problems and Challenges

A. Briefly describe the principal challenges encountered in your position.

The principal challenges are as follows:

- Ensuring that the Director receives updated and well-researched information to make informed decisions.
- Being flexible to meet the Department's needs as programs may change.
- Having controls in place to prevent an information systems' security breach.
- Complying with privacy standards.
- Ensuring the operations and overall management of the Division of Strategic Operations are in compliance with agency, state and federal policies, laws or guidelines.
- Making certain that allocation of, and accountability for, the human, fiscal and information resources support DJJ's mission and are used responsibly.
- Balancing the needs of internal and external customers, constituents, and others.
- Being on call essentially 24 hours/7 days per week.
- Being required to go to facilities at any given time (day or night) to attend to critical issues.
- Having supporting data and program measures to support the Agency
- Understanding the fact that the position must be able to make quick decisions, yet understand the impact to reduce negative consequences or liability.
- Understanding that this job function requires long-range planning in a fast paced environment which affects the incumbent's time management.

IV. Comments – Immediate Supervisor

A. Give any additional information you believe would help someone better understand the position.

This position serves a key role to agency programs by managing critical agency resources that are the supporting foundation for programmatic staff to serve our youth, achieve successful strategic outcomes and meet the agency's mission. Therefore, this role must understand the importance of confidentiality, exercising sound judgment to make critical decisions, be responsive to deadlines, have the ability to work well with peers to facilitate services and be able to make important decisions that affect the juveniles and/or direction of programs, be able to see the "big picture" and overall needs – yet be able to focus on specifics when required, be flexible and adaptable to meet unexpected changes or requirements, demonstrate leadership ability, and have a dedicated interest in serving the children of South Carolina to improve the quality of their lives to make difference.

IF ADDITIONAL SPACE IS NEEDED, ATTACH ANOTHER SHEET

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

Rev. July 2018

PROFESSIONAL OVERVIEW

Degreed professional with more than 20 years of experience in economic and business development, long-term planning, public relations, training, education, governmental affairs, project management, strategic planning, conflict management, written, verbal and video communications, crisis management, media relations, research, event planning, policy development, and constituent services. A highly focused and motivated individual with proven leadership skills and the capacity to deal with challenges effectively. Encompasses strong analytical and organizational skills, with the capability to communicate complex ideas in writing and public speech. Consistently described as a team player with "Big Picture" skills who can perform independently with little to no supervision and demonstrates the capacity to motivate employees, while meeting and exceeding high pressure deadlines.

PROFESSIONAL EXPERIENCE

SENIOR STRATEGIST

SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE

Columbia, SC 29210

August 2018-Presently

- Articulates and implements the strategic vision for the agency that focuses on effective growth and process efficiency
- Manages several key agency functions which include: Development and Accountability, Business Operations, Organizational Governance; and External Operations
- Oversees the Strategic Operations for the agency which encompasses: strategic planning; project management; program development; communications; resource development; information technology; business operations, policy management; legislative affairs; and governance and risk management
- Oversees the development and implementation of the agency's strategic plan
- Builds new partnerships to grow and strengthen the organization
- Manages all agency-wide projects and the development of new programs
- Serves in a high-profile external role representing the Agency's Executive Director at key functions, to constituents, fundraisers and the media.
- Develops and maintains strong connections to all agency program areas and divisions to introduce new partnerships, transition special projects for longer term sustainability and to meet the needs of the agency.

PROJECT MANAGER

SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE

Columbia, SC 29210

October 2017-August 2018

- Coordinated internal resources and third parties/vendors for the flawless execution of projects
- Ensured all projects were delivered on-time, within scope and within budget
- Assisted in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Managed the project team and all stakeholders
- Performed risk management to minimize project risks
- Developed detailed ordering briefs and clarify specific requirements of each project
- Tracked project performance, specifically to analyze the successful completion of short and long-term goals
- Analyzed budgetary objectives and make adjustments to project constraints based on financial analysis
- Conducted workshops and trainings as required to maintain project proficiency
- Enhanced spreadsheets, diagrams and process maps to document needs

EXECUTIVE DIRECTOR OF MARKETING AND COMMUNICATIONS
COLUMBIA COLLEGE

Columbia, SC 29203

April 2016- January 2017

- Served as the College's chief marketing and information officer; managed a \$400k advertising budget.
- Planned, executed and evaluated an integrated marketing and communications strategy to support the priorities of the College's strategic plan.
- Provided leadership and direction for a team of marketing and communications professionals including a senior writer/editor, photographer/digital specialist, design/web content manager and social media strategist.
- Oversaw all aspects of the development, design, writing and production of the College's promotional, branding and marketing materials.
- Collaborated with vice presidents to develop and implement marketing strategies in support of institutional goals related to the recruitment of students, support of athletics and cultivation of alums and donors.
- Executed a comprehensive crisis communication plan to effectively preserve the integrity of the College's reputation.

EXECUTIVE CLERK TO COUNCIL

RICHLAND COUNTY COUNCIL

Richland County Government

Columbia, SC 29202

March 2014- April 2016

- Provided responsible planning, direction, coordination, administrative, and managerial support to ensure effective and efficient operations and activities for Richland County Council.
- Served as a liaison between county council members and their constituents and county government staff.
- Lead spokesperson and representative for county council at governmental, community groups, schools, and events.
- Executed a variety of advanced professional duties and analytical projects for county council.
- Directed, and coordinated office staff, programs, and activities to ensure that objectives are met.
- Managed effective internal and external relationships through management, leadership, and communication to achieve economical, technical, and productive performance.
- Prepared and managed the \$800k budget for council services; and prepared quarterly financial reports for county council.

PUBLIC INFORMATION DIRECTOR

SOUTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES

Columbia, SC 29202

November 2012 –March 2014

- Planned, developed, and directed communications strategies and long-range public information programs designed to enhance agency branding, and promote and enhance agency goals, activities, and objectives.
- Coordinated the messaging of agency projects to maximize exposure, promote policies, and ensure stakeholder understanding.
- Oversaw creative engagement of the media, legislators, the health community, consumers, and the public, leveraging agency data and state and national trends to extend messaging and create local tie-in.
- Developed outreach calendar to ensure agency presence at civic, professional, legislative, and consumer related organizations.

RESTAURANT MARKETING DIRECTOR

CHICK-FIL-A

Columbia, SC 29223

August 2011- January 2016

- Planned and executed more than 100 sales development activities that built relationships in the community and within the education and business sectors.
- Developed a comprehensive, annual marketing plan.
- Handled all donation requests received at the restaurant.
- Established and grew relationships within the community through cross promotions, remote sampling and BOG (Be Our Guest) card distribution.
- Implemented more than 25 school programs (Fund-Raising Programs, Third Party Sales)
- Planned and executed the marketing campaign for the annual Chick-fil-A Classic that attracted more than 60,000 people and raised more than \$125,000 in scholarship revenue.

**SPECIAL PROJECT APPOINTMENT:
PUBLIC INFORMATION OFFICER AND COMMUNITY LIAISON**

Richland County Sheriff's Department
Columbia, SC 29223
September 2008 –April 2011

- Formulated and implemented long range comprehensive and strategic communications plan.
- Managed all media inquiries and crisis management situations.
- Coordinated and planned – training seminars, press events, community recognitions.
- Provided communication support during critical incidents by working with the media on information dissemination and record keeping.
- Effectively communicated complex data and information in a manner which is succinct and easily understood.
- Coordinated the Sheriff's Department debut on national syndicated television shows: Gangland, Unsolved Mysteries, Lion TV (MTV) and Tru TV.
- Orchestrated and facilitated numerous citizen public outreach programs such as, Sheriff Leon Lott's first annual State of the County Address and the Community Symposium, formally known as "Lay Down the Law with Lott" and the Blythewood High School Criminal Justice Program.
- Advised and consulted policy makers and managers on communication strategies.
- Responsible for the publication of monthly internal/external publications and annual documents.
- Supervised the Richland County Sheriff's Department Internship Program, the Volunteer Program which contains more than 200 active Volunteers and a staff of four
- Managed eighteen radio programs for the Richland County Sheriff's Department.
- Conducted monthly presentation to civic, corporate and community groups.

NEIGHBORHOOD PLANNER

Richland County Government
Columbia, SC 29204
April 2007 –November 2012

- Conducted a continuing planning program for the physical, social, and economic development and redevelopment of Richland County neighborhoods.
- Co-managed \$600K budget for the development of neighborhood master planning.
- Established policies and procedures for neighborhood improvement program development and implementation.
- Collaborated with neighborhood residents, community leaders, appointed and elected officials to develop neighborhood improvement plans.
- Managed the Neighborhood Improvement Program and Funds, including adoption and implementation of neighborhood master plans, administration of neighborhood matching grants, and production of neighborhood leadership training and annual neighborhood planning conference.
- Facilitated interagency and inter-jurisdictional planning for community infrastructure.
- Developed Richland County's Government first Commercial Façade Grant Program.
- Secured more than \$700K in Community Block Grant Funding for underserved neighborhoods in Richland County.
- Facilitated the development of the "Decker Boulevard District" in the Richland County Land Development Code.
- Spear-headed the department's economic development initiatives in the county's commercial corridors.
- Conducted monthly neighborhood leadership training workshops to over 300 neighborhoods.
- Administered Neighborhood matching grant program to eligible neighborhoods totaling \$40k per year.

SENIOR ACCOUNT EXECUTIVE

Beneficial Mortgage of South Carolina, Inc.
Sumter, SC 29150
May 2005- April 2007

- Marketed financial and insurance products to over 300 new and existing customers weekly.
- Exceeded sales performance goals of \$300K per month.
- Assisted branch sales manager with loan documentation and internal audit for 5 staff members.
- Disbursed loan proceeds exceeding \$750k monthly.
- Conducted quarterly sales training.

TEACHING EXPERIENCE

| | |
|--|--|
| SOCIAL TRANSFORMATION AND ALTERNATIVE VISIONS SPRINGFIELD COLLEGE, ADJUNCT PROFESSOR | CHARLESTON, SC MAY 2016- AUGUST 2018 |
| COMMUNITY PROJECT DEVELOPMENT SPRINGFIELD COLLEGE, GUEST INSTRUCTOR | CHARLESTON, SC JUNE 2010 – APRIL 2016 |

EDUCATION

| | |
|--|-------------------------------|
| CERTIFICATE OF PROJECT MANAGEMENT UNIVERSITY OF SOUTH CAROLINA | COLUMBIA, SC DECEMBER 2019 |
| CERTIFICATE OF CONFLICT RESOLUTION TRAINING MIDLANDS MEDIATION CENTER | COLUMBIA, SC JULY 2017 |
| MASTER OF PUBLIC ADMINISTRATION <i>COMMUNITY AND ECONOMIC DEVELOPMENT CONCENTRATION</i> CLEMSON UNIVERSITY | CLEMSON, SC AUGUST 2016 |
| CERTIFIED ECONOMIC DEVELOPER INTERNATIONAL ECONOMIC DEVELOPMENT COUNCIL | WASHINGTON, DC JUNE 2018 |
| CERTIFICATION OF ECONOMIC DEVELOPMENT SC DEPARTMENT OF COMMERCE ECONOMIC DEVELOPMENT INSTITUTE | COLUMBIA, SC NOVEMBER 2012 |
| CERTIFIED LAW ENFORCEMENT OFFICER SOUTH CAROLINA CRIMINAL JUSTICE ACADEMY | COLUMBIA, SC JULY 2009 |
| MASTER OF PUBLIC ADMINISTRATION <i>LOCAL, STATE AND FEDERAL GOVERNMENT CONCENTRATION</i> STRAYER UNIVERSITY | WASHINGTON, DC JUNE 2009 |
| CERTIFICATION OF LEADERSHIP GREATER COLUMBIA CHAMBER OF COMMERCE | COLUMBIA, SC JUNE 2008 |
| BACHELOR OF SCIENCE, POLITICAL SCIENCE FRANCIS MARION UNIVERSITY | FLORENCE, SC May 2004 |

ACCOMPLISHMENTS AND MEMBERSHIPS

- Graduate, Emerge SC
- Graduate, Columbia College's Institute for Leadership & Professional Excellence LeaderSHIFT Program
- Member, American Correctional Association
- Board Chairwoman, Greater Columbia Chamber of Commerce Leadership Columbia Committee
- Member, International Economic Development Council
- Member, South Carolina Economic Development Association
- Member, American Society of Public Administrators
- Member, Greater Columbia Chamber of Commerce Leadership Columbia Alumni Association
- Board Member, Greater Columbia Chamber of Commerce Leadership Columbia Committee
- Life Member, Alpha Kappa Alpha Sorority, Inc.



**Henry McMaster
Governor**

**Monique McDaniels
Senior Strategist
Strategic Operations**

**Freddie B. Pough
Agency Executive Director**

**Anya James
Executive Assistant to the Director**

- Development & Evaluation
 - Research & Statistics
 - Project Manager
 - Research & Development Manager
 - Project Coordinator
 - JDAI State Site Coordinator
- Information Technology
 - Help Desk
 - Network Services
 - Application Support
 - Desktop Support
 - Public Information
 - Resource Development
- Information Security and Privacy
- Policy Management
- Business Operations
 - Central Records
 - Central Office
- Legislative Liaison

**William "Buddy" Littlejohn
Inspector General
Division of Investigative Services**

- Chief Investigator
 - K-9
 - Gangs
 - Video Surveillance
 - Communications (Dispatch)
- Management Review
- Quality & Compliance
 - Quality Assurance
 - Internal Audits
- Juvenile & Family Relations
 - Disciplinary Hearings
 - Disciplinary Officers

**Floyd Lyles
Superintendent
Division of Education & Workforce Development**

- Education Administrator
- Special Education
- Guidance & Workforce Development
- Curriculum Coordinator
- Principal, Birchwood School
- Principal, JDC/Eval Centers
- Principal, Alternative Programs
- District Programs
- Technology Instruction
- Career & Business Opportunities
- CATE

**Elizabeth Hill
Senior Advisor & General Council
Division of Legal Services**

- Assistant General Counsel
- Release Authority

**Melanie Hendricks
Deputy Director
Division of Rehabilitative Services**

- Psychology
- Social Work
- Health Services
- Trauma-Informed Services
- Interagency & Classification Services

**Velvet McGowan
Deputy Director
Division of Institutional Services**

- Security and Operations
 - Long-term Facility
 - Institutional Support
 - Juvenile Detention
 - Evaluation Centers
 - Emergency Preparedness
 - Centralized Institutional Operations
 - Safety & Security Coordinator
- Public Safety
- Dietary Services
- Management & Compliance

**Rhonda Holman
Interim Deputy Director
Division of Community Services**

- Community Alternatives
- Community Justice
- Programming & Accountability
- Low Country Regional Admin.
- Midlands Regional Admin.
- Pee Dee Regional Admin.
- Upstate Regional Admin.
- Victim Services

**Brett Macgargle
Senior Deputy Director**

**Office of Professional Standards
Christine Wallace
Associate Deputy**

- Program Coordinator
- Training Quality Assurance
- Training Administrator
- LMS Coordinator
- Standards Management
 - PREA
 - PbS

**Office of Support Services
Fred Gentner
Associate Deputy**

- Physical Plant
 - Maintenance
 - Grounds
 - Projects
- Business Services
 - Inventory and Supply
 - Fleet Management
 - Mail
 - Custodial
 - Warehouse

**Office of Institutional Programming
Andy Broughton
Associate Deputy**

- Institutional Programs, BRRC
- Institutional Programs, CEC
- Volunteer Services
- Store of Hope
- Chaplaincy
- Young Craftsman
- Upholstery
- Visitation

**Office of Fiscal Affairs
Kim Parris
Associate Deputy**

- Fiscal Operations Administrator
 - Grants
 - Budget
- Accounting & Trust Accounts
 - Accounts Payable
 - Trust Accounts
 - Collections
- Procurement
 - Contracts
 - Procurement

**Office of Human Resources
Dr. Zebulon Young
Associate Deputy**

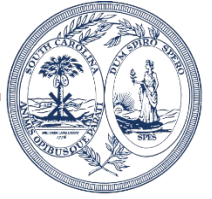
- Assistant HR Manager
- Benefits
- Employment Services/Recruiting
- Employee Relations
- Classification & Compensation
- Payroll/Time and Leave



Freddie B. Pough
Executive Director

P.O. Box 21069
Columbia, SC 29221-1069
djj.sc.gov

Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 4

Agency Response to Item 9

9. Why did the agency prioritize maintaining funds in carry forward instead of upgrading the security camera network?

AGENCY NAME: DEPARTMENT OF JUVENILE JUSTICE

AGENCY CODE: N120

SECTION: 67

| PRIORTIY | REQUEST TYPE | REQUEST TITLE | FUNDING: STATE |
|---------------|----------------|---|----------------------|
| 1 | B1 - Recurring | Increase base starting salary for Juvenile Correction Officers and Community Specialists | \$ 5,180,542 |
| 2 | B1 - Recurring | Salary for Education Staff & Support due to unfunded mandates over the past 7 years | \$ 3,763,008 |
| 3 | B1 - Recurring | Increase cost of Health Services and outside contracts | \$ 2,081,902 |
| 4 | C - Capital | Security Phase 1 of 2 - Upgrade of the agency security camera network - LAC recommendation #15 (part of recurring request #7) | \$ 2,071,667 |
| 5 | B1 - Recurring | Expansion of Diversionary Program | \$ 2,240,000 |
| 6 | B1 - Recurring | Marine and Wilderness Program Increase | \$ 1,500,000 |
| 7 | B1 - Recurring | IG Ratio & Airtime (part of Capital request #4) | \$ 810,371 |
| 8 | B1 - Recurring | Electronic Monitoring Program | \$ 700,000 |
| 9 | C - Capital | Regionalization: MEC Booking and Intake Area | \$ 1,089,000 |
| 10 | C - Capital | New detention and evaluation facility due to Raise the Age Legislation | \$ 19,001,373 |
| 11 | C - Capital | Security fencing and wiring for Maple, Cypress and Poplar | \$ 619,000 |
| 12 | C - Capital | HVAC R-22 Replacement | \$ 2,800,000 |
| 13 | C - Capital | Regionalization Phase 1 of 2 Willow Lane Site Modifications | \$ 3,521,203 |
| 14 | C - Capital | Regionalization Phase 2 of 3 Willow Lane building repurposing | \$ 13,198,982 |
| 15 | C - Capital | Broad River Road Complex recreational areas for Regionalization | \$ 1,224,000 |
| 16 | C - Capital | Goldsmith building repurposed into enhanced infirmary facility | \$ 11,688,018 |
| 17 | C - Capital | Upgrade Birchwood Campus Fire alarm panels | \$ 2,200,000 |
| 18 | C - Capital | Upgrade Drainage System SCDJJ Columbia complex | \$ 300,000 |
| 19 | B1 - Recurring | Increase in Insurance Reserve Fund Tort Insurance-Increase 77% | \$ 520,000 |
| 20 | C - Capital | 4 Regional Multi-Systemic Therapy/Functional Family Therapy teams Phase 1 of 4 | \$ 1,200,000 |
| 21 | C - Capital | Renovations to existing secure facilities. | \$ 2,165,188 |
| 22 | B1 - Recurring | Community Evaluations-Staff Phase 1 of 2 | \$ 280,000 |
| 23 | B1 - Recurring | Community Alternatives/Youth Empowerment Day Treatment Center | \$ 500,000 |
| 24 | B1 - Recurring | Expand Family Solutions | \$ 412,000 |
| TOTALS | | | \$ 79,066,254 |

Fiscal Year 2019-20 Budget Request Executive Summary

Agency Code: N120
 Agency Name: Department Of Juvenile Justice
 Section: 67

| BUDGET REQUESTS | | | FUNDING | | | | FTES | | | | | |
|-----------------------|--------------------|---|------------|---------|-----------|------------|------------|--------|---------|-----------|------------|--------|
| Priority | Request Type | Request Title | State | Federal | Earmarked | Restricted | Total | State | Federal | Earmarked | Restricted | Total |
| 1 | B1 - Recurring | Increase starting salary for Education staff & support | 3,427,368 | | | | 3,427,368 | | | | | 0.00 |
| 2 | B1 - Recurring | Increase starting salary for Juvenile Corrections Officers and Community Specialists | 2,029,916 | | | | 2,029,916 | | | | | 0.00 |
| 3 | B2 - Non-Recurring | Complete upgrade of the agency security camera network | 1,925,000 | | | | 1,925,000 | | | | | 0.00 |
| 4 | B2 - Non-Recurring | SC&G Electrical Grid Take-Over | 1,320,000 | | | | 1,320,000 | | | | | 0.00 |
| 5 | B1 - Recurring | Increase Psychiatrists-University Specialty Clinic-Enhance Contract | 1,500,000 | | | | 1,500,000 | | | | | 0.00 |
| 6 | B2 - Non-Recurring | Education-Intercom System | 350,000 | | | | 350,000 | | | | | 0.00 |
| 7 | B1 - Recurring | Department of Psychology-Pay Outstanding Student Loan | 112,500 | | | | 112,500 | | | | | 0.00 |
| 8 | B2 - Non-Recurring | Dietary Program at BRRC-Coastal Evaluation Center Cafeteria | 45,000 | | | | 45,000 | | | | | 0.00 |
| 9 | B2 - Non-Recurring | Dietary Program at BRRC-John G. Richards Cafeteria | 45,000 | | | | 45,000 | | | | | 0.00 |
| 10 | B1 - Recurring | 348 FTE's for Implementation of Raise the Age | 17,671,665 | | | | 17,671,665 | 348 | | | | 348.00 |
| 11 | C - Capital | Phase 1 of 3 Willow Lane (WL) site modifications to existing area and buildings. Regionalization | 2,934,336 | | | | 2,934,336 | | | | | 0.00 |
| 12 | C - Capital | Phase 2 of 3 Willow Lane (WL) female housing. Regionalization | 10,999,152 | | | | 10,999,152 | | | | | 0.00 |
| 13 | C - Capital | Phase 3 of 3 Midlands Evaluation Center (MEC) Housing. Regionalization | 4,976,472 | | | | 4,976,472 | | | | | 0.00 |
| 14 | C - Capital | Repurpose the Goldsmith Building (#3001) to house an enhanced intake infirmary facility. | 9,740,016 | | | | 9,740,016 | | | | | 0.00 |
| 15 | C - Capital | Regionalization housing needs for Females at UEC and CEC campus areas. | 4,400,000 | | | | 4,400,000 | | | | | 0.00 |
| 16 | C - Capital | Dorm Security control upgrade-4 dorm sleeping units & Laurel | 3,417,543 | | | | 3,417,543 | | | | | 0.00 |
| 17 | C - Capital | Centralized Alarm Monitoring System-Columbia Agency Wide | 385,000 | | | | 385,000 | | | | | 0.00 |
| 18 | C - Capital | New Detention Center, New Evaluation Center and Retrofitting of Existing Building for Implementation of Raise the Age | 19,001,373 | | | | 19,001,373 | | | | | 0.00 |
| 19 | | | | | | | 0 | | | | | 0.00 |
| 20 | | | | | | | 0 | | | | | 0.00 |
| 21 | | | | | | | 0 | | | | | 0.00 |
| 22 | | | | | | | 0 | | | | | 0.00 |
| 23 | | | | | | | 0 | | | | | 0.00 |
| 24 | | | | | | | 0 | | | | | 0.00 |
| 25 | | | | | | | 0 | | | | | 0.00 |
| 26 | | | | | | | 0 | | | | | 0.00 |
| 27 | | | | | | | 0 | | | | | 0.00 |
| 28 | | | | | | | 0 | | | | | 0.00 |
| 29 | | | | | | | 0 | | | | | 0.00 |
| 30 | | | | | | | 0 | | | | | 0.00 |
| TOTAL BUDGET REQUESTS | | | 84,280,341 | 0 | 0 | 0 | 84,280,341 | 348.00 | 0.00 | 0.00 | 0.00 | 348.00 |

| | | | |
|---------------------|--|-----------------|-----------|
| AGENCY NAME: | SC Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

FORM C – CAPITAL REQUEST

| | |
|------------------------|----------|
| AGENCY PRIORITY | 7 |
|------------------------|----------|

Provide the Agency Priority Ranking from the Executive Summary.

| | |
|--------------|--|
| TITLE | Security-Phase 1 of 2: Upgrade of the agency security camera network-LAC Recommendation #15 |
|--------------|--|

Provide a brief, descriptive title for this request.

| | |
|---------------|---------------------|
| AMOUNT | \$ 1,925,000 |
|---------------|---------------------|

How much is requested for this project in FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.

| | |
|----------------------|--|
| CPIP PRIORITY | CPIP Plan year and priority number - 20-09 First year included – FY 2018-2019 |
|----------------------|--|

Identify the project's CPIP plan year and priority number, along with the first year in which the project was included in the agency's CPIP. If not included in the agency's CPIP, please provide an explanation. If the project involves a request for appropriated state funding, briefly describe the agency's contingency plan in the event that state funding is not made available in the amount requested.

| | |
|------------------------|--|
| OTHER APPROVALS | JBRC and SFAA approval will be sought upon funding |
|------------------------|--|

What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, SFAA, etc.)

| | |
|--|---|
| LONG-TERM PLANNING AND SUSTAINABILITY | Security cameras and other surveillance equipment has been replaced as needed resulting in a rag tag mismatched system overall. Some of the equipment is out of service and no longer meets current standards and needs. This is a phase I of II. Will request an additional \$500,000 in the following fiscal year to complete. Useful life is 5-10 years. Recurring funding requested in priority 8 in the amount of \$810,371 to maintain system on an ongoing basis. |
|--|---|

What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured? What is the agency's expectation with regard to additional annual costs or savings associated with this capital improvement? What source of funds will be impacted by those costs or savings? What is the expected useful life of the capital improvement?

| | | | |
|---------------------|--|-----------------|-----------|
| AGENCY NAME: | SC Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

SUMMARY

The equipment upgrade will provide better quality and additional features that will enhance detail allowing for quality and clarity to better identify persons and details involved in incidents. This will be evident during investigations. Software with the upgrade will also allow for remote access that will make for immediate viewing without having to travel to the facility where the incident occurred.

It is requested that a complete upgrade of the agency security camera network be approved. The last complete recorder upgrade was in 2009 and the last complete camera upgrade was in 2014. At that time all cameras were replaced. The current DVRs are no longer being made and thus have no replacement parts, requiring a new model be purchased. With the continued improvement of technological advancement, a complete change out would guarantee compatibility, provide better quality and increased storage and longer footage retention. With new safety equipment would come warranties and therefore require less time and money be spent maintaining and repairing outdated equipment. An upgrade would also provide software that would allow for remote viewing access.

Better enhance the quality of the images captured on the video equipment which will also improve the safety of juveniles and the staff that serve them.

DJJ's concern other than safety within our institution is the LAC report finding 15 that DJJ should implement all of the security recommendations made by the Correctional Consulting Services. Additional security lighting, personal duress, communication, fire suppression, and cameras are all a part of Phase I.

Provide a summary of the project and explain why it is necessary. Please refer to the budget guidelines for appropriate questions and thoroughly answer all related items.

| | | | |
|---------------------|--|-----------------|-----------|
| AGENCY NAME: | SC Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

FORM C – CAPITAL REQUEST

| | |
|------------------------|----------|
| AGENCY PRIORITY | 7 |
|------------------------|----------|

Provide the Agency Priority Ranking from the Executive Summary.

| | |
|--------------|--|
| TITLE | Security-Phase 1 of 2: Upgrade of the agency security camera network-LAC Recommendation #15 |
|--------------|--|

Provide a brief, descriptive title for this request.

| | |
|---------------|---------------------|
| AMOUNT | \$ 1,925,000 |
|---------------|---------------------|

How much is requested for this project in FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.

| | |
|----------------------|--|
| CPIP PRIORITY | CPIP Plan year and priority number - 20-09 First year included – FY 2018-2019 |
|----------------------|--|

Identify the project's CPIP plan year and priority number, along with the first year in which the project was included in the agency's CPIP. If not included in the agency's CPIP, please provide an explanation. If the project involves a request for appropriated state funding, briefly describe the agency's contingency plan in the event that state funding is not made available in the amount requested.

| | |
|------------------------|--|
| OTHER APPROVALS | JBRC and SFAA approval will be sought upon funding |
|------------------------|--|

What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, SFAA, etc.)

| | |
|--|---|
| LONG-TERM PLANNING AND SUSTAINABILITY | Security cameras and other surveillance equipment has been replaced as needed resulting in a rag tag mismatched system overall. Some of the equipment is out of service and no longer meets current standards and needs. This is a phase I of II. Will request an additional \$500,000 in the following fiscal year to complete. Useful life is 5-10 years. Recurring funding requested in priority 8 in the amount of \$810,371 to maintain system on an ongoing basis. |
|--|---|

What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured? What is the agency's expectation with regard to additional annual costs or savings associated with this capital improvement? What source of funds will be impacted by those costs or savings? What is the expected useful life of the capital improvement?

| | | | |
|---------------------|--|-----------------|-----------|
| AGENCY NAME: | SC Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

SUMMARY

The equipment upgrade will provide better quality and additional features that will enhance detail allowing for quality and clarity to better identify persons and details involved in incidents. This will be evident during investigations. Software with the upgrade will also allow for remote access that will make for immediate viewing without having to travel to the facility where the incident occurred.

It is requested that a complete upgrade of the agency security camera network be approved. The last complete recorder upgrade was in 2009 and the last complete camera upgrade was in 2014. At that time all cameras were replaced. The current DVRs are no longer being made and thus have no replacement parts, requiring a new model be purchased. With the continued improvement of technological advancement, a complete change out would guarantee compatibility, provide better quality and increased storage and longer footage retention. With new safety equipment would come warranties and therefore require less time and money be spent maintaining and repairing outdated equipment. An upgrade would also provide software that would allow for remote viewing access.

Better enhance the quality of the images captured on the video equipment which will also improve the safety of juveniles and the staff that serve them.

DJJ's concern other than safety within our institution is the LAC report finding 15 that DJJ should implement all of the security recommendations made by the Correctional Consulting Services. Additional security lighting, personal duress, communication, fire suppression, and cameras are all a part of Phase I.

Provide a summary of the project and explain why it is necessary. Please refer to the budget guidelines for appropriate questions and thoroughly answer all related items.

| | | | |
|---------------------|---|-----------------|----|
| AGENCY NAME: | South Carolina Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

FORM B2 – NON-RECURRING OPERATING REQUEST

| | |
|------------------------|----------|
| AGENCY PRIORITY | 3 |
|------------------------|----------|

Provide the Agency Priority Ranking from the Executive Summary.

| | |
|--------------|---|
| TITLE | Complete upgrade of the agency security camera network |
|--------------|---|

Provide a brief, descriptive title for this request.

| | |
|---------------|---------------------|
| AMOUNT | \$ 1,925,000 |
|---------------|---------------------|

What is the net change in requested appropriations for FY 2019-20? This amount should correspond to the total for all funding sources on the Executive Summary.

| | |
|--|--|
| FACTORS ASSOCIATED WITH THE REQUEST | Mark "X" for all that apply: |
| | <input type="checkbox"/> Change in cost of providing current services to existing program audience |
| | <input type="checkbox"/> Change in case load/enrollment under existing program guidelines |
| | <input type="checkbox"/> Non-mandated change in eligibility/enrollment for existing program |
| | <input type="checkbox"/> Non-mandated program change in service levels or areas |
| | <input type="checkbox"/> Proposed establishment of a new program or initiative |
| | <input type="checkbox"/> Loss of federal or other external financial support for existing program |
| | <input type="checkbox"/> Exhaustion of fund balances previously used to support program |
| | <input checked="" type="checkbox"/> IT Technology/Security related |
| | <input checked="" type="checkbox"/> Consulted DTO during development |
| <input checked="" type="checkbox"/> Request for Non-Recurring Appropriations | |
| <input type="checkbox"/> Request for Federal/Other Authorization to spend existing funding | |
| <input type="checkbox"/> Related to a Recurring request – If so, Priority # | |

| | |
|--|--|
| STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES | Mark "X" for primary applicable Statewide Enterprise Strategic Objective: |
| | <input type="checkbox"/> Education, Training, and Human Development |
| | <input type="checkbox"/> Healthy and Safe Families |
| | <input checked="" type="checkbox"/> Maintaining Safety, Integrity, and Security |
| | <input type="checkbox"/> Public Infrastructure and Economic Development |
| <input type="checkbox"/> Government and Citizens | |

| | |
|--------------------------------|---|
| ACCOUNTABILITY OF FUNDS | Office of Inspector General-Complete Camera Network Equipment Upgrade |
|--------------------------------|---|

What specific strategy, as outlined in the FY 2018-19 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

| | | | |
|---------------------|---|-----------------|----|
| AGENCY NAME: | South Carolina Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

| | |
|----------------------------|---|
| RECIPIENTS OF FUNDS | <p>The equipment upgrade will provide better quality and additional features that will enhance detail allowing for quality and clarity to better identify persons and details involved in incidents. This will be evident during investigations. Software with the upgrade will also allow for remote access that will make for immediate viewing without having to travel to the facility where the incident occurred.</p> |
|----------------------------|---|

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

| | |
|---------------------------------|--|
| JUSTIFICATION OF REQUEST | <p>It is requested that a complete upgrade of the agency security camera network be approved. The last complete recorder upgrade was in 2009 and the last complete camera upgrade was in 2014. At that time all cameras were replaced. The current DVRs are no longer being made and have no replacement parts, requiring a new model be purchased. Because of technological advancement, a complete change out would guarantee compatibility, provide better quality and increased storage and longer footage retention. With new equipment would come warranties and therefore require less time and money be spent maintaining and repairing outdated equipment. An upgrade would also provide software that would allow for remote viewing access.</p> <p>Better enhance the quality of the images captured on the video equipment which would also improve the safety of juveniles and the staff that serve them.</p> |
|---------------------------------|--|

Fiscal Year 2020-21 Budget Request Executive Summary

Agency Code: N120
 Agency Name: Department Of Juvenile Justice
 Section: 67

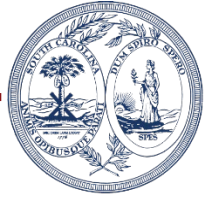
| BUDGET REQUESTS | | | FUNDING | | | | | FTES | | | | |
|-----------------------|--------------------|---|------------|---------|-----------|------------|------------|-------|---------|-----------|------------|-------|
| Priority | Request Type | Request Title | State | Federal | Earmarked | Restricted | Total | State | Federal | Earmarked | Restricted | Total |
| 1 | B1 - Recurring | Increase base starting salary for Juvenile Correction Officers and Community Specialists | 4,297,769 | | | | 4,297,769 | | | | | 0.00 |
| 2 | B1 - Recurring | Recruitment and retention of social work and psychology staff | 141,683 | | | | 141,683 | | | | | 0.00 |
| 3 | B1 - Recurring | Increase cost of Health Services and outside contracts | 1,786,506 | | | | 1,786,506 | | | | | 0.00 |
| 4 | B1 - Recurring | Salary for education staff & support due to unfunded mandates over the past 7 years | 4,425,035 | | | | 4,425,035 | | | | | 0.00 |
| 5 | B1 - Recurring | Expand Family Solutions | 412,000 | | | | 412,000 | | | | | 0.00 |
| 6 | C - Capital | Renovations to existing secure facilities | 2,029,673 | | | | 2,029,673 | | | | | 0.00 |
| 7 | C - Capital | Security Phase 1 of 2 - Upgrade of the agency security camera network - LAC recommendation #15 | 1,925,000 | | | | 1,925,000 | | | | | 0.00 |
| 8 | B1 - Recurring | Complete upgrade of the agency security camera network maintenance, including airtime usage for walkie-talkie | 810,371 | | | | 810,371 | | | | | 0.00 |
| 9 | B2 - Non-Recurring | Education-Intercom System - LAC Recommendation #15 | 350,000 | | | | 350,000 | | | | | 0.00 |
| 10 | B2 - Non-Recurring | 3 Grasshopper 930D mowers | 71,931 | | | | 71,931 | | | | | 0.00 |
| 11 | B1 - Recurring | Marine and Wilderness Program Increase | 1,167,888 | | | | 1,167,888 | | | | | 0.00 |
| 12 | B1 - Recurring | Community Alternatives-Youth Empowerment Day Treatment Center | 500,000 | | | | 500,000 | | | | | 0.00 |
| 13 | C - Capital | Replace all Agency R-22 HVAC Systems Statewide | 600,000 | | | | 600,000 | | | | | 0.00 |
| 14 | C - Capital | Upgrade all fire alarm call systems agency wide | 96,000 | | | | 96,000 | | | | | 0.00 |
| 15 | C - Capital | Acoustic Treatments | 255,400 | | | | 255,400 | | | | | 0.00 |
| 16 | B1 - Recurring | Community Evaluations- Staff, Phase 1 of 2 | 280,000 | | | | 280,000 | 5 | | | | 5.00 |
| 17 | B1 - Recurring | Electronic Monitoring Program | 320,000 | | | | 320,000 | | | | | 0.00 |
| 18 | B1 - Recurring | Expansion of Diversionary Program | 2,240,000 | | | | 2,240,000 | | | | | 0.00 |
| 19 | B1 - Recurring | Pierson iPad testing devices & Support team for JJ Reform-Phase 1 of 2 | 230,000 | | | | 230,000 | 3.00 | | | | 3.00 |
| 20 | B1 - Recurring | 4 Regional Multi-Systemic Therapy (MST) /Functional Family Therapy teams (FFT) Phase 1 of 4 | 1,200,000 | | | | 1,200,000 | | | | | 0.00 |
| 21 | B1 - Recurring | Increase in Insurance Reserve Fund-Tort Insurance-77% increase FY21 | 520,000 | | | | 520,000 | | | | | 0.00 |
| 22 | | | | | | | 0 | | | | | 0.00 |
| 23 | | | | | | | 0 | | | | | 0.00 |
| 24 | | | | | | | 0 | | | | | 0.00 |
| 25 | | | | | | | 0 | | | | | 0.00 |
| 26 | | | | | | | 0 | | | | | 0.00 |
| 27 | | | | | | | 0 | | | | | 0.00 |
| 28 | | | | | | | 0 | | | | | 0.00 |
| 29 | | | | | | | 0 | | | | | 0.00 |
| 30 | | | | | | | 0 | | | | | 0.00 |
| TOTAL BUDGET REQUESTS | | | 23,659,257 | 0 | 0 | 0 | 23,659,257 | 8.00 | 0.00 | 0.00 | 0.00 | 8.00 |



Freddie B. Pough
Executive Director

P.O. Box 21069
Columbia, SC 29221-1069
djj.sc.gov

Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 5

Agency Response to Item 10

10. Based on DJJ's response to the LAC audit, it appears DJJ is partnering with the Center for Children's Law and Policy (CCLP) on numerous aspects of operations for which DJJ is responsible (e.g., recruitment and retention of staff; training; clinical services; and programming). When did DJJ seek assistance from CCLP with these core agency operations, in particular, recruitment, retention, and training of staff, all of which were included as issues in the 2017 LAC Audit?
- Has CCLP provided any similar tasks for DJJ in the past? If so, please explain.
 - How was this partnership chosen?
 - Did this partnership go through the normal procurement process?

JUSTIFICATION FOR
SOLE SOURCE PROCUREMENT

SOLE SOURCE CHECKLIST

Based upon the following determination, the proposed procurement action described below is being procured pursuant to the authority of Section 11-35-1560 of the South Carolina Procurement Code and 19-445.2105 of the Rules and Regulations, 1976 South Carolina Code of Laws.

This agency proposes to procure data collection and analysis, review of policies and procedures, training, technical assistance, and support activities related to improving conditions of confinement and reforming state juvenile justice policies and procedures.

(1)

as a sole source procurement from Center for Children's Law and Policy (CCLP).

(2)

On the basis of:

CCLP is uniquely qualified to provide the services noted above due to their experience in areas of juvenile justice reform and confinement in juvenile facilities. They have extensive experience advising federal, state, and local governments throughout the United States on strategies to improve policies & procedures and conditions of confinement in juvenile facilities; including work in more than 30 states to improve youth justice programs and facilities. CCLP has assisted in the development of, as well as assisted agencies in complying with, national and best practice standards for juvenile facilities. Due to CCLP's unique qualifications and expertise, DJJ is entering into a sole source agreement for these services in accordance with Regulation 19-445.2105. As required by Section 11-35-1560(A) of the SC Consolidated Procurement Code, notice of intent to sole source was posted in South Carolina Business Opportunities (copy of advertisement attached).

(3)

2/22/2021
DATE

SC Dept. of Juvenile Justice
GOVERNMENTAL BODY


AUTHORIZED SIGNATURE

Director
TITLE

NOTES:

- (1) Enter description of goods or services to be procured.
- (2) Enter name of sole source contractor.
- (3) Enter the determination and basis for sole source procurement.

The Drug-free Work Place certification must be obtained for sole source procurements greater than \$50,000.

South Carolina Business Opportunities

Published by Division of Procurement Services - Delbert H. Singleton, Jr., Division Director

Ad Category: Intent To Sole Source

Ad Start Date: January 7, 2021

Title: Intent to Sole Source-Center for Children's Law and Policy

Purchasing Agent/Entity: Department of Juvenile Justice

Bid/Submittal Due Date: January 26, 2021 - 12:00am

Description:

Note: The South Carolina Department of Juvenile Justice (DJJ) posted an Intent to Sole Source advertisement in the September 25, 2020 edition of SCBO. No responses were received for that advertisement, but the scope of services and estimated cost have changed since the original advertisement. As a result, DJJ is posting this new advertisement reflecting those changes.

In compliance with notice requirements of Section 11-35-1560(A) of the South Carolina Consolidated Procurement Code and in accordance with Regulation 19-445.2105, the South Carolina Department of Juvenile Justice (DJJ) is announcing its intent to contract, via sole source procurement, with the Center for Children's Law and Policy (CCLP) for analysis, review of policies and procedures, training, technical assistance, and support activities related to improving conditions of confinement and developing practices that support a reduction in the use and duration of isolation at DJJ facilities.

CCLP is uniquely qualified to provide these services due to their experience in the areas of juvenile justice reform and confinement in juvenile facilities. They have extensive experience advising federal, state and local governments throughout the United States on strategies to improve policies & procedures and conditions of confinement in juvenile facilities; including work in more than 30 states to improve youth justice programs and facilities. CCLP has assisted in the development of, as well as assisted agencies in complying with, national and best practice standards for juvenile facilities. CCLP is the leading technical assistance provider for reducing isolation in juvenile facilities; having created the first and only national campaign to end solitary confinement for youth, having published multiple tools/resources to assist agencies in reducing isolation, and having worked with advocates and agency officials throughout the country to improve conditions of confinement and reduce isolation.

Vendors that feel that they are qualified to provide the services listed above must contact the individual listed below by the submission deadline.

Total Estimated Cost: \$650,000.00

Bidder's right to protest as listed in section 11-35-4210 in the South Carolina Consolidated Procurement Code applies to this sole source procurement.

Protest to be filed with:

Chief Procurement Officer

Materials Management Office

1201 Main Street, Suite 600

Columbia, SC 29201

E-mail: protest-mmo@mmo.sc.gov

Solicitation #: N/A

Direct Inquiries To: James Jackson

Buyer Phone#: (803) 896-5643

Buyer Email: JamesHJackson@djj.sc.gov

Full Details / Download: N/A

South Carolina Business Opportunities • Scott Hawkins11111, Editor • 1201 Main Street, Suite 600 • Columbia, SC 29201
803-737-0686 • scbo@mmo.sc.gov • <https://procurement.sc.gov>

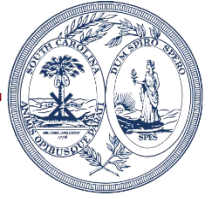




Freddie B. Pough
Executive Director

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djj.sc.gov

Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 6

Agency Response to Item 13

13. Please provide printed copies of PbS monthly data reports for each of the last three years.

Performance-based Standards (PbS) Report Information Sheet

Information in the PbS reports is based on information collected from agency submitted event reports and are based on Performance-based Standards (PbS) category definitions. Data may have been extracted both from hard copy and electronic event report documents. Reporting formats may vary.

Note: Identified incidents are not mutually exclusive and may relate to or are part of the same reported event. For example, a single reported event can have several occurrences that may include multiple categories such as an assault, fight, contraband, disturbances, etc.

A glossary of critical PbS terminology (limited):

Assault: Any instance in which a youth or staff member is involved in a physical contact with another individual(s), even if no one is injured.

Chemical Restraints: The use of chemical devices (such as pepper spray, mace, etc.) to prevent an out-of-control youth from injuring him or herself or others.

Confinement: Any instance when a youth is separated from the youth population and placed in a room or cell alone for 15 minutes or longer. Youths are considered to be confined from the moment they are separated from others until they have rejoined the population. Youths may be transferred to a designated unit for confinement (e.g., a segregation dorm or program separation unit). Confinement may occur in locked or unlocked rooms but cannot occur in large dormitories. Any instance of confinement of 15 minutes or more is a reportable PbS incident event.

Confinement may be categorized as being used for the following purposes: Consequences, discipline or sanction for misbehavior; protective custody for the youth; youth self-requested; medical or mental health; etc. Also includes segregation, special housing, etc.

Usage of Isolation: The number of occurrences that a youth was placed in isolation.

Duration: The combined total hours that the youth spent in isolation.

Contraband: Any item(s) introduced or found in the facility, including improperly possessed drugs (whether illegal or legal) and weapons, that are expressly prohibited by those legally charged with the responsibility for the administration and/or operation of the facility.

Escape/Walk-Away/AWOL: To flee from custody or supervision of an institution, training school, detention center, from someone assigned to supervise the youth, and the unlawful departure of a youth from an institution or from custody while being transported, or failure to return to the facility while on leave.

Fight: Fight is a subcategory of youth on youth assault. A fight is defined as a mutual physical assault between two or more youths.

Group Disturbance: The disruption or interference of normal facility operations resulting from three or more offenders participating in actions, threats, demands, or suggestions to advocate disruption or disturbance, almost akin to a riot.

Horseplay: Wrestling, rough contact, or roughhousing between youths that rises to the level of an incident but is not considered assault by staff. For purposes of PbS data collection horseplay is reported and counted as an incident only when it results in injury, isolation/room confinement, or restraint.

Inappropriate Sexual Behavior: Inappropriate sexual behaviors include a continuum of activities, regardless of voluntariness that may include otherwise developmentally normative behaviors, norm-violating behaviors, sexual harassment, exploitation/taking unfair advantage of another, and sexual assault.

Incident: An event or crisis that may compromise the safety and security of staff and residents and requires staff response and written documentation.

Injury: Any instance in which a youth or staff member is hurt even if treatment is not provided. This includes minor injuries such as scratches or swellings, injuries from assaults/fights, accidental injuries from playing sports or other environmental hazards, cases where a youth or staff member is injured during the application of restraints.

Isolation: A sub-category of Confinement that occurs in a room or cell other than the one is assigned to for sleeping. See Confinement.

Mechanical Restraints: Mechanical devices used to prevent an uncontrollable youth from injuring him or herself or others.

Minor Misconduct Leading to Restraint Use, Isolation Use, and/or Injury: Institutional rule violations by youths or staff that are subject to disciplinary action but that are considered by the facility to be minor.

Misconduct: Institutional rule violations by youth or staff that are subject to disciplinary action. The disciplinary action taken against youth may be loss of privileges, room confinement or the filing of misconduct charges.

Other Restraints: Devices, other than physical, mechanical and chemical restraints, used to prevent an uncontrollable youth from injuring him or herself or others.

Physical Restraints: Facility authorized, and trained holds used by staff to subdue an otherwise uncontrollable youth in order to prevent the youth from injuring him or herself, or others.

Self-Injurious Behavior/Self-Harm: Youth engaged in behavior that causes harm and is indicative of a youth not effectively dealing or coping with the events and activities.

Sexual Assault: Sexual abuse of an inmate, detainee, or resident by another inmate, detainee, or resident includes any of the following acts, if the victim does not consent, is coerced into such act by overt or implied threats of violence or is unable to consent or refuse.

Sexual Harassment: Repeated and unwelcome sexual advances, requests for sexual favors, or verbal comments, gestures, or actions of a derogatory or offensive sexual nature by an inmate, detainee, or resident directed toward another.

Suicidal Behavior: Attempted suicides, suicidal gestures, self-mutilations, intentional injuries to self, and developing a plan or strategy for committing suicide.

Suicidal Ideation: Self-reported thoughts of engaging in suicide-related behavior. This means a youth verbally expresses thoughts or fantasies about committing suicide or verbally expresses a desire to kill him or herself.

<https://users.pbstandards.org/resources> (April 2020)



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|----------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="4"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="2"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="10"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="3"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="3"/> |
| Security | <input type="text" value="122"/> | <input type="text" value="99"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

| Monthly Report ID | Activity Source: | | | | | | Comments |
|-------------------|---------------------|--------------------|--------------------|----------|-----------|-------|----------|
| | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 43 | 6 | 0 | 0 | 0 | 0 | 0 | |
| 43 | 6 | 0 | 0 | 0 | 0 | 0 | |
| 43 | 6 | 0 | 0 | 0 | 0 | 0 | |
| 43 | 6 | 0 | 0 | 0 | 0 | 0 | |
| 43 | 1 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

| Monthly Report ID | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|--|
| 43 | 4 | 4 | 0 | 0 | 7/3/2018 | 7/10/2018 | 7/17/2018 | 7/24/2018 | |
| Comments: | | | | | | | | | |
| 43 | | | | 0 | | | | | |
| Comments: | | | | | | | | | |
| 43 | | | 0 | 0 | | | | | |
| Comments: | | | | | | | | | |
| 43 | 0 | 0 | 0 | 0 | | | | | |
| Comments: | | | | | | | | | |
| 43 | 0 | 0 | 0 | 0 | | | | | |
| Comments: | | | | | | | | | |
| 43 | 0 | 0 | 0 | 0 | | | | | |
| Comments: | | | | | | | | | |

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|---------|----------------------------|--------------------------|
| Cypress | 4 | 2 |
| Holly | 1 | 0 |
| Maple | 2 | 1 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 15 | 8 | 0 |
| Holly | 13 | 3 | 0 |



Monthly Facility Report

| | | |
|--------|---|---|
| Poplar | 6 | 1 |
|--------|---|---|

| | | | |
|--------|----|---|---|
| Maple | 28 | 8 | 0 |
| Poplar | 19 | 5 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | 2330.85 | 38:51 |
| Isolation | 74250.55 | 1237:31 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 5 |
| Assault on Staff by Juvenile | 6 |
| Contraband (Drugs) | 2 |
| Contraband (Other) | 3 |
| Damage to State Property | 2 |
| Fight | 14 |
| Injury | 13 |
| Other Misconduct | 31 |
| Protective Custody | 1 |
| Sexual Misconduct | 2 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 7 |



Monthly Facility Report

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Assault by Juvenile | 2 |
| Fighting | 4 |
| Mechanical Restraints | 2 |
| Recreation Injury | 8 |
| Self Injury | 5 |

Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="3"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="3"/> | <input type="text" value="2"/> |
| Chaplin | <input type="text" value="2"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="4"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="3"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

| Monthly Report ID | Activity Source: | | | | | | Comments |
|-------------------|---------------------|--------------------|--------------------|----------|-----------|-------|----------|
| | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 44 | 6 | 0 | 0 | 0 | 0 | 0 | |
| 44 | 5 | 0 | 0 | 0 | 0 | 0 | |
| 44 | 6 | 0 | 0 | 0 | 0 | 0 | |
| 44 | 5 | 0 | 0 | 0 | 0 | 0 | |
| 44 | 6 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

| Monthly Report ID | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | | |
|-------------------|---|---|--|--|--|--|--|
| | | | | | | | |
| 44 | 0 | | | | | | |

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|---------|----------------------------|--------------------------|
| Cypress | 3 | 1 |
| Holly | 0 | 3 |
| Laurel | 2 | 2 |
| Maple | 4 | 2 |
| Poplar | 7 | 6 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 20 | 11 | 0 |
| Holly | 36 | 9 | 0 |
| Laurel | 0 | 2 | 0 |
| Maple | 27 | 4 | 0 |
| Poplar | 19 | 3 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 86475.9 | 1441:16 |
| Segregation | 37267.93 | 621:08 |



Monthly Facility Report

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 15 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 8 |
| Contraband (Other) | 5 |
| Contraband (Weapon) | 1 |
| Fight | 13 |
| Horseplaying | 2 |
| Injury | 11 |
| Other Misconduct | 30 |
| Protective Custody | 2 |
| Sexual Misconduct | 3 |
| Suicidal Ideation | 7 |
| Threatening Conduct | 12 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 4 |
| Assault by Staff | 1 |
| Fighting | 8 |
| Horseplaying | 4 |
| Recreation Injury | 7 |



Monthly Facility Report

| | |
|-------------|---|
| Self Injury | 5 |
|-------------|---|

Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|---------|----------------------------|--------------------------|
| BWHS | 2 | 0 |
| Cypress | 0 | 0 |
| Holly | 7 | 2 |
| Laurel | 0 | 0 |
| Maple | 4 | 2 |
| Myrtle | 0 | 0 |
| Poplar | 0 | 0 |
| Willow | 0 | 0 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| BWHS | 4 | 1 | 0 |
| Cypress | 21 | 3 | 0 |
| Holly | 33 | 1 | 0 |
| Laurel | 3 | 2 | 0 |
| Maple | 32 | 2 | 0 |
| Myrtle | 1 | 0 | 0 |
| Poplar | 19 | 2 | 0 |
| Willow | 2 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 267395.35 | 4456:35 |
| Room Confinement | 584 | 9:44 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on Staff by Juvenile | 10 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 6 |



Monthly Facility Report

| | |
|--------------------------|----|
| Damage to State Property | 9 |
| Escape | 2 |
| Fight | 14 |
| Injury | 5 |
| Other Misconduct | 36 |
| Sexual Misconduct | 8 |
| Suicidal Ideation | 7 |
| Threatening Conduct | 5 |

| Juvenile Injuries: | Total |
|--------------------|-------|
| Accident | 2 |
| Fighting | 6 |
| Recreation Injury | 2 |
| Self Injury | 1 |

Summary



Monthly Facility Report

A large, empty rectangular box with a thin black border, occupying the central portion of the page. This area is typically used for entering the details of the facility report.



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

| Monthly Report ID | Activity Source: | | | | | | Comments |
|-------------------|---------------------|--------------------|--------------------|----------|-----------|-------|----------|
| | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 46 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 46 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 46 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 46 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 46 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 46 | 0 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

| Monthly Report ID | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | | |
|-------------------|---|---|--|--|--|--|--|
| | | | | | | | |
| 46 | 0 | | | | | | |
| 46 | 0 | | | | | | |
| 46 | 0 | | | | | | |
| 46 | 0 | | | | | | |
| 46 | 0 | | | | | | |
| 46 | 0 | | | | | | |

Weekly Leadership Meeting:



Monthly Facility Report

| Monthly Report ID | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|------------|------------|------------|
| 46 | 4 | 4 | 0 | 0 | 10/2/2018 | 10/9/2018 | 10/16/2018 | 10/23/2018 | 10/29/2018 |

Comments:

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|---------|----------------------------|--------------------------|
| Cypress | 3 | 2 |
| Holly | 11 | 4 |
| Maple | 6 | 1 |
| Myrtle | 0 | 0 |
| Poplar | 2 | 3 |
| Willow | 0 | 0 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 19 | 11 | 0 |
| Holly | 31 | 9 | 0 |
| Maple | 16 | 2 | 0 |
| Myrtle | 0 | 1 | 0 |
| Poplar | 17 | 4 | 0 |
| Willow | 4 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 216425.95 | 3607:06 |



Monthly Facility Report

| | | |
|------------------|-----|------|
| Room Confinement | 225 | 3:45 |
|------------------|-----|------|

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 7 |
| Assault on Staff by Juvenile | 7 |
| Contraband (Drugs) | 3 |
| Contraband (Other) | 3 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 4 |
| Fight | 12 |
| Horseplaying | 1 |
| Injury | 8 |
| Other Misconduct | 30 |
| Sexual Misconduct | 4 |
| Suicidal Ideation | 3 |
| Threatening Conduct | 10 |

| Juvenile Injuries: | Total |
|--------------------|-------|
| Accident | 2 |
| Assault by Staff | 1 |
| Fighting | 16 |



Monthly Facility Report

| | |
|-------------------|---|
| Horseplaying | 1 |
| Recreation Injury | 6 |
| Self Injury | 1 |

Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|---------|----------------------------|--------------------------|
| Cypress | 0 | 0 |
| Holly | 2 | 0 |
| Laurel | 3 | 4 |
| Maple | 2 | 1 |
| Myrtle | 0 | 0 |
| Poplar | 2 | 1 |
| Willow | 1 | 1 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 9 | 3 | 0 |
| Holly | 22 | 2 | 0 |
| Laurel | 2 | 2 | 0 |
| Maple | 13 | 5 | 0 |
| Myrtle | 0 | 0 | 0 |
| Poplar | 16 | 1 | 0 |
| Willow | 5 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 112080.9 | 1868:01 |
| Room Confinement | 792 | 13:12 |
| Segregation | -24238 | -403:-58 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 5 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Drugs) | 5 |



Monthly Facility Report

| | |
|--------------------------------|----|
| Contraband (Other) | 4 |
| Contraband (Weapon) | 2 |
| Fight | 7 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 6 |
| Other Misconduct | 25 |
| Sexual Misconduct | 2 |
| Suicidal Ideation | 4 |
| Threatening Conduct | 13 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 1 |
| Fighting | 3 |
| Horseplaying | 1 |
| Physical Restraints | 1 |
| Recreation Injury | 4 |
| Self Injury | 3 |



Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|---------|----------------------------|--------------------------|
| Cypress | 0 | 1 |
| Holly | 7 | 1 |
| Laurel | 0 | 3 |
| Maple | 4 | 1 |
| Poplar | 5 | 2 |
| Willow | 4 | 3 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 13 | 1 | 0 |
| Holly | 43 | 2 | 0 |
| Laurel | 1 | 2 | 0 |
| Maple | 25 | 11 | 0 |
| Poplar | 7 | 1 | 0 |
| Willow | 12 | 1 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 145 | 2:25 |
| Segregation | 230493 | 3841:33 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 6 |
| Assault on Staff by Juvenile | 12 |
| Contraband (Drugs) | 4 |
| Contraband (Other) | 2 |
| Contraband (Weapon) | 1 |



Monthly Facility Report

| | |
|--------------------------------|----|
| Damage to State Property | 2 |
| Fight | 6 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 7 |
| Other Misconduct | 32 |
| Protective Custody | 1 |
| Sexual Misconduct | 5 |
| Suicidal Ideation | 5 |
| Threatening Conduct | 13 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 2 |
| Fighting | 2 |
| Horseplaying | 2 |
| Mechanical Restraints | 2 |
| Physical Restraints | 3 |
| Recreation Injury | 4 |
| Self Injury | 2 |



Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|----------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="2"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="2"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="3"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Security | <input type="text" value="92"/> | <input type="text" value="100"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

| Monthly Report ID | Activity Source: | | | | | | Comments |
|-------------------|---------------------|--------------------|--------------------|----------|-----------|-------|----------|
| | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 49 | 0 | 43 | 0 | 0 | 0 | 0 | |
| 49 | 2 | 45 | 0 | 0 | 0 | 0 | |
| 49 | 0 | 2 | 0 | 0 | 0 | 0 | |
| 49 | 0 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|---------|----------------------------|--------------------------|
| Cypress | 0 | 0 |
| Holly | 2 | 2 |
| Laurel | 5 | 4 |
| Maple | 4 | 0 |
| Poplar | 1 | 0 |
| Willow | 0 | 0 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 12 | 1 | 0 |
| Holly | 29 | 1 | 0 |
| Laurel | 1 | 0 | 0 |
| Maple | 19 | 4 | 0 |
| Poplar | 8 | 0 | 0 |
| Willow | 7 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 99912.8 | 1665:13 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 3 |
| Assault on Staff by Juvenile | 6 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 7 |
| Contraband (Weapon) | 2 |
| Damage to State Property | 1 |



Monthly Facility Report

| | |
|---------------------|----|
| Fight | 9 |
| Horseplaying | 1 |
| Injury | 3 |
| Other Misconduct | 21 |
| Sexual Misconduct | 3 |
| Suicidal Ideation | 3 |
| Threatening Conduct | 17 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 1 |
| Fighting | 3 |
| Recreation Injury | 3 |

Summary



Monthly Facility Report

A large, empty rectangular box with a thin black border, intended for the monthly facility report content.



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| Cypress | 4 | 2 |
| Holly | 3 | 2 |
| Laurel | 1 | 1 |
| Magnolia | 0 | 0 |
| Maple | 2 | 0 |
| Myrtle | 0 | 0 |
| Poplar | 1 | 1 |
| Willow | 5 | 1 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 18 | 1 | 0 |
| Holly | 34 | 3 | 0 |
| Laurel | 0 | 2 | 0 |
| Maple | 28 | 4 | 0 |
| Myrtle | 1 | 0 | 0 |
| Poplar | 8 | 0 | 0 |
| Willow | 23 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 135 | 2:15 |
| Segregation | 213849.45 | 3564:09 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 10 |
| Assault on Staff by Juvenile | 6 |
| Contraband (Other) | 9 |



Monthly Facility Report

| | |
|--------------------------------|----|
| Contraband (Weapon) | 7 |
| Damage to State Property | 3 |
| Fight | 13 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 3 |
| Injury | 4 |
| Other Misconduct | 41 |
| Prohibited Items | 3 |
| Protective Custody | 2 |
| Sexual Misconduct | 7 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 5 |
| Threatening Conduct | 7 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 1 |
| Fighting | 5 |
| Physical Restraints | 1 |
| Recreation Injury | 1 |



Summary



Monthly Facility Report

ID Report Start Date:

Report End Date

Facility Type

Number of Juveniles Admitted:

Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="2"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="2"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="2"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="3"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="3"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| Cypress | 3 | 0 |
| Holly | 0 | 0 |
| Laurel | 2 | 0 |
| Magnolia | 0 | 0 |
| Maple | 10 | 5 |
| Poplar | 7 | 2 |
| Willow | 3 | 2 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 13 | 1 | 0 |
| Holly | 26 | 1 | 0 |
| Laurel | 0 | 0 | 0 |
| Maple | 39 | 6 | 0 |
| Poplar | 21 | 5 | 0 |
| Willow | 11 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 163556.1 | 2725:56 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 8 |
| Assault on Staff by Juvenile | 7 |
| Conspiring to Escape | 5 |
| Contraband (Other) | 1 |
| Contraband (Weapon) | 2 |



Monthly Facility Report

| | |
|--------------------------|----|
| Damage to State Property | 2 |
| Fight | 17 |
| Horseplaying | 1 |
| Injury | 1 |
| Other Misconduct | 34 |
| Prohibited Items | 6 |
| Sexual Misconduct | 3 |
| Suicidal Ideation | 2 |
| Threatening Conduct | 12 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 1 |
| Fighting | 9 |
| Physical Restraints | 2 |

Summary



Monthly Facility Report



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| BWHS | 0 | 0 |
| Cypress | 0 | 1 |
| Holly | 9 | 4 |
| Laurel | 4 | 7 |
| Magnolia | 0 | 0 |
| Maple | 8 | 6 |
| Poplar | 4 | 1 |
| Willow | 0 | 0 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 7 | 2 | 0 |
| Holly | 47 | 1 | 0 |
| Laurel | 0 | 8 | 0 |
| Maple | 30 | 8 | 0 |
| Poplar | 13 | 3 | 0 |
| Willow | 11 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 304831.15 | 5080:31 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 4 |
| Assault on Staff by Juvenile | 6 |
| Contraband (Drugs) | 4 |
| Contraband (Other) | 4 |



Monthly Facility Report

| | |
|--------------------------|----|
| Contraband (Weapon) | 1 |
| Damage to State Property | 6 |
| Fight | 19 |
| Horseplaying | 8 |
| Injury | 3 |
| Other Misconduct | 28 |
| Prohibited Items | 2 |
| Protective Custody | 1 |
| Sexual Misconduct | 3 |
| Suicidal Behavior | 6 |
| Suicidal Ideation | 19 |
| Suicide Attempt | 1 |
| Threatening Conduct | 10 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Fighting | 9 |
| Horseplaying | 2 |
| Mechanical Restraints | 1 |
| Physical Restraints | 5 |
| Self Injury | 4 |



Summary



Monthly Facility Report

ID Report Start Date:

Report End Date

Facility Type

Number of Juveniles Admitted:

Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| Cypress | 0 | 0 |
| Holly | 3 | 2 |
| Laurel | 0 | 1 |
| Magnolia | 0 | 1 |
| Maple | 3 | 0 |
| Poplar | 0 | 1 |
| Willow | 7 | 6 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| Cypress | 9 | 2 | 0 |
| Holly | 41 | 9 | 0 |
| Laurel | 0 | 0 | 0 |
| Magnolia | 0 | 0 | 0 |
| Maple | 28 | 0 | 0 |
| Poplar | 15 | 2 | 0 |
| Willow | 13 | 11 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 227252.05 | 3787:32 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 7 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 7 |
| Conspiring to Escape | 2 |
| Contraband (Drugs) | 1 |



Monthly Facility Report

| | |
|--------------------------------|----|
| Contraband (Other) | 7 |
| Damage to State Property | 10 |
| Fight | 14 |
| Horseplaying | 7 |
| Inappropriate Physical Contact | 1 |
| Injury | 7 |
| Other Misconduct | 30 |
| Prohibited Items | 5 |
| Protective Custody | 4 |
| Sexual Misconduct | 9 |
| Suicidal Behavior | 9 |
| Suicidal Ideation | 10 |
| Threatening Conduct | 12 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 3 |
| Assault by Juvenile | 4 |
| Fighting | 6 |
| Horseplaying | 1 |
| Recreation Injury | 1 |
| Self Injury | 9 |



Summary



Monthly Facility Report

ID Report Start Date:

Report End Date

Facility Type

Number of Juveniles Admitted:

Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| Cypress | 1 | 0 |
| Holly | 4 | 6 |
| Laurel | 2 | 5 |
| Magnolia | 0 | 0 |
| Maple | 1 | 0 |
| Myrtle | 0 | 0 |
| Poplar | 11 | 3 |
| Willow | 2 | 3 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 8 | 3 | 0 |
| Holly | 26 | 4 | 0 |
| Laurel | 0 | 0 | 0 |
| Maple | 20 | 0 | 0 |
| Myrtle | 0 | 1 | 0 |
| Poplar | 30 | 9 | 0 |
| Willow | 7 | 3 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 127221.9 | 2120:22 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 7 |
| Assault on Staff by Juvenile | 5 |
| Conspiring to Escape | 1 |
| Contraband (Drugs) | 2 |



Monthly Facility Report

| | |
|--------------------------------|----|
| Contraband (Other) | 5 |
| Contraband (Weapon) | 4 |
| Damage to State Property | 5 |
| Fight | 11 |
| Horseplaying | 12 |
| Inappropriate Physical Contact | 4 |
| Injury | 8 |
| Other Misconduct | 31 |
| Prohibited Items | 2 |
| Sexual Misconduct | 4 |
| Suicidal Behavior | 6 |
| Suicidal Ideation | 9 |
| Threatening Conduct | 19 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 3 |
| Assault by Juvenile | 6 |
| Fighting | 1 |
| Horseplaying | 2 |
| Physical Restraints | 3 |
| Recreation Injury | 1 |



Monthly Facility Report

| | |
|-------------|---|
| Self Injury | 4 |
|-------------|---|

Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| Cypress | 1 | 0 |
| Holly | 1 | 1 |
| Laurel | 0 | 2 |
| Magnolia | 0 | 0 |
| Maple | 3 | 3 |
| Myrtle | 0 | 0 |
| Poplar | 1 | 0 |
| Willow | 5 | 3 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 6 | 3 | 0 |
| Holly | 13 | 8 | 0 |
| Laurel | 0 | 0 | 0 |
| Maple | 18 | 6 | 0 |
| Myrtle | 1 | 0 | 0 |
| Poplar | 9 | 0 | 0 |
| Willow | 12 | 4 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 95745.15 | 1595:45 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 5 |
| Assault on Staff by Juvenile | 5 |
| Contraband (Drugs) | 2 |
| Contraband (Other) | 11 |



Monthly Facility Report

| | |
|--------------------------------|----|
| Contraband (Weapon) | 2 |
| Damage to State Property | 3 |
| Fight | 11 |
| Horseplaying | 3 |
| Inappropriate Physical Contact | 4 |
| Injury | 8 |
| Other Misconduct | 16 |
| Prohibited Items | 2 |
| Protective Custody | 1 |
| Sexual Misconduct | 8 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 8 |
| Threatening Conduct | 12 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 5 |
| Fighting | 4 |
| Horseplaying | 1 |
| Initiated Assault | 3 |
| Physical Restraints | 1 |
| Recreation Injury | 4 |



Monthly Facility Report

| | |
|-------------|---|
| Self Injury | 4 |
|-------------|---|

Summary



Monthly Facility Report

ID Report Start Date:

Report End Date

Facility Type

Number of Juveniles Admitted:

Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| Cypress | 2 | 3 |
| Holly | 0 | 1 |
| Laurel | 4 | 5 |
| Magnolia | 0 | 0 |
| Maple | 1 | 3 |
| Myrtle | 0 | 0 |
| N/A | 0 | 0 |
| Poplar | 0 | 2 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|---------|---|------------------------|---------------------|
| Cypress | 9 | 5 | 0 |
| Holly | 10 | 6 | 0 |
| Laurel | 5 | 0 | 0 |
| Maple | 17 | 2 | 0 |
| Myrtle | 0 | 1 | 0 |
| Poplar | 17 | 2 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 195396.4 | 3256:36 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 6 |
| Assault on Staff by Juvenile | 10 |
| Conspiring to Escape | 1 |
| Contraband (Other) | 3 |



Monthly Facility Report

| | |
|--------------------------------|----|
| Contraband (Weapon) | 3 |
| Damage to State Property | 9 |
| Fight | 4 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 11 |
| Other Misconduct | 14 |
| Prohibited Items | 3 |
| Protective Custody | 1 |
| Sexual Misconduct | 5 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 6 |
| Threatening Conduct | 7 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 2 |
| Horseplaying | 1 |
| Initiated Assault | 2 |
| Recreation Injury | 8 |
| Self Injury | 2 |



Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| BWHS | 0 | 0 |
| Cypress | 2 | 2 |
| Holly | 0 | 1 |
| Laurel | 4 | 2 |
| Magnolia | 1 | 1 |
| Maple | 2 | 0 |
| N/A | 0 | 0 |
| Poplar | 2 | 2 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| Cypress | 5 | 2 | 0 |
| Holly | 18 | 0 | 0 |
| Laurel | 3 | 1 | 0 |
| Magnolia | 4 | 0 | 0 |
| Maple | 31 | 13 | 0 |
| Poplar | 19 | 1 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 121219 | 2020:19 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 7 |
| Assault on Staff by Juvenile | 9 |
| Contraband (Drugs) | 3 |
| Contraband (Other) | 5 |



Monthly Facility Report

| | |
|--------------------------|----|
| Contraband (Weapon) | 1 |
| Damage to State Property | 7 |
| Fight | 8 |
| Injury | 9 |
| Other Misconduct | 25 |
| Prohibited Items | 1 |
| Sexual Misconduct | 5 |
| Suicidal Behavior | 3 |
| Suicidal Ideation | 8 |
| Threatening Conduct | 7 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 4 |
| Assault by Juvenile | 5 |
| Fighting | 3 |
| Recreation Injury | 3 |
| Self Injury | 2 |



Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| BWHS | 0 | 0 |
| Cypress | 0 | 0 |
| Holly | 1 | 1 |
| Laurel | 6 | 4 |
| Magnolia | 4 | 5 |
| Maple | 5 | 3 |
| N/A | 0 | 0 |
| Poplar | 2 | 3 |
| Willow | 0 | 0 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| BWHS | 2 | 0 | 0 |
| Cypress | 5 | 1 | 0 |
| Holly | 18 | 7 | 0 |
| Laurel | 2 | 3 | 0 |
| Magnolia | 10 | 3 | 0 |
| Maple | 31 | 7 | 0 |
| Poplar | 12 | 1 | 0 |
| Willow | 1 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |
| Room Confinement | 4275 | 71:15 |
| Segregation | 233451.65 | 3890:52 |



Monthly Facility Report

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 7 |
| Assault on Staff by Juvenile | 11 |
| Conspiring to Escape | 7 |
| Contraband (Drugs) | 6 |
| Contraband (Other) | 7 |
| Contraband (Weapon) | 3 |
| Damage to State Property | 12 |
| Fight | 15 |
| Horseplaying | 2 |
| Injury | 5 |
| Other Misconduct | 20 |
| Prohibited Items | 3 |
| Protective Custody | 2 |
| Sexual Misconduct | 6 |
| Suicidal Behavior | 3 |
| Suicidal Ideation | 4 |
| Threatening Conduct | 6 |



Monthly Facility Report

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 3 |
| Fighting | 12 |
| Horseplaying | 1 |
| Physical Restraints | 1 |
| Recreation Injury | 1 |
| Self Injury | 3 |

Summary



Monthly Facility Report



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| BWHS | 0 | 0 |
| Cypress | 8 | 3 |
| Holly | 11 | 6 |
| Laurel | 2 | 2 |
| Magnolia | 7 | 10 |
| Maple | 1 | 0 |
| N/A | 23 | 23 |
| Poplar | 1 | 0 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| Cypress | 10 | 3 | 0 |
| Holly | 40 | 8 | 0 |
| Laurel | 3 | 3 | 0 |
| Magnolia | 23 | 5 | 0 |
| Maple | 12 | 5 | 0 |
| N/A | 16 | 2 | 0 |
| Poplar | 18 | 6 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 12035 | 200:35 |
| Segregation | 295520.95 | 4925:21 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 16 |
| Assault on Staff by Juvenile | 9 |
| Conspiring to Escape | 1 |



Monthly Facility Report

| | |
|--------------------------|----|
| Contraband (Drugs) | 3 |
| Contraband (Other) | 4 |
| Contraband (Weapon) | 5 |
| Damage to State Property | 13 |
| Fight | 16 |
| Horseplaying | 2 |
| Injury | 6 |
| Other Misconduct | 30 |
| Prohibited Items | 1 |
| Protective Custody | 3 |
| Sexual Misconduct | 9 |
| Suicidal Behavior | 2 |
| Suicidal Ideation | 7 |
| Threatening Conduct | 4 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 7 |
| Fighting | 11 |
| Horseplaying | 2 |
| Initiated Assault | 2 |
| Physical Restraints | 3 |



Monthly Facility Report

| | |
|-------------------|---|
| Recreation Injury | 3 |
| Self Injury | 4 |

Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| BWHS | 0 | 0 |
| Cypress | 0 | 0 |
| Holly | 10 | 8 |
| Laurel | 1 | 2 |
| Magnolia | 2 | 1 |
| Maple | 9 | 2 |
| Myrtle | 0 | 0 |
| N/A | 0 | 0 |
| Poplar | 2 | 0 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| BWHS | 0 | 0 | 0 |
| Cypress | 5 | 1 | 0 |
| Holly | 26 | 13 | 0 |
| Laurel | 2 | 1 | 0 |
| Magnolia | 42 | 4 | 0 |
| Maple | 17 | 4 | 0 |
| Myrtle | 0 | 0 | 0 |
| N/A | 0 | 0 | 0 |
| Poplar | 4 | 1 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 183006.95 | 3050:07 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 15 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 9 |



Monthly Facility Report

| | |
|--------------------------|----|
| Conspiring to Escape | 2 |
| Contraband (Drugs) | 6 |
| Contraband (Other) | 6 |
| Contraband (Weapon) | 4 |
| Damage to State Property | 8 |
| Fight | 8 |
| Horseplaying | 2 |
| Injury | 6 |
| Other Misconduct | 30 |
| Prohibited Items | 1 |
| Protective Custody | 1 |
| Sexual Misconduct | 7 |
| Suicidal Behavior | 2 |
| Suicidal Ideation | 4 |
| Threatening Conduct | 8 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 4 |
| Fighting | 9 |
| Horseplaying | 1 |



Monthly Facility Report

| | |
|---------------------|---|
| Initiated Assault | 2 |
| Physical Restraints | 2 |
| Recreation Injury | 2 |
| Self Injury | 3 |

Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| Cypress | 6 | 1 |
| Holly | 9 | 1 |
| Laurel | 5 | 6 |
| Magnolia | 3 | 2 |
| Maple | 8 | 0 |
| N/A | 0 | 0 |
| Poplar | 5 | 2 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| Cypress | 25 | 4 | 0 |
| Holly | 38 | 6 | 0 |
| Laurel | 5 | 8 | 0 |
| Magnolia | 40 | 0 | 0 |
| Maple | 29 | 3 | 0 |
| N/A | 0 | 0 | 0 |
| Poplar | 14 | 2 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 9119 | 151:59 |
| Segregation | 274791.1 | 4579:51 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 13 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 16 |
| Conspiring to Escape | 3 |



Monthly Facility Report

| | |
|--------------------------------|----|
| Contraband (Drugs) | 2 |
| Contraband (Other) | 4 |
| Damage to State Property | 10 |
| Escape | 1 |
| Fight | 8 |
| Horseplaying | 2 |
| Inappropriate Physical Contact | 1 |
| Injury | 8 |
| Other Misconduct | 59 |
| Prohibited Items | 4 |
| Protective Custody | 6 |
| Sexual Misconduct | 11 |
| Suicidal Behavior | 4 |
| Suicidal Ideation | 19 |
| Threatening Conduct | 8 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 2 |
| Fighting | 5 |
| Initiated Assault | 1 |



Monthly Facility Report

| | |
|---------------------|---|
| Physical Restraints | 4 |
| Recreation Injury | 3 |
| Self Injury | 6 |

Summary



Monthly Facility Report

ID Report Start Date:

Report End Date

Facility Type

Number of Juveniles Admitted:

Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| BWHS | 0 | 0 |
| Cypress | 7 | 1 |
| Holly | 8 | 2 |
| Laurel | 9 | 7 |
| Magnolia | 6 | 4 |
| Maple | 6 | 0 |
| Myrtle | 0 | 0 |
| N/A | 0 | 0 |
| Poplar | 4 | 1 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| BWHS | 1 | 0 | 0 |
| Cypress | 29 | 4 | 0 |
| Holly | 43 | 8 | 0 |
| Laurel | 5 | 1 | 0 |
| Magnolia | 35 | 3 | 0 |
| Maple | 11 | 6 | 0 |
| Myrtle | 0 | 0 | 0 |
| N/A | 0 | 0 | 0 |
| Poplar | 18 | 3 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |
| Room Confinement | 1080 | 18:00 |
| Segregation | 226436.2 | 3773:56 |



Monthly Facility Report

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 14 |
| Assault on Staff by Juvenile | 16 |
| Conspiring to Escape | 4 |
| Contraband (Drugs) | 3 |
| Contraband (Other) | 7 |
| Contraband (Weapon) | 5 |
| Damage to State Property | 12 |
| Fight | 14 |
| Horseplaying | 1 |
| Injury | 7 |
| Other Misconduct | 40 |
| Prohibited Items | 2 |
| Protective Custody | 7 |
| Sexual Misconduct | 4 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 21 |
| Threatening Conduct | 8 |



Monthly Facility Report

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 5 |
| Fighting | 13 |
| Mechanical Restraints | 1 |
| Recreation Injury | 4 |
| Self Injury | 1 |

Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| BWHS | 3 | 2 |
| Cypress | 20 | 6 |
| Holly | 4 | 1 |
| Laurel | 22 | 10 |
| Magnolia | 14 | 8 |
| Maple | 8 | 0 |
| N/A | 0 | 0 |
| Poplar | 22 | 1 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| BWHS | 6 | 1 | 0 |
| Cypress | 26 | 9 | 0 |
| Holly | 14 | 8 | 0 |
| Laurel | 17 | 4 | 0 |
| Magnolia | 25 | 3 | 0 |
| Maple | 16 | 9 | 0 |
| Poplar | 28 | 7 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 266896 | 4448:16 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 9 |
| Assault on Staff by Juvenile | 22 |
| Conspiring to Escape | 6 |
| Contraband (Other) | 7 |



Monthly Facility Report

| | |
|--------------------------|----|
| Contraband (Weapon) | 3 |
| Damage to State Property | 22 |
| Fight | 28 |
| Horseplaying | 1 |
| Injury | 12 |
| Other Misconduct | 22 |
| Protective Custody | 5 |
| Sexual Misconduct | 4 |
| Suicidal Behavior | 4 |
| Suicidal Ideation | 24 |
| Threatening Conduct | 6 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 7 |
| Fighting | 13 |
| Horseplaying | 2 |
| Initiated Assault | 2 |
| Mechanical Restraints | 2 |
| Physical Restraints | 4 |
| Recreation Injury | 3 |



Monthly Facility Report

| | |
|-------------|---|
| Self Injury | 7 |
|-------------|---|

Summary



Monthly Facility Report

ID Report Start Date: Report End Date

Facility Type

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| Cypress | 6 | 5 |
| Holly | 6 | 4 |
| Laurel | 5 | 6 |
| Magnolia | 3 | 4 |
| Maple | 3 | 2 |
| N/A | 0 | 0 |
| Poplar | 41 | 5 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| Cypress | 15 | 3 | 0 |
| Holly | 6 | 2 | 0 |
| Laurel | 4 | 0 | 0 |
| Magnolia | 10 | 5 | 0 |
| Maple | 8 | 7 | 0 |
| Poplar | 40 | 3 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 87842.85 | 1464:03 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 9 |
| Assault on Staff by Juvenile | 30 |
| Conspiring to Escape | 4 |
| Contraband (Drugs) | 3 |
| Contraband (Other) | 4 |



Monthly Facility Report

| | |
|--------------------------|----|
| Contraband (Weapon) | 8 |
| Damage to State Property | 21 |
| Fight | 15 |
| Horseplaying | 2 |
| Injury | 7 |
| Other Misconduct | 5 |
| Prohibited Items | 2 |
| Sexual Misconduct | 5 |
| Suicidal Behavior | 2 |
| Suicidal Ideation | 14 |
| Threatening Conduct | 8 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 1 |
| Fighting | 8 |
| Physical Restraints | 3 |
| Recreation Injury | 3 |
| Self Injury | 2 |



Summary



Monthly Facility Report

ID Report Start Date:

Report End Date

Facility Type

Number of Juveniles Admitted:

Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| BWHS | 0 | 0 |
| Cypress | 10 | 5 |
| Holly | 10 | 4 |
| Laurel | 6 | 4 |
| Magnolia | 2 | 1 |
| Maple | 1 | 0 |
| N/A | 0 | 0 |
| Poplar | 10 | 0 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| Cypress | 17 | 4 | 0 |
| Holly | 30 | 11 | 0 |
| Laurel | 3 | 6 | 0 |
| Magnolia | 10 | 0 | 0 |
| Maple | 9 | 10 | 0 |
| Poplar | 29 | 3 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 265146 | 4419:06 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 19 |
| Assault on Staff by Juvenile | 25 |
| Conspiring to Escape | 5 |
| Contraband (Drugs) | 1 |



Monthly Facility Report

| | |
|--------------------------|----|
| Contraband (Other) | 5 |
| Contraband (Weapon) | 12 |
| Damage to State Property | 14 |
| Fight | 11 |
| Horseplaying | 2 |
| Injury | 5 |
| Other Misconduct | 15 |
| Protective Custody | 2 |
| Sexual Assault | 1 |
| Sexual Misconduct | 10 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 6 |
| Threatening Conduct | 9 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 6 |
| Fighting | 10 |
| Horseplaying | 2 |
| Initiated Assault | 6 |
| Physical Restraints | 5 |



Monthly Facility Report

| | |
|-------------|---|
| Self Injury | 3 |
|-------------|---|

Summary



Monthly Facility Report

ID Report Start Date:

Report End Date

Facility Type

Number of Juveniles Admitted:

Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Monthly Facility Report

Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Monthly Facility Report

Restraints/Confinement/Injury Summary:

| | # of Mechanical Restraints | # of Physical Restraints |
|----------|----------------------------|--------------------------|
| Cypress | 7 | 1 |
| Holly | 11 | 2 |
| Laurel | 12 | 10 |
| Magnolia | 2 | 0 |
| Maple | 3 | 0 |
| N/A | 4 | 0 |
| Poplar | 9 | 5 |

| | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------|---|------------------------|---------------------|
| Cypress | 9 | 6 | 0 |
| Holly | 14 | 6 | 0 |
| Laurel | 12 | 2 | 0 |
| Magnolia | 5 | 0 | 0 |
| Maple | 3 | 1 | 0 |
| N/A | 5 | 0 | 0 |
| Poplar | 11 | 4 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 275 | 4:35 |
| Segregation | 268640 | 4477:20 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 8 |
| Assault on Staff by Juvenile | 18 |
| Conspiring to Escape | 2 |
| Contraband (Drugs) | 4 |



Monthly Facility Report

| | |
|--------------------------------|----|
| Contraband (Other) | 9 |
| Contraband (Weapon) | 14 |
| Damage to State Property | 7 |
| Fight | 5 |
| Inappropriate Physical Contact | 1 |
| Injury | 2 |
| Other Misconduct | 5 |
| Sexual Misconduct | 4 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 8 |
| Threatening Conduct | 15 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 3 |
| Fighting | 5 |
| Initiated Assault | 6 |
| Physical Restraints | 1 |
| Recreation Injury | 1 |
| Self Injury | 3 |



Summary



PbS/PREA Monthly Summary

Office of Professional Standards

July 2020 - May 2021

Broad River Road Complex

| Critical Areas | 20-Jul | 20-Aug | 20-Sep | 20-Oct | 20-Nov | 20-Dec | 21-Jan | 21-Feb | 21-Mar | 21-Apr | 21-May |
|-------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Youth on Youth Assault | 7 | 7 | 8 | 4 | 8 | 9 | 7 | 13 | 9 | 9 | 13 |
| Fights | 6 | 13 | 13 | 8 | 17 | 9 | 7 | 7 | 14 | 11 | 10 |
| Staff Assaulted by Youth | 6 | 12 | 15 | 13 | 3 | 7 | 12 | 17 | 25 | 31 | 30 |
| Inappropriate Sexual Behavior | 3 | 4 | 1 | 4 | 7 | 4 | 5 | 7 | 5 | 4 | 2 |
| Youth on Youth Injuries | 6 | 12 | 13 | 15 | 6 | 10 | 8 | 12 | 5 | 7 | 8 |
| Use of Behavioral Isolation | 31 | 24 | 60 | 37 | 68 | 27 | 39 | 45 | 40 | 71 | 36 |
| Use of Medical Isolation | | | | | | 8 | 2 | 0 | 1 | 3 | 2 |
| Total Hours of Behavioral Isolation | 1921 | 1856 | 3479 | 1449 | 3930 | 2601 | 2881 | 2640 | 2476 | 4316 | 4732 |
| Total Hours of Medical Isolation | | | | | | 1773 | 574 | 0 | 354 | 871 | 731 |
| PREA Event | 0 | 0 | 0 | 2 | 1 | 3 | 1 | 0 | 1 | 1 | 1 |

| |
|---|
| *Data has increased from the previous month |
| *Data has decreased from previous month |
| *Data has not yet been collected |



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="9"/> | <input type="text" value="22"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="4"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 34 | Eval/Admissions | 15 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 34 | Eval/Admissions | 9 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 34 | Eval/Admissions | 24 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 34 | Eval/Admissions | 28 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 34 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Collateral Counseling |
| 34 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 34 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 34 | Eval/Admissions | 7 | 0 | 0 | 0 | 0 | 0 | Groups |
| 34 | Eval/Admissions | 16 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Special Event |
| 34 | Eval/Admissions | 20 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |
| 34 | Eval/Admissions | 0 | 16 | 0 | 0 | 0 | 0 | Bingo |
| 34 | Eval/Admissions | 0 | 15 | 0 | 0 | 0 | 0 | Game Room |
| 34 | Eval/Admissions | 0 | 0 | 0 | 14 | 0 | 0 | Movie Night |
| 34 | Eval/Admissions | 0 | 0 | 0 | 32 | 0 | 0 | Weekend Rec |
| 34 | Eval/Admissions | 0 | 45 | 0 | 0 | 0 | 0 | Large Muscle Group Exercise |
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | Library Visits |
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | Non-Violence Training |



| | | | | | | | | |
|----|-----------------|---|---|---|---|---|---|-------------------------|
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Jim Young Visit |
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Bullying Awareness Week |
| 34 | | 0 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | | |
|-------------------|------|--------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|--|--|
| 34 | | 0 | 0 | 0 | 0 | 7/5/2018 | 7/19/2018 | | | | |
| Comments: | | PbS Meetings | | | | | | | | | |
| 34 | | 0 | 0 | 0 | 0 | 7/3/2018 | 7/13/2018 | 7/16/2018 | 7/23/2018 | | |
| Comments: | | Manager Meeting | | | | | | | | | |
| 34 | | 0 | 0 | 0 | 0 | 7/3/2018 | | | | | |
| Comments: | | Bullying Awareness Committee Meeting | | | | | | | | | |
| 34 | | 0 | 0 | 0 | 0 | 7/17/2018 | | | | | |



Comments: Youth Records Meeting

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 9 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 25 | 15 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 12050 | 200:50 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 8 |
| Assault on Juvenile by Staff | 1 |
| Damage to State Property | 1 |
| Fight | 5 |
| Inappropriate Physical Contact | 1 |
| Injury | 2 |
| Other Misconduct | 6 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 5 |
| Fighting | 3 |
| Initiated Assault | 3 |
| Physical Restraints | 1 |
| Self Injury | 2 |



| | |
|---------------------|---|
| Protective Custody | 3 |
| Suicidal Ideation | 2 |
| Threatening Conduct | 2 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="9"/> | <input type="text" value="22"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="4"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 35 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 35 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Library Visit |
| 35 | Eval/Admissions | 0 | 0 | 0 | 24 | 0 | 0 | Weekend Recreation |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Bible Study |
| 35 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Vacation Bible School |
| 35 | Eval/Admissions | 12 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 35 | Eval/Admissions | 9 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 35 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 35 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Groups |
| 35 | Eval/Admissions | 24 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-Up Visits |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Special Event |
| 35 | Eval/Admissions | 15 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |
| 35 | Eval/Admissions | 0 | 14 | 0 | 0 | 0 | 0 | Game Room |
| 35 | Eval/Admissions | 0 | 14 | 0 | 0 | 0 | 0 | Bingo |
| 35 | Eval/Admissions | 0 | 2 | 0 | 0 | 0 | 0 | Activity Testing |
| 35 | Eval/Admissions | 0 | 41 | 0 | 0 | 0 | 0 | Large Muscle Group Exercise/rec |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|--|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|-----------|
| 35 | | 1 | 0 | 0 | 0 | 8/10/2018 | 8/17/2018 | 8/20/2018 | 8/24/2018 | |
| Comments: Manager's Meeting | | | | | | | | | | |
| 35 | | 3 | 0 | 0 | 0 | 8/2/2018 | 8/22/2018 | | | |
| Comments: PbS Team Meeting | | | | | | | | | | |
| 35 | | 1 | 0 | 0 | 0 | 8/22/2018 | | | | |
| Comments: Community Meeting | | | | | | | | | | |
| 35 | | 0 | 0 | 0 | 0 | 8/31/2018 | | | | |
| Comments: CEC Staff Birthday Celebration | | | | | | | | | | |
| 35 | | 0 | 0 | 0 | 0 | 8/3/2018 | 8/10/2018 | 8/16/2018 | 8/22/2018 | 8/31/2018 |
| Comments: Meetings with Interim Facility Admin | | | | | | | | | | |



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 15 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 43 | 10 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | 200 | 3:20 |
| Isolation | 11576 | 192:56 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 12 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 4 |
| Damage to State Property | 1 |
| Fight | 9 |
| Inappropriate Physical Contact | 1 |
| Injury | 2 |
| Other Misconduct | 3 |
| Protective Custody | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 2 |
| Fighting | 5 |
| Physical Restraints | 1 |
| Recreation Injury | 1 |



| | |
|---------------------|---|
| Suicidal Ideation | 1 |
| Threatening Conduct | 4 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="9"/> | <input type="text" value="24"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="4"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|-------------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 36 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | Non-violence Training |
| 36 | Eval/Admissions | 0 | 0 | 0 | 0 | 3 | 0 | ASVAB Testing and Follow Up |
| 36 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | Library Visits |
| 36 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Jeff Holland on the Drums |
| 36 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Operation Get Smart |
| 36 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Dance Classes with Caroline Hoadley |
| 36 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 36 | Eval/Admissions | 5 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 36 | Eval/Admissions | 18 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 36 | Eval/Admissions | 18 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 36 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Collateral Counseling |
| 36 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Spiritual Development: Groups |
| 36 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 36 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Groups |
| 36 | Eval/Admissions | 24 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 36 | Eval/Admissions | 11 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits |
| 36 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |
| 36 | Eval/Admissions | 0 | 9 | 0 | 0 | 0 | 0 | Game Room |
| 36 | Eval/Admissions | 0 | 9 | 0 | 0 | 0 | 0 | Bingo |



| | | | | | | | | |
|----|-----------------|---|----|---|----|---|---|-----------------------------|
| 36 | Eval/Admissions | 0 | 15 | 0 | 0 | 0 | 0 | Large Muscle Group Exercise |
| 36 | Eval/Admissions | 0 | 0 | 0 | 24 | 0 | 0 | Weekend Rec |

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|--|--|--|
| 36 | | 2 | 2 | 0 | 0 | 9/10/2018 | 9/24/2018 | | | |

Comments: Manager's Meeting

| | | | | | | | | | | |
|----|--|---|---|---|---|----------|-----------|-----------|------------|-----------|
| 36 | | 0 | 0 | 0 | 0 | 9/7/2018 | 9/18/2018 | 9/21/2018 | 10/24/2018 | 9/28/2018 |
|----|--|---|---|---|---|----------|-----------|-----------|------------|-----------|

Comments: Meetings with Interim Facility Admin

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 2 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 12 | 7 | 0 |



Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 1230.5 | 20:30 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 2 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Drugs) | 1 |
| Fight | 5 |
| Inappropriate Physical Contact | 2 |
| Injury | 3 |
| Sexual Misconduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 1 |
| Fighting | 3 |
| Recreation Injury | 1 |

Summary



9/5/18 Contraband Drug- Juv. Nesbitt found what she described as a blue pill in the gym. Instead of turning the pill in to staff, Juv. Nesbitt ingested it.
9/11-9/17- CEC Juveniles were evacuated to BRRRC, JDC, and MEC for Hurricane Florence
9/18/18- CEC Juveniles return to CEC

We have a weekender- Juv. Kevin Mason



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 37 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | FDHS JROTC at CEC |
| 37 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | Open House and Family Day |
| 37 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Music Therapy |
| 37 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | AVSAB Testing |
| 37 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Charleston County Library Visit |
| 37 | Eval/Admissions | 12 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 37 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 37 | Eval/Admissions | 29 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 37 | Eval/Admissions | 23 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 37 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Collateral Counseling |
| 37 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development: Groups |
| 37 | Eval/Admissions | 8 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 37 | Eval/Admissions | 0 | 0 | 3 | 0 | 0 | 0 | Groups (Secular) |
| 37 | Eval/Admissions | 15 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 37 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Lock Up Visits |
| 37 | Eval/Admissions | 20 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |

Community Hearings:



| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|------|---|---|--|--|--|--|
| 37 | | 0 | | | | | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|------------|--|--|
| 37 | | 5 | 0 | 0 | 0 | 10/8/2018 | 10/1/2018 | 10/29/2018 | | |

Comments: Managers Meetings

| | | | | | | | | | | |
|----|--|---|---|---|---|------------|------------|------------|------------|------------|
| 37 | | 0 | 0 | 0 | 0 | 10/29/2018 | 10/26/2018 | 10/22/2018 | 10/19/2018 | 10/12/2018 |
|----|--|---|---|---|---|------------|------------|------------|------------|------------|

Comments: Event Report Review Meetings with Interim Facility Admin

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints | DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------------|----------------------------|--------------------------|-----------------|---|------------------------|---------------------|
| Eval/Admission | 1 | 18 | Eval/Admissions | 31 | 8 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 23281.16 | 388:01 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 9 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Other) | 1 |
| Fight | 7 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 2 |
| Injury | 5 |
| Other Misconduct | 12 |
| Sexual Misconduct | 2 |
| Threatening Conduct | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 2 |
| Fighting | 1 |
| Horseplaying | 1 |
| Recreation Injury | 2 |

Summary



Toward the end of October, the last two weeks or so, there was a notable increase in acts of aggression. Some Juveniles began acting out aggressively toward other juveniles as a result of their detained status or other causes unknown to the Site Coordinator.



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="8"/> | <input type="text" value="17"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---------------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 4 | 0 | Domestic Violence Work Shop for Girls |
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Bullying Awareness Week |
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Charleston County Library Visit |
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 4 | 0 | Career Coach Visit |
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | EARN Program at CEC |
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing and Follow Up |
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | FDHS JROTC Visit |
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Jim Young Visit |

Community Hearings:

Weekly Leadership Meeting:



| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|------------|------------|--|--|
| 38 | | 0 | 0 | 0 | 0 | 11/5/2018 | 11/12/2018 | 11/26/2018 | | |

Comments: Managers' Meetings

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 4 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 38 | 14 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 4455.63 | 74:16 |

| Incident Type | Total |
|--------------------|-------|
| Assault on a Peer | 10 |
| Contraband (Other) | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 4 |
| Fighting | 4 |



| | | | |
|--------------------------------|----|-------------------|---|
| Fight | 7 | Initiated Assault | 3 |
| Horseplaying | 1 | Recreation Injury | 3 |
| Inappropriate Physical Contact | 2 | | |
| Injury | 3 | | |
| Other Misconduct | 10 | | |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="7"/> | <input type="text" value="16"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|----------|---------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 39 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Charleston County Library Visit |
| 39 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | EOC Testing |
| 39 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | EASY CBM Testing |

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-----------------------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|------------|------------|--|--|
| 39 | | 2 | 0 | 0 | 0 | 12/11/2018 | 12/18/2018 | | | |
| Comments: Security Staff Meetings | | | | | | | | | | |
| 39 | | 0 | 0 | 0 | 0 | 12/3/2018 | 12/10/2018 | 12/17/2018 | | |



Comments: Manager's Meetings

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 11 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 13 | 10 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 1751.83 | 29:12 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 10 |
| Assault on Staff by Juvenile | 1 |
| Damage to State Property | 1 |
| Fight | 6 |
| Injury | 2 |
| Other Misconduct | 6 |
| Threatening Conduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 4 |
| Fighting | 4 |
| Recreation Injury | 2 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="6"/> | <input type="text" value="19"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 40 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Project Get Smart |
| 40 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Library Visit |
| 40 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 40 | Eval/Admissions | 8 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 40 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 40 | Eval/Admissions | 22 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 40 | Eval/Admissions | 12 | 0 | 0 | 0 | 0 | 0 | Individual Counseling (including grief co |
| 40 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Collaborative Counseling |
| 40 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 40 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 40 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 40 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-Up Visits |
| 40 | Eval/Admissions | 25 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|

| | | | | | | | | | | |
|----|--|---|---|---|---|-----------|-----------|-----------|--|--|
| 40 | | 3 | 3 | 0 | 0 | 1/16/2019 | 1/24/2019 | 1/31/2019 | | |
|----|--|---|---|---|---|-----------|-----------|-----------|--|--|

Comments: Weekly Meetings with Cpt. Buncum and Mrs. Tucker

| | | | | | | | | | | |
|----|--|---|---|---|---|--|--|--|--|--|
| 40 | | 0 | 0 | 0 | 0 | | | | | |
|----|--|---|---|---|---|--|--|--|--|--|

Comments:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 30 |
| Willow | 0 | 0 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 25 | 15 | 0 |
| Willow | 0 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 7576.96 | 126:17 |

| Incident Type | Total |
|--------------------------|-------|
| Assault on a Peer | 19 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 1 |
| Fight | 5 |
| Injury | 5 |
| Other Misconduct | 11 |
| Protective Custody | 2 |
| Sexual Misconduct | 1 |
| Suicidal Behavior | 2 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 5 |
| Fighting | 3 |
| Initiated Assault | 1 |
| Mechanical Restraints | 1 |
| Recreation Injury | 4 |

Summary



-Cpl. Staley Acknowledge for his promotion.



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="5"/> | <input type="text" value="20"/> |
| SecuritySupervisors | <input type="text" value="6"/> | <input type="text" value="4"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | Bullying Awareness Week |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 20 | 0 | Drop Everything and Read |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Trafficking Work Shop |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ACT Testing |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Follow Up |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Library Visit |
| 41 | Eval/Admissions | 0 | 11 | 0 | 0 | 0 | 0 | Bingo |
| 41 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Rec supervised by JCO |
| 41 | Eval/Admissions | 0 | 11 | 0 | 0 | 0 | 0 | Game Room |
| 41 | Eval/Admissions | 0 | 20 | 0 | 0 | 0 | 0 | Large Muscle Group Activity with Rec Co |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Black History Month Program |
| 41 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 41 | Eval/Admissions | 12 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 41 | Eval/Admissions | 33 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 41 | Eval/Admissions | 20 | 0 | 0 | 0 | 0 | 0 | Individual Counseling (Including Greif Co |
| 41 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 41 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 41 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups |
| 41 | Eval/Admissions | 11 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |



| | | | | | | | | | |
|----|-----------------|----|---|---|---|---|---|---|---------------------|
| 41 | Eval/Admissions | 5 | 0 | 0 | 0 | 0 | 0 | 0 | Lock-Up Visits |
| 41 | Eval/Admissions | 25 | 0 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|--|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|--|--|
| 41 | | 3 | 2 | 0 | 1 | 2/8/2019 | 2/15/2019 | 2/22/2019 | | |
| Comments: Weekly Meetings with Mrs. Tucker and Cpt. Buncum | | | | | | | | | | |
| 41 | | 1 | 0 | 1 | 0 | 2/13/2019 | | | | |
| Comments: Bullying Awareness Week Meeting | | | | | | | | | | |

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints | DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------------|----------------------------|--------------------------|-----------------|---|------------------------|---------------------|
| Eval/Admission | 4 | 23 | Eval/Admissions | 30 | 16 | 0 |



Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|--------------------------------------|--|
| Isolation | 18309.65 | 305:10 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 13 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 1 |
| Fight | 5 |
| Horseplaying | 4 |
| Injury | 7 |
| Other Misconduct | 6 |
| Sexual Misconduct | 2 |
| Suicidal Behavior | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 3 |
| Assault by Staff | 1 |
| Fighting | 2 |
| Horseplaying | 1 |
| Initiated Assault | 1 |
| Recreation Injury | 6 |

Summary



2.13.19-Black History Month Program hosted by Education

2.18.19- 2.22.19 Bullying Awareness Week at CEC

2.22.19- Group Disturbance/Multiple assaults on Juv. Hutchins and Juv. Gadson by their peers. Several Staff injuries occurred due to this incident.

2.26.19- Visit from Niaja and Nikeya- Facility walkthrough and in office discussions

2.27.19- Pink Shirt/Pink T-Shirt for Bullying Awareness Day

2.28.19-Facility Inspection Completed. Several deficiencies have remained the same or gotten worse. Room 20 continues to grow mold, as spread into Room 19 on Diamond Unit. Ceiling tile in Control hallway has a brown spot that continues to get larger.



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="4"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 3 | 0 | Mrs. Crystal Campell Work Shop |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Sydney Work Shop |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | JROTC |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | CEC's Got Talent (Programs) |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 42 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 42 | Eval/Admissions | 8 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 42 | Eval/Admissions | 34 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 42 | Eval/Admissions | 18 | 0 | 0 | 0 | 0 | 0 | Individual Counseling (Including Grief Co |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Collaborative Counseling |
| 42 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 42 | Eval/Admissions | 11 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 42 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Groups |
| 42 | Eval/Admissions | 16 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 42 | Eval/Admissions | 8 | 0 | 0 | 0 | 0 | 0 | Lock Up Visits |
| 42 | Eval/Admissions | 29 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground (Other Misc. Time |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|

| | | | | | | | | | | |
|----|--|---|---|---|---|----------|-----------|-----------|-----------|--|
| 42 | | 4 | 2 | 1 | 1 | 3/1/2019 | 3/15/2019 | 3/22/2019 | 3/29/2019 | |
|----|--|---|---|---|---|----------|-----------|-----------|-----------|--|

Comments: Weekly Meetings with Cpt. Buncum and Mrs. Tucker

| | | | | | | | | | | |
|----|--|---|---|---|---|-----------|--|--|--|--|
| 42 | | 1 | 1 | 0 | 0 | 3/27/2019 | | | | |
|----|--|---|---|---|---|-----------|--|--|--|--|

Comments: Meeting with Education Staff

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints | DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------------|----------------------------|--------------------------|-----------------|---|------------------------|---------------------|
| Eval/Admission | 5 | 40 | Eval/Admissions | 46 | 23 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 44100.74 | 735:01 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 15 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 3 |
| Fight | 7 |
| Horseplaying | 2 |
| Injury | 4 |
| Other Misconduct | 12 |
| Protective Custody | 1 |
| Sexual Assault | 1 |
| Sexual Misconduct | 2 |
| Suicidal Ideation | 2 |
| Threatening Conduct | 5 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 11 |
| Assault by Staff | 1 |
| Fighting | 6 |
| Physical Restraints | 1 |
| Self Injury | 3 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="8"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="5"/> | <input type="text" value="21"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Chaplaincy Services | Activity Therapist | Activity Source: | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|-------------------------------|
| | | | | Volunteer Services | Security | Education | Other | |
| 44 | Eval/Admissions | 0 | 13 | 0 | 0 | 0 | 0 | Rec activities(Diamond) |
| 44 | Omega/Evergreen | 0 | 0 | 0 | 16 | 0 | 0 | Rec conducted by Security |
| 44 | Eval/Admissions | 0 | 0 | 0 | 21 | 0 | 0 | Rec conducted by Security |
| 44 | Omega/Evergreen | 0 | 0 | 0 | 0 | 0 | 2 | Rec activities |
| 44 | Eval/Admissions | 0 | 2 | 0 | 0 | 0 | 0 | Spring Fling/Fun Day at CEC |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | JROTC visit CEC |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Ms. Crystal Campbell Workshop |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Sydney Workshop |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Project Get Smart |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Family Day/Open House |
| 44 | Eval/Admissions | 0 | 13 | 0 | 0 | 0 | 0 | Rec Activities (Charlie) |
| 44 | Eval/Admissions | 0 | 13 | 0 | 0 | 0 | 0 | Rec Activities (Delta) |

Community Hearings:



| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|------|---|---|--|--|--|--|
| 44 | | 0 | | | | | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|--|--|--|
| 44 | | 4 | 2 | 2 | 0 | 4/1/2019 | 4/15/2019 | | | |

Comments: Mananger's Meetings

| | | | | | | | | | |
|----|--|---|---|---|---|-----------|----------|--|--|
| 44 | | 2 | 2 | 0 | 0 | 4/24/2019 | 4/4/2019 | | |
|----|--|---|---|---|---|-----------|----------|--|--|

Comments: Meetings with Mrs. Tucker and Cpt. Buncum

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 7 | 22 |
| Omega/Evergre | 0 | 0 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 36 | 10 | 0 |
| Omega/Evergreen | 9 | 0 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 47275.3 | 787:55 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 10 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 1 |
| Fight | 8 |
| Horseplaying | 3 |
| Injury | 2 |
| Other Misconduct | 24 |
| Protective Custody | 3 |
| Sexual Misconduct | 1 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 3 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 2 |
| Assault by Staff | 1 |
| Fighting | 2 |
| Horseplaying | 1 |
| Mechanical Restraints | 1 |
| Self Injury | 1 |

Summary



PbS Team Meeting for 4.24.19 cancelled due to Juv. move on 4.22.19



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="8"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="6"/> | <input type="text" value="22"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Chaplaincy Services | Activity Therapist | Activity Source: | | | Comments | |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|----------|--------------------------|
| | | | | Volunteer Services | Security | Education | | Other |
| 45 | Omega/Evergreen | 0 | 0 | 0 | 0 | 2 | 0 | EOC Testing |
| 45 | Omega/Evergreen | 0 | 0 | 0 | 0 | 5 | 0 | SC READY/SC PASS Testing |

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|--|
| 45 | | 0 | 0 | 0 | 0 | 5/16/2019 | 5/22/2019 | 5/23/2019 | 5/28/2019 | |
| Comments: Meetings with Mrs. Tucker | | | | | | | | | | |
| 45 | | 0 | 0 | 0 | 0 | 5/1/2019 | 5/9/2019 | 5/16/2019 | 5/22/2019 | |



Comments: Meetings with Cpt. Buncum

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|---------------|----------------------------|--------------------------|
| Omega/Evergre | 0 | 2 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Omega/Evergreen | 9 | 12 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 11430 | 190:30 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 4 |
| Contraband (Other) | 1 |
| Contraband (Weapon) | 1 |
| Fight | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 5 |
| Other Misconduct | 5 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 3 |
| Fighting | 2 |
| Initiated Assault | 1 |
| Recreation Injury | 2 |
| Self Injury | 2 |



| | |
|---------------------|---|
| Suicidal Behavior | 1 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 2 |

Summary

CEC Hosting Site Coordinators' Meeting on 5.30.19
Informed that CEC Juveniles will no longer be house on the same wing as BRRC kids when they are in lock up 5.30.19



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="8"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="5"/> | <input type="text" value="20"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|-------------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 46 | Omega/Evergreen | 0 | 0 | 0 | 0 | 1 | 0 | Pride Starts |
| 46 | Omega/Evergreen | 0 | 0 | 0 | 0 | 1 | 0 | Pride Celebration |
| 46 | Omega/Evergreen | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money with Jessica Banks |
| 46 | Omega/Evergreen | 0 | 0 | 0 | 0 | 3 | 0 | Sweet Basket Weaving with Ms. Hammo |
| 46 | Omega/Evergreen | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 46 | Eval/Admissions | 0 | 0 | 0 | 20 | 0 | 0 | Week Day Rec (CEC) |
| 46 | Omega/Evergreen | 0 | 0 | 0 | 20 | 0 | 0 | Week Dat Rec (Evergreen) |
| 46 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Weekend Rec (CEC) |
| 46 | Omega/Evergreen | 0 | 0 | 0 | 8 | 0 | 0 | Weekend Rec (Evergreen) |
| 46 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 46 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Bible Study |
| 46 | Eval/Admissions | 15 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Collaborative Counseling |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 46 | Eval/Admissions | 5 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups |
| 46 | Eval/Admissions | 16 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 46 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Lock-Up Visits |



| | | | | | | | | | |
|----|-----------------|----|---|---|---|---|---|---|---------------------|
| 46 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |
|----|-----------------|----|---|---|---|---|---|---|---------------------|

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|--|--|--|--|
| 46 | | 1 | 1 | 0 | 0 | 6/21/2019 | 6/27/2019 | | | | |
| Comments: | | Meetings with Mrs. Tucker | | | | | | | | | |
| 46 | | 0 | 0 | 0 | 0 | 6/19/2019 | | | | | |
| Comments: | | Meetings with Cpt. Buncum | | | | | | | | | |
| 46 | | 1 | 1 | 0 | 0 | 6/26/2019 | | | | | |
| Comments: | | Community Meeting | | | | | | | | | |

Restraints/Confinement/Injury Summary:



| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 4 |
| Omega/Evergre | 10 | 6 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 3 | 4 | 0 |
| Omega/Evergreen | 10 | 6 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 16436 | 273:56 |

| Incident Type | Total |
|---------------------|-------|
| Assault on a Peer | 12 |
| Contraband (Weapon) | 1 |
| Fight | 8 |
| Injury | 2 |
| Other Misconduct | 3 |
| Sexual Misconduct | 1 |
| Suicidal Behavior | 1 |
| Threatening Conduct | 4 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 5 |
| Fighting | 2 |
| Self Injury | 1 |

Summary



Juv return to CEC 6.17.19
L. Jordan said no vistation sheets were available for 6.30.19
Rec conducted by Security Daily (1hr during the week 2hrs on the weekend)



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="8"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="3"/> | <input type="text" value="17"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Seewee Visit |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Charleston County Library Visit |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 5 | 0 | PRIDE |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | EOC Testing |
| 47 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Unit Visits |
| 47 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Groups |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 47 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Community Clergy |
| 47 | Eval/Admissions | 7 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 47 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Chess Challenge |
| 47 | Eval/Admissions | 0 | 39 | 0 | 0 | 0 | 0 | Week Day Rec |
| 47 | Eval/Admissions | 0 | 0 | 0 | 24 | 0 | 0 | Weekend Rec |
| 47 | Eval/Admissions | 0 | 0 | 0 | 30 | 0 | 0 | Week Day Rec |
| 47 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Visitation |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|---|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|-----------|
| 47 | | 4 | 4 | 0 | 0 | 7/12/2019 | 7/12/2019 | 7/18/2019 | 7/25/2019 | |
| Comments: Meetings with Cpt. Buncum and Mrs. Tucker | | | | | | | | | | |
| 47 | | 5 | 3 | 0 | 0 | 7/1/2019 | 7/8/2019 | 7/15/2019 | 7/22/2019 | 7/29/2019 |
| Comments: Manager's Meetings | | | | | | | | | | |
| 47 | | 4 | 4 | 0 | 0 | 7/5/2019 | 7/12/2019 | 7/18/2019 | 7/23/2019 | |
| Comments: Meetings with Mrs. Tucker | | | | | | | | | | |

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 15 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 24 | 9 | 0 |



Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | 8541 | 142:21 |
| Isolation | 109719.37 | 1828:39 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 6 |
| Contraband (Drugs) | 1 |
| Contraband (Weapon) | 1 |
| Fight | 3 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 1 |
| Other Misconduct | 6 |
| Prohibited Items | 1 |
| Protective Custody | 5 |
| Sexual Misconduct | 1 |
| Threatening Conduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 4 |
| Fighting | 4 |
| Initiated Assault | 1 |

Summary



Juv. Sports released to GMI
Bryan "Coach" McCutcheon joins CEC Team week of 7.15.19
Several Juv on PC



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="8"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="6"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="3"/> | <input type="text" value="16"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="6"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 48 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Bullying Awareness Week |
| 48 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | Library Visit |
| 48 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 48 | Eval/Admissions | 7 | 0 | 0 | 0 | 0 | 0 | Bible Study |
| 48 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Vacation Bible School |
| 48 | Eval/Admissions | 29 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 48 | Eval/Admissions | 15 | 0 | 0 | 0 | 0 | 0 | Individual Counseling (including grief) |
| 48 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 48 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Collaborative Counseling |
| 48 | Eval/Admissions | 11 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 48 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Groups |
| 48 | Eval/Admissions | 17 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 48 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits |
| 48 | Eval/Admissions | 15 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | | |
|-------------------|------|---------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|-----------|--|
| 48 | | 0 | 0 | 0 | 0 | 8/7/2019 | 8/16/2019 | 8/22/2019 | 8/29/2019 | | |
| Comments: | | Meetings with Cpt. And/or Mrs. Tucker | | | | | | | | | |
| 48 | | 3 | 3 | 0 | 0 | 8/5/2019 | 8/19/2019 | 8/26/2019 | | | |
| Comments: | | Managers' Meetings | | | | | | | | | |
| 48 | | 5 | 5 | 0 | 0 | 8/2/2019 | 8/9/2019 | 8/16/2019 | 8/23/2019 | 8/30/2019 | |
| Comments: | | Meetings with Mrs. Carlile | | | | | | | | | |
| 48 | | 0 | 0 | 0 | 0 | | | | | | |
| Comments: | | | | | | | | | | | |
| 48 | | 1 | 1 | 0 | 0 | 8/30/2019 | | | | | |
| Comments: | | | | | | | | | | | |
| 48 | | 0 | 0 | 0 | 0 | | | | | | |



Comments: [Redacted]

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 12 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 13 | 9 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 27130.04 | 452:10 |

| Incident Type | Total |
|--------------------------|-------|
| Assault on a Peer | 7 |
| Contraband (Drugs) | 1 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 2 |
| Fight | 5 |
| Horseplaying | 1 |
| Injury | 5 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 2 |
| Fighting | 2 |
| Horseplaying | 1 |
| Initiated Assault | 1 |
| Recreation Injury | 2 |
| Self Injury | 1 |



| | |
|---------------------|---|
| Other Misconduct | 1 |
| Protective Custody | 2 |
| Suicidal Behavior | 1 |
| Threatening Conduct | 2 |

Summary

Juv. C. Gibson Distruction of State Property 8.1.19- Occurred while Juv. was already in isolation.
CEC PREA On Site Audit 8.12.19 and 8.13.19
8.20.19 Peer assisted restraint



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="3"/> | <input type="text" value="6"/> |
| SecuritySupervisors | <input type="text" value="2"/> | <input type="text" value="17"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 49 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | PRIDE |
| 49 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | SCDC Project "Get Smart" |
| 49 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Library Visit |
| 49 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 49 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 49 | Eval/Admissions | 42 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 49 | Eval/Admissions | 23 | 0 | 0 | 0 | 0 | 0 | Grief Counseling |
| 49 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Collaborative Counseling |
| 49 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 49 | Eval/Admissions | 13 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 49 | Eval/Admissions | 5 | 0 | 0 | 0 | 0 | 0 | Groups |
| 49 | Eval/Admissions | 17 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 49 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Special Events |
| 49 | Eval/Admissions | 0 | 40 | 0 | 0 | 0 | 0 | Week Day Rec |
| 49 | Eval/Admissions | 0 | 0 | 0 | 18 | 0 | 0 | Weekend Rec |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|--|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|--|
| 49 | | 4 | 2 | 2 | 0 | 9/4/2019 | 9/11/2019 | 9/18/2019 | 9/25/2019 | |
| Comments: Community Meeting | | | | | | | | | | |
| 49 | | 4 | 4 | 0 | 0 | 9/9/2019 | 9/16/2019 | 9/23/2019 | 9/30/2019 | |
| Comments: Manager's Meeting | | | | | | | | | | |
| 49 | | 3 | 2 | 0 | 1 | 9/5/2019 | 9/12/2019 | 9/19/2019 | | |
| Comments: Meeting with Cpt. Buncum and Mrs. Tucker | | | | | | | | | | |

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 6 |
| Omega/Evergre | 0 | 0 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 5 | 6 | 0 |
| Omega/Evergreen | 0 | 1 | 0 |



Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 870 | 14:30 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 2 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 3 |
| Fight | 6 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 2 |
| Other Misconduct | 1 |
| Prohibited Items | 1 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 7 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 1 |
| Fighting | 1 |
| Horseplaying | 2 |
| Recreation Injury | 1 |

Summary



Week of Sept. 2- CEC Juv evacuated due to Hurricane

Week of Sept. 9- CEC Juv return



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="6"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="5"/> | <input type="text" value="23"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="6"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 4 | 0 | PRIDE |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 4 | 0 | Scienc of Bread Making |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Jeff Holland on the Drums |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Bright Star Productions "Wizard of Oz" |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | Library Visits |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | SeeWee Visit |
| 50 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 50 | Eval/Admissions | 7 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 50 | Eval/Admissions | 48 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 50 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Collaborative Cousnseling |
| 50 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Spiritual Development: Groups |
| 50 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 50 | Eval/Admissions | 9 | 0 | 0 | 0 | 0 | 0 | Groups |
| 50 | Eval/Admissions | 13 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-Up Visits |
| 50 | Eval/Admissions | 5 | 0 | 0 | 0 | 0 | 0 | Spiritual Development |
| 50 | Eval/Admissions | 25 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |
| 50 | Eval/Admissions | 0 | 65 | 0 | 0 | 0 | 0 | Weekday Rec |



| | | | | | | | | |
|----|-----------------|---|---|---|----|---|---|-------------|
| 50 | Eval/Admissions | 0 | 0 | 0 | 27 | 0 | 0 | Weekend REC |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|------------|------------|------------|--|
| 50 | | 4 | 4 | 0 | 0 | 10/7/2019 | 10/14/2019 | 10/21/2019 | 10/28/2019 | |
| Comments: | | Manager's Meetings | | | | | | | | |
| 50 | | 2 | 2 | 0 | 0 | 10/23/2019 | 10/25/2019 | | | |
| Comments: | | Meetings with Mrs. Tucker | | | | | | | | |
| 50 | | 4 | 4 | 0 | 0 | 10/7/2019 | 10/14/2019 | 10/21/2019 | 10/28/2019 | |
| Comments: | | Housing Meetings | | | | | | | | |
| 50 | | 1 | 1 | 0 | 0 | 10/28/2019 | | | | |
| Comments: | | Incident Review Meeting | | | | | | | | |



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 6 | 20 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 51 | 17 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 37366 | 622:46 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 37 |
| Assault on Staff by Juvenile | 1 |
| Damage to State Property | 2 |
| Fight | 16 |
| Horseplaying | 3 |
| Injury | 1 |
| Other Misconduct | 12 |
| Prohibited Items | 2 |
| Sexual Assault | 1 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Assault by Juvenile | 5 |
| Fighting | 6 |
| Horseplaying | 1 |
| Initiated Assault | 1 |
| Mechanical Restraints | 2 |
| Physical Restraints | 1 |
| Recreation Injury | 1 |



| | |
|---------------------|----|
| Sexual Misconduct | 1 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 10 |

Summary

10.10.19- PbS Coach Visit
10.8.19- 40483 attempted mech restraint-unsuccessful.
10.31.19- 40552 Juv. Holmes grabbed Ofc. Gordon's behind



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="3"/> | <input type="text" value="28"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|----------|---------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Charleston County Library |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Bright Star Productions |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Dance and Movement |

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|---|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|------------|------------|------------|--|
| 51 | | 4 | 3 | 1 | 0 | 11/4/2019 | 11/11/2019 | 11/18/2019 | 11/25/2019 | |
| Comments: Manager's Meetings: 11.18.19 cancelled for QA Audit | | | | | | | | | | |
| 51 | | 2 | 2 | 0 | 2 | 11/5/2019 | 11/12/2019 | 11/19/2019 | 11/26/2019 | |



Comments: Incident Review Meetings: Mrs. Tucker not in attendance for 11.5.19 or 11.26.19. 11.12.19 or 11.19.19 cancelled due to being in columbia at MEC

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 5 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 13 | 19 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 51139 | 852:19 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 11 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Other) | 1 |
| Contraband (Weapon) | 2 |
| Damage to State Property | 4 |
| Fight | 4 |
| Horseplaying | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 4 |
| Assault by Juvenile | 3 |
| Horseplaying | 2 |
| Recreation Injury | 10 |



| | |
|---------------------|----|
| Injury | 12 |
| Other Misconduct | 3 |
| Prohibited Items | 1 |
| Protective Custody | 3 |
| Sexual Misconduct | 3 |
| Threatening Conduct | 8 |

Summary

11.14.19- Security Basic Training Graduation- 9 Ofc expected to graduate
11.18.19 PbS Meeting Cancelled due to QA Audit being conducted



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="3"/> | <input type="text" value="28"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 52 | Eval/Admissions | 0 | 0 | 0 | 0 | 3 | 0 | EOC Testing |
| 52 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Library Visit |
| 52 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 52 | Eval/Admissions | 5 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 52 | Eval/Admissions | 68 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 52 | Eval/Admissions | 9 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Collaborative Counseling |
| 52 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 52 | Eval/Admissions | 7 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 52 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Groups |
| 52 | Eval/Admissions | 37 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 52 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Special Events |
| 52 | Eval/Admissions | 46 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |
| 52 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|

| | | | | | | | | | | |
|----|--|---|---|---|---|-----------|--|--|--|--|
| 52 | | 3 | 3 | 0 | 0 | 12/2/2019 | | | | |
|----|--|---|---|---|---|-----------|--|--|--|--|

Comments: Manager's Meeting

| | | | | | | | | | | |
|----|--|---|---|---|---|-----------|------------|--|--|--|
| 52 | | 0 | 0 | 0 | 0 | 12/3/2019 | 12/11/2019 | | | |
|----|--|---|---|---|---|-----------|------------|--|--|--|

Comments: Incident Review Meeting with Cpt. Bunucm and Mrs. Tucker

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 4 | 14 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 26 | 17 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 28511.73 | 475:12 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 15 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 2 |
| Contraband (Weapon) | 4 |
| Fight | 9 |
| Horseplaying | 4 |
| Inappropriate Physical Contact | 2 |
| Injury | 11 |
| Other Misconduct | 3 |
| Prohibited Items | 2 |
| Sexual Misconduct | 1 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 2 |
| Threatening Conduct | 11 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 3 |
| Assault by Juvenile | 4 |
| Fighting | 3 |
| Recreation Injury | 6 |
| Self Injury | 1 |



Summary

12/19/19 Fight- Physical Force used was peer assisted restraint.

12/27/19 Fight- Physical Force used was peer assisted restraint.

12/28/19- Other Miscon- according to supplemental info Juv. was placed of PC. Juv. was allowed out of WC for brief periods but docs do indicate when juv. exited only his return to isolation.



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="3"/> | <input type="text" value="28"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|-----------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 53 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Faith Groups |
| 53 | Eval/Admissions | 5 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 53 | Eval/Admissions | 105 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 53 | Eval/Admissions | 13 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Collaborative Counseling |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups |
| 53 | Eval/Admissions | 15 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 53 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Groups |
| 53 | Eval/Admissions | 25 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Special Event |
| 53 | Eval/Admissions | 100 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |
| 53 | Eval/Admissions | 0 | 0 | 0 | 0 | 4 | 0 | Basket Weaving with Sarah Hammond |
| 53 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Charleston County Library Visit |
| 53 | Eval/Admissions | 0 | 0 | 0 | 24 | 0 | 0 | Weekend Rec |
| 53 | Eval/Admissions | 0 | 69 | 0 | 0 | 0 | 0 | Week Day Rec |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|---|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|--|--|
| 53 | | 0 | 0 | 0 | 0 | 1/6/2020 | 1/13/2020 | 1/27/2020 | | |
| Comments: Manager's Meetings | | | | | | | | | | |
| 53 | | 0 | 0 | 0 | 0 | 1/3/2020 | 1/7/2020 | 1/16/2020 | | |
| Comments: Incident Review Meetings with Cpt. Buncum and Mrs. Tucker | | | | | | | | | | |
| 53 | | 0 | 0 | 0 | 0 | 1/10/2020 | 1/17/2020 | 1/28/2020 | | |
| Comments: Housing Meeting | | | | | | | | | | |

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints | DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|----------------|----------------------------|--------------------------|-----------------|---|------------------------|---------------------|
| Eval/Admission | 3 | 29 | Eval/Admissions | 31 | 14 | 0 |



Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 18130.25 | 302:10 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 7 |
| Assault on Staff by Juvenile | 4 |
| Contraband (Other) | 1 |
| Damage to State Property | 6 |
| Fight | 14 |
| Horseplaying | 3 |
| Inappropriate Physical Contact | 2 |
| Injury | 5 |
| Other Misconduct | 5 |
| Prohibited Items | 1 |
| Protective Custody | 1 |
| Sexual Assault | 1 |
| Suicidal Behavior | 1 |
| Threatening Conduct | 23 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 2 |
| Fighting | 8 |
| Recreation Injury | 2 |
| Self Injury | 1 |



Summary

1.15.20 Fight- 1 physical restraint was peer assisted restraint
1.25.20 Fight- 1 physical restraint was peer assisted restraint
1.26.20 Fight- 2 physical restraints were peer assisted retrain



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="3"/> | <input type="text" value="21"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="4"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--------------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 54 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 54 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Bible Study |
| 54 | Eval/Admissions | 59 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 54 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 54 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Collaborative Counseling |
| 54 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Group |
| 54 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 54 | Eval/Admissions | 7 | 0 | 0 | 0 | 0 | 0 | Groups |
| 54 | Eval/Admissions | 25 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 54 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-up |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | Student Council |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Seewee Visit |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Charleston County Library Visit |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | USAF Speakers |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 12 | 0 | NBR Committee Meeting w/ Juv. |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 2 | 0 | ACCESS State Testing |
| 54 | Eval/Admissions | 0 | 0 | 0 | 28 | 0 | 0 | Weekend Rec w/ Security |
| 54 | Eval/Admissions | 0 | 45 | 0 | 0 | 0 | 0 | Weekday Rec w/ Rec Coordinators (3 U |



| | | | | | | | | | |
|----|-----------------|---|----|---|---|---|---|---|--------------------------------------|
| 54 | Eval/Admissions | 0 | 20 | 0 | 0 | 0 | 0 | 0 | Weekday Rec W/ Rec Coordinators (4 U |
|----|-----------------|---|----|---|---|---|---|---|--------------------------------------|

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | | |
|-------------------|------|--|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|--|--|
| 54 | | 0 | 0 | 0 | 0 | 2/25/2020 | | | | | |
| Comments: | | Observed PREA Interviews with Inv. Y. Reid | | | | | | | | | |
| 54 | | 3 | 3 | 0 | 0 | 2/3/2020 | 2/10/2020 | 2/24/2020 | | | |
| Comments: | | Manager's Meetings | | | | | | | | | |
| 54 | | 1 | 1 | 0 | 0 | 2/26/2020 | | | | | |
| Comments: | | Housing Meeting | | | | | | | | | |
| 54 | | 4 | 3 | 1 | 0 | 2/6/2020 | 2/10/2020 | 2/19/2020 | 2/25/2020 | | |
| Comments: | | Incident Review Meetings | | | | | | | | | |
| 54 | | 1 | 1 | 0 | 0 | 2/26/2020 | | | | | |



Comments: One on One with Mrs. Tucker

| | | | | | | | | | |
|----|---|---|---|---|-----------|-----------|--|--|--|
| 54 | 2 | 2 | 0 | 0 | 2/21/2020 | 2/28/2020 | | | |
|----|---|---|---|---|-----------|-----------|--|--|--|

Comments: Safety Plan Meeting for PREA Case- 2.16.20 Tinoco-Najera

| | | | | | | | | | |
|----|---|---|---|---|-----------|--|--|--|--|
| 54 | 1 | 1 | 0 | 0 | 2/10/2020 | | | | |
|----|---|---|---|---|-----------|--|--|--|--|

Comments: Audit Review Meeting

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 5 | 34 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 35 | 19 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 59979 | 999:39 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 13 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 3 |
| Assault by Juvenile | 8 |
| Fighting | 1 |



| | | | |
|--------------------------------|----|-------------------|---|
| Conspiring to Escape | 1 | Horseplaying | 1 |
| Contraband (Other) | 3 | Initiated Assault | 1 |
| Damage to State Property | 2 | Recreation Injury | 4 |
| Fight | 9 | Self Injury | 1 |
| Horseplaying | 3 | | |
| Inappropriate Physical Contact | 1 | | |
| Injury | 9 | | |
| Other Misconduct | 12 | | |
| Prohibited Items | 1 | | |
| Protective Custody | 3 | | |
| Sexual Assault | 1 | | |
| Sexual Misconduct | 5 | | |
| Suicidal Behavior | 1 | | |
| Suicidal Ideation | 1 | | |
| Threatening Conduct | 17 | | |

Summary



2/7/2020 9:30a (40809)- Group Assault
2/19/2020 3:15p (40830)- 1 physical force peer assisted
2/21/2020 8:30a (40837)-3 physical force peer assisted
2/16/2020 PREA Case Standard 115.6 (1)(4)-currently under investigation
2/29/2020 PREA Case Standard 115.6 (1)(3 and 4)-currently under investigation
2/24/2020 Echo Unit Opened



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="4"/> | <input type="text" value="25"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="4"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 55 | Eval/Admissions | 0 | 12 | 0 | 0 | 0 | 0 | Weekday Rec W/ Rec Coordinators (4 U |
| 55 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 55 | Eval/Admissions | 47 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 55 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Individual Counseling (including grief co |
| 55 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development: Groups |
| 55 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | School Visits |
| 55 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups |
| 55 | Eval/Admissions | 12 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |
| 55 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-Up Visits |
| 55 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Special Event |
| 55 | Eval/Admissions | 48 | 0 | 0 | 0 | 0 | 0 | Boots on the Ground |
| 55 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Barber Visit (career discussion) |
| 55 | Eval/Admissions | 0 | 0 | 0 | 0 | 15 | 0 | NBR Committee |
| 55 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Charleston County Library Visit |
| 55 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|--|
| 55 | | 4 | 4 | 0 | 0 | 3/4/2020 | 3/11/2020 | 3/18/2020 | 3/25/2020 | |
| Comments: | | Housing Meetings | | | | | | | | |
| 55 | | 4 | 3 | 1 | 0 | 3/3/2020 | 3/10/2020 | 3/18/2020 | 3/27/2020 | |
| Comments: | | Incident Review Meetings | | | | | | | | |
| 55 | | 4 | 4 | 0 | 0 | 3/2/2020 | 3/9/2020 | 3/16/2020 | 3/23/2020 | |
| Comments: | | Manager's Meeting | | | | | | | | |
| 55 | | 1 | 1 | 0 | 0 | 3/6/2020 | | | | |
| Comments: | | One on one with Mrs. Tucker | | | | | | | | |
| 55 | | 3 | 3 | 0 | 0 | 3/10/2020 | 3/13/2020 | 3/27/2020 | | |
| Comments: | | Safety Plan Meetings | | | | | | | | |



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 5 | 23 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 33 | 13 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 34587 | 576:27 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 8 |
| Contraband (Drugs) | 1 |
| Contraband (Weapon) | 1 |
| Fight | 9 |
| Horseplaying | 2 |
| Inappropriate Physical Contact | 4 |
| Injury | 7 |
| Other Misconduct | 7 |
| Prohibited Items | 1 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 4 |
| Assault by Juvenile | 3 |
| Fighting | 3 |
| Mechanical Restraints | 1 |
| Recreation Injury | 2 |



| | |
|---------------------|----|
| Protective Custody | 3 |
| Sexual Misconduct | 1 |
| Threatening Conduct | 13 |

Summary

3.02.20-PbS/PREA Compliance Coordinator made aware of Creel/Pearson PREA Case
3.05.20-Echo Unit Closed
3.06.20- SART Team Meeting scheduled for Creel/Pearson Case
3.11.20-Possible PREA Case Garvin/Cunningham read, SART Team Meeting Scheduled
3.18.20- Incident review cancelled by Mrs. Carlile



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> | | <input type="text" value="0"/> |
|---------------------|--------------------------------|---------------------------------|---|--------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="5"/> | Number of Facility Recognitions for Staff | <input type="text" value="0"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> | Number of Agency Recognitions for Staff | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="5"/> | Number of Volunteers at Facility | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="1"/> | Number of Mentors at Facility | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> | | |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="4"/> | | |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> | | |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> | | |
| Security | <input type="text" value="4"/> | <input type="text" value="25"/> | | |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="4"/> | | |

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 56 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 56 | Eval/Admissions | 32 | 0 | 0 | 0 | 0 | 0 | Individual Consultations |
| 56 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Group Discussion |
| 56 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Character Under Construction |
| 56 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits |
| 56 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Gym Visits |
| 56 | Eval/Admissions | 15 | 0 | 0 | 0 | 0 | 0 | Unit Visits |
| 56 | Eval/Admissions | 0 | 65 | 0 | 0 | 0 | 0 | Week Day Rec |
| 56 | Eval/Admissions | 0 | 0 | 0 | 24 | 0 | 0 | Weekend Rec |
| 56 | Eval/Admissions | 0 | 3 | 0 | 0 | 0 | 0 | Easter Egg Hunt |
| 56 | Eval/Admissions | 0 | 3 | 0 | 0 | 0 | 0 | Fun Day |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|--|
| 56 | | 4 | 1 | 3 | 0 | 4/3/2020 | 4/10/2020 | 4/17/2020 | 5/22/2020 | |

Comments: Incident Review

| | | | | | | | | | | |
|----|--|---|---|---|---|----------|----------|-----------|-----------|-----------|
| 56 | | 5 | 3 | 2 | 0 | 4/1/2020 | 4/8/2020 | 4/15/2020 | 4/22/2020 | 5/27/2020 |
|----|--|---|---|---|---|----------|----------|-----------|-----------|-----------|

Comments: Housing Determination Meeting

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 3 | 6 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 24 | 5 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 5856 | 97:36 |



| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 3 |
| Assault on Staff by Juvenile | 2 |
| Contraband (Drugs) | 2 |
| Contraband (Other) | 4 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 5 |
| Fight | 3 |
| Horseplaying | 7 |
| Injury | 6 |
| Other Misconduct | 7 |
| Prohibited Items | 2 |
| Protective Custody | 1 |
| Sexual Misconduct | 2 |
| Suicidal Behavior | 2 |
| Threatening Conduct | 16 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 1 |
| Mechanical Restraints | 1 |
| Recreation Injury | 1 |
| Self Injury | 1 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> | | <input type="text" value="0"/> |
|---------------------|--------------------------------|---------------------------------|---|--------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="5"/> | Number of Facility Recognitions for Staff | <input type="text" value="0"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> | Number of Agency Recognitions for Staff | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="5"/> | Number of Volunteers at Facility | <input type="text" value="0"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="1"/> | Number of Mentors at Facility | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> | | |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="4"/> | | |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> | | |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> | | |
| Security | <input type="text" value="4"/> | <input type="text" value="25"/> | | |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="4"/> | | |

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|-------------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 57 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Religious Services |
| 57 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 57 | Eval/Admissions | 6 | 0 | 0 | 0 | 0 | 0 | Character Under construction Class |
| 57 | Eval/Admissions | 8 | 0 | 0 | 0 | 0 | 0 | Group Discussions |
| 57 | Eval/Admissions | 4 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits |
| 57 | Eval/Admissions | 5 | 0 | 0 | 0 | 0 | 0 | Gym Visits |
| 57 | Eval/Admissions | 15 | 0 | 0 | 0 | 0 | 0 | Unit Visits |
| 57 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Birthday Celebration (Diamond Unit) |
| 57 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Played Basketball with Youth |
| 57 | Eval/Admissions | 0 | 21 | 0 | 0 | 0 | 0 | Diamond Week Day Rec |
| 57 | Eval/Admissions | 0 | 21 | 0 | 0 | 0 | 0 | Echo Week Day Rec |
| 57 | Eval/Admissions | 0 | 21 | 0 | 0 | 0 | 0 | Delta Week Day Rec |
| 57 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Diamond Weekend Rec |
| 57 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Echo Weekend Rec |
| 57 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Delta Weekend Rec |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|

| | | | | | | | | | | |
|----|-----------------|---|---|---|---|----------|-----------|-----------|-----------|--|
| 57 | Eval/Admissions | 4 | 3 | 1 | 0 | 5/6/2020 | 5/14/2020 | 5/20/2020 | 5/27/2020 | |
|----|-----------------|---|---|---|---|----------|-----------|-----------|-----------|--|

Comments: Housing Determination Meeting

| | | | | | | | | | | |
|----|-----------------|---|---|---|---|----------|----------|-----------|-----------|--|
| 57 | Eval/Admissions | 4 | 2 | 1 | 1 | 5/1/2020 | 5/8/2020 | 5/22/2020 | 5/29/2020 | |
|----|-----------------|---|---|---|---|----------|----------|-----------|-----------|--|

Comments: Incident Review Meetings

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 3 | 12 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 18 | 16 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 5596 | 93:16 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 14 |
| Assault on Staff by Juvenile | 2 |
| Contraband (Drugs) | 1 |
| Damage to State Property | 2 |
| Fight | 6 |
| Horseplaying | 4 |
| Inappropriate Physical Contact | 1 |
| Injury | 3 |
| Other Misconduct | 5 |
| Prohibited Items | 3 |
| Protective Custody | 1 |
| Sexual Misconduct | 3 |
| Threatening Conduct | 12 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 2 |
| Fighting | 8 |
| Horseplaying | 2 |
| Mechanical Restraints | 1 |
| Recreation Injury | 1 |
| Self Injury | 1 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="3"/> | <input type="text" value="24"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|------------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 60 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Religious Service |
| 60 | Eval/Admissions | 8 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 60 | Eval/Admissions | 18 | 0 | 0 | 0 | 0 | 0 | Unit Visit |
| 60 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Character Under Construction Class |
| 60 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Group Discussion |
| 60 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits |
| 60 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Gym Visit |
| 60 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Played Basketball With Youth |
| 60 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Played Boardgames with Youth |
| 60 | Eval/Admissions | 0 | 22 | 0 | 0 | 0 | 0 | Delta Unit Weekday Rec |
| 60 | Eval/Admissions | 0 | 22 | 0 | 0 | 0 | 0 | Echo Unit Weekday Rec |
| 60 | Eval/Admissions | 0 | 22 | 0 | 0 | 0 | 0 | Diamond Unit Weekday Rec |
| 60 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Delta Unit Weekend Rec |
| 60 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Echo Unit Weekend Rec |
| 60 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Diamond Unit Weekend Rec |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|

| | | | | | | | | | | |
|----|-----------------|---|---|---|---|----------|-----------|-----------|-----------|--|
| 60 | Eval/Admissions | 4 | 1 | 0 | 0 | 6/3/2020 | 6/10/2020 | 6/17/2020 | 6/24/2020 | |
|----|-----------------|---|---|---|---|----------|-----------|-----------|-----------|--|

Comments: Housing Determination Meetings

| | | | | | | | | | | |
|----|--|---|---|---|---|----------|-----------|-----------|-----------|--|
| 60 | | 4 | 4 | 0 | 1 | 6/5/2020 | 6/12/2020 | 6/19/2020 | 6/26/2020 | |
|----|--|---|---|---|---|----------|-----------|-----------|-----------|--|

Comments: Incident Review Meeting

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 16 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 3 | 10 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 1005 | 16:45 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 12 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Weapon) | 4 |
| Damage to State Property | 4 |
| Fight | 7 |
| Horseplaying | 3 |
| Injury | 7 |
| Other Misconduct | 2 |
| Sexual Misconduct | 3 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 12 |

| Juvenile Injuries: | Total |
|--------------------|-------|
| Accident | 1 |
| Fighting | 5 |
| Recreation Injury | 2 |
| Self Injury | 2 |

Summary





Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|------------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 60 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Religious Service |
| 60 | Eval/Admissions | 8 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 60 | Eval/Admissions | 18 | 0 | 0 | 0 | 0 | 0 | Unit Visit |
| 60 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Character Under Construction Class |
| 60 | Eval/Admissions | 10 | 0 | 0 | 0 | 0 | 0 | Group Discussion |
| 60 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits |
| 60 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Gym Visit |
| 60 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Played Basketball With Youth |
| 60 | Eval/Admissions | 3 | 0 | 0 | 0 | 0 | 0 | Played Boardgames with Youth |
| 60 | Eval/Admissions | 0 | 22 | 0 | 0 | 0 | 0 | Delta Unit Weekday Rec |
| 60 | Eval/Admissions | 0 | 22 | 0 | 0 | 0 | 0 | Echo Unit Weekday Rec |
| 60 | Eval/Admissions | 0 | 22 | 0 | 0 | 0 | 0 | Diamond Unit Weekday Rec |
| 60 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Delta Unit Weekend Rec |
| 60 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Echo Unit Weekend Rec |
| 60 | Eval/Admissions | 0 | 0 | 0 | 8 | 0 | 0 | Diamond Unit Weekend Rec |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|

| | | | | | | | | | | |
|----|-----------------|---|---|---|---|----------|-----------|-----------|-----------|--|
| 60 | Eval/Admissions | 4 | 1 | 0 | 0 | 6/3/2020 | 6/10/2020 | 6/17/2020 | 6/24/2020 | |
|----|-----------------|---|---|---|---|----------|-----------|-----------|-----------|--|

Comments: Housing Determination Meetings

| | | | | | | | | | | |
|----|--|---|---|---|---|----------|-----------|-----------|-----------|--|
| 60 | | 4 | 4 | 0 | 1 | 6/5/2020 | 6/12/2020 | 6/19/2020 | 6/26/2020 | |
|----|--|---|---|---|---|----------|-----------|-----------|-----------|--|

Comments: Incident Review Meeting

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 16 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 3 | 10 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 1005 | 16:45 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 12 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Weapon) | 4 |
| Damage to State Property | 4 |
| Fight | 7 |
| Horseplaying | 3 |
| Injury | 7 |
| Other Misconduct | 2 |
| Sexual Misconduct | 3 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 12 |

| Juvenile Injuries: | Total |
|--------------------|-------|
| Accident | 1 |
| Fighting | 5 |
| Recreation Injury | 2 |
| Self Injury | 2 |

Summary





PbS/PREA Monthly Summary

Office of Professional Standards

July 2020 - May 2021

Coastal Evaluation Center

| Critical Areas | 20-Jul | 20-Aug | 20-Sep | 20-Oct | 20-Nov | 20-Dec | 21-Jan | 21-Feb | 21-Mar | 21-Apr | 21-May |
|-------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Youth on Youth Assault | 6 | 15 | 7 | 11 | 16 | 4 | 7 | 3 | 0 | 8 | 4 |
| Fights | 4 | 5 | 9 | 6 | 2 | 4 | 1 | 4 | 2 | 5 | 12 |
| Staff Assaulted by Youth | 2 | 4 | 0 | 2 | 7 | 0 | 1 | 3 | 1 | 3 | 4 |
| Inappropriate Sexual Behavior | 2 | 0 | 1 | 7 | 2 | 3 | 3 | 6 | 0 | 2 | 6 |
| Youth on Youth Injuries | 5 | 13 | 6 | 4 | 10 | 4 | 2 | 1 | 2 | 8 | 5 |
| Use of Behavioral Isolation | 34 | 35 | 31 | 9 | 19 | 4 | 10 | 12 | 11 | 18 | 29 |
| Use of Medical Isolation | | | | | | | 3 | 1 | 1 | 0 | 0 |
| Total Hours of Behavioral Isolation | 1496 | 778 | 374 | 860 | 333 | 39 | 838 | 1027 | 517 | 730 | 1527 |
| Total Hours of Medical Isolation | | | | | | | 276 | 4 | 43 | 0 | 0 |
| PREA Event | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |

| | |
|---|--|
| *Data has increased from the previous month | |
| *Data has decreased from previous month | |
| *Data has not yet been collected | |



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="3"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="3"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="19"/> | <input type="text" value="25"/> |
| SecuritySupervisors | <input type="text" value="2"/> | <input type="text" value="3"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|----------|-------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 36 | Eval/Admissions | 115 | 0 | 19 | 0 | 0 | 0 | |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|-----------|-----------|--|--|
| | | | | | | | |
| 36 | Eval/Admissions | 3 | 7/11/2018 | 7/18/2018 | 7/25/2018 | | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|----------|-----------|-----------|-----------|
| | | | | | | | | | | |
| 36 | | 5 | 5 | 0 | 0 | 7/2/2018 | 7/9/2018 | 7/16/2018 | 7/23/2018 | 7/30/2018 |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 9 | 9 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 34 | 12 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 45696 | 761:36 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 8 |
| Assault on Staff by Juvenile | 2 |
| Damage to State Property | 3 |
| Fight | 5 |
| Horseplaying | 1 |
| Injury | 6 |
| Other Misconduct | 5 |
| Prohibited Items | 1 |
| Sexual Misconduct | 3 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 3 |
| Assault by Juvenile | 2 |
| Fighting | 1 |
| Horseplaying | 1 |
| Initiated Assault | 1 |
| Recreation Injury | 1 |
| Self Injury | 4 |



| | |
|---------------------|----|
| Suicidal Ideation | 6 |
| Threatening Conduct | 13 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Education | <input type="text" value="4"/> | <input type="text" value="5"/> |
| Medical | <input type="text"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="23"/> | <input type="text" value="24"/> |
| SecuritySupervisors | <input type="text" value="2"/> | <input type="text" value="4"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--------------------------------------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 37 | Eval/Admissions | 147 | 0 | 0 | 0 | 0 | 0 | Chaplain Lofreddo have done wonderfu |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|----------|-----------|-----------|-----------|
| | | | 8/1/2018 | 8/8/2018 | 8/15/2018 | 8/22/2018 | 8/29/2018 |
| 37 | Eval/Admissions | 5 | 8/1/2018 | 8/8/2018 | 8/15/2018 | 8/22/2018 | 8/29/2018 |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|--|--|
| | | | | | | 8/6/2018 | 8/13/2018 | | |
| 37 | Eval/Admissions | 4 | 4 | 0 | 0 | 8/6/2018 | 8/13/2018 | | |

Comments:

| | | | | | | | | | |
|----|--|--|--|--|--|--|--|--|--|
| 37 | | | | | | | | | |
|----|--|--|--|--|--|--|--|--|--|



Comments:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 12 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 5 | 26 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 1660 | 27:40 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 12 |
| Assault on Staff by Juvenile | 2 |
| Contraband (Other) | 1 |
| Fight | 11 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 3 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 4 |
| Fighting | 10 |
| Horseplaying | 1 |
| Initiated Assault | 4 |
| Physical Restraints | 1 |
| Self Injury | 6 |



| | |
|---------------------|---|
| Prohibited Items | 2 |
| Sexual Misconduct | 1 |
| Suicidal Ideation | 6 |
| Threatening Conduct | 6 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Education | <input type="text" value="4"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="23"/> | <input type="text" value="24"/> |
| SecuritySupervisors | <input type="text" value="2"/> | <input type="text" value="4"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|----------|-------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 38 | Eval/Admissions | 115 | 0 | 14 | 0 | 0 | 0 | |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|-----------|--|--|--|
| | | | | | | | |
| 38 | Eval/Admissions | 4 | 9/5/2018 | 9/19/2018 | | | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|--|--|
| | | | | | | | | | | |
| 38 | Eval/Admissions | 4 | 3 | 1 | 0 | 9/10/2018 | 9/17/2018 | 9/24/2018 | | |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 4 | 10 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 15 | 26 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 10739 | 178:59 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 11 |
| Assault on Staff by Juvenile | 2 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 1 |
| Damage to State Property | 1 |
| Fight | 5 |
| Inappropriate Physical Contact | 1 |
| Injury | 4 |
| Other Misconduct | 3 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 8 |
| Fighting | 4 |
| Initiated Assault | 5 |
| Physical Restraints | 2 |
| Recreation Injury | 1 |
| Self Injury | 3 |



Threatening Conduct

3

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Education | <input type="text" value="4"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="23"/> | <input type="text" value="24"/> |
| SecuritySupervisors | <input type="text" value="2"/> | <input type="text" value="4"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|----------|-------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 39 | Eval/Admissions | 155 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | |
|-------------------|------|---|---|------------|------------|--|
| 39 | | 4 | 10/3/2018 | 10/10/2018 | 10/17/2018 | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|------------|------------|--|
| 39 | | 5 | 4 | 1 | 0 | 10/1/2018 | 10/8/2018 | 10/15/2018 | 10/22/2018 | |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 3 | 6 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 10 | 15 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 5418 | 90:18 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 12 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Other) | 1 |
| Damage to State Property | 1 |
| Fight | 12 |
| Horseplaying | 2 |
| Injury | 3 |
| Other Misconduct | 2 |
| Threatening Conduct | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 4 |
| Fighting | 2 |
| Horseplaying | 3 |
| Initiated Assault | 3 |
| Physical Restraints | 2 |
| Self Injury | 1 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|
| 40 | Eval/Admissions | 4 | 0 | 0 | 0 | 11/5/2018 | | | | |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 11 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 7 | 16 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 10606 | 176:46 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 11 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 1 |
| Contraband (Weapon) | 2 |
| Fight | 11 |
| Injury | 1 |
| Other Misconduct | 3 |
| Sexual Misconduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 5 |
| Fighting | 5 |
| Initiated Assault | 3 |
| Physical Restraints | 1 |
| Self Injury | 1 |



| | |
|---------------------|---|
| Suicidal Ideation | 3 |
| Threatening Conduct | 1 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 11 | 22 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 45 | 19 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 198526 | 3308:46 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 26 |
| Assault on Staff by Juvenile | 8 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 2 |
| Damage to State Property | 6 |
| Fight | 6 |
| Horseplaying | 1 |
| Injury | 2 |
| Other Misconduct | 3 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 10 |
| Fighting | 2 |
| Initiated Assault | 4 |
| Mechanical Restraints | 2 |



| | |
|---------------------|----|
| Prohibited Items | 1 |
| Protective Custody | 2 |
| Sexual Assault | 2 |
| Sexual Misconduct | 3 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 21 |

Summary

Sexual Assault-PREA



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="3"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="23"/> | <input type="text" value="31"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="5"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|----------|-------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 42 | Eval/Admissions | 74 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|-----------|--|--|--|
| | | | | | | | |
| 42 | Eval/Admissions | 3 | 1/23/2019 | 1/30/2019 | | | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|--|
| | | | | | | | | | | |
| 42 | Eval/Admissions | 4 | 4 | 0 | 0 | 1/7/2019 | 1/14/2019 | 1/21/2019 | 1/28/2019 | |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 4 | 15 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 17 | 9 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 4433 | 73:53 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 11 |
| Assault on Staff by Juvenile | 3 |
| Damage to State Property | 1 |
| Fight | 15 |
| Horseplaying | 1 |
| Injury | 2 |
| Other Misconduct | 5 |
| Threatening Conduct | 8 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 2 |
| Fighting | 4 |
| Physical Restraints | 2 |
| Self Injury | 2 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="3"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="7"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="23"/> | <input type="text" value="31"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="5"/> |

| | |
|---|---------------------------------|
| Number of Facility Recognitions for Staff | <input type="text" value="17"/> |
| Number of Agency Recognitions for Staff | <input type="text" value="0"/> |
| Number of Volunteers at Facility | <input type="text" value="35"/> |
| Number of Mentors at Facility | <input type="text" value="2"/> |

PbS Meeting Dates:

| |
|--|
| <input type="text" value="2/6/2019"/> |
| <input type="text" value="2/20/2019"/> |
| <input type="text"/> |



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|------|---------------------|--------------------|--------------------|----------|-----------|----------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 43 | | 61 | 0 | 35 | 0 | 0 | 0 | Chaplaincy Services consisted of Individu |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | |
|-------------------|------|---|---|-----------|-----------|-----------|
| | | | 2/6/2019 | 2/13/2019 | 2/20/2019 | 2/27/2019 |
| 43 | | 0 | 2/6/2019 | 2/13/2019 | 2/20/2019 | 2/27/2019 |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|--|
| | | | | | | 2/4/2019 | 2/11/2019 | 2/25/2019 | |
| 43 | | 3 | 3 | 0 | 0 | 2/4/2019 | 2/11/2019 | 2/25/2019 | |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 14 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 7 | 11 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 4327 | 72:07 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 8 |
| Assault on Staff by Juvenile | 2 |
| Fight | 13 |
| Horseplaying | 1 |
| Injury | 3 |
| Other Misconduct | 1 |
| Protective Custody | 1 |
| Threatening Conduct | 3 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 2 |
| Fighting | 5 |
| Physical Restraints | 1 |
| Recreation Injury | 1 |
| Self Injury | 1 |



Summary

The following list of volunteers visited MEC during the month of Feb:

- Rock of Ages-
- Kittiwake Baptist Church
- Temple of Faith
- Think Truth Today
- Christina Dent Ministry
- Celebrate Recovery
- Empowered U
- Breath of Life
- Mercy Church
- One Accord Church
- Gethsemane Baptist Church



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|------|---------------------|--------------------|--------------------|----------|-----------|----------|-------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 44 | | 43 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | |
|-------------------|------|---|---|-----------|-----------|-----------|
| | | | 3/6/2019 | 3/13/2019 | 3/20/2019 | 3/27/2019 |
| 44 | | 0 | 3/6/2019 | 3/13/2019 | 3/20/2019 | 3/27/2019 |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|
| | | | | | | 3/4/2019 | 3/11/2019 | 3/18/2019 | 3/25/2019 |
| 44 | | 4 | 4 | 0 | 0 | 3/4/2019 | 3/11/2019 | 3/18/2019 | 3/25/2019 |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 22 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 28 | 30 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | 219 | 3:39 |
| Isolation | 21494 | 358:14 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 15 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Weapon) | 1 |
| Fight | 7 |
| Horseplaying | 4 |
| Injury | 8 |
| Other Misconduct | 1 |
| Prohibited Items | 1 |
| Protective Custody | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 11 |
| Fighting | 2 |
| Horseplaying | 2 |
| Initiated Assault | 7 |
| Physical Restraints | 2 |
| Recreation Injury | 2 |
| Self Injury | 3 |



| | |
|---------------------|---|
| Suicidal Ideation | 4 |
| Threatening Conduct | 3 |

Summary

Breath of Life
Celebrate Recovery
Christina Dent
June Collins Art Class
Character Under Construction
Art Classes
Emerge Ministry Life Event
MEC PbS St. Patricks Day Luncheon
Light House for Life Human Trafficking Awareness (Pearl)



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="2"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="19"/> | <input type="text" value="25"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|-----------|-----------|-----------|--|
| 45 | Eval/Admissions | 4 | 4/3/2019 | 4/10/2019 | 4/17/2019 | 4/24/2019 | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|----------|-----------|-----------|-----------|
| 45 | Eval/Admissions | 5 | 5 | 0 | 0 | 4/1/2019 | 4/8/2019 | 4/15/2019 | 4/22/2019 | 4/29/2019 |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 6 | 28 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 24 | 38 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 19787 | 329:47 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 11 |
| Assault on Staff by Juvenile | 9 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 2 |
| Fight | 20 |
| Horseplaying | 2 |
| Inappropriate Physical Contact | 2 |
| Injury | 9 |
| Other Misconduct | 4 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 7 |
| Fighting | 15 |
| Horseplaying | 2 |
| Initiated Assault | 3 |
| Mechanical Restraints | 1 |
| Recreation Injury | 2 |
| Self Injury | 5 |



| | |
|---------------------|---|
| Sexual Misconduct | 1 |
| Threatening Conduct | 9 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="2"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="19"/> | <input type="text" value="25"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|----------|-------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 46 | Eval/Admissions | 25 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|----------|-----------|-----------|-----------|
| | | | | | | | |
| 46 | Eval/Admissions | 5 | 5/1/2019 | 5/8/2019 | 5/15/2019 | 5/22/2019 | 5/29/2019 |

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 14 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 22 | 11 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 22530 | 375:30 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 9 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Other) | 2 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 3 |
| Fight | 9 |
| Injury | 6 |
| Other Misconduct | 4 |
| Prohibited Items | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 1 |
| Fighting | 2 |
| Initiated Assault | 3 |
| Recreation Injury | 1 |
| Self Injury | 2 |



| | |
|---------------------|---|
| Protective Custody | 2 |
| Sexual Misconduct | 2 |
| Threatening Conduct | 4 |

Summary

Christina Dent Ministry



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 8 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 8 | 16 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 6457 | 107:37 |

| Incident Type | Total |
|--------------------------|-------|
| Assault on a Peer | 17 |
| Damage to State Property | 1 |
| Fight | 8 |
| Horseplaying | 1 |
| Injury | 4 |
| Other Misconduct | 1 |
| Prohibited Items | 1 |
| Protective Custody | 1 |
| Suicidal Ideation | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 8 |
| Fighting | 5 |
| Horseplaying | 1 |
| Initiated Assault | 1 |
| Recreation Injury | 1 |
| Self Injury | 1 |



| | |
|---------------------|---|
| Suicide Attempt | 1 |
| Threatening Conduct | 1 |

Summary

Kondi Sibande-Work Out Wednesday
Blythewood Baptist Church
Judy Ervin-Pastor
Joel Baptist
Empowered You
Breath Of Life



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="10"/> | <input type="text" value="19"/> |
| SecuritySupervisors | <input type="text" value="6"/> | <input type="text" value="6"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|----------|-------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 49 | Eval/Admissions | 91 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|--|-----------|--|
| 49 | Eval/Admissions | 5 | 4 | 1 | 0 | 7/8/2019 | 7/15/2019 | | 7/22/2019 | |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 20 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 22 | 17 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 33524 | 558:44 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 14 |
| Assault on Staff by Juvenile | 1 |
| Fight | 8 |
| Inappropriate Physical Contact | 1 |
| Injury | 6 |
| Other Misconduct | 1 |
| Prohibited Items | 2 |
| Suicide Attempt | 1 |
| Threatening Conduct | 6 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 7 |
| Fighting | 2 |
| Initiated Assault | 1 |
| Physical Restraints | 1 |
| Recreation Injury | 1 |
| Self Injury | 3 |



Summary

Kondi Sibande-Work Out Wednesday
Blythewood Baptist Church
Judy Ervin-Pastor
Joel Baptist
Empowered You
Breath Of Life



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 13 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 16 | 6 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 6612 | 110:12 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 7 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Other) | 1 |
| Fight | 12 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 3 |
| Other Misconduct | 1 |
| Suicidal Ideation | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Fighting | 3 |
| Physical Restraints | 1 |
| Recreation Injury | 1 |



Threatening Conduct

3

Summary



| Date and Time of Incident | Shift Card | Specific Location of Incident | Incident Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|--------------------------------|------------|-------------------------------|---------------|-----------------------------------|---|
| MEC Eval/Admissions | | | | | |



Table with 6 columns: Date and Time of Incident, Shift Card, Specific Location of Incident, Incident Type, Actual Confinement Time (Minutes), Actual Confinement Time (Hours and Minutes). Includes a shaded header row for 'MEC' and 'Eval/Admissions'. Rows list various incidents from 9/1/2019 to 9/6/2019.



| Date and Time of Incident | Shift Card | Specific Location of Incident | Incident Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|---------------------------|------------|-------------------------------|--------------------------------|-----------------------------------|---|
| MEC | | | | | |
| 9/7/2019 10:30:00 AM | 1st | Echo | Injury | | |
| 9/8/2019 8:24:00 PM | 2nd | Delta | Assault on a Peer | | |
| 9/8/2019 8:24:00 PM | 2nd | Delta | Damage to State Property | 2293 | 38:13 |
| 9/9/2019 1:15:00 PM | 1st | School | Fight | | |
| 9/9/2019 2:28:00 PM | 1st | School | Fight | | |
| 9/9/2019 2:28:00 PM | 1st | School | Damage to State Property | | |
| 9/9/2019 8:20:00 PM | 2nd | Delta | Threatening Conduct | | |
| 9/11/2019 6:19:00 PM | 2nd | Other | Protective Custody | | |
| 9/12/2019 3:15:00 AM | 1st | Echo | Threatening Conduct | | |
| 9/12/2019 9:05:00 PM | 2nd | Echo | Protective Custody | 851 | 14:11 |
| 9/13/2019 11:38:00 AM | 1st | Delta | Fight | | |
| 9/13/2019 2:40:00 PM | 1st | Other | Assault on Staff by Juvenile | | |
| 9/13/2019 2:40:00 PM | 1st | Other | Protective Custody | 1124 | 18:44 |
| 9/13/2019 7:19:00 PM | 2nd | Delta | Inappropriate Physical Contact | | |
| 9/14/2019 1:23:00 PM | 1st | Pearl | Contraband (Other) | | |
| 9/14/2019 7:29:00 PM | 2nd | Echo | Fight | | |
| 9/14/2019 7:29:00 PM | 2nd | Echo | Assault on a Peer | | |
| 9/14/2019 7:29:00 PM | 2nd | Echo | Assault on a Peer | | |
| 9/15/2019 1:19:00 PM | 1st | Delta | Injury | | |



| Date and Time of Incident | Shift Card | Specific Location of Incident | Incident Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|---------------------------|------------|-------------------------------|--------------------------|-----------------------------------|---|
| MEC | | | | | |
| 9/16/2019 7:00:00 AM | 1st | Echo | Assault on a Peer | | |
| 9/17/2019 11:18:00 AM | 1st | Gymnasium | Threatening Conduct | | |
| 9/17/2019 11:21:00 AM | 1st | Gymnasium | Sexual Misconduct | | |
| 9/20/2019 1:30:00 AM | 2nd | Echo | Threatening Conduct | | |
| 9/20/2019 2:01:00 PM | 1st | Charlie | Contraband (Other) | | |
| 9/20/2019 5:15:00 PM | 1st | Gymnasium | Assault on a Peer | | |
| 9/20/2019 5:15:00 PM | 1st | Gymnasium | Assault on a Peer | | |
| 9/20/2019 6:08:00 PM | 2nd | Echo | Fight | | |
| 9/21/2019 11:45:00 AM | 1st | Other | Injury | | |
| 9/21/2019 4:05:00 PM | 1st | Echo | Assault on a Peer | | |
| 9/21/2019 4:05:00 PM | 1st | Echo | Protective Custody | | |
| 9/21/2019 4:05:00 PM | 1st | Echo | Sexual Misconduct | | |
| 9/21/2019 4:14:00 PM | 1st | Delta | Assault on a Peer | | |
| 9/23/2019 7:40:00 AM | 1st | Hallway | Fight | | |
| 9/23/2019 8:09:00 AM | 1st | Pearl | Sexual Misconduct | | |
| 9/23/2019 11:19:00 AM | 1st | Delta | Assault on a Peer | | |
| 9/23/2019 11:19:00 AM | 1st | Delta | Fight | | |
| 9/23/2019 8:20:00 PM | 2nd | Hallway | Contraband (Other) | | |
| 9/23/2019 8:20:00 PM | 2nd | Hallway | Damage to State Property | | |



| Date and Time of Incident | Shift Card | Specific Location of Incident | Incident Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|---------------------------|------------|-------------------------------|------------------------------|-----------------------------------|---|
| MEC | | | | | |
| 9/23/2019 8:46:00 PM | 2nd | Echo | Damage to State Property | | |
| 9/23/2019 8:46:00 PM | 2nd | Echo | Damage to State Property | | |
| 9/24/2019 8:30:00 PM | 2nd | Delta | Assault on a Peer | | |
| 9/25/2019 2:10:00 AM | 2nd | Echo | Sexual Misconduct | | |
| 9/25/2019 2:15:00 PM | 1st | School | Assault on a Peer | | |
| 9/26/2019 6:50:00 AM | 1st | Cafeteria | Other Misconduct | 164 | 2:44 |
| 9/26/2019 6:50:00 AM | 1st | Charlie | Fight | | |
| 9/26/2019 6:50:00 AM | 1st | Charlie | Assault on a Peer | | |
| 9/26/2019 9:30:00 AM | 1st | School | Damage to State Property | | |
| 9/26/2019 12:50:00 PM | 1st | Echo | Assault on Staff by Juvenile | | |
| 9/26/2019 7:45:00 PM | 2nd | Charlie | Assault on a Peer | | |
| 9/27/2019 5:03:00 PM | 1st | Charlie | Threatening Conduct | | |
| 9/27/2019 5:03:00 PM | 1st | Charlie | Assault on Staff by Juvenile | | |
| 9/27/2019 5:16:00 PM | 1st | Charlie | Horseplaying | | |
| 9/29/2019 8:09:00 PM | 2nd | Delta | Horseplaying | | |
| 9/29/2019 8:09:00 PM | 2nd | Echo | Assault on a Peer | | |



| Date and Time of Incident | Shift Card | Specific Location of Incident | Incident Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|---------------------------|------------|-------------------------------|---------------|-----------------------------------|---|
| MEC | | | | | |

Incident Type Totals:

| | |
|--------------------------------|----|
| Protective Custody | 4 |
| Horseplaying | 2 |
| Other Misconduct | 2 |
| Inappropriate Physical Contact | 4 |
| Injury | 3 |
| Threatening Conduct | 7 |
| Contraband (Other) | 3 |
| Sexual Misconduct | 4 |
| Assault on Staff by Juvenile | 5 |
| Fight | 14 |
| Assault on a Peer | 18 |
| Damage to State Property | 6 |

Juvenile Injury Type Totals:

| | |
|---------------------|---|
| Accident | 1 |
| Assault by Juvenile | 2 |
| Fighting | 2 |
| Initiated Assault | 1 |
| Recreation Injury | 1 |

Staff Injury Type Totals:

| | |
|---------------------|---|
| Assault by Juvenile | 3 |
| Accident | 1 |

Use of Restraints:

| DJJ Unit | # Of Mechanical Restraints | # Of Physical Restraints |
|-----------------|----------------------------|--------------------------|
| Eval/Admissions | 1 | 8 |

Total Confinement/Isolation Time:

| | |
|-----------|---------------------|
| (Minutes) | (Hours and Minutes) |
| 5400 | 90:00 |

Confinement/Injury #'s:



| Date and Time of Incident | Shift Card | Specific Location of Incident | Incident Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|---------------------------|------------|-------------------------------|---------------|-----------------------------------|---|
|---------------------------|------------|-------------------------------|---------------|-----------------------------------|---|

MEC

| <u>DJJUnit</u> | <u># of Juveniles in Confinement/Isolation</u> | <u># Juveniles with Injury</u> | <u># of Staff with Injury</u> |
|-----------------|--|--------------------------------|-------------------------------|
| Eval/Admissions | 9 | 7 | 0 |



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|------------|--|--|--|
| 51 | | 0 | | 0 | 0 | 10/18/2019 | 10/22/2019 | | | |

Comments: Check ins with FA Okoro



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 7 | 14 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 6 | 9 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 1669 | 27:49 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 18 |
| Assault on Juvenile by Staff | 2 |
| Assault on Staff by Juvenile | 2 |
| Damage to State Property | 3 |
| Fight | 10 |
| Horseplaying | 1 |
| Injury | 3 |
| Other Misconduct | 1 |
| Protective Custody | 1 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 3 |
| Fighting | 2 |
| Initiated Assault | 2 |
| Mechanical Restraints | 1 |



| | |
|---------------------|---|
| Sexual Misconduct | 7 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 1 |
| Suicide Attempt | 2 |
| Threatening Conduct | 7 |

Summary

10.11.19-PbS Coach Visit



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 18 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 25 | 15 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 17021 | 283:41 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 41 |
| Assault on Staff by Juvenile | 8 |
| Contraband (Other) | 2 |
| Contraband (Weapon) | 5 |
| Damage to State Property | 7 |
| Fight | 16 |
| Horseplaying | 2 |
| Inappropriate Physical Contact | 1 |
| Injury | 6 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 6 |
| Fighting | 3 |
| Initiated Assault | 1 |
| Physical Restraints | 2 |
| Recreation Injury | 2 |
| Self Injury | 1 |



| | |
|---------------------|----|
| Other Misconduct | 2 |
| Prohibited Items | 2 |
| Protective Custody | 3 |
| Sexual Misconduct | 1 |
| Threatening Conduct | 11 |

Summary

11.15.19- Fight between S. Marby and T. Smith- during fight Juv. T. Smith was stabbed in head with pencil



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 11 | 22 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 45 | 19 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 198526 | 3308:46 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 26 |
| Assault on Staff by Juvenile | 8 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 2 |
| Damage to State Property | 6 |
| Fight | 6 |
| Horseplaying | 1 |
| Injury | 2 |
| Other Misconduct | 3 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 10 |
| Fighting | 2 |
| Initiated Assault | 4 |
| Mechanical Restraints | 2 |



| | |
|---------------------|----|
| Prohibited Items | 1 |
| Protective Custody | 2 |
| Sexual Assault | 2 |
| Sexual Misconduct | 3 |
| Suicidal Behavior | 1 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 21 |

Summary

Sexual Assault-PREA



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 4 | 10 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 26 | 9 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | 2947 | 49:07 |
| Isolation | 20687 | 344:47 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 24 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Other) | 1 |
| Damage to State Property | 6 |
| Fight | 6 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 4 |
| Other Misconduct | 2 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 3 |
| Fighting | 2 |
| Mechanical Restraints | 1 |
| Recreation Injury | 1 |



| | |
|---------------------|----|
| Protective Custody | 5 |
| Suicidal Behavior | 2 |
| Threatening Conduct | 11 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 4 | 10 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 26 | 9 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | 2947 | 49:07 |
| Isolation | 20687 | 344:47 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 24 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Other) | 1 |
| Damage to State Property | 6 |
| Fight | 6 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 4 |
| Other Misconduct | 2 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 3 |
| Fighting | 2 |
| Mechanical Restraints | 1 |
| Recreation Injury | 1 |



| | |
|---------------------|----|
| Protective Custody | 5 |
| Suicidal Behavior | 2 |
| Threatening Conduct | 11 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="17"/> | <input type="text" value="24"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="6"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 14 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 32 | 14 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 12169 | 202:49 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 14 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 2 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 4 |
| Contraband (Weapon) | 1 |
| Fight | 10 |
| Horseplaying | 2 |
| Inappropriate Physical Contact | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 3 |
| Fighting | 4 |
| Initiated Assault | 2 |
| Recreation Injury | 2 |
| Self Injury | 2 |



| | |
|---------------------|----|
| Injury | 6 |
| Other Misconduct | 4 |
| Protective Custody | 2 |
| Sexual Misconduct | 1 |
| Threatening Conduct | 14 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 14 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 32 | 14 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 12169 | 202:49 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 14 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 2 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 4 |
| Contraband (Weapon) | 1 |
| Fight | 10 |
| Horseplaying | 2 |
| Inappropriate Physical Contact | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 3 |
| Fighting | 4 |
| Initiated Assault | 2 |
| Recreation Injury | 2 |
| Self Injury | 2 |



| | |
|---------------------|----|
| Injury | 6 |
| Other Misconduct | 4 |
| Protective Custody | 2 |
| Sexual Misconduct | 1 |
| Threatening Conduct | 14 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 5 | 11 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 33 | 11 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 18341 | 305:41 |

| Incident Type | Total |
|--------------------------|-------|
| Assault on a Peer | 27 |
| Contraband (Other) | 1 |
| Contraband (Weapon) | 6 |
| Damage to State Property | 6 |
| Fight | 17 |
| Horseplaying | 1 |
| Injury | 3 |
| Other Misconduct | 5 |
| Prohibited Items | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 2 |
| Assault by Juvenile | 4 |
| Fighting | 4 |
| Self Injury | 1 |



| | |
|---------------------|----|
| Sexual Misconduct | 3 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 15 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> | | <input type="text" value="0"/> |
|---------------------|--------------------------------|--------------------------------|---|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> | Number of Facility Recognitions for Staff | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> | Number of Agency Recognitions for Staff | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> | Number of Volunteers at Facility | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> | Number of Mentors at Facility | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> | | |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> | | |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> | | |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> | | |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> | | |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> | | |

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 9 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 8 | 6 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 1498 | 24:58 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 11 |
| Fight | 11 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 2 |
| Threatening Conduct | 2 |

| Juvenile Injuries: | Total |
|--------------------|-------|
| Fighting | 2 |
| Horseplaying | 1 |
| Initiated Assault | 2 |
| Recreation Injury | 1 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 1 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 19 | 2 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 4755 | 79:15 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 8 |
| Assault on Staff by Juvenile | 2 |
| Contraband (Other) | 2 |
| Fight | 1 |
| Other Misconduct | 2 |
| Threatening Conduct | 4 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 1 |
| Fighting | 1 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 9 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 21 | 3 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 10899 | 181:39 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 3 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 5 |
| Contraband (Drugs) | 4 |
| Contraband (Weapon) | 4 |
| Damage to State Property | 3 |
| Fight | 9 |
| Injury | 1 |
| Other Misconduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 1 |
| Assault by Staff | 1 |
| Fighting | 1 |



| | |
|---------------------|---|
| Prohibited Items | 2 |
| Suicidal Ideation | 2 |
| Suicide Attempt | 1 |
| Threatening Conduct | 7 |

Summary



PbS/PREA Monthly Summary

Office of Professional Standards

July 2020 - May 2021

Midlands Evaluation Center

| Critical Areas | 20-Jul | 20-Aug | 20-Sep | 20-Oct | 20-Nov | 20-Dec | 21-Jan | 21-Feb | 21-Mar | 21-Apr | 21-May |
|-------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Youth on Youth Assault | 12 | 8 | 8 | 22 | 20 | 17 | 9 | 8 | 27 | 18 | 28 |
| Fights | 7 | 6 | 6 | 10 | 16 | 12 | 6 | 8 | 14 | 14 | 18 |
| Staff Assaulted by Youth | 5 | 4 | 0 | 3 | 5 | 5 | 1 | 1 | 3 | 0 | 6 |
| Inappropriate Sexual Behavior | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 |
| Youth on Youth Injuries | 6 | 7 | 9 | 18 | 10 | 25 | 2 | 13 | 20 | 12 | 13 |
| Use of Behavioral Isolation | 31 | 28 | 28 | 34 | 48 | 39 | 23 | 16 | 24 | 17 | 33 |
| Use of Medical Isolation | | | | | | 10 | 6 | 1 | 1 | 0 | 0 |
| Total Hours of Behavioral Isolation | 450 | 305 | 399.00 | 377 | 1149 | 652 | 161 | 299 | 308 | 268 | 1538 |
| Total Hours of Medical Isolation | | | | | | 3443 | 1013 | 500 | 0 | 0 | 0 |
| PREA Event | 0 | 0 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 |

- *Data has increased from the previous month
- *Data has decreased from previous month
- *Data has not yet been collected



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="12"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="19"/> | <input type="text" value="18"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money |
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED Testing on 7/26/18. |
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED Graduation in Columbia, SC. |
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | Ms. Crank, Incentive Coord. gave all juve |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sharing the Word - 1 Volunteer |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Compassion House - 4 Volunteers |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministry Volunteer - 3 Volunteers |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Philippi Baptist Church - 3 Volunteers |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Promise Land - 1 Volunteer |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Christian Motorcyclist Association - 3 Vo |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Girl Scouts - 2 Volunteers |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Eastside Baptist Church - 1 Volunteer |
| 34 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | PbS Site Coordinator allowed juveniles t |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Anger Management Class by the Chaplai |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Bible Studies w/Juveniles - 14 Times |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling - 3 Juveniles |
| 34 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups: Ethics - 9 |



| | | | | | | | |
|--------------------|---|---|---|---|---|---|---------------------------|
| 34 Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits - 26 Visits |
| 34 Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits - 3 Visits |

Community Hearings:

Weekly Leadership Meeting:

| Monthly Report ID Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PI |
|------------------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|
| 34 Eval/Admissions | 0 | 0 | 0 | 0 | 7/2/2018 |

Comments:

| | | | | | |
|--------------------|---|---|---|---|-----------|
| 34 Eval/Admissions | 0 | 0 | 0 | 0 | 7/16/2018 |
|--------------------|---|---|---|---|-----------|

Comments:

Restraints/Confinement/Injury Summary:



| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 0 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 17 | 6 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 11834 | 197:14 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on Staff by Juvenile | 1 |
| Fight | 1 |
| Injury | 7 |
| Other Misconduct | 4 |

| Juvenile Injuries: | Total |
|--------------------|-------|
| Accident | 1 |
| Recreation Injury | 2 |
| Self Injury | 3 |



Protective Custody

1

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="12"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="18"/> | <input type="text" value="20"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | During Summer Break: Anger Managem |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Groups that served during Au |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling - 7 Times. |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Special Development Groups: Life/Social |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits - 21 Times. |
| 35 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits - 1 Time. |
| 35 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | Incentive Coordinator worked with the f |
| 35 | Eval/Admissions | 0 | 0 | 0 | 1 | 0 | 0 | Mr. Garvin & Captain Alexander gave th |
| 35 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | Incentive Coordinator - Good Behavior R |
| 35 | Eval/Admissions | 0 | 0 | 0 | 1 | 0 | 0 | Captain's Corner - Reward Center for W |
| 35 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED Testing - August 24, 2018. |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PI | | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|--|--|
| 35 | Eval/Admissions | 2 | 2 | 0 | 0 | 8/22/2018 | 8/28/2018 | | |

Comments:

[Empty comment box]

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 3 | 0 |



| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 24 | 28 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 6470 | 107:50 |

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|-----------------------|-------|
| Assault on a Peer | 9 | Accident | 3 |
| Assault on Staff by Juvenile | 1 | Assault by Juvenile | 6 |
| Contraband (Drugs) | 1 | Initiated Assault | 6 |
| Fight | 5 | Mechanical Restraints | 2 |
| Injury | 14 | Recreation Injury | 7 |
| Other Misconduct | 4 | Self Injury | 4 |
| Prohibited Items | 1 | | |
| Protective Custody | 1 | | |



Threatening Conduct

2

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="12"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="16"/> | <input type="text" value="19"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 37 | Eval/Admissions | 2 | 0 | 0 | 0 | 0 | 0 | Scott Wolfe conducted Anger Managem |
| 37 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Christian Motorcycle Association condu |
| 37 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sharing the Word conducted religious se |
| 37 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministries conducted religious ser |
| 37 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Chaplain conducted (3) Lock-up visits. |
| 37 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Chaplain conducted (14) dorm visits. |
| 37 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Chaplain conducted individual counselin |
| 37 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Chaplain conducted a Spiritual Develop |
| 37 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | PbS Kick-off (snacks and review of the Ju |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | | |
|-------------------|-----------------|---|---|--|--|--|--|--|
| | | | | | | | | |
| 37 | Eval/Admissions | 4 | 9/13/2018 | | | | | |
| 37 | Eval/Admissions | 3 | 9/28/2018 | | | | | |

Weekly Leadership Meeting:



| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PI | | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----|
| 37 | Eval/Admissions | 4 | 4 | 0 | 0 | 9/4/2018 | 9/11/2018 | 9/18/2018 | 9/2 |

Comments:

Restraints/Confinement/Injury Summary:

| DJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 6 |

| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 29 | 12 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |



| | | |
|-----------|-------|--------|
| Isolation | 42959 | 715:59 |
|-----------|-------|--------|

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 1 |
| Assault on Staff by Juvenile | 4 |
| Fight | 10 |
| Injury | 5 |
| Other Misconduct | 7 |
| Protective Custody | 1 |
| Threatening Conduct | 2 |

| Juvenile Injuries: | Total |
|--------------------|-------|
| Fighting | 7 |
| Self Injury | 5 |

Summary

Due to the juvenile's negative behavior, the volunteers for religious services have not been able to report to UEC. Volunteer attendance is low for the month of September because of this reason.

Visitation was cancelled on 9/15 & 9/16 due to Hurricane Florence.



Performance-
based
Standards

Monthly Facility Report

September 2018

Eval/Admissions



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="12"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="11"/> |
| Security | <input type="text" value="15"/> | <input type="text" value="18"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | PbS & UEC Staff sponsored a Family Fun |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministry - had (6) Volunteers for |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Knuckles Chapel - had (2) Volunteers for |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Compassion House - had (2) Volunteers |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Christian Motorcycle Association - had (|
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Eastside Baptist Church - had (1) Volunt |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | North Spartanburg Baptist Church - had |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Girl Scouts - (1) Volunteer. |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | 16 Dorm Visits. |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | 2 Lock-up Visits. |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | 2 Individual Counseling. |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | 2 Special Programs - Anger Managemen |
| 38 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | 13 Spiritual Development Groups - Life/ |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PI | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|------------|
| 38 | Eval/Admissions | 0 | 0 | 0 | 0 | 10/2/2018 | 10/9/2018 | 10/16/2018 |

Comments:

[Empty comment box]

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 0 |



| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 28 | 36 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 9250 | 154:10 |

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|-----------------------|-------|
| Assault on a Peer | 12 | Accident | 3 |
| Assault on Staff by Juvenile | 1 | Assault by Juvenile | 10 |
| Damage to State Property | 2 | Fighting | 2 |
| Fight | 4 | Initiated Assault | 3 |
| Injury | 18 | Mechanical Restraints | 1 |
| Other Misconduct | 8 | Recreation Injury | 9 |
| Sexual Misconduct | 1 | Self Injury | 8 |
| Threatening Conduct | 6 | | |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="12"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="11"/> |
| Security | <input type="text" value="14"/> | <input type="text" value="15"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 39 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED Testing 11/2/18, 11/16/18, 11/30/ |
| 39 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing on 11/13/2018 |
| 39 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money Full Stimulation |
| 39 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Juvenile Counseling (6 times) |
| 39 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups: Life/Soci |
| 39 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits (18 times) |
| 39 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits (3 times) |

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 3 |

| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 21 | 32 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |



| | | |
|-----------|------|-------|
| Isolation | 3377 | 56:17 |
|-----------|------|-------|

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|---------------------|-------|
| Assault on a Peer | 6 | Accident | 3 |
| Assault on Staff by Juvenile | 1 | Assault by Juvenile | 5 |
| Contraband (Drugs) | 1 | Fighting | 11 |
| Fight | 8 | Horseplaying | 1 |
| Horseplaying | 1 | Recreation Injury | 8 |
| Injury | 14 | Self Injury | 4 |
| Other Misconduct | 6 | | |
| Suicidal Ideation | 2 | | |
| Suicide Attempt | 1 | | |
| Threatening Conduct | 2 | | |

Summary



NOTE: There were no Volunteers for the month of November due to the lack of Security Staff during the evening hours. All Religious Services/Bible Studies are being conducted by the Chaplain only.



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="12"/> |
| Recreation | <input type="text" value="1"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="14"/> | <input type="text" value="16"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="6"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 40 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Philippi Baptist Church - 7 Volunteers |
| 40 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Eastside Baptist Church |
| 40 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Oakbrook Church |
| 40 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sons of Allen |
| 40 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Girl Scouts |

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 0 |

| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 26 | 38 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |



| | | |
|-----------|------|-------|
| Isolation | 5884 | 98:04 |
|-----------|------|-------|

| Incident Type | Total | Juvenile Injuries: | Total |
|--------------------------------|-------|---------------------|-------|
| Assault on a Peer | 4 | Accident | 2 |
| Fight | 5 | Assault by Juvenile | 3 |
| Horseplaying | 2 | Fighting | 4 |
| Inappropriate Physical Contact | 1 | Horseplaying | 3 |
| Injury | 26 | Initiated Assault | 1 |
| Other Misconduct | 9 | Recreation Injury | 14 |
| Suicide Attempt | 1 | Self Injury | 11 |
| Threatening Conduct | 3 | | |

Summary



A large, empty rectangular box with a thin black border, occupying the central portion of the page. This area is likely intended for data entry or reporting related to the facility report.



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="12"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="9"/> |
| Security | <input type="text" value="13"/> | <input type="text" value="11"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money with 10 Juveniles. |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Teach the male/female juveniles how to |
| 41 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | PbS Site Coordinator played Bingo with t |
| 41 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Bible Studies - 3 times. |
| 41 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling - 11 times. |
| 41 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups: Life/Soci |
| 41 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits - 16 times. |
| 41 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits - 2 times. |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | |
|-------------------|-----------------|---|---|-----------|--|--|
| | | | | | | |
| 41 | Eval/Admissions | 2 | 1/23/2019 | 1/30/2019 | | |

Weekly Leadership Meeting:



| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PI | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|
| 41 | Eval/Admissions | 3 | 0 | 0 | 0 | 1/9/2019 | 1/15/2019 | 1/29/2019 |

Comments:

Restraints/Confinement/Injury Summary:

| DJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 3 |

| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 22 | 54 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |



| | | |
|-----------|-------|--------|
| Isolation | 14079 | 234:39 |
|-----------|-------|--------|

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|-----------------------|-------|
| Assault on a Peer | 14 | Accident | 5 |
| Assault on Staff by Juvenile | 2 | Assault by Juvenile | 10 |
| Fight | 9 | Fighting | 8 |
| Injury | 29 | Initiated Assault | 5 |
| Other Misconduct | 1 | Mechanical Restraints | 1 |
| Sexual Misconduct | 1 | Recreation Injury | 9 |
| Threatening Conduct | 3 | Self Injury | 16 |

Summary

Note: Volunteer Religious Services was suspended during the month of January 2019 due to lack of security coverage. Chaplain Daniels provided all religious services during the month of January.





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="16"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="9"/> |
| Security | <input type="text" value="12"/> | <input type="text" value="11"/> |
| SecuritySupervisors | <input type="text" value="5"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED Testing |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | EARN Program |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sharing the Word Group (2 visits) |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministries (2 visits) |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Philippi Baptist Church (2 visits) |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Girl Scouts (2 visits) |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Anger Management Group |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Bible Study Groups |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling Groups |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups: Life/Soci |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits (21 visits) |
| 42 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-up Visit (1 visit) |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | |
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | |



Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|-----------|-----------|-----------|--|
| 42 | Eval/Admissions | 0 | 2/6/2019 | 2/13/2019 | 2/21/2019 | 2/27/2019 | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PI | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|--|
| 42 | Eval/Admissions | 0 | 0 | 0 | 0 | 2/6/2019 | 2/19/2019 | |

Comments:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 1 |



| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 11 | 25 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 2567 | 42:47 |

| Incident Type | Total | Juvenile Injuries: | Total |
|--------------------------|-------|---------------------|-------|
| Assault on a Peer | 4 | Accident | 1 |
| Damage to State Property | 2 | Assault by Juvenile | 1 |
| Fight | 4 | Fighting | 3 |
| Horseplaying | 1 | Horseplaying | 1 |
| Injury | 18 | Initiated Assault | 1 |
| Other Misconduct | 3 | Recreation Injury | 15 |
| Prohibited Items | 3 | Self Injury | 3 |
| Threatening Conduct | 3 | | |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="16"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="9"/> |
| Security | <input type="text" value="12"/> | <input type="text" value="11"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 43 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 43 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money |
| 43 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED Testing |
| 43 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | EARN Program/Graduation |
| 43 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Top Ten Student of the Week Party |
| 43 | Eval/Admissions | 0 | 0 | 0 | 1 | 0 | 0 | Unit of the Week Winner |
| 43 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Anger Management Group |
| 43 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Bible Studies from 13 Volunteers of diffe |
| 43 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling - 6 times. |
| 43 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups: Life/Soci |
| 43 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits - 27 times. |

Community Hearings:



| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|-----------|--|--|--|
| 43 | Eval/Admissions | 2 | 3/7/2019 | 3/13/2019 | | | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PI | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|
| 43 | Eval/Admissions | 3 | 0 | 0 | 0 | 3/4/2019 | 3/12/2019 | 3/26/2019 |

Comments:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 0 |



| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 8 | 31 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 1048 | 17:28 |

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|-----------------------|-------|
| Assault on a Peer | 3 | Accident | 5 |
| Assault on Staff by Juvenile | 1 | Assault by Juvenile | 1 |
| Fight | 4 | Fighting | 5 |
| Horseplaying | 1 | Horseplaying | 1 |
| Injury | 23 | Mechanical Restraints | 1 |
| Other Misconduct | 4 | Recreation Injury | 18 |
| Sexual Misconduct | 1 | | |
| Suicide Attempt | 1 | | |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="16"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="12"/> | <input type="text" value="10"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Speaker: Mr. Woods on 4/12/19 for Juv |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | EARN Program |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED's |
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | WIN Testing |
| 44 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sharing the Word Ministries - 1 Volunte |
| 44 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministry - 2 Volunteers |
| 44 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Promise Land Ministry - 1 Volunteer |
| 44 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Compassion House Ministry - 3 Volunte |
| 44 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Kingdom Culture Ministry - 1 Volunteer |
| 44 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Girl Scouts - 1 Volunteer |

Community Hearings:



Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PI | | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|--|--|
| 44 | Eval/Admissions | 0 | 0 | 0 | 0 | 4/9/2019 | 4/30/2019 | | |

Comments:

[Empty comment box]

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 3 | 6 |



| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 19 | 24 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 9621 | 160:21 |

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|-----------------------|-------|
| Assault on a Peer | 6 | Accident | 1 |
| Assault on Staff by Juvenile | 4 | Assault by Juvenile | 4 |
| Fight | 5 | Fighting | 4 |
| Injury | 11 | Initiated Assault | 1 |
| Other Misconduct | 6 | Mechanical Restraints | 1 |
| Sexual Misconduct | 1 | Physical Restraints | 1 |
| Suicide Attempt | 2 | Recreation Injury | 8 |
| | | Self Injury | 4 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="16"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="11"/> | <input type="text" value="10"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 45 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money - May 21, 2019 |
| 45 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | EARN Program - May 22, 2019 |
| 45 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED |
| 45 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | Incentive Program |
| 45 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Groups - 10 different groups |
| 45 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Mentor Group - 1 Group |
| 45 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Chaplain had - 2 Lock-up Visits |
| 45 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Chaplain had - 19 Dorm Visits |
| 45 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Chaplain had - 5 Individual Counseling S |
| 45 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Chaplain had - 12 Spiritual Development |

Community Hearings:



Weekly Leadership Meeting:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 1 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 11 | 17 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 2956 | 49:16 |

| Incident Type | Total |
|---------------------|-------|
| Assault on a Peer | 5 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 2 |
| Horseplaying | 1 |
| Injury | 11 |
| Other Misconduct | 5 |
| Prohibited Items | 1 |
| Sexual Misconduct | 1 |
| Threatening Conduct | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 4 |
| Initiated Assault | 2 |
| Recreation Injury | 4 |
| Self Injury | 6 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="16"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="10"/> | <input type="text" value="9"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="6"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 46 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED |
| 46 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Phillipi Baptist Church - J Crew |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Kingdom Culture (1 Volunteer) |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Compassion House (1 Volunteer) |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Promise Land (1 Volunteer) |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministry (1 Volunteer) |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sharing the Word (1 Volunteer) |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Phillipi Baptist Church (2 Volunteers) |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Haigler Street Church of Christ (1 Volunt |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling (4 times) |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups: Grief (1 t |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Spiritual Development Groups: Life/Soci |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits (12 times) |
| 46 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits (3 times) |
| 46 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | PbS - Juvenile Incentives |
| 46 | Eval/Admissions | 0 | 1 | 0 | 0 | 0 | 0 | Recreation Activities |



Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|------|---|---|--|--|--|--|
| 46 | | 0 | | | | | |

Weekly Leadership Meeting:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 4 |



| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 16 | 28 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 4401 | 73:21 |

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|---------------------|-------|
| Assault on a Peer | 5 | Accident | 7 |
| Assault on Juvenile by Staff | 1 | Assault by Juvenile | 2 |
| Assault on Staff by Juvenile | 1 | Assault by Staff | 1 |
| Damage to State Property | 1 | Fighting | 3 |
| Fight | 2 | Initiated Assault | 2 |
| Horseplaying | 1 | Physical Restraints | 1 |
| Injury | 17 | Recreation Injury | 7 |
| Other Misconduct | 7 | Self Injury | 5 |



| | |
|---------------------|---|
| Prohibited Items | 4 |
| Threatening Conduct | 3 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="16"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="9"/> | <input type="text" value="9"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money - Full Simulation |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED Testing |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED Graduation on July 31 |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Top 10 Recognitions in Education |
| 47 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | PbS providing the Juvenile Incentives |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Group: In You Ministries |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Group: Kingdom Culture |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Group: Promise land |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Group: Knuckles Baptist Chur |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Group: Sharing the Word |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Group: Compassion House |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Group: Philippi Baptist Churc |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Group: Eastside Baptist Churc |
| 47 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteer Group: West Springs Baptist C |

Community Hearings:



Weekly Leadership Meeting:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 0 |



| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 13 | 29 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 5681 | 94:41 |

| Incident Type | Total | Juvenile Injuries: | Total |
|--------------------------------|-------|---------------------|-------|
| Assault on a Peer | 6 | Accident | 5 |
| Fight | 2 | Assault by Juvenile | 7 |
| Horseplaying | 1 | Fighting | 1 |
| Inappropriate Physical Contact | 2 | Initiated Assault | 3 |
| Injury | 15 | Recreation Injury | 11 |
| Other Misconduct | 2 | Self Injury | 2 |
| Prohibited Items | 5 | | |
| Sexual Misconduct | 1 | | |



Threatening Conduct

3

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="16"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="10"/> | <input type="text" value="11"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 48 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money |
| 48 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministries - 1 volunteer |
| 48 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Kingdom Cultures - 1 volunteer |
| 48 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Knuckles Baptist Church - 1 volunteer |
| 48 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Girl Scouts - 1 volunteer |
| 48 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | West Springs Baptist - 1 volunteer |
| 48 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sharing the Word - 2 volunteers |
| 48 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Philippi Baptist Church - 2 volunteers |
| 48 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Haigler Street Baptist - 1 volunteer |

Community Hearings:

Weekly Leadership Meeting:



| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PI |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|
| 48 | Eval/Admissions | 0 | 0 | 0 | 0 | 8/14/2019 |

Comments:

Restraints/Confinement/Injury Summary:

| DJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 7 |

| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 29 | 41 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |



| | | |
|-----------|-------|--------|
| Isolation | 13054 | 217:34 |
|-----------|-------|--------|

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 15 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Other) | 1 |
| Damage to State Property | 3 |
| Fight | 6 |
| Horseplaying | 1 |
| Inappropriate Physical Contact | 1 |
| Injury | 17 |
| Other Misconduct | 2 |
| Prohibited Items | 1 |
| Threatening Conduct | 7 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 6 |
| Assault by Juvenile | 11 |
| Fighting | 7 |
| Initiated Assault | 5 |
| Physical Restraints | 1 |
| Recreation Injury | 8 |
| Self Injury | 3 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="16"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="11"/> | <input type="text" value="12"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 49 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Kingdom Culture - 2 Visits |
| 49 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministry - 2 Visits |
| 49 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Girl Scouts |
| 49 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Knuckles Baptist Church |
| 49 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sharing the Word |
| 49 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | West Springs Baptist Church |
| 49 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Philippi Baptist Church |
| 49 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Haigler Street Church |
| 49 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money Workshop |
| 49 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Ice Sundaes for "Top 10 - All Around Stu |
| 49 | Eval/Admissions | 0 | 1 | 0 | 0 | 0 | 0 | Juvenile Conditioning - Daily |
| 49 | Eval/Admissions | 0 | 1 | 0 | 0 | 0 | 0 | Basketball Intervals |

Community Hearings:



| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|--|--|--|--|
| 49 | Eval/Admissions | 2 | 9/25/2019 | | | | |
| 49 | | 0 | | | | | |

Weekly Leadership Meeting:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 7 | 4 |



| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 31 | 51 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 29487 | 491:27 |

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|-----------------------|-------|
| Assault on a Peer | 3 | Accident | 6 |
| Assault on Staff by Juvenile | 3 | Assault by Juvenile | 4 |
| Damage to State Property | 3 | Fighting | 7 |
| Fight | 6 | Initiated Assault | 1 |
| Injury | 30 | Mechanical Restraints | 5 |
| Other Misconduct | 10 | Recreation Injury | 13 |
| Prohibited Items | 9 | Self Injury | 15 |
| Sexual Misconduct | 3 | | |



| | |
|---------------------|---|
| Suicide Attempt | 2 |
| Threatening Conduct | 6 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="1"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="16"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="13"/> | <input type="text" value="14"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Educational Play - Edgar Allen Poe |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | Pizza Contest for October Reporting Mo |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money Program |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Earn Program |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Boy's Council |
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 1 | Girl's Circle |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 1 | 0 | Top 10 Students of the Week/Ice Cream |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Grief |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Wisdom Works |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm/Lock-up Visits |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteers: Knuckles Baptist |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteers: Girl Scouts |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteers: Kingdom Culture |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteers: Compassion House |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteers: Sharing The Word |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteers: West Springs Baptist |



| | | | | | | | | |
|----|-----------------|---|---|---|---|---|---|------------------------------|
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteers: Philippi Baptist |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteers: In You Ministry |
| 50 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Volunteers: Promise Land |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|------------|--|--|--|
| 50 | Eval/Admissions | 0 | 10/14/2019 | 10/16/2019 | | | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by P | | |
|-------------------|-----------------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|--|--|--|
| 50 | Eval/Admissions | 0 | 0 | 0 | 0 | | | |

Comments:

Restraints/Confinement/Injury Summary:



| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 2 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 31 | 41 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 12610 | 210:10 |

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|---------------------|-------|
| Assault on a Peer | 12 | Accident | 7 |
| Assault on Staff by Juvenile | 5 | Assault by Juvenile | 8 |
| Contraband (Other) | 4 | Fighting | 7 |
| Fight | 8 | Initiated Assault | 4 |



| | | | |
|--------------------------------|----|-----------------------|---|
| Inappropriate Physical Contact | 1 | Mechanical Restraints | 1 |
| Injury | 18 | Recreation Injury | 7 |
| Other Misconduct | 5 | Self Injury | 7 |
| Prohibited Items | 1 | | |
| Threatening Conduct | 7 | | |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="15"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="9"/> | <input type="text" value="11"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Caroline Hoardly Assembly for Juveniles |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Brigh Star presents "Holidays Around th |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Top "10" Students of the Week |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | GED Testing |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Earn Program/Graduation |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money Workshop |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Open House |
| 51 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Easy CBM Testing |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Knuckles Baptist Church - 3 Volunteers |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Kingdom Culture - 1 Volunteer |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sharing The Word - 1 Volunteer |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Compassion House - 3 Volunteers |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | West Springs Baptist - 1 Volunteer |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Philippi Baptist - 3 Volunteers |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministry - 1 Volunteer |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Girl Scouts - 1 Volunteer |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Hugler Street Church - 1 Volunteer |



| | | | | | | | | |
|----|-----------------|---|---|---|---|---|---|--------------------------------------|
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling - 9 Visits |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Grief - 3 Visits |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Boy's Council/Wisdom Works - |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits - 15 Visits |
| 51 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits - 3 Visits |

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 4 | 2 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 25 | 62 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 12660 | 211:00 |

| Incident Type | Total | Juvenile Injuries: | Total |
|------------------------------|-------|---------------------|-------|
| Assault on a Peer | 14 | Accident | 11 |
| Assault on Staff by Juvenile | 1 | Assault by Juvenile | 13 |
| Contraband (Other) | 1 | Fighting | 4 |
| Damage to State Property | 2 | Horseplaying | 2 |



| | | | |
|---------------------|----|-----------------------|----|
| Fight | 4 | Initiated Assault | 5 |
| Horseplaying | 2 | Mechanical Restraints | 1 |
| Injury | 41 | Recreation Injury | 21 |
| Other Misconduct | 6 | Self Injury | 5 |
| Prohibited Items | 2 | | |
| Threatening Conduct | 6 | | |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="15"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="9"/> | <input type="text" value="11"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|--------------------|--------------------|--------------------|----------|-----------|-------|---|
| | | Chaplangy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 52 | Eval/Admissions | 0 | 0 | 0 | 1 | 0 | 0 | JCO Felicia Brooks provided all the juven |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Eastside Baptist - Holiday Gifts for the Ju |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Girl Scouts - Holiday Gifts for the Juvenil |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sons of Allen - Holiday Gifts for the Juve |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Knuckles Baptist - Holiday Gifts for the J |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Philippi Baptist Church - Holiday Gifts fo |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Bible Studies (4 times). |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual counseling (8 times). |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Grief (2 times). |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Boy's Council/Wisdom Works (4 |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits (13 times). |
| 52 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-up Visits (4 times). |
| 52 | Eval/Admissions | 0 | 0 | 0 | 1 | 0 | 0 | Extra Holiday Phone Calls for the Juvenil |
| 52 | Eval/Admissions | 0 | 0 | 0 | 1 | 0 | 0 | Holiday Visits w/Parnets & Guardians. |
| 52 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 52 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money - Full Simulation |
| 52 | | 0 | 0 | 0 | 0 | 0 | 0 | |



| | | | | | | | | |
|----|--|---|---|---|---|---|---|--|
| 52 | | 0 | 0 | 0 | 0 | 0 | 0 | |
|----|--|---|---|---|---|---|---|--|

Community Hearings:

Weekly Leadership Meeting:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 2 |



| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 22 | 35 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 34132 | 568:52 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 14 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Other) | 1 |
| Damage to State Property | 3 |
| Fight | 5 |
| Horseplaying | 2 |
| Injury | 19 |
| Other Misconduct | 5 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 6 |
| Assault by Juvenile | 8 |
| Fighting | 3 |
| Initiated Assault | 5 |
| Recreation Injury | 4 |
| Self Injury | 9 |



| | |
|-------------------|----|
| Prohibited Items | 12 |
| Sexual Misconduct | 2 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="15"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="9"/> |
| Security | <input type="text" value="6"/> | <input type="text" value="12"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | West Springs Baptist - 2 Volunteers |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Knuckles Baptist - 7 Volunteers |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Sharing the Word - 1 Volunteer |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Compassion House - 3 Volunteers |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Hugler Street Church - 1 Volunteer |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Promise Land - 1 Volunteer |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Philippi Baptist Church - 1 Volunteer |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | In You Ministries - 1 Volunteer |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling - 16 times |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Grief - 3 times |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Boy's Council/Wisdom Works - |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Juvenile Dorm Visits - 11 times |
| 53 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Juvenile Lock-up Visits - 2 times |
| 53 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing |
| 53 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money |
| 53 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Assembly: Bright Star (Songs for Black H |
| 53 | Eval/Admissions | 0 | 0 | 0 | 0 | 0 | 0 | Top 10 Students of the Month - Ice Part |



Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|--|--|--|--|
| 53 | Eval/Admissions | 1 | 1/29/2020 | | | | |

Weekly Leadership Meeting:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 0 |



| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 19 | 30 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 21004 | 350:04 |

| Incident Type | Total | Juvenile Injuries: | Total |
|--------------------------------|-------|---------------------|-------|
| Assault on a Peer | 3 | Accident | 4 |
| Assault on Staff by Juvenile | 1 | Assault by Juvenile | 6 |
| Contraband (Other) | 1 | Fighting | 5 |
| Damage to State Property | 2 | Initiated Assault | 1 |
| Fight | 3 | Recreation Injury | 8 |
| Horseplaying | 1 | Self Injury | 6 |
| Inappropriate Physical Contact | 1 | | |
| Injury | 16 | | |



| | |
|---------------------|----|
| Other Misconduct | 3 |
| Prohibited Items | 11 |
| Protective Custody | 1 |
| Sexual Misconduct | 3 |
| Suicidal Ideation | 5 |
| Threatening Conduct | 4 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="14"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="9"/> |
| Security | <input type="text" value="6"/> | <input type="text" value="10"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | ASVAB Testing - 10 Students Participate |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Mad City Money Workshop - 10 Student |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Assembly - Black History - Pastor Ernest |
| 54 | Eval/Admissions | 0 | 0 | 0 | 0 | 1 | 0 | Top Ten Students - Ice Cream Social - 11 |
| 54 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | 10 Different Volunteer Groups for the M |
| 54 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Grief - 2 Times |
| 54 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Boy's Council/Wisdom Works - |
| 54 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Individual Counseling - 5 Times |
| 54 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits - 8 Times |
| 54 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Lock-Up Visits - 4 Times |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | |
|-------------------|-----------------|---|---|-----------|--|--|
| | | | | | | |
| 54 | Eval/Admissions | 1 | 2/10/2020 | 2/19/2020 | | |



Weekly Leadership Meeting:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 1 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 22 | 48 | 0 |

Total Confinement/Isolation/Segregation Hours:



| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 32214 | 536:54 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 10 |
| Assault on Staff by Juvenile | 4 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 3 |
| Fight | 5 |
| Injury | 34 |
| Other Misconduct | 2 |
| Prohibited Items | 14 |
| Sexual Misconduct | 5 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 9 |

| Juvenile Injuries: | Total |
|-----------------------|-------|
| Accident | 10 |
| Assault by Juvenile | 9 |
| Fighting | 4 |
| Mechanical Restraints | 1 |
| Recreation Injury | 14 |
| Self Injury | 10 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="14"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="9"/> |
| Security | <input type="text" value="4"/> | <input type="text" value="10"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|------|---------------------|--------------------|--------------------|----------|-----------|-------|----------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 55 | | 0 | 0 | 0 | 0 | 0 | 0 | |
| 55 | | 0 | 0 | 0 | 0 | 0 | 0 | |

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 1 |

| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 8 | 43 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |



| | | |
|-----------|------|-------|
| Isolation | 3677 | 61:17 |
|-----------|------|-------|

| Incident Type | Total | Juvenile Injuries: | Total |
|--------------------------------|-------|---------------------|-------|
| Assault on a Peer | 7 | Accident | 6 |
| Assault on Staff by Juvenile | 2 | Assault by Juvenile | 6 |
| Contraband (Weapon) | 2 | Fighting | 8 |
| Damage to State Property | 1 | Horseplaying | 1 |
| Fight | 5 | Initiated Assault | 3 |
| Horseplaying | 1 | Recreation Injury | 14 |
| Inappropriate Physical Contact | 1 | Self Injury | 5 |
| Injury | 29 | | |
| Other Misconduct | 1 | | |
| Suicidal Ideation | 1 | | |
| Threatening Conduct | 1 | | |

Summary



NOTE: Visitation was cancelled for most of the month of March due to the Covid-19 Pandemic.



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="15"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="1"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="4"/> | <input type="text" value="11"/> |
| SecuritySupervisors | <input type="text" value="2"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 1 | 0 |

| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 7 | 20 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |



| | | |
|-----------|-----|-------|
| Isolation | 801 | 13:21 |
|-----------|-----|-------|

| Incident Type | Total | Juvenile Injuries: | Total |
|---------------------|-------|---------------------|-------|
| Assault on a Peer | 6 | Accident | 1 |
| Contraband (Weapon) | 1 | Assault by Juvenile | 5 |
| Fight | 4 | Fighting | 4 |
| Horseplaying | 1 | Horseplaying | 1 |
| Injury | 10 | Recreation Injury | 4 |
| Suicidal Behavior | 1 | Self Injury | 5 |
| Threatening Conduct | 1 | | |

Summary

Due to Corvid-19 there were no Volunteers allowed in the facility for the month of April 2020.

Visitation cancelled during the month of April due to Corvid-19. There were Video Conferencing and Facetime calls.





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="15"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="4"/> | <input type="text" value="10"/> |
| SecuritySupervisors | <input type="text" value="3"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | | Comments |
|-------------------|-----------------|---------------------|--------------------|--------------------|----------|-----------|-------|--|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | Other | |
| 57 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Bible Studies |
| 57 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Grief |
| 57 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Groups: Wisdom Works/Social & Life Ski |
| 57 | Eval/Admissions | 1 | 0 | 0 | 0 | 0 | 0 | Dorm Visits |

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 0 | 0 |

| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 10 | 23 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |



| | | |
|-----------|------|-------|
| Isolation | 1996 | 33:16 |
|-----------|------|-------|

| Incident Type | Total |
|---------------------|-------|
| Assault on a Peer | 4 |
| Contraband (Weapon) | 3 |
| Fight | 6 |
| Injury | 12 |
| Other Misconduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 4 |
| Fighting | 7 |
| Recreation Injury | 11 |
| Self Injury | 1 |

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|---------------------------------|
| Psychologists | <input type="text" value="2"/> | <input type="text" value="8"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="15"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="4"/> | <input type="text" value="10"/> |
| Security | <input type="text" value="5"/> | <input type="text" value="8"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|-----------------|---|---|--|--|--|--|
| 58 | Eval/Admissions | 1 | 6/10/2020 | | | | |

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJUnit | # of Mechanical Restraints | # of Physical Restraints |
|----------------|----------------------------|--------------------------|
| Eval/Admission | 2 | 0 |

| DJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------------|---|------------------------|---------------------|
| Eval/Admissions | 20 | 27 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| | | |



| | | |
|-----------|------|--------|
| Isolation | 7976 | 132:56 |
|-----------|------|--------|

| Incident Type | Total |
|----------------------|-------|
| Assault on a Peer | 5 |
| Conspiring to Escape | 1 |
| Fight | 8 |
| Injury | 12 |
| Other Misconduct | 3 |
| Protective Custody | 1 |
| Threatening Conduct | 3 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 3 |
| Assault by Juvenile | 5 |
| Fighting | 9 |
| Initiated Assault | 2 |
| Recreation Injury | 8 |

Summary

| |
|--|
| |
|--|





PbS/PREA Monthly Summary

Office of Professional Standards

July 2020 - May 2021

Upstate Evaluation Center

| Critical Areas | 20-Jul | 20-Aug | 20-Sep | 20-Oct | 20-Nov | 20-Dec | 21-Jan | 21-Feb | 21-Mar | 21-Apr | 21-May |
|-------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Youth on Youth Assault | 4 | 7 | 12 | 4 | 3 | 7 | 11 | 0 | 4 | 1 | 4 |
| Fights | 3 | 3 | 6 | 7 | 2 | 1 | 7 | 2 | 4 | 2 | 2 |
| Staff Assaulted by Youth | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Inappropriate Sexual Behavior | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0 | 0.0 | 0.0 | 0.0 |
| Youth on Youth Injuries | 8 | 14 | 17 | 15 | 6 | 6 | 19 | 2 | 6 | 5 | 7 |
| Use of Behavioral Isolation | 15 | 13 | 20 | 28 | 12 | 13 | 22 | 7 | 19 | 4 | 12 |
| Use of Medical Isolation | | | | | | 1 | 3 | 1 | 2 | 1 | 0 |
| Total Hours of Behavioral Isolation | 84 | 164 | 271 | 593 | 432 | 120 | 507 | 196 | 264 | 22 | 151 |
| Total Hours of Medical Isolation | | | | | | 30 | 631 | 42 | 108 | 45 | 0 |
| PREA Event | 0 | 0 | 0 | 0 | 2 | 1 | 0 | 0 | 2 | 1 | 1 |

| |
|---|
| *Data has increased from the previous month |
| *Data has decreased from previous month |
| *Data has not yet been collected |



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="28"/> | <input type="text" value="36"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 4 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 10 | 16 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 2422.5 | 40:22 |
| Segregation | 77 | 1:17 |

| Incident Type | Total |
|--------------------|-------|
| Assault on a Peer | 5 |
| Contraband (Other) | 1 |
| Fight | 3 |
| Horseplaying | 1 |
| Injury | 6 |
| Other Misconduct | 4 |
| Sexual Misconduct | 1 |
| Suicidal Ideation | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 3 |
| Fighting | 3 |
| Horseplaying | 1 |
| Physical Restraints | 3 |
| Recreation Injury | 5 |



Threatening Conduct

1

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="3"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="29"/> | <input type="text" value="33"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="7"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 15 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 33 | 18 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 6178 | 102:58 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 4 |
| Assault on Staff by Juvenile | 5 |
| Contraband (Other) | 1 |
| Contraband (Weapon) | 1 |
| Fight | 2 |
| Injury | 2 |
| Other Misconduct | 9 |
| Threatening Conduct | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 2 |
| Fighting | 8 |
| Physical Restraints | 5 |
| Recreation Injury | 3 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 2 | 10 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 25 | 14 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 6794 | 113:14 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 11 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Drugs) | 1 |
| Fight | 2 |
| Injury | 1 |
| Other Misconduct | 10 |
| Suicidal Ideation | 3 |
| Threatening Conduct | 4 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 6 |
| Fighting | 3 |
| Initiated Assault | 2 |
| Physical Restraints | 2 |
| Recreation Injury | 1 |
| Self Injury | 1 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 1 | 5 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 5 | 5 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 386 | 6:26 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 3 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 2 |
| Injury | 4 |
| Other Misconduct | 2 |
| Sexual Misconduct | 1 |
| Threatening Conduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 1 |
| Recreation Injury | 3 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="35"/> | <input type="text" value="35"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 8 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 30 | 15 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Segregation | 4235 | 70:35 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 4 |
| Assault on Staff by Juvenile | 2 |
| Conspiring to Escape | 1 |
| Contraband (Drugs) | 2 |
| Contraband (Other) | 2 |
| Damage to State Property | 2 |
| Fight | 6 |
| Injury | 2 |
| Other Misconduct | 3 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 3 |
| Fighting | 8 |
| Initiated Assault | 1 |
| Physical Restraints | 1 |
| Recreation Injury | 1 |
| Self Injury | 1 |



| | |
|---------------------|---|
| Sexual Misconduct | 1 |
| Suicidal Ideation | 2 |
| Threatening Conduct | 4 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="35"/> | <input type="text" value="35"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 8 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 8 | 14 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 350 | 5:50 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 5 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Other) | 3 |
| Damage to State Property | 1 |
| Fight | 4 |
| Injury | 7 |
| Other Misconduct | 4 |
| Suicidal Ideation | 3 |
| Threatening Conduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 3 |
| Assault by Juvenile | 1 |
| Fighting | 2 |
| Initiated Assault | 1 |
| Recreation Injury | 2 |
| Self Injury | 4 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="2"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="19"/> | <input type="text" value="28"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 6 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 7 | 5 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 788 | 13:08 |

| Incident Type | Total |
|---------------------|-------|
| Assault on a Peer | 6 |
| Fight | 2 |
| Injury | 2 |
| Other Misconduct | 2 |
| Threatening Conduct | 1 |

| Juvenile Injuries: | Total |
|--------------------|-------|
| Fighting | 3 |
| Initiated Assault | 1 |
| Self Injury | 1 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="3"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="19"/> | <input type="text" value="28"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 4 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 15 | 10 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 1080 | 18:00 |

| Incident Type | Total |
|--------------------------------|-------|
| Assault on a Peer | 5 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Drugs) | 1 |
| Horseplaying | 2 |
| Inappropriate Physical Contact | 1 |
| Injury | 6 |
| Other Misconduct | 2 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 3 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 3 |
| Initiated Assault | 1 |
| Recreation Injury | 2 |
| Self Injury | 3 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="3"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="19"/> | <input type="text" value="28"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 9 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 8 | 6 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 624 | 10:24 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 3 |
| Assault on Juvenile by Staff | 1 |
| Contraband (Other) | 2 |
| Damage to State Property | 1 |
| Fight | 5 |
| Other Misconduct | 1 |
| Suicidal Ideation | 2 |
| Threatening Conduct | 6 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 2 |
| Assault by Staff | 1 |
| Fighting | 3 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="3"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="19"/> | <input type="text" value="28"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 8 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 19 | 12 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 2593 | 43:13 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 6 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Drugs) | 1 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 1 |
| Fight | 4 |
| Injury | 2 |
| Other Misconduct | 1 |
| Suicidal Ideation | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 1 |
| Fighting | 4 |
| Physical Restraints | 4 |
| Self Injury | 1 |



Threatening Conduct

6

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="3"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="21"/> | <input type="text" value="30"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 1 | 7 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 10 | 17 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Isolation | 1079 | 17:59 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 8 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Other) | 2 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 3 |
| Fight | 5 |
| Horseplaying | 2 |
| Injury | 3 |
| Other Misconduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 6 |
| Fighting | 5 |
| Initiated Assault | 1 |
| Physical Restraints | 2 |
| Recreation Injury | 2 |
| Self Injury | 1 |



| | |
|---------------------|---|
| Sexual Misconduct | 1 |
| Suicidal Ideation | 3 |
| Threatening Conduct | 6 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 25 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 63 | 17 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 8793 | 146:33 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 20 |
| Assault on Juvenile by Staff | 2 |
| Assault on Staff by Juvenile | 6 |
| Attempted Arson | 1 |
| Chemical Restraint | 1 |
| Contraband (Other) | 3 |
| Damage to State Property | 2 |
| Fight | 4 |
| Other Misconduct | 7 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 10 |
| Assault by Staff | 2 |
| Chemical Restraints | 1 |
| Fighting | 2 |
| Initiated Assault | 1 |
| Self Injury | 1 |



| | |
|---------------------|----|
| Suicidal Ideation | 2 |
| Suicide Attempt | 1 |
| Threatening Conduct | 13 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 1 | 13 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 16 | 19 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 5636 | 93:56 |

| Incident Type | Total |
|--------------------------|-------|
| Assault on a Peer | 8 |
| Contraband (Other) | 2 |
| Contraband (Weapon) | 2 |
| Damage to State Property | 1 |
| Fight | 10 |
| Injury | 2 |
| Other Misconduct | 3 |
| Protective Custody | 1 |
| Sexual Misconduct | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 2 |
| Fighting | 6 |
| Initiated Assault | 3 |
| Physical Restraints | 3 |
| Self Injury | 3 |



| | |
|---------------------|---|
| Suicidal Behavior | 3 |
| Suicidal Ideation | 1 |
| Suicide Attempt | 3 |
| Threatening Conduct | 9 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 10 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 7 | 20 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 671.75 | 11:12 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 9 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Other) | 2 |
| Damage to State Property | 2 |
| Fight | 4 |
| Injury | 1 |
| Other Misconduct | 1 |
| Suicidal Behavior | 3 |
| Suicidal Ideation | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 13 |
| Fighting | 1 |
| Initiated Assault | 2 |
| Physical Restraints | 2 |
| Self Injury | 2 |



Threatening Conduct

5

Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 10 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 12 | 11 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 5464 | 91:04 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 6 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Drugs) | 1 |
| Contraband (Other) | 1 |
| Damage to State Property | 1 |
| Fight | 5 |
| Threatening Conduct | 4 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 6 |
| Fighting | 1 |
| Initiated Assault | 2 |
| Physical Restraints | 2 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 29 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 31 | 19 | 0 |

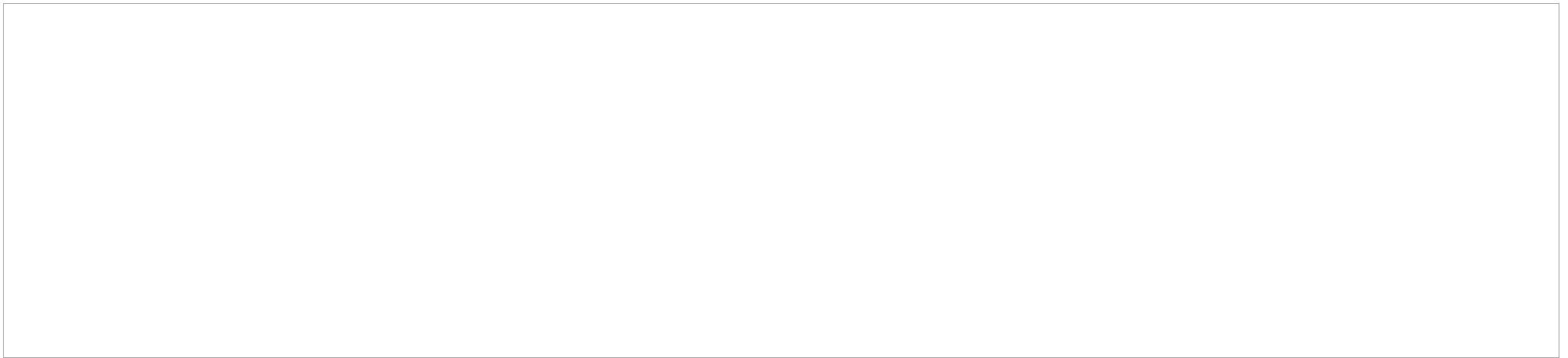
Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 101384.82 | 1689:45 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 17 |
| Assault on Staff by Juvenile | 1 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 1 |
| Fight | 12 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 6 |
| Fighting | 10 |
| Physical Restraints | 1 |
| Self Injury | 2 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 1 | 12 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 17 | 17 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 1437 | 23:57 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 6 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Weapon) | 3 |
| Damage to State Property | 3 |
| Fight | 8 |
| Injury | 2 |
| Other Misconduct | 5 |
| Suicidal Behavior | 7 |
| Suicidal Ideation | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 4 |
| Assault by Juvenile | 3 |
| Fighting | 1 |
| Self Injury | 9 |



| | |
|---------------------|----|
| Suicide Attempt | 1 |
| Threatening Conduct | 12 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="3"/> | <input type="text" value="6"/> |
| Medical | <input type="text" value="1"/> | <input type="text" value="4"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="3"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="1"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="21"/> | <input type="text" value="32"/> |
| SecuritySupervisors | <input type="text" value="4"/> | <input type="text" value="8"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 3 | 16 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 22 | 13 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 2380 | 39:40 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 12 |
| Assault on Staff by Juvenile | 4 |
| Contraband (Other) | 1 |
| Contraband (Weapon) | 5 |
| Damage to State Property | 2 |
| Fight | 2 |
| Other Misconduct | 5 |
| Sexual Misconduct | 1 |
| Suicidal Behavior | 4 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 8 |
| Initiated Assault | 4 |
| Self Injury | 1 |



| | |
|---------------------|---|
| Suicidal Ideation | 1 |
| Threatening Conduct | 8 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="4"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------|---------------------|--------------------|--------------------|----------|-----------|----------|-------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 49 | Detention | 13 | 0 | | 0 | 0 | 2 | |

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 4 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 20 | 6 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 4166 | 69:26 |
| Segregation | 241 | 4:01 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 1 |
| Assault on Staff by Juvenile | 2 |
| Contraband (Drugs) | 2 |
| Contraband (Other) | 2 |
| Contraband (Weapon) | 1 |
| Damage to State Property | 5 |
| Fight | 8 |
| Other Misconduct | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 2 |
| Fighting | 3 |
| Physical Restraints | 1 |



| | |
|---------------------|---|
| Sexual Misconduct | 1 |
| Suicidal Ideation | 2 |
| Threatening Conduct | 6 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|---------------------------------|---------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="5"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="1"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="1"/> |
| Classification | <input type="text" value="1"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="21"/> | <input type="text" value="33"/> |
| SecuritySupervisors | <input type="text" value="2"/> | <input type="text" value="6"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

| Monthly Report ID | Unit | Activity Source: | | | | | Comments | |
|-------------------|-----------|---------------------|--------------------|--------------------|----------|-----------|----------|-------|
| | | Chaplaincy Services | Activity Therapist | Volunteer Services | Security | Education | | Other |
| 52 | Detention | 122 | 90 | 40 | 0 | 6 | 0 | |

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | | | |
|-------------------|-----------|---|---|--|--|--|--|--|--|
| 52 | Detention | 0 | | | | | | | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|-----------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|-----------|-----------|-----------|--|
| 52 | Detention | 4 | 5 | 0 | 0 | 2/3/2020 | 2/10/2020 | 2/17/2020 | 2/24/2020 | |

Comments: PbS meeting are conducted on the 1st Monday of the month. Classification meetings are conducted every other Thursday.

| | | | | | | | | | | |
|----|--|---|---|---|---|--|--|--|--|--|
| 52 | | 4 | 5 | 0 | 0 | | | | | |
|----|--|---|---|---|---|--|--|--|--|--|



Comments:

Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 1 | 12 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 33 | 13 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 4008 | 66:48 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 11 |
| Assault on Juvenile by Staff | 1 |
| Assault on Staff by Juvenile | 1 |
| Conspiring to Escape | 1 |
| Contraband (Drugs) | 1 |
| Fight | 11 |
| Horseplaying | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Accident | 1 |
| Assault by Juvenile | 6 |
| Fighting | 2 |
| Initiated Assault | 1 |
| Self Injury | 3 |



| | |
|--------------------------------|---|
| Inappropriate Physical Contact | 3 |
| Injury | 3 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 8 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 5 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 13 | 18 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 2837 | 47:17 |

| Incident Type | Total |
|---------------------|-------|
| Assault on a Peer | 11 |
| Contraband (Drugs) | 1 |
| Contraband (Weapon) | 2 |
| Fight | 11 |
| Injury | 2 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 7 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 11 |
| Fighting | 1 |
| Initiated Assault | 4 |
| Recreation Injury | 1 |
| Self Injury | 1 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="2"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 1 | 15 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 21 | 5 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 3219 | 53:39 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 9 |
| Assault on Staff by Juvenile | 3 |
| Contraband (Drugs) | 2 |
| Contraband (Other) | 1 |
| Damage to State Property | 1 |
| Fight | 4 |
| Suicidal Ideation | 1 |
| Threatening Conduct | 5 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 3 |
| Initiated Assault | 1 |
| Physical Restraints | 2 |



Summary



ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 11 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 16 | 3 | 0 |

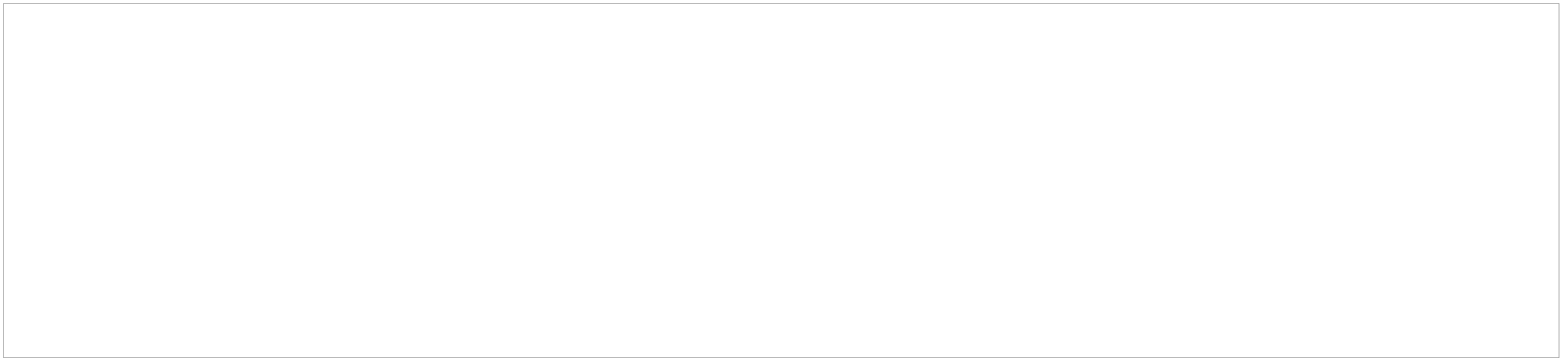
Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 2415 | 40:15 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 7 |
| Assault on Staff by Juvenile | 2 |
| Contraband (Other) | 1 |
| Fight | 2 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 3 |
| Initiated Assault | 1 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

| Monthly Report ID | Unit | # of Community Hearings Held this Month | Dates of Community Hearings Attended by PBS Coordinator | | | | |
|-------------------|------|---|---|--|--|--|--|
| 6 | | 0 | | | | | |

Weekly Leadership Meeting:

| Monthly Report ID | Unit | # of Leadership Meetings Scheduled | # of Meetings Conducted as Scheduled | # of Meetings Cancelled by Leadership | # of Meetings Cancelled by PBS | Dates of Leadership Meetings Attended by PbS Coordinator: | | | | |
|-------------------|------|------------------------------------|--------------------------------------|---------------------------------------|--------------------------------|---|--|--|--|--|
| 6 | | 0 | 0 | 0 | 0 | | | | | |

Comments:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 2 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 3 | 4 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 781 | 13:01 |

| Incident Type | Total |
|--------------------|-------|
| Assault on a Peer | 5 |
| Contraband (Other) | 1 |
| Fight | 5 |
| Suicidal Ideation | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 4 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 0 | 2 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 3 | 4 | 0 |

Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 781 | 13:01 |

| Incident Type | Total |
|--------------------|-------|
| Assault on a Peer | 5 |
| Contraband (Other) | 1 |
| Fight | 5 |
| Suicidal Ideation | 1 |

| Juvenile Injuries: | Total |
|---------------------|-------|
| Assault by Juvenile | 4 |

Summary





ID Report Start Date: Report End Date

Facility Type Site Facility

Number of Juveniles Admitted: Number of Juveniles Released

Number of Staff at Facility: (Male/Female):

| | <u>Male</u> | <u>Female</u> |
|---------------------|--------------------------------|--------------------------------|
| Psychologists | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Education | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Medical | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Recreation | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Chaplin | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SocialWorkers | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Classification | <input type="text" value="0"/> | <input type="text" value="0"/> |
| ProgramMonitor | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Security | <input type="text" value="0"/> | <input type="text" value="0"/> |
| SecuritySupervisors | <input type="text" value="0"/> | <input type="text" value="0"/> |

Number of Facility Recognitions for Staff

Number of Agency Recognitions for Staff

Number of Volunteers at Facility

Number of Mentors at Facility

PbS Meeting Dates:



Juvenile Activities:

Community Hearings:

Weekly Leadership Meeting:



Restraints/Confinement/Injury Summary:

| DJJUnit | # of Mechanical Restraints | # of Physical Restraints |
|-----------|----------------------------|--------------------------|
| Detention | 1 | 10 |

| DJJUnit | # of Juveniles in Confinement/Isolation | # of Juvenile Injuries | # of Staff Injuries |
|-----------|---|------------------------|---------------------|
| Detention | 26 | 4 | 0 |

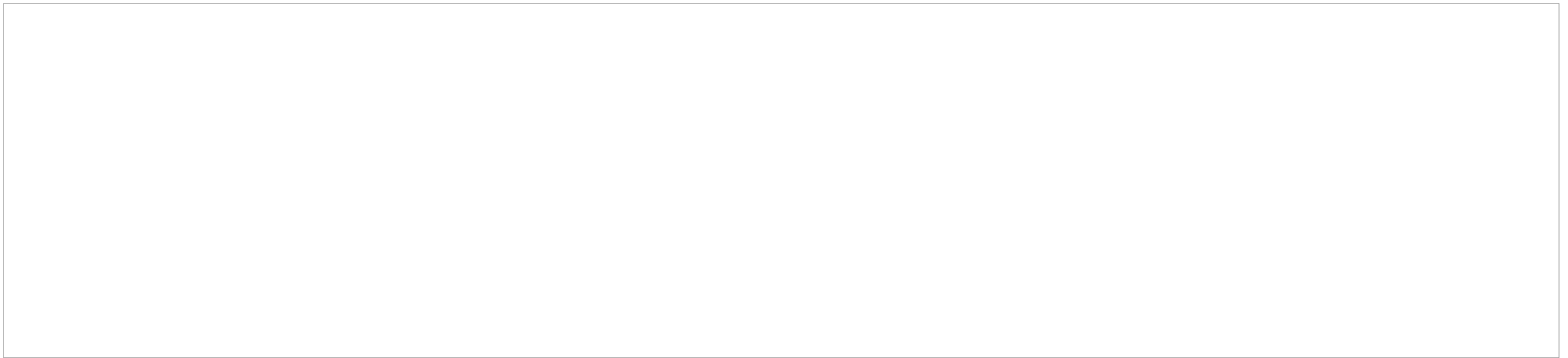
Total Confinement/Isolation/Segregation Hours:

| Confinement Type | Actual Confinement Time (Minutes) | Actual Confinement Time (Hours and Minutes) |
|------------------|-----------------------------------|---|
| Room Confinement | 387892.7 | 6464:53 |

| Incident Type | Total |
|------------------------------|-------|
| Assault on a Peer | 11 |
| Assault on Staff by Juvenile | 4 |
| Fight | 9 |
| Other Misconduct | 2 |
| Threatening Conduct | 3 |

| Juvenile Injuries: | Total |
|--------------------|-------|
| Fighting | 2 |
| Initiated Assault | 2 |

Summary





PbS/PREA Monthly Summary Office Of Professional Standards July 2020 - May 2021

Juvenile Detention Center

| Critical Areas | 20-Jul | 20-Aug | 20-Sep | 20-Oct | 20-Nov | 20-Dec | 21-Jan | 21-Feb | 21-Mar | 21-Apr | 21-May |
|-------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Youth on Youth Assault | 14 | 15 | 27 | 13 | 6 | 1 | 5 | 2 | 8 | 16 | 18 |
| Fights | 7 | 6 | 6 | 5 | 5 | 10 | 3 | 6 | 4 | 4 | 10 |
| Staff Assaulted by Youth | 3 | 0 | 4 | 1 | 0 | 0 | 1 | 2 | 0 | 3 | 1 |
| Inappropriate Sexual Behavior | 0 | 0 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 |
| Youth on Youth Injuries | 7 | 11 | 13 | 6 | 9 | 7 | 2 | 1 | 2 | 14 | 8 |
| Use of Behavioral Isolation | 25 | 6 | 27 | 15 | 51 | 184 | 158 | 262 | 123 | 190 | 203 |
| Use of Medical Isolation | | | | | | 1 | 10 | 2 | 5 | 0 | 3 |
| Total Hours of Behavioral Isolation | 2460 | 24 | 274.00 | 91 | 162 | 881 | 469 | 757 | 378 | 890 | 603 |
| Total Hours of Medical Isolation | | | | | | 334 | 2587 | 83 | 1089 | 0 | 124 |
| PREA Event | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |

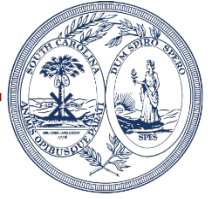
| |
|---|
| *Data has increased from the previous month |
| *Data has decreased from previous month |
| *Data has not yet been collected |



Freddie B. Pough
Executive Director

P.O. Box 21069
Columbia, SC 29221-1069
djj.sc.gov

Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 7

Agency Response to Item 14

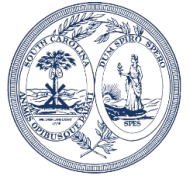
14. If any information related to incidents or incident reports is scanned and transmitted to different divisions at DJJ, please explain why this is occurring instead of the information flowing through the electronic Event Reporting Management Information System (ERMIS) the agency alleges it updated.

South Carolina Department of Juvenile Justice

DAILY CONFINEMENT CHECKS FORM

Today's Date: _____

| | | | |
|--|---------------------|---|--------------|
| Youth: | Room Number: | Isolation: Begin Date: | Time: |
| JJMS Number: | Reason: | End Date: | Time: |
| Facility Administrator or Asst. Facility Administrator: (Mon – Fri) | | <i>Comments / Justification for continuation (does not have to be based on solely on the face to face encounter):</i> | |
| Yes No Was the youth's door opened to allow face to face contact? Was the youth calm, cooperative, and safe? Is there any reason to continue youth's confinement? | | | |
| Signature: _____ | | Date: _____ Time: _____ | |
| 1st SHIFT SUPERVISOR VISIT: (7 days a week) | | <i>Comments / Justification for continuation (does not have to be based on solely on the face to face encounter):</i> | |
| Yes No Was the youth's door opened to allow face to face contact? Was the youth calm, cooperative, and safe? Is there any reason to continue youth's confinement? | | | |
| Signature: _____ | | Date: _____ Time: _____ | |
| 2nd SHIFT SUPERVISOR VISIT: (7 days a week) | | <i>Comments / Justification for continuation (does not have to be based solely on the face to face encounter):</i> | |
| Yes No Was the youth's door opened to allow face to face contact? Was the youth calm, cooperative, and safe? Is there any reason to continue youth's confinement? | | | |
| Signature: _____ | | Date: _____ Time: _____ | |
| CLINICAL VISIT: (BRRC: Mon – Fri and either a Sat or Sun) (Evals and JDC: Mon- Fri) | | <i>Comments:</i> | |
| Yes No Was the youth's door opened to allow face to face contact? Was the youth's door opened to allow face to face contact? Any suicidal statements by this youth? Any self-harm behaviors by this youth? Does the youth require a change in the level of observation? Is there any clinical reason youth should remain confined? Youth to be seen for follow-up (explain in comments) | | | |
| Observed Behaviors: | | | |
| Signature: _____ | | Date: _____ Time: _____ | |
| <small>**If one discipline is making rounds for another discipline, the staff member must make entries and signatures in both sections of the Confinement Checks Form.</small> | | | |
| MEDICAL VISIT: (BRRC: 7 days a week) (Evals and JDC: Mon- Fri) | | <i>Comments:</i> | |
| Yes No Was the youth's door opened to allow face to face contact? Was the youth given the opportunity to request health care? Is there any medical reason youth should not be confined? Youth to be seen for follow-up (explain in comments) | | | |
| Signature: _____ | | Date: _____ Time: _____ | |
| EDUCATION VISIT: (Mon – Fri) | | <input type="checkbox"/> Check here if youth not confined during school day | |
| Assignments provided to youth: | | | |
| Yes No Assignments collected Youth given an opportunity to ask questions | | | |
| Signature: _____ | | Date: _____ Time: _____ | |



Recommendation for Extended Use of Isolation

| | |
|----------------|--------|
| Juvenile name: | JJMS#: |
|----------------|--------|

This form is to be used by the Unit Manger/Captain to make a recommendation to the Deputy Director of Rehabilitative Services through the Facility Administrator that a juvenile be isolated from the general population for a period to exceed four hours. In making this referral, the Unit Manager/Captain must document the precise reasons and include adequate documentation. Only juveniles who represent a severe threat to the safety and security of the institution or are under severe threat of harm from other juveniles can be isolated in excess of 4 hours.

Indicate (with a check) which of the following behavioral categories apply to the juvenile’s proven behavior— check all that apply, and attach the supporting documents:

- The juvenile has demonstrated physically or sexually assaultive and/or predatory behavior. Attach document(s) that support this category.
- The juvenile has led, organized, incited or participated in a disturbance or riot that resulted in the taking of a hostage, significant property damage, physical harm, or loss of life. Attach document(s) that support this category.
- The juvenile has conspired or attempted to convey, introduce or possess major contraband which poses a severe threat to the security of the institution. Attach document(s) that support this category.
- The juvenile is a leader, enforcer or recruiter of a security threat group. Attach document(s) supporting this category.
- The juvenile escaped, attempted to escape or committed acts to facilitate an escape from a hardware secure facility. Attach document(s) supporting this category.
- The juvenile otherwise presents a severe threat to the security of the institution. Attach document(s) supporting this category.
- The juvenile is under serious threat of harm from other juveniles. Attach document(s) supporting this category.

Reasons for the Unit Manager/Captain's Recommendation: _____

Unit Manager/Captain's Signature

Date

Approved Disapproved _____
Facility Administrator's Signature

Date

Comments

Approved Disapproved _____
Deputy Director of Institutional Services' Signature

Date

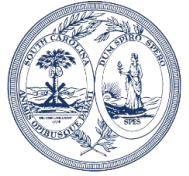
Comments _____



Freddie B. Pough
Executive Director

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Columbia, SC 29221-1069

Henry McMaster
Governor



djj.sc.gov

HEALTH SERVICES

Refusal of Medication and/or Treatment

I, _____, JJMS _____, Date of Birth _____, Unit _____, refuse a scheduled medication, treatment, or other appointment as indicated below. It is my decision to refuse this medication, treatment, or other medical service. No threats have been made against me for my refusal of this medication, treatment, or appointment. I have been told the associated risks to my health which can occur from my refusal, I have been given the opportunity to reconsider my decision to refuse, and I still want to refuse this medication, treatment, or appointment.

To be completed by the staff completing this form:

| | | | |
|----------------------------------|----------------------------------|--------------|------------|
| What is being refused(Check One) | Physician / NP Visit | Dental Visit | X-Ray |
| | Psychiatrist Visit | Sick Call | Ortho / PT |
| | Optometry | Immunization | |
| | Medication (specify type): _____ | | |
| | Other: _____ | | |

Youth's Comments (if any):

Staff Comments (if any):

Nurse Comments (if any):

Youth's Signature

Date & Time

Nurse or Physician Signature

Date & Time

2nd Staff Signature (if juvenile refuses to sign)

Date and Time

Youth Medication / Treatment Refusal Form Instructions for Use

This form is to be used each time a youth refuses to receive any form of medical care. This form must be completed in the presence of medical staff (nurse, dental assistant, nurse practitioner, dentist, or physician). Per SCDJJ Policy 604, youth have the right to refuse medical care, without any fear of coercion or punishment. However, youth are required to report to appointments as ordered and to follow movement instructions as directed. The refusal to report to medical staff for an appointment is not a refusal. In such instances, the medical staff will record the youth as a “no-show” for the appointment. Medical staff will address youth “no-shows” with security staff, in order to get the youth re-scheduled for the required medical care, or to get the youth to report to the assigned clinic to refuse care in presence of the nurse.

To complete this form, the youth will:

- Fill in his/her name, JJMS number, date of birth, and assigned unit.
- Make any comments he/she wishes in the space provided.
- Sign his/her name along with the date and time of the refusal.

The nurse receiving the form will:

- Select the type of medical care that is being refused.
- Review the form and determine if the juvenile is refusing a panic medication or treatment. The nurse will notify the facility’s assigned physician or nurse practitioner for any youth refusing a panic medication or treatment.
- Counsel the youth about the potential negative effects from refusing the particular medication, treatment or appointment.
- Document the youth’s refusal within the youth’s medical record.
- Sign the refusal form, along with the date and time the refusal was reviewed
- Make one copy of the refusal form and forward it to the youth’s assigned social worker. Give the original to the campus medical records administrator for filing in the youth’s health record.

SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE

Referral for Mental Health Emergency and Crisis Intervention

TOP PORTION TO BE COMPLETED BY REFERRING STAFF (i.e. Intake/JCO):

Section A.

Juvenile Name:

JJMS#:

Facility/Unit: /

Date/Time: [Click here to enter a date.](#) /

Staff Member Referring Juvenile/Title: /

Reason for Referral *(Provide detailed information on behaviors, statements, emotional state, etc):*

BOTTOM PORTION TO BE COMPLETED BY CLINICIAN:

SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE
Clinical Crisis Intervention Referral

A large, empty rectangular box with a thin black border, occupying the majority of the page. It is intended for the user to provide details for a clinical crisis intervention referral.

SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE
Juvenile Negative Behavior Report

This page is to be completed by the Staff reporting a juvenile's Level 1 or Level 2 Rule Violation(s):

Juvenile Name: _____ JJMS#: _____ Date: _____

Facility: _____ Unit: _____ Time of Behavior: _____

Level 1 Offenses

| | |
|--|------------------------------------|
| Disorderly Conduct | Disrespect |
| Failure to Follow Facility Rules or Procedures | Refusing to Obey Verbal or Written |

Level 2 Offenses

| | |
|--|---|
| Behavioral Escalation | Complicity |
| Damaging or Defacing Others Property (Under \$100) | Fight without Injury or with Minor Injury |
| Forgery/Fraud | Gambling or Betting |
| Inappropriate Physical Contact/Battery | Making a False Statement to or about a person |
| Out of Place | Possession of Contraband (Not weapon, drugs or phone) |
| Possession of Unauthorized Item(s)/Property | Stealing/Possession of Stolen Goods |
| Threatening Conduct I | Unauthorized use or misuse of a computer or Electronic Device |

Explain the behavior: _____

Staff Signature: _____ Title: _____

Juvenile's Signature: _____ Date _____ Two Staff Witnesses Required*: _____ / _____
 Juvenile refuses to sign*

Shift Supervisor's Approval of Recommended Sanctions Yes No* Date _____ Time _____

*If No, then alternate sanction(s) assigned: _____

This section is to be completed by the Staff member issuing and/or verifying discipline.

Check discipline issued and record on Behavior System Log. Level 2 can choose from Level 1 disciplines also. Refer to Juvenile Discipline Chart

| Level 1 | Completion Date | Level 2 | Completion Date | Level 2 cont. | Completion Date |
|--------------------------------|-----------------|----------------------|-----------------|--------------------------------|-----------------|
| Extra Work /Chore | | Restitution | | Privilege Food Restriction | |
| Writing assignment | | Outside Work Detail | | Staff Mentor assigned | |
| Loss of Privilege(s) | | Loss of Privilege(s) | | Temp Job Suspension | |
| Counsel by Staff /Unit Manager | | SW Call Parents | | Refer to Treatment Team | |
| Apology (written/verbal) | | Behavior Contract | | Solo Recreation | |
| Refer to Clinician | | Statement of Charges | | Other (from Discipline chart)* | |

*If other is checked, list sanction(s) given _____

Shift Supervisor's signature verifying completed sanctions _____ Date _____ Time _____

CC: Classification, Pbs, Clinician, Unit Manager/Captain of Security, Program Manager, and Level System Coordinator

SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE
Juvenile Negative Behavior Report

This page is to be completed by the staff reporting a Level 3 Rule Violation:

Juvenile Name: _____ JJMS#: _____ Date: _____

Facility: _____ Unit: _____ Time of Incident: _____

| Level 3 Offenses- Disciplinary Hearing or Review Board | | |
|--|--|--|
| Arson/Attempted Arson to State and/or Private Property over \$100 | | Possession of Contraband – <input type="checkbox"/> Weapon <input type="checkbox"/> Drugs/Alcohol <input type="checkbox"/> Phone |
| Assault and Battery (Circle: Juvenile or Staff) | | Sexual Assault - <input type="checkbox"/> 1 <input type="checkbox"/> 2 |
| Damaging, Defacing or Destruction of State/Private Property over \$100 | | Sexual Harassment |
| Escape or Attempted/Conspiring to Escape | | Sexual Misconduct |
| Fighting with Injury | | Tampering with Surveillance Equipment |
| Gang Activity/ Unauthorized Group Activity | | Threatening Conduct II |
| Group Disturbance | | Under the Influence of Narcotics Drugs, Alcohol or Other Substance |

I **DO** **DO NOT** want to participate in the Disciplinary Hearing. Description of the Level 3 Rule Violation will be documented in the ERS

Staff Signature: _____ Title: _____

Print and sign

This section is to be completed by the on-duty Shift Supervisor:

ERMIS Event: Time Reported: _____ ERMIS Number: _____ Priority: _____ Reporter: _____

CCS COMPLIANCE CRITERIA

CALM: The juvenile is calm and will talk to you in a reasonable tone of voice without cursing? **Yes** **No** (Explain behavior below.)

COOPERATIVE: The juvenile is cooperative and will follow reasonable instructions from staff? **Yes** **No** (Explain behavior below.)

SAFE: The juvenile is secure and did **not** assault any staff or other juveniles, harm themselves or others, or damage any property? **Yes** **No** (Explain behavior below.)

List any immediate sanction given: _____

Juvenile was sent to Medical/ Infirmary **Yes** **No** Date: _____ Time: _____

CCS Compliance achieved: Remain in Assigned Area. **CCS Compliance not achieved: Place in Isolation/Room Confinement.**

Shift Supervisor's Signature _____ Date _____ Time _____

- I understand I am not being moved to isolation/ room confinement even though I have violated the CCS compliance criteria. I also understand that if I do not maintain CCS compliance I will be moved to isolation/ room confinement at that time
- I understand I am being moved to isolation/ room confinement because I have violated the CCS compliance criteria by not being safe. I also understand that I can return to my assigned area if CCS compliance criteria are met.

Two Staff Witnesses Required*: _____ / _____
 Juvenile's Signature: _____ Date _____ Juvenile refuses to sign*

Send this original form and a print out of the electronic Event Report to: the Disciplinary Hearing Officer with copies of the following attachments (Check all that apply): Medical Report(s) Statement of Charges Chain of Custody Report on the Use of Force Drug Screen
 Send copies of all of these reports to Classification, Pbs, Juvenile's assigned Social Worker, Program Manager, Unit Manager/Captain of Security, CIOC.

SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE
Juvenile Restitution for Destruction, Damage or Loss of State Property

INSTRUCTIONS; This form is used to document a juvenile's requirement to pay for state item(s) that he/she destroyed, damaged, and/or lost. The DJJ Event Report (Form I-3.2A) is to be attached. If the juvenile does not admit to the destruction, damage or loss of state property, the Disciplinary Hearings Summary (Form G-9.20E) is required to be attached to verify the juvenile being found guilty of the disciplinary offense.

| | | | |
|----------------|--|--------|--|
| Juvenile Name: | | JJMS#: | |
|----------------|--|--------|--|

| | | | | |
|------------------------------------|--|----------------|--|-----------------------|
| The above referenced juvenile has: | | Admitted to or | | Been found guilty of: |
|------------------------------------|--|----------------|--|-----------------------|

| | | | | | |
|-------------------------------|--|--------------------------|--|------------------------|--|
| Destruction of State Property | | Damage of State Property | | Loss of State Property | |
|-------------------------------|--|--------------------------|--|------------------------|--|

This juvenile's account will be automatically charged the full amount. One-half of the current balance will be deducted immediately and one-half of all future deposits will be deducted until the balance is collected, unless the juvenile's parent/guardian pays in full.

| Item | Value | Source Used to Determine Value |
|------|-------|--------------------------------|
| | | |
| | | |
| | | |
| | | |

| Signatures | Date |
|--------------------------|------|
| Juvenile: | |
| Facility Disciplinarian: | |
| Security Supervisor: | |

Attachments:
 DJJ Event Report
 Disciplinary Hearings Summary, if applicable

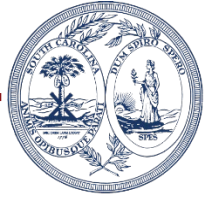
Cc: Juvenile
 Parents/Guardians
 Social Worker
 Classification Case Manager
 Fiscal Affairs Office



Freddie B. Pough
Executive Director

P.O. Box 21069
Columbia, SC 29221-1069
djj.sc.gov

Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 8

Agency Response to Item 22

22. Does the agency have a policy limiting the number of consecutive hours an employee is permitted to work? If so, please provide a copy of the policy and explain how it is enforced.

STATE OF SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE
POLICY AND PROCEDURES

| | | | | | |
|-------------------------------------|---|--------------------|-----|-----------------|---------|
| Title: | Employee Attendance and Hours of Work – Holidays, Overtime, and Compensatory Time | Policy No.: | 224 | Page(s): | 1 of 15 |
| Folder 200: | Fiscal Affairs and Human Resources | | | Old Policy No.: | B-3.11 |
| Originator: | Classification, Compensation and Records Manager | | | | |
| Agency Areas of Impact: | All | | | | |
| Juvenile Justice Code: | n/a | | | | |
| PbS Related Standard(s): | n/a | | | | |
| Related Statutes/Regulations: | State Human Resources Regulations, Fair Labor Standards Act (FLSA) | | | | |
| November 29, 2011 Effective Date | <u>SIGNED/ Margaret H. Barber</u> Margaret H. Barber Director | | | | |
| June 30, 2010 Approval Date | <u>SIGNED/ Kevin Paul</u> State Office of Human Resources Representative | | | | |

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

The South Carolina Department of Juvenile Justice is an equal opportunity employer. DJJ does not discriminate in hiring, promotions, discharge, pay, fringe benefits, job training, classification, referral or in any other aspects of employment, on the basis of race, color, religion, sex, disability or national origin. Any act you feel is in violation please contact the Office of Human Resources 4650 Broad River Road, Willow Lane Campus, Columbia, SC 29212 (803) 896-4733. The South Carolina Department of Juvenile Justice's School District also does not discriminate in any programs or activities on the basis of race, color, national origin, sex, disability or age. The following offices have been designated to handle inquiries regarding the school district's nondiscrimination policies: Title IX - Inspector General's Office - 3208 Broad River Road, Columbia, SC 29210-5427 – Ph: 803-896-9595; 504 Special Education Office, 1830 Shivers Road, Columbia, SC 29210-5416 – Ph: 803-896-8484.

POLICY: Employees at the Department of Juvenile Justice (DJJ) are required to attend and work on time schedules. An employee will only be required to work overtime to meet a sudden increase in the workload, to overcome productive time lost due to some mechanical failure, or to meet the demands of a crisis situation. When it becomes necessary for an employee to work overtime, the Department will adhere to the provisions of the Federal Labor Standards Act (FLSA).

PROCEDURAL GUIDELINES:

A. Definitions

1. Exempt employee status: the employee is exempt from the minimum wage and overtime pay requirements of the FLSA as a result of the employee working in an

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executive, administrative, or professional position. The DJJ Human Resources Director designates exempt positions.

2. Non-exempt employee status: the employee is not exempt from the FLSA and must be paid not less than the current minimum wage and qualifies to be paid or given compensatory leave credit for overtime hours worked.
3. Compensation calculation: the mathematical equations that DJJ uses to determine the appropriate compensation to an employee for hours worked. DJJ calculates compensation based on 40 hours per week and 2080 hours per year. There is an exception for security employees that is addressed in section D.2 of this policy.
4. Compensatory leave credit:
 - a. For employees not on the 28-day, 160-hour security cycle, leave credit earned by an employee for hours worked on legal holidays and hours worked in excess of 40 hours in a 7-consecutive day work period.
 - b. For employees involved in security activities on a 28-day 160-hour cycle, compensable hours between 160 and 171 hours in a 28-day cycle will be calculated as straight time and compensated hour for hour. Hours actually worked in excess of 171 hours in a 28-day cycle are considered overtime. (See number 8 below for overtime procedures.)
5. Essential Employee: An Essential Employee is a designated employee who must report to work in the event of an emergency as declared by the State Governor or by the DJJ Director. When an Essential Employee is unable to report to work because of hazardous weather conditions, the supervisor will arrange for the employee to be transported to work and back home.
6. Declared Emergency: An emergency declared by the State Governor through the Department or news media which requires employees to report to a place other than their assignment work location or that prevents employees from getting to work by the use of private or public transportation, or a DJJ emergency declared by the DJJ Director as a result of a situation within DJJ.
7. Hazardous Weather: A severe weather condition of heat, cold, ice, hail, snow, or flood, as declared by the Governor, which results in the curtailment of normal operations of DJJ and/or which makes it impossible or extremely hazardous for an employee to get to the workplace using private or public transportation.

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8. Overtime:

- a. Overtime applies only to non-exempt employees.
- b. For non-exempt employees not on the 28-day, 160-hour security cycle, overtime is leave credit earned by an employee for hours worked on legal holidays and hours worked in excess of 40 hours in a 7-consecutive day work period. DJJ will compensate the employee either by payment at the rate of 1 ½ times his/her regular rate of pay for all hours worked over, or by compensatory time given at the rate of 1 ½ hours for every hour worked in excess of 40 hours in a 7-day consecutive day work period.
- c. For employees involved in security activities on a 28-day, 160-hour cycle, overtime is hours actually worked in excess of 171 hours in a 28-day cycle. DJJ will compensate the employee either by payment at the rate of 1 ½ times his/her regular rate of pay for all hours worked over 171 hours, or by compensatory time given at the rate of 1 ½ hours for every hour worked in excess of 171 hours.

9. Fair Labor Standards Act (FLSA): A federal law that addresses wages, hours, exempt and nonexempt status of employees, overtime, record keeping, the employment of students and minors, and related matters.

B. Employee FLSA Notice

The FLSA requires that the “Notice to Employees” poster (WH Publication 1088) be posted on all bulletin boards where notices of general interest are posted and where it will be observed by employees, if possible, on the way to and from work. Supervisors of the various organizational units are responsible for assuring that these posters remain posted on a continuing basis.

C. Managing Overtime

1. It is the responsibility of each manager to determine that the provisions of this policy are administered in the best interest of the Department.
2. The responsible manager of a unit/individual will review the job functions of the unit/individual when the unit/individual is found to be consistently charging overtime. Every attempt will be made to avoid the repetitive and chronic use of overtime by completing the Overtime Authorization form (224B).

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3. Although each manager is responsible for the requesting of overtime, it is equally important to control unauthorized overtime. Unauthorized work will be counted as hours worked if the responsible manager could have stopped it but did not, or if he/she knew or had reason to know of this practice.

D. Attendance

DJJ employees have the following obligations and responsibilities concerning attendance, regardless of status or position:

1. Every employee is expected to maintain acceptable attendance levels as part of normal job performance standards, unless absences are either unavoidable or justifiable.
2. The employee must notify the immediate supervisor as soon as possible when the need for an absence from work is known in advance. When it is necessary for an employee to be absent due to an unforeseen circumstance, he/she must notify the immediate supervisor as soon as possible and prior to the beginning of that work day. For security positions that will require another employee having to be held over or called in to work, it is expected that the employee notify the on-duty supervisor as soon as possible and a minimum of 2 hours prior to the beginning of the work shift.
3. Failure of an employee to furnish notice, as required above, may constitute cause for employee disciplinary action, and/or denial of leave or pay allowances.
4. Attendance during Hazardous Weather or Other Declared Emergency Conditions
 - a. The Governor has the authority to issue a Declaration of Emergency to excuse State employees from reporting to work during extreme weather or other emergency conditions. The DJJ Director has the authority to issue a Declaration of Emergency as a result of a situation within DJJ. Unless a Declaration of Emergency has been issued, DJJ employees are expected to report to work. During a Declaration of Emergency, essential employees are expected to report to work. Nonessential employees will not be expected to report to work.
 - b. A Declaration of Emergency made by the Governor will be transmitted by the Governor's Office to the news media. A Declaration of Emergency made by the DJJ Director will be communicated by the DJJ Emergency Disaster Control Team in the method determined by the Inspector General.
 - c. Essential/Non-Essential Employees

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During a Declaration of Emergency by either the Governor or the DJJ Director, all essential and direct care services will be maintained. Senior Managers will ensure that essential employees are identified by internal title and a list maintained and posted. These employees are expected to report to their work site during a declared emergency.

- 1) An essential employee who does not report to work, reports late to work or leaves early during a declared emergency may receive employee disciplinary action, consistent with DJJ Policy B-3.15, Progressive Employee Discipline
- 2) Employees scheduled to work but who do not report to work during a DJJ Director Declared Emergency may use earned annual leave or earned compensatory time to account for the time not worked, or take leave without pay, or be allowed to make up the missed hours at a time to be scheduled by the supervisor within a specified time period. For emergencies declared by the Governor, instructions from the Governor’s Office or State Office of Human Resources will be followed as related to how the time away will be documented.
- 3) Non-Exempt Employees: The employee’s time will be documented as Absence without Authorized Leave (AWAL) on his/her DJJ Employee Time Sheet (Form 224A). The Time Sheet will reflect the total compensable hours for the cycle, accounting for the AWAL time.

E. Workweek, Cycles and Schedules

Any employee may be required to work up to 40 hours per workweek without any additional compensation. Security employees may be required to work up to 160 hours in a 28-day cycle without additional compensation.

1. Administrative Employees (All employees, except security employees)
 - a. The normal hours and work periods for DJJ administrative (non-security) employees are established as flexible operating/work schedules within the context of a 7.5 hour work day and a 37.5 hour work week. DJJ offices are required to maintain operating work schedules from at least 8:30 a.m. to 5:00 p.m. Monday through Friday.

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b. Work cycles consist of 7 consecutive days in which employees normally work 5 days and observe 2 days off. Full time employees assigned to this cycle will routinely work no less than 37.5 hours or more than 40 hours during the 7-day period and will not receive compensatory time or any additional compensation for hours worked between 37.5 and 40 hours.

2. Security Employees

a. Employees assigned to security positions normally will work no less than 8 hours per day, which includes a 30-minute meal period, 5 days per week. For employees who supervise juveniles in residential facilities and/or work on a shift basis, the normal workday consists of either 8 hours or 12 hours per day or no more than 2080 hours per fiscal year. Shift schedules and stay-over lists will be distributed to employees no later than 7 calendar days before the work schedule begins.

b. Work cycles consist of 28 consecutive days in which employees are normally scheduled to work 160 hours. Employees assigned to 28-day work cycles will normally work a total of 20 days within that cycle and observe 8 days off.

3. New Employee Candidates

Each manager will ensure that work schedules are discussed with new employee candidates during the interview process to ensure that the candidate understands the expectation of the work schedule. If the work schedule is subject to change due to change in daylight hours, weather, services, etc., then the manager will explain such to the applicant. If the applicant accepts the position, it is expected that he/she accept the work schedule and subsequent changes to the work schedule.

4. Adjusted Workweek for Non-exempt Employees

Non-exempt employees working in excess on the normal workday may be given time off in the same workweek at the rate of an hour for an hour to avoid working over 40 hours in a workweek. This precludes working over 40 hours in a workweek and eliminates the need for overtime payment/compensatory time. Adjustment is not allowed for the hours between 37.5 and 40.

5. Scheduled Training

Training should be scheduled as part of an employee's workweek and work schedule. An employee's supervisor may schedule the employee for an adjusted

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workweek (giving time off early during the workweek) if it is anticipated that the training time would extend into the employee’s normal scheduled days off. An employee should not be scheduled for training in addition to his/her assigned workweek if the training time will cause the employee’s work hours to exceed 40.

- F. Work Hours: Hours worked includes all hours that the employee is required to be on duty or at the prescribed work place.
1. Work Away from Premises: Work hours include work in which the employee performs on or away from the premises if the supervisor knows or has reason to believe the work is being performed.
 2. Travel Time: Travel time for non-exempt employee may be considered hours worked under some conditions. Ordinary travel between home and work is not working time. Time spent traveling on 1-day assignments is considered working time regardless of day or day of the week. Travel away from home involving overnight stay for non-exempt employees is considered time worked when it occurs during the employee’s normal working hours. This also applies during corresponding hours of non-working days.
 3. On-Call Time: On-call time is not considered working time unless the employee is required to report to work. The employee will report the time they left their location and returned to their location as time worked when required to report to work as a result of being on-call. If an employee who is on-call is not required to physically report to the work-site, but is required only to leave word where he/she can be reached, the hours spent on-call are not regarded as work hours.
 4. Return to Work for an Emergency: Time worked for non-exempt employees who are called back to work for an emergency situation includes reasonable commuting time both to and from their duty station in addition to the hours worked on the job.
 5. Official Responsibilities: When a nonexempt employee by reason of official responsibilities is required to attend lectures, meetings, training programs, etc., such time will be considered work time.
 6. Training and Meetings: Attendance to training is considered working time when approved by the employee’s supervisor.

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G. Leave Status

1. For the purpose of overtime consideration under the Fair Labor Standards Act, working time will not include sick leave, annual leave, funeral leave, holidays not worked, leave without pay, time off, paid administrative leave, and lunch periods from 30 minutes to 1 hour.
2. For the purpose of straight time consideration under FLSA guidelines, hours worked do not include sick leave, annual leave, holidays not worked, paid administrative leave, or lunch periods in excess of 30 minutes, but does include break periods.
3. Time spent in leave status is not considered hours worked – see all leave in accordance with state HR Regulations 19.71201 for a complete list.

H. Rate of Pay/Pay Calculations

1. Regular pay: The regular rate of pay includes base pay, longevity, and shift differentials.
2. Hourly pay: The hourly rate is the regular rate calculated by dividing the annual salary by 2080 hours. Hourly employee will be compensated for all hours worked and are classified as non-exempt employees.
3. Overtime pay: Overtime pay only applies to non-exempt employees. DJJ will compensate the employee either by payment at the rate of 1 ½ times his/her regular rate of pay for all hours worked over, or by compensatory time given at the rate of 1 ½ hours for every hour worked in excess of 40 hours in a 7-day consecutive day work period. For security employees working on a 28-day cycle, compensation is based on the straight time for compensated time in between 160 and 171 hours in the cycle. Compensation at time and a half results only if time actually worked exceeds 171 hours in the 28-day cycle.

I. Meal Periods

1. Employees working an 8-hour workday will receive 1 meal period per workday. Employees working a 12-hour workday will receive 2 meal periods per workday.
2. Under no circumstances should any portion of the mealtime be used for the purpose of gaining or making up time for a flexible work schedule.

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3. Meal periods of 30 minutes or more are not counted as hours worked if the employee is relieved from duty.
4. Meal times are established according to the employee's assignment.
 - a. Normally, 1-hour lunch periods will be observed for administrative (non-security) employees, except when dictated by special circumstances relating to work conditions or situations. Lunch periods will be scheduled between the hours of 11:00 a.m. and 2:30 p.m.
 - b. Meal times for educational instruction staff is 30 minutes at the time scheduled by the School Principal.
 - c. Security/Public Safety staff will be allowed meal times according to their shift schedules and when properly relieved.

J. Rest Periods

Rest periods or breaks of short duration will be counted as hours worked. Employees are allowed 2 breaks during each workday at times that will not interfere with safety and security. One morning and one afternoon break of no more than 15 minutes is permitted. Breaks will not be used to allow an employee to come in late, leave early, extend the meal period, or run a personal errand.

K. Authorization and Computation of Overtime

1. Exempt employees will not be paid overtime and are not required to maintain time sheets. All other employees are nonexempt and qualify to earn overtime. Overtime must be paid or compensatory time granted to non-exempt employees according to the FLSA requirements. Overtime or compensatory time may not be waived by agreement (off the record adjustments). Overtime is not permitted for nonexempt employees unless authorized by a supervisor in emergency situations. Emergency situations generally include, but are not limited to escapes, hostage situations, juvenile hostile actions, and employee absences that threaten the security of the facility, and maintenance problems that threaten the safety and well being of juveniles or property.
2. The Department of Juvenile Justice Office of Human Resources (OHR) will update and maintain the exempt and nonexempt designation of each position. Managers may verify the designation of their employees with OHR.

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3. Overtime must be justified in writing to the appropriate Executive Manager prior to, or immediately after, the overtime occurs.
4. Overtime computation is based upon the standard work period, not upon semi-monthly pay periods.
5. Unauthorized overtime, such as an employee reporting to work early or leaving late, taking work home, or working through a lunch period, must be compensated. However, unauthorized overtime requires immediate disciplinary action.
6. A non-exempt employee who has accrued authorized compensatory time off will, upon termination of employment, be paid for the unused compensatory time, which will be reflected on the Personnel Action Form (B-OA).
7. Exempt Employees: DJJ may compensate exempt employees who work overtime (FLSA hours worked in excess of 40 hours for the 7-day period) by designating time off at the rate of 1 hour for each hour worked in excess of over 40 hours (compensatory leave). Exempt employees will not be paid overtime.
8. Non-exempt Employees: DJJ will compensate non-exempt employees who work overtime (FLSA hours worked in excess of 171 hours for the 28-day period or 40 hours for the 7-day period).
 - a. Non-exempt employees will be:
 - 1) If possible, scheduled for an alternate day off during the time period (workweek or 28-day cycle) after the employee accrues overtime or works a holiday and the time is actually earned.
 - 2) Paid if the earned holiday time caused the employee's work hours to exceed 40 hours in the workweek (non-security employees) or 171 hours in a 28-day cycle (security employees).
 - 3) Awarded earned compensatory time credit.

The responsible Executive Manager will determine if the Department will pay or if compensatory time will be used, depending upon DJJ's resources. The employee may not select the method of compensation.

- b. A nonexempt employee engaged in security work may not accumulate more than 480 hours of compensatory time. An employee who has

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accumulated 480 hours of compensatory time will be paid overtime for additional overtime hours of work.

- c. A nonexempt employee engaged in work other than security work may not accumulate more than 240 hours of compensatory time. An employee who has accumulated 240 hours of compensatory time will be paid overtime for additional overtime hours of work.

L. Holidays

Holidays are to be taken on the prescribed day unless it is necessary for the employee to be at the workstation or the holiday is moved by the academic schedule for members of the Educational Services Division. The Department will give prior notice, to the degree possible, to employees who must work on holidays.

1. Holidays will be observed according to the State schedule (normally on the preceding Friday for Saturday holidays, and subsequent Monday for Sunday holidays) for those employees who work on a Monday through Friday schedule. All other employees shall observe the holiday on the designated day or receive holiday compensatory time.
2. When a holiday falls during an employee's period of sick or annual leave, that day will not be counted as a sick or annual leave day. Employees who are on leave without pay the day before a holiday shall not be paid or receive holiday compensatory time for holidays falling during this period of leave without pay.
3. When a holiday falls on a day an employee on paid military leave would have been scheduled to work, it will not be counted as a day of military leave. It will be an observed holiday and compensatory time will not be allowed.
4. Nonexempt employees will be compensated for earned holiday compensatory time not taken or paid previously upon separation from employment; however, exempt employees will not.
5. Exempt Employees:

In the event an exempt employee is required to work on a holiday, that employee may receive compensatory leave credit for the total number of hours worked, hour for hour:

- a. In no case will an exempt employee be paid for holiday compensatory time.

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- b. Exempt employees must take holiday compensatory leave credit within 90 days from date earned or forfeit such credit.
- 6. Non-exempt Employees:
 - a. Holiday compensatory leave credit will be awarded only to those non-exempt employees who are required to be on the job and performing authorized work on a legal holiday.
 - b. Time worked on a legal holiday will be used in computing total hours worked.
 - c. When the employee must work a portion of the holiday due to a shift that begins on 1 day and ends on another, holiday compensatory leave credit will be earned for all hours of the entire holiday shift (not to exceed 8 hours of holiday comp).
 - d. Non-exempt employees will be:
 - 1) If possible, scheduled for an alternate day off during the time period (workweek or 28-day cycle) after the employee works the holiday and the time is actually earned.
 - 2) Paid if the earned holiday time caused the employee's work hours to exceed 40 hours in the workweek (non-security employees) or 171 hours in a 28-day cycle (security employees).
 - 3) Awarded earned compensatory leave credit.

The responsible Executive Manager will determine if the Department will pay or if compensatory time will be used, depending upon DJJ's resources. The employee may not select the method of compensation.
 - e. If the non-exempt employee is not given time off for the holiday compensatory credits within 90 days, the employee will be paid for those hours at their hourly rate of pay. This pay adjustment will occur no later than the second regular pay period following the last day of the time period prescribed in which compensatory time must be given.
- 7. Permanent part-time employees will receive a pro-rated amount of holiday time in holiday compensatory leave credits, commensurate with the hours actually worked.

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8. Legal Holidays
- State Holidays:
- | | |
|--|-------------------------------|
| New Year’s Day | January 1 |
| Martin Luther King, Jr. Day | Third Monday in January |
| George Washington’s Birthday/President’s Day | Third Monday in February |
| Confederate Memorial Day | May 10 |
| National Memorial Day | Last Monday in May |
| Independence Day | July 4 |
| Labor Day | First Monday in September |
| Veterans’ Day | November 11 |
| Thanksgiving Day | Fourth Thursday in November |
| Day after Thanksgiving | Friday following Thanksgiving |
| Christmas Eve | December 24 |
| Christmas Day | December 25 |
| Day after Christmas | December 26 |

M. Record Keeping

1. The Department’s Payroll Office is responsible for payroll and the computation of pay for hours worked. OHR is responsible for leave reporting.
2. Supervisors are required to maintain employee time records for each non-exempt employee under their supervision.
3. For record keeping purposes, the Department’s normal workweek begins at 12:01 a.m. Sunday and ends at 12:00 am on Saturday. Exception: The workweek for security employees, who are on 28-day 160-hour work cycles, will begin at 12:01 a.m. Monday and end at 12:00 on Sunday.
4. Exempt employees: Supervisors will monitor employee arrivals, meal periods, and departures from work.
5. Non-exempt employees: Supervisors will maintain employee information pertaining to wages, hours worked, and identification information and ensure that this information is accurate and complete.
 - a. Each nonexempt employee will document working hours by either the use of a time clock, a sign in/out process, or some other form of documentation approved by the manager.
 - b. Each non-exempt employee will have time recorded on the DJJ Employee Time Sheet (Form 224A) or electronically through the South Carolina

| | | | |
|---|---|-----------------------------|----------------|
| Title: Employee Attendance, Hours of Work – Holidays, Overtime, & Compensatory Time | Authority: Administrative Services Human Resources | SCDJJ 224 Policy No.: | Page: 14 of 15 |
| <u>June 30, 2010</u> Approval Date | <u>S/Kevin Paul</u> State Office of Human Resources Representative | | |

Enterprise Information (SCEIS) Cross-Application Time Sheet (CATS). The employee’s immediate supervisor will document the sheet, review it with the employee, obtain the employee’s signature, and submit the sheet to the Office of Human Resources by the due date. A time sheet is required for each 28-day cycle for security employees and each pay period for non-security employees.

- c. The employee’s immediate supervisor may note on the employee’s time sheet “Employee unavailable to sign” when the employee is absent and the time has elapsed before the time sheets are due to Fiscal Affairs for payroll processing. The employee will sign the time sheet as soon as he/she is available for signature and the supervisor will maintain the signed form in the employee’s site record.
- d. If a supervisor makes a revision to a time sheet after the employee has signed it, the supervisor will provide a copy of the revised time sheet to the employee.
- e. The Supervisor will:
 - 1) Maintain the original Employee Time Sheet (if used in lieu of the SCEIS CATS) in the employee’s site human resources record.
 - 2) Maintain all back-up documentation (time card/sign-in/out document, etc.) at the facility/unit in an administrative file for 3 years.
 - 3) Forward a photocopy to Fiscal Affairs of only those time sheets of employees whose normal pay needs adjusting for the pay period as a result of compensatory time pay, termination of employment, dock in pay, leave without pay, etc.

6. Falsification of Records

Falsification of any attendance, leave, time cards/sign-in/out documents, time sheets, or any other records will be cause for disciplinary action, up to and including termination.

RELATED FORMS AND ATTACHMENTS:

- Form (224A) B-3.11A, Employee Timesheet
- Form 224B, Overtime Authorization

| | | | |
|---|---|-----------------------------|----------------|
| Title: Employee Attendance, Hours of Work – Holidays, Overtime, & Compensatory Time | Authority: Administrative Services Human Resources | SCDJJ 224 Policy No.: | Page: 15 of 15 |
| <u>June 30, 2010</u> Approval Date | <u>S/Kevin Paul</u> State Office of Human Resources Representative | | |

SCOPE: This policy applies to all DJJ employees.

STANDARD OPERATING PROCEDURES:

Not required.

TRAINING REQUIREMENTS:

All employees are required to review this policy within 30 days of its publication.

UPDATED:

October 3, 2019, Department name correction

May 2, 2019, Additional language to Section C.2. for new form

March 12, 2019, New policy and form numbers, and formatting

September 12, 2018, Agency and policy reorganization

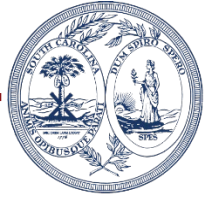
January 13, 2021, Agency areas of impact have been added to the header



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Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 9

Agency Response to Item 23

23. Please explain the agency's policy, and steps it takes to ensure sufficient staffing levels are maintained at all facilities during normal and emergency situations, including, but not limited to, times of high absenteeism.

STATE OF SOUTH CAROLINA DEPARTMENT OF JUVENILE JUSTICE
POLICY AND PROCEDURES

| | | | | | |
|--|---|------------------------|------------|-----------------|---------------|
| Title: | Security Staffing, Shift and Post Assignments, and Schedules | Policy No.: | 325 | Page(s): | 1 of 6 |
| Folder 300: | Safety and Security | Old Policy No.: | G-9.15 | | |
| Originator: | Institutional Manager | | | | |
| Agency Areas of Impact: | Institutional Services | | | | |
| Juvenile Justice Code: | n/a | | | | |
| PbS Related Standard(s): | n/a | | | | |
| <hr/> April 16, 2020 Effective Date | <hr/> SIGNED/ <i>Freddie B. Pough</i> Freddie Pough Director | | | | |

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

POLICY: The South Carolina Department of Juvenile Justice (SCDJJ) will provide security staff to protect juveniles, staff, and the public and to provide structure and order during operations and activities. Schedules, duty assignments, work hours, leave, and days off will be in compliance with federal and state laws, State Human Resources policies, and SCDJJ Human Resources policies.

PROCEDURAL GUIDELINES:

A. Facility Security Staffing Levels

The Facility Administrator will determine the number of security staff needed to be assigned to the facility and each shift by completing the SCDJJ Security Analysis (Form 325A). The Facility Administrator will routinely review the number of security staff assigned to each shift and compare this to the SCDJJ Security Analysis to ensure that appropriate numbers of security staff are assigned to each shift. The Facility Administrator will request necessary action when additional full-time equivalent positions are needed.

B. Security Work Cycle

SCDJJ secure facilities use the 28-day work cycle and will operate by two (2) shifts of twelve (12) hours with the exception of special assignments.

C. Security Assignments

| | | | |
|---|-----------------------|-----------------------------------|--------------|
| Title: Security Staffing, Shift and Post Assignments, and Schedules | SCDJJ Policy 325 No.: | Originator: Institutional Manager | Page: 2 of 6 |
|---|-----------------------|-----------------------------------|--------------|

Security employees may be assigned to any facility, post, shift, and days off. Shift assignments will be associated with the job requirements. The shift supervisor will document shift assignments on the Facility Shift Report (Form 325C). The shift supervisor will complete and submit the Facility Shift Report through the facility one drive at the end of the shift.

1. Initial Shift Assignment

All security applicants who successfully complete basic training will be assigned to a shift by the Facility Administrator/Captain. Selection for initial assignment and days off will be based on operational requirements and the need to fill existing vacancies. When possible, consideration should be given to individual preference.

2. Request for Voluntary Shift Reassignment

a. Adequate notices for all shift vacancies for security personnel will be disseminated in writing by Captain/Unit Managers, announced during shift briefings, and made available to eligible personnel. Selection will be based on, but not limited to:

- 1) Rank;
- 2) Length of SCDJJ employment;
- 3) Length of State employment;
- 4) General experience and qualifications;
- 5) Job experience related to the specific need; and/or
- 6) Demonstrated ability.

b. When all selection criteria are relatively equal, the decision will be made on the basis of the person with the most continuous service with SCDJJ. In the event a vacancy cannot be filled by voluntary shift change request, the Captain/Unit Manager may temporarily or permanently change an employee's shift assignment in order to accommodate a facility need.

3. Involuntary Shift Reassignment

The Facility Administrator has the authority to reallocate available resources and reassign security staff to other shifts to meet operational requirements and facility needs. The Facility Administrator may approve an involuntary change in an employee's normal shift assignment when necessary. The Captain/Unit Manager will provide the Facility Administrator a description of the specific needs relevant

| | | | |
|---|-----------------------|-----------------------------------|--------------|
| Title: Security Staffing, Shift and Post Assignments, and Schedules | SCDJJ Policy 325 No.: | Originator: Institutional Manager | Page: 3 of 6 |
|---|-----------------------|-----------------------------------|--------------|

to assignment, special skills, degree of required experience, and anticipated duration of assignment and a list of eligible and qualified personnel to be considered for involuntary shift reassignment. From the list of eligible and qualified personnel that meet the criteria, the employee with the least SCDJJ continuous service will normally be reassigned first. The employee will receive written notice of the impending reassignment at least 7 calendar days in advance of the reassignment.

4. Short-Term Shift Reassignment

The Facility Administrator may approve a short-term involuntary change in a shift assignment based on facility need with 48-hour advance written notice to the employee. Changes of this nature may be for up to two (2) consecutive 28-day cycles. This may not be applied to one employee more than twice in a calendar year.

D. Duty Post Assignment

The Facility Administrator may designate security positions to routine post assignments (e.g., transportation, disciplinary, visitation, etc.). Duty post assignment for security personnel will be made during the shift briefing by the on-duty supervisor after roll call, briefing, and inspection, and will be documented by the Shift Supervisor on the Facility Shift Report. The supervisor will post officers contingent upon facility need and officer skills and strengths. Post assignment may be rotated periodically to ensure security personnel are cross trained in all areas of the facility; however, security staff working directly with a specific juvenile population should be routinely posted with that population for consistency and continuity. In the event the number of officers needed to work do not report to work the following actions will be taken:

1. The Shift Supervisor for the shift being relieved will be notified to hold over officers until relief can be made.
2. In Columbia, the Shift Supervisor for the shift coming on-duty will contact other facilities and request assistance for officers. This includes all facilities in Columbia. If no assistance is available, the Shift Supervisor will:
 - a. Contact the Captain/Unit Manager and request an officer report early to duty, generally for the last ½ of the previous shift and request the officer be held-over to remain through the first ½ of the shift;
 - b. Contact an off-duty employee to report to work; or
 - c. Become a part of post coverage.

E. Days Off

| | | | |
|---|-----------------------|-----------------------------------|--------------|
| Title: Security Staffing, Shift and Post Assignments, and Schedules | SCDJJ Policy 325 No.: | Originator: Institutional Manager | Page: 4 of 6 |
|---|-----------------------|-----------------------------------|--------------|

Days off will be associated with the job requirements and may be standardized or rotating.

1. An employee may request a change in his/her days off through a written request through his/her immediate supervisor to the Captain/Unit Manager. The Captain/Unit Manager will attempt to accommodate the request and if unable, will retain the request for future consideration.
2. Involuntary changes in regular days off may be required to meet the security needs of the facility. The supervisor will inform the employee in writing at least 14 calendar days prior to the change.
3. A temporary change in days off may be necessary to accommodate training classes, scheduled events, meetings or other activities. The supervisor will inform the employee in writing at least 48 hours prior to the change.

F. Emergency Assignment

The Facility Administrator may approve involuntary changes in shift assignments and/or days off without advance written notice for an emergency. Changes of this nature may not exceed 15 calendar days. Nothing in this policy overcomes management prerogative to make assignment changes as necessary to ensure constitutional conditions of confinement with available staff.

G. Preparation of the Schedule

1. The designated security supervisor at each facility will prepare the security work schedule using the 28-day cycle system. The Supervisor will schedule security staff as necessary to post the facility by considering the following needs:
 - a. The number and type of juveniles to supervise at the post;
 - b. The calendar of State holidays;
 - c. The clinical treatment activity schedule;
 - d. The juvenile activity therapy and volunteer programs schedules;
 - e. The SCDJJ School schedule;
 - f. Family visitation;
 - g. Transportation/escort needs;
 - h. Training classes; and

| | | | |
|---|-----------------------|-----------------------------------|--------------|
| Title: Security Staffing, Shift and Post Assignments, and Schedules | SCDJJ Policy 325 No.: | Originator: Institutional Manager | Page: 5 of 6 |
|---|-----------------------|-----------------------------------|--------------|

- i. Any other known activities, programs, situations, or circumstances that would impact the number of security staff needed.
2. Security staff should submit known leave requests to the supervisor within 20 to 30 calendar days prior to the beginning of the next 28-day cycle date. The Supervisor will review all requests for leave and determine if approval can be given.
3. The final schedule will be prepared, reviewed, and approved by the Captain/Unit Manager and distributed no later than 14 calendar days prior to the implementation date.

H. Training

Prior to an employee being assigned to a post, the Supervisor will ensure that the employee has attended and successfully completed the required training for the specific job assignment.

I. Post Orders

The Facility Administrator will ensure that each post has available a current copy of the post order that details the specific responsibilities of the post. Officers will read and sign the Acknowledgement Sheet (Form 325B), prior to assuming responsibility for a post they have not yet worked.

J. Performance Management

Changes in shift or post assignment or days off will not be made solely for performance reasons. Employee performance will be addressed through the Employee Performance Management System, training, and/or employee assistance processes.

RELATED FORMS AND ATTACHMENTS:

Form 325A, SCDJJ Security Analysis
 Form 325B, Acknowledgement Sheet
 Form 325C, Facility Shift Report

REFERENCED POLICIES:

None

SCOPE: This policy applies to security staff at the Detention Center, Evaluation Centers, and Broad River Road Complex.

STANDARD OPERATING PROCEDURES:

Not required.

TRAINING REQUIREMENT:

| | | | |
|---|-----------------------|-----------------------------------|--------------|
| Title: Security Staffing, Shift and Post Assignments, and Schedules | SCDJJ Policy 325 No.: | Originator: Institutional Manager | Page: 6 of 6 |
|---|-----------------------|-----------------------------------|--------------|

Facility Administrators, police officers, and employees in security positions at secure residential facilities are required to review this policy within 30 calendar days of its publication.

UPDATED:

February 19, 2019, New policy and form numbers

September 19, 2018, Agency and policy reorganization

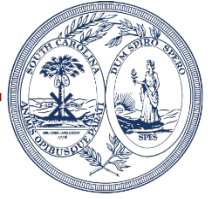
January 13, 2021, Agency areas of impact have been added to the header



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House Legislative Oversight Committee

Exhibit 10

Agency Response to Item 24

24. Please provide, in an Excel Chart, information on the items below for FY2020 and FY20201 with date, position number, position classification, agency facility, building number or name, and total hours worked. Please maintain documented records on this information for production if requested.
- a. Every shift worked over 12 hours; and
 - b. Every shift worked consecutively.

AGENCY NAME: DEPARTMENT OF JUVENILE JUSTICE

AGENCY CODE: N120

SECTION: 67

| PRIORTIY | REQUEST TYPE | REQUEST TITLE | FUNDING: STATE |
|---------------|----------------|---|----------------------|
| 1 | B1 - Recurring | Increase base starting salary for Juvenile Correction Officers and Community Specialists | \$ 5,180,542 |
| 2 | B1 - Recurring | Salary for Education Staff & Support due to unfunded mandates over the past 7 years | \$ 3,763,008 |
| 3 | B1 - Recurring | Increase cost of Health Services and outside contracts | \$ 2,081,902 |
| 4 | C - Capital | Security Phase 1 of 2 - Upgrade of the agency security camera network - LAC recommendation #15 (part of recurring request #7) | \$ 2,071,667 |
| 5 | B1 - Recurring | Expansion of Diversionary Program | \$ 2,240,000 |
| 6 | B1 - Recurring | Marine and Wilderness Program Increase | \$ 1,500,000 |
| 7 | B1 - Recurring | IG Ratio & Airtime (part of Capital request #4) | \$ 810,371 |
| 8 | B1 - Recurring | Electronic Monitoring Program | \$ 700,000 |
| 9 | C - Capital | Regionalization: MEC Booking and Intake Area | \$ 1,089,000 |
| 10 | C - Capital | New detention and evaluation facility due to Raise the Age Legislation | \$ 19,001,373 |
| 11 | C - Capital | Security fencing and wiring for Maple, Cypress and Poplar | \$ 619,000 |
| 12 | C - Capital | HVAC R-22 Replacement | \$ 2,800,000 |
| 13 | C - Capital | Regionalization Phase 1 of 2 Willow Lane Site Modifications | \$ 3,521,203 |
| 14 | C - Capital | Regionalization Phase 2 of 3 Willow Lane building repurposing | \$ 13,198,982 |
| 15 | C - Capital | Broad River Road Complex recreational areas for Regionalization | \$ 1,224,000 |
| 16 | C - Capital | Goldsmith building repurposed into enhanced infirmary facility | \$ 11,688,018 |
| 17 | C - Capital | Upgrade Birchwood Campus Fire alarm panels | \$ 2,200,000 |
| 18 | C - Capital | Upgrade Drainage System SCDJJ Columbia complex | \$ 300,000 |
| 19 | B1 - Recurring | Increase in Insurance Reserve Fund Tort Insurance-Increase 77% | \$ 520,000 |
| 20 | C - Capital | 4 Regional Multi-Systemic Therapy/Functional Family Therapy teams Phase 1 of 4 | \$ 1,200,000 |
| 21 | C - Capital | Renovations to existing secure facilities. | \$ 2,165,188 |
| 22 | B1 - Recurring | Community Evaluations-Staff Phase 1 of 2 | \$ 280,000 |
| 23 | B1 - Recurring | Community Alternatives/Youth Empowerment Day Treatment Center | \$ 500,000 |
| 24 | B1 - Recurring | Expand Family Solutions | \$ 412,000 |
| TOTALS | | | \$ 79,066,254 |

Fiscal Year 2019-20 Budget Request Executive Summary

Agency Code: N120
 Agency Name: Department Of Juvenile Justice
 Section: 67

| BUDGET REQUESTS | | | FUNDING | | | | FTES | | | | | |
|-----------------------|--------------------|---|------------|---------|-----------|------------|------------|--------|---------|-----------|------------|--------|
| Priority | Request Type | Request Title | State | Federal | Earmarked | Restricted | Total | State | Federal | Earmarked | Restricted | Total |
| 1 | B1 - Recurring | Increase starting salary for Education staff & support | 3,427,368 | | | | 3,427,368 | | | | | 0.00 |
| 2 | B1 - Recurring | Increase starting salary for Juvenile Corrections Officers and Community Specialists | 2,029,916 | | | | 2,029,916 | | | | | 0.00 |
| 3 | B2 - Non-Recurring | Complete upgrade of the agency security camera network | 1,925,000 | | | | 1,925,000 | | | | | 0.00 |
| 4 | B2 - Non-Recurring | SC&G Electrical Grid Take-Over | 1,320,000 | | | | 1,320,000 | | | | | 0.00 |
| 5 | B1 - Recurring | Increase Psychiatrists-University Specialty Clinic-Enhance Contract | 1,500,000 | | | | 1,500,000 | | | | | 0.00 |
| 6 | B2 - Non-Recurring | Education-Intercom System | 350,000 | | | | 350,000 | | | | | 0.00 |
| 7 | B1 - Recurring | Department of Psychology-Pay Outstanding Student Loan | 112,500 | | | | 112,500 | | | | | 0.00 |
| 8 | B2 - Non-Recurring | Dietary Program at BRRC-Coastal Evaluation Center Cafeteria | 45,000 | | | | 45,000 | | | | | 0.00 |
| 9 | B2 - Non-Recurring | Dietary Program at BRRC-John G. Richards Cafeteria | 45,000 | | | | 45,000 | | | | | 0.00 |
| 10 | B1 - Recurring | 348 FTE's for Implementation of Raise the Age | 17,671,665 | | | | 17,671,665 | 348 | | | | 348.00 |
| 11 | C - Capital | Phase 1 of 3 Willow Lane (WL) site modifications to existing area and buildings. Regionalization | 2,934,336 | | | | 2,934,336 | | | | | 0.00 |
| 12 | C - Capital | Phase 2 of 3 Willow Lane (WL) female housing. Regionalization | 10,999,152 | | | | 10,999,152 | | | | | 0.00 |
| 13 | C - Capital | Phase 3 of 3 Midlands Evaluation Center (MEC) Housing. Regionalization | 4,976,472 | | | | 4,976,472 | | | | | 0.00 |
| 14 | C - Capital | Repurpose the Goldsmith Building (#3001) to house an enhanced intake infirmary facility. | 9,740,016 | | | | 9,740,016 | | | | | 0.00 |
| 15 | C - Capital | Regionalization housing needs for Females at UEC and CEC campus areas. | 4,400,000 | | | | 4,400,000 | | | | | 0.00 |
| 16 | C - Capital | Dorm Security control upgrade-4 dorm sleeping units & Laurel | 3,417,543 | | | | 3,417,543 | | | | | 0.00 |
| 17 | C - Capital | Centralized Alarm Monitoring System-Columbia Agency Wide | 385,000 | | | | 385,000 | | | | | 0.00 |
| 18 | C - Capital | New Detention Center, New Evaluation Center and Retrofitting of Existing Building for Implementation of Raise the Age | 19,001,373 | | | | 19,001,373 | | | | | 0.00 |
| 19 | | | | | | | 0 | | | | | 0.00 |
| 20 | | | | | | | 0 | | | | | 0.00 |
| 21 | | | | | | | 0 | | | | | 0.00 |
| 22 | | | | | | | 0 | | | | | 0.00 |
| 23 | | | | | | | 0 | | | | | 0.00 |
| 24 | | | | | | | 0 | | | | | 0.00 |
| 25 | | | | | | | 0 | | | | | 0.00 |
| 26 | | | | | | | 0 | | | | | 0.00 |
| 27 | | | | | | | 0 | | | | | 0.00 |
| 28 | | | | | | | 0 | | | | | 0.00 |
| 29 | | | | | | | 0 | | | | | 0.00 |
| 30 | | | | | | | 0 | | | | | 0.00 |
| TOTAL BUDGET REQUESTS | | | 84,280,341 | 0 | 0 | 0 | 84,280,341 | 348.00 | 0.00 | 0.00 | 0.00 | 348.00 |

| | | | |
|---------------------|-----------------------------------|-----------------|----|
| AGENCY NAME: | SC Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

FORM C – CAPITAL REQUEST

| | |
|------------------------|---|
| AGENCY PRIORITY | 7 |
|------------------------|---|

Provide the Agency Priority Ranking from the Executive Summary.

| | |
|--------------|--|
| TITLE | Security-Phase 1 of 2: Upgrade of the agency security camera network-LAC Recommendation #15 |
|--------------|--|

Provide a brief, descriptive title for this request.

| | |
|---------------|---------------------|
| AMOUNT | \$ 1,925,000 |
|---------------|---------------------|

How much is requested for this project in FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.

| | |
|----------------------|--|
| CPIP PRIORITY | CPIP Plan year and priority number - 20-09 First year included – FY 2018-2019 |
|----------------------|--|

Identify the project's CPIP plan year and priority number, along with the first year in which the project was included in the agency's CPIP. If not included in the agency's CPIP, please provide an explanation. If the project involves a request for appropriated state funding, briefly describe the agency's contingency plan in the event that state funding is not made available in the amount requested.

| | |
|------------------------|--|
| OTHER APPROVALS | JBRC and SFAA approval will be sought upon funding |
|------------------------|--|

What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, SFAA, etc.)

| | |
|--|---|
| LONG-TERM PLANNING AND SUSTAINABILITY | Security cameras and other surveillance equipment has been replaced as needed resulting in a rag tag mismatched system overall. Some of the equipment is out of service and no longer meets current standards and needs. This is a phase I of II. Will request an additional \$500,000 in the following fiscal year to complete. Useful life is 5-10 years. Recurring funding requested in priority 8 in the amount of \$810,371 to maintain system on an ongoing basis. |
|--|---|

What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured? What is the agency's expectation with regard to additional annual costs or savings associated with this capital improvement? What source of funds will be impacted by those costs or savings? What is the expected useful life of the capital improvement?

| | | | |
|---------------------|--|-----------------|-----------|
| AGENCY NAME: | SC Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

| | |
|----------------|--|
| SUMMARY | <p>The equipment upgrade will provide better quality and additional features that will enhance detail allowing for quality and clarity to better identify persons and details involved in incidents. This will be evident during investigations. Software with the upgrade will also allow for remote access that will make for immediate viewing without having to travel to the facility where the incident occurred.</p> <p>It is requested that a complete upgrade of the agency security camera network be approved. The last complete recorder upgrade was in 2009 and the last complete camera upgrade was in 2014. At that time all cameras were replaced. The current DVRs are no longer are being made and thus have no replacement parts, requiring a new model be purchased. With the continued improvement of technological advancement, a complete change out would guarantee compatibility, provide better quality and increased storage and longer footage retention. With new safety equipment would come warranties and therefore require less time and money be spent maintaining and repairing outdated equipment. An upgrade would also provide software that would allow for remote viewing access.</p> <p>Better enhance the quality of the images captured on the video equipment which will also improve the safety of juveniles and the staff that serve them.</p> <p>DJJ's concern other than safety within our institution is the LAC report finding 15 that DJJ should implement all of the security recommendations made by the Correctional Consulting Services. Additional security lighting, personal duress, communication, fire suppression, and cameras are all a part of Phase I.</p> |
|----------------|--|

Provide a summary of the project and explain why it is necessary. Please refer to the budget guidelines for appropriate questions and thoroughly answer all related items.

| | | | |
|---------------------|--|-----------------|-----------|
| AGENCY NAME: | SC Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

FORM C – CAPITAL REQUEST

| | |
|------------------------|----------|
| AGENCY PRIORITY | 7 |
|------------------------|----------|

Provide the Agency Priority Ranking from the Executive Summary.

| | |
|--------------|--|
| TITLE | Security-Phase 1 of 2: Upgrade of the agency security camera network-LAC Recommendation #15 |
|--------------|--|

Provide a brief, descriptive title for this request.

| | |
|---------------|---------------------|
| AMOUNT | \$ 1,925,000 |
|---------------|---------------------|

How much is requested for this project in FY 2020-21? This amount should correspond to the total for all funding sources on the Executive Summary.

| | |
|----------------------|--|
| CPIP PRIORITY | CPIP Plan year and priority number - 20-09 First year included – FY 2018-2019 |
|----------------------|--|

Identify the project's CPIP plan year and priority number, along with the first year in which the project was included in the agency's CPIP. If not included in the agency's CPIP, please provide an explanation. If the project involves a request for appropriated state funding, briefly describe the agency's contingency plan in the event that state funding is not made available in the amount requested.

| | |
|------------------------|--|
| OTHER APPROVALS | JBRC and SFAA approval will be sought upon funding |
|------------------------|--|

What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, SFAA, etc.)

| | |
|--|---|
| LONG-TERM PLANNING AND SUSTAINABILITY | Security cameras and other surveillance equipment has been replaced as needed resulting in a rag tag mismatched system overall. Some of the equipment is out of service and no longer meets current standards and needs. This is a phase I of II. Will request an additional \$500,000 in the following fiscal year to complete. Useful life is 5-10 years. Recurring funding requested in priority 8 in the amount of \$810,371 to maintain system on an ongoing basis. |
|--|---|

What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured? What is the agency's expectation with regard to additional annual costs or savings associated with this capital improvement? What source of funds will be impacted by those costs or savings? What is the expected useful life of the capital improvement?

| | | | |
|---------------------|--|-----------------|-----------|
| AGENCY NAME: | SC Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

SUMMARY

The equipment upgrade will provide better quality and additional features that will enhance detail allowing for quality and clarity to better identify persons and details involved in incidents. This will be evident during investigations. Software with the upgrade will also allow for remote access that will make for immediate viewing without having to travel to the facility where the incident occurred.

It is requested that a complete upgrade of the agency security camera network be approved. The last complete recorder upgrade was in 2009 and the last complete camera upgrade was in 2014. At that time all cameras were replaced. The current DVRs are no longer being made and thus have no replacement parts, requiring a new model be purchased. With the continued improvement of technological advancement, a complete change out would guarantee compatibility, provide better quality and increased storage and longer footage retention. With new safety equipment would come warranties and therefore require less time and money be spent maintaining and repairing outdated equipment. An upgrade would also provide software that would allow for remote viewing access.

Better enhance the quality of the images captured on the video equipment which will also improve the safety of juveniles and the staff that serve them.

DJJ's concern other than safety within our institution is the LAC report finding 15 that DJJ should implement all of the security recommendations made by the Correctional Consulting Services. Additional security lighting, personal duress, communication, fire suppression, and cameras are all a part of Phase I.

Provide a summary of the project and explain why it is necessary. Please refer to the budget guidelines for appropriate questions and thoroughly answer all related items.

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| AGENCY NAME: | South Carolina Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

FORM B2 – NON-RECURRING OPERATING REQUEST

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| AGENCY PRIORITY | 3 |
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Provide the Agency Priority Ranking from the Executive Summary.

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| TITLE | Complete upgrade of the agency security camera network |
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Provide a brief, descriptive title for this request.

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| AMOUNT | \$ 1,925,000 |
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What is the net change in requested appropriations for FY 2019-20? This amount should correspond to the total for all funding sources on the Executive Summary.

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| FACTORS ASSOCIATED WITH THE REQUEST | Mark "X" for all that apply: |
| | <input type="checkbox"/> Change in cost of providing current services to existing program audience |
| | <input type="checkbox"/> Change in case load/enrollment under existing program guidelines |
| | <input type="checkbox"/> Non-mandated change in eligibility/enrollment for existing program |
| | <input type="checkbox"/> Non-mandated program change in service levels or areas |
| | <input type="checkbox"/> Proposed establishment of a new program or initiative |
| | <input type="checkbox"/> Loss of federal or other external financial support for existing program |
| | <input type="checkbox"/> Exhaustion of fund balances previously used to support program |
| | <input checked="" type="checkbox"/> IT Technology/Security related |
| | <input checked="" type="checkbox"/> Consulted DTO during development |
| <input checked="" type="checkbox"/> Request for Non-Recurring Appropriations | |
| <input type="checkbox"/> Request for Federal/Other Authorization to spend existing funding | |
| <input type="checkbox"/> Related to a Recurring request – If so, Priority # | |

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| STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES | Mark "X" for primary applicable Statewide Enterprise Strategic Objective: |
| | <input type="checkbox"/> Education, Training, and Human Development |
| | <input type="checkbox"/> Healthy and Safe Families |
| | <input checked="" type="checkbox"/> Maintaining Safety, Integrity, and Security |
| | <input type="checkbox"/> Public Infrastructure and Economic Development |
| <input type="checkbox"/> Government and Citizens | |

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| ACCOUNTABILITY OF FUNDS | Office of Inspector General-Complete Camera Network Equipment Upgrade |
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What specific strategy, as outlined in the FY 2018-19 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

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| AGENCY NAME: | South Carolina Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

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| RECIPIENTS OF FUNDS | <p>The equipment upgrade will provide better quality and additional features that will enhance detail allowing for quality and clarity to better identify persons and details involved in incidents. This will be evident during investigations. Software with the upgrade will also allow for remote access that will make for immediate viewing without having to travel to the facility where the incident occurred.</p> |
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What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

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| JUSTIFICATION OF REQUEST | <p>It is requested that a complete upgrade of the agency security camera network be approved. The last complete recorder upgrade was in 2009 and the last complete camera upgrade was in 2014. At that time all cameras were replaced. The current DVRs are no longer being made and have no replacement parts, requiring a new model be purchased. Because of technological advancement, a complete change out would guarantee compatibility, provide better quality and increased storage and longer footage retention. With new equipment would come warranties and therefore require less time and money be spent maintaining and repairing outdated equipment. An upgrade would also provide software that would allow for remote viewing access.</p> <p>Better enhance the quality of the images captured on the video equipment which would also improve the safety of juveniles and the staff that serve them.</p> |
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Fiscal Year 2020-21 Budget Request Executive Summary

Agency Code: N120
 Agency Name: Department Of Juvenile Justice
 Section: 67

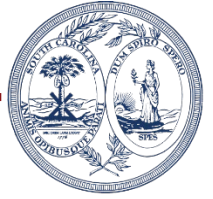
| BUDGET REQUESTS | | | FUNDING | | | | | FTES | | | | |
|-----------------------|--------------------|---|------------|---------|-----------|------------|------------|-------|---------|-----------|------------|-------|
| Priority | Request Type | Request Title | State | Federal | Earmarked | Restricted | Total | State | Federal | Earmarked | Restricted | Total |
| 1 | B1 - Recurring | Increase base starting salary for Juvenile Correction Officers and Community Specialists | 4,297,769 | | | | 4,297,769 | | | | | 0.00 |
| 2 | B1 - Recurring | Recruitment and retention of social work and psychology staff | 141,683 | | | | 141,683 | | | | | 0.00 |
| 3 | B1 - Recurring | Increase cost of Health Services and outside contracts | 1,786,506 | | | | 1,786,506 | | | | | 0.00 |
| 4 | B1 - Recurring | Salary for education staff & support due to unfunded mandates over the past 7 years | 4,425,035 | | | | 4,425,035 | | | | | 0.00 |
| 5 | B1 - Recurring | Expand Family Solutions | 412,000 | | | | 412,000 | | | | | 0.00 |
| 6 | C - Capital | Renovations to existing secure facilities | 2,029,673 | | | | 2,029,673 | | | | | 0.00 |
| 7 | C - Capital | Security Phase 1 of 2 - Upgrade of the agency security camera network - LAC recommendation #15 | 1,925,000 | | | | 1,925,000 | | | | | 0.00 |
| 8 | B1 - Recurring | Complete upgrade of the agency security camera network maintenance, including airtime usage for walkie-talkie | 810,371 | | | | 810,371 | | | | | 0.00 |
| 9 | B2 - Non-Recurring | Education-Intercom System - LAC Recommendation #15 | 350,000 | | | | 350,000 | | | | | 0.00 |
| 10 | B2 - Non-Recurring | 3 Grasshopper 930D mowers | 71,931 | | | | 71,931 | | | | | 0.00 |
| 11 | B1 - Recurring | Marine and Wilderness Program Increase | 1,167,888 | | | | 1,167,888 | | | | | 0.00 |
| 12 | B1 - Recurring | Community Alternatives-Youth Empowerment Day Treatment Center | 500,000 | | | | 500,000 | | | | | 0.00 |
| 13 | C - Capital | Replace all Agency R-22 HVAC Systems Statewide | 600,000 | | | | 600,000 | | | | | 0.00 |
| 14 | C - Capital | Upgrade all fire alarm call systems agency wide | 96,000 | | | | 96,000 | | | | | 0.00 |
| 15 | C - Capital | Acoustic Treatments | 255,400 | | | | 255,400 | | | | | 0.00 |
| 16 | B1 - Recurring | Community Evaluations- Staff, Phase 1 of 2 | 280,000 | | | | 280,000 | 5 | | | | 5.00 |
| 17 | B1 - Recurring | Electronic Monitoring Program | 320,000 | | | | 320,000 | | | | | 0.00 |
| 18 | B1 - Recurring | Expansion of Diversionary Program | 2,240,000 | | | | 2,240,000 | | | | | 0.00 |
| 19 | B1 - Recurring | Pierson iPad testing devices & Support team for JJ Reform-Phase 1 of 2 | 230,000 | | | | 230,000 | 3.00 | | | | 3.00 |
| 20 | B1 - Recurring | 4 Regional Multi-Systemic Therapy (MST) /Functional Family Therapy teams (FFT) Phase 1 of 4 | 1,200,000 | | | | 1,200,000 | | | | | 0.00 |
| 21 | B1 - Recurring | Increase in Insurance Reserve Fund-Tort Insurance-77% increase FY21 | 520,000 | | | | 520,000 | | | | | 0.00 |
| 22 | | | | | | | 0 | | | | | 0.00 |
| 23 | | | | | | | 0 | | | | | 0.00 |
| 24 | | | | | | | 0 | | | | | 0.00 |
| 25 | | | | | | | 0 | | | | | 0.00 |
| 26 | | | | | | | 0 | | | | | 0.00 |
| 27 | | | | | | | 0 | | | | | 0.00 |
| 28 | | | | | | | 0 | | | | | 0.00 |
| 29 | | | | | | | 0 | | | | | 0.00 |
| 30 | | | | | | | 0 | | | | | 0.00 |
| TOTAL BUDGET REQUESTS | | | 23,659,257 | 0 | 0 | 0 | 23,659,257 | 8.00 | 0.00 | 0.00 | 0.00 | 8.00 |



Freddie B. Pough
Executive Director

P.O. Box 21069
Columbia, SC 29221-1069
djj.sc.gov

Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 11

Agency Response to Item 25

25. Please list all unused funds in FY2020 and FY2021, and, for each amount, please indicate whether it is recurring or non-recurring, restrictions on its use, if any, and reasons, if any, it could not be used to increase pay for frontline employees at the agency.

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY - FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 10010000 | GENERAL FUND | R | No | N/A | N/A | All | All | Proviso 117.23 | Y | \$2,640,212.30 | \$15,194,307.46 |
| 10010021 | GENERAL FD-C/F | N | No | N/A | N/A | One Time Needs/CPIP | All | Proviso 117.23 | N | \$6,147,430.41 | \$4,257,935.66 |
| 30350000 | OPERATING REVENUE | N | No | Sec 27-40-210 (7) | To record miscellaneous revenue | To record miscellaneous revenue | All | N/A | N-amount unpredictable and inconsistent | \$28,119.49 | \$85,501.86 |
| 30350006 | LAW ENFORCE FD TCKT | N | Yes | Sec 14-1-212 (b), SC Code of Laws | Local authorities collect fines and fees from offenders and remit collections to the State Treasurer who distributes the funds per the terms of the enabling legislations.22.10 percent to the Department of Juvenile Justice for the Coastal Evaluation Center, for Assault Prevention, and other federal lawsuit related expenses | To ensure that funds are expended per enabling statute | Enabling legislation dictates that funds are to be spent "...for the Coastal Evaluation Center, for Assault Prevention, and other federal lawsuit related expenses" | Sec 14-1-212, SC Code of Laws | Y - for employees located at the CEC facility and to the extent revenue is available and consistent | \$3,231,319.13 | \$3,104,821.47 |
| 30350009 | IDC RETAINED | N | No | Sec 2-65-70, SC Federal and Other Funds Oversight Act, SC Code of Laws | The federal grantor pays the indirect cost to DJJ. Indirect Cost reimbursements for grants over \$200,000 are remitted to the General Fund | All agencies receiving federal grants or contracts shall recover the maximum allowable indirect costs on those projects, subject to applicable federal laws and regulations. All indirect cost recoveries must be credited to the general fund of the State, with the exception of recoveries from research and student aid grants and contracts. Further, after January 1, 1999, federal grants and contracts whose annual award is two hundred thousand dollars or less are exempted also from this cost recovery requirement | To cover the Agency's overhead associated with administering federal grants | Implied by Sec 2-65-70, SC Federal and Other Funds Oversight Act, SC Code of Laws | N | \$252,071.93 | \$261,060.96 |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY – FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 30350042 | TRAFFIC ED PROG APP | N | Yes | Sec 17-22-350, SC Code of Laws | B) For offenses that would have been otherwise tried in magistrates court, the governmental agency administering the program shall retain the participation fee to support the traffic education program. The application fees must be remitted to the county treasurer. The county treasurer shall remit 9.17 percent of the revenue from the application fees to the county to be used for the purposes set forth in Section 14-1-207(D) and remit the balance of the revenue from the application fees to the Office of the State Treasurer on a monthly basis, by the fifteenth day of each month, and make reports on a form and in a manner prescribed by the State Treasurer. Fees paid in installments must be remitted as received. The State Treasurer shall deposit the amounts received as follows:8) .90 percent to the Department of Juvenile Justice Arbitration Program; (9) .81 percent to the Department of Juvenile Justice Marine Institutes; (10) .90 percent to the Department of Juvenile Justice Regional Status Offender Program; (11) 3.95 percent to the Department of Juvenile Justice Coastal Evaluation Center | (A) A person shall pay a nonrefundable one hundred forty-dollar fee to apply for a traffic education program that cannot be reduced or suspended. Additionally, a person shall pay a nonrefundable fee, not to exceed one hundred forty dollars, to participate in a traffic education program. Participation in a traffic education program may not be denied due to a person's inability to pay. If a person is deemed unable to pay, both the application fee and the participation fee must be waived | To supplement funding for Arbitration Program, Marine Institutes, Status Offender Program, and Coastal Evaluation Center | Sec 17-22-350, SC Code of Laws | N | \$285,412.99 | \$366,967.14 |
|----------|---------------------|---|-----|--------------------------------|--|---|--|--------------------------------|---|--------------|--------------|

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY – FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 30350044 | SALE OF RECYCLE MAT | N | No | Sec 44-96-10, South Carolina Solid Waste Policy and Management Act, SC Code of Laws | Revenue is generated by selling solid waste to a recycling company | To recoup the cost of recycling | Solid Waste recycling pursuit to enabling legislation | Sec 44-96-10, South Carolina Solid Waste Policy and Management Act, SC Code of Laws | N | \$17,497.27 | \$19,557.57 |
| 30350046 | MISC REVENUES | N | No | Sec 27-40-210 (7) | To record miscellaneous revenue | To record miscellaneous revenue | All | N/A | N-amount unpredictable and inconsistent | \$26,883.93 | \$0 |
| 30350048 | INSURANCE REIMBURSEM | N | Yes | Sec 38-13-180, SC Code of Laws | When property damage occurs, DJJ files a claim for damage with the South Carolina Insurance Reserve Fund of the SC Budget and Control Board. Reimbursements for damage are posted to this account, as well as related expenditures | Record and expend insurance reimbursements resulting from property damage claims | Record and expend insurance reimbursements resulting from property damage claims | Section 1-11-140, Chapter 7 of Title 10, Sec 38-13-180, SC Code of Laws | N | \$256,071.93 | \$256,218.03 |
| 30350049 | CHILD SUPPORT | N | Yes | Sec 63-19-1680, SC Code of Laws | Revenue from redirected court-ordered child support from parents or guardians | Record revenue generated by re-directed court-ordered child support | General support for juveniles in DJJ's care | Family court-ordered | N | \$9,504.55 | \$9,504.55 |
| 30370000 | SPECIAL DEPOSITS | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$40 | \$824.31 |
| 30370013 | BARJ YOUNG CRAFTMEN | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$37,650.89 | \$97,548.45 |
| 30370014 | BARJ YNG CRAFT SUPP | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$1,722.49 | \$0 |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY – FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| | | | | | educational job training initiative | | | | | | |
| 30370015 | YNG CRAFT BLUE SEW | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$32,212.04 | \$0 |
| 30370017 | STUD REV PHOTO W/L | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$79.44 | \$0 |
| 30370018 | STUD REV MASONRY B/W | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$563.26 | \$0 |
| 30370019 | FUNDRAISING JUVENILE INCENTIVES | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$91.90 | \$0 |
| 30370020 | STD RV BS CMP APP BW | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$1,352.07 | \$0 |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY – FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 30370021 | STD RV CARPENTRY & BLDG B/W | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$3,882.84 | \$0 |
| 30370022 | STD RV GRAPHIC COMM B/W | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$286.59 | \$0 |
| 30370023 | STUDENT REV WELD B/W | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$13,548.79 | \$0 |
| 30370024 | STUDENT REV PHAT MAT | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$1,261.42 | \$0 |
| 30370025 | STUDENT REV HORT B/W | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$4,705.97 | \$0 |
| 30370026 | STUDENT REV CULINARY ARTS W/L | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$91.00 | \$0 |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY - FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 30370027 | STUDENT REV HORTICULTURE W/L | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$11.50 | \$0 |
| 30370028 | STUDENT REV GLASS ART B/W | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$727.00 | \$0 |
| 30370030 | STUDENT CULINARY B/W | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$505.25 | \$0 |
| 30370032 | STUDENT REV JROTC | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$938.75 | \$0 |
| 30370033 | STUDENT REV 4H CLUB | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$593.86 | \$0 |
| 30370034 | STUDENT REV BUSINESS COMP APPL | N | Yes | Part 1B, Sec 67.3, FY19-20 Appropriation Act | Retail customers buy goods and services provided by DJJ students. Sales are made at DJJ Store of Hope. The production of goods and services is part of DJJ's educational job training initiative | An educational program in which students generate revenue by making and selling goods | Student projects. Profit may only be used to reinvest in this Fund | Sec 67.3 Appropriation Act | N | \$149.08 | \$0 |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY - FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 30460000 | JUVENILE DETENT SVCS | N | Yes | Sec 63-19-360,63-19-1610 and 14-1-208(11), SC Code of Laws | SC Municipalities and Counties pay DJJ a per diem for detaining pre-trial juveniles in a secure facility | To segregate revenue generated by a per diem charged to SC Municipalities and Counties | Partially funds the DJJ Detention Center | Sec 63-19-370, SC Code of Laws | Y – for employees located at the JDC facility and to the extent revenue is available and consistent | \$935,073.55 | \$1,140,296.59 |
| 30980000 | DONATIONS | N | Yes | Sec 63-19-400, SC Code of Laws | The department may accept gifts, donations, or contributions and may receive devises and bequests. These acquisitions must be used for the purposes specified by the donors | To record donations. | Donations support the program or activity specified by the donors | Implied by Sec 63-19-400, SC Code of Laws, which requires donations to be spent for purpose specified by donor | N | \$24,462.16 | \$24,962.16 |
| 34080000 | CANTEEN FUND | N | Yes | See Dept of Corrections at Part 1B Section 65.1, FY 19-20 Appropriation Act | Revenue is collected from juveniles that purchase items from the canteen | To record revenue collected from the sale of items from facility canteens. Funds used to purchase items to replenish stock | DJJ Rehab Services | See Dept of Corrections at Section 65.1 Appropriation Act | N | \$4,709.40 | \$6,994.26 |
| 34720001 | JR. ROTC | N | Yes | Sec 59-29-80, SC Code of Law | The United States Army reimburses DJJ for a training instructor for the JROTC program. (Agent for US Army is <i>Cadet Command ROTC Instructor Management Division Pay Office</i>) | An educational program for Junior Reserve Officers Training Corps (JROTC) | To train Junior Reserve Officers. | Sec 59-29-80, SC Code of Law | N | \$66,148.29 | \$91,770.07 |
| 34720006 | SPECIAL FD GRT EXT | N | Yes | Section 1-30-60 | This is a reimbursement of DJJ expenditures so DJJ will breakeven, resulting in no carryover | This is a reimbursement of DJJ expenditures so DJJ will breakeven, resulting in no carryover | This is a reimbursement of DJJ expenditures so DJJ will breakeven, resulting in no carryover | This is a reimbursement of DJJ expenditures so DJJ will breakeven, resulting in no carryover | N | \$45,209.48 | \$45,209.48 |
| 35410118 | EFA-EEDA CAREER SPEC | R | Yes | Section 2-7-65, Section 59-21-1010(b), Sec. 63-19-380, Code of Laws | The revenue is derived from Sections 12-36-2620(2), 12-36-2630(2), and 12-36-2640(2) sales tax. All nonexempt citizens pay sales tax on goods | Specific grants funded by EIA for DJJ School Dist | DJJ School District | Section 63-19-370, Code of Laws | N | \$123,631.01 | \$154,811.32 |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY – FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 35410123 | EFA - FORM ASSESS | R | Yes | Section 2-7-65, Section 59-21-1010(b), Sec. 63-19-380, Code of Laws | The revenue is derived from Sections 12-36-2620(2), 12-36-2630(2), and 12-36-2640(2) sales tax. All nonexempt citizens pay sales tax on goods | Specific grants funded by EIA for DJJ School Dist | DJJ School District | Section 63-19-370, Code of Laws | N | \$20,981.28 | \$22,302.50 |
| 35410126 | 3126 SCIENCE KIT REFURB | R | Yes | Section 2-7-65, Section 59-21-1010(b), Sec. 63-19-380, Code of Laws | The revenue is derived from Sections 12-36-2620(2), 12-36-2630(2), and 12-36-2640(2) sales tax. All nonexempt citizens pay sales tax on goods | Specific grants funded by EIA for DJJ School Dist | DJJ School District | Section 63-19-370, Code of Laws | N | \$10,181.91 | \$10,181.91 |
| 35410300 | ED FIN ACT | R | Yes | Title 59, Chapter 20, and Sec. 63-19-380 Code of Laws | The revenue is derived from Sections 1.3 based on the EFA Formal for Student Cost Inflation Factor | Specific grants funded by EIA for DJJ School Dist | DJJ School District | Section 63-19-370, Code of Laws | N | \$529,795.26 | \$362,650.72 |
| 36008000 | (CP) STATE APPROPRIATION | N | Yes | N/A | Reserved to pay for approved capital projects | Reserved to pay for approved capital projects | Reserved to pay for approved capital projects | N/A | N | \$7,861,221.49 | \$5,232,520.87 |
| 36038000 | (CP) CAPITAL RESERVE FUND | N | Yes | N/A | Reserved to pay for approved capital projects | Reserved to pay for approved capital projects | Reserved to pay for approved capital projects | N/A | N | \$105,059.71 | \$18,874.35 |
| 37640000 | MEDICAID ASST PAY | N | No | Title 59, Chapter 20, and Sec. 63-19-380 Code of Laws | The majority of DJJ's Medicaid funding sources have been steadily declining, thereby reducing DJJ Medicaid by some 100% over the past few years. Therefore, it is necessary to stretch the accumulated cash balance over future years in order to fund children's services | Specific grants funded by EIA for DJJ School Dist | DJJ School District | Section 63-19-370, Code of Laws | N – existing cash balance only. Youth at DJJ do not qualify for Medicaid benefits | \$2,879,498.47 | \$2,941,498.47 |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY – FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 38340000 | LCL EFFORT SCHL DIST | R | Yes | Part 1B, Sec 67.12, Appropriation Act Plus, Sec. 59-20-40 Code of Laws | The school district in which juvenile resided before admittance to DJJ is charged based on the Base Student Cost. The Base Student Cost has been declining year after year. The base student cost factor is a combination of state, federal and local funding with an inflation factored in by the Division of Budget and Analyses. When this funding stream was originally authorized for DJJ, its recurring base budget was cut by \$1.2 million, which was the estimated revenue to be generated. The annual revenue has never met the \$1.2 million projection | To provide a free and appropriate public education program for children within DJJ's Special School District | DJJ School District | Part 1B, Sec 67.12, Appropriation Act Plus, Sec. 59-20-40 Code of Laws (don't see carry over) | N | \$558,778.74 | \$593,152.17 |
| 39080000 | CRT FINE-DETENT CEN | R | Yes | Sec 14-1-208, Code of Law | All fines, forfeitures, escheatment, or other monetary penalties imposed in the general sessions court or in magistrates' or municipal court for misdemeanor traffic offenses or for nontraffic violations. Drivers pay these charges | To partially fund DJJ Detention Center | DJJ Detention Center | Section 14-1-208 (C-11) Code of Law | Y – for employees located at the JDC facility and to the extent revenue is available and consistent | \$2,240,429.39 | \$2,261,139.39 |
| 39080001 | DED CRT FINE 14-1-21 | R | Yes | Sec 14-1-218, Code of Law | All fines, forfeitures, escheatment, or other monetary penalties imposed in the general sessions court or in magistrates' or municipal court for misdemeanor traffic offenses or for nontraffic violations. Drivers pay these charges | To fund Arbitration Programs, Marine Institutes, regional status offender programs and Office of Indigent Defense | DJJ Community Based Programs | Section 14-1-208 (C-11) Code of Law, Sec63-19-370, Sc Code of Laws | N | \$1,165,755.63 | \$1,531,705.81 |
| 39580000 | SALE OF ASSETS | N | No | Sec 19-445-2150, SC Code of Regulations (Surplus Property Management) | Sales of outdated equipment | Record the sale of Assets that are outdated and used to purchase new equipment | DJJ | Sec 19-445-2150, Sc Code of Regulations | N | \$162,672.05 | \$209,900.95 |
| 39600000 | SALE OF MEALS | N | Yes | Sec 67.1, Appropriation Act, FY19-20 | Revenue is generated from the sale of meal tickets to employees and guests | To record revenue from sale of meals tickets by DJJ | DJJ Cafeterias and food service programs | Sec 67.1, Appropriation Act | N | \$4,611.19 | \$3,679.36 |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY – FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 49730025 | EIA-3525 CAREER TECH | R | Yes | Section 1A.34, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Part 1B, Section 1A.34, Appropriation Act | N | \$68,018.11 | \$68,018.11 |
| 49730092 | EIA-3592 WK BSD LEAR | R | Yes | Section 1A.5, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.5, Appropriation Act | N | \$6,674.70 | \$6,674.70 |
| 49730502 | EIA-ADEPT | R | Yes | Section 1A.38, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.38, Appropriation Act | N | \$790.85 | \$790.85 |
| 49730505 | EIA-3505 SCH TECH IN | R | Yes | Section 1A.25, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.25, Appropriation Act | N | \$52,272.69 | \$52,272.69 |
| 49730509 | EIA-3509 ARTS IN EDU | R | Yes | Section 1A.79, Appropriation Act FY 19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.79, Appropriation Act | N | \$10,495.08 | \$3,103.70 |
| 49730511 | EIA-3511 PROF DEV ST | R | Yes | Section 1A.25, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.25, Appropriation Act | N | \$4,808.24 | \$4,808.24 |
| 49730519 | EIA-3519 CAREER READ | R | Yes | Section 1A.27, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.27, Appropriation Act | N | \$5,015.00 | \$5,340.00 |
| 49730528 | EIA-3528 INDUST CERT | R | Yes | Section 1A.63, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.63, Appropriation Act | N | \$29,666.50 | \$39,586.50 |
| 49730529 | EIA-3529 CAREER TECH | R | Yes | Section 1A.64, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.64, Appropriation Act | N | \$121,109.18 | \$171,109.18 |
| 49730532 | EIA-3532 NAT BD CERT | R | Yes | Section 1A.29, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.29, Appropriation Act | N | \$8,935.36 | (\$2,856.98) |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY – FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| 49730533 | EIA-3533 TCH OF YEAR | R | Yes | Section 1A.10, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.10, Appropriation Act | N | \$1,076.50 | \$7,386.66 |
| 49730538 | EIA-3538 AT RISK STU | R | Yes | Section 1A.24, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.24, Appropriation Act | N | \$157,257.86 | \$220,359.45 |
| 49730550 | EIA-3550 TCH SAL INC | R | Yes | Section 1A.15, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.15, Appropriation Act | N | \$311,456.40 | \$501,063.17 |
| 49730555 | EIA-3555 SCH EMP CON | R | Yes | Section 1A.15, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.15, Appropriation Act | N | \$80,042.50 | \$126,178.76 |
| 49730577 | EIA-3577 TCH SUPPLIE | R | Yes | Section 1A.9, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.9, Appropriation Act | N | \$275.00 | \$2,750.00 |
| 49730589 | EIA-3589 IDEA MOE T2 | N | Yes | Section 1A.32, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.32, Appropriation Act | N | \$14,992.21 | \$14,992.21 |
| 49730597 | EIA-3597 Aid to Dis | R | Yes | Section 1A.31, Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | Section 1A.31, Appropriation Act | N | \$42,548.85 | \$60,089.79 |
| 49730599 | EIA-MISC | N | Yes | Section 1A., Appropriation Act FY19-20 | Appropriation under Education Improvement Act | Education Improvement Act | DJJ School District | SC Department of Education Funding Manual | N | \$6,099.34 | \$6,874.12 |
| 31L20000 | RENT-FROM OTH ST AGY | N | No | Section 1-30-60 | Funds are held for general agency purposes | Rent from other state agency | General support for juveniles in DJJ's care | Section 1-30-60 | Y – to the extent revenue is available and consistent | \$37,718.00 | \$47,147.50 |
| 37J60000 | JT CHILD COMM | R | Yes | 63-1-50 Code of Laws (effective until 12-31-23) | Proviso 117.85 directs DOR to reduce the rate of interest paid on eligible refunds by 1%. The 1st \$300,000 goes to the Joint Citizens and Legislative Committee on Children. | To record revenue from DOR's reduction of the rate of interest paid on eligible refunds | Proviso directs funds to be used for monitoring or alternatives to incarceration program. | Part 1B SECTION 117.86 | Y – for front line staff who mentor youth | \$5,243,885.03 | \$6,099,218.30 |

| Fund Number | Fund Title | Recurring (R) or Nonrecurring (N) | Restricted | Enabling Statute or Proviso | Detail of How Revenue is Generated. Fees, Fines, Assessments, Charges, etc. amount(s). Identify who pays the fee, fine charge, etc. | Purpose of Fund | Program or Activity Supported by Revenue | Carry Forward Authority (Statute or Proviso) | Used for payroll increases for frontline staff? | FY 2020 | *FY 2021* - ESTIMATES ONLY – FISCAL YEAR STILL OPEN AND PROCESSING OCCURRING THRU 7/23/2021-DATA PULLED @ 12:19pm ON 7/6/2021 |
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| | | | | | The balance of revenue goes to DJJ to be used for mentoring or alternatives to incarceration programs | | | | | | |
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Prepared by:

Kim Parris, Associate Deputy, Office of Fiscal Affairs

803.896.5644

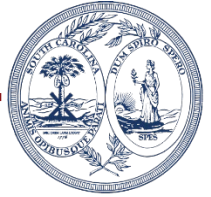
KimberlyDParris@djj.sc.gov



Freddie B. Pough
Executive Director

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Henry McMaster
Governor



House Legislative Oversight Committee

Exhibit 12

Agency Response to Item 29

29. In fiscal year 2018-19 budget, DJJ requested 567 FTEs for implementation of RTA at a cost of approximately \$32.6M. In fiscal year 2019-20, DJJ's request dropped to 348 FTEs at a cost of approximately \$17.6M. Why was there a decrease in the number of FTEs requested?

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| AGENCY NAME: | |
| AGENCY CODE: | SECTION: |

FORM C – CAPITAL REQUEST

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| AGENCY PRIORITY | |
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Provide the Agency Priority Ranking from the Executive Summary.

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| TITLE | New Detention Center, New Evaluation Center and Retrofitting of Existing Buildings for Implementation of Raise the Age |
|--------------|---|

Provide a brief, descriptive title for this request.

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| AMOUNT | \$22,578,106 |
|---------------|---------------------|

How much is requested for this project in FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.

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| CPIP PRIORITY | Pending Legislation |
|----------------------|---------------------|

Identify the project's CPIP plan year and priority number, along with the first year in which the project was included in the agency's CPIP. If not included in the agency's CPIP, please provide an explanation. If the project involves a request for appropriated state funding, briefly describe the agency's contingency plan in the event that state funding is not made available in the amount requested.

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| OTHER APPROVALS | New Proposal Based on Pending Legislation which Requires the Availability of Appropriated State Funding for Implementation. |
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What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, SFAA, etc.)

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| LONG-TERM PLANNING AND SUSTAINABILITY | Pending Legislation |
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What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured? What is the agency's expectation with regard to additional annual costs or savings associated with this capital improvement? What source of funds will be impacted by those costs or savings? What is the expected useful life of the capital

AGENCY NAME:

AGENCY CODE:

SECTION:

improvement?

SUMMARY

Senate Bill 916, Act No. 268, signed by Governor Haley on June 6, 2016, made changes to numerous statutes in the Juvenile Justice Code. This “raise the age” legislation is scheduled to “take effect on July 1, 2019, contingent upon the Department of Juvenile Justice having received any funds that may be necessary for implementation.” Among other things, this legislation does the following:

- Expands the definition of “juvenile” to include persons less than eighteen years of age at the time of the alleged offense (current law is under seventeen at time of offense);
- Extends the allowable term of juvenile probation to the twentieth birthday (current law is the eighteenth birthday);
- Extends the period of time the Family Court can commit a juvenile to DJJ for an indeterminate sentence to the juvenile’s twenty-second birthday (current law is twenty-first birthday);
- Extends the allowable term of juvenile parole to the twenty-second birthday (current law is the twenty-first birthday);
- Provides that juveniles committed to DJJ for a violent offense be transferred to SCDC at age eighteen (current law is seventeen).

DJJ’s Preliminary Overview of the Impact of “Raise the Age”

Pursuant to Senate Bill 916, Act No. 268, for the past year, DJJ and other impacted agencies have collaborated with the SC Court Administration to determine the number of 17-year-olds who were served by the municipal, magistrate and general sessions courts in 2016. This was done in order to better estimate how many new 17-year-olds may be served by the juvenile justice system as a result of implementation of this legislation. Although DJJ believes that the data included in this report provides a reasonable estimate of the number 17-year-olds that may fall under DJJ’s jurisdiction as a result of the new law, the Department believes this is a conservative estimate, but more accurate than prior estimates in light of the additional data gathered by the SC Court Administration.

In FY 2016-2017, 13,591 cases were referred to DJJ county offices across the state. Based on data provided by Court Administration, DJJ estimates that an additional 5,931 youth will be referred to DJJ’s county offices annually for crimes committed when the youth were 17 years old. In order to serve the additional population of 17-year-olds that will be referred to DJJ pursuant to the implementation of S.916, the Department will need to do the following:

- Construct a new secure detention center at an approximate cost of \$8,796,852.
- Construct a new secure evaluation center at an approximate cost of \$12,180,142.
- Retrofit three buildings for additional living space at the Broad River Road secure facility at a cost of approximately \$1,500,000.
- Technology for Schools \$101,112

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| AGENCY CODE: | SECTION: |

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Provide a summary of the project and explain why it is necessary. Please refer to the budget guidelines for appropriate questions and thoroughly answer all related items.

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| AGENCY NAME: | Department of Juvenile Justice | | |
| AGENCY CODE: | N120 | SECTION: | 67 |

FORM C – CAPITAL REQUEST (H)

AGENCY PRIORITY 18

Provide the Agency Priority Ranking from the Executive Summary.

TITLE **New Detention Center, New Evaluation Center Wing and Retrofitting of Existing Buildings for Implementation of Raise the Age**

Provide a brief, descriptive title for this request.

AMOUNT **\$19,001,373**

How much is requested for this project in FY 2019-20? This amount should correspond to the total for all funding sources on the Executive Summary.

CPIP PRIORITY Pending Legislation

Identify the project's CPIP plan year and priority number, along with the first year in which the project was included in the agency's CPIP. If not included in the agency's CPIP, please provide an explanation. If the project involves a request for appropriated state funding, briefly describe the agency's contingency plan in the event that state funding is not made available in the amount requested.

OTHER APPROVALS New Proposal Based on Pending Legislation which Requires the Availability of Appropriated State Funding for Implementation.

What approvals have already been obtained? Are there additional approvals that must be secured in order for the project to succeed? (Institutional board, JBRC, SFAA, etc.)

LONG-TERM PLANNING AND SUSTAINABILITY Pending Legislation

What other funds have already been invested in this project (source/type, amount, timeframe)? Will other capital and/or operating funds for this project be requested in the future? If so, how much, and in which fiscal years? Has a source for those funds been identified/secured? What is the agency's expectation with regard to additional annual costs or savings associated with this capital improvement? What source of funds will be impacted by those costs or savings? What is the expected useful life of the capital

improvement?

SUMMARY

Senate Bill 916, Act No. 268, signed by Governor Haley on June 6, 2016, made changes to numerous statutes in the Juvenile Justice Code. This “raise the age” legislation is scheduled to “take effect on July 1, 2019, contingent upon the Department of Juvenile Justice having received any funds that may be necessary for implementation.” Among other things, this legislation does the following:

- Expands the definition of “juvenile” to include persons less than eighteen years of age at the time of the alleged offense (current law is under seventeen at time of offense);
- Extends the allowable term of juvenile probation to the twentieth birthday (current law is the eighteenth birthday);
- Extends the period of time the Family Court can commit a juvenile to DJJ for an indeterminate sentence to the juvenile’s twenty-second birthday (current law is twenty-first birthday);
- Extends the allowable term of juvenile parole to the twenty-second birthday (current law is the twenty-first birthday);
- Provides that juveniles committed to DJJ for a violent offense be transferred to SCDC at age eighteen (current law is seventeen).

It is noted that other states who successfully expanded the jurisdiction of their Family Court system to include older youth found that combining “Raise the Age” implementation with reform to the juvenile justice system overall was critical. States learned that system reform assisted in meeting the dual goals of enhancing public safety while containing costs by focusing residential services on higher risk/need youth and enhancing community-based services provided to youth and families. The policy goal of these reforms is to improve public safety, reduce recidivism, and provide better outcomes for youth and families by focusing costly out-of-home secure confinement on the most serious offenders and by strengthening community supervision to hold youth accountable.

The Executive Management Team at the South Carolina Department of Juvenile Justice embraces the opportunity to discuss this proposed reform with both the Executive and Legislative bodies in order to facilitate an appreciation of how this reform would positively effect the juvenile and their family, the state, and in this instance, and most importantly, the taxpayer as it would decrease and/or off-set the fiscal impact associated with the implementation of raise the age.

Provide a summary of the project and explain why it is necessary. Please refer to the budget guidelines for appropriate questions and thoroughly answer all related items.

TREANORHL

September 21st, 2018

D. Dru Kennedy
Sr. Project Manager, SCDJJ
1720 Shivers Road
Columbia, South Carolina 29210

Re: Opinion on Probable Construction Costs

Dear Mr. Dru Kennedy:

In review of possible work needed on the existing campus for an increase in the juvenile population in the South Carolina Department of Juvenile Justice facilities, we have gathered information from our past projects and experience as well as a project the SCDJJ has recently awarded in an effort to predict the current state of the construction industry and provide an opinion of probable costs for the work involving three specific buildings and an addition on the existing campus.

The scope involves work on the JDC, Pearl, and MEC buildings and an addition of 12-bed single cells including a dayroom, restrooms, and showers. To best predict the costs of the current and future state of construction industry, we looked at a juvenile project awarded in 2017 and 2018 and a detention center awarded in 2017. Our findings are as follows:

1. Jasper County Juvenile Services Center – Joplin, MO: Bid awarded in July 2017.
 - a. New Construction
 - b. \$278/sf
2. Brazos County Juvenile – Brazos County, TX: Bid awarded early 2018
 - a. 80% New Construction/20% Renovation
 - b. \$369/sf
3. Pickens, SC Detention Center (project awarded by the State, not associated with TreanorHL): Bid awarded in 2017
 - a. New Construction
 - b. \$347/sf

From this information, we have gathered that the cost of construction has increased significantly over the course of the last year and that construction costs may be higher in South Carolina than other states with similar work. With this information and the information provided by you, Dru Kennedy, with the SCDJJ, we can provide the following opinion of probable costs for the four areas listed:

1. JDC Building
 - a. 30,317sf
 - b. Major Renovation to New Construction: \$325-\$375/sf
 - c. Construction Cost: ≈\$9,850,000 - \$11,370,000
 - d. Contractor General Conditions: 10% +\$985,000 - \$1,137,000
 - e. Construction/Design Contingency: 20% +\$2,167,000 - \$2,501,400
 - f. Cost Escalation Contingency: 20% +\$2,600,400 - \$3,001,680
 - g. A/E Fee: 8% +\$1,248,192 - \$1,440,806
 - h. Project Total ≈\$16,850,000 - \$19,450,000
 - i. Construction cost if @ \$347/sf \$10,519,999

2. Pearl Building
 - a. 20,282sf
 - b. Major Renovation to New Construction: \$325-\$375/sf
 - c. Construction Cost: ≈\$6,600,000 - \$7,600,000
 - d. Contractor General Conditions: 10% +\$660,000 - \$760,000
 - e. Construction/Design Contingency: 20% +\$1,452,000 - \$1,672,000
 - f. Cost Escalation Contingency: 20% +\$1,742,400 - \$2,006,400
 - g. A/E Fee: 8% +\$836,352 - \$963,072
 - h. Project Total ≈\$11,300,000 - \$13,000,000
 - i. Construction cost if @ \$347/sf \$7,037,854



3. MEC Building

| | | |
|----|---------------------------------------|------------------------------|
| a. | 26,797sf | |
| b. | Major Renovation to New Construction: | \$325-\$375/sf |
| c. | Construction Cost: | ≈\$8,700,000 - \$10,000,000 |
| d. | Contractor General Conditions: 10% | +\$870,000 - \$1,000,000 |
| e. | Construction/Design Contingency: 20% | +\$1,914,000 - \$2,200,000 |
| f. | Cost Escalation Contingency: 20% | +\$2,296,800 - \$2,640,000 |
| g. | A/E Fee: 8% | +\$1,102,464 - \$1,267,200 |
| h. | Project Total | ≈\$14,900,000 - \$17,100,000 |
| i. | Construction cost if @ \$347/sf | \$9,298,559 |

4. 12-bed Single Cell addition including dayroom, restrooms, and showers

| | | |
|----|--------------------------------------|----------------------------|
| a. | 4,160sf | |
| b. | New Construction: | \$340-\$390/sf |
| c. | Construction Cost: | ≈\$1,420,000 - \$1,620,000 |
| d. | Contractor General Conditions: 10% | +\$142,000 - \$162,000 |
| e. | Construction/Design Contingency: 20% | +\$312,400 - \$356,400 |
| f. | Cost Escalation Contingency: 20% | +\$374,880 - \$427,680 |
| g. | A/E Fee: 8% | +\$179,942 - \$205,286 |
| h. | Project Total | ≈\$2,430,000 - \$2,770,000 |
| i. | Construction cost if @ \$347/sf | \$1,443,520 |

If all four of these projects were undertaken simultaneously, a probable construction cost can be estimated at approximately \$26,570,000 - \$30,590,000.

Please note that these figures do not include a Furniture, Fixtures, and Equipment cost that is typically introduced after construction and are based on Owner's preference and needs.

Sincerely,

Drew Hustedde AIA
Architect, GA

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Enclosures

Cc: Fred Gentner, SCDJJ
John Eisenlau, TreanorHL
Randy Townsend, TreanorHL

ATH/Architect, GA
Opinion of Probable Construction Cost



Raise The Age – Information for Executive Budget Office

Senate Bill 916, Act No. 268, signed by Governor Haley on June 6, 2016, made changes to numerous statutes in the South Carolina Juvenile Justice Code in order to include older youth in the juvenile justice system rather than the adult criminal justice system. This “raise the age” legislation is scheduled to “take effect on July 1, 2019, contingent upon the Department of Juvenile Justice having received any funds that may be necessary for implementation.” In order to estimate the fiscal impact on the juvenile justice system of inclusion of 17-year-olds within jurisdiction of the family courts, the legislation required SC Court Administration to gather data in FY 2016-17 on the number of new cases/warrants of 17-year-olds processed in the adult criminal justice system by the municipal, magistrate and general sessions courts and submit a report to the General Assembly. The legislation further required DJJ to review the data/report from Court Administration and include additional funds needed “to ensure implementation will be possible on July 1, 2019 . . . in [DJJ’s] budget requests to the General Assembly as part of Fiscal Years 2017-2018 and 2018-2019.”

SC Court Administration produced a report to the General Assembly of data gathered in FY 2016-17 on the number of new cases/warrants of 17-year-olds processed by the adult criminal justice system in municipal, magistrate and general sessions courts. DJJ analyzed this data in order to estimate how many new 17-year-olds may be served by the juvenile justice system as a result of implementation of raise the age legislation. Based on the data provided by Court Administration, DJJ estimates that raise the age will result in 5,931 additional youth being referred to DJJ’s county offices annually for crimes committed when the youth were 17-years-old. For purposes of context, 12,973 cases were referred to DJJ county offices across the state in FY 2017-18. This additional population of 17-year-olds who will be referred to DJJ pursuant to the implementation of S.916 will impact every function and service mandated to be provided by DJJ. This includes prevention and diversion services, intake services, secure pre-trial detention services, secure residential evaluation services, probation and parole supervision services, and commitment services. The fiscal impact to DJJ of serving these additional youth at all of these points of contact within the juvenile justice system is outlined below.

New Detention Center – Based on the additional population of 17-year-olds who will be referred to DJJ under raise the age, it is estimated that approximately 2,100 additional youth will be placed in secure juvenile detention on an annual basis. The current DJJ Juvenile Detention Center has a design capacity of 72 youth. Based on the average length of stay at the Juvenile Detention Center, the additional 17-year-old population will increase the average daily population at this facility from 68 youth in FY17-18 to 134 youth, an increase of 66 youth. Because the addition of the new 17-year-old population would significantly exceed the design capacity of this existing facility, DJJ will need to build and staff an additional detention center to house youth placed in detention by local law enforcement or the family court.

The estimated cost to construct a new detention center is approximately \$10,519,999 (“Opinion on Probable Construction Costs”-Treanor HL). DJJ will need 148 full time employees to staff the new detention center. This includes 6 education staff (certified teachers, SPED teachers, and associate teachers), 115 security staff to cover the 24 hour operation, 16 medical and treatment professionals, 7 food services and supply staff, 1 activity therapist, 1 Chaplain, 1 Disciplinary Hearing Officer, and 1 Institutional Program Manager.

New Housing Unit for Evaluation Youth – The design capacity of the housing units for youth undergoing a secure evaluation is 149 youth. The total average daily population of youth undergoing an evaluation at a secure residential evaluation center in FY 2017-18 was 113. DJJ estimates that implementation of S. 916 would increase the average daily population of secure residential evaluation youth by 70 youth, for a total ADP under raise the age of 183 youth. This increase would exceed the design capacity of current housing units for secure evaluation youth and not allow the Department to safely house these additional youth within the existing infrastructure. Therefore, DJJ will need to build and staff a new 30-bed housing unit for evaluation youth.

DJJ will need to build and staff a new housing unit. The estimated cost for construction of this new housing unit is approximately \$7,037,854 (“Opinion of Probable Construction Costs”-Treanor HL). An additional 46 full time employees will be needed to staff this new housing unit. This includes an additional 6 education staff (certified teachers, SPED teachers, and associate teachers), 20 security division staff (correctional officers, classification staff, intake officers, transportation officers and disciplinary hearing officers) to cover the 24 hour operation, 10 medical and treatment professionals (psychologists, licensed MSW social workers, nurses, human services coordinators and treatment case managers), 7 food services and supply staff, 1 activity therapist, 1 Chaplain, and 1 Institutional Program Manager.

New Housing Unit for Committed Youth – DJJ estimates that an additional 693 youth will receive commitment orders from the Family Court once S.916 is implemented. While not all of these youth will be housed at a DJJ secure commitment facility for the duration of their commitment, DJJ estimates the average daily population for committed youth will increase by approximately 102 youth per day, up from the current average daily population of 181 committed youth per day. This means that an estimated total of 283 committed youth will be served on a daily basis under raise the age. This increase would exceed the design capacity of current housing units for committed youth and not allow the Department to safely house these additional youth within the existing infrastructure.

In order to accommodate the increased population of committed youth, the Department will need to retrofit an existing building at BRRC to provide additional living space, at a cost of approximately \$1,443,520 (“Opinion of Probable Construction Costs”-Treanor HL). DJJ will require an additional 59 employees to provide direct care, treatment and education services to the additional youth. This includes an additional 6 education staff (certified teachers, SPED teachers, and associate teachers), 32 security division staff (correctional officers, school resource officers, classification staff, public safety, transportation officers and disciplinary hearing officers), 18 medical and treatment professionals (psychologists, licensed MSW social workers, nurses, dentists, human services coordinators and case managers), 1 activity therapist, 1 Chaplain, and 1 Disciplinary Hearing Officer.

Additional Direct Care Staff – The need for direct care staff to operate the additional secure facilities and housing units for raise the age youth is outlined above. The implementation of S.916 will also impact prevention/diversion, intake, and probation/parole supervision services DJJ provides in county offices across the state of South Carolina. DJJ’s community staff processed 12,973 referrals in FY 17-18. DJJ estimates that implementation of raise the age will result in an additional 5,931 referrals. Therefore, DJJ will need an additional 24 Community Specialists, 40 Intensive Supervision Officers, and 3 Victim Services Coordinators to provide community-based services to these additional youth state-wide.

Administrative and Other Support Staff – In order to adequately support the additional employees described above, the Department will need 28 additional administrative/support staff in several divisions/offices; 10 in the inspector general, 11 in staff training and development, 2 in finance, 4 in human resources, and 1 legal services staff.