

# JIAS Site Visit Summary

18<sup>th</sup> JD

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| <b>Judicial District</b> 18th   | <b>Date</b> 3/9/2016   | <b>JD Participants</b> Jodi Tronsgard, JIAC Program Director<br>Alex Albaugh, Intake Coordinator<br>Mario Salinas, Project Manager |
| <b>Location</b> Sedgwick County | <b>Time</b> 12:00 – 4:00 PM  | <b>KDOC-JS Participants</b> Jim Johnson, Program Consultant  |
| <b><u>Summary:</u></b>          | <p>The site visit included observations in the following five categories: Tools, Diverting Youth, Staffing, Data Collection/JIAMS, and Standards. Specifically, each category was reviewed for general observations, strengths, recommended enhancements, and inquiry of further support KDOC-JS may be able to provide to the district.</p> <p>Juvenile Intake and Assessment in the 18th JD is operated out of a centralized location in mid Wichita. The building is shared with the local juvenile detention facility but has a separate juvenile/family entrance from the JDC, and all juvenile interview, waiting, and activity rooms are separate from the JDC. JIAS in the 18th JD is managed by Jodi Tronsgard who participates in several standing committees and initiatives operated by KDOC-JS and Ms. Tronsgard is a regular contributor on those committees.</p> <p>The 18th JD is currently using a locally developed Detention Risk Assessment Instrument and plans to switch over to the Kansas DRAI once the piloting is concluded and the instrument is implemented statewide. The 18th JD uses the MAYSI-2 and has been using it for several years, but is currently involved in upgrading local protocols and staff training that should in time increase the practical benefits of the MAYSI for the youth involved. The 18th is currently working with KDOC-JS in the development of a screening instrument and protocol for potential Human Trafficking victims.</p> <p>The 18th has a number of relationships with local service providers to help provide services for youth that process through JIAC. Going forward, as the 18th JD and KDOC-JS work towards implementation of juvenile justice reforms while amending existing and establishing new state standards and local policies and protocols, diversion processes will continue to be examined and developed in a manner that reflects a collaborative relationship between the 18th JD and KDOC-JS.</p> <p>The 18th JD has a comprehensive training protocol for JIAC staff. Going forward, as juvenile justice reforms are implemented, staff training and re-training will be a significant part of local reform efforts.</p> <p>The 18th JD has developed a process to gather and manage data on intakes that they complete. As state wide reforms are implemented, it is important that the 18th JD and KDOC-JS are involved in a collaborative manner to effectively implement changes that will contribute to the juvenile justice reforms and better serve the local population.</p> <p>As DOC-JS revises and creates JIAS standards, the 18th JD will need to revise and create local policies and protocols that meet the needs of the youth and family served while effectively utilizing local resources.</p> <p>As a part of the site visit, several priorities were shared by 18th JD staff focusing on training needs, better collaboration between the 18th and KDOC-JS, improving data collection and management processes, strengthening the community system through the local JCAB and</p> |  |

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|   | collaboration with local partners and working through issues with local law enforcement agencies. Staff from JIAC in the 18th JD articulated a willingness to work with KDOC-JS to develop and implement JIAS system improvements and help identify/implement best practices solutions.  |
| <b>Section 1: Tools</b>                           |  |
| <b><u>General Observations and Strengths:</u></b> | <p>The 18th JD is currently using a locally developed Detention Risk Assessment Instrument and plans to switch over to DRAI once the piloting and testing of the instrument is concluded and the final instrument implemented statewide. Overrides of the DRAI are currently utilized and involve consultation with a juvenile judge. The 18th reports that the number and percentage of overrides have increased over the past three years.</p> <p>The 18th JD has been utilizing the MAYSI-2. However, the staff have been trained only recently and plan to re-train JIAC staff once standards and policies are established. The 18th reports they share results of the MAYSI-2 with the youth's parent and/or legal guardian to facilitate discussion regarding appropriate referrals as well as with detention staff for youth being placed in detention if the youth has a high MAYSI score and should be monitored closely. Over the past two months the 18th JD installed and is utilizing MAYSIWARE, and submitting aggregate reports on MAYSI's completed during the intake process.</p>   |
| <b><u>Recommendations:</u></b>                    | Continue on current path, continue to work with KDOC-JS as instruments are developed and implemented. Involvement and communications from the 18th JIAC management staff is helpful, productive, and contributes to systemic progress.   |
| <b>Section 2: Diverting Youth</b>                 |  |
| <b><u>General Observations and Strengths:</u></b> | <p>The 18th JD would like support &amp; guidance in the development of the immediate intervention program (this is in process through a joint workgroup involving KDOC-JS &amp; OJA).</p> <p>The 18th JD advises they have an extensive list of service providers that they make referrals to for various services (mental health, trauma, substance abuse, parenting, batterers intervention, anger management, tutoring, social skills, mentoring, attendant care, childcare assistance, cognitive skill development, community service, crisis intervention, employment, gangs, gender specific services, independent living, mediation, sex offender treatment, &amp; legal services).</p> <p>The 18th JD has several MOUs: 1) arrest reductions in USD 259 Alternative Schools (Wichita), 2) arrest reductions in all USD 259 Schools (Wichita), 3) arrest reductions in USD 265 Schools (Goddard), 4) access &amp; usage of KBI fingerprint ID system, &amp; 5) admission of youth &amp; information sharing with Wichita Children's Home.</p> <p>The 18th JD advises they have overall positive working relationships with a number of community partners, but have identified various areas to target for improvements with community partners. 1) With the Wichita Police department - WPD has a tendency to sign paperwork and leave the juvenile quickly, if there is a need for transportation they advise it is the Sedgwick County Sheriff's responsibility - work with WPD and Sedgwick County Sheriff on roles and transitions with juveniles in and out of JIAC. 2) With COMCARE - work to improve responsiveness to respond if juvenile has mental health needs. 3) With multiple partners - JIAC has too many mental health cases going into detention having MH crisis, in</p> |

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|   | some cases detention likely is being used as a means to control juveniles - work with partners to reduce/eliminate that practice. 4) With St. Francis - There is a pattern of a lack of responsiveness (est. 6 times per year inadequate timeliness in response), has been getting better, work to improve responsiveness.  |
| <b><u>Recommendations</u></b>                     | Continue to work with KDOC-JS as progress is made towards development and implementation of a statewide Immediate Intervention Program. Involvement and communications from the 18th JIAC management staff is helpful, productive, and contributes to systemic progress.  |
| <b>Section 3: Staffing</b>                        |   |
| <b><u>General Observations and Strengths:</u></b> | JIAC in the 18th JD operates on a 24/7/365 basis with 10 full time and 7 part time staff all specific to JIAC. New employees attend an extensive list of training courses for orientation, and annual training is provided for staff with over 30 classes that staff can attend. Supervisory training is required of all supervisory staff and those classes are available through Sedgwick County HR. Intake Specialists review work of entry level staff and the Intake Coordinator reviews work of the Specialists and conducts quality assurance.   |
| <b><u>Recommendations</u></b>                     | No recommendations for changes at this time. As JIAS changes are implemented, staff training will be a significant issue.   |
| <b>Section 4: Data Collection/JIAMS</b>           |   |
| <b><u>General Observations and Strengths:</u></b> | <p>The 18th JD conducts intakes using a standard format. JIAMS is used as a guide in the intake process and intake reports are generally reviewed, approved, and uploaded within two business days. A significant amount of information is gathered during the process in the 18th, and not only are all the JIAMS questions addressed, but the 18th uses an additional data management system (JIMS - Juvenile Intake Management System) and the Sedgwick County Brief Screen. Information gathered during the intake process includes: aliases; scars, burn marks &amp; tattoos; medical issues or concerns; medications; allergies; caregivers; and specific intake data (intake information; offenses; risk assessment; custody criteria; CINC definition; intake demographics; prior arrests; contacts. Assessment information gathered includes: school information; social history; substance use; MAYSI-2; treatment history; additional risks; Placement information gathered at intake includes: Brief Screen; mental health; trafficking; current referrals and referrals made; DNA information; services provided; documents completed and release data.</p> <p>The 18th JD also reports utilizing the following tools to assist JIAC workers in processing and recordkeeping of intakes: 1) Intake and assessment data is collected in a local Access database; 2) A "How To" manual to assist JIAC staff; 3) JIAC in the 18th JD utilized the Juvenile Information Management System (JIMS) to manage the intake process and records; and 4) JIAC in the 18th JD utilizes the ACE study to screen juveniles for trauma.</p> |
| <b><u>Recommendations</u></b>                     | As JIAS changes become closer to being implemented, this will be a good time for the 18th JD JIAS managers and KDOC-JS staff to evaluate processes and work closely together through implementation of juvenile justice reforms.  |
| <b>Section 5: Standards</b>                       |   |
| <b><u>General Observations and Strengths:</u></b> | JIAC in the 18th JD has a fairly extensive set of policies. Several JIAS standards are met through 18th JD Department of Corrections policies. Policies have been reviewed and updated on an annual basis. Most policies provide good detail and adequate specificity for directions for staff. Areas that are covered in JIAS standards that need policies developed or more specificity in local policies are: JIAS 01-108 (Authorization and use of grant funds for misc. personal items to youth in need), JIAS 01-113 (the 18th JD has policies for grievances   |

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|   | <p>for parents, guardians &amp; custodians - but there is not a policy for juvenile grievances), JIAS 2-100, 101, 102 (JIAC policy does not stipulate minimum age, PDs for 3 positions do require minimum age of 21, but Administrator PD does not), JIAS 04-101 (The MOU &amp; Agreement to Appear state the parent is to contact JIAC within 48 hours of being issued an ATA - Need to add to policy), JIAS 04-101 (Guidelines exist to have an assessment within 72 hours of initial contact is in written guidelines, but not in JIAC policy), JIAS 04-102 (18th JIAC policies 8.802 &amp; 8.202 address visitors and belongings, but do not define if visitors can or cannot be searched or a process for searching visitors and/or actions if consent is refused), JIAS 04-109 (JIAS Shall refer every alleged CINC to DCF not in policy), and JIAS 05-100 (the 18th does provide programing for expanded services, but does not have a policy). NOTE - Since the site visit, The 18th JD JIAC has created and implemented 8.104 for "Client Grievance Procedures", and policy 8.827 for "Starting Point", an expanded services program. also, the 18th JD has amended the Position Description for the Administrative Manager and now requires a minimum age of 21.</p>  |
| <p style="text-align: center;"><b><u>Recommendations</u></b></p>          | <p>The 18th JD JIAS management staff have developed an ongoing and systematic process to review and update policies. As KDOC-JS works towards implementing changes, JIAS standards will be revised and created. The 18th JD JIAS Administrator participates in the JIAS standards development process and provides thoughtful and to the point input related to standard development. KDOC-JS recommends having the continued involvement of the 18th JD in this process and continued responsiveness on the part of the 18th JD to revise and create local policies, procedures, and protocols as needed for implementation of JIAS standard changes.</p>  |
| <p style="text-align: center;"><b><u>Suggestions for KDOC-JS:</u></b></p> | <ol style="list-style-type: none"> <li>1) The 18th would like assistance in helping to improve the facility environment to make it more youth and family friendly and less correctional and institutional in its appearance. The 18th would like to explore strategies to create a best practices approach to be more engaging with families while creating the best environment possible for juvenile intake which often involves younger children or children/youth with mental health issues. NOTE - JIAC staff are not in uniforms.</li> <li>2) Support to eliminate improper use of detentions with some law enforcement agencies or officers still using detention to punish youth.</li> <li>3) Support with issue involving local law enforcement departments accepting role and responsibility to transport youth (i.e. county sheriff vs various city police departments), would like to explore collaborative training.</li> <li>4) Support with HT protocols - EMCU is highly influenced by law enforcement and may result in potential HT victims being placed in detention which would not be the least restrictive workable alternative for that youth in that situation. (May want to explore creation of an HT Grievance process).</li> <li>5) Support in providing timelier response for potential MH cases.</li> <li>6) Explore mechanism for inter-agency grievance process to help develop more standardization in continuity of care across the state - also would provide for quality assurance.</li> <li>7) Support adoption of SB 367.</li> </ol> |

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- 8) Facilitate development of training for staff management of risk.
- 9) Facilitate collaboration and coordination of JIACs and law enforcement.
- 10) Create & implement a user friendly database that includes the full juvenile process (intake/detention/community corrections).
- 11) Provide roles & responsibilities for KDOC-JS Program Consultants
- 12) Training for the DRAI when it is implemented statewide;
- 13) Utilization of a Human Trafficking Screening Instrument;
- 14) Program specific training on trauma; and
- 15) Training/support for ACE screening program.
- 16) The 18th JD is interested in support from KDOC-JS to provide training on best practices and evidence-based approaches with a focus on programs specific to JIAC; which may include the brief screen, YLSCMI scoring, interviewing techniques, de-escalation techniques, family engagement, responding to trauma, brief interventions (BITS), Juvenile Code, and identifying strengths. NOTE - The Brief screen is an instrument developed by Sedgwick County to help with juvenile risk assessments, KDOC does not provide support for the Brief screen instrument.