

**OKLAHOMA COUNTY JUVENILE BUREAU
FY 2002-03**

YEAR IN REVIEW

This past fiscal year has seen the last of the most significant modifications for the daily operation of the Juvenile Bureau. Most significantly, we have expanded the operation of our Intake/Diversion Unit from a work-week of Monday-Friday from 8 AM to 5 PM, to having personnel on-site seven days a week, for seventeen hours a day (7 AM to 12 AM). This availability of our staff promotes opportunities of us to be more readily available to respond to youth placed in the detention center, to parents/families during evenings and weekends, and to law enforcement agencies that have youth in custody and needing immediate attention.

In addition, we implemented a significant expansion to our community service and work restitution program. We have been able to place youth in the community on a variety of projects that provides opportunities for them to repay the victims with the local community through both service hours and payment of actual Court-ordered restitution. More details of this program will follow within this Annual Report.

In keeping with our commitment to our vision to “Provide Opportunities for Success,” these modifications in our daily operations continue to reflect our commitment to the implementation of procedures and services that reflect the “Broken Windows Model of Probation.”* This Model reflects a commitment to community-based probation procedures and services that place the safety of the community first in its objectives, and at the same time, promotes effective intervention for the offender. A summary of the “Broken Windows Model” key strategies follows this Review. We continue to work toward the development of new services and interventions that are community-based and focus on the needs of youth and their families in an effort to assist the youth to live productively within the community. This approach is supported through programs that not only enhance accountability, but also provide intervention and support services. The pages that follow will describe these initiatives in each area of our operation.

It would be an oversight to neglect the work and dedication of the Program Administrators who have worked diligently over the past year to implement the programs and services described within this Report. Melissa Gonzalez was

promoted from a Court Unit Supervisor to Administrator of Intake/Diversion Services after the retirement of the previous administrator in March 2003. She has provided tremendous leadership in the implementation of new procedures for the expanded hours of this Unit. Eric Remington as Administrator of Court Probation Services continues to develop and implement procedures and practices in support of our commitment to community-based probation services. As Administrator of Special Probation Services, Doris Stevenson continues to provide leadership and management in the implementation of new specialized services for youth and families. Larry Hicks continues to provide effective leadership for the Detention Center, maintaining a commitment to exceeding both State and National standards, as he serves as the Administrator of Detention Services. Mr. Tom Tapscott, as Administrative Services Specialist, has further developed and enhanced our ability to gather and report critical statistical data; to submit more effective grant applications; and to better coordinate data collection for Title IV-E funding. And finally, Mike Green, as Support Services Director/Building Manager, continues to assist this Director in the management of the Juvenile Justice Center complex. Having this group of leaders who are committed to our shared vision is an asset to not only the Juvenile Bureau, but also to the citizens of Oklahoma County.

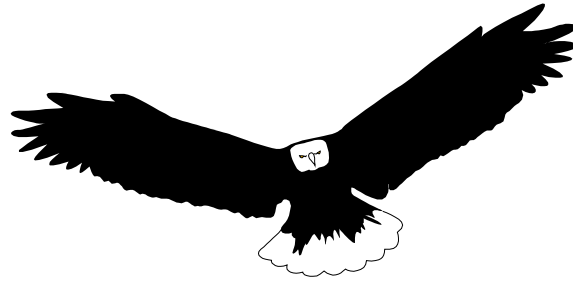
In closing, I want to again personally thank Judge Nan Patton, Presiding Judge for the Juvenile Division, Oklahoma County, for her continued support and leadership for the Juvenile Bureau. Through our shared vision for the Bureau, we share a commitment to the citizens of Oklahoma County.

I continue to look forward to the challenges and opportunities that will come our way as we work to have a positive impact on youth and families in Oklahoma County.

Sincerely,

Randy Turner, M.A.
Director

- Transforming Probation Through Leadership: The “Broken Windows” Model, by the Reinventing Probation Council, published by the Center for Civic Innovation at the Manhattan Institute for Policy Research, 52 Vanderbilt Ave, New York, NY, 10017.



OKLAHOMA COUNTY JUVENILE BUREAU

“Providing Opportunities for Success”

KEY PRINCIPLES

S*AFETY...A COMMITMENT (1) TO PUBLIC SAFETY; (2) TO PROVIDING A SAFE ENVIRONMENT FOR YOUTH AND THEIR FAMILIES TO RECEIVE SERVICES AND CARE; AND, (3) TO PROVIDING A SAFE WORK ENVIRONMENT FOR STAFF.*

O*PTIMIZING POTENTIAL...ASSISTING YOUTH TO IDENTIFY AND UTILIZE THEIR STRENGTHS RATHER THAN ONLY FOCUSING ON WEAKNESSES.*

ASSISTING AND GUIDING STAFF TO FULLY DEVELOP THEIR POTENTIAL.

A*CCOUNTABILITY...HOLDING YOUTH ACCOUNTABLE FOR THEIR BEHAVIOR AND AT THE SAME TIME, PROVIDING APPROPRIATE INTERVENTION TO RESTORE THEIR ABILITY TO LIVE IN THE COMMUNITY.*

HOLDING STAFF ACCOUNTABLE TO BUREAU GOALS AND OBJECTIVES IN ORDER TO MEET THE NEEDS OF OUR COMMUNITY.

R*ELATIONSHIPS...TEACHING YOUTH HOW TO RELATE EFFECTIVELY WITHIN THEIR FAMILY AND THEIR COMMUNITY.*

EXPECTING STAFF TO DEVELOP HEALTHY RELATIONSHIPS WITH YOUTH, THEIR FAMILIES, THEIR PEERS, AND THE COMMUNITY WE SERVE, DEVELOPING EFFECTIVE PARTNERSHIPS THROUGHOUT THE COMMUNITY.

Embracing Key Strategies for a Rational Probation System

From “Transforming Probation Through Leadership: The ‘Broken Windows’ Model”

By the

REINVENTING PROBATION COUNCIL

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**CENTER FOR CIVIC INNOVATION
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American Probation and Parole Association

Robert A. Fox Leadership Program at the University of Pennsylvania

Strategy #1: Place Public Safety First

- > Must be mindful that the primary concern of the public is to be free from crime.
- > Public Safety is defined as “the extent to which persons and property are free from attack or theft, that is, from the threat or risk of harm in particular places at particular times.”
- > This definition requires a systemic, yet local focus on the social ecology of crime. With respect to probation practitioners, it requires a commitment that extends well beyond individual offenders on assigned caseloads. In fact, it requires a proactive and daily engagement in the wider arena of community and victim vulnerabilities relative to those locales and times of the day where the threats to public safety are greatest. It requires, ultimately, an approach to probation that is community-centered and neighborhood-based.

Strategy #2: Supervise Probationers in the Neighborhood, Not in the Office

- > For too long, probation has embraced a “fortress” or “bunker” mentality, where supervision, such as it is, takes place in the office setting of probation officers. For probation supervision to be effective, it must take place where the offender lives, goes to school or works, and engages in recreational and other activities. Firsthand knowledge of where the offender lives, his family, and immediate and extended environment are critical elements of meaningful supervision. In addition to just being in the community, probation should be highly visible, and this visibility must be positive in nature.
- > Effective supervision must focus on achieving public safety. For probation officers, this requires reaching out beyond the management of their individual caseloads to form active partnerships with the local police, community members, offenders’ families, those persons who are important to offenders, neighborhood associations, and other indigenous organizations and groups.

Strategy #3: Rationally Allocate Resources

- > Conducting supervision in local neighborhoods and communities must be guided by a commitment to rationally allocate staff and other resources where they are needed the most.
- > The importance of accurate, information-driven decisions when dealing with offenders under community supervision cannot be overstated. Probation practitioners should develop as much information as possible on the offenders they are expected to supervise through comprehensive presentence investigation reports, related juvenile records, psychological evaluations, and risk and need assessments. Probation agencies must rely on sound assessments at the front end of the system to make placement decisions and they should continue to use a variety of assessments for specific offender types to monitor their progress and maintain a proper match relative to programming.
- > Probation officers should be strategically assigned for supervision purposes to specific geographical areas. This will foster a more rational allocation of probation's resources.
- > "Place-based" supervision strategies seek to counter passivity in case management with a commitment to managing offender risk in those neighborhoods and other locales where probationers present the greatest public safety hazards to those who live or work there.

Strategy #4: Provide for Strong Enforcement of Probation Conditions and a Quick Response to Violations

- > Probation practitioners must be committed to the strong enforcement of all probation conditions and to providing timely responses to all violations. Each and every condition of a probation sentence must be enforced, and all violations must be responded to in a timely fashion.
- > There are many avenues short of incarcerating the offender that represent appropriate and proportionate graduated responses, or "sanctions," to the violation, e.g., an increase in reporting requirements, curfew or house arrest,

electronic monitoring, mandatory drug treatment, etc. A carefully calibrated continuum of graduated sanctions offers probation officers a range of measured responses short of revoking and placing the offender in custody.

- > This type of approach requires unannounced home visits, field work during the evening hours, and a sure and swift response to those offenders found to be in violation.
- > Alongside the strict enforcement of supervision conditions, probation agencies need to adopt tough-minded and proactive policies relative to apprehending absconders from probation. For OCJB, that means we do not simply “dump” a youth into the “buckets” on JOLTS where youth are unassigned and left until they resurface.

Strategy #5: Develop Partners in the Community

- > Within a community justice framework, the need to establish enduring partnerships with the citizenry, other agencies and local interest groups is critical to the success of probation. Forming such partnerships increases probation’s leverage in dealing with offenders and contributes to a shared co-ownership for managing risk such offenders present under community supervision.
- > The need to maintain a paramount focus on achieving public safety requires active partnerships with community and neighborhood groups and with law enforcement and human services agencies. Focusing on and achieving public safety goals is premised on the very necessity of engaging the community in offender supervision and accountability.
- > Probation agencies must move collaborations and partnerships from the margins to the center of what they do. In so doing, they must work with other agencies and community groups to establish a shared co-production for managing the risks presented by offenders under supervision.

Strategy #6: Establish Performance-Based Initiatives

- > Probation administrators must rely increasingly on evidence-based practices when justifying the continued operation or retention of particular programs.
- > A commitment to performance-based initiatives requires that probation agencies develop appropriate and effective programming, draw on research that speaks to what works, and pay careful attention to program design, implementation and evaluation.
- > Reducing the threat or risk of harm presented by offenders *requires* the development of programmatic interventions that connect offenders to environments that have prosocial supports and structure.
- > Probation agencies need to employ performance-based initiatives that are properly implemented and that meet their stated goals. In doing so, managers and staff will be better positioned to deploy their limited resources more effectively. The development and implementation of strong program models are essential elements of managing probation agencies now and they will remain so in the future.

Strategy #7: Cultivate Strong Leadership

- > In the final analysis, **leadership** is the most important element in reengineering probation towards a system that has clear values, emphasizes public safety, rationally allocates resources, provides meaningful supervision and a quick response to violations, practices inclusiveness and assumes accountability for results.
- > Leadership comes from individuals---individuals who care about probation, and who are not satisfied with the *status quo*, and who possess the courage to acknowledge that all is not well with the profession and the vision and dedication to do something about it. *The leaders and practitioners of probation must consider how and in what ways their vision and actions move their agencies toward the creation of public value.*

- > Effective leadership requires a willingness to create something of public value by steering an agency toward a vision that energizes and a philosophy of management that empowers all staff. Ultimately, it demands that those who are entrusted with the mantle of leadership embrace accountability for producing outcomes that matter.

INTAKE/DIVERSION SERVICES

The principal responsibilities of the Intake/Diversion Unit include screening admission requests for detention from all Oklahoma County law enforcement agencies, conducting Preliminary Inquiries on all referrals made to the Juvenile Bureau, managing Deferred Filing/Prosecution caseloads, and preparing Certification Studies.

During FY 03, a total of 2209 juveniles alleged to have committed 3266 offenses were referred from 22 different agencies. The majority (2177) of these referrals were received from law enforcement agencies and a smaller portion (32) were received from parents, schools, and social service agencies. These juveniles were referred for delinquent conduct (2196), and youth in need of supervision (13). The total number of referrals reflects a decrease of 4% from FY 01 to FY 03. However, the Juvenile Bureau no longer receives In Need of Mental Health Treatment referrals. In FY 02, 174 In Need of Mental Health Treatment referrals were received. Those referrals accounted for 8% of the total referrals received in FY 02.

Of the 2209 juveniles referred to the Juvenile Bureau in FY 03, the Intake/Diversion Unit deemed it necessary to file a petition in 1700 (77%) of the cases due to the seriousness of the offense or prior records. This is an increase of 1% from FY 02.

Of the juveniles referred to the Juvenile Bureau during FY 03, the Intake/Diversion unit placed 277 juveniles on a Deferred Filing/Prosecution Program. This program is designed to allow a juvenile to remain outside of the formal court system while completing a structured, supervised program developed to help the juvenile and family learn different methods of dealing with problems and behavior while holding the juvenile accountable. Of the 277 juveniles placed in this program 157 (57%) successfully completed the program and only 31 failed to complete and had a petition filed.

The number of certification studies and Youthful Offender studies completed by the Intake/Diversion Unit during FY 03 is 15. This is a decrease of 78% over FY 02. However, the Office of Juvenile Affairs began completing all Youthful Offender studies in August of 2002.

Within this fiscal year, the Intake Diversion Unit experienced numerous changes in operating procedures. Days of operation were expanded from Monday through Friday to seven days per year. Hours of operation were expanded from an eight hours work day to a seventeen hour work day. At least one intake offer is in the building, available for detention screenings or intake appointments, from 7:00 a.m. to 12:00 midnight, daily. A new risk assessment instrument to assist in screening detention admission requests was also developed and implemented. A needs assessment instrument to assist officers in determining programming needs was also developed and implemented.

COURT PROBATION SERVICES

Court Probation, a legal status imposed by the District Court of Oklahoma County upon an adjudicated juvenile by a Disposition Order, is a service that provides the community with protection and accountability for the juvenile, and, at the same time promotes competency and rehabilitation, while permitting the juvenile to remain in the community under supervision. Court Probation Services is committed to (1) the victims of juvenile crime by placing public safety first, and (2) preventing and reducing recidivism of juvenile delinquency by providing direct supervision of the youth in the community and arranging for the development and/or utilization of specialized community-based services.

During FY 02-03, the Probation Officers of the Bureau assisted the Court in seeing to it that clients on probation paid \$49,285.39 in restitution to the victims of juvenile crime. Additionally, probation clients paid \$29,012.00 in Probation Fees and \$25,551.00 in Court Fines, which are utilized to minimize the costs for a number of programs and services offered. In addition, the Officers of Court Probation Services verified that 25,235 hours of community service were completed by probationers.

During FY 02-03, the Court Probation Unit received a total of 696 referrals, which is a 6% decrease from last year's 742 referrals. This is now the third consecutive year of a decrease in referrals overall (839 in FY 00-01) and can be attributed to a number of ongoing efforts being taken by the Juvenile Division of the District Attorney's Office and the Intake and Diversion Unit to forward only the most serious cases and clients into the Court system. These collaborative efforts have assisted Probation Officers in focusing their efforts and conserving resources for clients that require closer supervision while in the community.

587 of this year's clients were new referrals from the Court, which was a decrease of 12% (665) from last year. Additionally, 105 of these clients were re-referrals, which was an increase of 36% (77) from last fiscal year. At the end of FY 02-03 there were 589 cases open, which resulted in an average caseload of 28 youth for 20 Probation Officers.

Of the 696 total referrals for Court Probation Services, 570 (82%) were males and 126 (18%) were females. These numbers reflect a 2% increase in the number of male referrals and a 29% decrease in the number of female referrals.

The racial distribution of referrals for FY 02-03 is as follows: 41% were Caucasian, 36% percent African-American, 16% Hispanic, 5% Native American and 1% Asian or Other. Court Probation Services saw nearly a 45% increase in referrals for Latino/Hispanic youth last year and this can be partially attributed to the increasing number of Latino families living in Oklahoma County. The relative percentages are consistent with past years, however, there was a 16% decrease in referrals for Caucasian juveniles, a 6% increase in referrals for African-American juveniles, and no change in percentages for Native American or Asian/Other.

The age distribution of referrals for FY 02-03 was also relatively consistent from previous years. Seventeen year olds accounted for 28% of the referrals, which is down from last year's 31%. Sixteen year olds were about 22% (21% in FY 01-02) and fifteen year olds 21% (20% in FY 01-02) of our referrals, which varied little from last fiscal year. Fourteen year olds (13%) and thirteen year olds (7%) were slightly down from last year. Twelve (4%), eleven (1%) and ten (1%) year olds were consistent with last year. It should be noted that only 4% of the referrals in FY 02-03 were for 18 year olds that committed crimes as juveniles. This is an area that the Courts, District Attorney's Office, and Court Probation Services worked to minimize over the last year due to the clients being legally considered adults. This year's numbers are a improvement from previous years, which have also included clients over 18 years of age being referred to our Officers. Forty-six (46%) percent of offenders on caseloads committed property crimes, which reflects a decrease of 4% from the previous fiscal year; 24% committed crimes against person, a decrease of 17% from the previous fiscal year; 19% committed drug offenses, a decrease of 5% from the previous fiscal year; and 2% sex offenses, a decrease of 1% from the previous fiscal year.

Revocations of Court Probation Services, which result in clients being placed into state custody at a higher cost to the taxpayer, were down for the second year in a row. In FY 02-03 revocations were down by 5% from the previous fiscal year, from 86 in FY 00-01, 77 in FY 01-02, to 73 in FY 02-03. This is a 15 % decrease in two years. The decrease was and is normally influenced by a number of factors, primarily the Court, increase in the number of "in house" programs and services offered by the Bureau, and decrease in the number of probation referrals. This number has also been influenced by the ongoing emphasis on quality assurance within the department through the concept of the Broken Windows model of probation. This model and its strategies involves supervision of the offender in the community, not from the office; a quick response to violations and strong enforcement of conditions of probation; rational allocation of resources; and development of partners in the community.

This year's notable achievements and initiatives:

Court Probation Services expanded its Broken Windows based "late night" initiative this year from three months to six months and culminates with Probation Officers spending weekend evenings at the Oklahoma State Fair. The emphasis of this initiative involves moving away from traditional hours and days of community supervision to evening and weekend contact with clients in the community. From April 2003 to September 2003, teams of staff members worked on Thursdays in the evening hours to meet with clients and families in the office. This was partially initiated to assist working parents and guardians in staying involved with their son's/daughter's case. In addition, teams of staff were sent to the community on Friday and Saturday evenings to attempt face to face contact with probation clients and their families. The overall totals for this office/field initiative were 464 successful contacts out of 839 attempts, which is 55%. Probation Officers met with 139 clients and families during "late night" office, with a 52% success rate. Additionally, Officers were able to make contact with 325 clients (57%) in the community during "late night" field units.

One of the important achievements this year included beginning to address the long standing problem of 18 year old adults on juvenile probation. Due to the fact that a number of juveniles 17 years of age are referred to and processed in the Juvenile Court system, a number of these clients are close to or over the age of 18 by the time that they are placed on probation by the Court. In order to conserve our resources for the younger juvenile clients, the Court, District Attorney's Office, the Bureau, and Court Probation Services collaborated beginning in September 2002 to minimize the number of these clients actually referred and to expedite the length of time these "adults" were on probation. The emphasis centered mainly around a 90 day probation plan that the client was expected to complete or face jail time. The collaboration also included the development of a restitution clerk position in the Bureau that would allow a means for the Courts and District Attorney's office to keep the case open to collect restitution, fines, and other costs without continuing probation supervision and services. By the end of the fiscal year, the collaboration had made a significant impact on the number of 18 year olds or older on the Probation Officer caseloads.

SPECIAL PROBATION SERVICES

The Special Probation Service Department provides resources for Juvenile Bureau clients to enhance their ability to complete condition of release from detention, Deferred File, Court Ordered Probation Plan and Sanctions Victim Restitution, and Community Service Work.

Drug and Alcohol Services

- a. SIDE-TRACK. This program responds to juveniles who have a proven substance abuse problem, with increased accountability and increased administrative oversight, without increased burden on the Court. Clients are referred generally from the Probation Department. This year almost 92% of cases received were formerly on probation caseload. Twenty-four (24%) percent of their clients were involved in the court system due to a possession of marijuana charge.
 - During this fiscal year seventy-one (71) clients were referred. This represents sixty-three (63) males and eight (8) females.
 - Of the seventy-one (71) referrals, African American represented twenty-five (25%) percent, Caucasian fifty-five (55%) percent, Hispanic and Native Americans twenty (20%) percent.

- b. LINK Services provides drug and alcohol testing and diversion program for clients referred with suspected substance abuse issues.
 - This fiscal year continued with testing high volume of clients. This year, 1, 264 people were tested.
 - Weekly caseload for LINK Services was 179 clients.
 - Drug of Choice for clients tested continues to be marijuana.
 - Monies collected and deposited for the year were over \$84, 000. Fees are collected from all clients and the Department of Human Services.

Tracking/Homebound Service

- a. Homebound is a short-term intensive supervision community-based program provided to juveniles as a conditional release from secure detention. Juveniles are monitored generally from seven (7) to ten (10)

days duration. Completion with no violation is considered successful. This program assists in reducing the average daily population of the Detention Center.

- During the year, this program provided one thousand two hundred and eight-five (1, 285) service days supervising one hundred ninety-five (195) clients.
- Nine (9) clients broke their contracts and went back to detention. At the end of the year, ten (10) clients were being served.

b. Tracking provides intensive monitoring of probation clients, which enhances the safety of the community and insures a greater compliance of court ordered probation.

- During the year four hundred eighty six (486) referrals were received.
- Two hundred eighty nine (289) clients were in compliance and completed their plan successfully.
- One hundred ninety seven (197) clients were terminated before serving their required plan.

It should be noted that we experienced an increase of referrals of clients placed on the program more than one time. In fact, many three and four referrals for clients were experienced.

- Of the one hundred ninety seven (197) unsuccessful, fifty five (55) were first time referrals and one hundred and thirty seven (137) were referred two or more times.

c. Survival Skills for Young Women program was designed to provide educational courses in a group setting with the community for young women fourteen (14) to seventeen (17) years of age. The goal is to give young women the opportunity to leave to be strong, intelligent, and independent. Referrals are received from Probation, Intake, Parents, and Municipal Court.

- One hundred forty eight (148) referrals were received during the year.

- Oklahoma County Juvenile Bureau accounted for 70% of all referrals received. The success rate among participants referred through the Bureau is 53% (“success” meaning completing the program). Of Bureau employees, 76% utilized this program for their clients.
- Oklahoma City Municipal Court accounted for 27% of all referrals received. The success rate among participants referred through City Probation is 35%. The lower success rate among City Probation participants is probably due to the fact that there are no real consequences for not following the probation plan at this level.
- Other referral sources, which includes Midwest City Probation, parents, and DHS accounted for only 3% of total referrals received, with three of the five participants successfully completing the program. Neither of the parent referrals completed the program.
- A total of 71 participants completed the program. This accounts for 48% of total referrals. However, this accounts for 72% of all girls who started the program (“start” meaning attending at least one class). Of these 71, 44% completed at the north location, and 56% completed at the south location. The higher success rate on the south side location is due to more participants. A larger class size creates a more interesting and interactive dynamic among the participants, and they are more likely to enjoy the class and therefore feel compelled to attend.
- A total of 27 participants were dropped from the program after they attended at least one class. This accounts for a 28% drop level for all girls that started the program. Of these 27 participants who were dropped, 20 quit attending for unknown reasons, 2 had their case dismissed, 2 went into OJA custody, and 3 ran away from home.
- Program fees were collected from ninety (90) clients in cash and from seven (7) clients with Juvenile aid.

This program was made possible by grant funds through the office of Juvenile Affairs received by the Bureau and has proven to be of significant value.

- d. Assessment/Counseling is a contracted service that provides client assessment, individual, and group counseling for juveniles referred for services through Special Court Services Drug/Alcohol Intervention Unit.

- Assessment of clients includes both SIDE-Track and Probation referrals. The four hundred sixty six and one half (466.5) hours includes actual face-to-face time with the client as well as time spent in evaluating the data collected and forming either verbal or written responses.
 - Three hundred eighty nine (389) hours group contact hours were conducted. These hours reflect actual contact of clients doing groups.
 - Individual Client Counseling hours totaled one hundred eighty and one quarter (180.25) hours. These are actual client contact hours and do not reflect documentation time which included, would increase the figure by approximately 35-50%.
 - Family Counseling/Intervention this forty-eight and one quarter (48.25) hours includes time spent with the client and one or more family members as well as time spent in settings like phone consultations with a parent. This figure includes no documentation time.
 - The one hundred and twenty nine and one quarter (129.25) hours of Court and Administrative Hearings reflects time spent primarily in Administrative Hearings but also in Courtroom proceedings as well.
 - Broken down into contacts the data reflects almost one thousand two hundred and fourteen (1214) hours that were invested in the following contexts: seven hundred forty four (744) contacts in the office; seventy five (75) contacts at the client's home; thirty six (36) contacts at the client's school; and nine (9) contacts with a client in a treatment center setting. These contacts represent services provided to one hundred twenty nine (129) different clients.
- e. Service, Education, Accountability (SEA) Program is a community service work program under the Special Probation Service Department implemented August 15, 2002 with the hiring of two (2) part-time staff to work with a crew of 8-10 clients. Funds for the program come from the Juvenile Accountability Incentive Block Grant received by the Juvenile Bureau. Staffing changed later in the year to one full-time and one part-time employee. Current staffing consists of four (4) full-time staff persons. This allows us to work two teams each with a crew of ten (10) for a total of twenty (20) clients on projects worked per service day.

The program provides opportunity to level a consequence for violation for non-compliance of a court ordered probation plan, for clients to perform community service work as part of a deferred file or probation plan, for clients owing restitution to work and pay victims, and the opportunity for clients to receive pre-employment skill training.

The program receives referrals from Intake, Probation, and SIDE-Track Officers for clients needing to complete required community service, serve an imposed sanction, or pay restitution.

- First service work day was scheduled September 15, 2002 from 7:00 a.m. through 5:00 p.m. Three Clients were served.
- On June 30, 2003; Friday was added as a third service day.
- From September 2002 to June 2003, twenty (20) different Non-Profit Community Agencies have served as community work sites.
- Since July 1, 2003 seven (7) new sites have been added. SEA is currently working with the City of Oklahoma City and Volunteer Service to implement additional project sites.
- The annual statistics (July 1, 2002-June 30, 2003) report reveals the following:
 - Total referrals received 212.
 - Clients completing is 107.
 - Total clients term/or no show 73.
 - Total community service hours ordered 8, 535.
 - Total community service hours worked was approximately 3,174.
 - Total restitution paid to victims \$10, 423.29.
 - The number of community sites utilized was 20.
- Challenges experienced included: clients not showing for required work and a need for greater access to educational programs for clients that may impact the implementation of a fourth service day.
- Future expansions include: adding a fourth service day when referrals increase for clients not in school; increasing the opportunity to serve specialized probation clients (ASO); developing a special programming during school breaks; continuing to develop additional sites, specifically indoor sites; and continuing to work with representatives from the City of

Oklahoma City and The Volunteer Center on the Youth Initiative Project.

- f. Probation Orientation is a program designed for first time adjudicated offenders being placed on Probation. This program was developed to provide information to juveniles and parents regarding what probation is and what the court expects while serving on probation. This program also allows for our agency to connect with the community through community volunteers.
- Forty-three (43) sessions were scheduled during this fiscal year. A decrease was experienced over the 52 scheduled last year.
 - One thousand two hundred and eighty one (1,281) juveniles and parents were referred or scheduled. Of those scheduled, six hundred forty six (646) were in attendance. This represents three hundred twenty-seven (327) adults and three hundred nineteen (319) juveniles. When compared to last year's attendance, of six hundred and five (605) juveniles and adults, an increase was experienced.
 - Pre- and Post-Tests revealed greater understanding of probation gained by participants. Four hundred forty-seven (447) participants level of understanding increased compared to one hundred ninety-nine (199) responses revealed understanding not gained.
 - Ten (10) community volunteers and practicum students provided instruction to clients.

Overall Special Probation Services demonstrated that its resources are available to the Bureau staff and assists clients in meeting court ordered plans. In addition, this Department was responsible to bring in trainers and provide staff training. During the year five (5) trainers were recruited and provided thirty-two (32) hours of training. Staff were able to select from these hours along with outside training to meet their required training hours.

JUVENILE DETENTION SERVICES

The Oklahoma County Juvenile Detention Center is operated to provide a short-term safe and security residential program for youth who have committed delinquent acts within Oklahoma County, and who are pending Court action. The Center provides educational programs, medical/dental services, counseling services, crisis intervention, and a variety of other programs and services to address the needs of youth. This 80-bed facility provides a secure environment for youth who present a threat to public safety, and at the same time, offers services that can positively impact their behavior.

In FY 02-03 the Juvenile Detention Center focused on collecting 2003 documentation for the American Correctional Association (ACA) standards. There was a timeline schedule set in place so that all documentation was collected and placed in files for the Administrator's review. There is a similar timeline already in place for 2004, which all department heads will adhere to. All files are scheduled to be complete by April 2004.

The Oklahoma State Office of Juvenile Affairs (JA) conducted its annual inspection on May 15, 2003. OJA found that the juvenile facilities program is in substantial compliance with the statutory and policy requirements and no deficiencies were identified.

In addition to providing services for Oklahoma County youth during FY 02-03, the Juvenile Bureau obtained regional detention contracts with four neighboring counties: Kingfisher, Logan, Blaine and Stephens. Because the Center operates on most days with a population of 70 or more and can experience an influx of youth at any moment, priority is always dedicated to serving Oklahoma County youth. However, if bed space is available, and one of these Counties has a youth who needs to be detained for public safety, we support those Counties whenever possible.

One other aspect of effectively operating any residential facility is the quality and effectiveness of direct care personnel. The Juvenile Bureau has been able to attract applicants who have either attained either a Bachelor's degree or Associates degree, and/or who have direct experience in the field. Newly hired staff must complete 80 hours of training within the first year of employment, or a total of 160 hours during their first year. Each year

thereafter, officers must complete 40 hours of training. This commitment to training enhances the daily operations of the facility and the care provided for youth.

Some pertinent statistics include:

