

STATE OF WEST VIRGINIA DEPARTMENT OF MILITARY ALFAIRS & PUBLIC SAFETY DIVISION OF JUVENILE SERVICES STEPHANIE BOND, DIRECTOR

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JIM JUSTICE GOVERNOR IEFE'S SANDY, CEE, CAMS CARINET SECRETARY

January .5, 2017

The Honorable Jim Justice Governor State of West Virginia 1900 Kanawha Boulevard, East Charleston, WV 25301

Dear Governor Justice:

In accordance with West Virginia State Code, Chapter 5-1-20, I am pleased to present the West Virginia Division of Javenile Services' Annual Report for Eiscal Year 2016.

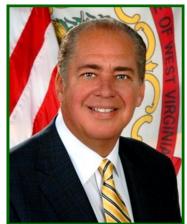
During the fiscal year the Division of Juvenile Services has continued in our quest for juvenile justice reform. We have been working closely with the Crime and Justice Institute to effer evidencebased trainings for our staff and to revise the Yoath Reporting Center framework to comply with evidence-based practices. In our residential programs, we continue to emphasize a trauma informed environment while focusing on operating aafe and secure ficilities.

The West Virginia Division of Juvenile Services will continue these positive changes and strive to be a leader of juvenile justice reform in the country.

Director

SB/mck

Message from the Cabinet Secretary



Earl Ray Tomblin Governor State of West Virginia



Joseph C. Thornton Cabinet Secretary Department of Military Affairs and Public Safety

The past year has witnessed the further evolution of the West Virginia Division of Juvenile Services. DJS has continued to strive for excellence as it pursues national standards and state-of-the-art modalities to ensure the safety, security, and welfare of both the youth in its care and the citizens of West Virginia. It is with continued optimism that I present the 2016 annual report.

The West Virginia Intergovernmental Task Force on Juvenile Justice has continued to meet, reaffirming its commitment to all West Virginia citizens including its at-risk youth. Assisted by the Pew Charitable Trusts Public Safety Performance Project, this task force has looked at data and processes to keep West Virginia on track to improve how we intervene in the lives of our delinquent youth.

The leadership demonstrated by Director Stephanie Bond has been crucial to this effective change. Bond and her team have achieved significant success in 2016. They developed new programs and pursued treatment concepts that adhere to national legal and performance-based standards, and aim to provide optimum opportunities for troubled youth to succeed.

This embrace of best practices is reflected by the continued enhancement of the Youth Reporting Centers. These facilities promote community-based care and work closely with the youth's family and collateral agencies like the Department of Health and Human Resources and the state and county boards of education. DJS now oversees 13 such centers serving 15 counties. It has established plans for at least another three to five additional centers throughout the state. These centers not only treat troubled youth in a way that keeps them in their own homes and communities, but they also result in a significant cost savings to the citizens of West Virginia.

The Governor's Adolescent Leadership Academy at the Kenneth "Honey" Rubenstein Center, meanwhile, remains a standout program in the juvenile justice realm. Other signs of progress in the services provided to troubled youth include: the sex offense-specific Gateway treatment program at the Sam Perdue Juvenile Center; the realignment of the Donald R. Kuhn Juvenile Center to narrow its focus to committed youth for rehabilitation along with the short-term detention Youth; and the establishment of The Diagnostic and Evaluation Center at the Robert Shell Juvenile Center in Barboursville. The Division also continues to operate a "wellness" treatment program for a minimal number of significantly impaired mental health residents.

This report reflects the enduring commitment by the Division of Juvenile Services and this department to juvenile justice. As Cabinet Secretary, it has been my privilege to support and lead the Division's efforts and vision as we have served West Virginia and its citizens together.

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J. M. "Chick" Buckbee Juvenile Ctr.		Director of	
Gene Spadaro Juvenile Center	Human Resources		
Lorrie Yeager, Jr. Juvenile Center			
Ronald Mulholland Juvenile Center		Stacy Rauer	
Robert L. Shell Juvenile Center	Regional Director		
		Jason Wright	
Sam Perdue Juvenile Center		Director of	
Tiger Morton Juvenile Center		Community-based Services	
Vicki V. Douglas Juvenile Center	r		

Message from the Division Director



Stephanie Bond Division Director

I'm excited to report that the West Virginia Division of Juvenile Services has continued to work on juvenile justice reform during FY2016 and improve in our services provided to the at-risk youth of West Virginia. We completed the technical assistance grant for Reducing Isolation in Youth Facilities and as a result, improved communication throughout the Division, began collecting and sharing more appropriate data and revised our mission statement. The Division also launched a new and improved website this year and have plans to expand into social networking this coming year.

The Division of Juvenile Services entered into another agreement with Performance-based Standards (PbS) for the Donald R. Kuhn Juvenile Center in July 2015. It is our hope that through the formal data collection and evidence -based practices, along with their technical assistance, we will reduce the number of incidents at the facility and improve residents' behavior thereby making the Center safer and decrease the youth's chances of recidivism. We have had positive results with our agreement between PbS and the Kenneth "Honey" Rubenstein Juvenile Center and have incorporated many of their mandates into our Policy Directives so that we utilize those best practices agency wide.

In November 2015, West Virginia was selected by the Office of Juvenile Justice and Delinquency Prevention as one of five "Smart on Juvenile Justice" states. As a result, the Division has received training and technical assistance from the Crime and Justice Institute. In addition to providing evidence-based trainings to our staff, they completed a program evaluation on our Youth Reporting Centers. The results of this evaluation will be used to enhance the program to better meet the needs of our community based youth. Furthermore, as a result of last year's SB393, the Division has continued to work towards expanding the number of Youth Reporting Centers and the number of community based youth we serve.

As you can see, the Division of Juvenile Services has had many positive changes in the past year. We are continuing our efforts in implementing a trauma-focused environment for our youth in residential facilities as well as concentrating on diverting youth in the community from ever needing to be placed out of home. We will continue to follow national trends and evidence based practices to ensure we are providing the best possible services to the youth in our care.

Message from the Deputy Director

The office of the Deputy Director oversees a variety of functions throughout the Division including Youth Reporting Centers, Treatment and Programs, Operations/ Quality Control, Investigations, Information and Research Technologies, Training, and Community-Based Services. The Deputy position also supervises the Division's two regional directors who supervise the Directors of the smaller detention and correctional facilities.

DJS has enhanced our investigative unit with training, close supervision and weekly meetings with our

legal and administrative team to ensure that we can follow up on every significant incident and accusation which may occur regarding activities throughout the Division. Our

Denny Dodson Deputy Director

investigation team leader, Tim Harper has had weekly investigation update meetings to ensure communication with the Division Director, Deputy, Regional Directors, legal, and investigative staff.

The concept of Youth Reporting Centers as a trend for better, more-timely treatment for youth as well as a significant cost savings to the State of West Virginia, has been enhanced with more school-based interventions The Division has also solicited and received much helpful assistance and guidance from the staff of the Crime and Justice Institute which continues to work with us on developing evidence-based and consistent programming in all of our YRCs.

One of The Division's outstanding accomplishments has been the positive reviews and certifications of every residential facility as being PREA (Prison Rape Elimination Act) compliant. Tim Harper and his staff, along with the various facility staff worked long hours in a coordinated effort to ensure that the safety and welfare of every resident is considered in every facility and in every situation.

Juvenile Services continues to evolve and be a work in transition. We have made great strides in stabilizing and enriching our treatment and programs as we have realigned the mission of the various juvenile centers. We strive to continue or create programs to satisfy the needs of the youth in West Virginia ensuring their safety and security at the appropriate level of care.

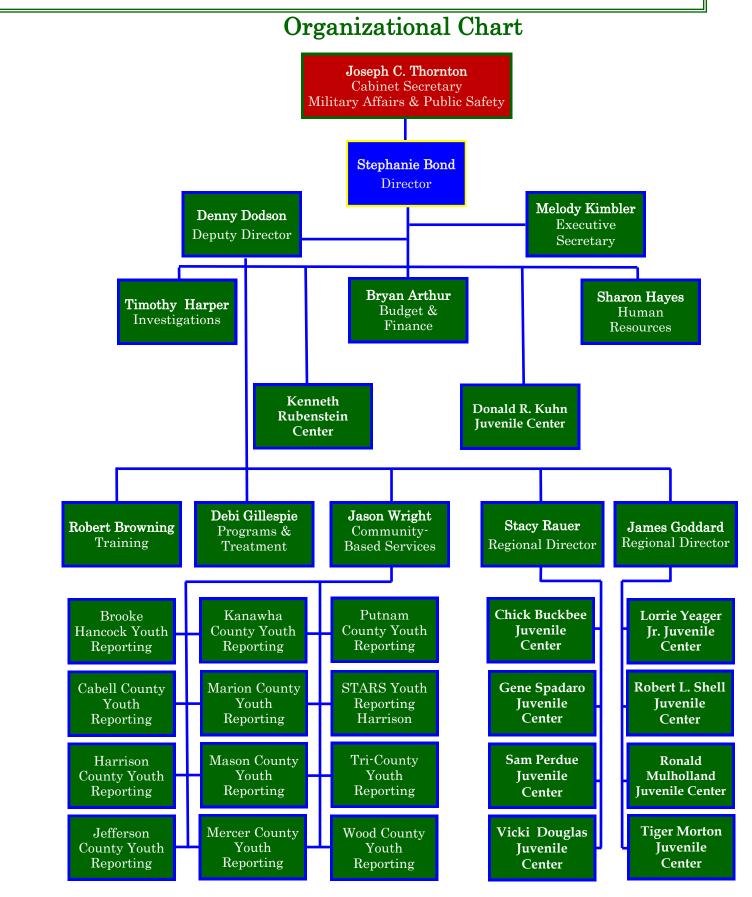
We look forward to the new fiscal year with additional challenges and expectations for more creative approaches in providing optimum, state-of-the-art programs for delinquent youth in the West Virginia Juvenile Justice System.



Mission Statement for the West Virginia Division of Juvenile Services

The Division of Juvenile Services is committed to providing effective, beneficial services to youth in the Juvenile Justice System that promote positive development and accountability, while preserving community safety, and sustaining a work environment predicated upon principles of professionalism, with dignity and respect for all.

Office of the Director



West Virginia Division of Juvenile Services

Goals of the Division of Juvenile Services

Improve Staffing Levels: Quality staff will and maintained found through be recruitment efforts such as job fairs, development of marketing materials, and development of an effective mentoring and training process for recruited staff in terms of identifying essential core training and efficiency of training. The three corrections agencies in West Virginia have requested that the legislature approve a salary and benefits enhancement package to help strengthen our efforts to attract and retain the best and brightest.

Programs and Treatment: Our goal is to continue our contractual relationship with PSIMED in order to provide first class mental health services to all residents in the custody of the Division of Juvenile Services, and continually research and implement effective, best-practices solutions to juvenile treatment.

Community-Based Programs: We currently have thirteen Youth Reporting Centers (YRC) that are in operation. YRCs provide a less restrictive environment than residential placement. The Division has proposed the opening of five new YRCs.

The new facilities would cover:

1. Greenbrier and Pocahontas County

- 2. Raleigh County
- 3. Monongalia County
- 4. Wetzel County
- 5. Fayette and Nicholas Counties.

In November 2015, West Virginia was selected by the Office of Juvenile Justice and Delinquency Prevention as one of five "Smart on Juvenile Justice States". As a result, the Division has received training and technical assistance from the Crime and Justice Institute. In addition to providing evidence-based trainings to our staff, they completed a program evaluation on our Youth Reporting Centers. The results of this evaluation will be used to enhance the program to better meet the needs of our community based youth. In addition, as a result of last year's SB393, the Division continues to work towards expanding the number of Youth Reporting Centers and the number of community based youth we serve.

- Stephanie Bond

Data Collection: Senate Bill 393 mandated that DJS work with other agencies to "jointly collect and compile data necessary to calculate juvenile recidivism and the outcome of programs." We are also to use data to track the outcome of our facilities and monitor the effectiveness of our programs. In addition, the is mandated to assist in the joint collection of data regarding disproportionate minority contact.

DJS has been working closely with the Division of Justice and Community Services as well as the Crime and Justice Institute to achieve these data goals. In addition, we are working on improving our internal data collection to assist with quality assurance measurements. Examples of this data includes:

- The use of isolation,
- The number of incidents that occur in the facilities,
- The number of injuries that occur to juveniles and staff,
- Administrative Segregation frequency and duration, and
- Counseling sessions that have been completed.

PREA: In order to become fully compliant with federal guidelines for the Prison Rape Elimination Act, the Division hired a full-time PREA coordinator who will ensure that all facilities maintain an active and evolving PREA program. The PREA coordinator will ensure that the Division:

- 1. Meets all federal PREA standards,
- 2. Updates training curriculum as required to meet federal PREA standards,
- 3. Passes audits scheduled by the federal government,
- 4. Expands the use of the Division's website to enhance accessibility and provide as much information as possible to resident families and others who may file a PREA complaint,
- 5. Improves the Division's self-reporting of PREA concerns by utilizing the new offender database, the Offender Information System (OIS), to its full potential.
- 6. Conducts facility audits beginning early in the next calendar year.

Performance-based Standards (PbS)

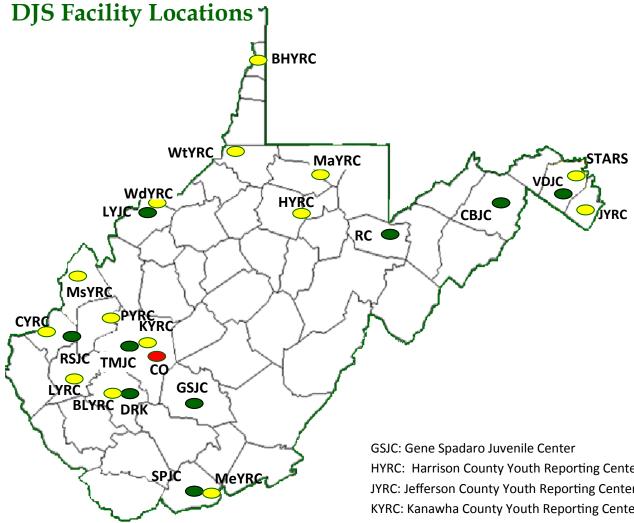
The West Virginia Division of Juvenile Services has been involved with Performance-based Standards (PbS) since 2012 when the Kenneth "Honey" Rubenstein Juvenile Center began participating. Since that time, we made numerous policy changes to be in compliance with PbS and have observed the benefit of participating. In 2015, the Donald R. Kuhn Juvenile Center began participating in PbS. Given the recent changes at the facility, utilizing PbS Standards is a move in the right direction for both staff and residents.

Performance-based Standards (PbS) is a data-driven improvement model grounded in research that holds juvenile justice agencies, facilities and residential care providers to the highest standards for operations, programs and services.

The PbS data-driven improvement model provides:

- A set of goals and standards that agencies, facilities and residential care providers strive to meet;
- A blueprint of best practices and policies to implement to meet the standards;
- Outcome reports and data summaries of the quantitative and qualitative information collected;
- An improvement plan template guiding steps necessary to use the outcomes and information to create successful and sustainable reforms;
- A national network of professionals sharing information, tools and approaches to provide the highest quality of life and services; and
- Training, technical assistance, expert coaching, research and resources to support PbS' integration.

PbS' goal is to integrate best and research-based practices into daily operations to create safe and healthy facilities and programs that effectively improve the lives of delinquent and at-risk youths, families and communities and prevent future crime. PbS provides support to participants through a variety of training and technical assistance, online resources and the PbS HelpDesk. Additionally, participants work with a PbS coach, a field expert who provides guidance and support to successfully implement PbS. (continued on page 17).



Legend

- Administrative Office
- Residential Facilities
- Non-Residential Facilities

Facilities

CO: Central Office

BHYRC: Brooke Hancock Youth Reporting Center BLYRC: Boone Logan Youth Reporting Center CBJC: Chick Buckbee Juvenile Center CYRC: Cabell County Youth Reporting Center DRK: Donald R. Kuhn Juvenile Center HYRC: Harrison County Youth Reporting Center JYRC: Jefferson County Youth Reporting Center KYRC: Kanawha County Youth Reporting Center LYJC: Lorrie Yeager Juvenile Center LYRC: Lincoln County Youth Reporting Center MaYRC: Marion County Youth Reporting Center MeYRC: Mercer County Youth Reporting Center MsYRC: Mason County Youth Reporting Center PYRC: Putnam County Youth Reporting Center RC: Kenneth "Honey" Rubenstein Center **RMJC: Ronald Mulholland Juvenile Center RSJC: Robert L. Shell Juvenile Center** SPJC: Sam Perdue Juvenile Center STARS: STARS Youth Reporting Center TMJC: Tiger Morton Juvenile Center VDJC: Vicki V. Douglas Juvenile Center WdYRC: Wood County Youth Reporting Center WtTRC: Wetzel County Youth Reporting Center

West Virginia Division of Juvenile Services

Key Administrators of the Division of Juvenile Services

The Division of Juvenile Services is divided into seven key sections:

- Budget and Finance
- ♦ Community-based Services
- ♦ Human Resources
- Investigations
- Programs and Treatment
- ♦ Regional Directors
- ♦ Training

Left to right: **Bryan Arthur**, Budget & Finance; **Timothy Harper**, Investigations; **Sharon Hayes**, Human Resources; **Stacy Rauer**, Regional Director; **Robert Browning**, Training; and **James Goddard**, Regional Director. Not pictured: **Debi Gillespie**, Programs and Treatment; and **Jason Wright**, Community-based Services.



Direct Reports

The Director of the Division has direct oversight over the two facility superintendents, investigations, human resources, budget and finance, and legal services. The Deputy Director has direct oversight of the staff Regional Directors, psychologist, data management, and the training department. Each of the Division's eight facility directors report to the Regional Directors.

Division of Juvenile Services Management Team

The Director's management team consists of the two regional directors, five department directors, legal services, and the facility superintendents/directors. The management team meets regularly with the Director and/or Deputy Director to discuss agency operations, pursue proactive approaches, and plan responses to unforeseeable conditions.

The Director of Programs and Treatment

The Director coordinates and oversees case management and unit management principles within all facilities, development and implementation of all assessment, psycho-educational and therapeutic treatment services for the Division, as well as the coordination of mental health services with Psimed.

The Director of Budget and Finance

The Chief Financial Officer for the Division of Juvenile Services is responsible for fleet management, and fiscal operations including budgeting, purchasing, accounts payable, and accounts receivable.

The Director of Human Resources

The Human Resources section administers and supervises personnel services on a statewide basis. Roles include compliance to the Division of Personnel and Division policies, marketing and recruiting, hiring and promotions, as well as employee benefits and payroll.

The Director of Community-based Services

Community-Based Services is divided into two areas:

- Aftercare Services: provides case management services to youth re-entering their communities through support in education, employment, housing, health, relationships, and accessing resources.
- Youth Reporting Centers are places where youth will report while on probation or as part of a commitment and where youth receive an increased intensity of services. The youth continues to receive educational services, treatment, and other service deliveries while remaining in his or her community

Regional Directors

The Regional Directors work with all centers in the field to assist them in becoming proficient with the best practices in the field of juvenile corrections. They also act as special project coordinators for physical plant improvement, compliance, security, policies, auditing, and quality control/improvement.

The Director of Investigations

The Investigations Section investigates all allegations of criminal and administrative misconduct occurring within DJS facilities and programs and oversees PREA compliance.

The Director of Training

The Director of Training ensures that comprehensive training programs are provided that meet current training needs, develops and implements training programs that meet local, state, federal, and Division standards, and provides opportunities that allow for staff development.

Investigations and Legal

The WVDJS Office of Investigations consists of a Director, two investigators and a PREA Compliance manager. This office is responsible for conducting:

Administrative Investigations Investigating violations of the Federal PREA standards All instances of Resident on Resident non-consensual sex acts Youth on youth sexually abusive contact Youth on youth sexual harassment Staff on Resident sexual harassment Staff sexual misconduct Violations of Division policy and procedure Facility incident reviews Use of force reviews

The Director of Investigations also utilizes one PREA Compliance Manager and multiple PREA Counselors from each facility to assist in investigating:

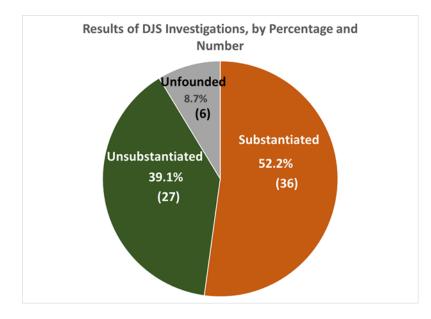
Resident on Resident instances of sexual harassment and Sexually abusive contact between residents.

The Investigations Office also insures that all criminal violations are reported to the West Virginia State Police pursuant to WVDJS Policy 111.00, WV state code WV Code Chapter §49-2-903 and PREA standard's 115.322 and 115.371. In addition, all allegations of abuse and/or neglect are reported to the West Virginia Department of Health and Human Resources Institutional Investigative Unit (IIU).

The Investigative Unit works closely with the other Departments within the Division to ensure corrective action is taken pursuant to the investigative outcome. These administrative investigations may be the result of various allegations that can be reported in multiple ways from residents and staff within any of our facilities. Per DJS Policy 151.00 section 4, a.

The Investigations Unit utilizes two databases to maintain investigative data. The investigations data is maintained on the Divisions' Intranet SharePoint system and the PREA data is maintained on the Divisions' Offender Information System (OIS).

The investigation totals for July 1st 2015 through June 30th 2016 by the investigative unit are as follows:



Prison Rape Elimination Act; Program & Compliance:

The West Virginia Division of Juvenile Services is committed to meeting and operating within the requirements set forth by the Prison Rape Elimination Act of 2003. We've adopted these standards in an effort to enhance the safety and security of the juveniles within our care. This report is a summary of the agency's efforts in working toward maintaining PREA compliance.

By examining the collection and aggregation of agency data, the WVDJS is dedicated to improving the effectiveness of sexual abuse detection, prevention, and response. The Division's response to the Prison Rape Elimination Act is our R.E.S.P.E.C.T model. It is a response intended to assist in implementing and consistently abiding by the PREA Standards within our agency and to bring about staff awareness and program buy-in.

PREA Auditing

The WVDJS has completed the first round of PREA audits. All facilities within the WVDJS have been found to be in full compliance with the Federal PREA Standards. We are committed to the Standards set forth and are determined to use the information gained through the auditing process to improve our program and continue to provide a safe and secure environment for the residents we serve, always striving to exceed the standards.



Reduction, Education, Safety, Planning, Elimination, Compliance and Training

The R.E.S.P.E.C.T program addresses what we feel are the immediate needs to keep our residents safe and to highlight our areas of focus as we continue to move forward toward attaining compliance as a Division.

In the past year we have enhanced our PREA program in a variety of ways. One of the most significant additions to our program is related to our record keeping. We developed a database to record the PREA Investigation from the initial allegation through the final 90 day review. Every allegation of sexual misconduct, whether against staff or residents, is entered into our data base. Allegations involving Resident on Resident sexual abuse is investigated by the facility PREA Compliance Manager and/or facility PREA counselors. All allegations involving staff misconduct is assigned to an agency investigator. If the allegations are criminal in nature, the information is reported to the WV State Police for investigation and prosecution if warranted.

Summary of Division Policy Regarding Sexual Misconduct

The Division of Juvenile Services has a zero tolerance for the sexual misconduct against any resident in its custody. This policy is established to help prevent sexually abusive behavior, educate staff to intervene properly and timely, detect incidents, perpetrators and victims of sexually abusive behavior, investigate reported incidents and discipline and/or prosecute perpetrators. This policy applies to both staff-onresident and resident-on-resident abuse.

r PbS·

(continued from page 10)

PbS actively assists DJS to proactively avoid potential incidents before they occur, thus reducing an organization's exposure and liability to lawsuits. In 1997, Congress passed the Civil Rights for Institutionalized Persons Act (CRIPA) protecting juveniles' Constitutional rights to safety, adequate health and mental health care, rehabilitative treatment and education. Under CRIPA, the Department of Justice (DOJ) has investigated conditions of confinement in more than 100 juvenile facilities. The analysis concluded that PbS goals relating to safety, order, security, health and mental health are tied closely to the constitutional issues upon which CRIPA investigations focus and that facilities implementing PbS standards and using PbS outcome measures minimize and potentially eliminate our facilities' risk of violating CRIPA and constitutional requirements. Regardless of whether litigation arises from the DOJ, CRIPA or an individual, the time and money DJS allocates to participate in PbS pales in comparison to the resources consumed from even just one lawsuit.

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Timothy Harper Chief Investigator DMAPS EEO Coordinator Division PREA Coordinator



Courtney Phillips Investigator





Kat Faber Investigator



Brenda Hoylman Paralegal

Not pictured:

Richard Cunningham, Auditor/Investigator

Training and Staff Development



Robert Browning Training Director

Objective

At the Division of Juvenile Services Training Department our primary objective is to:

- Provide comprehensive training programs that specifically meet current training needs,
- Develop and implement training programs that meet local, state, federal, and Division standards,
- Provide opportunities that allow for staff development.



Annette Daniels-Watts Asst. Training Director

Training Department Mission Statement

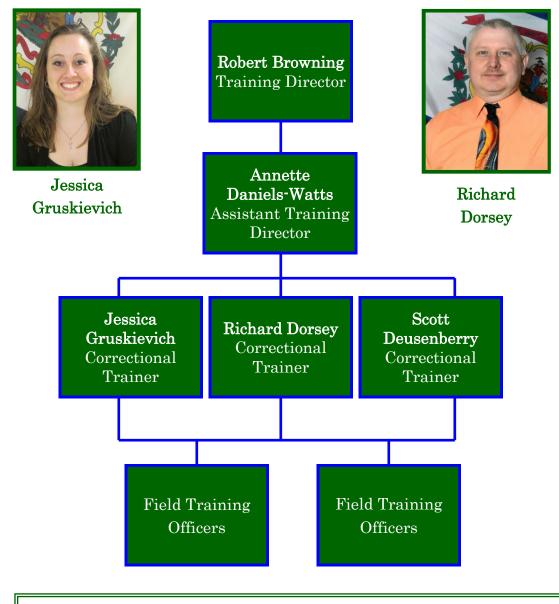
The mission of the West Virginia Division of Juvenile Services Training Department is to provide continuing education for all Division staff to ensure a safe and secure environment for youth in our care and provide quality service and progressive programming while achieving positive outcomes for youth through ongoing staff development.

Annual Report: Fiscal Year 2016



Scott Deusenberry

Training Department Organizational Chart



www.djs.wv.gov

Division of Juvenile Services 54th—59th Basic Training Academies

Division of Juvenile Services 54th—59th Basic Training Academies								
Class	Dates of Academy	Beginning	Graduated	Academy Capao	city			
		Count						
DMAPS PDC/DRK On	08/03/15-09/04/15	11/15	11/14	PDC-Max Bed:	16			
-site 54th		Tot26	Tot25	Male-12, Female-4				
DMAPS PDC 55th	09/28/15-10/30/15	16	11	Max Bed: 16				
				Male-12, Femal	e-4			
DMAPS PDC 56th	01/25/16-02/26/16	16	13	Max Bed: 16				
				Male-12, Femal	e-4			
DMAPS PDC 57th	03/21/16-04/22/16	16	15	Max Bed: 16				
				Male-12, Femal	e-4			
DMAPS PDC 58th	05/23/16-06/24/16	16	11	Max Bed: 16				
				Male-12, Femal	e-4			
DRK On-Site 59th	05/30/16 - 07/01/16	17	16	N/A	L.			
Mental Health and Treatment:								
Mental Health Training	Dates: Start: 8/19/2015		Finish: 8/19/2015	Totals :6				
Mental Health Training	10/14/2015		10/14/2015	9				
Shield of Care	8/20/2015		8/20/2015	6				
Shield of Care	10/15/2015		10/15/2015	9				
MH/JJ & SOC-Eastern	3/8/2016		3/9/2016	19				
MH/JJ & SOC-Eastern	6/28/2016		6/29/2016	23				
MH/JJ & SOC-N. Central	3/15/2016		3/16/2016	25				
MH/JJ & SOC-Central	4/26/2016		4/27/2016	21				
MH/JJ & SOC-Southern	5/17/2016		5/18/2016	15				
YRC Trainings : Initial CPI/Mental Health	I							
YRC	8/17/20	015	8/1	9/2016	6			
Northern YRC CPI Recert	7/14/20)15	7/1	4/2015	9			
Southern YRC CPI Recert	7/15/20	015		5/2015 9/2015	25			

12/1/2015

5/5/2016

1/19/2016

CPI Initial-(Brooke Hancock

CPI-YRC

YRC Orientation

YRC)

2

3

5

12/1/2015

5/4/2016

1/22/2016

Annual Report: Fiscal Year 2016							
PPCT: (Pressure Point Control Tac	tics)						
PPCT Instructor Development and Rece	12 participants						
07/26/15-7/10/15; 9/21/15-9/25/15; 1	1/30/15-12/04/15;	6/27/16-7/1/16					
CPR/ First Aid: CPR/ YRC 12/2/15			3 participants				
Finance: Finance Training 05/02/16 - 05/06/16	34 participants						
Meetings :							
Administrator Meeting	7/30/2015	7/31/2015	51				
FTO Meeting	11/4/2015	11/4/2015	10				
Facility Staff Advisory Council Meeting	3/31/2016	3/31/2016	23				
DJS Security Staff Meeting	4/7/2016	4/7/2016	26				
Various Trainings:							
Advanced finds in OIS-YRC	8/4/2015	8/5/2015	23				
Operations Procedures Training	7/6/2015	7/7/2015	15				
PREA and Pat Search Training	7/7/2015	7/7/2015	12				
Honor Guard New Applicant Training	8/24/2015	8/24/2015	10				
Honor Guard Training	8/25/2015	8/25/2015	10				
Safety Officer Meeting (Combined)	12/1/2015	12/4/2015	8				
Therapeutic Recreation and (Y)LS	CMI:						
Theraputic Recreation in DJS	9/10/2015	9/10/2015	14				
(Y)LS/ CMI Recert	9/29/2015	9/29/2015	15				
(Y)LS/ CMI Recert	9/30/2015	9/30/2015	11				
(Y)LS/ CMI Recert	11/17/2015	11/17/2015	9				
(Y)LS/ CMI Recert	11/18/2015	11/18/2015	7				
(Y)LS/CMI Development	11/19/2015	11/23/2015	15				
(Y)LS/ CMI Recert	3/21/2016	3/21/2016	5				
(Y)LS/CMI Development	4/4/2016	4/4/2016	8				
Theraputic Recreation in DJS	5/17/2016	5/17/2016	8				
Principles of Effective Intervention:							
Principles of Effective Intervention-							
Introduction	3/29/2016	3/29/2016	38				
Principles of Effective Intervention-							
Introduction	3/30/2016	3/30/2016	15				

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Director of Training













West Virginia Division of Juvenile Services



Debi Gillespie Director of Programs and Treatment

Director of Programs and Treatment

Overview of Programs and Treatment

The Programs and Treatment Department is responsible for coordination and oversight of mental health and medical services, evidence-informed program development and training of DJS staff on issues of supportive counseling, assessment, cognitive restructuring and rehabilitation, suicide prevention, trauma, mental health issues, adolescent development, as well as, any issue which becomes prevalent as youth enter our programs.

Families play an important role in the youth returning to become a pro-social, productive member of society. We provide a wide variety opportunities for youth to have continued contact with family of members. Families are encouraged to participate in meetings and recommendations concerning the youth. Each level of the DJS continuum of care provides specialized care based on the risks, needs and responsivity factors of the individual. Youth enter the system with different levels of treatment needs, family support and life experiences. Youth who have been committed to the West Virginia Division of Juvenile services are placed in the least restrictive environment needed to safely provide opportunities for development of prosocial thinking, attitudes and behaviors.

Mission of the Programs and Treatment Department

The Mission of the Programs and Treatment Department is to appropriately meet the needs of every youth placed in the custody of the Division of Juvenile Services. This is accomplished by utilizing a battery of validated assessment tools which identifies needs and risk factors. As the youth progresses through the continuum of care within DJS or within the juvenile justice system, their individualized plan follows them with goal/objective updates at least every 90 days.

West Virginia

Youth Diagnostic Program

The Division's youth diagnostic program is housed on a twelve (12) bed unit at the Robert L. Shell Juvenile Center. As a result of SB 393, we currently provide a 30-day comprehensive diagnostic evaluation for the state's high-risk adjudicated youth.

The diagnostic evaluation is sent to the Circuit Court Judge, Probation Officer, Prosecuting Attorney, Defense Attorney



Robert L. Shell Juvenile Center

and DHHR worker to assist the court in making the most appropriate dispositional decision.

Residents who leave this facility may return to their home community on a strict period of probation, be placed in the custody of the Department of Health and Human Resources for purposes of placement in a group home or residential treatment facility or committed to the custody of the Division of Juvenile Services for placement in a long-term rehabilitation program.

Key Services

- Psychological Evaluation
- Family and Social History
- Education Report
- Medical Evaluation
- Multi-Disciplinary Team Meeting held on every resident to strengthen the commitment and create a setting where all parties become involved, invested and active in securing the future of the youth.

Strengths of the diagnostic programs:

- Weekly clinical briefings to discuss resident behaviors, discharge/placement recommendations, educational progress, medical issues, individualized treatment needs as well as planning/development of new groups specific to the adolescents in our current population.
- Informal case consultations occur frequently between the supervised psychologist, case managers and counselors.
- Each resident has a unit team that consists of a case manager and two counselors. The facilities have on staff clinical psychologists and treatment staff with experience in the diagnostic settings as well as at-risk youth.

Wellness Center

The Wellness Center is a five (5) bed unit located at the Tiger Morton Juvenile Center in Kanawha County, West Virginia. It is designed specifically to meet the more specialized needs of post dispositional youth who may suffer from severe mental disorders and have been committed to the care and custody of the West Virginia Division of Juvenile Services. It has been documented that this specific type of resident does not adjust well to the norms of the regular programming schedules, nor are their more specialized needs able to be addressed when housed with the general population. This Center is equipped with its own Behavior Modification Program, as well as therapeutic recreational services and educational opportunities.

Since this program is not needed or appropriate for all juveniles committed to DJS, youth will be evaluated and assessed for placement in the Wellness Center if one of the following is true:

- 1. They are at imminent risk of self injury;
- 2. There is an inability to guarantee safety as identified through the use of the West Virginia DJS Suicide Policy;
- 3. There is an imminent risk of injury to others;
- 4. They are experiencing acute/serious deterioration of the individual's base line ability to fulfill age-appropriate responsibilities to the extent that behavior is so disordered, disorganized or bizarre that it would be unsafe for the individual to be treated in a lesser level of care;
- 5. They are at imminent risk of acute medical status deterioration due to the presence and/or treatment of active psychiatric symptom(s); severity of the disorder and/or impairment of developmental progression require a supervised, structured and supportive therapeutic milieu;
- 6. They are developmentally delayed and/or have traumatic brain injury so that the individual is unable to effectively provide self care and is a potential health risk to themselves and others;
- 7. They are unable to fulfill age-appropriate responsibilities.

The Gateway Program:

An open door to change for juveniles with sexual offending behavior

The Gateway Program, located at Sam Perdue Juvenile Center (SPJC) is a 20bed state-operated facility for males. SPJC is located in Princeton, West Virginia in Mercer County. Residents can be referred to the program from any county in West Virginia after being adjudicated delinquent by the Court. It is understood that each resident will have individual treatment needs. As a result, the length of the program will be determined by the resident's progress toward their Individualized Treatment Plan.

The treatment modality of the Gateway Program consists of the following core components:

- <u>The use of individual and group therapy</u>. Group therapy provides the opportunity for the residents to accept responsibility in a group setting, therefore becoming a more productive, pro-social member of society. Group work also helps teenagers develop interpersonal skills where they also are able to receive and give support to their peers. Individual therapy is utilized to aid residents in addressing a variety of needs that cannot be met in the group setting.
- <u>The use of relapse prevention through cognitive behavioral treatment</u>. This approach views sexual abuse as a series of behaviors supported by thinking errors and/or emotional dysregulation which requires intensive cognitive restructuring. Residents will learn to identify compulsive behaviors, develop an understanding of abuse cycles and utilize a comprehensive set of relapse prevention tools.
- <u>The use of psychiatry</u>. Psychiatrists will assess, diagnose, and treat existing psychiatric disorders.
- <u>Family support</u>. The use of a family systems approach to aid the resident in developing a healthy support system which has been proven to enhance successful transition back into the community.
- <u>Restitution</u>. The use of restitution through community service projects to help the resident develop empathy and positive ties to the community.
- <u>Multidisciplinary and clinical teams</u>. The use of multidisciplinary and clinical team meetings are designed to aid the youth in the development of their individualized treatment plan. These teams will determine the most effective means to address the resident's specialized treatment needs.

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System Partners

The Director, Deputy Director and Director of Programs and Treatment represents DJS on various Committees, Task Forces, Commissions and other meetings to ensure the needs of the youth placed in DJS custody are included in the plans, projects and pilots being developed across West Virginia. These include, but are not limited to: Juvenile Justice Reform Oversight Committee, Commission to Study the Residential Placement of Children and associated sub-work groups, Court Improvement Program and sub-groups on Youth Services and State Advisory Group on Behavioral/Mental Health, Behavioral Health Planning Council, Multi-Disciplinary Team Oversight Committee, Youth Transitioning to Adulthood, and Sex Offender Treatment Professionals Committee.

Group and Individual Counseling

Detention and Diagnostic Centers offer groups on topics that include hygiene, anger management, peer relationships, life skills, healthy relationships, motivation to change, substance abuse, self esteem, decision making and emotion regulation. Detention and Diagnostic residents meet with their facility treatment team for individual supportive counseling at least once a week. Crisis intervention and support is provided as needed.

DJS utilizes group counseling based on a cognitive-behavioral model. Psycho-educational phases are incorporated in programs to ensure costeffective implementation by utilizing correctional staff as facilitators. To ensure appropriate implementation, correctional personnel are trained to facilitate the specific programs. For the 'treatment' components of each program, qualified/professional staff are provided in each area for direct service implementation. The professional staff understands the importance of working as a team and provides support, resources, and training to institutional personnel at all levels.

Correctional Centers offer an individualized program based on the youth's treatment goals/needs. Therapeutic groups, individual therapy and family counseling is offered as part of their rehabilitation program. Groups focus on substance abuse, emotion regulation, criminality, identifying thinking errors, personality and behavior, parenting, appropriate use of leisure/recreation time, nutrition, family relationships and transitioning to adulthood. DJS also recognizes many of our residents have experienced severe trauma. As a result, ongoing training for staff focus on a trauma informed approach for intervention with residents.

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Director of Programs and Treatment

Assessments and Other Programming

The Division of Juvenile Services utilizes several assessment tools to assist our staff in working with and treating the youth in our facilities. Our staff administer the MAYSI-II (Massachusetts Youth Screening Instrument –2) and in the YRCs, the WV CANS (Child and Adolescent Needs and Strengths) is also used as a screening tool to identify areas which require more intensive focus. We utilize the SASSI-A2 (Substance Abuse Subtle Screening Inventory) and/or the JASAE (Juvenile Automated Substance Abuse Evaluation) to determine a youth's level of substance abuse or dependence. We administer the Casey Life Skills assessment to all youth age 14 or older. The results are written into the Casey Life Skills Learning Plan. This information is included in the Case Management plan as goals/objectives and is attached to the WV Older Youth Transition Plan and Readily at Hand Checklist which is developed for all youth age 16 and older.

The Division of Juvenile Services has been administering the Youth Level of Service/Case Management Inventory or the Level of Service/Case Management Inventory for approximately fifteen (15) years. These assessments are standardized instruments to help professionals assess risk, need and responsivity factors to formulate a case plan. It examines the eight (8) criminogenic factors which are the most predictive of criminal activity in youth: Prior and Current Offenses; Family Circumstances/Parenting; Education/Employment; Peer Relations; Substance Abuse; Leisure/Recreation; Personality/Behavior; and Attitudes/Orientation.

The results of these assessments are shared with the Courts, probation, DHHR, placement providers, attorneys, etc. to assist in MDT decisions, treatment planning, and placement decisions.

The Division of Juvenile Services also has an Intake and Assessment Process for all youth committed to DJS. Included in this process is a complete Mental Health Assessment, as well as an internal system to classify a resident. This process is designed to place the resident at the most appropriate and least restrictive facility within DJS to meet their individual treatment needs, while ensuring the safety of the residents, staff and community.

Therapeutic Recreation

Therapeutic recreation gives an opportunity for individuals to share their experiences within the context of a small group; to give and receive feedback; and to gain a broader perspective of a multitude of ways to handle different situations. These types of activities impact people who come from diverse backgrounds and perspectives.

West Virginia Division of Juvenile Services

Contracted Services



A Behavioral Health Management Company

PSIMED CORRECTIONS, LLC, is a West Virginia based behavioral healthcare management company that provides statewide comprehensive services for offenders in the custody of the WV Department of Military Affairs and Public Safety (DMAPS).

With extensive experience working inside a variety of institutions, PSIMED recognizes and addresses the unique needs of the correctional environment. As best practice programming models are utilized, they are also able to address needs such as:

- <u>Security of the institution</u> by 1) working with facility staff in crisis situations, 2) classification of residents for appropriate placement in minimum, medium or maximum security status and 3) management of suicide watches that directly impact safety and security of the resident and staff.
- <u>Offender movement</u> through facilitation of 1) weekly staffing meetings that include movement needs and 2) assessments regarding movement to specialized programs such as the Wellness Center or the Sex Offender program.
- <u>Varying educational levels of the population</u> by developing behavior plans for residents who have difficulty following directives due to intellectual and/or developmental difficulties such as autism spectrum or brain injury.
- <u>Training needs</u> for Division of Juvenile Services' treatment and security staff

For the treatment components of each program, PSIMED provides qualified/ professional staff in each area for direct service implementation.

- Psychological and Intake Evaluations are provided by Licensed Psychologists to aid in treatment and discharge planning.
- Therapeutic Services are provided by Masters Level Therapists throughout the continuum of care in DJS. Clinicians in the residential centers, youth report centers, and juvenile drug courts provide individual, group and family counseling with a trauma-informed approach.

Program Development

PSIMED assists DJS in program development for detention, correctional, and community based facilities. The latest research regarding offender programs to address risk factors related to recidivism in a manner that follows national best practice guidelines is utilized, and services are tailored based on individual and institutional need. This is accomplished by gathering information from the National Institute of Corrections, Center for Sex Offender Management, Association for the Treatment of Sexual Abusers, Office of Juvenile Justice and Delinquency Prevention, Substance Abuse and Mental Health Services Administration and various other offender-based journals and publications.

In the initial stage of program development, PSIMED staff work directly with leadership, institutional staff and those participating in the program to complete a detailed assessment of current programs offered. This information is then compared to national research to identify strengths and weaknesses of the programs. Once the assessment is completed, PSIMED staff works directly with institutional staff to develop standardized programs

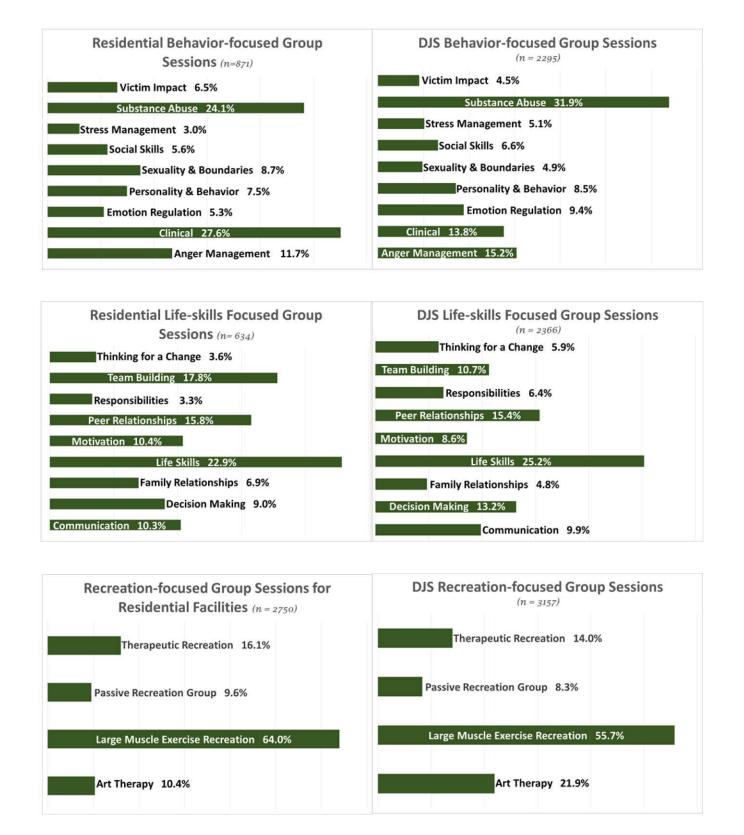


Medical Care

The Division of Juvenile Services contracts with Prime Care Medical, Inc. to provide all medical services for all DJS facilities and programs. Prime Care provides emergency care, referral to outside physicians for medical care, medical file maintenance, a physician (at least weekly at every facility), dental and prescription services for all DJS facilities. In addition, Prime Care Medical adheres to standards of the National Commission on Correctional Health Care (NCCHC), the American Correctional Association (ACA) and Health Information Portability and Accountability Act (HIPAA).

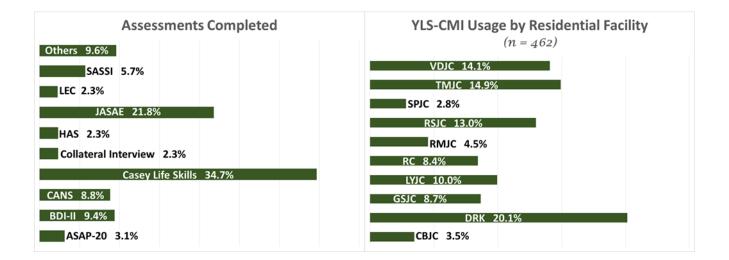
Prime Care provides comprehensive healthcare services to county jails, prisons, and juvenile detention centers throughout the Northeastern United States. Prime Care is committed to managing and reducing risk in correctional healthcare by providing cost effective quality healthcare management, continuously improving the standards of care, and striving for national accreditation for all facilities. Dedicated to correctional healthcare, Prime Care prides itself on strong client relationships and effective, efficient management of healthcare services. These attributes continue to be the hallmark of their success.

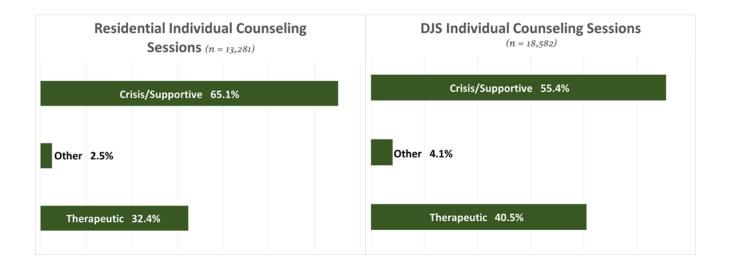
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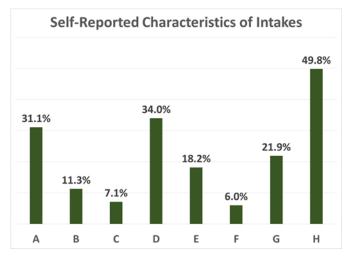


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Director of Programs and Treatment







- A = History of Substance Abuse
- B = Intellectual or Developmental Delays
- C = Lesbian, Gay, Bi-sexual, Transgender, Inter-sex
- D = Mental Health or Mental Disability Diagnosis
- E = Physical, Emotional, Sexual Abuse
- F = Sexual Behavior
- G = Special Education Classes in School
- H = Assaultive Behavior

West Virginia Division of Juvenile Services

Director of Community-Based Services

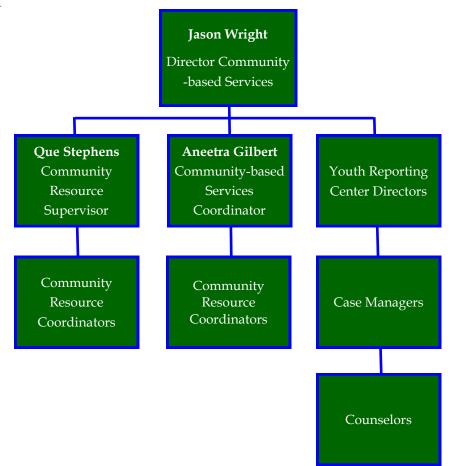


Duties and oversight responsibilities

The Director of Community-based Services is responsible for program implementation and evaluation, recruiting, selecting, and directing staff, assisting in the development of policies and procedures, and developing and implementing staff training for the Youth Reporting Centers and the Community Resources Coordinators.

Organizational Chart of the

Jason Wright Director of Community-based Services



Community-based Services Department

The Mission of the Community Resource Department

The Community Resource Department is committed to collaborating with courts, families and community providers to meet the re-entry needs of adjudicated youth and their families, while providing case management to promote their successful return to society and by preserving safe communities.

The Philosophy of Community Resource Department

Case managers integrate the standards of practice, develop case management methods and merit measurement in a multidisciplinary approach that includes all members of the treatment team in the promotion of quality of life.

Goals and Objectives of the Community Resource Department

- Assist residents leaving DJS custody in providing a successful transition to re-entering society and becoming a productive citizen through:
- Frequent and meaningful contact with youth,
- Effective aftercare planning,
- Implementation of appropriate goals and resources for youths reentering the community,
- Support and assistance in providing contacts for education, employment, housing, mental and physical health, and positive relationships,
- To provide a safe community with the assistance of constant partnerships with families and professional contacts and collaboration with community based organizations,
- Providing appropriate monitoring by building partnerships with key community stakeholders,
- Initiating contact with community-based organizations that aid in the youth's reentry,
- Monitoring the youth's progress in attaining their aftercare goals,
- Advocating for the best interest of the youth,
- Linking the youth to the best and appropriate treatment, and
- Documenting all progress.

Community Resources Department

Community Resource (Aftercare) case managers in the Community Resource Department begin working with all residents within one month of intake into a rehabilitation program. Aftercare case managers adhere to a multidisciplinary approach that includes all members of the treatment team. Aftercare case managers, through the multidisciplinary team, set release goals for the resident and conduct periodic progress reviews to determine a resident's progress against stated goals. They also assist in developing Individual Treatment Plans (ITP) and attend court hearings.

Aftercare case managers are assigned to counties and work with DJS residents before they return to live in their home county. The case managers work with the residents' families during the residents' incarceration as well as during the transition period when the residents are returning to the community. Prior to release, aftercare case managers enter the aftercare reentry interview into the Division's primary database. The re-entry interview determines where the resident will be living upon release, if he or she will have or will be seeking employment, whether or not the youth will be pursuing any further education, and if the juvenile will attend counseling sessions, as needed.

Aftercare case managers are involved with each resident for their entire commitment, through transition and reintegration into the community, and up to one-year of follow-up services. During that time the aftercare case managers are entering information into the Division's primary database in an attempt to track recidivism and determine the effectiveness of DJS programming for committed residents. The information is gathered upon the youth's intake, upon his or her release, at three months after release, and at one-year after release when the resident is discharged from aftercare services.

Community-based Services/Youth Reporting Centers

The Division currently operates (13) thirteen Youth Reporting Centers (YRC) statewide, covering (15) counties. A memorandum of understanding is in place with the Supreme Court to offer services with the Juvenile Drug Court. This collaboration has been in place for four years now and has proven to be an effective addition to our services. We currently have 8 education programs in our 13 YRCs, made possible through partnerships with local Boards of Education. We are proud to be in our second year of our Community Supervision Program in Kanawha and Boone County. This program allows youthful offenders to remain at home under intensive supervision which may include electronic monitoring (GPS). Youth in the Community Supervision program also attend the Youth Reporting Center and receive additional supervision in the evening and on weekends. This model was adopted from the OJJDP Home Detention Program.

During the past year we have moved forward with the establishment of additional youth reporting centers statewide. Five counties were selected for this initiative including: Fayette, Wetzel, Raleigh, Greenbrier and Monongalia. Progress continues to be made as buildings/locations are secured, staff are hired, and resources are put in place.

Our goals for the upcoming year include: strengthening our early intervention services in the public schools, partnering with community organizations to establish strong mentoring programs, utilize technology to make therapy accessible (via video/ phone) to families no matter what the circumstances may be, continue to develop and implement training that empowers staff working in youth reporting centers, improve quality assurance in our programs, and incorporate evidenced based curriculums that match the needs of the youth we serve.

Treatment and Services

DJS Youth Reporting Centers offer a variety of programs for troubled youth. The services are tailored to the youth's assessment results so that the most effective treatment is provided to ensure their success. The main areas of focus are anger management, life skills, vocational skills, decision making, peer intervention, substance abuse, smoking cessation, and education.

The youth of the program have access to a therapist during their time in the programs. The youth will see a counselor on a weekly basis for individual supportive counseling sessions. The counselor will also conduct supportive checks on a daily basis with the students. This is to ensure all of the youth's needs are met.

A variety of assessments are completed, including the JASAE, YLS/CMI, and Psychosocial Assessment. These assessments are a valuable tool in targeting the specific needs of youths enrolled in Youth Reporting Centers.

Youth Reporting Centers

Brooke-Hancock Counties Youth Reporting Center

Overview of Brooke-Hancock YRC

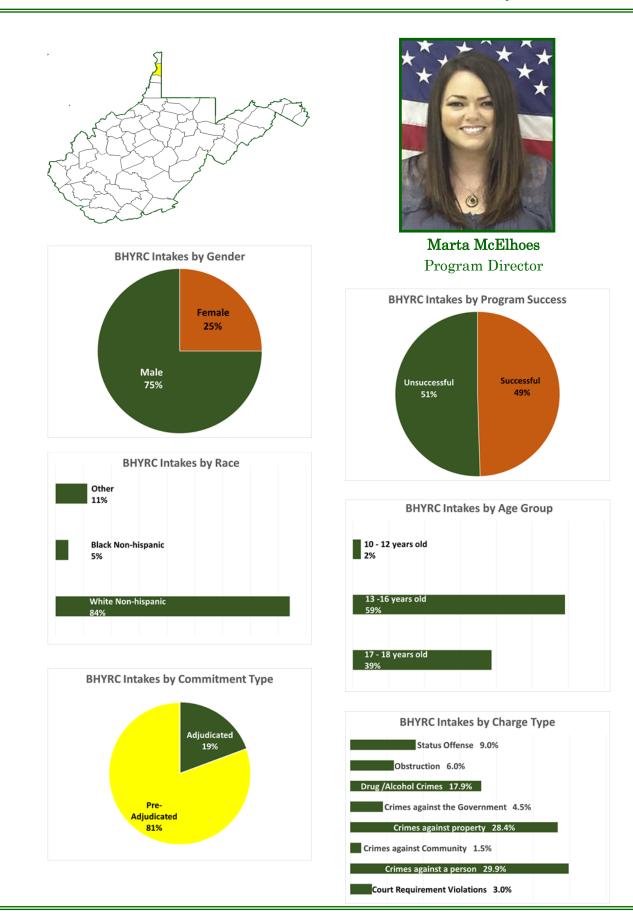
The Brooke Hancock Youth Reporting Center (BHYRC) continues to serve the Northern Panhandle in West Virginia. This Reporting Center thrives in its new space since 2014 at 3549 Main Street, Weirton, West Virginia. The number of participants that the center assists grows daily, with new referrals from Circuit and Magistrate Court in both counties. Since opening April 1, 2008, the Brooke Hancock Youth Reporting center has serviced over **500** children. The Reporting Center's biggest challenge in this last year was adapting to match the needs of new legislation while continuing to put forth a comprehensive yet practical strategy for restorative justice. The Reporting Center strives to meet the needs of both petition and prepetition participants. With a developmental approach, this YRC instructs each youth on the cost of delinquency, and they are accountable for their behavior.

The BHYRC provides space for many projects to include alternative schools for Brooke and Hancock Counties, the Brooke Hancock Juvenile Drug Court, prepetition projects, truancy task force, and space for Hancock County Probation. The Reporting Center successfully worked with the Board of Education for both counties and has increased the number of youth assigned to the alternative education programs at the Reporting Center as well as providing TASC instruction, tutoring and homebound services for some students. Brooke County's new school based Truancy Probation Officer also works closely with the YRC to encourage community based reformations.

Counselors and therapists work diligently to provide assessments and counseling for those families referred by the Courts for all programs as outlined in **Senate Bill 393**. Despite the already established community service projects that the Reporting Center performs weekly, the Brooke Hancock YRC undertook a large community service project with the Weirton Fire Department. Participants and staff worked several hours over the last 12 weeks to paint and enhance a fire training center built for the local fire department that will host fire departments from all over the country for training.

Students completed more than 600 hours of community service including:

- Served meals and assisted with clean up at the Table of Hope in Weirton, WV.
- Assisted with preparing and loading packages for those residents of Weirton and surrounding areas that benefit from the Weirton Bread Basket charity.
- Assisted at the Salvation Army in Weirton, WV.
- Painting and beautifying County Road Fire Training Center for Weirton Fire Department.
- Recycling paper and plastic products in the Weirton area.
- Assisted with community beautification and mentoring of younger children at the Weirton Christian Community Center.
- Park and road maintenance with the City of Chester public works department.



Boone-Logan Counties Youth Reporting Center

Overview of Boone-Logan YRC

Continuing this year, the BLYRC coordinated with the Boone County Stop Watch Coalition and the Boone County Schools early intervention services The *Keep A Clear Mind* to 5th and 6th grade students in all the county elementary schools. Also the *Preventative Measures* program was provided to students at Sherman High and Middle, Scott High, Madison Middle, Van High and Middle Schools. The program for 2015/2016 school provided early intervention and referral services to 19 students throughout the year. As of the date of this report none of these students have been referred through the court system for more intense services.

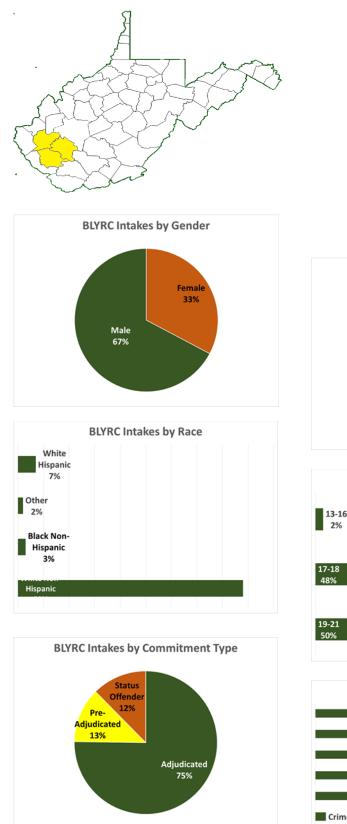
The YRC continues to provide Treatment Services to the Juvenile Drug Court in the form of individual, group and family therapy. Each student receives these services on a weekly basis to help adjust and become drug free. The Boone County Juvenile Drug Court students also receives substance abuse specific groups weekly. Some of the students receive home confinement services through the home detention program for additional supervision while in the Juvenile Drug Court and/or the YRC programs.

The Boone County Alternative School is operated out of the YRC office where transportation, security, and therapeutic services are provided. Since this partnership with the Boone County Schools has begun, the success rate of students returning to their home school has been around 90% and all students have improved their GPA while attending the program.

We had a number of outings throughout the year which included ACE Adventure Water Park, Alpine Adventure ROPES course, Waterways outing, kayaking family cook out and a holiday dinner.

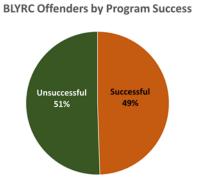
Students completed more than 400 hours of Community Service including:

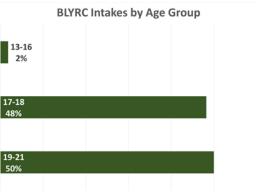
- Volunteered at the *Heart of God Soup Kitchen* throughout the year and helped to serve over 500 meals to Boone County residents in need.
- Provided adopt-a-park services to Boone County Parks and Recreation throughout the county.
- Provided coordination and merchant education in the state wide SYNAR Tobacco sell initiative.
- Organized and coordinated a Teen issue day at Sherman High School.
- Provided community service to the Fountain of Life Worship Center's annual Back to School Bash
- We assisted Boone and Logan County Schools with community service in each school.

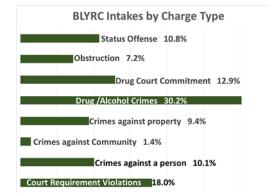




Scott Caldwell Program Director







Cabell County Youth Reporting Center Overview of Cabell County YRC

The Cabell County Youth Reporting Center (CCYRC) has been designed to serve the needs of both the youth and court in Cabell County. The youth are referred by Cabell County probation, magistrate and circuit judge. Referrals include: pre-petition diversion, post-petition court supervision and adjudicated youth.

The CCYRC was developed January 2006 as the state's first juvenile reporting center. The program was developed by Jason Wright and Deputy Director Denny Dodson. This program was developed as an alternative to out of home placement for non-violent offenders of the state.

Students completed more than 780 hours of community service and went on several outings, including:

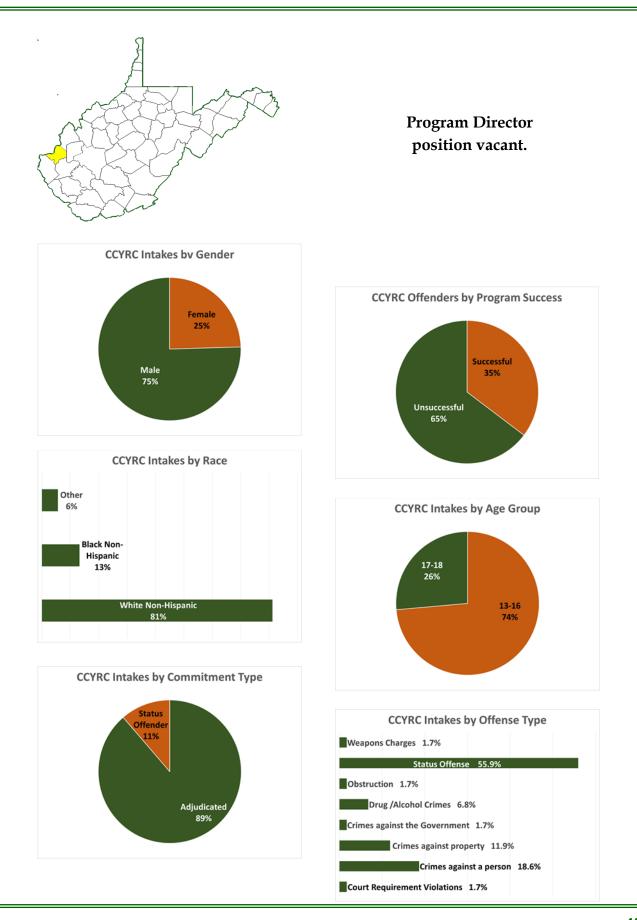
- Water Ways in Boone Co.
- Tour of Charleston Correctional Center
- Huntington Museum of Art
- Blenko Festival
- Charleston Cultural Center
- Beech Fork
- Pumpkin House
- Tour of Lakin Correctional Center
- Tour Mount West Community College
- Charleston Cultural Center
- Tour of Blenko

What's new...

CCYRC collaborated with the Cabell County Board of Education to host all court ordered probation students for summer school. The program was a success and the Board of Education has already made remarks regarding Cabell County assisting next year.

Cabell County will continue working with Produce Pedalers this year. Produce Pedalers will work with the students at CCYRC to set up and maintain an urban production garden for fresh produce. The program will make available fresh produce from May through October. For those 6 months, weekly produce boxes will be delivered to the homes of the families signed up with the CSA (Community Supported Agriculture.) During the winter months, the program will provide weekly workshops for the youth and the community on topics such as home gardening, canning and jamming, and healthy cooking on a budget, to list a few.

Lastly, Cabell County Probation has already reached out to CCYRC regarding Juvenile Drug Court starting back in January 2017. They will be getting in contact at a later date to discuss CCYRC providing service.



Harrison County Youth Reporting Center

Overview of HCYRC

The Harrison County Youth Reporting Center (HCYRC) serves youth of Harrison County. HCYRC is a community-based program that serves as an alternative to detention and/or residential placement. The Program has been designed to serve the needs of both the youth and court in Harrison County. The youth are referred by Harrison County Probation, magistrate and circuit judge. Referrals include: pre-petition diversion, post-petition court supervision and adjudicated youth.

Students completed more than 790 hours of community service, including:

- Served meals and worked in the thrift store at the Clarksburg Mission.
- Picked up litter at several community/city parks within Harrison County.
- Cleaned the YRC state vehicles and maintained the cleanliness of the YRC.
- Volunteered with Operation Christmas by wrapping and stuffing shoe boxes for underprivileged children in 3rd world countries. This helped help them to understand there were people out there with struggles greater than their own.
- Cleaned and painted at Fort New Salem.
- Continued with the the adopt-a-highway program.
- Began a relationship with the Clarksburg Rehabilitation Center and Nursing Home.
- Raised a garden and donated some of the produce to the mission. We also let students and their families take home some of the produce that we grew, mostly tomatoes and peppers.

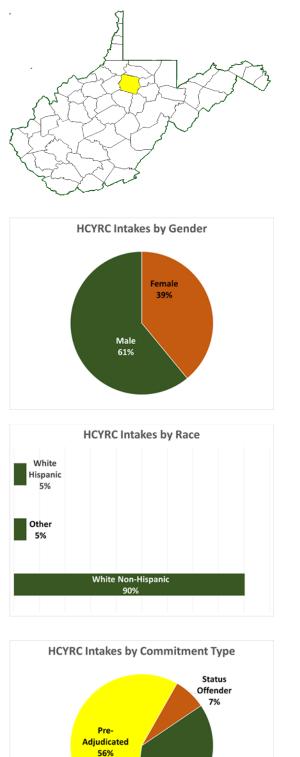
Outings

We conducted several outings for the students this year. We had a holiday dinner in December and invited the students and their families. We had a picnic during the week of the 4th of July for the students and their probation officers. We also took students on a field trip to the Hovatter Zoo in Kingwood.

What's New...

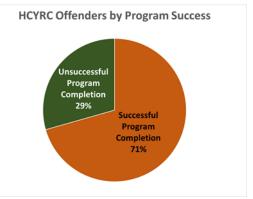
We continued to partner with the Harrison County Board of Education for them to provide a certified teacher as a tutor for our students 2 or 3 days a week. This seemed to work very well the lasts two years and we hope to continue the tutor for the next fiscal year.

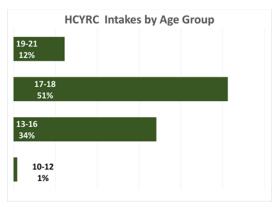
We provide a therapist for the Harrison County Juvenile Drug Court program. Therapist Mitzi Sprigg and Harrison County YRC Director Kevin Kellar are members of the advisory council for the Harrison County Drug Court Program and also members of the Drug Court Treatment Team. Our therapist completes individual and group sessions with the drug court students. We also help facilitate some of their community service projects and have those students, in need of more supervision and treatment, attending the YRC program. Therapist Mitzi Sprigg has also been trained and is facilitating a more intensive family therapy using Functional Family Therapy (FFT).

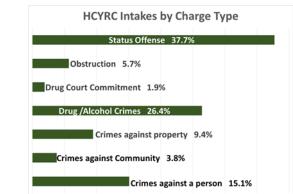




Kevin Kellar Program Director







West Virginia Division of Juvenile Services

Adjudicated

37%

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Jefferson County Youth Reporting Center

Overview of Jefferson County YRC

The Jefferson County Youth Reporting Center (JCYRC) services youth of Jefferson County. JCYRC is a community-based program that serves as an alternative to detention and/or residential placement. The Program has been designed to serve the needs of both the youth and court in Jefferson County. The youth are referred by Jefferson County Probation, magistrate and circuit judge. Referrals include: pre-petition diversion, postpetition court supervision and adjudicated youth.

Students completed more than 600 hours of community service, including:

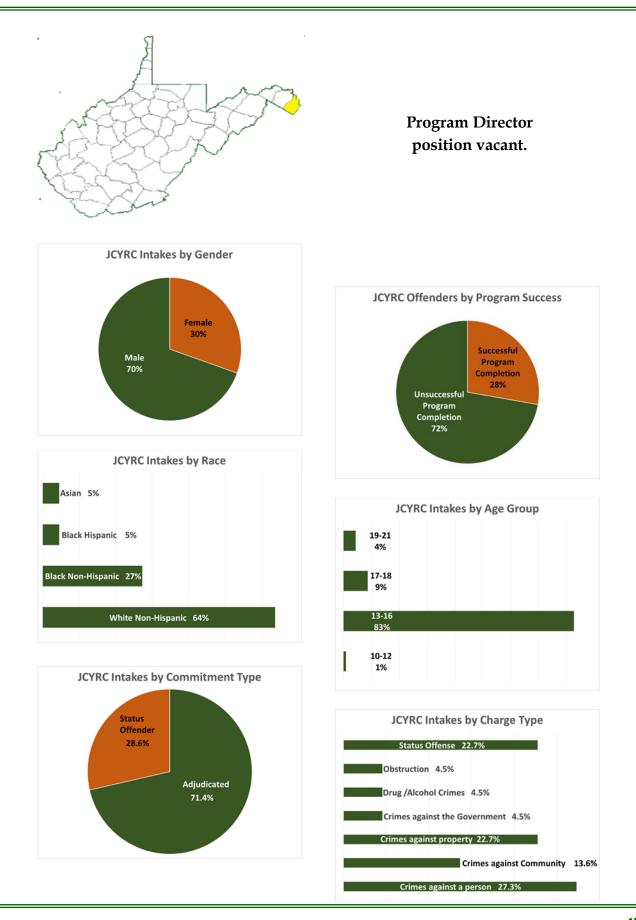
- Adopt a Highway
- Cleaning state vehicles and working around the facility.
- Painting at Zett's fish hatchery.
- Clean-up of the river bank and the side road with River Riders.
- Helped community ministries perform various tasks.
- Worked a parcel land and cultivated a small garden
- Fire House Clean-up

Outings

- Fishing at Zett's fish hatchery
- Swimming and bowling at the wellness center in Shepherdstown
- Hiking trip to Weverton, Maryland
- White water rafting with River Riders
- Trip to the Dulles Town Center
- Annual picnic with STARS YRC
- Field Day
- Thanksgiving at the Civic Center
- Halloween party
- Christmas Party
- A host of Cook-Outs
- Worked on Christmas Cards at Shenandoah Health Center

What's New...

- Jefferson County YRC is looking to get involved in the Community Ministry.
- Aftercare/ routine follow up services has been incorporated in to the program for recent graduates to monitor success.
- Staff at JYRC travel to various job sites and career fairs in order to help them understand what employment may be available.



Kanawha County Youth Reporting Center

Overview of KCYRC

The Kanawha County Youth Reporting Center services youth of Kanawha County. KCYRC is a community based program that serves as an alternative to detention and/or residential placement. There is a wide variety of services being provided at KCYRC and the program has been tailored to serve the needs of the court system in Kanawha County. The youth referred into the program come from Kanawha County, and are on probation or an improvement period through probation. Our students attend school Monday thru Friday from 9:00am to 1:00pm. The students are provided breakfast and lunch. We have three Kanawha County teachers on hand and two of our teachers our special education certified. The students work on their core classes and can earn credits towards their home school. Students are also provided with credit recovery.

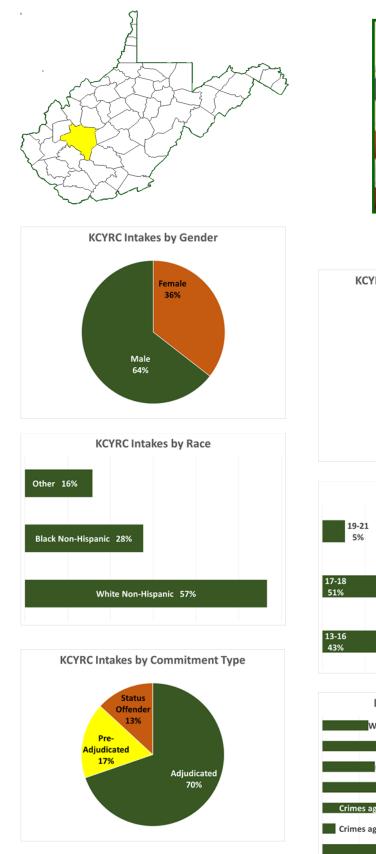
Students completed more than 2832 hours of community service, including

- Visiting Cross Roads Men's Shelter to set up for meals, serve meals, wash dishes and general clean up.
- Working at Mountain Mission doing clean-up, sorting in the warehouse, working in the store, and assistant the mission staff.
- Assisting The West Side Main Street Association with hanging Christmas lights along Washington Street.
- Picking up trash at Coonskin Park and Magic Island when the weather permitted.
- Visiting KISRA (Kanawha Institute for Social Research and Action), assisting their young people with reading and art work.
- Sweeping outside lot at KCYRC and did general clean up inside KCYRC building. (Sweeping-wiping tables-cleaning windows-taking out trash-decorating for the holidays-moving furniture).
- Building garden boxes, planting seeds, picked and prepared the vegetables for distribution. This was a Community Garden Project partnered with the West Virginia State Extension Services.

What's New...

The Truancy Diversion Program

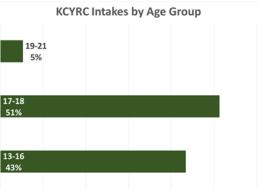
The Truancy Diversion Plan for Kanawha County Schools utilizes a more school-based approach prior to filing truancy petitions with magistrate court. The approach involves the School-based Attendance Committee (SBAC) which consists of the Assistant Attendance Director, school administrator, and other key education staff, as well as the parent and student, who meet when a student is truant and possible court petition is pending. The SBAC identifies reasons causing absences, interventions needed to improve attendance, ultimate expectations or goals, specific responsibilities for both the student and parent, a plan for monitoring success and result of compliance or non-compliance. Legal action may be the result if the student is not compliant.

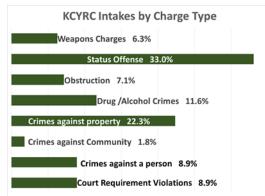




John James Program Director







Lincoln County Youth Reporting Center

Overview of Lincoln County YRC

Lincoln County Youth Reporting Center is also known as the Lincoln County Schoolbased Intervention Services.

Lincoln County School-based Intervention Services, in partnership with Lincoln County High School, assists in the development of at risk youth ages 12 to 18. Youth are referred to the program through the Lincoln County Probation Department and the Lincoln County Courts. Lincoln County is the first county in the state of West Virginia that has a Division of Juvenile Services program located on-grounds inside a public high school.

Lincoln County School-based Intervention Services are also the service provider for Lincoln County Juvenile Drug Court by employing a therapist for them. Therapist David Priestly and the Lincoln County YRC Director are members of the Lincoln County Drug Court Treatment Team. Our therapist completes individual sessions with the drug court students weekly and the Lincoln County School-based Intervention Services staff hold individual and group meetings weekly. We helped facilitate community service projects and have the drug court students in need of more supervision and treatment attending the YRC program.

Students completed 150 hours of community service including:

- Pick up litter at community/city parks within Lincoln County.
- Clean the Lincoln County High School weekly.
- Clean the YRC state vehicles and maintain the cleanliness of the YRC area.

What's new...

This program also includes a diversion program which is an agreement between Lincoln County Schools and the Division of Juvenile Services to enable at-risk students at the school to receive counseling and other diversion activities. These youth are not enrolled as an offender with the Division and it is our hope that as a result of our services they will avoid interaction with the courts. We also do a two-hour diversion class for students who fail in-school drug screens. That program is called the Workplace Simulated Environment. Participation in the diversion programs last year were:

125 regular Diversion 2 Workplace Simulated Environment

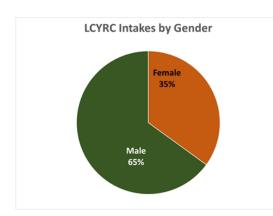


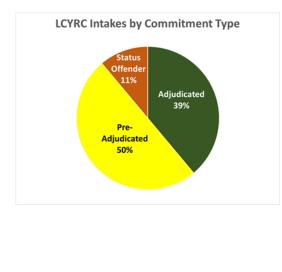
Program Director position vacant.

LCYRC Offenders by Program Success

Successful

Program Completion 33%





Court Requirement Violations 19.2%

All offenders admitted to the Lincoln County YRC program were classified as Non-Hispanic White.

Marion County Youth Reporting Center

Overview of Marion County YRC

Marion County Youth Reporting Center (MarionYRC) continues to partner with Marion County Board of Education in providing an alternative education program for referred Marion County students that are on probation.

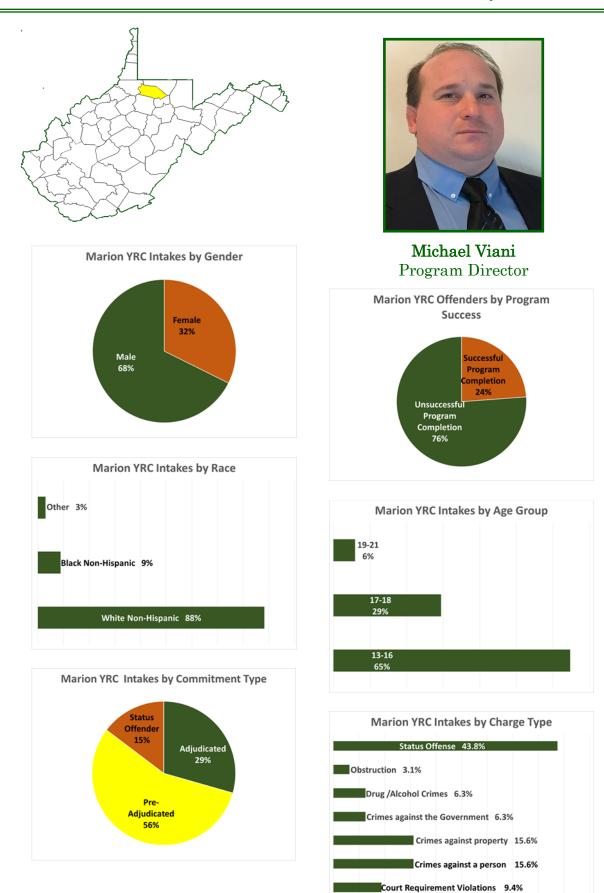
Outings

The Title 1 program through Marion County Board of Education gave the students different opportunities to interact in the community, including:

- A field trip to WVU Arboretum
- A trip to Barnes and Noble where each student was given a voucher to purchase a book of their choice, and lunch at Olive Garden Restaurant.
- Exploring Hovatters Zoo in Preston Co along with lunch at 5 Guys Restaurant.
- Parents night was held at Knights of Columbus Hall, in which the theme for the night was "Cyber Safety" and Dr. Laughlin from the Criminal Justice Dept. of Fairmont State University was the guest speaker.
- A field trip to the Mt. Chateau Dinosaurs Exhibit
- A trip to the Harrison County Parks and Recreation Space Exhibit.
- College field trips to the West Virginia University campus, the Fairmont State University campus, the Pierpont Community College, and the Opportunities Industrialization Center (OIC)

Students completed 1,100 hours of community service including:

- Serving meals on a regular basis at Salvation Army Soup Opera
- Staining the school deck.
- Raking leaves at Mary Lou Retton Park.
- Adopt-A-Highway.
- Community Garden.
- Rails to Trails trash detail.
- Cleaning State Vehicles.
- Mulching Facility Grounds.
- Cleaning the Facility.



Mason County Youth Reporting Center

Overview of Mason YRC

The Mason County Youth Reporting Center is a community based program that serves as an alternative to detention and/or residential placement for youth of Mason County. The youth are referred by Mason County Probation, magistrate and circuit judge. Referrals include: prepetition diversion, post-petition court supervision and adjudicated youth.

Outings

- Youth Reporting Center Summer Games,
- Huntington Museum of Art,
- Mount Olive Correctional Center,
- Tour to see local Christmas lights,
- Lakin Correctional Facility,
- Rio Grande University
- The River Museum.

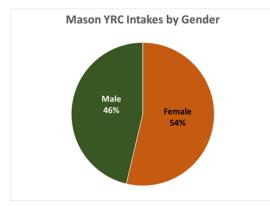
Students completed 210 hours of community service including:

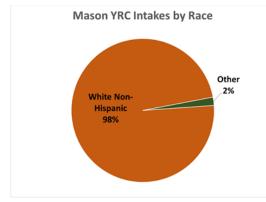
- Cleaning the center on a daily/weekly basis.
- Painting and cleaning a local county fairgrounds to help with fair preparation.
- Walking and interacting with animals at the local animal shelter.
- Helping a local church with wrapping shoe boxes for Operation Christmas Child.
- Holding a carwash for local law enforcement vehicles.
- Writing letters to the Wounded Warriors at the Walter Reed Army/Navy Medical Center.
- Stuffing Easter eggs for a local church's upcoming Easter egg hunt.
- Picking up trash at Krodel Park.
- Planting a garden in the spring. Donated vegetables to **The Kitchen Table** (a non-profit organization) and a local homeless shelter.
- Cleaning Lowell Cook Memorial Park.

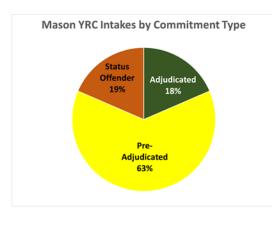
What's new...

Mason County Youth Reporting Center began a Truancy Diversion Program which has a curriculum that covers different areas to address the youth's needs. The curriculum helps the youth in areas such as decision making, self-actualization and goal setting, stress management, intrapersonal and interpersonal skills, adaptability, bullying and substance abuse. Mason YRC collaborated with the Mason County Board of Education to host all youth with truancy issues to the Truancy Diversion Program.





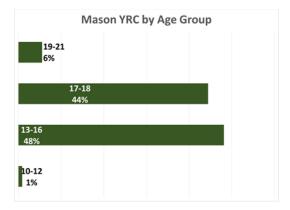


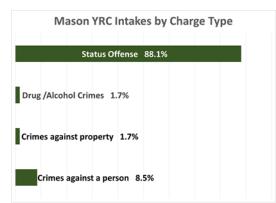




Juan McCabe Program Director







Mercer County Youth Reporting Center

Overview of Mercer County YRC

The Mercer County Youth Reporting Center offers a Family Wellness Program for families who are referred by the JPOs or ordered by judges. We completed our fourth session in early winter. Each session lasts for twelve weeks, and parents are required to attend one night per week with their child. Groups are facilitated by the PsiMed therapist who teaches the parents, and the Case Manager/Director teaches the students. The Program, "Building Bridges" focuses on developing and building on positive family dynamics and communication skills. The parents address appropriate discipline techniques, enabling, and supportive roles. The students focus on understanding different personality types and family roles, communication styles, critical thinking and non-criminal choices. So far the program has had positive feedback and has served 28 families to date.

Our therapist facilitates individual and group sessions with the drug court students, as well as pre-acceptance assessments for JDC. We currently have two Junenile DC participants who are also regular YRC students. Case Manager Amanda Comer continues to serve as a member of the Mercer County Juvenile Court Treatment Team. She will be attending the Drug Court Conference in September.

Students completed more than 240 hours of community service including:

- Cleaned the center's state vehicles and maintained the cleanliness of the facility.
- Worked at a church in Lashmeet cleaning the parking lot, picnic area and maintaining the cemetery grounds.
- Continued a recycling program with plastics at the facility and went to the county landfill to learn about recycling and the environment.
- Collected used materials such as newspapers to provide for the local animal shelter.
- Cleaned vehicles for the local 911 Mapping Center.
- Worked at the Bluefield City Park to repaint, repair, and clean the park's trails.
- Worked at the county animal shelter and cleaned/landscaped the pet cemetery grounds.

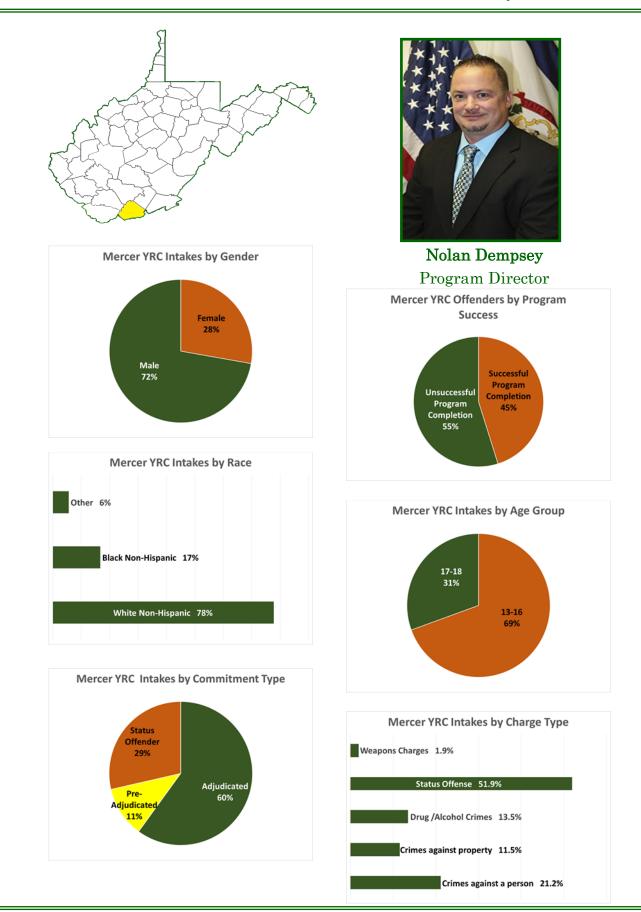
Outings:

Students went to Concord University for a tour of the campus and were given resources for career planning, applications, and extra-curricular options. Students also visited New River Valley Technical College to learn about the available vocational trades that are offered and Career Day at Princeton Senior High School.

What's New...

It was determined that we would better achieve our goals by providing our own educational component with WVOIEP staff in our own facility in the next year.

Staff received new curriculum to facilitate effective group counseling that focuses on: values and personal choices, relationships and communication skills, victim impact and empathy, youth diversion and female-specific treatment. Our goal is to make some improvements to the program based on recommendations by CRJ/Crime and Justice Institute.



Putnam County Youth Reporting Center

Overview of PCYRC

The Putnam County Youth Reporting Center services youth of Putnam, County. PCYRC is a community based program that serves as an alternative to detention and/ or residential placement. The Program has been designed to serve the needs of both the youth and court in Putnam County. The youth are referred by Putnam County Probation, magistrate and circuit judge. Referrals include: pre-petition diversion, postpetition court supervision and adjudicated youth.

O.C. Spaulding Center

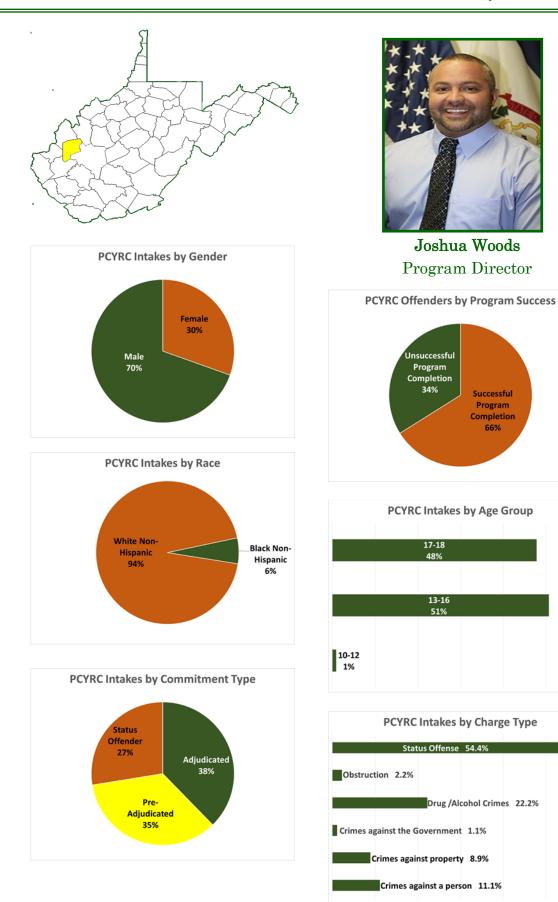
The O.C. Spaulding Center named after the late Judge Spaulding serves as an alternative learning center for the youth of Putnam County who are on probation and expelled from public school. The Spaulding Center offers a small school environment with an online virtual learning center and helps to transition the youth back into the public school setting.

Students completed more than 200 hours of community service including:

Teays Valley Parks and Recreation Teays Valley Church of Nazarene Ronald McDonald House of Charleston Eleanor Parks and Recreations Food Drive at Winfield Church of Nazarene

Outings

Huntington Museum of Arts Robert Shell Tour Cato Pool West Virginia Cultural Center



STARS Youth Reporting Center

Overview of STARS YRC

The STARS Youth Reporting Center services youth of Berkeley County. STARS is a community based program that serves as an alternative to detention and/or residential placement. The Program has been designed to serve the needs of both the youth and court in Berkeley County. The youth are referred by Berkeley County Probation, magistrate and circuit judge. Referrals include: pre-petition diversion, post-petition court supervision and adjudicated youth.

Students completed more than 415 hours of community service, including:

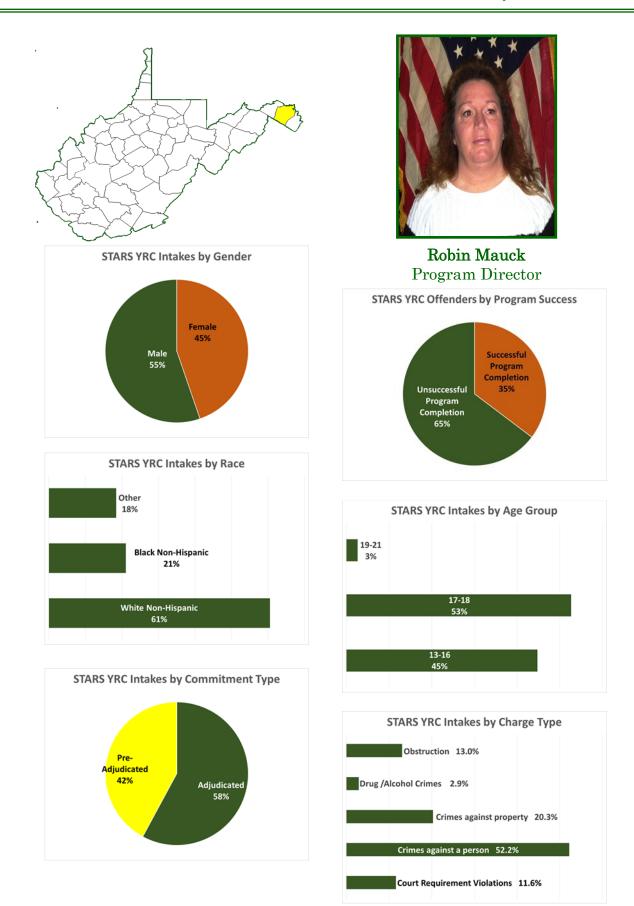
- Planting fresh vegetables to donate to the Rescue Mission to help those in need.
- Collecting luggage and other items (stuffed animals, coloring books, crayons, etc.) for distribution to kids going into Foster Care or in the process of being adopted.
- Adopt-A-Highway.
- Assisting in the Back-Pack program by sorting food for people in the community.
- Painting benches and tables that are used on a daily basis by the community.
- Cleaning and vacuuming state vehicles.
- Trash clean up on the Potomac River.
- Assisting at the *Boys and Girls Club* to get set up for a Jeopardy competition as well as assisting with serving meals and washing dishes.

Outings:

- Hiking on the Georgian Trail and Snavely Trail at Antietam Battlefield in Sharpsburg, Maryland (Burnside Bridge).
- The 4th annual "Picnic in the Panhandle" at War Memorial Park with food, games, prizes, and water balloons.
- A Scavenger Hunt at the park, teaming up with staff members.
- Field Day at Jefferson Memorial Park, including: Tug of War, Kickball Bowling, etc.
- Fishing at Zett's lake with a picnic provided by Zett's.
- Movie day at the Berkeley Plaza Theater for participants who earned it.
- Cookout and teambuilding exercises at War Memorial Park.

What's New:

We are striving to enact a new Memorandum of Understanding (MOU) with DHHR to offer services to pre/post sentenced youths through the Board of Child Care (BCC) to provide educational and treatment services to those youth that are close to graduating and having a hard time functioning in a regular school.



Wood County Youth Reporting Center

Overview of Wood County YRC

The Wood County YRC operates several different programs. The Substance Abuse Diversion Program that is a six to eight week program designed for youth at high risk of developing problem behaviors related to substances. Topics covered include addiction as a brain disease, effects of addiction and drug abuse on families, relationships, and society, the physical effects of substance use, local resources for intervention and treatment, and refusal skills.

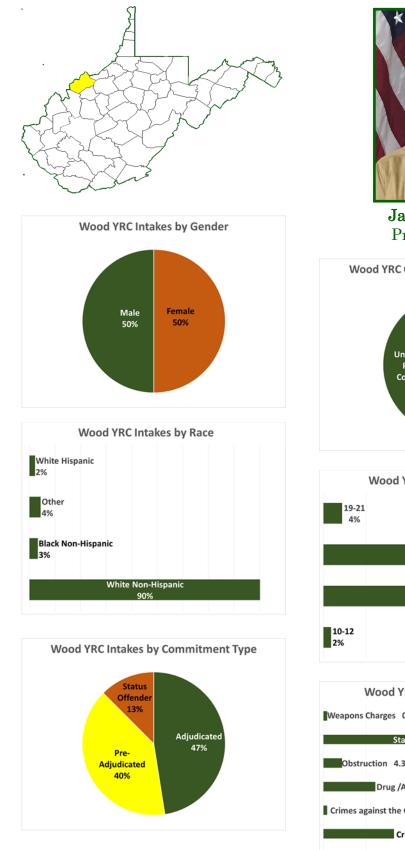
The Truancy Diversion Program is a six week program intended to aid students in identifying personal barriers preventing consistent and productive school attendance. Young people in this educational group explore numerous topics such as substance abuse, anxiety, bullying, depression, communication, conflict resolution, problem solving, goal setting, and time management.

The Personal Responsibility Education Program (P.R.E.P) is a key element of the federal strategy to reduce teenage pregnancies and sexually transmitted infections (STIs). P.R.E.P. provides grants to programs that have been shown to be effective at delaying sexual initiation, reducing pregnancy, and increasing contraceptive use among sexually active youth.

A Wellness Program was created this year and has seen incredible results as youth develop skills such as goal setting, team work, self-discipline, self-control, and commitment by participating in fitness activities at the Parkersburg YMCA and on local trails and hiking paths.

Students completed more than 550 hours of community service, including:

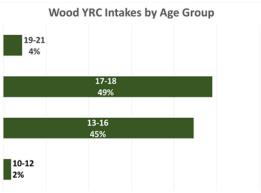
- Feeding the community at the Friendship Kitchen.
- Cleaning our local parks and highways.
- Helping with the Wood County Solid Waste Authority by collecting paint, tires, and appliances for a community take back day.
- Attending community meetings such as Vienna City Council Meetings and Taking Back Our Communities, a forum facilitated by WV Attorney General Patrick Morrisey and OH Attorney General Mike DeWine.





Jacqueline Martin Program Director







New Youth Reporting Centers

As a result of SB-393 an emphasis has been placed on community interventions. This expansion will allow us to provide services to the at risk youth in several counties around the state.

These youth reporting centers will provide the same services as those previously mentioned and will be located in the following counties:

- Fayette
- Greenbrier
- Monongalia
- Raleigh
- Wetzel

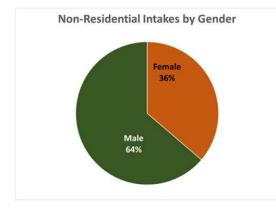
Community Supervision Program

The Division of Juvenile Services offers a Community Supervision Program (CSP) with and without electronic monitoring (or EM) in Kanawha and Boone Counties. It is an intermediate community-based program designed to restrict the activities of offenders in the community. This program allows offenders to remain in their homes, go to work, run errands, attend school, and maintain other responsibilities. However, their activities are closely monitored (either electronically and/or by frequent staff contacts) to ensure that they are complying with the conditions set by the court. Offenders placed on home detention are restricted to their residence for varying lengths of time and are required to maintain a strict schedule of daily activities. There are two types of Community Supervision: pretrial and post adjudication. Pretrial programs use this model as an alternative to detention to ensure that individuals appear in court. Post adjudication programs use this as a sanction that is more severe than regular supervision but less restrictive than incarceration.

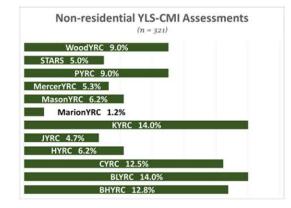
Target Population

CSP excludes serious and violent offenders from participation. The diverse types of offenders in the CSP call for degrees or levels of restriction. The first level (curfew) requires the program offenders to remain at home every day at certain times. The second level (home detention) requires offenders to remain at home at all times except for pre-approved and scheduled absences, such as for work, school, treatment, church, attorney appointments, court appearances, and other court-ordered obligations. The most restrictive level, calls for 24-hour-a-day home confinement, except for medical appointments, court appearances, and other activities specifically approved by the court.

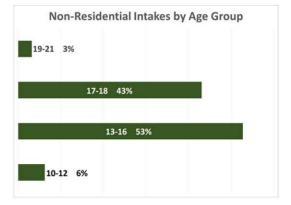
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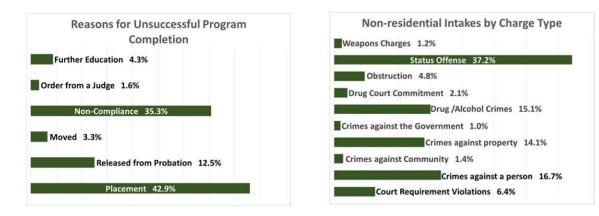


Community-Based Services Statistics









Director of Budget and Finance

The function of the Budget and Finance Section is to handle the financial day-to-day operations of the Division of Juvenile Services. We are responsible for ensuring the financial accountability of the Division to the State Auditor, the State Treasurer, the Department of Administration Financial and Reporting Section, the State Legislative Auditors and the Legislators. The Budget and Finance Section consists of three areas- Fiscal, Fleet Management and Asset Management, which includes Capital Construction.



Bryan Arthur Director of Budget and Finance

Fiscal

Fiscal staff manages and oversees all purchasing and payment functions, manages the Purchasing Card process,

oversees asset property inventory and retirements, child nutrition funding program, provides assistance with contracts and lease agreements and monitors compliance and status of contracts. The fiscal section continues the auditing and training process for the decentralized accounts payable function in the individual facilities.

- In FY 2016, the total budget appropriated was \$32,695,019.
- The Division has three contracts that costs at over \$2 million each per year and all three are for ongoing services: Psimed for mental health services, Prime Care for medical services, and Youth Services Systems who run the Ronald Mulholland Juvenile Center.
- In FY 2016 DJS was given a supplemental of \$7,167,500 to help offset the shortage of the operating costs for the Division bringing the total appropriation to \$39,862,519.

Fleet Management

The Fleet Management section continued to manage a fleet of over 125 vehicles for FY 2016. Vehicles are primarily used for youth transportation to and from home, different facilities, court appearances, and medical appointments. Staff primarily use state vehicles to attend training. Defensive driving training and preventative vehicle maintenance are focal points for the Division as our facilities and staff continues to grow.

Asset Management

Assets, including all buildings and equipment, which are valued at almost \$91 million.

Accomplishments for Fiscal Year 2016

The Fiscal Section submitted reports for:

- the GAAP/Closing Book Report to DOA-Financial Reporting & Accounting Section,
- the Annual Loss Control Questionnaire and the Annual Liability Insurance Questionnaire to the Board of Risk & Insurance Management,
- the Fiscal Year 2017 Budget Appropriation Request to the State Budget Office, and
- the Annual Asset Management Certification Form to DOA-Surplus Property.

Future Projects for Fiscal Year 2017

- Security Upgrades to Robert Shell Juvenile Center,
- Education/Vocational Building at DRK , and
- Parking Lot upgrades at Sam Perdue, Lorrie Yeager, and Rubenstein Juvenile Centers.

Future Challenges for Juvenile Services

The biggest challenge facing the Fiscal Section during FY 2017 will be addressing our needs for additional operating money. DJS was given an increase of \$5,893,212 for FY2017, but that still does not cover all operating costs, DJS had an increase of approximately \$135,000 in workers comp, approximately 112,000 in our BRIM premium, and a shortage of close to \$1,000,000 in our medical expense line. We do not have the funding to cover those costs.

Also many of our facilities are showing some age and we are starting to see a great increase in maintenance issues especially in the area of heating and cooling. Additional capital outlay money has been requested in order to set up a maintenance plan to address these concerns.

Director of Human Resources

The Human Resources Office of the West Virginia Division of Juvenile



Sharon Hayes Director of Human Resources

Services is responsible for supporting the Division's programs, managers and employees by effectively managing the agency's human resources. The primary responsibilities of the Office of Human Resources include coordination of employee transactions and employment verifications.

Services are provided directly by the Human Resources Office and indirectly through local personnel representatives. Human Resources is divided into four primary functional sections.

Employment Relations Section

The Employment Relations Section is responsible for administration and consultation for the agency's employment relations functions. Current responsibilities include:

- 1. Assisting managers with issues around discipline and performance management.
- 2. Work with the agency's legal section concerning employee discipline.
- 3. Monitoring changes in employment trends and recommending appropriate actions.

The Benefits Section

The Benefits Section's current responsibilities include:

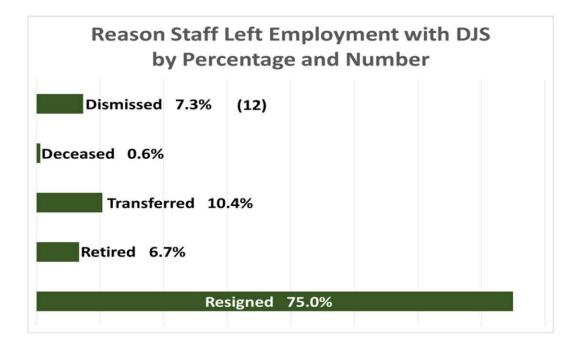
- 1. Processing accurate employee benefits.
- 2. Managing the Workers' Compensation and Benefits Program (including the Open Enrollment Benefit Section).

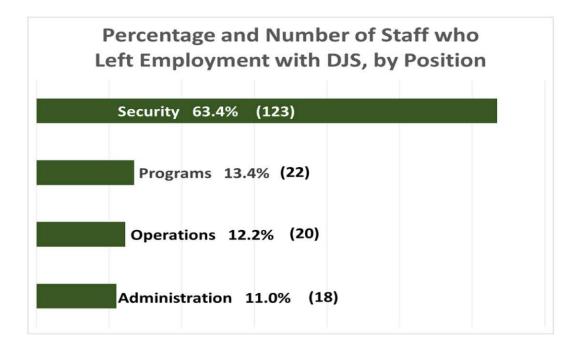
- 3. Processing personnel and payroll actions to ensure timely and accurate payment to employees.
- 4. Administering the employee leave program to ensure accuracy and timeliness of leave records.
- 5. Providing personnel-related training to new Human Resources field representatives.
- 6. Providing orientation to newly hired Central Office employees.
- 7. Processing data entry for the Division's Employee Performance Appraisals.
- 8. Verifying and processing various payments, such as FLSA, compensatory time payouts, unpaid holidays, and overtime.
- 9. Managing the Human Resources records to ensure confidentiality, completeness and compliance.

Payroll Section

The Payroll Section provides timely and accurate payment of wages and benefits to employees of the Division of Juvenile Services. Current functions include:

- 1. Preparing all quarterly federal and state tax returns. Balance the returns to the W-2's annually.
- 2. Accurate and timely processing of exceptions to the payroll, based on data provided by the transaction section.
- 3. Prepare monthly reports for the payment of all payroll deductions that are withheld from employees' paychecks.
- 4. Manage the Human Resources Management System to process Personnel Action Forms.
- 5. Entering all new and change forms into the payroll system for direct deposit.
- 6. Processing all garnishments, levies, child support orders, and personal bankruptcy forms.
- 7. Providing advice and guidance for all locations on tax and payroll issues. Keeping up-to-date on any changes to state and federal law that affect payroll.
- 8. Processing requests for payment for all hourly paid employees.







James Goddard Regional Director

Regional Directors

In an effort to streamline the supervision and provide guidance to the eight smaller facilities, the Division of Juvenile Services has a regional approach. This was accomplished by splitting the State into a Western Region and an Eastern Region.

Western Region

Jim Goddard is the Western Region Director, which consists of the Ronald Mulholland Juvenile Center, Lorrie Yeager Juvenile Center, Tiger Morton Juvenile Center, and the Robert Shell Juvenile Center.

In addition, he is the Policy Committee Chair and is responsible for the continuing revision of the Division's

policies. This is done with input from all facilities in the Agency by rotating facility directors/designees to serve on the policy committee. ACA Standards and revisions, PREA mandates, Performance-based Standards (PbS), and current national trends in Juvenile Justice as well as agency goals, have been foremost in our thinking as policy directives are developed. Policies have been changed and revised to correct deficiencies in existing policies, to provide clarification in key areas, and provide guidance on new programs as they develop.

Responsibility for the regional hearing officers also falls under Mr. Goddard. Having regional hearing officers who work for Central Office rather than having one in each facility has been a very effective change for the Division. This move was made to make the hearings timely, impartial, reduce errors in the disciplinary process and to ensure adherence to DJS policy.

Another area of responsibility is our state wide mobile maintenance crew. They have completed several jobs across the state. From pouring concrete sidewalks to installing camera systems, this maintenance crew has saved the Division money in the area of specialized maintenance. We hope to continue to use this crew in the future for several projects that are currently in the planning stages.

Regional Directors

Eastern Region

Stacy Rauer is Eastern Region Director, which consists of the Vicki Douglas Juvenile Center, Chick Buckbee Juvenile Center, Gene Spadaro Juvenile Center, and the Sam Perdue Juvenile Center.

Stacy is a permanent member of the policy committee and brings her perspective and experience to help balance the policies.



Stacy Rauer Regional Director

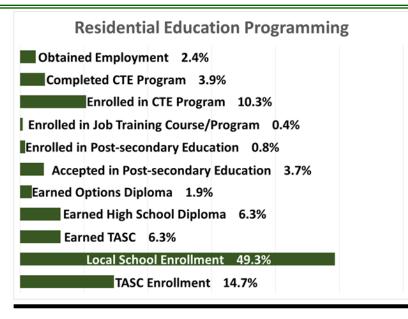
Ms. Rauer is also responsible for the Divisions Quality Assurance Program. This includes developing audits and overseeing the process to ensure compliance

with Division, State, and Federal standards. The program will use data to make improvements within the operations of the facilities and treatment of the residents.

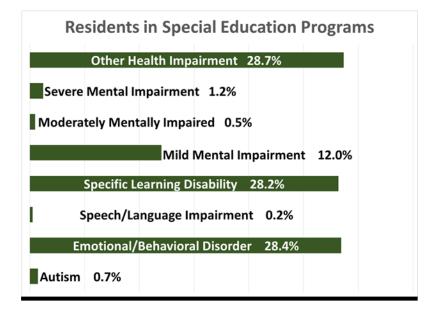
Ms. Rauer was the liaison for the technical assistance grant for Reducing the Use of Isolation of residents within the Division. Since the conclusion of this grant, Ms. Rauer is continuing the staff committee, which has now been named the "Positive Development Committee". It has representatives from all facilities and reviews data, ideas for change to improve the data, trainings, and positive events happening at each facility.

In addition, Ms. Rauer is the Division's Movement Coordinator overseeing all resident movements within the division. This position streamlines and organizes resident movement while keeping safety and security in mind for all facilities within the division.

Regional Directors



Some students could be in more than one of the categories listed above.



432 students earned 1,247 credits during the school year. That number does not include middle school or TASC prep students who do not earn credits.

Kenneth "Honey" Rubenstein Center



Dan Dilly Superintendent





www.djs.wv.gov

The Kenneth "Honey" Rubenstein Juvenile Center. The Rubenstein Center is a 70-bed, minimum custody facility for male offenders in Tucker County, West Virginia.

Providing service to the local communities has always been an important function of the Rubenstein Center. In addition to building Blackwater Falls State Park, residents used to work for individuals in Davis and Thomas in the early 1960's. During the flood of 1985, residents were a major part of the clean-up in Tucker County. To this day, cadets continue to perform community service and work details throughout the county.

The Rubenstein Center Program focuses leadership, accepting on responsibility, and providing the necessary skills to return to the community as a successful responsible citizen. To achieve this we take a team approach and utilize a Unit Manager, Case Manager, Counselor I, Counselor II, Recreation Specialist, correctional officers and a Therapist. As a team we believe all Cadets need structure, accountability, and an opportunity to grow as an individual. To ensure these key components are met, all Cadets have a rigorous schedule that starts off with physical Cadets' appearance must be neat and orderly. All Cadets are held training. accountable by staff twenty four hours a day, seven days a week. To promote and reward positive behavior all Cadets are on a phase system where they have an ability to advance.

Our Group Leaders (Correctional Officers) run at least three weekly peer groups where Cadets discuss positive accomplishments as well as problems they have encountered and ways to handle those problems appropriately in the future. In these groups, Cadets also help each other utilizing positive peer pressure and newly acquired positive leadership skills.

Every Cadet also has an individualized Case Management Plan that is created with the Cadet by the Case Manager. This Case Management Plan gives the Cadet and treatment team a plan of action. This plan includes areas such as vocation, recreation, community service, therapeutic groups, and individual goals.

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The Correctional Counselors and therapists provide all Cadets with treatment programming based on their individual needs and their LSCMI or YLCMI assessment. Cadets are typically enrolled in groups such as anger management, victim awareness, criminal and addictive thinking, parenting, and life skills. Correctional Counselors also provide support to Cadets with their day to day living and role model leadership skills.

Our PSI-MED Therapists conduct specialized individual, group, and family sessions. Substance Abuse remains a vital component and therapists deliver a three phase, fourteen week group that is designed to engage Cadets with Substance Abuse/Addiction issues. The group is comprised of individual and group sessions and is tailored to the individual's needs.

Performance-based Standards (PbS) is a data-driven improvement model that holds juvenile justice agencies, facilities, and residential care providers to the highest standards for operations, programs, and services.

Rubenstein Center has been participating in Performance-based Standards (PbS) since August 2012. Information is gathered all year and reported In April and October each year. The Rubenstein Center is currently at Level 3 of 4.

A few ways The Rubenstein Center has benefited by participating in PbS is the implementation of new trainings for staff. We have decreased contraband and injuries due to the reports generated from PbS with locations, times and dates per incident.

In addition to these programs, our Community Service and Work Programs remain strong and an integral part of the Kenneth "Honey" Rubenstein Juvenile Center's philosophy. During this past fiscal year, residents performed a total of 3,570 hours of community service in Tucker and Randolph County. Residents of the Rubenstein Center conducted Adopt-A-Highway and provided community service to Canaan Valley State Park, YMCA Camp Horseshoe, Camp Kidd 4-H Park, Davis Riverfront Park, Tucker County Schools, Tucker County Board of Education, the community centers for the towns of Thomas and Davis, the Parsons Park Board, Canaan Valley Institute, the local food pantry through the Blackwater Ministerial, the local Senior Citizen Centers, Holly Meadows Golf Course, and the cities of Thomas and Parsons. Cadets of the Rubenstein Center also continue to gain work experience through different types of job opportunities available to them. All Cadets, at some time during their stay, will work on an unpaid crew in our kitchen and laundry departments. Some Cadets also work on paid crews with Blackwater Falls State Park, and/or with the City of Thomas. Cadets continue to be rewarded for positive behavior through special activities and off-campus activities. We have holiday parties for the Cadets, a Christmas Play, cook-outs, field days, ice cream socials, popcorn, movies, etc. Offcampus rewards include fishing, hiking, camping, mountain biking, skiing, sleigh riding, and the viewing of fireworks.

The Rubenstein Center also offers have a variety of recreational activities to the cadets. On grounds they have a full sized basketball court, a pool table, a universal weight machine, volleyball net, softball field and horseshoe pits. Cadets are also taken off grounds for various recreational activities including field trips to Douglas Falls, Coketon Coke Ovens, Olson Tower, Wind Turbines, Blackwater Falls, hiking, fishing, Run-For-It, scenic drives, camping trips, and the RC Honor Guard participation in numerous parades and events. Cadets are provided an option to attend weekly bible study in addition to semi-annual church services.

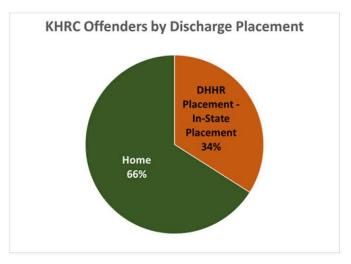
During this past fiscal year, Cadets continued to be involved in Therapeutic Recreation. Some of the activities participated in include: The Islands, Circle of Trust, Balance Beams, All Abroad, The Ball Chain, Trust Leans, Trust Falls, Whale Tale, Nature Walks, softball, basketball, fishing, and skiing. Therapeutic recreation gives an opportunity for individuals to share their experiences within the context of a small group; to give and received feedback; and to gain a broader perspective of a multitude of ways. These types of activities impact people who come from diverse backgrounds and perspectives.

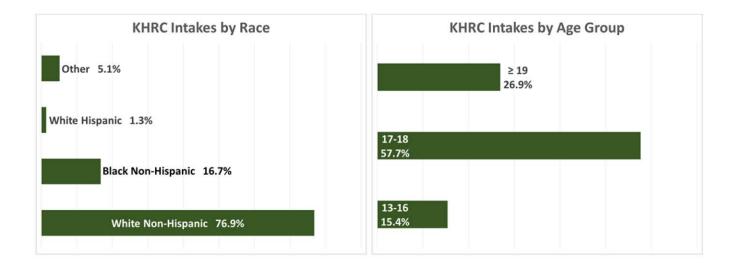
All activities that are completed usually end in a debriefing session in which the participants are in control of their own level of disclosure. Participants learn more effectively when they have control and when they are having fun. Some of the skills the residents have learned through Therapeutic Recreation include leadership, teamwork, communication, listening, problem solving, improving self-esteem, learning awareness of self and others, how to relax, sportsmanship, trusting, overcoming fear, and social interaction. Lately the Therapeutic Recreation program has encouraged residents to explore music and develop healthy hobbies and interests. In some of the more adventurous activities, there has also been emphasis on positive risk-taking and decision-making.

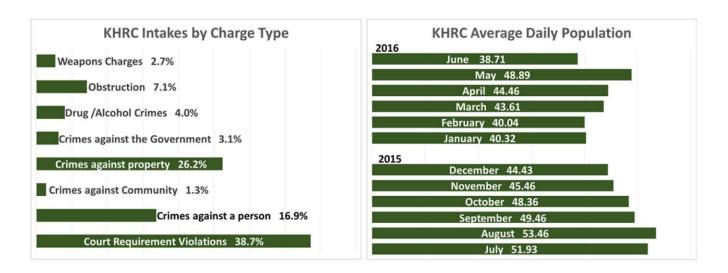
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Field Trips, Guest Speakers, and Educational Aptitude Testing

- Religious services provided were: Rock of Ages Prison Ministries, Gideon's Bi-Weekly, Church Services held by New Life Ministries, COII Daniel Geohagan and Bible Study Groups held by CCI Justin Jones.
- 2. Daniel Pickens with ABCA brought the DUI Simulator on site.
- 3. Pauletta Cousin, Recreational Director/Naturalist from Blackwater Falls State Park was on grounds to teach Wildlife Education.
- 4. Retired NFL Oakland Raider player and current pastor for the San Antonio Spurs, Rich Garza was on grounds as a guest speaker.
- 5. Anduwyn Williams from WV Free was on grounds to teach reproductive health.
- 6. A Job Fair was organized on grounds including WV Workforce, WV Rehabilitation, Pierpont Technical College and WV Department of Education.
- 7. Cortland Acres Nursing Home residents were on site for a social visit.
- 8. Cadets worked on and donated corn hole board sets and several clocks to the Giving Back with Heat Auction.
- 9. Former US Marine Jamie Summerlin was on grounds to speak about his run across America and a message of personal strength.
- 10. Students participated in College Day at Davis & Elkins College.
- 11. Through collaboration with WV Eastern Community & Technical College, a student was able to take a full schedule of college classes online at no cost.
- 12. Students participated in a variety of field trips throughout the year, including: touring WV Eastern Community & Technical College, Davis & Elkins College; visiting Seneca Rocks; Greenbank Observatory and participating in TMI workshops at Spruce Knob, as well as workshops on rocketry NASA, in Fairmont, WV.
- 13. Cadet R.H. placed second in the OIEP division of the Young Writer's Contest.
- 14. The Adult Education Association awarded the KHRC School with the greatest number tested on the TASC and the highest possible rate on the TASC.
- 15. Building Construction students participated in a variety of community service projects, including: building corn-hole games and picnic tables for other correctional facilities, building picnic tables, benches and trash can containers for the City of Thomas and the Davis Park, renovated cabinetry at Tucker Valley Elementary School, and making WV clocks for the "Giving Back with HeART" Auction.
- 16. Students participated in the Rocket Challenge three different times throughout the year. Students had to design and construct rockets and competed with each other to see which students' rocket would fly the best.
- 17. A variety of guest speakers worked with students, including guests from NASA who provided training on telescopes and guests from The Mountain Institute who gave a presentation on the Save Our Streams program.
- 18. The school also incorporated WIN and Tooling U into the CTE curriculum, in order to provide additional learning opportunities for students.







Donald R. Kuhn Juvenile Center



Brian Semenie Superintendent





Donald R. Kuhn Juvenile Center (DRK) is a 48-bed detention center and a secure commitment facility. Central administrative, medical, recreation, maintenance and food service unit maximize the center's economical use of resources.

DRK staff currently serves detention and commitment residents. Whatever the confinement reason, juveniles who are detained at DRK are provided with all basic essentials and education, assessments, recreation, health, counseling and other intervention services with the intent of maintaining a youth's well-being during his or her stay in custody.

Detention residents are usually held for short periods of time in facilities to await current hearings and/or further placement decisions. By holding juveniles in secure detention, it ensures appearance in court while providing safety for the resident and community. The commitment youth confined at DRK are generally classified as high-risk. These residents come with quite challenging attitudes and behaviors, however staff are diligent in their attempts to help them succeed.

During the early spring and through the summer months, the work crew residents at the Donald R. Kuhn Juvenile Center played an active role in helping the community. We had approximately 26 residents participating in the work crew program. The residents were either working at the facility or off the property. They have been utilized by the city of Madison for cleaning the civic center and mowing around city parks and walkways. While working for the city, those residents were taken to the Coal Heritage Museum in Madison where they learned about coal mining during the early 20th century. Through the museums displays and artifacts they learned the struggle that most families had to go through and what helped shape the State of West Virginia. Normally, work crews would go off campus to work on Wednesdays and the average number of residents that were approved for work crew at one time was five.

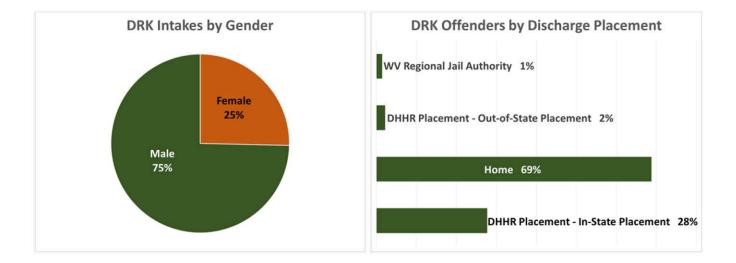
Donald R. Kuhn Juvenile Center

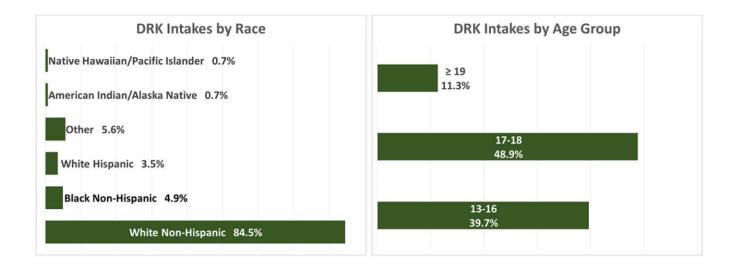
In addition to working in the community, the residents took part in helping out the Morrisvale, Madison and Danville Volunteer Fire Departments. Their duties included washing and waxing fire trucks, mowing, and general cleanup of the fire house, etc. The residents really enjoyed this and took pride in the duties they were performing. A lot of the residents were surprised that the volunteers in these departments were actually volunteers and didn't get paid. Some of the residents showed interest in volunteering in their communities. One of our former residents reported that he had taken some of the required firefighting classes and joined the local volunteer fire department in his hometown after his release from DJS. Officers that took these residents to the fire departments helped the residents within their details and also seemed to enjoy these duties.

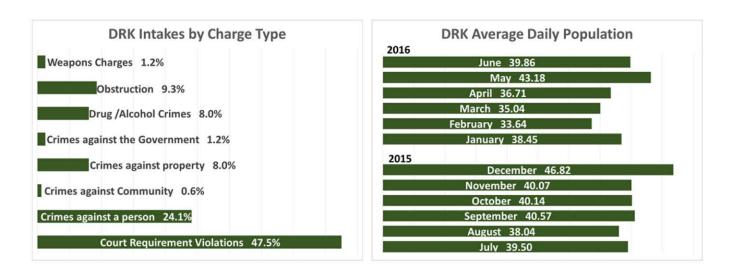
Treatment staff remains attentive to meeting the facility, Division, and state guidelines for these residents. We offer individual-based programming and services available to them. We pride ourselves in accepting the challenges of meeting deadlines as well as the expectations from the courts that entrust their juveniles to us.

We continue to offer a variety of behavior management techniques which allows resident involvement with incentives, rewards and consequences. The most popular methods are their commissary earnings and regularly scheduled reward parties. The level of compliance and behavior phase level that residents maintain dictate what they receive each week and if they are eligible to attend parties. These parties include structured movies, games and snacks. We are always seeking to add new incentives for those that achieve and maintain our highest behavioral levels.

As always, we meet any changes, challenges and learning opportunities with professionalism and determination. We strive to encourage and inspire positive behavior for both of our resident populations. We hope they take these acquired behaviors with them when they return to their communities where they can lead by example. We continue to stay current on training provided to staff in order to maintain a safe and secure facility for residents as well as staff.







J.M. "Chick" Buckbee Juvenile Center



Barbara Spaid Director





www.djs.wv.gov

J.M. "Chick" Buckbee Juvenile Center (CBJC) is a 24-bed facility, currently housing medium-risk male commitment and detention juveniles in a hardware-secure environment. Residents receive educational, psychiatric and medical services. Our treatment staff provide group counseling sessions as well as being available to residents on a one-to-one basis for any individual counseling needs.

We have a PrimeCare-staffed medical department which is current on NCCHC accreditation (since November 2009) and provides daily nurse sick call as well as visits from the facility physician twice weekly. Residents are up to date on all immunizations coordinated through the Hampshire County Health Department. Residents receive off-site dental care provided by a community dental practice.

Our on-site PsiMed staff provides individual and group counseling sessions for our residents as well as facilitating and overseeing on-site family therapy sessions. Psych-line calls (via Zoom) occur weekly by a PsiMed doctor.

Treatment Highlights and Goals

Our Resident Handbook and Phase Level/Incentive Program underwent a makeover under the supervision and direction of our Facility Director, Case Manager, treatment staff and a special committee made up of representatives from the resident population. This turned out to be a successful endeavor and seemed to be a morale-booster for the residents.

In order to better prepare our residents for life after DJS, we encourage qualified residents to participate in the Residential Enrichment and Achievement Program (REAP) Program. A qualified resident is one who has obtained his high school diploma or TASC, has demonstrated that he is trustworthy and has met certain behavior and phase level standards. Previously, the residents of our facility were limited to basic assignments such as cleaning, stripping and waxing the floors only in secured areas. One of our most recent advancements in this program was allowing residents outside of the secured areas in order to expand their assignments to include assisting our maintenance staff with basic facility maintenance, grounds-keeping tasks and miscellaneous repairs. Our maintenance staff provides support to the kitchen department and the installation of cameras in this area helped to facilitate and expand boundaries and the scope of duties.

Within the last year, our treatment staff have assisted residents in obtaining their Social Security cards and state-issued identification cards in preparation for their release into the job market and/or registering for, and participating in, college entrance exams. We have seen one of our residents enter and begin college at Potomac State University and is currently still a student.

Within this past year, one of our residents demonstrated such a high level of trustworthiness, that we assisted him in securing a part-time job at the local grocery store. Security staff transported him to and from work, according to his assigned schedule. This resident opened savings and checking accounts and had started making restitution payments. This resident has been released and now has solid job experience he can list on any job application.

J.M. "Chick" Buckbee Juvenile Center

Special Events

Over the past year, Independence Day, Labor Day and Memorial Day were recognized and shared by the employees with the residents. Cookout/picnic-type meals were served in the outside recreational area (when weather permitted) and consisted of wings, hot dogs and hamburgers and the usual picnic fare. Staff brought in covereddish items and joined the residents for lunch.

For Halloween, Thanksgiving, Christmas, Valentine's Day and Easter, the residents painted the windows of their units to decorate for the upcoming holiday. The facility experienced an over-whelming outpouring from the community during this past Christmas Season. Churches and volunteer organizations donated food, candy, gifts and their time in presenting a church Christmas program to the residents who wished to attend. Our residents were very thankful for their donations and for their time and attention. They seemed eager to interact with the presenters after the program. This was a great community connection experience for them.

Facility Improvements and Future Projects

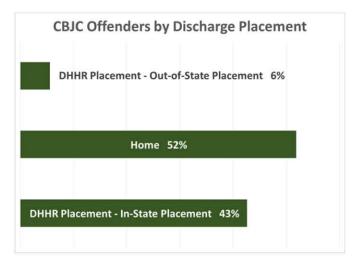
Last year, the Maintenance Department painted all of the resident rooms. Each resident chose the paint color they wanted for their room. A portion of the wall in each room was painted with black chalkboard paint in an effort to discourage residents from writing on the walls. Residents were provided with white chalk; colored chalk was placed on commissary. All trim work and exterior doors were repainted.

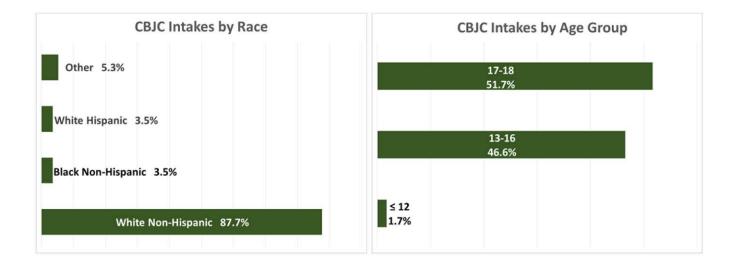
Anticipated future improvements include: 1. installation of a sidewalk around the remaining facility perimeter, 2. new transport vehicles; our current vans have become undependable and are frequently out of service for repairs, 3. new telephone system, 4. removing the carpet in the administrative/break room hallway and painting the concrete floor, 5. painting the interior walls of the common areas in each unit, and 6. replacement of some if not all of our problem HVAC units.

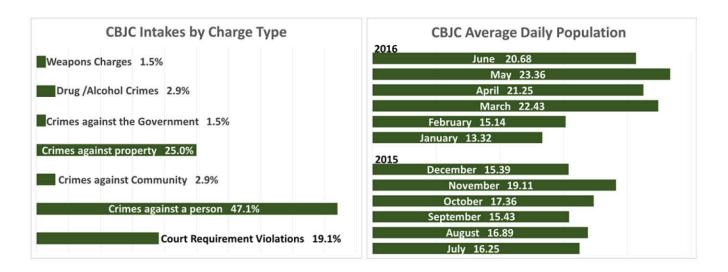
Educational Highlights

The students were able to prepare several food items with the use of crock pots, microwave, and the facilities kitchen. The students prepared biscuits and apple butter during one of their first cooking sessions. Toward the beginning of the holiday season they prepared an entire meal with rolls, meat, vegetables, and dessert giving students an opportunity to work with various foods and an understanding of what's involved in food preparation.

For community service the students, school staff, and officers painted Christmas ornaments that were given to a nursing home for the individuals that resided there. The students were given this opportunity to increase their self-awareness regarding the role they could play in society for their fellow man. There was discussion regarding the importance of helping others and the students seemed to feel empathy for the residents of the nursing home because they too were confined to a facility.



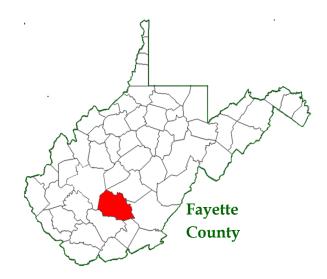




Gene Spadaro Juvenile Center



Timothy Meadows Director





Gene Spadaro Juvenile Center is located in Mt. Hope Industrial Park, Fayette County, West Virginia. The facility was named after Coach Gene Spadaro from Mt. Hope High School who has a history of changing many lives of youth in the community by promoting change and positive development. GSJC follows the same mindset today offering guidance to grow and promoting the idea of making positive choices.

The Gene Spadaro Juvenile Center is a 23 bed detention facility for delinquent males and females up to the age of 21. While the youth await placement, commitment, referral or transition back to home, the youth will participate in group and individual counseling in areas such as life-skills, substance abuse, anger management, peer relations and therapeutic recreation. GSJC prides itself on running the facility with a full treatment team that includes the services of a full-time on-site Psi-Med Therapist, a Case Manager, and four Counselors. GSJC residents are offered daily large muscle activity both in the full indoor gym and outside recreation yard. Weekly religious and spiritual services are offered to residents. Continuing education is required for residents and provides the opportunity to continue in academics and allow for a smooth transition back to public school or placement. During school breaks, the center searches for motivational speakers and different activities such as games and competitions with staff and resident participation, to promote positive interaction inside the facility. GSJC recognizes and attempts to provide all the normal holiday activities here at the facility. We encourage family involvement through phone calls, family visits, and our yearly Christmas banquet where the family is invited to attend. Our staff provide security, promote communication and mentor to youth in our care.

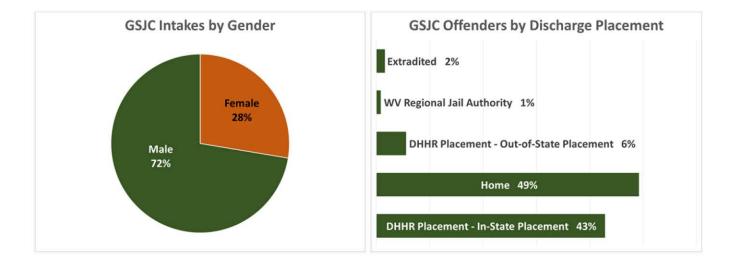
Gene Spadaro Juvenile Center

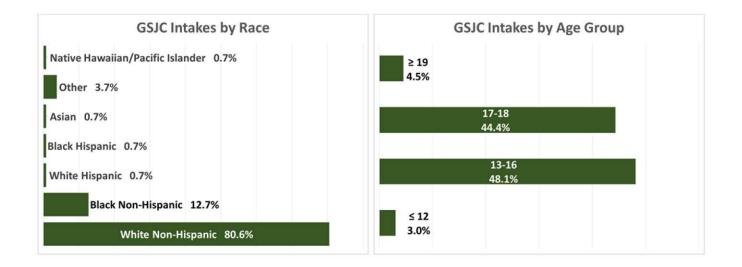
Accomplishments for 2016

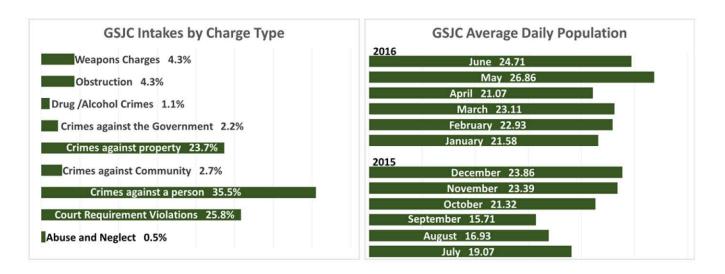
- We paved an outdoor area with 2 basketball goals and the remaining area is marked off for games and team building. This will allow for more activities outside and let us work around weather conditions.
- Staff worked with our community in an educational/parent approved mentor program at two local elementary schools.
- All residents and staff come together each Thursday now to participate in our Town Hall meetings. Residents are recognized for their achieving goals that they made for themselves the prior week. It is a positive peer interaction that has great success. Through Education, the residents have continued with their monthly, facility school newspaper were they can express their thoughts about everyday topics.
- Partnered with Valley Community college and New River Community College in job fairs, internships, facility tours and providing input at Academy of Careers and Technology.
- Youth participated in creating crafts to be auctioned for *Giving back with Heart* which provides scholarships for youth that have an incarcerated family member. This gives youth an opportunity to give back to the community in a cause they can relate to.

Goals for the next Fiscal Year:

- Improve productivity at facility through training, fill all current staff vacancies, and continue to build a strong team atmosphere.
- Continue working with Division-created Positive Development Committee (PDC). The PDC committee is a roundtable of Division leaders, Facility Directors, and floor staff. Our main goal is to reduce isolation and the Use of Force within Juvenile Services. The Committee searches for: 1) ways to be more creative in communication between staff and residents, 2) more incentives for positive resident behavior, and 3) less restrictive discipline options to reduce isolation.
- Expand our garden area for youth, creating more area and options of plant life.
- Water treatment system for upgrading facility water quality.
- Getting our parking lot sealed and paint trim outside building as our facility turns 13 years old.







Lorrie Yeager, Jr. Juvenile Center



Travis White Director





www.djs.wv.gov

The Lorrie Yeager Jr. Juvenile Center (LYJC) is a co-ed, 24 bed hardware secure juvenile center providing services for youth who have been charged with a crime which would be punishable by incarceration if committed by an adult. LYJC offers a structured and secure setting while maintaining a strong focus on treatment and rehabilitation.

LYJC provides individual as well as group counseling based on high risk/high needs as identified by the Youth Level of Service/Case Management Inventory (YLS/CMI) (or the adult version, Level of Service/Case Management Inventory for offenders age 17 and older). Other assessments are administered if needed based on the results of the YLS/CMI. Comprehensive service plans are created based on results of such assessments to identify goals and objectives that are designed to help each youth receive the tools needed to re-enter our communities and be successful. Our treatment team consists of a Case Manager, (2) Correctional Counselor II's, (2) Correctional Counselor I's and a Licensed Therapist.

Each youth in our custody is provided with but not limited to the following services:

- Case Management
- Medical Services
- Mental Health Services
- Organized Therapeutic Recreation
- Educational Services
- Individual/Group & Family Counseling
- Religious Services
- Library Services
- Guest Speakers

LYJC utilizes a phase system as part of our Behavior Modification System which provides our youth with rewards when they demonstrate positive actions. This helps in teaching them to focus on the positives rather than the negatives. Our security team is made up of Correctional Officers who are highly trained not only in security but in treatment as well which allows them to provide the highest quality care to the youth in our custody.

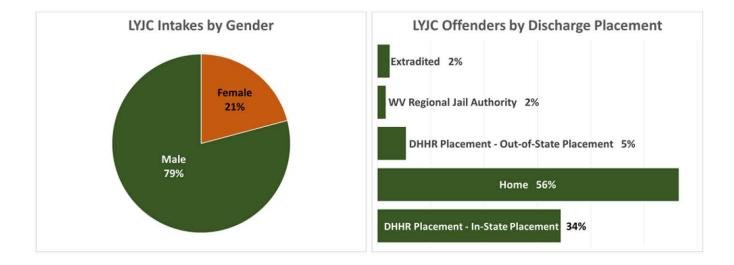
Lorrie Yeager Juvenile Center

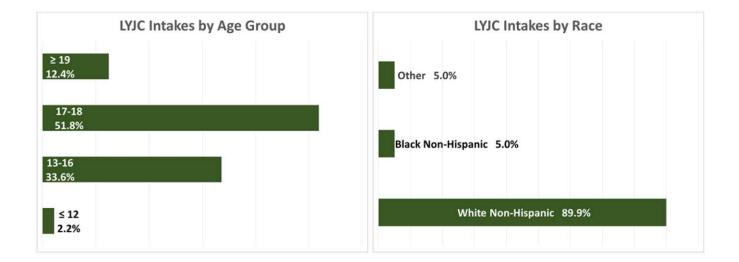
Some of the many milestones for Fiscal Year 2016 include:

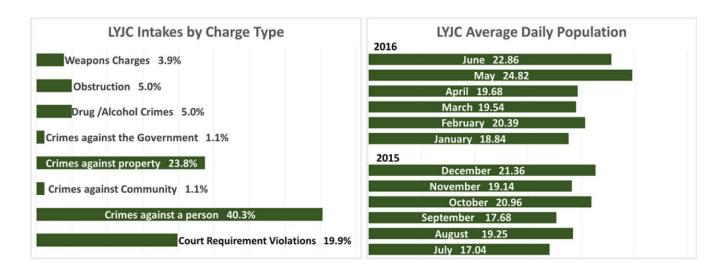
- Our treatment team was expanded to include a full time Psi Med Therapist.
- We implemented numerous groups and activities into our treatment program.
- We transformed a room into a game room for our residents.
- Our residents submitted numerous art projects to the *Giving with the Heart* fund raising program.
- We implemented an agriculture program with the help of the Department of Education, which includes a garden.
- Through a partnership with the West Virginia University's Wood County Extension Office, we have been able to provide our residents with additional learning opportunities
- We made numerous changes throughout the facility to help with daily operations.
- Lorrie Yeager Jr. Juvenile Center has been able to build a strong and positive team of Correctional Officers who are focused on implementing change in the lives of our youth.

Some goals we set for Fiscal Year 2017:

- Implement additional certificate programs including Ready to Work, Food Handlers, First Aid, and Serve Safe.
- Expand on our Agriculture program to include a possible facility farmers market.
- Provide our residents with more guest speakers and appearances.
- Get our entire facility painted with more inviting colors and artwork.
- Continue to build upon our team oriented core of staff members.







Ronald Mulholland Juvenile Center



Linda Scott Director





www.djs.wv.gov

The Ronald Mulholland Juvenile Center (RMJC) is operated by Youth Services Systems (YSS) and contracted by the Division of Juvenile Services. We operate two programs within the hardware secure facility – a coed juvenile detention center and the Division's only female commitment program.

Educational Accomplishments:

- During School Year 2015-2016, two (2) residents received high school diplomas. One (1) student earned a TASC certificate.
- 2. Several students enrolled in the CIEL (Career Integrated Experiential Learning) Program. This program can only be initiated at OIEP (Office of Institutional Education Programs) schools. CIEL provides opportunities for students to test for multiple nationally recognized certifications while earning credit for relevant job concentration skills. These include Food Handlers, CPR, OSHA and many others. Some of the projects completed in this program were new curtains for Mrs. Amber Bundock's classroom, baby blankets, dresses and other items.
- 3. Every Friday, the students enrolled in Culinary Arts cooked for the staff.
- 4. Three (3) students received OSHA certification, Seven residents received WV Hospitality certification, four (4) residents received Serv-Safe certification, twentyfive (25) residents received CPR certification and twenty-one (21) residents received their Food Handler permits.
- 5. We are in the beginning stages for a Simulated Workplace within the school.
- 6. We are pleased to welcome Mr. Eric Rogers to the school staff. He teaches English and Social Studies..

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Environmental Improvements

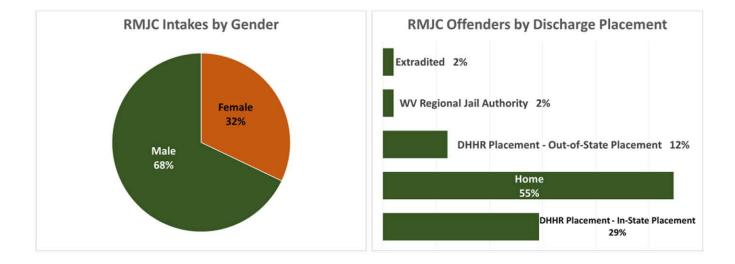
- 1. Two rooms previously used as classrooms have been converted into two dayrooms; one for the commitment program and one for the detention program. Both dayrooms have large screen TVs.
- 2. Magnetic locks have been added to more doors in the facility, more cameras have been installed and a new monitoring system has been installed.
- 3. The fence and razor wire was renovated and a larger area is available for the residents' recreation yard.
- 4. The housing unit has a large screen television and a dancer size video set up for large muscle activity.

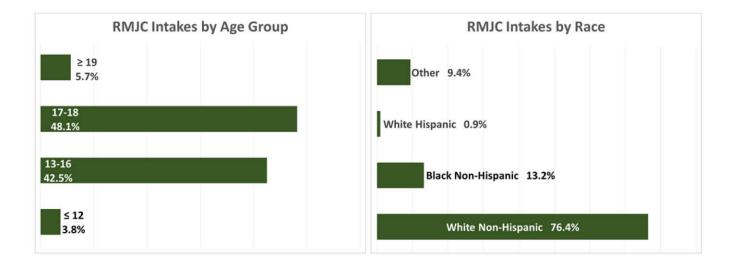
Community/Family

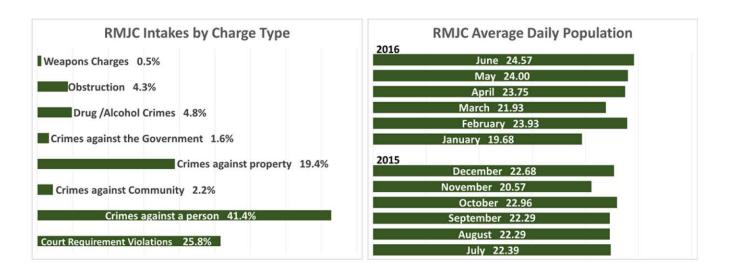
- 1. Our center continues to bring the community into our program by providing religious services, guitar lessons, Wheeling Jesuit University volunteers and nutrition classes. These programs are offered to both the long-term program and the detention program.
- 2. Family dinners are held once a month.
- 3. Family fun night is held the first Thursday of each month. Families create crafts, watch movies, or play games with their child.
- 4. Residents make 75 greeting cards a month with assistance from the Office Assistant. The cards are given to patients at the Peterson Rehabilitation Hospital and Geriatric Center. Residents crocheted blankets and pillows for the elderly and their families. They have also donated afghans to various community organizations for fundraising projects. The Christian Fellowship Foundation funds this work which pays for \$500 in supplies each month.
- 5. The Wheeling YWCA holds a domestic violence group twice a month.
- 6. River Hills Christian Church, Cincinnati Ohio, conducts two vacation Bible schools every year. 2016 was the 10th consecutive year they have been to our center.
- 7. RMJC staff and the education staff developed, the "doe buck incentive program" that works in conjunction with the RMJC incentive program. This program has shown success as attendance and GPA has increased.

Accomplishments for 2016

- 1. The therapeutic Snoezelen room was moved.
- 2. The outdoor recreation yard fence was renovated.
- 3. The video surveillance camera room is now located on the main floor and a new system has been installed.
- 4. We have a full-time therapist.







Robert L. Shell Juvenile Center



John Marchio Director





In January of 2016, Robert L. Shell Juvenile Center (RSJC) made the transition from a status offense program to a Diagnostic and Intake program. The RSJC Treatment Team is comprised of a (2) Psychologists, a PSI-MED Therapist, Unit Manager, Case Manager, (2) Counselor II's, (2) Counselor I's and a Counselor I in charge of Therapeutic Recreation. The treatment team observes and counsels each resident, utilizes and provides an array of case management and assessments for the residents and communicates, through the multi-disciplinary team process, the results of those observations of juvenile interaction with staff and juvenile peers. A diagnostic evaluation report is submitted to the court within 40 days.

The RSJC Security Team is comprised of a Lieutenant, Sergeant, (4) Corporals, and 25 plus correctional officers.

The Medical Team has a full-time nurse, Misty Siebel, and (2) part time nurses.

RSJC has (1) PSI-Med Therapist and (2) Psychologists.

Accomplishments for Fiscal Year 2015-2016

- A New Fence was installed and improve the safety and security of the facility and will allow our residents more time outside.
- We kept our overtime accumulation down.
- We had employees promoted from within the facility.
- A Sergeant, a Lieutenant, and a Shift Supervisor III were hired.
- Our staff's training numbers were met.
- RSJC changed from housing Status Offenders to a Diagnostic, Intake and Detention facility.

Goals for Fiscal Year 2016-2017

- Continue with staff development.
- Security/Physical improvements to the facility.
- Retention of staff/hire good candidates when positions become available.
- Add an Office Assistant.
- Keep overtime down.
- Lift staff Morale .

Robert L. Shell Juvenile Center

2015-2016 RSJC ACTIVITIES FOR FISCAL YEAR

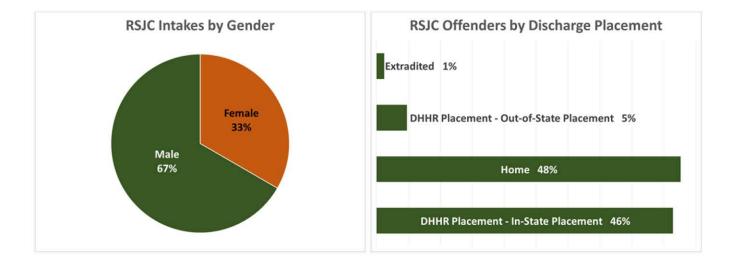
July 2015	Movie Night *
August 2015	Movie Night
September 2015	Movie Night
October 2015	Movie Night and Halloween Art**
November 2015	Movie Night and Thanksgiving Art
December 2015	Movie Night and Christmas Dinner and Christmas Art
January 2016 Movie Night	
February 2016	Movie Night and *** Rock of Ages
March 2016	The DJS Games****
April 2016	Movie Night
May 2016	Movie Night
June 2016	Movie Night and Staff/ Resident Cookout

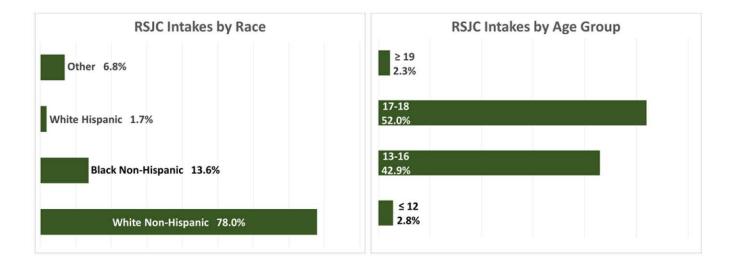
*Every Friday Night is Movie Night at RSJC. If a resident does not receive a write-up or any disciplinary action for poor behavior and he or she is on Phase 3, 4, and 5; they are treated to a movie, popcorn and soda's. If that resident is on Phase 5 they get pizza too.

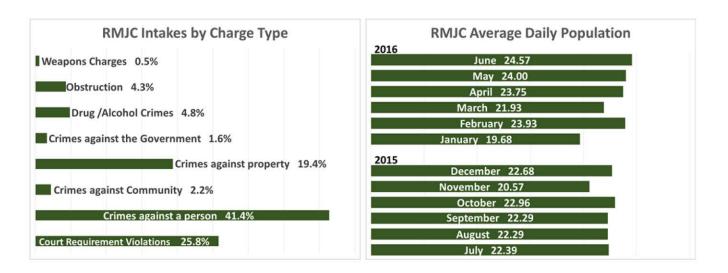
**Every Holiday season a certain section of glass is painted by the residents to represent that season.

*** Special Religious Services

**** TMJC and RSJC selected residents from each of their facilities to participate in basketball, corn hole, and music trivia contests. This event took place at RSJC.





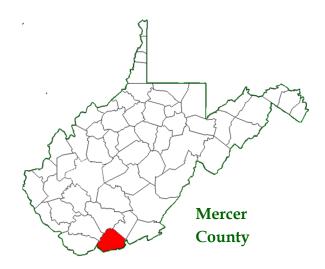


Sam Perdue Juvenile Center



Gary Patton Director

Gateway Program





Facility Overview

The Sam Perdue Juvenile Center (SPJC) continues to excel in providing care and services to the juveniles in our custody. Every day we face new challenges in meeting the needs of the residents that we serve. We are continually amending operational procedures to better the operations of the facility and to meet those needs. As we enter into the next fiscal year we are setting our standards higher not only in providing the best care for our residents but also in what we expect from our employees. The team of professionals at SPJC continues to stand behind the philosophy and mission of the Division of Juvenile Services.

The GATEWAY program is in its third full year of rehabilitating juvenile sex offenders. There has been a great deal of success during the past three years with our residents completing the curriculum and transitioning back into society. We appreciate the support from our state government and the good citizens of West Virginia as well as the continued support from Stephanie Bond the Director of our Division. Denny Dodson also serves the juveniles and Division as Deputy Director and Stacy Rauer serves as our Regional Director to provide additional support to our region. Ms. Bond and her team excelled during a crucial transitioning period with a major shift in juvenile justice across the country by providing training opportunities and putting guidelines in place to help establish a successful foundation for our youth.

Policy updates and specialized trainings are ongoing more than ever to help staff better serve our youth. Gary Patton currently serves as the facility director for SPJC and possesses a great number of years and experience with working with juveniles. Mr. Patton also has a good understanding of behavior modification and continues to help create, provide, and seek approval of more incentives for our population in order to promote improved behaviors. His continued support has added to the overall success of residents in our program to include more acceptable and compliant behavior once they leave custody.

Sam Perdue Juvenile Center

Community Reinvestment

Youth offenders also get the opportunity to participate in community reinvestment by volunteering to make crafts to be donated and participate in plays to perform their talents for community leaders and volunteers. The residents also participate in the facility wide community service and restitution projects. The focus is "giving back to the community". The resident makes arts and crafts that can be donated to various non-profit organizations such as nursing homes. Last year residents volunteered their time to help prepare packages to provide nourishment for needy children in the Philippines and are preparing to assist with this project again in the coming weeks. Currently they are working on art projects to donate for the "Giving Back with Heart" auction which provides scholarships to children in foster care and with incarcerated parents. This is our second year participating in this project as well and this year there are more items which will result in more scholarship funding for West Virginia. Since the auction takes place during October, which is also Breast Cancer Awareness Month, some of the donated items include the Breast Cancer Awareness Symbol or a theme consistent with those which help bring heightened cancer awareness and education about this horrible disease. This provides an opportunity for residents to be educated and spread that knowledge throughout other communities through their art work and input into these projects. The residents work very hard on these items and take pride due to the positive impact it can have on families most of them can relate to in some fashion.

Programs and Treatment

Sex offense specific treatment is the primary focus of The GATEWAY Program here at Sam Perdue Juvenile Center. The program modules include: education, selfdisclosure, human sexuality, healthy relationships, empathy enhancement, abuse cycle awareness, and relapse prevention. The program also includes trauma focused treatment for residents as needed. Treatment staff continues to provide psycho-educational groups on important issues such as life skills, substance abuse, peer relationships, anger management, domestic violence, conflict resolution and bullying.

Behavior Modification is also a primary focus and a phase system is in place to provide incentives for positive behaviors including, but not limited to upgraded commissary choices, Xbox tournaments using projector, special meals, theater-style movie viewings, upgraded tennis shoes, and many more desirable items or activities are in place to enhance an effective behavior modification plan. We are currently working on a policy to reward positive behavior and effort in programming by accompanying certain residents outside of the facility for community reinvestment and behavior modification. Recreational activities such as team-building exercises are also provided to the residents on a daily basis. Classes are held, to include staff and residents, in order to stress the importance of overall nutrition and meet the guidelines of our wellness program. The residents planned, prepared, and maintained a small garden during the summer months this year. It was a great success and learning experience for our youth and was very educational. Participation in this project also helped instill confidence, responsibility, and pride. We strive to bring outside resources into our facility to link residents with community support. The Treatment Team provides residents with activities that involve positive individuals and professionals from our community to offer religious services, team-building, nutrition, and STD awareness. The team also continues to provide PREA training to all residents and staff in our facility. The facilities within the division also bring staff and residents together for recreational activities, holiday festivities, and friendly competition.

Personnel

During fiscal year 2015-2016 the Sam Perdue Juvenile Center has added several employees to fill vacancies including Security and support staff. During the previous fiscal year the facility was approved for an additional supervisory position to enhance operations of a commitment facility. The Supervisor III was added during the previous fiscal year to serve in a critical supervisory position to provide leadership, guidance, and management to support staff in the facility in conjunction with the mission of the facility director. The Supervisor III oversees the operations aspect of the facility under the direction of the facility director. The Sam Perdue Juvenile Center currently consist of forty-nine full time DJS employees, four Educational Staff, three PSIMED staff (Program Director and two therapists), and the Prime Care Medical Team.

Sam Perdue Juvenile Center Educational Program

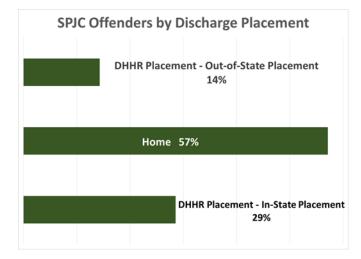
As always, The Department of Education at SPJC strives to ensure that each of its students is on track academically, experiences educational success, and obtains a high school diploma or equivalent. Our students receive the same core courses as any other public school students in the state of West Virginia. We have two classroom teachers, a CTE/HVAC instructor, a school counselor, and a principal all available to help students reach their fullest potential. Credit Recovery and Virtual School, where students can utilize online learning courses, is also taking place in our classrooms.

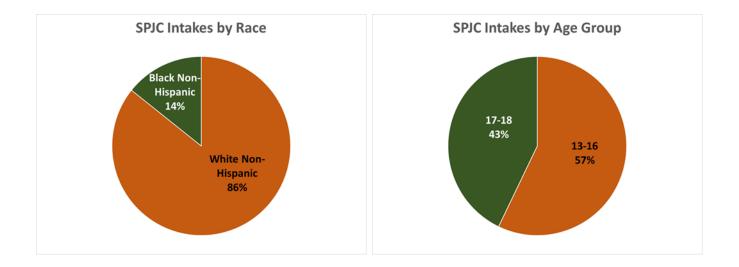
The Department of Education at SPJC was pleased to move into our newly constructed CTE building during the previous fiscal year. Students currently have the option of taking classes in C-TECH, which explores cabling and networking and with the completion of the new vocational building last fall, students will also have the option of learning HVAC (Heating, Ventilation, and Air Conditioning). All students in high school will be receiving CTE training; furthermore, Virtual CTE courses are also offered in areas not provided on site.

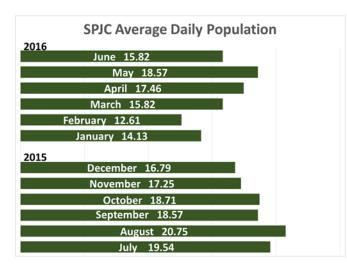
West Virginia Department of Education staff at SPJC is also offering educational activities for career and social development. All students have courses in LINKS and/ or Career Awareness to help shape and explore their life skills, daily living skills, and career interests and development. Students also have frequent access to aptitude assessments, inventories, and career information on the College Foundation of West Virginia (CFWV) website.

Over the first part of the summer the students at SPJC concentrated on earning credits in elective areas needed of health and physical education. Students who did not need these credits focused on vocational courses. To close out the summer and begin the fall semester, staff and students at SPJC are excited to host NASA. Workers from NASA will be spending a week at our facility in late August/early September and teaching our students about robotics.

And last but not least, our facility was pleased to host the largest graduation to date as we had 5 students earn a high school diploma or equivalent. We also had many students of all ages achieve awards in academics and other superlatives. We have also implemented some student incentives including student of the week.







Due to the nature of the program at SPJC, all offenders in the program had a Charge Type of Crimes Against a Person.

James "Tiger" Morton Juvenile Center



Jeremy Dolin Director





he James H. "Tiger" Morton Juvenile Center (TMJC) is a hardware secured facility and provides residents:

- Medical Services
- Mental Health Services
- Various Assessments
- Individual & Group Counseling
- Voluntary Religious Services
- Library Services
- Recreational Participation
- Educational Services
- Additional Seasonal Activities as Scheduled

The Wellness Program

TMJC also offers appropriate residents the opportunity to participate in the Wellness Center programming. The Wellness Center serves youth who have been adjudicated and sentenced to the custody of the Division of Juvenile Services and require intensive interventions. Placement on the unit can occur for a variety of reasons ranging from a need for short-term treatment to full program admission due to specialized behavioral health needs. The unit team consists of case managers, correctional counselors, security staff, and mental health staff who work together to identify and treat the individual needs of these residents.

During the fiscal year eight (8) residents were placed in The Wellness Program.

- One (1) of those residents successfully completed the program and was released from DJS custody by the courts.
- One (1) of those residents was released from the program due to being hospitalized.
- Two (2) of those residents was relocated to other facility to complete another form of programming.
- Four (4) of those residents were still in the program as of June 30, 2016 with expected successful completion dates between August 2016 and September 2016.

Educational Accomplishments

- In 2016 (6) residents successfully received their TASC Diplomas (GED).
- In 2016 two (2) residents successfully received their High School Diplomas.

James "Tiger" Morton Juvenile Center

Community Involvement & Volunteers

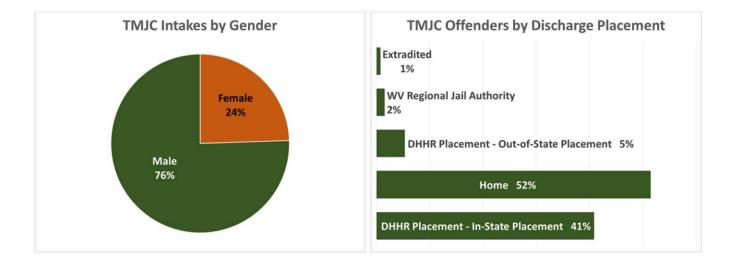
- Jeff Foster from Boone County Trucking spoke to the residents about a career in truck driving.
- Lauren Day from CMAC Service Division spoke to the residents about careers in the medical and healthcare fields.
- Daphine Smith from Charleston Job Corp spoke to the residents about the programs and opportunities that Job Corp has to offer.
- Kenneth Coston from Charleston Beauty School spoke to the residents about what the school has to offer and careers in the beauty, spa, and hair styling industry.
- Carla Finch from Ben Franklin Career Center spoke to the residents about the specialized certifications that the school has to offer in various fields.
- Jim Evans from FedEx spoke to the residents about jobs within the company.
- Mrs. Stotts from Mission West Virginia spoke to residents about the organization's goals and opportunities.
- Greg Whittington from Sissonville Sign Company spoke to the residents about the signage industry and what was needed to be successful in the industry.
- Jimmy McKnight from St. Paul's Baptist Church, Mike Black from Rock of Ages Ministry, and Jay Sheline from Point of Faith Ministries provided religious services to the resident.
- Natalie Stotts from Mission West Virginia Inc., provided an Abstinence Education Class to residents warning them of the dangers of unprotected sex.
- The West Virginia Alcohol Beverage Control Administration (WVABCA) brought their DUI Simulator so that residents could experience various driving conditions while safely operating a computer generated driving simulation system.

Facility Accomplishments for 2016:

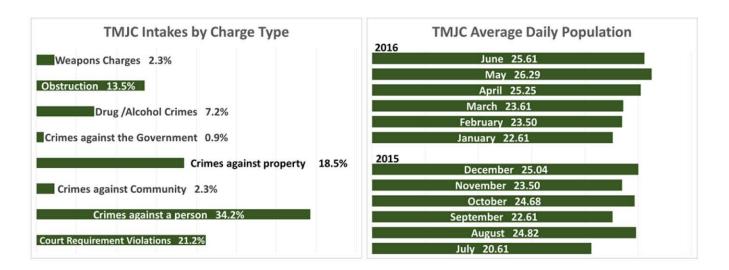
- Purchased a new storage building to store lawn equipment and other maintenance tools.
- Purchased a new riding lawn mower for the facility.
- Purchased and installed mesh screening for better privacy for our resident's while outside.
- Started our monthly facility newsletter.
- Added new cameras to the PELCO Camera System.

Facility Goals for 2017:

- Paint throughout the facility.
- Replace carpet in front lobby, Administration Office, and control.
- Continue to seek other community partners to expand the programming in specific areas for the residents.
- Continue to improve the landscaping outside the facility.
- Add a truck with a plow to our current fleet.







Vicki V. Douglas Juvenile Center



Adam Collis Director





www.djs.wv.gov

The Vicki Douglas Juvenile Center is a twenty-three bed facility housing both male and female residents located in Berkeley County, West Virginia. The facility provides educational services, individual and group counseling along with recreational and religious services. Once again this year the facility provided numerous activities for residents including, a paint night activity, facility Olympics, several revival services, facility art show along with other weekly activities.

Despite consistent staffing issues the facility and morale remained strong throughout the year. We close the year having hired an additional corporal and with only five total vacancies. Our kitchen, central control, and treatment are fully staffed. To address staffing related concerns participation in local job fairs has intensified with many positions being filled from these events.

The facility director became Principles of Effective Intervention (PEI) certified and one officer was certified to teach PPCT at the facility. The facility received 100% compliance on Health/Sanitation inspection and Fire Inspection. In addition after a lengthy evaluation VDJC was granted accreditation from the National Commission on Correctional Health Care.

Facility upgrades have occurred throughout the year including the installation of seven new exterior doors with stronger locks to increase security. Five additional video cameras were also installed to enhance monitoring of the facility. Resident rooms, units and bathrooms were repainted and new carpet was installed in the facility. We have added a mesh privacy fence to the recreation yard to enhance resident safety and privacy.

VDJC offers a Change of Fate program which provides at-risk youth a tour of the facility and a description of the rules of the facility. Participation in this has declined however reports from the community indicate positive outcomes for the youth who attend.

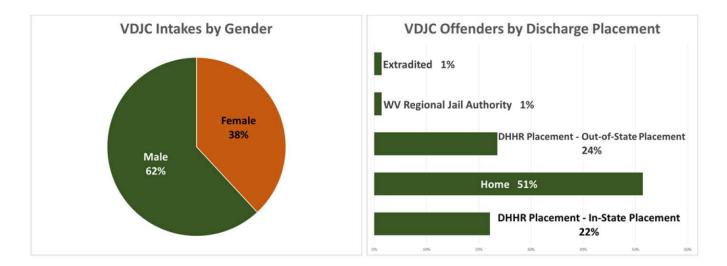
VDJC has also made several changes with the support of the education department. A positive behavioral support system was implemented for the new 2016 school year with positive feedback so far. In addition many residents that have entered VDJC have been discharged with a safe serve certification, OSHA certification, or food handler's card.

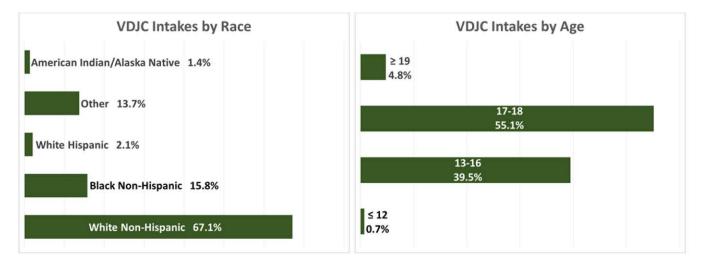
The staff at VDJC are focused on assisting residents to achieve a better future, strengthening their coping skills and preparing them for life past their experience at this facility. VDJC continued to work with DHHR, court, and local law enforcement professionals to ensure that residents have appropriate supports to meet their individual needs.

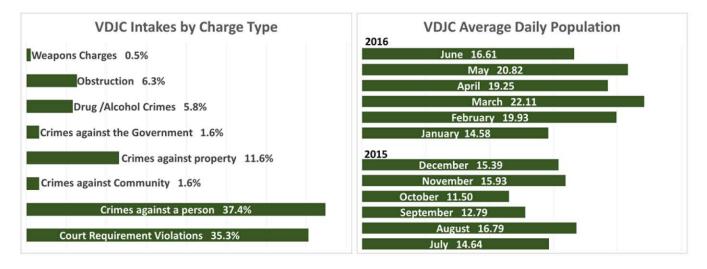
Goals:

- Create and implement a local family support group for the families of residents in DJS facilities
- Increase employee retention
- Improve training procedures to support the continued development of officers
- Reduce overtime expenses
- Replace remaining exterior doors to enhance security
- Fully train staff in PEI in an attempt to address high recidivism rates.

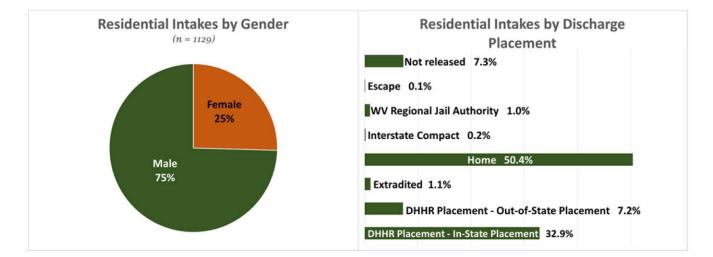
Vicki V. Douglas Juvenile Center

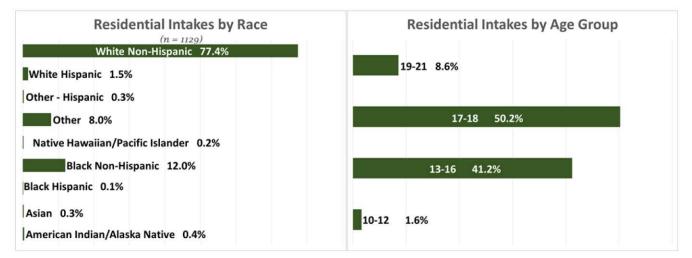


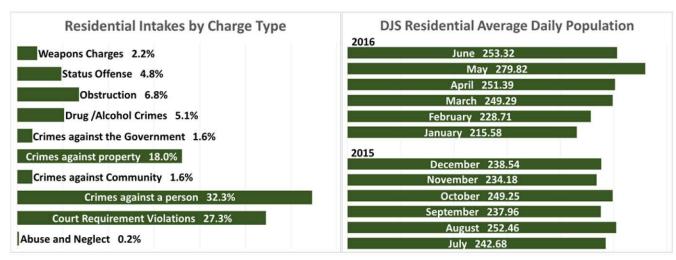




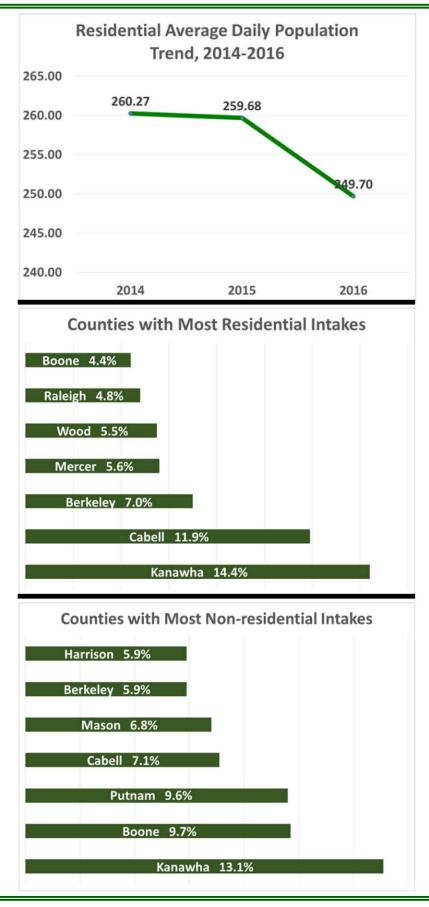
All DJS Residential Facilities







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