

# SOUTH DAKOTA JDAI SITE ROLL-OUT GUIDEBOOK

# ROLL-OUT GUIDEBOOK

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# ROLL-OUT GUIDEBOOK

## SECTION ONE

SOUTH DAKOTA JDAI  
INTRODUCTION AND OVERVIEW



# JDAI VISION, PURPOSE AND OBJECTIVES

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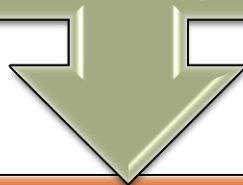
## Our Vision

Youth involved in the juvenile justice system will have the opportunities to develop into healthy adults



## JDAI's Purpose

To demonstrate that jurisdictions can create systems that maintain public safety and reduce failures to appear by using community based alternatives



## JDAI Objectives

Eliminate inappropriate and unnecessary use of secure detention

Minimize failures to appear and incidence of delinquent behavior

Redirect public finances to successful reform strategies

Improve conditions in secure detention

Reduce racial, ethnic & gender disparities

# JDAI VALUES

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Serving the right youth in the right place at the right time



Serving youth in the least restrictive setting



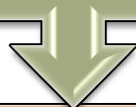
Protecting public safety



Reducing racial, ethnic and gender disparities at all decision points in the juvenile justice system



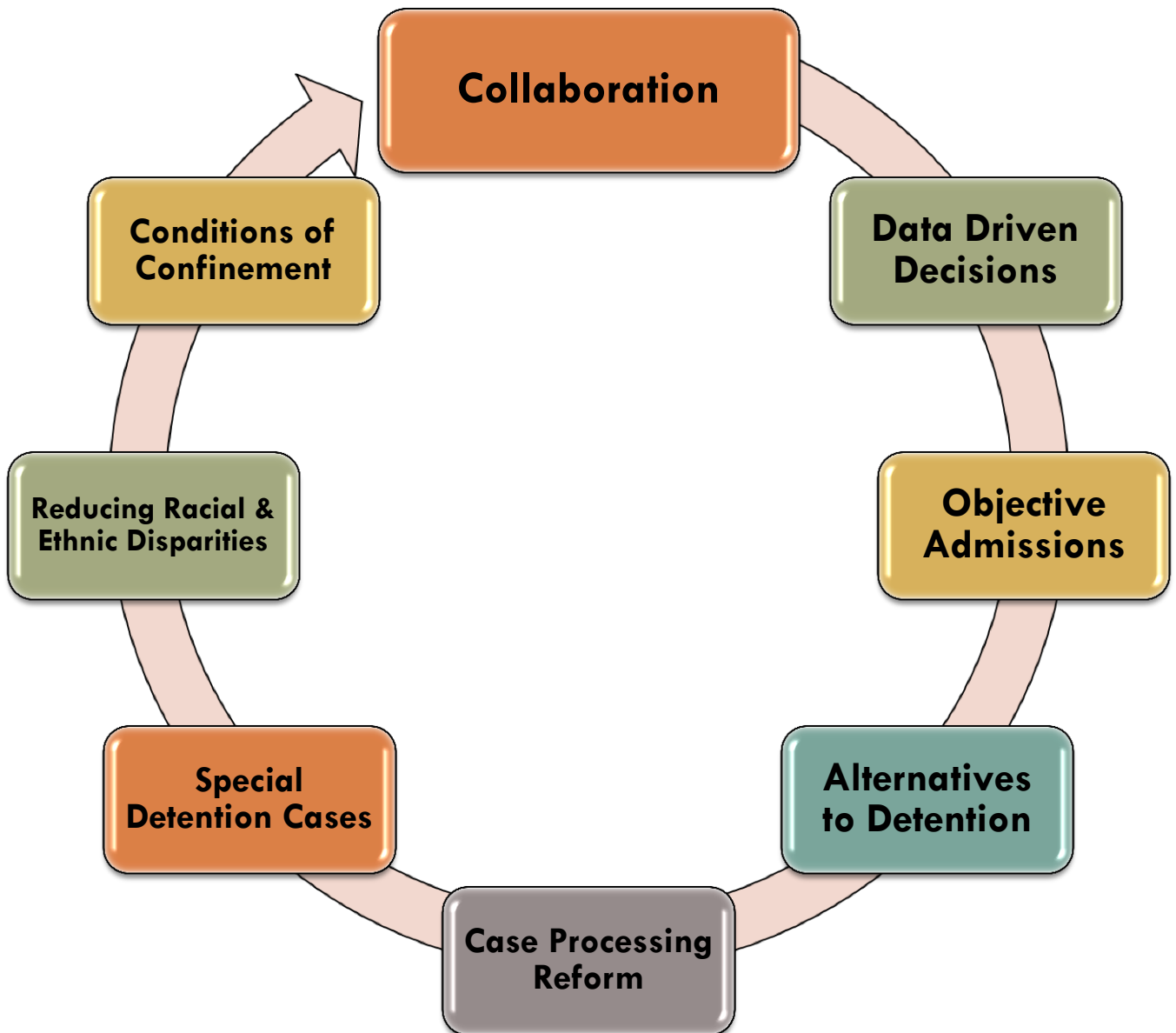
Establishing programs to be efficient and effective



Using data to guide decision-making

# JDAI'S EIGHT INTERRELATED STRATEGIES

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# SOUTH DAKOTA JDAI TIMELINE

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**2009-2010**

JDAI was sought out by the Governor's Council of Juvenile Services (CJS)

**2010**

Implementation began in two pilot sites:  
Minnehaha County & Pennington County

**2013**

JDAI oversight transitioned to the Unified  
Judicial System (UJS) for statewide expansion

**2014**

A Statewide JDAI Steering Committee was  
formed to recommend an expansion plan

**2015**

A Supreme Court Rule was adopted by the Supreme  
Court to implement the South Dakota Risk Assessment  
Instrument (RAI) statewide on July 15, 2015



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## SECTION TWO

### COLLABORATION

# SOUTH DAKOTA JDAI GOVERNANCE STRUCTURE

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## Unified Judicial System (UJS)

- Provides oversight and guidance regarding JDAI implementation
- Provides technical assistance and training regarding all implementation activities

## Statewide JDAI Steering Committee

- Assists with the creation and dissemination of communications/messaging surrounding JDAI implementation
- Reviews and discusses data to assist with the plan for expanding the JDAI philosophy across the State of South Dakota

## Local Advisory Collaborative

- Reviews and discusses local data to drive decision-making
- Recommends and oversees the local work
- Participates in the implementation of the JDAI eight core strategies locally
- Reviews and discusses local needs
- Communicates local needs to the Statewide JDAI Steering Committee

# LOCAL ADVISORY COLLABORATIVE MEMBERSHIP

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- A Local Advisory Collaborative consists of key stakeholders, both system and non-system, within the community who have an interest in being part of juvenile justice system reform efforts
- Members include, but are not limited to:

- Advocacy Groups
- City Government
- Commissioners
- County Government
- Court Services
- Department of Corrections (DOC)
- Department of Social Services (DSS)
- Drug & alcohol provider(s)
- Judges
- Juvenile Detention Center *(if applicable)*
- Law Enforcement
- Local Churches
- Mental health provider(s)
- Other youth-serving entities
- Public Defender's Office
- Schools
- State's Attorney's Office

# ROLE OF THE LOCAL ADVISORY COLLABORATIVE

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- The role of the Collaborative is to:
  - ▣ Meet regularly – begin with monthly
  - ▣ Implement the JDAI eight interconnected strategies locally
  - ▣ Review and discuss local data to drive decision-making
  - ▣ Recommend and oversee the local work
  - ▣ Review and discuss the local needs
  - ▣ Design changes to policy, practice and programming
  - ▣ Monitor the changes to ensure effective utilization and sustainability
  - ▣ Communicate needs and updates with the Statewide Committee regularly

# DOCUMENTS RELATED TO SECTION TWO

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## **Attachment #1:**

Memorandum of Understanding  
(MOU) Template

## **Attachment #2:**

Use and Purpose of Secure  
Detention Statement Template

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## SECTION THREE

### USE OF DATA

# DATA DRIVEN DECISIONS

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- Objective data analysis assists with:
  - ▣ Development and oversight of policy, practice, and programs
  - ▣ Ensures sustainability and success of implementations long-term
- Ongoing data reports include:
  - ▣ System Assessment
  - ▣ Detention Utilization Study (DUS)
  - ▣ Quarterly Reports
  - ▣ Annual Results Report

# REQUIRED DATA REPORTS

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## □ **System Assessments**

- The system assessment is a key process used in JDAI sites to assess the pre-adjudicatory phase of the justice juvenile system and to plan improvements through the creation of a work plan

### □ **Detention Utilization Study (DUS)**

- The DUS creates a baseline for how the detention facility is utilized locally
- The Statewide Coordinator will work with the facility to gather the information for the DUS and will compile the information into the DUS for review and discussion at the JDAI Local Advisory Collaborative meeting

## □ **Quarterly Data Reports**

- Assists with ongoing data collection and analysis to ensure that all decisions are based on data
- The Statewide Coordinator will assist with gathering and inputting the required information into the data template where the quarterly data is housed



## □ Annual Results Report (ARR)

□ The ARR focuses on:

- Impact
- Influence
- Leverage

□ For a full overview of the ARR, you can visit:

[www.jdaiannualreports.com/resultsreports.php](http://www.jdaiannualreports.com/resultsreports.php)

□ The Statewide Coordinator will assist with gathering and inputting the required information into the data template where the ARR data is housed

# DOCUMENTS RELATED TO SECTION THREE

## 1. THE SOUTH DAKOTA DATA TEMPLATE

### ▣ The template includes:

#### ■ **Site Information**

#### ■ **Alternatives** (*completed quarterly*)

- Where all alternatives to detention programming data is entered (*if applicable*)

#### ■ **Progress** (*completed quarterly*)

- Includes key indicators of progress locally

#### ■ **Detention Population** (*completed quarterly*)

- Includes information regarding the utilization of the local detention center

#### ■ **Referrals Screened (RAI)** (*completed quarterly*)

- Includes information regarding all RAIs completed for the local jurisdiction

#### ■ **Overrides** (*completed quarterly*)

- Provides an overview of the number and type of overrides

#### ■ **Annual Results Report (ARR)**

- Completed once per year with the assistance of the Statewide JDAI Coordinator

#### ■ **Data to Date**

- This information automatically populates based on the data entered above and is a source of the most up to date information locally

#### ■ **Definitions**

- Includes definitions for terms used in the data template

# DOCUMENTS RELATED TO SECTION THREE

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## **Attachment #3:**

### **JDAI System Assessment**

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## SECTION FOUR

### OBJECTIVE ADMISSIONS CRITERIA AND INSTRUMENT

# OBJECTIVE ADMISSIONS CRITERIA AND INSTRUMENT

- The objective Risk Assessment Instrument (RAI) is a tool that utilizes a point scale to assign points to each risk factor in order to produce a total risk score that would fall into a “high/medium/low” scheme.
- The RAI measures:
  - A youth’s risk to re-offend on a new delinquent offense
  - A youth’s risk to not appear at their court hearing
  - A youth’s overall risk to the community if released
- The South Dakota RAI has recently gone through the validation process with the “purpose of determining whether the RAI accurately classifies youth into risk levels that correspond to their risk to public safety, whether the RAI produces results that are equitable across race and gender, and whether any modifications to the RAI’s scale could improve its performance.”

# OBJECTIVE ADMISSIONS CRITERIA AND INSTRUMENT

- “In summary, the South Dakota RAI is a well-designed instrument that identifies youth for outright release or placement in an ATD who have low rates of recidivism. Overwhelmingly, those who are rearrested are accused of very low-level offenses. The instrument produces similar results across both gender and race/ethnicity, indicating its fundamental fairness. An assessment of outcomes for youth whose RAI scores were overridden so they could be placed in a different release category indicated that the feature is used appropriately (youth who are overridden into a category perform the same as youth who scored into that category). A test of the scale’s cut points indicated that the current threshold of 0-6 points for outright release operates as well as any of the other options (e.g., 0-4, 0-5 or 0-7 points) to create groups with distinct rates of recidivism. In other words, we do not recommend any changes to the application of the scale to youth who are screened using the RAI.”

# OBJECTIVE ADMISSIONS CRITERIA AND INSTRUMENT

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- For the full report you can go to the [UJS Website](#) or click the link provided.

[South Dakota Statewide Risk  
Assessment Instrument \(RAI\)  
Validation Report](#)

# DOCUMENTS RELATED TO SECTION FOUR

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## **Attachment #4:**

**South Dakota RAI**

## **Attachment #5:**

**Supreme Court Rule 15-14**

## **Attachment #6:**

**RAI Training Manual**

## **Attachment #7:**

**One-page overview of the juvenile  
intake process**

## **Attachment #8:**

**Designated Intake Center map**



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## SECTION FIVE

### ALTERNATIVES TO DETENTION (ATD)

# ALTERNATIVES TO DETENTION (ATD) OVERVIEW

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- What is an ATD?
  - ▣ A non-secure program or process that serves youth who are not appropriate to be straight released in the field and are not appropriate for detention
- What is the purpose of an ATD?
  - ▣ To increase the options available for arrested youth by providing supervision, structure, and accountability
- What is the goal of an ATD?
  - ▣ To ensure that a youth attends their court hearing without additional delinquent charges
- When is it beneficial to implement an ATD program?
  - ▣ An ATD program or process should be implemented when the data identifies a need due to a gap in service

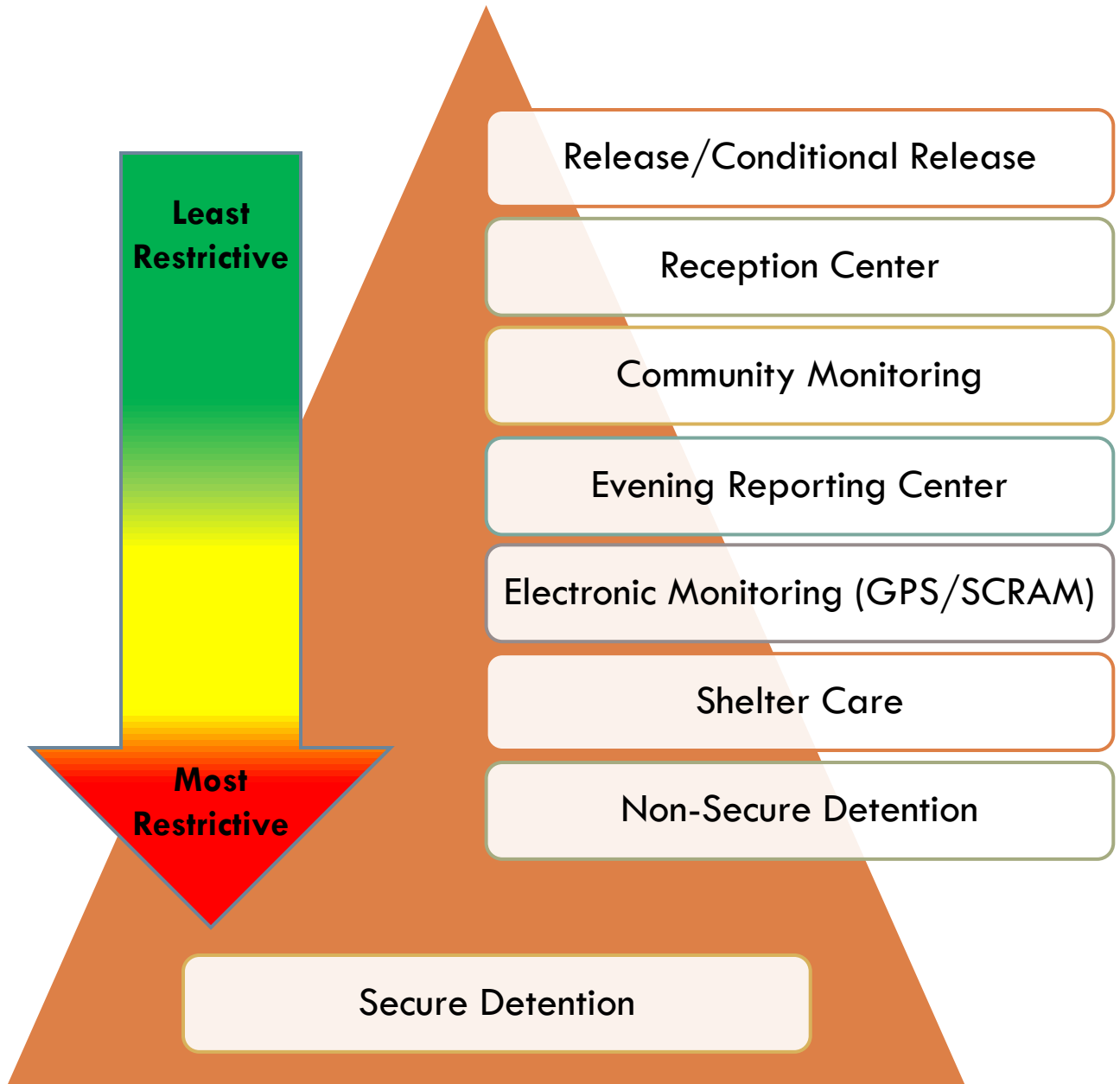
# COMMUNITY RESOURCE SURVEY

- The purpose of a Community Resource Survey is to gain an understanding of what services are currently available in the community
  - ▣ The survey includes all programming that serves youth age 10 to 17 within the community
    - It's important to note the eligibility requirements for each of the programs as well. An example template is included below:

Program Name	Program Eligibility	Program Capacity

# ALTERNATIVES TO DETENTION (ATD) CONTINUUM

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## SECTION SIX

### CASE PROCESSING

# CASE PROCESSING

- A jurisdiction will discuss and review the current process from a youth's contact with Law Enforcement to their Dispositional Hearing to identify any need to make adjustments that would:
  - ▣ Reduce a youth's length of stay in custody
  - ▣ Expand the availability of ATD program slots
  - ▣ Ensure that interventions with youth are timely and appropriate
- Examples of best practices to improve the case process include:
  - ▣ Designating a staff person to serve as "Expediter."
  - ▣ Implementation of a Case Processing Agreement (CPA) which serves as a "go-to guide" for the local process.

# ROLE OF A COURT EXPEDITER

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- The Court Expediter oversees the case process for youth who are pending court. To achieve this, the Court Expediter:
  - ▣ Reviews all RAIs for youth pending an initial hearing
  - ▣ Gathers pertinent case information for youth prior to the youth's initial hearing
  - ▣ Facilitates a discussion with key stakeholders involved in the youth's case where the case information for the youth pending an initial hearing on that date is discussed
  - ▣ Tracks all cases pending juvenile court to ensure that the cases are going through the court process in a timely manner
  - ▣ Reviews the Case Processing Agreement (CPA) regularly to ensure that the local process aligns with what is memorialized in the CPA

# DOCUMENTS RELATED TO SECTION SIX

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## **Attachment #9:**

Case Processing Agreement (CPA)

Template



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## SECTION SEVEN

### “SPECIAL DETENTION” CASES

# “SPECIAL DETENTION” CASES

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- “Special detention” cases consist of those cases that commonly represent a large percentage of the referrals to detention.
- The “special detention” cases include youth detained for warrants, probation violations or youth who are pending placement, i.e. DOC, DSS or mental health.
- Examples of best practices to decrease the number of “special detention” cases include:
  - ▣ Implementation of a graduated response grid for use with youth who violate their probation conditions
  - ▣ Creating a differential warrant policy
  - ▣ Creating interagency agreements to provide care for youth awaiting placement

# DOCUMENTS RELATED TO SECTION SEVEN

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## **Attachment #10:**

Supreme Court Rule 16-1

and

Court Services Response and

Incentive Grids

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## SECTION EIGHT

### REDUCING DISPROPORTIONATE MINORITY CONTACT

# REDUCING DISPROPORTIONATE MINORITY CONTACT

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- Reducing disproportionate minority contact requires specific strategies aimed at eliminating bias and ensuring a level playing field for all youth
- Examples of best practices to reduce disparities include:
  - ▣ A work plan that focuses on reducing the disparities
  - ▣ Community engagement
  - ▣ Disaggregating the data to ensure ongoing review and discussion
- Each jurisdiction will review their local data to identify whether disparities exist and, if so, will identify possible strategies to reduce the disproportionality

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## SECTION NINE

### CONDITIONS OF CONFINEMENT

# DETENTION FACILITY ASSESSMENTS

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- JDAI emphasizes the importance of maintaining safe conditions of confinement and the implementation of best practices in juvenile detention facilities.
- The juvenile detention facility assessment was created to ensure that the conditions within juvenile detention facilities align with best practice, constitutional law, state statute, federal law, and professional standards for facilities housing juveniles.
- The assessment is separated into eight sections:
  - **C**lassification and Intake
  - **H**ealth and Mental Health
  - **A**ccess
  - **P**rogramming
  - **T**raining and Supervision of Staff
  - **E**nvironment
  - **R**estraints, Room Confinement, Due Process, and Grievances
  - **S**afety

# DETENTION FACILITY ASSESSMENT PROCESS

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- All JDAI sites will undergo a detention facility assessment and then a re-assessment every two to three years
- The assessment process includes:
  - ▣ Working with the Statewide JDAI Coordinator to create a partnerships between state and local officials to conduct the assessment and compile a subsequent report that includes recommendations
  - ▣ Presenting the completed report to the JDAI Local Advisory Collaborative for review and discussion
  - ▣ Creating a work plan to implement the recommended changes in order to improve conditions of confinement

*This assessment should be completed every two to three years*



# FACILITY ASSESSMENT TEAM OVERVIEW

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- A Facility Assessment Team consists of six to twelve members
- Facility Assessment Teams consist of, but are not limited to:
  - Medical representative
  - Mental Health representative
  - Education and Special Education representative
  - Family Member or Youth Formerly Involved in the System
  - Individuals Who Speak the Primary Language(s) of Youth Within the Facility
  - Disability Rights Professional
  - Other Community Members
  - Juvenile Justice Professionals