



The Fiscal Year 2004 Annual Report

By

The Office of Juvenile Affairs

Prepared by the Office of Planning and Research

OFFICE OF JUVENILE AFFAIRS (OJA)

The Fiscal Year 2004 Annual Report

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THE MISSION OF THE OFFICE OF JUVENILE AFFAIRS

The Office of Juvenile Affairs is a state agency entrusted by the people of Oklahoma to provide professional prevention, education, and treatment services as well as secure facilities for juveniles in order to promote public safety and reduce juvenile delinquency.



Executive Director's Comments

The Office of Juvenile Affairs provides services to youth who commit status and/or delinquent offenses and to their families. Our agency's three main goals of Accountability, Protection and Prevention guide our work in providing services to Oklahoma's troubled youth and their families.

Attaining these goals is emphasized by our rules and procedures for appropriately assessing youth, establishing treatment plans for them, and ensuring that they receive needed services as well as effective residential care if necessary. OJA frontline staff and their supervisors regularly review individualized treatment plans with the youth, their families and service providers to ensure that desired changes are occurring.

The Office of Juvenile Affairs continually explores and implements changes in our programs and methods of operation that are beneficial to helping our clients break the cycle of juvenile delinquency and dysfunctional behavior.

During FY 2004 we opened a Mental Health Stabilization Unit at the Lloyd E. Rader Center to offer intensive treatment to those youths who were unable to respond appropriately to institutional treatment because of mental health issues and who were unable to gain admission to inpatient psychiatric facilities.

We also continue our efforts to provide gender-responsive programming, concentrating on creating changes in institutional care for girls. We will continue our efforts to facilitate a strong, cohesive continuum of services to girls. Partnership efforts with the University of Oklahoma Department of Educational Psychology were initiated during FY 2004.

We are continuing work on determining at what point(s) disproportionate minority representation occurs in the Oklahoma juvenile justice system in order to help ameliorate it.

We continue to assess outcome measures for programs on a quarterly basis and to refine our Strategic Plan to target identified issues.

OJA continues to seek improved ways to protect the public, hold offenders accountable, promote enlightened policies in the juvenile justice system and partner with other resource providers to prevent and respond to juvenile crime.

Richard DeLaughter
Executive Director
Office of Juvenile Affairs

Board of Juvenile Affairs

Title 10, O.S., § 7302-1.1 authorizes the Board of Juvenile Affairs (Board) as the governing body for the Office of Juvenile Affairs. The Board consists of seven members appointed by the Governor with the advice and consent of the Oklahoma Senate. The term of office for a Board member is six years. Appointments are limited to two terms. The Board meets monthly in a manner consistent with the Oklahoma Open Meeting Act [Title 25, O.S., § 301 *et seq.*].

The Board of Juvenile Affairs was created February 1, 1995. On February 14, 1995, the seven members of the Board were appointed by Governor Frank Keating with the advice and consent of the Senate.

The Board of Juvenile Affairs sets broad policy for the Office of Juvenile Affairs and is its rulemaking body. The Board is responsible for reviewing and approving the budget, assisting the agency in planning activities related to the priorities and policies of the agency, providing a public forum for receiving comments and disseminating information to the public, and establishing contracting procedures for the agency and guidelines for rates of payment for services provided by contract.



Charles Jackson (Criminal Justice)

Charles Jackson was appointed to the OJA Board of Directors in March of 2004. Mr. Jackson and his wife, Tamara, reside in Tulsa. He brings 35 years of experience in law enforcement and is a retired Deputy Police Chief from the Tulsa Police Department.



Robert Ravitz, Vice-Chair (Public Defender)

Bob Ravitz, Vice-Chair of this Board, currently serves as Public Defender of Oklahoma County, a position he assumed in 1987. He previously served as First Assistant Public Defender and as Assistant Public Defender. Ravitz is also an adjunct professor at Oklahoma City University School of Law and has taught at the University of Central Oklahoma, Oklahoma State University and University of Oklahoma School of Law.

In 1996, Mr. Ravitz was the Criminal Defense Lawyers' Association recipient of the Clarence Darrow Award as Oklahoma's outstanding criminal defense lawyer. Mr. Ravitz successfully argued *Cooper v. Oklahoma* before the United States Supreme Court, where the Court unanimously concluded the Oklahoma standard for determining competency to stand trial was unconstitutional. Mr. Ravitz has also received the Angie Debo Civil Liberties Award for significant contributions to civil liberties.

Mr. Ravitz is a member of the Oklahoma Board of Juvenile Affairs and previously served as its Chairman.

He is also a member of the Oklahoma Sentencing Commission, the Uniform Jury Instruction Committee, and has served and continues to serve on numerous State Bar committees. Mr. Ravitz previously served on Truth-in-Sentencing Policy Advisory Committee to the Oklahoma Legislature.

Mr. Ravitz has been elected to the presidency of the Oklahoma City University Law Alumni Association, the Metro Alliance for Safer Cities, and the Oklahoma Criminal Defense Lawyers' Association. He was a Barrister of the American Inn of Court XIII from 1990 to 1993 and is currently a Master in the William J. Holloway Inn of Court. In addition, Mr. Ravitz has served on the Board of Directors of Legal Aid of Western Oklahoma, the Oklahoma County Bar Association, and the Oklahoma Criminal Defense Lawyers' Association.

He has lectured at numerous seminars presented by the Oklahoma Bar Association, the National Judicial Conference, the Oklahoma Judicial Conference, the Oklahoma City University School of Law, the University of Oklahoma School of Law, the Oklahoma Criminal Defense Lawyers' Association, the Oklahoma City Police Department, the Tulsa County Bar Association, the NAACP Legal Defense and Education Fund, the Virginia Coalition Against the Death Penalty, and the Oklahoma County Bar Association. Mr. Ravitz has spoken at numerous civic, educational, and church groups on various criminal law and sentencing topics.

Mr. Ravitz received his B.S. Degree from the University of Colorado in 1974 and his Juris Doctorate from Oklahoma City University in 1976. He is a member of the Oklahoma and Colorado State Bar Association. He is also a member of the Bar of the United States Supreme Court, the United States Court of Appeals for the 10th Circuit, and the United States District Courts for the Western District of Oklahoma and District of Colorado. He and his wife, Diane, have two children, Rachel, a sixth grader, and Jennifer, a fourth grader.

Charles N. Nobles (At-Large Member)



Charles N. Nobles, B.B.A., C.P.A., is a retired oil and gas financial executive. He is an active member of the Kiwanis Club of Oklahoma City and the Council of Petroleum Accountants Society, Oklahoma City, where he served each organization as a board member and president. In addition, he has been the Kiwanis High School Key Club chair for several years. Prior to his appointment to the Board, he was the treasurer and a member of the board of directors of Youth Services for Oklahoma County, Inc. For many years he was active in the Cub Scouts, the Boy Scouts, the Girl Scouts and was a youth league baseball coach for 12 years.



Jay Keel (Representing Oklahoma Tribal Government)

Jay Keel is a Chickasaw from Ada where he serves the tribe as Administrator of the Division of Youth and Family Services. He is a licensed Baptist minister, serving previously as a Youth Pastor. Mr. Keel currently serves as President of the Board of Directors of the Oklahoma Institute for Child Advocacy. He is also a member of the Board of Directors of Prevent Child Abuse Oklahoma as well as Caring For Ada's Children. He and his wife Donna have three children.



Ray Don Jackson (District Attorneys Council)

Ray Don Jackson was born in Alva, Oklahoma, the oldest son of school teachers. He graduated from Crawford High School and attended Oklahoma Christian College, where he was a member of the first graduating class from that institution. Mr. Jackson attended Oklahoma City University College of Law, and obtained his law degree.

Ray Don Jackson's career spans over 20 years. Mr. Jackson served as an Assistant District Attorney for Woodward County from 1971 until 1974. Elected as Associate District Judge for Woodward County in 1974, Mr. Jackson held that position for 10 years. In 1984 he entered private practice in the firm of Wright, Jackson and Jackson. In 1990 Mr. Jackson was first elected as District Attorney for the 26th District and was re-elected without opposition in 1994 and again in 1998.

In 1995 Mr. Jackson was appointed to the Board. Mr. Jackson is also past President of the Oklahoma District Attorneys Association. He is married to Mary Jackson, who is a school teacher in the Woodward Public Schools, and they are the parents of two adult children.



Robert Milan (Social Work)

Mr. Milan is in private practice and serves as an adjunct professor for Cameron University. He has had extensive professional experience with substance abuse issues and has received state and national recognition for his work in that area. Mr. Milan has a long history of community commitment and involvement.



Lonelia L. Simmons (Education)

Mrs. Simmons is a teacher in the Muskogee Public School System. She has been an educator for 21 years. She also taught school in El Paso, Texas for five years and has a lifetime teaching certificate in Texas and is licensed in California. Mrs. Simmons has been involved in various youth projects and is a building representative, as well as a member of the M.E.A., O.E.A. and N.E.A.

Office of the Executive Director

Richard DeLaughter, Executive Director, is responsible for the Office of Juvenile Affairs' day-to-day operations. His management team for Fiscal Year 2004 consists of Gary Bolin, Deputy Director of the Department of Juvenile Justice; Eddie Rothermel, Division Administrator for Financial Services; Jeff Gifford, Division Administrator for Support Services; Elizabeth Stewart, Division Administrator for Institutional Services; Kim Sardis, Division Administrator for Community Services; Dorothy Brown, Office of General Counsel; Rhonda Burgess, Office of Media and Community Relations; Mike Heath, Administrator, Office of Public Integrity and Affirmative Action Officer; Donna Glandon, Advocate Defender; Richard Parish, Director, Office of Planning and Research; and Marla Parish, Legislative Liaison. As of June 30, 2004 the agency had 1,019 employees.

Department of Juvenile Justice -- Gary Bolin, Deputy Director, is responsible for the supervision and coordination of the four Division Administrators:

1. Financial Services
2. Support Services
3. Community Services
4. Institutional Services

The office of Deputy Director also addresses grievances, personnel issues and merit protection issues.

During the absence of the Executive Director, the Deputy Director assumes the responsibilities for the day-to-day operations for the Office of Juvenile Affairs.

Office of General Counsel – The mission is to provide legal advice and representation for OJA and the Board of Juvenile Affairs, to render formal legal opinions and to review all agency contracts.

Office of Media and Community Relations – The mission is to promote a responsible image of the agency through proactive engagement with the media and the public.

Office of Public Integrity – The mission is to investigate internal matters as assigned by the Executive Director; investigate EEO complaints; prepare the agency's Affirmative Action Plan; certify and annually monitor detention centers, community intervention centers and municipal juvenile facilities; monitor agency field offices, agency-operated facilities and agency-contracted programs for compliance with state statutes, OJA policy and federal regulations; and perform in-depth financial/program audits as assigned by the Executive Director.

Advocate Defender Division – The mission is to advocate for and defend the rights of juveniles in the physical and legal custody of OJA through a viable and active grievance process.

Office of Planning and Research – The mission is to support agency planning efforts and to conduct or oversee research to keep agency managers and stakeholders informed on the performance of the agency and on trends within the juvenile justice system.

Office of Legislative Relations – The mission is to promote a positive and cooperative relationship with the Oklahoma Legislature and to advocate for enactment of OJA’s legislative agenda as determined by the Director and the Board of Juvenile Affairs.

State Office Divisions and Units

The State Office is composed of the Executive Division and four separate divisions. The Department of Juvenile Justice, the Office of Legislative Relations, the Office of Media and Community Relations, the Office of General Counsel, the Office of Public Integrity, the Advocate Defender Division and the Office of Planning and Research report to the Executive Director. The four divisions, each administered by a Division Administrator, are the Community Services Division, the Institutional Services Division, the Support Services Division, and the Financial Services Division.

■ **The Community Services Division (CSD)** is composed of six units: Juvenile Services Unit; Custody and Residential Unit; Court Relations, Treatment and Compliance Unit; Intervention and Prevention Unit; Family-Based Treatment Unit; and the Federal Funding Unit. This division provides programs for pre- and post-adjudicated juveniles and their families while ensuring that the needs of the local community are met. CSD develops, implements and administers programs that partner with the Judiciary, District Attorneys, law enforcement, public and private agencies, churches and local citizens to provide services. This division also coordinates agreements entered into by OJA with local community-based prevention and diversionary youth service programs throughout the State of Oklahoma.

■ **The Juvenile Services Unit (JSU)** provides intake, probation and parole services to juveniles in all seventy-seven counties, except those with duly constituted juvenile bureaus. Only parole services are provided in those counties. The bureaus are located in Comanche, Oklahoma, Canadian and Tulsa counties. Services provided to juvenile offenders are balanced with public safety to ensure that the public is protected. Contracted service programs including agency, public and private program initiatives assist the local staff, known as Juvenile Justice Specialists, in developing an individualized service plan for each juvenile and family. A full continuum of services is provided to encourage and enhance positive, law-abiding behavior.

JSU staff work closely with the District Courts and are accepted as expert witnesses when testifying before the courts on juvenile matters. JSU staff also work with Judges, District Attorneys, law enforcement and youth services agencies in local communities to develop community-based resources for juveniles and their families.

■ **The Custody and Residential Unit** provides program consultation, review, monitoring, coordination and planning for Community Residential contracts statewide. Contract monitoring is conducted in an ongoing manner culminating in annual assessment of program operation and contract compliance. This monitoring is coordinated in conjunction with Juvenile Services Unit district staff. Contractual problems or issues are mediated to ensure appropriate service provision in compliance with contractual mandates and requirements. The unit is responsible for fourteen Level-E Group Homes and one Regimented Juvenile Training Program. The unit is likewise responsible for contract management of statewide Juvenile Detention consisting of seventeen Detention Centers in

compliance with the "State Plan for the Establishment of Juvenile Detention Services" mandated by state statute.

COMMUNITY-BASED RESIDENTIAL PROGRAMS Effective FY 2004

Contracted Group Homes (Level E)

Nine contracted group homes provide:

- ▶ 12 beds for males supplying substance abuse treatment;
- ▶ 24 beds for males supplying sex offender treatment;
- ▶ 26 beds for Delinquent females;
- ▶ 12 beds for emotionally disturbed Delinquent males; and
- ▶ 133 beds for Delinquent males.

207 beds Total

Regimented Juvenile Treatment Program

32 beds are operated by the Oklahoma Military Department for males and females at Pryor in three classes per year (96 admissions annualized).

Acute Inpatient and Residential Psychiatric Care Service Contracts

OJA administers service contracts with 9 acute care and 12 residential psychiatric care facilities statewide. OJA custody youth enter into long-term care through Department of Mental Health and Substance Abuse Services (DMHSAS) gatekeeping/screening.

■ **The Court Relations, Treatment and Compliance Unit** provides technical support to JSU field staff regarding issues related to CSD programs in the field offices. Staff in this unit meet with judges, District Attorneys, local JSU staff, service providers and community leaders to develop and implement programs which meet the needs of individual communities, their youth and the youth's families.

■ **The Intervention and Prevention Unit** provides technical support to gang intervention and community-based youth service contract providers throughout the state. Unit staff meet with community coalitions including juvenile judges, law enforcement, schools, units of local government and concerned citizens to develop, implement and monitor programs designed to meet the needs of individual communities in an effort to prevent delinquency before it reaches the judicial system or law enforcement contact.

■ **The Family-Based Treatment Unit** provides technical support, consultation and recruitment assistance to JSU staff in developing out-of-home treatment options for youth that mirror a family-style home environment. This unit also provides ongoing training to programs and field staff, recruits contractors to provide needed services to OJA clients and their families and responds to written and oral inquiries directed to the Community Services Unit.

FAMILY-BASED TREATMENT PROGRAMS Effective FY 2004

Foster Care Homes

Eight Foster Care Homes are operated by private single-family providers with up to 20 beds.

Therapeutic Foster Care Service Contracts

OJA administers eight service contracts for the provision of therapeutic foster care for 20 beds annually. OJA custody youth enter these facilities through DMHSAS gatekeeping/screening.

Specialized Community Homes

Five Specialized Community Homes provide:

- ✦ 16 beds for In Need of Supervision and/or Delinquent males; and
- ✦ 8 beds for In Need of Supervision and/or Delinquent females.

24 beds Total

■ **The Federal Funds Management Unit** facilitates The Office of Juvenile Affairs receiving Medicaid funds from the Title XIX Social Security Act. This unit is responsible for training, technical support and monitoring field and residential case records regarding issues surrounding the collection of these funds in two program areas: 1) Targeted Case Management (TCM); and 2) Residential Behavioral Management Services (RBMS).

TCM funds are provided to administer targeted case management services to eligible clients in accordance with the Oklahoma Health Care Authority's rules and requirements. OJA's objective in this area is to provide medical assistance and related services to juveniles under supervision and their families. RBMS has rules requiring minimal therapeutic treatment for juveniles placed in community residential programs including special psychological, behavioral, emotional and social needs that require more intensive care than can be provided in a family or foster home setting.

■ **Literacy Assessments**

All juveniles adjudicated by a District Court as Delinquent or as In Need of Supervision and under the supervision of OJA are required to be tested to determine their reading level. OJA uses the Slosson Oral Reading Test (Revised). During FY 2004, 979 juveniles were tested with 274 (28.0%) scoring below grade level and required to participate in a literacy skills improvement program. The results of the test per age group is provided below:

Age Group	Total Juveniles Tested	Number and Percent Scoring Below Grade Level and Requiring Improvement
Under 13	59	13 (22.0%)
13 and 14 year olds	218	59 (27.1%)
15 and 16 year olds	421	114 (27.1%)
17 and older	281	88 (31.3%)

■ **The Institutional Services Division (ISD)** operates the agency's secure juvenile institutions. There are three state-operated institutions. Each of the institutions functions similarly to protect the public, provide treatment and prepare the juvenile for reintegration back to the community. The institutional programs provide care and services to youth who are adjudicated delinquent or Youthful Offender and who demonstrate violent, aggressive or serious habitual delinquent behavior. Basic academic education, individual and group treatment and structured living experiences designed to enhance social living skills and the internalization of appropriate self-control are provided.

● **Central Oklahoma Juvenile Center (COJC)** is a 116-bed facility located in Tecumseh, approximately forty-two miles Southeast of Oklahoma City. COJC provides services to youth who have been adjudicated as Delinquent or Youthful Offender and are in the custody of the Office of Juvenile Affairs.

The Central Oklahoma Juvenile Center provides:

- ✦ 60-Bed Medium Secure Institutional Program for Males
- ✦ 20-Bed Medium Secure Institutional Program for Females
- ✦ 20-Bed Medium Secure Intensive Drug and Alcohol Program for Males
- ✦ 16-Bed Sex Offender Unit

COJC personnel provide the following services in the above programs:

- ✦ Conduct Disorder Group using Cognitive Behavior Therapy
- ✦ Anger Management
- ✦ Chemical Dependency
- ✦ Sexual Offender Groups
- ✦ Youthful Offender Groups
- ✦ Life Skills
- ✦ Survivors Groups
- ✦ Family Therapy
- ✦ Individual Therapy
- ✦ AA/NA groups
- ✦ High School classes through the Tecumseh Public School System
- ✦ GED Preparation

● **Lloyd E. Rader Center (LERC)** is a 203-bed facility located in Sand Springs, approximately eight miles west of Tulsa. LERC provides services to youth who have been adjudicated as Delinquent or Youthful Offender and are in the custody of the Office of Juvenile Affairs.

LERC provides:

- ✦ 120-Bed Medium Secure Institutional Treatment Program for Males
- ✦ 12-Bed Medium Secure Institutional Treatment Program for Females
- ✦ 42-Bed Maximum Security Institutional Treatment Program for Males
- ✦ 14-Bed Mental Health Stabilization Unit for Males
- ✦ 15-Bed Unit for Behavior Management
- ✦ Vo-Tech Skills Center for Males and Females

LERC personnel provide the following services in the above programs:

- ✱ Individual Therapy
- ✱ Group Therapy
- ✱ Conduct Disorder Group Using Cognitive Behavior Therapy
- ✱ Chemical Dependency Group
- ✱ AA/NA groups
- ✱ High School Classes through the Sand Springs Public School System
- ✱ GED Preparation
- ✱ Technology Center Program through the Oklahoma Department Of Career and Technology Education

● **Southwest Oklahoma Juvenile Center (SOJC)** is a 78-bed facility located in Manitou, thirty miles west and nine miles south of Lawton. SOJC provides services to youth who have been adjudicated as Delinquent or Youthful Offender and are in the custody of the Office of Juvenile Affairs.

SOJC provides:

- ✱ A 78-Bed Medium Secure Institutional Program

SOJC personnel provide the following services in the above programs:

- ✱ Technology Center Program through the Oklahoma Department Of Career and Technology Education
- ✱ High School Classes through the Tipton Public School System
- ✱ GED Preparation
- ✱ Chemical Dependency Groups using Cognitive Behavior Therapy
- ✱ Sex Offender Group Therapy
- ✱ Individual Therapy
- ✱ Issues Group
- ✱ Anger Management Group
- ✱ Social Skills Group
- ✱ AA/NA groups

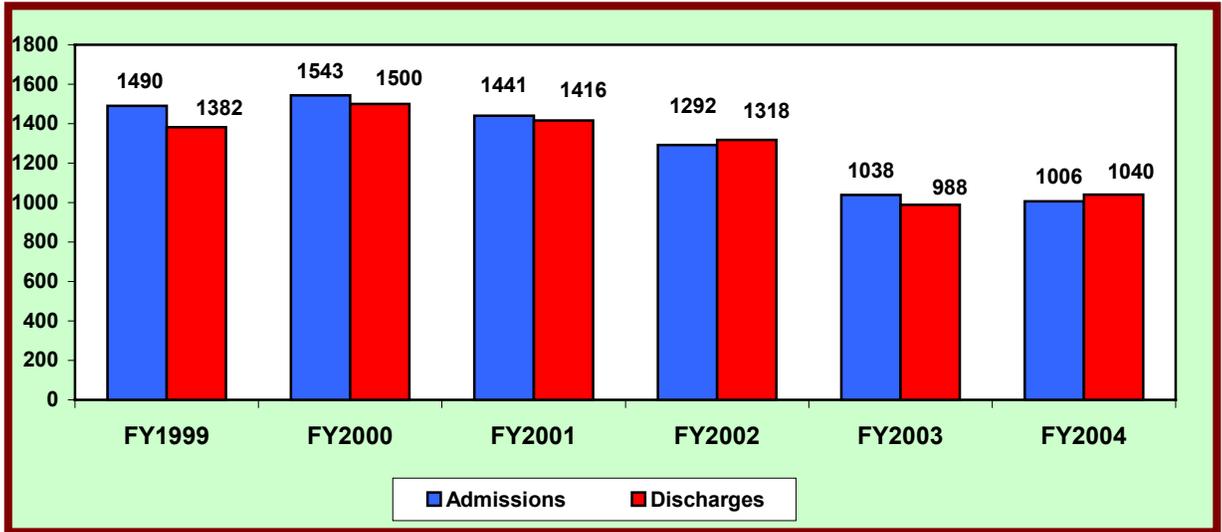
● Residential Programs and Trends

Types of Out of Own Home Placements:

- | | |
|--|--|
| ■ Foster Homes | ■ Level E Group Homes |
| ■ Therapeutic Foster Homes | ■ Regimented Juvenile Training Program |
| ■ Specialized Community Homes | ■ Secure Institutions Programs |
| ■ Substance Abuse Treatment Group Home | ■ Inpatient Psychiatric Care |

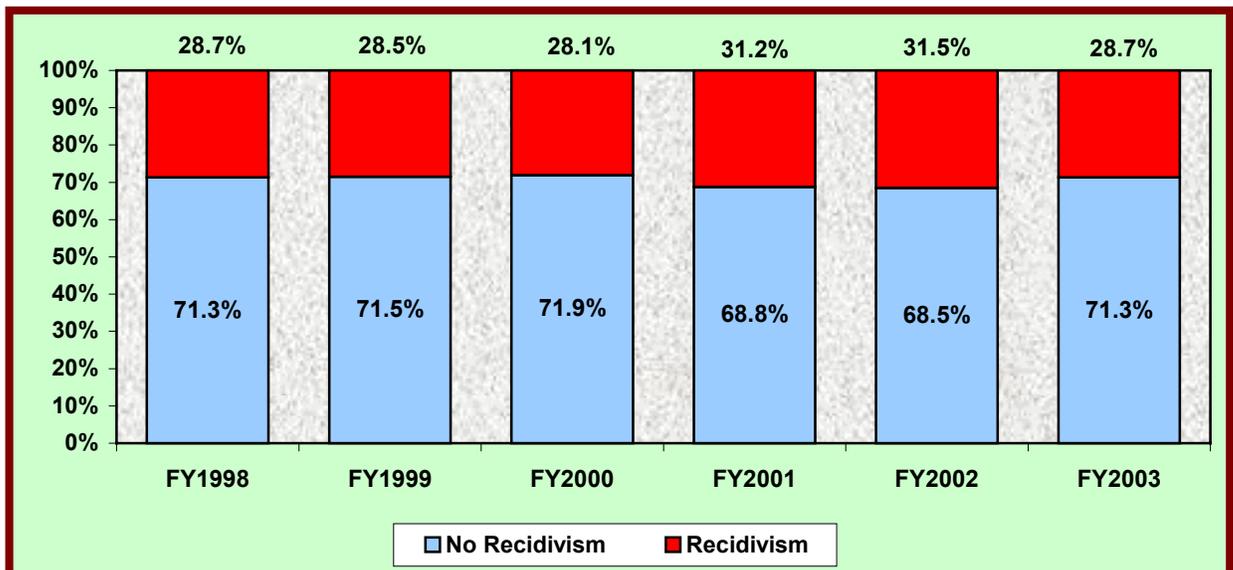
- ✦ Out of home placement admissions have decreased 37.4% between FY 2000 (1,543) and FY 2004 (966).
- ✦ Discharges from out of home placements have decreased 30.7% between FY 2000 (1,500) and FY 2004 (1,040).

Annual Out of Home Placement Admissions and Discharges



Data for out-of-home custody placements and residential programs is derived from JOLTS.

Recidivism Rates for Residential Services



Recidivism is defined as the occurrence of a new referral or arrest for a criminal offense within a year of completion of services, followed by admission of guilt and revocation of parole or placement on informal probation, or by adjudication as a Delinquent or Youthful Offender, or by conviction as an adult. The recidivism rate is provided for juveniles completing services during FY 2003 because they have had 365 days of tracking for new offenses.

■ **The Support Services Division** consists of seven units: The Office of Human Resources Management (OHRM); the Management Information Systems (MIS) Unit; the Training Unit; the Policy/HIPAA Unit; the Parole/Interstate Compact/Placement Unit; the Operations Unit; and the Programs Unit. The Support Services Division serves all of the other OJA divisions. This division recognizes the importance of serving those entities and individuals with whom the agency conducts business by maintaining high professional, service-oriented standards.

✦ **The Office of Human Resources Management** conducts all personnel and payroll functions, as well as employee relations services. This includes processing all personnel actions in compliance with state and federal laws to ensure that OJA employees are properly compensated and classified. In addition, OHRM tracks job openings, announces vacancies as appropriate and monitors the application process. OHRM also takes care of employee benefits, retirements, and leave accrual. In addition, OHRM directs and supervises the agency grievance program and the corrective discipline program; ensures compliance with the FLSA and FMLA federal regulations; and ensures that OJA's best interests are represented in unemployment compensation cases.

✦ **The Management Information Systems (MIS) Unit** oversees and manages all computerized and telecommunication functions for the agency. MIS manages and supports a statewide network of over 120 sites consisting of JSU offices, Youth Services agencies, detention centers, secure institutions, group homes and various contractors. Within those sites MIS provides hardware, software and technical support to over 1,000 computers and those users. OJA manages a direct link from the Juvenile On-Line Tracking System to the Oklahoma Law Enforcement Telecommunications System, which provides direct search capability to all law enforcement agencies. This is a critical link monitored and maintained 24 hours a day 7 days a week.

MIS is responsible for all application design, development and implementation regarding all facets of agency operations. These systems include:

JOLTS (Juvenile On-Line Tracking System)	Placement Tracking Database
HRIS (Human Resource Information System)	Grievance Tracking Database
Trust Account Finance System	Random Moment Time Study
CMS (Case Management System)	Internet/Intranet Web Sites
Advocate Defender Database	

MIS is responsible for managing the statewide video teleconferencing system. This includes 12 designated sites strategically located throughout the State of Oklahoma to provide maximum utilization by agency staff. Equipment, communications and scheduling are coordinated and managed through MIS.

MIS also manages and is responsible for the day-to-day tracking, reporting and operation of the Juvenile Sex Offender Registry.

✦ **The Training Unit** is responsible for identifying individual and organizational development needs for the agency, developing programs to meet those needs, promoting and then delivering the programs to agency personnel. The Training Unit also operates the agency's Employee Development Center. In addition to a variety of training classes and workshops, Training Unit personnel plan and host numerous meetings, conferences, and special events.

✿ **The Policy/HIPAA Unit** is responsible for ensuring HIPAA (privacy and security) compliance by the development, coordination, implementation, maintenance of and adherence to all policies and procedures required by HIPAA, State Law and state/local procedures regarding privacy, security and confidentiality and the use of personal health information.

This unit also administers the development and promulgation of the agency's rules. This unit prepares the emergency and permanent rules for presentation to the Board of Juvenile Affairs. Preparation includes the editing of draft rules, publishing the notice of rule making intent for public hearings to provide the general public an opportunity to make comments or suggestions relating to agency rules and incorporating any agreed upon changes in the final draft rules.

✿ **The Operations Unit** is responsible for receiving and distributing mail, ordering basic supplies, maintenance of office furniture and equipment, OJA inventory and disposition of surplus property, fleet management, maintenance of communications equipment and physical plant.

✿ **The Programs Unit** is responsible for providing efficient systems of consistent, quality services. It is the Programs Unit's task to develop, implement and maintain a system of interventions that are both evidence-based and cost effective. As such, this unit is responsible for the establishment and annual review of criteria for program operations, treatment philosophy, program performance measures, outcomes, evaluations and training for quality assurance. The Programs Unit provides technical assistance, utilization review and quality assurance to all OJA-operated and contracted programs. This involvement better assures a standardized continuum of treatment based upon the assessed needs and risk. Major functions of the Programs Unit include but are not limited to establishment of program standards, program development, program evaluation, psychological screenings, psychological assessments, clinical supervision, developing and delivering training in assessments and interventions, detention screenings, quality assurance, utilization review and technical assistance.

✿ **The Parole/Interstate Compact on Juveniles/Placement Unit** coordinates parole services. Parole is the mechanism by which juveniles are released from secure institutions. Personnel are responsible for coordinating parole services including administrative transfers, parole revocations and parole hearings.

The Interstate Compact on Juveniles coordinates the movement of juveniles between Oklahoma and other states, provides for the return from one state to another of delinquent or In Need of Supervision (INS) juveniles who have escaped or absconded, and provides for the return of non-delinquent, non-INS juveniles who have run away from home.

Staff also authorize and ensure the appropriate placement of all juveniles newly committed or recommitted to the custody of OJA by district courts, or those custody juveniles requiring a change of placement from one OJA-operated or contracted facility to another. An appropriate placement is one which best meets the treatment needs of the juvenile while affording adequate protection of the public. When possible, placements are made to ensure the juvenile is in the closest proximity to the juvenile's home.

■ **The Financial Services Division** is responsible for the fiscal operations of the Office of Juvenile Affairs. A full range of effective and economical financial services are provided to ensure the timely delivery of quality supplies, materials and services at competitive prices while ensuring that funds and other assets are properly managed and accounted for in accordance with state and federal laws and procedures. Services are provided in budgeting, contracting, purchasing, claims processing, fiscal reporting, fixed assets, leasing, renting, and other fiscal or procurement activities deemed necessary. The FSD serves as the coordinating entity between OJA and other state agencies in fiscal and procurement matters. The division is also responsible for the State Advisory Group, accounting for federal funds and maintenance of a federal cost allocation plan. The department is composed of four units: Budget/Accounts Payable; Accounting; Federal Grants/Medicaid Billing; and Contracts/Procurement.

Financial Summary Fiscal Year 2004

Agency Expenditures by Source of Funds

Source	Amount *	Percent
State Appropriated Funds	\$88,457,220	84.94
Federal Funds	\$12,497,058	12.00
Other Funds	\$1,526,905	1.47
Carry Over	\$1,658,503	1.59
Total	\$104,139,686	100.00

- Budgetary basis as of 10/30/04

Percent Distribution of Agency Expenditures by Program

	Percent *
Residential Services	41.75
Non-Residential Services	28.10
Community-Based Services	21.39
Administrative and Other Program Services	4.99
Juvenile Accountability and Incentive Block Grant	1.80
Juvenile Justice and Delinquency Prevention	1.50
Trust Fund	0.37
Canteen	0.09
Donations	0.00
Dedicated Accounts	0.00
Capital Outlay	0.00
Other (Santa Claus Commission and Welfare to Work)	0.01
Total	100.00

- * Budgetary basis as of 10/30/04

Percent Allocation of Funds by Program and Source of Funds

Program	Percent *			
	State	Federal	Carry Over	Other
Residential Services	84.66	11.84	1.90	1.60
Non-Residential Services	83.05	13.49	2.85	0.62
Community-Based Services	100.00	0.00	0.00	0.00
Administrative and Other Program Services	95.34	2.42	2.24	0.00
Juvenile Accountability and Incentive Block Grant	0.62	96.80	2.58	0.00
Juvenile Justice and Delinquency Prevention	6.85	93.15	0.00	0.00
Santa Claus Commission	0.00	0.00	0.00	100.00
Trust Fund	0.00	0.00	0.00	100.00
Canteen	0.00	0.00	0.00	100.00
Donations	0.00	0.00	0.00	100.00
Dedicated Accounts	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00

* Budgetary basis as of 10/30/04

Dollar Allocation of Funds by Program and Source of Funds*

Program	State	Federal	Carry Over	Other
Residential Services	36.81	5.15	0.82	0.69
Non-Residential Services	24.30	3.95	0.83	0.18
Community-Based Services	22.28	0.00	0.00	0.00
Administrative and Other Program Services	4.95	0.13	0.12	0.00
Juvenile Accountability and Incentive Block Grant	0.01	1.81	0.05	0.00
Juvenile Justice and Delinquency Prevention	0.11	1.46	0.00	0.00
Santa Claus Commission	0.00	0.00	0.00	0.01
Trust Fund	0.00	0.00	0.00	0.39
Canteen	0.00	0.00	0.00	0.09
Donations	0.00	0.00	0.00	0.00
Dedicated Accounts	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00
Total	88.46	12.50	1.82	1.36

*By Millions presented on a budgetary basis as of 10/30/04.

Total expenditures of \$112.2 million in FY 2003 decreased to \$104.1 million in FY 2004, resulting in an \$8.1 million decrease. Federal support decreased from 14.5 million in FY 2004 to 12.5 million in FY 2004. State appropriated dollars decreased from \$93.8 million in FY 2003 to \$88.4 million in FY 2004. Other funding sources decreased from \$2.6 million in FY 2003 to \$1.5 million in FY 2004. A carry over of \$1.2 million in FY 2003 increased to \$1.6 million in FY 2004.

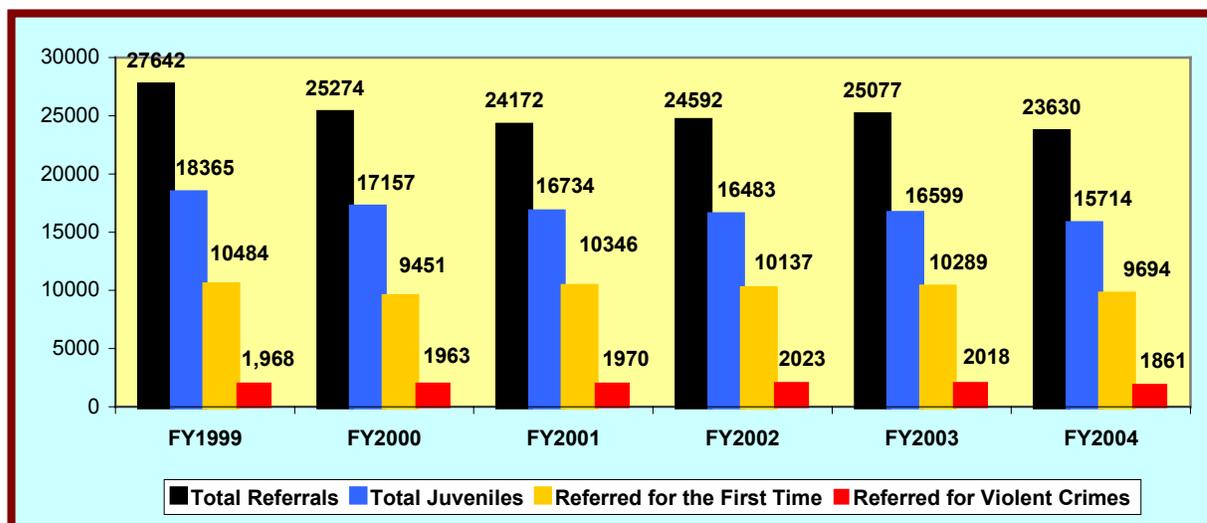
► Overview of Juvenile Justice Trends and OJA Programs

■ Referral and Intake Trends

✦ Referral Trends

- The number of referrals for FY 2004 (23,630) to the Office of Juvenile Affairs and the Juvenile Bureaus decreased 5.8% since FY 2003 (25,077).
- The number of juveniles referred for FY 2004 (15,714) decreased 5.3% since FY 2003 (16,599).
- The number of juveniles referred for the first time in FY 2004 (9,694) decreased 5.8% since FY 2003 (10,289).
- The proportion of juveniles referred for the first time was 61.7% of the total number of juveniles in FY 2004 compared to 62.0% in FY 2003.
- The number of juveniles referred for violent crimes in FY 2004 (1,861) decreased 7.8% since FY 2003 (2,018).
- The proportion of juveniles referred for violent crimes was 11.8% of the total number of juveniles in FY 2004 compared to 12.2% for FY 2003.

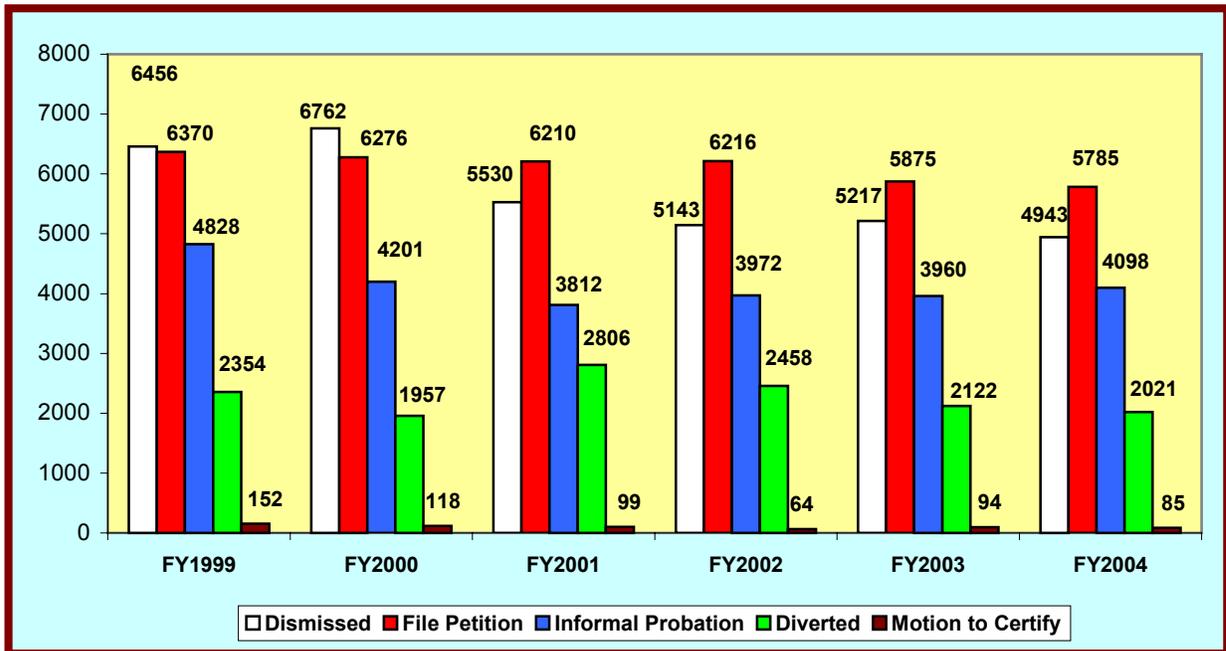
Juvenile Justice Referrals



✦ Intake Trends

- The number of dismissed referrals in FY 2004 (4,943) decreased 5.3% since FY 2003 (5,217).
- The number of petitions filed in FY 2004 (5,785) decreased 1.5% since FY 2003 (5,875).
- The number of juveniles placed on informal probation in FY 2004 (4,098) increased 3.5% since FY 2003 (3,960).
- The number of juveniles diverted to other agencies for services in FY 2004 (2,021) decreased 4.8% since FY 2003 (2,122).
- The number of juveniles with motions to certify as adults in FY 2004 (85) decreased 9.6% since FY 2003 (94).

Intake Decisions

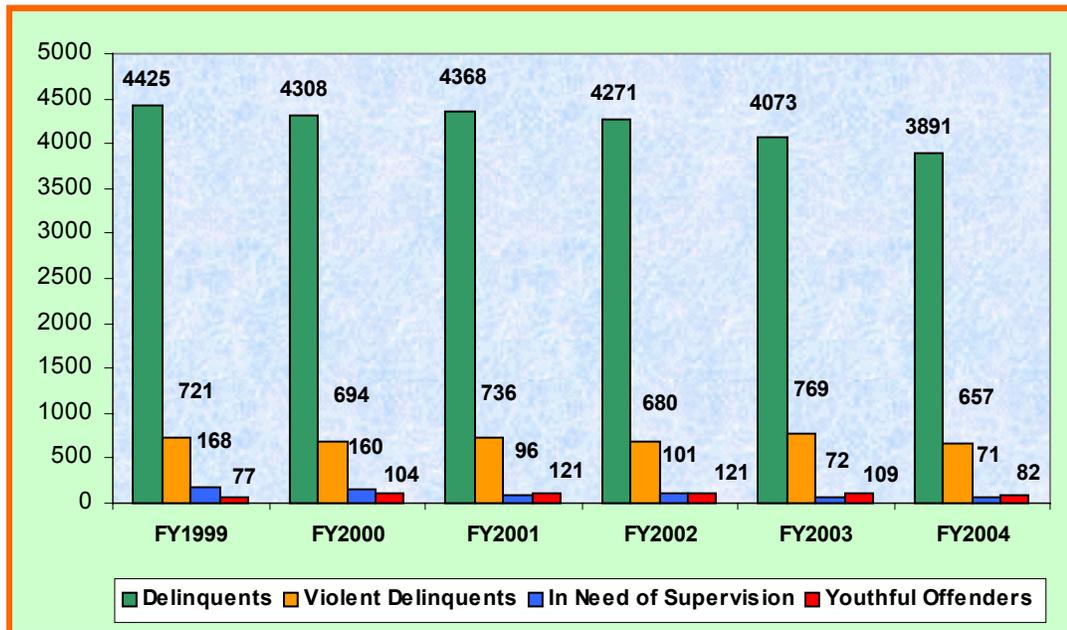


■ Juvenile Court Trends

✦ Adjudications

- The number of juveniles adjudicated as Youthful Offenders decreased 24.8% from 109 in FY 2003 to 82 in FY 2004.
- Between FY 2004 (3,891) and FY 2003 (4,073), the number of juveniles adjudicated as Delinquent decreased 4.5%.
- The number of juveniles adjudicated Delinquent for violent offenses decreased 14.6% between FY 2003 (769) and FY 2004 (657).

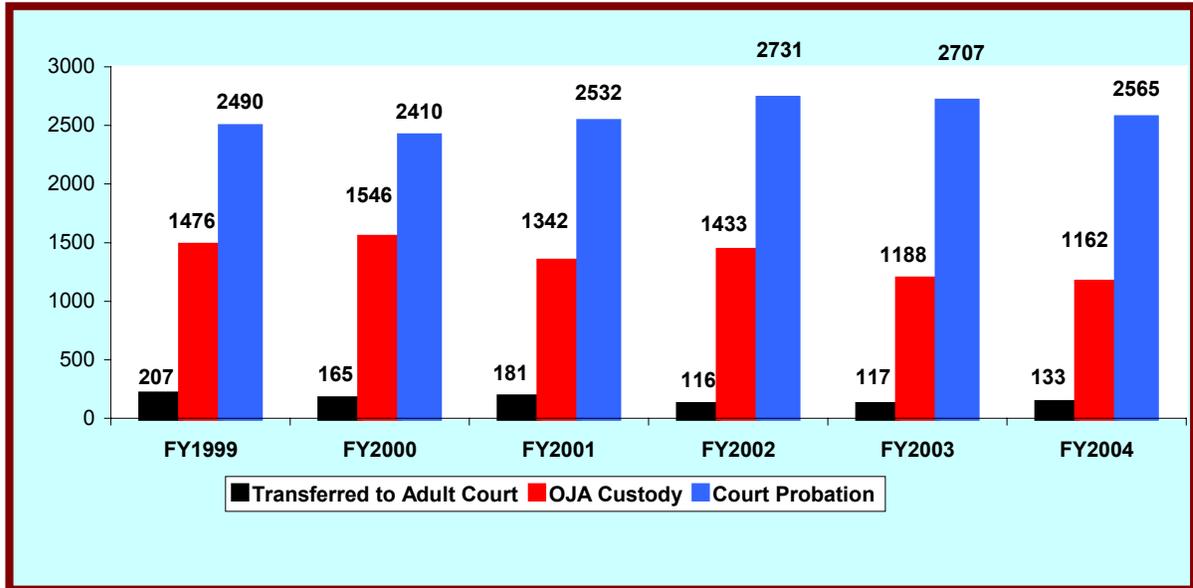
Types of Adjudication



Dispositions

- The number of juveniles transferred to adult criminal courts increased 13.7% from 117 in FY 2003 to 133 in FY 2004.
- The number of juveniles placed in custody of OJA in FY 2004 (1,162) decreased 2.2% since FY 2003 (1,188).
- The number of juveniles placed on probation decreased 5.2%, from 2,707 in FY 2003 to 2,565 in FY 2004.

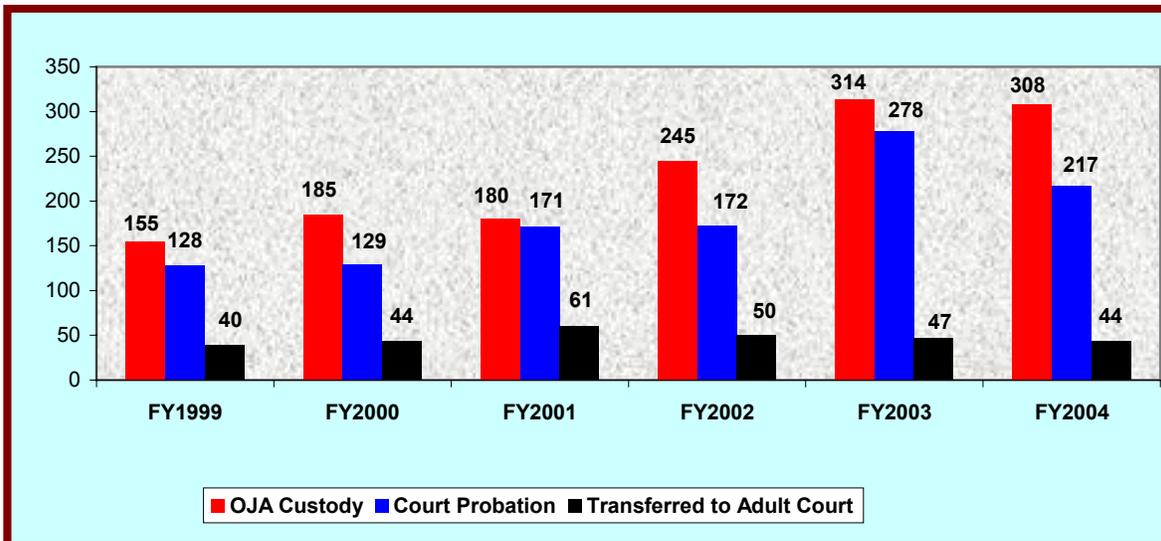
Juvenile Court Dispositions



• Dispositions of Violent Juvenile Offenders

- The number of violent juveniles transferred to adult courts in FY 2004 (44) decreased 6.4% from FY 2003 (47).
- The number of violent juveniles placed in OJA custody in FY 2004 (308) decreased 1.9% since FY 2003 (314).
- The number of violent juveniles placed on probation in FY 2004 (217) decreased 21.9% since FY 2003 (278).

Types of Dispositions of Violent Juvenile Offenders



✦ Youthful Offenders (YOs)

Since implementation of the Youthful Offender Act in 1998 until the end of FY 2004, 649 juveniles have been convicted as YOs including 61 sentenced immediately to the Department of Corrections (DOC), 531 placed in the custody of OJA and 57 placed under the supervision of OJA. Table 1 provides the breakdown of the initial disposition status for YOs by each fiscal year. Of the 69 YOs placed in OJA custody during FY 2004, 64 were placed in secure institutions.

Immediate Court Disposition of YOs By Fiscal Year

<i>Fiscal Year</i>	<i>Sentenced Immediately To DOC</i>	<i>Placed In OJA Custody</i>	<i>Placed Under OJA Supervision</i>	<i>Total</i>
1998	1	7	3	11
1999	16	60	4	80
2000	13	84	12	109
2001	12	105	13	130
2002	10	108	7	125
2003	4	98	10	112
2004	5	69	8	82
Total	61	531	57	649

Of the 588 placed in custody or under the supervision of OJA, 106 have been bridged to DOC for new offenses or for failing to make progress in the juvenile system, 347 have had their cases dismissed after completing treatment, and 135 were still in the custody or under the supervision of OJA at the end of FY 2004. Table 2 presents the breakdown of the final disposition status for YOs by the fiscal year they were initially convicted.

Final Case Disposition of YOs By Fiscal Year of Conviction

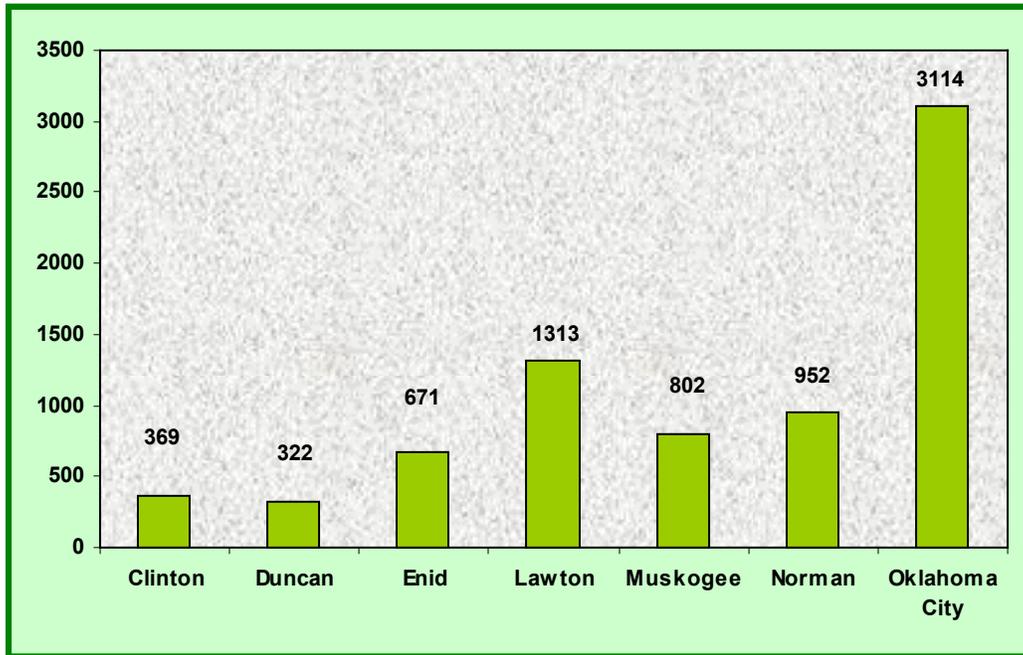
<i>Fiscal Year</i>	<i>Case Dismissed</i>	<i>Bridged To DOC</i>	<i>Case Open</i>	<i>Total</i>
1998	7	3	0	10
1999	51	13	0	64
2000	70	26	0	96
2001	88	27	3	118
2002	78	24	13	115
2003	45	10	53	108
2004	8	3	66	77
Total	347	106	135	588

■ Community Protection Program and Trends

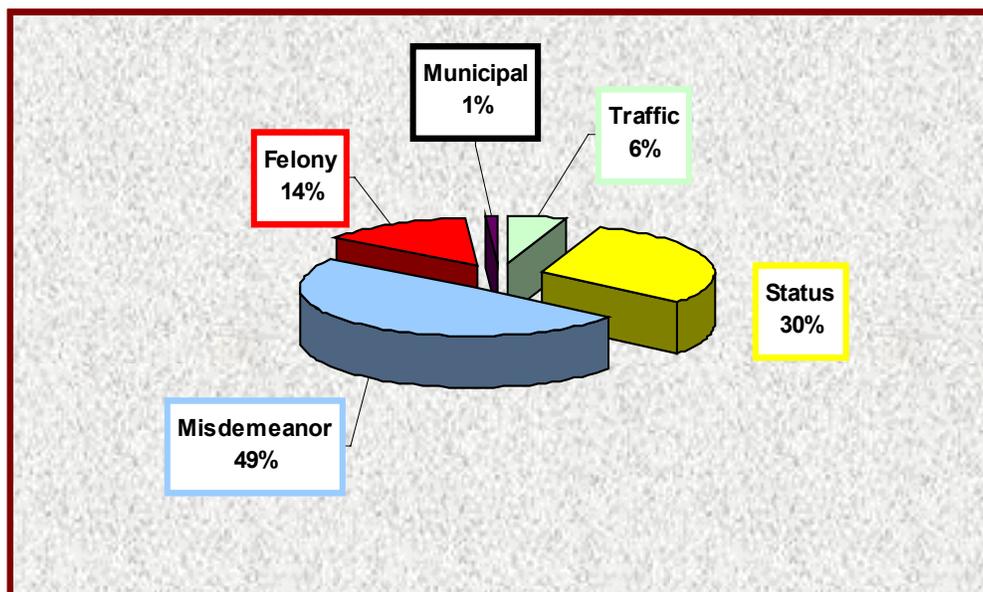
✦ Community intervention Centers

- The target population includes all juveniles arrested by local law enforcement officers.
- Actual expenditures for Community Intervention Centers during FY 2004 were \$1.661 million.

Admissions to Community Intervention Centers in FY 2004



Reasons for Admissions to Community Intervention Centers in FY 2004



OJA contracts with seven municipalities for the provision of Community Intervention Centers (CICs). Youth Services sub-contracts with six of the seven municipalities to operate the centers. These programs provide police with an alternative when arresting juveniles for misdemeanors or violations of municipal codes. The CICs provide short-term holding facilities, assessment services and referrals to other agencies or municipal courts. In FY 2004 7,543 juveniles were taken to CICs located in Oklahoma City, Lawton, Norman, Enid, Muskogee, Clinton and Duncan. Over 65% of admissions were processed and released to a responsible adult within four hours. Police time in making referrals to the centers averaged between 2 and 30 minutes.

Community Intervention Center Providers

Contract Provider	Town/City	County
Pam Wise, CIC Director Multi-County Youth Services	Clinton	Custer
Tim Whaley, Director Stephens County Youth Services CIC	Duncan	Stephens
Derek Levins, CIC Manager Enid CIC, Police Department	Enid	Garfield
Dwight Shegog, Program Director Marie Detty Youth and Family Center CIC	Lawton	Comanche
Darrin Smith, Program Director M.C.O.Y.S. CIC	Muskogee	Muskogee
Anthony Stafford, Director of Residential Services Cleveland County Youth and Family Center JIC	Norman	Cleveland
Tresa Yancey, Director of CIC Youth Services for Oklahoma County	Oklahoma City	Oklahoma

The centers are supported with federal, state and local funds with the state's portion as follows:

Program	FY 2004 Expenditures	FY 2005 Budgeted Amounts
Community Intervention Centers	\$1,675,656.00	\$1,677,674.00

✦ Sanctions Detention Program

- The Canadian County Sanctions Detention Program is authorized by 10 O.S. § 7302-5.1(D).
- The program is designed to provide intensive, highly structured temporary secure placements for delinquent youth.
- The target population consists of medium and high-risk youth on probation who violate court orders or the terms of their probation.
- A short-term (3 to 5 day) sanctions detention service is provided through a contract with the Canadian County commissioners.
- Actual expenditure for FY 2004 was \$409,000.00 and the budgeted amount for FY 2005 is \$408,000.00.
- The daily cost per youth was \$112.42.

- 782 juveniles were served by the program during FY 2004. The average daily population has been 9.5 youth.
- 50 counties have made referrals to the program.
- The utilization rate for FY 2004 was 79.0%.

✦ Secure Detention Centers

- The program was originally initiated through the State Plan for the Establishment of Juvenile Detention Centers per 10 O.S. § 7304-1.3.
- Seventeen secure detention centers and 77 county alternative programs detain serious and violent juvenile offenders after arrest or during their court process.
- Utilization rates at the secure detention centers during FY 2004 ranged from 87.5% to 100%.
- Contracts with OJA are rate-based. Actual FY 2004 expenditures for secure detention center were \$9.788 million.
- The cost per day per bed for secure detention centers varies by number of beds:

6 – 7 bed	- \$124.00 per day	18 – 25 bed	- \$85.00 per day
8 – 9 bed	- \$115.00 per day	26 – 29 bed	- \$84.00 per day
10 – 11 bed	- \$95.00 per day	30 – 54 bed	- \$82.00 per day
12 – 13 bed	- \$89.00 per day	55 – 78 bed	- \$80.00 per day
14 – 17 bed	- \$86.00 per day	79+ bed	- \$79.90 per day

Secure Detention Center Utilization

Center	# of Beds	Bed Capacity (Beds X 365)*	FY 2004 Bed Days Used	FY 2004 Utilization Rate
Beckham County	6	2190	1980	90.4%
Bryan County	6	2190	2137	97.6%
Canadian County	10	3650	3572	97.9%
Cleveland County	26	9490	9465	99.7%
Comanche County	25	9125	8833	96.8%
Craig County	10	3650	3573	97.9%
Garfield County	10	3650	3592	98.4%
LeFlore County	10	3650	3520	96.4%
Muskogee County	10	3650	3672	100.6%
Oklahoma County	79	28835	25244	87.5%
Osage County	6	2190	2265	103.4%
Pittsburg County	10	3650	3591	98.4%
Pottawatomie County	12	4380	4634	105.8%
Sac and Fox	12	4380	4330	98.9%
Texas County	6	2190	1966	89.8%
Tulsa County	55	20075	19572	97.5%
Woodward County	8	2920	2694	92.3%
Total	301	109865	104640	95.2%

* Percentages greater than 100% occur when a youth is discharged and another youth is admitted the same day into the same bed.

■ Prevention Programs and Trends

✦ Federally Funded Grants Programs

● Juvenile Accountability Block Grants (JABG):

- ✦ The block grant is authorized by the Public Law 105-119, November 26, 1997.
- ✦ 50% of the funds pass through OJA directly to units of local government designated by the U.S. Department of Justice, based on a formula referencing Part I arrest rates and local expenditures for crime.
- ✦ Units of local government that did not qualify for a direct allocation were given the opportunity to apply for JABG funds through a grant application process.
- ✦ 50% of the funds were awarded to organizations designated by the Statewide Juvenile Crime Enforcement Coalition (JCEC), of which OJA is a member.
- ✦ The target population is youth ages 13 to 18.
- ✦ The FY 2004 JABG allocation was \$3,225,800 of which \$1,612,900 passed through to local governmental units. Funds must be spent within defined purpose areas:

1. Graduated sanctions;
2. Corrections/detention facilities;
3. Court staffing and retrial services;
4. Prosecutors (staffing);
5. Prosecutors (funding);
6. Training for law enforcement and court personnel;
7. Juvenile gun courts;
8. Juvenile drug courts;
9. Juvenile records systems;
10. Information sharing;
11. Accountability;
12. Risk and needs assessment;
13. School safety;
14. Restorative justice;
15. Juvenile courts and probation; and
16. Detention/corrections personnel.

Graduated Sanctions Programs

OJA staff take an active role in their communities to develop a system of graduated sanctions to address juvenile problems at an early stage. The Graduated Sanctions Program is a community-based initiative designed to provide accountability and to facilitate services for non-compliant youth within the State of Oklahoma. The goal of the program is to prevent further progression of lesser offending youth into the juvenile justice system.

To accomplish this goal, Community Councils are established in each county. The council members come from a wide variety of occupations: teachers,

police officers, counselors, ministers, bankers, etc. These councils also involve members of the juvenile justice system, such as District Attorneys, JSU intake workers, and others who provide leadership and guidance to ensure that referrals receive the proper attention and services. It is their responsibility to explain to parents and youth that participation in these programs must be voluntary. It is the responsibility of the council to review the youth's service plan and to determine appropriate sanctions if violations occur.

This program receives remarkable support from the communities. The participants' willingness to be involved in these programs has been indicated by the extremely successful program outcomes.

In FY 2004 our vision is to expand the number of Graduated Sanctions Programs throughout the state. This would help to establish a network of Graduated Sanctions Programs that has the possibility of retarding the progression of offending youth into the juvenile justice system.

Graduated Sanctions Programs are funded by the federal government through Juvenile Accountability Block Grants (JABG) and by Parental Responsibility Funding whereby parents pay child support for youth placed in the custody of OJA who are residing in treatment facilities.

GRADUATED SANCTIONS PROGRAMS (FY 2004)

- | | |
|---|---------------------------------|
| 1. Alfalfa County | 19. Mayes County |
| 2. Beckham County | 20. McCurtain County |
| 3. Canadian County | 21. Nowata County |
| 4. Carter County | 22. Okfuskee County |
| 5. Cherokee County | 23. Okmulgee County |
| 6. City of Moore (Direct Allocation) | 24. Ottawa County |
| 7. Coal County | 25. Pittsburgh County |
| 8. Comanche County (Direct Allocation) | 26. Rogers County |
| 9. Cotton County | 27. Seminole County |
| 10. Custer County | 28. Sequoyah County |
| 11. Delaware County | 29. Stephens County |
| 12. Garvin County | 30. Tillman County |
| 13. Grady County | 31. Tulsa County (Bureau) |
| 14. Hughes County (Direct Allocation) | 32. Wagoner County |
| 15. Johnston County (Direct Allocation) | 33. Washington County |
| 16. Kay County (Direct Allocation) | 34. Washita County (Burns Flat) |
| 17. LeFlore County | |

● Formula Grants

▶ The grants program was initiated by the Juvenile Justice and Delinquency Prevention Act of 1974 as amended and is administered by the federal Office of Juvenile Justice and Delinquency Prevention.

▶ The grants of the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention fund community delinquency prevention programs.

▶ The target population is juveniles of all ages.

- ▶ The State Advisory Group (SAG) reviews grantee applications. Services are cost reimbursable up to the limit of each grant amount.
- ▶ Grant awards for current recipients total \$870,725.
- ▶ Funds can be spent in several program areas including Delinquency Prevention and Diversion, Community-Based Services for Minority Youth, Community-Based Services for Native American Youth, Character Enrichment, Partnerships with Faith-Based and Underutilized Community Resources, and Title V Planning Grants.

● Title V Grants

- ▶ The Title V grants program was initiated by the Juvenile Justice and Delinquency Prevention Act of 1974 as amended, and is administered by the federal Office of Juvenile Justice and Delinquency Prevention.
- ▶ Title V provides assistance to local units of government to develop comprehensive plans to address juvenile delinquency and implement delinquency prevention programs.
- ▶ The target population is all juveniles.
- ▶ The SAG reviews grantee applications and services are cost reimbursable up to the limit of each grant amount.
- ▶ Awards to current recipients total \$410,000.

● Challenge Grants

- ▶ The grants program was initiated by the Juvenile Justice and Delinquency Prevention Act of 1974 as amended, and is administered by the federal Office of Juvenile Justice and Delinquency Prevention.
- ▶ Grant awards are to provide funding for state or local improvements to the juvenile justice system as designated by OJA and the SAG.
- ▶ The target population is juveniles 13 to 18 years of age.
- ▶ Grantee services are cost reimbursable up to the limit of each grant amount.
- ▶ Grant awards for current recipients total \$112,109.

✦ State Funded Grants Programs

● Delinquency Prevention and Gang Intervention Grants

- ▶ The grants program began as a legislative initiative incorporated in the Juvenile Justice Reform Act (House Bill 2640) and is enacted in 10 O.S. § 7302-7.3
- ▶ The purpose of the grants is to fund a wide range of delinquency intervention, deterrence and prevention, and early intervention service programs in at-risk areas of the state where the incidence of juvenile crime is higher than the statewide average.
- ▶ The target population includes juveniles between 6 and 18 years of age and their families who live within at-risk areas.
- ▶ Costs of grantee service programs are reimbursed up to the limit of the grant amount.
- ▶ \$1,196,000 was awarded in FY 2004. The budgeted amount for FY 2005 is \$1,196,000.

▶ Grantees must initiate or be members of active broad-based community coalitions that include school districts, neighborhoods, local governmental units and service organizations.

+ Service Programs

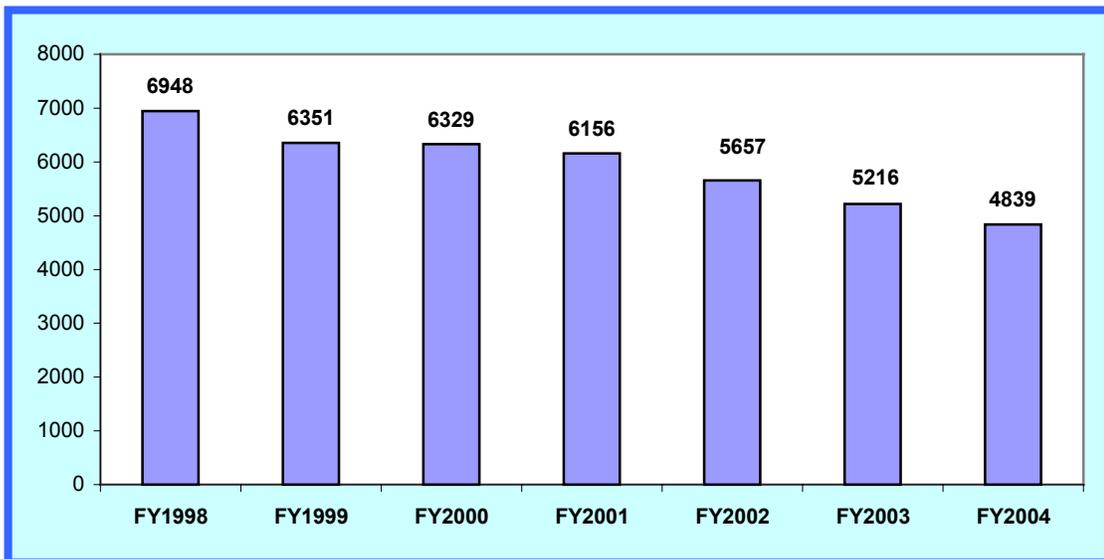
● Community-Based Youth Services Program

There are 41 designated Youth Services agencies providing a statewide service delivery system of prevention, diversion, intervention and treatment programs to keep juveniles from entering or progressing further into the juvenile justice system. Funding for these agencies is legislatively mandated and passed through OJA for contracting purposes. Youth Services agencies are not-for-profit and governed by local boards of directors composed of community volunteers. The boards establish operational policies and procedures, approve budgets, raise funds, and provide leadership to the agencies. In FY 2004 the following programs and funding were provided:

▶ FY 2004 Emergency Shelter Services

- ◆ The program was originally authorized by Senate Joint Resolution No. 13 (1975).
- ◆ A statewide network of 32 Youth Services agencies provide licensed short-term emergency shelter services including fully staffed facilities and host homes to youth in need of temporary housing.
- ◆ The target population is pre-adolescent and adolescent youth

Emergency Shelter Admissions

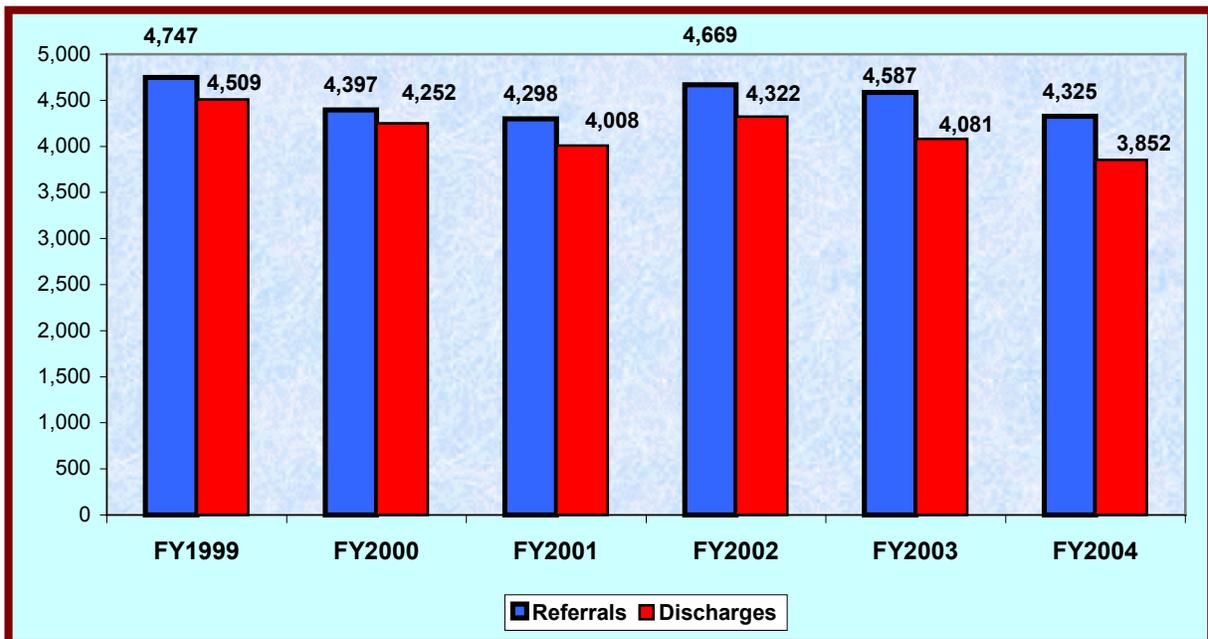


Data for Emergency Shelter Service admissions is derived from JOLTS. Data entry by youth services agencies began during FY 1997 but not every youth services agency performs data entry for this program on the JOLTS information system.

FY 2004 First Offender Program

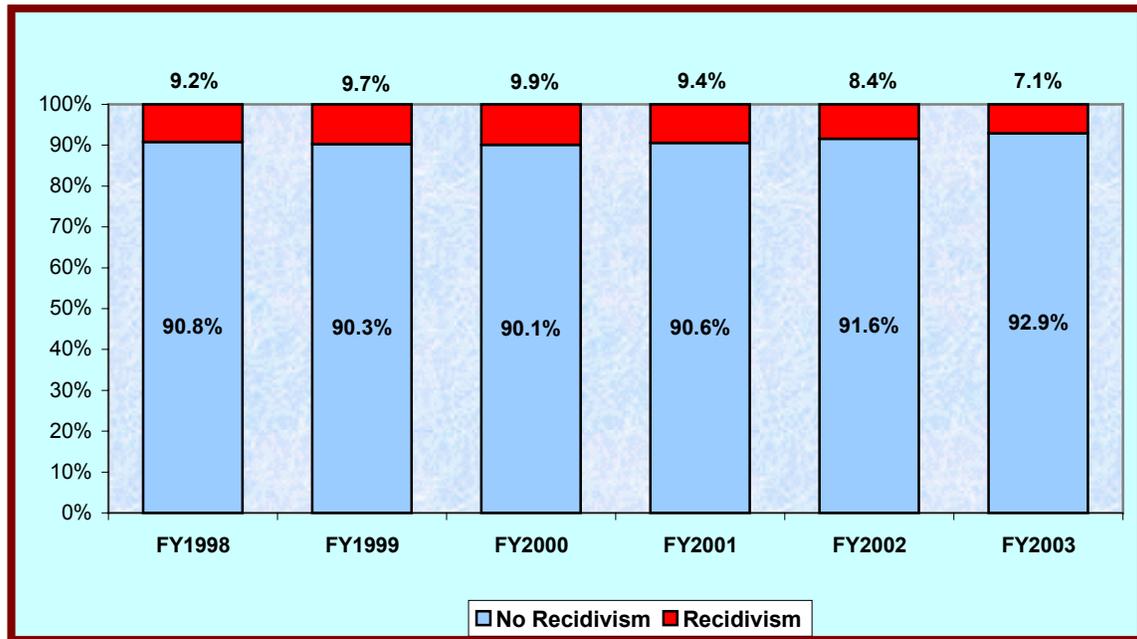
- ◆ The program was initiated through Senate Joint Resolution No. 13 (1975) and 10 O.S. Section 7302 3.3-3.6 (1995).
- ◆ A statewide network of 41 Youth Services agencies provides twelve hours of group services to families whose youth have committed misdemeanors and lesser felony offenses.
- ◆ The target population includes all juveniles arrested for the first time for misdemeanors and lesser felonies who were referred by schools, OJA or the courts.

First Offender Program Referrals and Discharges



Data for the First Offender Program is derived from JOLTS. Data entry by youth services agencies began during FY 1997 but not every youth services agency performs data entry for this program on the JOLTS information system.

First Offender Program Recidivism Rates



Youth Services Programs Expenditures for FY 2004 and Budgeted Amounts for FY 2005

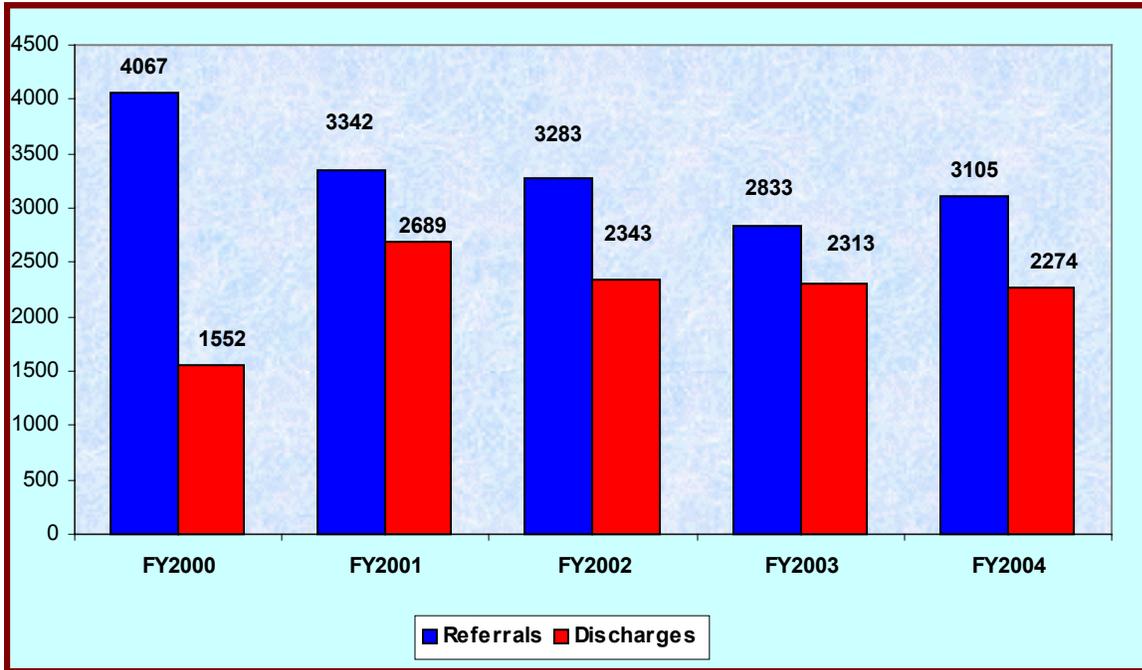
Programs	FY 2004 Expenditures	FY 2005 Budgeted Amounts
Community Prevention and Diversion Services	\$6,328,633	\$6,236,092
Emergency Shelter Services	\$7,604,417	\$7,977,725
First Offender Services	\$2,390,772	\$2,337,867

■ Reintegration Programs

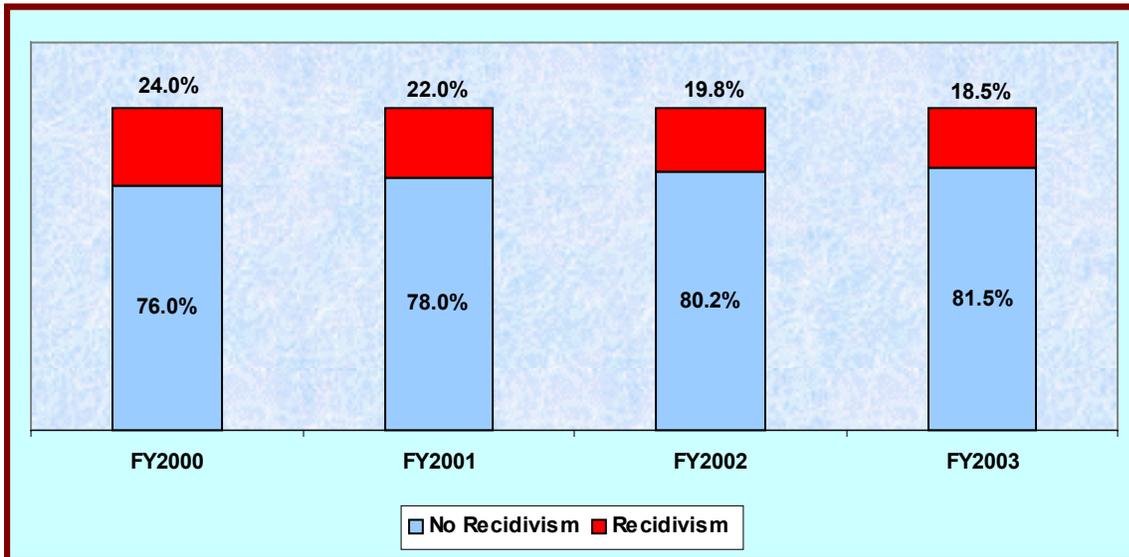
✦ Community At Risk Services (CARS)

- CARS began in FY 2000 as an OJA administrative initiative to transition service delivery from multiple providers to the Oklahoma Association of Youth Services Agencies and is authorized by 10 O.S. § 7302-3.5.
- The purpose of the program is to provide community-based services to juveniles in custody or under the supervision of OJA to prevent out of home placement and to reintegrate juveniles returning from out of home placements.
- Designated Youth Services Agencies provide statewide mentoring, tutoring, counseling, diagnostic and evaluation services and supervision of youth in independent living.
- Actual expenditures for CARS during FY 2004 were \$3.356 million.

Annual CARS Referrals and Discharges



Annual Recidivism Rates for the CARS Program



Office of Juvenile Affairs Staff Listing

Office of the Executive Director

As of July 2005

Executive Director

Richard DeLaughter
405-530-2800

Deputy Director

Gary Bolin
405-530-2832

Media and Community Relations

Rhonda Burgess
405-530-2822

Office of Planning and Research

Richard D. Parish
405-530-2943

Public Integrity and Affirmative Action Officer

Mike Health
405-530-2921

Advocate Defender Division

Donna Glandon
405-530-2939

Office of General Counsel

Dorothy Brown
405-530-2813

Office of Legislative Relations

Marla Parish
405-530-2866

Community Services Division

As of July 2005

Division Administrator

Kim Sardis
405-530-2859

Court Relations, Treatment and Compliance Unit

Jim Goble
405-530-2848

Assistant Division Administrator

Tom Ray
405-530-2882

Federal Funds Management Unit

Everett Gomez, Supervisor
530-2834

Custody and Residential Unit

Keith Goodwin
405-530-2896

Intervention and Prevention Unit

Carol Marsh
405-530-2883

Juvenile Services Unit

Refer to the following list of District
Offices.

Family-Based Treatment Unit

Vacant
405-530-2898

Community Services Division District Offices

As of July 2005

District A

Jenny Small, District Supervisor
580-256-2344
Cimarron, Texas, Beaver, Harper,
Woods, Ellis, Dewey, Woodward,
Major, Alfalfa, Grant and Garfield
counties

District B

Jerry Skinner, District Supervisor
580-323-4076
Roger Mills, Beckham, Greer,
Harmon, Custer, Washita, Blaine,
Caddo, Kingfisher, Canadian and
Grady counties

District C

Charlotte McKey, District Supervisor
405-743-1724
Kay, Osage, Noble, Pawnee, Payne,
Logan and Lincoln counties

District D

Harold Beatty, District Supervisor
405-713-6726
Oklahoma county

District E

Vera Morris, District Supervisor
405-579-2411
Pottawatomie, Cleveland and
McClain counties

District F

Mike Phillips, District Supervisor
918-581-2073
Creek and Tulsa counties

District G

Linda Coffman, District Supervisor
918-825-5460
Washington, Nowata, Ottawa, Craig,
Rogers, Mayes and Delaware counties

District H

Ron Coplan, District Supervisor
918-683-9160
Wagner, Cherokee, Adair, Okmulgee,
Muskogee, Sequoyah and McIntosh
Counties

District I

Kinny Thomas, District Supervisor
918-423-8270
Pittsburg, Haskell, Latimer, LeFlore,
Coal, Atoka, Pushmataha, Choctaw and
McCurtain counties

District J

Allen Miller, District Supervisor
580-332-4049
Seminole, Okfuskee, Hughes, Garvin,
Pontotoc, Murray, Carter, Johnston, Love,
Bryan and Marshall counties

District K

Greg Delaney, District Supervisor
580-355-7466
Kiowa, Jackson, Comanche, Stephens,
Jefferson, Cotton and Tillman counties

Financial Services Division

As of July 2005

Division Administrator/CFO

Eddie Rothermel
405-530-2949

Assistant Division Administrator

Kevin Clagg
405-530-2986

Budget Analyst Manager

Don Bray
405-530-2988

Contracts/Procurement Manager

Laura Drexler
405-530-2999

JJDP Manager

Anna Kelly
405-530-2838

Medicaid Billing/Accounting Manager

Marie Moore
405-530-2869

Institutional Services Division

As Of July 2005

Division Administrator

Elizabeth Stewart
405-530-2877

Assistant Division Administrator

Rodney Oliver
405-530-2871

Assistant Division Administrator

Tony Sardis
405-530-2888

Institutional Services Division Institutions

As of July 2005

Central Oklahoma Juvenile Center

405-598-2135

Superintendent

James Johnson

Deputy Superintendent

Gene Parsons

Volunteer Coordinator

Brandi Peterman

L.E. Rader Center

918-246-8000

Superintendent

Jimmy Martin

Deputy Superintendent

Lee Ann Saunders

Volunteer Coordinator

DeeAnn Paisley

**Deputy Superintendent of
Administration**

Julius Smith

Southwest Oklahoma Juvenile Center

580-397-3511

Superintendent

Marc Norvell

Deputy Superintendent

Mike Moriarty

Volunteer Coordinator

Janet Johnson

Support Services Division

As Of July 2005

Division Administrator

Jeff Gifford
405-530-2875

Training

Terry Smith
405-579-1770

Assistant Division Administrator

Jim Beene
405-530-2872

Policy Supervisor

Robert Morey
405-530-2820

Human Resources Supervisor

Cindy Braun
405-530-2976

Parole/ICJ/Placement Supervisor

Rebecca Virtue
405-530-2854

MIS Supervisor

Len Morris
405-530-2844

Programs Unit

Dr. Stephen Grissom, Ph.D.
405-530-2824

Mary Jo Sullivan
405-530-1759

Glossary of Terms Used in the Juvenile Justice Process

Referral – A written report or request from a law enforcement agency, a school, or a public or private agency or individual to a local JSU office or Juvenile Bureau making certain allegations about a juvenile's problematic behavior.

Intake – The processing of a referral, also known as a preliminary inquiry. The juvenile and his/her parents/guardians meet with a local JSU worker or a Juvenile Bureau intake worker. They discuss the allegation contained in the referral to decide what recommendation to make to the District Attorney regarding the appropriate response the juvenile justice system should take toward changing the juvenile's problematic behavior.

Intake Decision – The District Attorney's final decision based upon the information gathered at intake. Possible intake decisions are:

- **Decline to File** – The filing of a petition is at the District Attorney's discretion. Filing may be declined for several reasons, including lack of sufficient evidence, age of the juvenile, best interest of the juvenile, or a witness refusing to testify.
- **Divert** – A decision by the District Attorney that the juvenile is to be referred to an available community agency or service designed to ameliorate the juvenile's problematic behavior when more severe legal sanctions appear inappropriate at the time.
- **Information Probation** – A decision by the District Attorney to enter into a Deferred Prosecution Agreement (DPA) or a Deferred Decision to File (DDF) with the juvenile, further adverse action being contingent upon whether the juvenile successfully follows an agreed-upon set of rules or completes an agreed-upon program.
- **File a Petition** – The District Attorney decides to file a petition with the county Court Clerk's office making certain allegations against a juvenile when the seriousness of the offense warrants it or when prior attempts have failed to correct the juvenile's behavior.
- **Transfer to Adult Court** – The process of prosecuting a juvenile in adult criminal court instead of in the juvenile court. The District Attorney initiates this process by filing a Motion to Certify with the county Court Clerk's office.

Disposition Decision – The action taken on a petition by the District Court. Following are possible dispositions:

- **Dismiss** – The court may, at its discretion, dismiss the petition if it believes it is in the best interest of the juvenile and the public.
- **Court Probation** – The juvenile is adjudicated delinquent by a judge or jury at a formal adjudicatory hearing and then is made a ward of the court at a disposition hearing, remaining in the parents'/guardians' legal custody.

- OJA Custody – The District Court vests temporary legal custody of the adjudicated youth to OJA at the disposition hearing.

Juvenile Bureau – An agency of county government that is duly established according to applicable state statutes to provide intake and probation services to juveniles. In order for a county in Oklahoma to begin the process of establishing its own Juvenile Bureau, the population of the county must meet or exceed a statutorily established minimum. Currently Comanche, Oklahoma, and Tulsa counties are the only counties in Oklahoma with Juvenile Bureaus.

Secure Detention – County operated or contracted secure facilities located throughout the state designed to hold juveniles awaiting the outcome of prosecutorial or judicial decisions. Bond is set at a detention hearing held the morning of the first day the court is in session subsequent to a juvenile being securely detained.

Non-Secure Detention – Alternatives available when secure detention is deemed unnecessary or inappropriate. Those alternatives include homebound detention, electronic monitoring, attendant care, and tracking.

NOTES

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