

**CIRCUIT COURT OF COOK COUNTY
JUVENILE PROBATION AND COURT SERVICES DEPARTMENT
EVENING REPORTING CENTERS**

MISSION

Evening Reporting Centers have been established as community-based alternatives to detention for a target group of minor respondents who would otherwise be detained in the Juvenile Temporary Detention Center (JTDC). The Evening Reporting Center staff supervise and counsel up to 25 males and 15 females five days per week from 3:00 p.m. to 9:00 p.m. at six Chicago locations and one suburban location. (The total capacity for youth to be served on a daily basis at seven Evening Reporting Centers is 165.)

SERVICE PROVIDERS

The Evening Reporting Centers are components of an existing contractual agreement between the county and a pretrial services collaborative headed by Aunt Martha's Youth Service Center, Inc. Agencies providing an Evening Reporting Center Program include the following locations:

Northwest Youth Outreach
Youth Outreach Service (Y.O.S.)
6417 W. Irving Park Road
(for Chicago youth north of Division)

Rebecca K. Crown Center
7601 S. Phillips Avenue (Aunt Martha)
(for Chicago youth South of Cermak)

Harvey Center (Aunt Martha)
15446 Lexington Avenue
Harvey, Illinois
(for 6th District youth)

**Westside Association for Community Action
(W.A.C.A)**
3600 W. Ogden Avenue
(for Chicago youth between Division and
Cermak)

**Treatment Alternatives for Safe Communities
(T.A.S.C)**
5510 S. Paulina
(for Chicago's Englewood youth)

Austin Evening Reporting Center
Youth Outreach Service (Y.O.S.)
1325 N. Menard
(for city and west suburban youth)

Aunt Martha's Girls
335 W. 75th Street
(for girls from all parts of city/county)

TARGET POPULATION

Minors from all city calendars ¹ and the Sixth Municipal District can be ordered by the court to participate from 5 to 21 days in the Evening Reporting Center in lieu of JTDC placement in the following instances:

1. Minor charged in a violation of probation matter and a waiting hearing or disposition or
2. Minor apprehended on a warrant and presented to the court for disposition of the warrant.

AUTHORITY

The referral process begins with minors being directed to an Evening Reporting Center by way of specific judicial order² in conjunction with an order of Home Confinement for up to 21 calendar days. Orders may also include a stay of mittimus³ to the JTDC.

¹ Courtrooms are identified as calendars and Judges hear cases from specific geographical area that correspond to police districts.

² See attached Order of Home Confinement

³ A stay of mittimus is a sentence to serve time in the Detention Center for up to 30 days that is stayed (suspended). A Judge can execute (enforce) the stay if the minor violates an order without a formal violation having to be filed.

The Deputy Chief Probation Officer of the Detention Alternative Division of the Juvenile Probation and Court Services Department administers this program.

PROGRAM GOALS

1. Provide highly structured and well supervised group activities during high-risk time periods for minors identified in pending delinquency proceedings.
2. Ensure court appearances and reduce likelihood of re-arrest while allowing the minor to continue attending school and remain at home.

PROGRAM DESIGN

The Evening Reporting Centers operate from 3:00 p.m. to 9:00 p.m. Monday through Friday. Since the youths are awaiting hearings it is expected that most participants will be involved for up to 21 days. The Evening Reporting Center program keeps the youth involved in positive experiences while ensuring they are occupied during the times they are most likely to recidivate. Home Confinement officers maintain weekend supervision.

While attending the program, youth are engaged in educational activities, recreational programming and life development workshops⁴. A dinner is also provided. The meal serves an incentive for the youth to attend. Minors are transported to and from the Center by program staff. This ensures that every youth is accounted for and arrives home by a specific time. On site security provisions are made by each provider.

One Probation Officer is assigned to each Evening Reporting Center. It is mandatory that all youth referred to the ERC be seen in person by the ERC probation officer before being scheduled for pick-up. An exception can be made if the minor is not home and the probation officer explains the rules and expectations in person to the parent/guardian. During the in person visit the ERC probation officer reviews all rules and expectations⁵. Each minor will also receive a Notice of Assignment to the ERC letting them know which ERC they will be attending and when their pick-up day begins⁶. Once referred the officer's primary responsibility is the supervision of minors placed in the Evening Reporting Center (ERC)⁷. The Evening Reporting Center staff will complement the role of these probation officers. While at the Evening Reporting Center, staff monitor each youth from after school until they arrive home in the evening from the ERC. The ERC probation officer works with the family, school and the youth to ensure court dates are kept and conditions of the ERC/Home Confinement orders are honored⁸. Evening Reporting Center probation officers can augment Evening Reporting Center staff involvement. The ERC staff establish productive rapport with the assigned ERC probation officer in order to facilitate the minor's successful completion of this detention alternative.

⁴ See attached example of monthly calendar of events planned for participating youth.

⁵ See attached Evening Reporting Center Rules and Home Confinement Rules that all youth sign prior to participation.

⁶ See attached Notice of Assignment to the Juvenile Probation Department Evening Reporting Center.

⁷ See attached job description for ERC probation officers; expectations of ERC officers and protocols; and contact log where ERC probation officers document all their contacts.

⁸ See attached ERC Court Log and Court Report/Status form that is forwarded to the minor's Judge, Public Defender, State's Attorney and field Probation Officer.

STAFFING

There will be a staffing of one staff for every five youth. All four of the direct service staff has a bachelor's degree or comparable work experience. The staff complement will include one full-time person and three part-time persons. The positions include:

Education Specialist (1): Assumes responsibilities for all educational activities such as lesson planning, communication with the youth's school to arrange homework and supervises the completion of assignments in both group and individual settings

Recreation Specialist (1): Assumes responsibilities for all recreational activities such as organizing use of local YMCA and park district facilities, organizing field trips once per month and help youth learn new activities.

Group Workers (2): Assume responsibilities for the direct supervision of the youth, promote positive interaction among group members and provide round trip transportation.

Usually, the Evening Reporting Center supervisor or a designated staff member are the primary person to make sure there is a continuity of services and interface daily with the ERC probation officer to problem solve, monitor attendance, behavior and communication issues.

QUALITY ASSURANCE

The Probation Department ensures that quality programming is taking place at all ERC. For example, monthly focus groups are facilitated with the youth to hear their perspective on how programming and services can be improved at the site. Additionally, each ERC probation officer completes a monthly evaluation for each ERC site detailing monthly activities and any problems that may have arisen (i.e. attendance and behavior of youth). The ERC Supervising Probation Officer⁹ also meets monthly with the Division Manager of Aunt Martha (contractor) to discuss and problem solve issues, as well as review utilization and success rates. Quarterly meetings with the Deputy Chief Probation Officer, ERC supervising probation officer, ERC probation officer, and ERC staff and administration occur to have ongoing dialogue to improve the ERC's. Ongoing training occurs for both ERC probation officers and ERC staff to ensure the quality of programming meets expectations. Data is kept on daily attendance, referrals, successful completion rates, gender and ethnicity, violations for attendance and/or behavior, new arrest and number of cases to validate the importance of the initiative¹⁰.

⁹ See attached job description for ERC Supervising Probation Officer.

¹⁰ See attached Detention Alternatives Evening Reporting Center Statistics.

EVENING REPORTING CENTERS DAILY SCHEDULE

The following is the schedule of daily activities:

3:00 – 4:15 p.m.	Transport youth to center
4:15 – 4:30 p.m.	Introductions/attendance, orientation and group assignment (Group A & B)
4:30 – 5:00 p.m.	Educational/tutorial support
5:00 – 5:45 p.m.	Groups (A & B)
5:45 – 6:00 p.m.	Break
6:00 – 7:00 p.m.	Dinner
7:00 – 7:45 p.m.	*Recreation activities and organized table games
7:45 – 8:00 p.m.	Housekeeping
8:00 – 9:00 p.m.	Transport youth home

Group activities cover the following topics and are supplemented by special events and other outings such as field trips to educational, cultural and recreational venues:

- Crime and delinquency
- Attitudes
- Conflict resolution
- Alcoholism and drug abuse
- Health and hygiene education
- Teen pregnancy
- AIDS education and prevention
- City, state and federal government
- Political education
- Parenting skills
- Family problems
- Vandalism, violence and other problem behaviors
- Employment
- Life skills development (job readiness, how to get a job and keep a job)
- Learning problems, school failure and dropout

Note: The Probation Department provides several programs (monthly)

- Victim Impact Panels
- Art Therapy
- Violence Prevention
- Animal Assisted Therapy

Special guests and other resource people who have expertise in the above topic areas address the groups on an interim basis. The dinner hour is utilized as an educational hour. Youth are assigned to discussion groups focusing on current events. They also are exposed to both print and electronic media portrayals of the daily news and discuss issues in a group setting.

- * Each ERC site has computers, board games, ping pong and pool table for on site recreation
- * Physical activities, like basketball, are contracted out at local YMCA, unless the ERC site is housed in a community center or has access to a gym within the facility.