

**St. Louis City Family Court – Juvenile Division – 2nd Year Juvenile Detention Alternatives Initiative (JDAI) Work Plan
April 2008 – March 2009**

JDAI Objectives	Activities	Outcome Measures	Timeframes	Responsible Parties
1. Collaboration and Leadership	<ul style="list-style-type: none"> Meet with Steering Committee members quarterly 	Meeting Minutes	Quarterly	Shante Lampley
	<ul style="list-style-type: none"> Meet with Executive Committee bi-monthly 	Meeting Minutes	Bi-Monthly	Shante Lampley Shante Lampley
	<ul style="list-style-type: none"> Seek active input and involvement from the St. Louis Public Schools and the St. Louis Metropolitan Police Department in the reform efforts. 	Representation of the police department and school system at the collaborative meetings	Ongoing	Shante Lampley
	<ul style="list-style-type: none"> Assess year/phase 2 implementation efforts and roll over unmet objectives as Needed. 	Discuss in steering and executive committees	June 2008	Shante Lampley
	<ul style="list-style-type: none"> Examine composition of the collaborative relative to work plan and development 	Discuss in steering and executive committees; documented in meeting minutes	June 2008	Shante Lampley
	<ul style="list-style-type: none"> Discuss sustainability for existing and future alternative programs and collaborations; including financial and human capital resources needed. 	Discuss in steering and executive committees; documented in meeting minutes	Ongoing	Shante Lampley
	<ul style="list-style-type: none"> Revisit JDAI Principles/Core Strategies with Steering Committee and Court staff 	Presentation to steering committee and Court staff on JDAI principles and site progress	October 2008	Shante Lampley
	<ul style="list-style-type: none"> Conduct orientation with steering committee on basic juvenile justice practices to enhance clarity and purpose of detention 	Presentation to steering documented in meeting minutes	October 2008	Shante Lampley

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2. Data Collection and Analysis	<ul style="list-style-type: none"> 1) Start of quarter 2) Entries 3) Exits 4) End of quarter 5) Length of stay 6) Race within the indicator codes. 7. Gender within the indicator codes. 	This is the standard JDAI quarterly report.	<ul style="list-style-type: none"> April 23, 2008 July 23, 2008 October 22, 2008 January 21, 2009 	Research analyst
	<p>Percentage of cases completed in timeframes</p>	Run the report created to show the number of cases completed within the court's time goals	<ul style="list-style-type: none"> April 30, 2008 for 2nd Qtr. 2007 July 31, 2008 for 3rd Qtr. 2007 October 31, 2008 for 4th Qtr. 2007 January 30, 2009 for 1st Qtr. 2008 	Information Systems /Research Analyst
	<ul style="list-style-type: none"> • Complete JDAI Results Report 	The 2008 results report will be for April 1, 2007 – March 31, 2008	July 25, 2008	Data Sub-committee
	<ul style="list-style-type: none"> • Coordinate data collection with the Office of State Courts Administrator (OSCA) and other Missouri sites with the Juvenile Information System (JIS), to every extent possible 	Attend meetings as required to coordinate data.	Ongoing	Data Sub-committee
	<ul style="list-style-type: none"> • Bi-monthly reporting of the daily detention population 	Bi-monthly reports sent to the state and local coordinators.	15 th of each month and last day of each month	Admissions Office/Detention Center Secretary
	<ul style="list-style-type: none"> • Analyze referrals by: <ul style="list-style-type: none"> 1. zip code 	Prepare quarterly reports to share with other JDAI Committees	<ul style="list-style-type: none"> April 30, 2008 July 31, 2008 October 31, 2008 	Information Systems/Research Analyst

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	<ul style="list-style-type: none"> 2. race within zip code 3. gender within zip code • Analyze referrals by offenses in high referring zip codes • Analyze petitions filed by: <ul style="list-style-type: none"> 1. zip code 2. race within zip code 3. gender within zip code 	<p>Report showing most frequent offenses referred in top 10 zip codes CY2008, looking at most serious offense</p> <p>Prepare quarterly reports to share with other JDAI Committees</p> <p>Change reports to include both petitions and supplemental petitions.</p>	<p>January 30, 2009</p> <p>January 30, 2009</p> <p>April 30, 2008 July 31, 2008 October 31, 2008 January 30, 2009</p>	<p>Research Analyst</p> <p>Information Systems /Research Analyst</p>
	<ul style="list-style-type: none"> • One day snapshot of Detention 	<p>Prepare report showing the breakdown of population by gender, race, age and indicator code, as well as a post dispositional component and length of stay category.</p>	<p>Monthly: third Monday of each month</p>	<p>Research Analyst</p>
	<ul style="list-style-type: none"> • Trend analysis from snapshot report 	<p>Use the number of juveniles in a particular length of stay category from the snapshot to analyze LOS over time.</p>	<p>April 30, 2008 July 31, 2008 October 31, 2008 January 30, 2009</p>	<p>Research Analyst</p>
	<ul style="list-style-type: none"> • Referral and cases issued: volume comparison by case type, including failure to appear and re-arrest rate 	<p>Report of referrals and cases issued year to date compared to prior year to date to determine trends.</p>	<p>Monthly by the 10th of each month</p>	<p>Secretary to the Presiding Judge</p>

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	<ul style="list-style-type: none"> Breakdown decision points by race and gender according to selected offenses 	Report using docket codes showing referrals, petitions, adjudications and dispositions by race and gender.	July 31, 2008 for Jan-June January 30, 2009 for July-Dec, 2008	Information Systems /Research Analyst
	<ul style="list-style-type: none"> Disposition report 	Report that incorporates informal dispositions	July 31, 2008 January 30, 2009	Secretary to the Presiding Judge
	<ul style="list-style-type: none"> Court of excellence 	Measure outcome for OCS program	July 31, 2008 January 30, 2009	Information Systems /Research Analyst
	<ul style="list-style-type: none"> Calculate impact of post commitment DYS juveniles 	Measure ADP and ALOS with DYS post commitment juveniles removed from the calculation and compare the outcome with the ADP and ALOS that includes all juveniles in detention that appears in the standard JDAI quarterly report.	April 30, 2008 July 31, 2008 October 31, 2008 January 30, 2009	Research Analyst
	<ul style="list-style-type: none"> Compare general population, referrals & detentions by race 	Graph detention age population, referrals and detentions by race for calendar year 2007. Use bar graph and pie chart formats.	April 30, 2008	Research Analyst
	<ul style="list-style-type: none"> Compare yearly average detention count by race 	Chart percentage and number of juveniles detained by race for prior years through 2007.	May 30, 2008	Research Analyst
	<ul style="list-style-type: none"> Compare high, medium and low RAI scores by race. 	Chart RAI score by race in bar graph form.	July 31, 2008 for Jan-June January 30, 2009 for July-Dec, 2008	Research Analyst
	<ul style="list-style-type: none"> Compare reasons for RAI overrides by race. 	Chart override reasons in bar graph form.	July 31, 2008 for Jan-June January 30, 2009 for July-Dec, 2008	Research Analyst

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3. Detention Assessment Instrument (DAI)	<ul style="list-style-type: none"> • Monitor DAI application for consistency and accuracy • Conduct a formal validation study of at least 300 cases referred to the Intake Unit • Make recommendation to revise DAI based on results of validation study and Annie E. Casey Foundation recommendations 	<p>Review DAI instrument with subcommittee and Steering committee regularly.</p> <p>Collect 300 DAIs that have been disposed of by the court and conduct analysis of scores and outcomes.</p> <p>Submit recommendations to Steering Committee to revise DAI</p>	<p>Ongoing</p> <p>May 2009</p> <p>As needed</p>	<p>DAI Subcommittee</p> <p>DAI Subcommittee/Research Analyst</p> <p>DAI Subcommittee</p>
4. Alternatives to Detention - <i>Decrease the unnecessary use of detention through the development and appropriate use of alternatives to secure detention.</i>	<ul style="list-style-type: none"> • Determine the appropriate use of alternatives to detention; • Continue to explore grant possibilities and/or the reallocation of staff to develop new alternatives to detention, i.e., Detention Alternative Program • Update policy and procedures for the use of alternative programs. • 1)Start of quarter 2) Entries 3) Exits 4) End of quarter 5) FTA/Reoffense/Non- 	<p>Policies and procedures for the use of alternatives to detention created</p> <p>Submit DPS Title II grant applications and others as appropriate</p> <p>Written policy and procedures complete for existing alternatives and development for new alternatives</p> <p>This is the standard JDAI quarterly report for Detention Alternative Program</p>	<p>Ongoing</p> <p>Ongoing</p> <p>July 1, 2008 forward</p> <p>April 11, 2008 July 11, 2008 October 10, 2008 January 12, 2009</p>	<p>Alternatives Subcommittee</p> <p>Kimberly Cole/Family Court Administration</p> <p>Family Court Administration/Kimberly Cole</p> <p>Kimberly Cole</p>

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	compliance 6) ADP 7)ALOS 8) Totals a) Race b) Gender			
<p>5. Case Processing Formalize Time Standards through Local Court Rules</p> <p>Implement the process of waiving counsel where all standard legal criteria have been met and the case is a probation violation, misdemeanor or status offense and the recommendation is Official Court Supervision with no out of home placement.</p> <p>Implement waiver of counsel felony cases adjudicated in another county and transferred to our circuit for</p>	<ul style="list-style-type: none"> • Present the issue to the Assistant Court Administrator and the Judge. If approved, follow the recommendations. • Examine the present process • Target barriers • Examine the present process • Target barriers 	<p>Propose a plan of action to ACA/JO & Judge</p> <p>Propose a plan of action to ACA/JO & Judge</p> <p>Propose a plan of action to ACA/JO & Judge</p>	<p>June 30, 2008</p> <p>August 30, 2008</p> <p>August 30, 2008</p>	<p>Chair/Co-chair</p> <p>Committee Members</p> <p>Committee Members</p>

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disposition as long as the recommendation is Official Court Supervision with no out of home placement.				
Expedite cases transferred from St. Louis County	<ul style="list-style-type: none"> • Examine the present process • Target barriers 	Make recommendations to the Assistant Court Administrator and Judge	August 30, 2008	Committee Members
Expedite case processing by assessing social and mental health issues at the Intake stage.	<ul style="list-style-type: none"> • Examine process in Model Site • Consult with Legal and Detention staff • Consider utilizing Detention staff/students for implementation 	Make recommendations to the Assistant Court Administrator and Judge	December 1, 2008	Committee Members
Examine Case Processing during the model site visit to Chicago and report findings to Committee.	<ul style="list-style-type: none"> • Collect information on Case Processing including Special Detention Cases and present to Committee 		First Case Processing meeting following the model site visit.	Committee members attending model site visit
Examine cases in Detention in excess of 85 days	<ul style="list-style-type: none"> • Detention roster to identify cases • Examine cases to determine reasons for case delays 		March 1, 2009	Committee Members
Expedite Probation Violations when the recommendation is continued Official Court Supervision	<ul style="list-style-type: none"> • Examine present process • Isolate barriers 		October 1, 2008	Committee Members

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<p>Trouble-shoot cases set for Court that Supervisory staff identify as problematic</p>	<ul style="list-style-type: none"> • Forward a copy of the Missouri Judiciary Detention Roster by Alpha of All Court Settings weekly • Chair and Co-chair will request Supervisory review of the report to identify problematic cases • Supervisory report to Chair and Co-chair of cases identified and case related information at requested intervals • Committee examination of problematic patterns with reports to the Assistant Court Administrator/Juvenile Officer on recommendations for action 		<p>May 1, 2008</p>	<p>Chair/Co-chair Committee Members</p>
<p>6. Conditions of Confinement-COC</p>	<ul style="list-style-type: none"> • Meeting with COC Subcommittee and Detention Center Administrative Staff in order to discuss self assessment report and recommendations for change • Volunteers will be solicited to assist Detention Staff in various self-improvement activities • Create a Detention Center Orientation PowerPoint presentation 	<p>Discussion of plan for improvements to Detention is held</p> <p>Sufficient volunteers will be available to assist with serving on new longer-term committees that were created as a result of the facility site assessment process</p> <p>Production of the Orientation presentation</p>	<p>May 30, 2008</p> <p>July 1, 2008</p> <p>September 3, 2008</p>	<p>COC Subcommittee and Detention Center Administrative Staff</p> <p>COC Subcommittee and Detention Center Staff</p> <p>Detention Center Staff with assistance from COC subcommittee</p>

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	<ul style="list-style-type: none"> Review progress toward creation of a Detention Center Orientation/Reception Area Review Operations Manual 	<p>Observable progress toward creation of this program</p> <p>Create a prioritized list of policies/procedures that needs to be updated and begin the revision process</p>	<p>December 31, 2008</p> <p>March 31, 2009</p>	<p>Allen Irving and Gerald Hayes</p> <p>Detention Administrative Staff with assistance from COC subcommittee</p>
<p>7. Reducing Racial Disparities</p> <p>Open an Evening Reporting Center Program</p>	<ul style="list-style-type: none"> Reduce the number of minority juveniles in detention Reduce the number of technical probation violators in detention Reduce the number of valid court order violations in detention 	<p>Complete the Juvenile Detention Alternative Initiative quarterly reports for this alternative program. The first report will be for the period that includes the start date through March 31, 2008. Subsequently, the reports will be for full quarters on the same schedule as the remainder of the quarterly reports.</p> <p>Measure overall utilization of the centers, as well as utilization by technical probation violators, pre-adjudication juveniles, and valid court order violations in the program</p> <p>Compare the number of technical probation violators and valid court order violators in detention prior to the advent of the center and subsequent to the initiation of the evening reporting centers to see if the technical violators detained has decreased.</p> <p>Compare the overall detention population prior to the advent of the center and subsequent to the initiation of the evening reporting centers to measure any change.</p>	<p>January 2008</p> <p>Ongoing</p> <p>October 31, 2008</p> <p>July 31, 2008</p>	<p>Kimberly Cole</p> <p>Data committee/DMC committee</p> <p>Data committee/DMC committee</p>

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		Report back to the executive committee at the first meeting after July as to the results of the meetings that were held through July.	On-going	
		Report back to the executive committee at the third meeting in 2008 as to the results of the meetings that were held in the second half of the year.	September 2008	DMC Sub-committee
Build community connections	<ul style="list-style-type: none"> Select the agencies with whom to meet, plan the meeting agenda, and assign committee members to handle each agency meeting 	The number of cases reviewed shall be tracked.	On-going	DMC committee
Detention Reviews	<ul style="list-style-type: none"> To review cases of juveniles who have been detained in the last 24 hours with Detention Assessment scores between twelve and fourteen To facilitate the release of juveniles found appropriate for detention alternatives To identify cases that can be expedited through the case processing system To facilitate the fast tracking of cases where appropriate To identify new cases appropriate for diversion 	The number of juveniles released prior to their detention hearing as a result of the detention reviews will be captured, enabling the impact of the reviews to be assessed.	Ongoing	DMC, Case Processing and DAI Sub-committee
8. Administrative Activities	<ul style="list-style-type: none"> Notify committee members of all executive and steering committee meetings Document activities and discussions 	Email sent to all committee members.	Ongoing	Shante Lampley/Lavina Boykin
		Minutes will be recorded for all meetings	Ongoing	Shante Lampley/Lavina

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<p>Incorporate the voice of youth in juvenile justice decision-making</p>	<p>of all JDAI executive and steering committee meetings</p> <ul style="list-style-type: none"> • Develop orientation process to educate youth on probation and other court practices • Develop Juvenile Advisory Council (JAC) 	<p>and distributed via email and uploaded to the shared directory</p> <p>JAC developed and operational</p>	<p>September 30, 2008</p>	<p>Boykin</p> <p>Shante Lampley/practicum students/Court staff</p>
<p>Incorporate the voice of parents/guardians in juvenile justice decision-making</p>	<ul style="list-style-type: none"> • Meet with Community Parenting coaches/facilitators to discuss issues expressed by parents of youth involved in juvenile justice system • Develop Parent Advisory Council (PAC) Include representative of council on steering committee 	<p>PAC developed and operational</p>	<p>September 30, 2008</p>	<p>Shante Lampley/practicum students/Court staff</p>