



MEMORANDUM OF UNDERSTANDING

12th Judicial District Youth Court Judge

12th Judicial District Juvenile Probation Offices

Hill County Attorney's Office

HELP Committee Boys & Girls Club

Havre Police Department

Hill County Sheriff's Office

Kids Management Authority

Havre Public Schools (HHS)

Youth Build of North Central Montana

Blaine County Sheriff's Department



Memorandum of Understanding

I: PARTIES (Stakeholders)

This document constitutes an agreement between: 12th Judicial District Youth Court Judge, 12th Judicial District, Juvenile Probation Offices, Hill County Attorney's Office, HELP Committee Boys & Girls Club, Havre Police Department, Hill County Sheriff's Office, Kids Management Authority, Havre Public Schools (HHS), Youth Build of North Central Montana, Blaine County Sheriff's Department.

II: PURPOSE

This agreement is entered into by the above named agencies for the purpose of establishing a cooperative relationship in order to replicate the eight core strategies of the Juvenile Detention Alternatives Initiative.

III: PERIOD OF AGREEMENT AND MODIFICATION/TERMINATION

This MOU will become effective when signed by all parties. Modifications to this MOU must be submitted in writing at least 30 days in advance and approved by all agencies represented herein. Intent to terminate participation in this MOU must be submitted in writing at least 30 days in advance of termination to all participating agencies.

IV: RESPONSIBILITIES OF THE PARTIES

All parties agree to work cooperatively to review the objectives and measures described below and will participate in meetings held on a monthly basis, unless all agencies agree to an alternative meeting schedule.

1) Specific responsibilities of each agency-

- a. All agencies agree to attend meetings or make arrangements to meet one on one with Amanda Christofferson if not able to attend.
- b. **12th Judicial District Youth Court Judge**- Assess the RAI (Risk Assessment Instrument) with each youth hearing. Will consider alternatives to detention for each youth. Will expedite case processing for youth.
- c. **12th Judicial District Juvenile Probation Offices**- Agrees to complete the RAI (Risk Assessment Instrument) on each youth. Work collaboratively with Amanda for data collection purposes. Will consider alternatives to detention for each youth and have recommendations available to the court.
- d. **Hill County Attorney's Office**- Assess the RAI (Risk Assessment Instrument) with each youth hearing. Only detain youth that pose a flight risk or a public safety risk. Will consider alternatives to detention for each youth and have recommendations available to the court.
- e. **HELP Committee Boys & Girls Club**- Serves as the lead agency for Hill County JDAI through funding the JDAI Site Coordinator position.
- f. **Havre Police Department**- Only detain youth that pose a flight risk or a public safety risk. Will work collaboratively with the JPO (Juvenile Probation Officer) and Cascade detention facilities.
- g. **Hill County Sheriff's Office**- Only detain youth that poses a flight risk or a public safety risk. Will attend meetings and work closely with Amanda Christofferson for joint efforts.

- h. [Bear Paw Kids Management Authority](#)- Continue to provide assistance to youth with mental health issues. Will attend meetings and work closely with Amanda Christofferson for joint efforts.
- i. [Havre Public Schools \(HHS\)](#) - Continue to support the IStand program and work collaboratively with JPO for the youth's safety.
- j. [Youth Build of North Central Montana](#)- Continue to support JDAI and inform the group of successes within their program. Will work to provide information to the JPO (Juvenile Probation Officer) and the Youth Court Judge on the program to encourage an alternative to detaining youth.
- k. [Blaine County Sheriff's Department](#)- Will work collaboratively with Amanda Christofferson to help with data collection. Will remain the main contact for the implementation of the RAI (Risk Assessment Instrument) within Blaine County.

2) Core strategies and Implementation

- a. Collaboration-
 - i. All stakeholder parties will be responsible.
- b. Data Driven Decisions (Data Collection and reporting)
 - i. Amanda Christofferson- JDAI Coordinator
 - 1. Data to be collected: Gender, Race, Offense, Average Length of Stay, Average Daily Population, Re-Arrest Rates.
 - ii. Kevin Buerkle- Chief Juvenile Probation Officer
 - iii. All stakeholder parties will be responsible for the discussion of data unless a committee is formed.
 - iv. Amanda Christofferson will provide data to the state and AEC as requested as well as present data at the end of the year.
- c. Objective Admissions (which includes mandatory, consistent use of the RAI created by the Montana JDAI Stakeholders)
 - i. RAI Data-
 - 1. Amanda Christofferson- JDAI Coordinator
 - a. Data to be collected: Overrides up and down, total RAI score by race and gender.
 - ii. RAI will be completed by the, 12th Judicial District Youth Court and faxed to Amanda monthly.
 - iii. Blaine County Sheriff's Department will provide data to Amanda for collection purposes.
 - iv. Amanda Christofferson will compile all the RAI data into the format requested by the state and provide the data to the stakeholders.
- d. Alternatives to Detention (Research, Planning, Implementation)
 - i. Amanda Christofferson- JDAI Coordinator
 - ii. Kevin Buerkle- Chief Juvenile Probation Officer
 - iii. Stakeholder parties will be involved throughout the process through meetings, and correspondence. No major decision will be made without prior knowledge of all stakeholders.
 - iv. Amanda Christofferson will compile a synopsis of all programs offered through the prevention, case management/treatment, and probation efforts to create a booklet for stakeholders and community members for the programs offered in efforts to help JDAI.
- e. Case Processing Reforms- The Twelfth Judicial District Youth Court will analyze its case processing and determine if there are appropriate means to expedite youth cases, specifically when a youth is in detention.
- f. Special Detention Cases- Over the next year, Hill County is not going to address this; this may be a task for the next year pending review of the data.

- g. Reducing Racial Disparities (Ongoing) - Will analyze the data and the RRI to make a plan to help reduce racial disparities.
- h. Conditions of Confinement –All stakeholders will cooperate with the Cascade County Juvenile Detention Center to insure that youth are detained in a safe, secure environment and have access to all necessary services.

3) DCTAT Performance Measures – agree to collection methodology and responsible party (Reporting)

- a. Amanda Christofferson, will be responsible for collecting and maintaining all necessary data with regard to performance measures.

4) How working relationship will be managed-

- a. Monthly stakeholder Meetings
- b. Email, Phone, Tele-conferences, and individual meetings.

5) Dispute resolution

- a. Will work as a local stakeholders group to resolve disputes through discussions or mediation.
- b. If the disputes are not resolved then Amanda Christofferson will then contact the MBCC (Montana Board of Crime Control) regarding the issue.

David Rice	Judge	12 th Judicial District Youth Court	
Kevin Buerkle	Chief Juvenile Probation Officer	12 th Judicial District Juvenile Probation	
Malisa Fitzpatrick	Deputy Juvenile Probation Officer	12 th Judicial District Juvenile Probation	
Stephen Mills	Deputy Juvenile Probation Officer	12 th Judicial District Juvenile Probation	
Gina Dahl	Hill County Attorney	Hill County Attorney's Office	
Amanda Christofferson	JDAI Site Coordinator	HELP Committee Boys & Girls Club of the Hi-Line	
Krista Solomon	Executive Director	HELP Committee Boys & Girls Club of the Hi-Line	
Gabe Matosich	Assistant Chief of Operations	Havre Police Department	
Don Brostrom	Detention Center Administrator	Hill County Sheriff's Office	
Michele Tomaskie	KMA Coordinator	Bear Paw Kids Management Authority	
Susie Hanson	KMA Youth Coordinator	Bear Paw Kids Management Authority	
Jerry Vandersloot	Havre High School Principal	Havre Public Schools (HHS)	
Jessica Windyboy	Director	Youth Build of North Central Montana	
Mary Brown	Administrative Assistant	Youth Build of North Central Montana	
Debbie Gomke	Administrative Assistant	Blaine County Sheriff's Department	