



## 12<sup>th</sup> Judicial District Task List for SB94

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### Screening

- When the youth is screened, ask if he/she is in the custody of DSS.
- If so, contact DSS immediately.
- If youth has DSS history but no current involvement, contact DSS supervisor.
- If youth has current DSS involvement, collect CYPM data from DSS.
- If youth has current DSS involvement and is currently being supervised by a probation officer, give DSS the probation officer's name, contact information, and supervisor's name.

### Detention

- After youth is screened and detained, review youth's criminal history information including information related to dependency and neglect and custody.
- If the child has previous or current DSS involvement, inform DSS that youth has been arrested and the date and time of the detention hearing.
- Meet with youth and complete CJRA.
- Meet with family and DSS prior to detention hearing in person if possible or by phone if all parties cannot meet in person and have family sign Release of Information.
- If all parties are not able to meet with the family prior to the detention hearing, discuss the case with DSS prior to the detention hearing to establish a joint recommendation regarding release from detention.
- Generate a joint recommendation and court report regarding release or continued detention with DSS and SB94 signing off. If both parties are not in agreement, DSS will submit a separate recommendation.
- Set a family conference with DSS, the family, the facilitator, the district attorney, defense counsel, and GAL if one is already assigned or upon notification that a GAL has been assigned within 7 days but not more than 14 days after the detention hearing. Share with them that the youth will be participating in the Crossover Youth Practice Model, and give them the date and time the family conference has been scheduled to discuss and assess service needs and plan.

- At the family conference with all parties, the following information should be provided:
  - School grades, attendance records, any information regarding an IEP, suspensions or expulsions
  - The juvenile's criminal record
  - CJRA results
  - Information obtained regarding substance or mental health treatment.
  - Request DSS bring all of their pertinent information.

### **Supervision**

- If youth is ordered to pretrial tracking
  - Set the second family conference with the same parties from the initial conference along with school personnel, family team members, and any necessary treatment providers.
  - Describe the process and outline expectations, roles and responsibilities for DSS, SB94, and family.
  - Develop a case plan with family and DSS
- Participate in all Crossover Youth Conferences to discuss issues related to services, supervision and placement. The goals and accomplishments for these meetings should include:
  - Utilize a strengths based approach with the family.
  - Develop a joint service/case plan.
  - If placement is needed, work with DSS regarding placement referrals.
  - Generate a joint recommendation and court report to include a recommendation regarding charging the juvenile.
- Notify the family and DSS if a hearing is reset
- Notify DSS of any changes or concerns related to risk, safety, family functioning, dynamics, services and/or placements.
- Update DSS worker with information related to compliance with SB94 conditions and progress regarding participation in services.
- Consult with assigned DSS worker in advance of all hearings for the youth to develop a joint plan/recommendation to the court.
- Attend all hearings for the youth and notify all parties of hearing dates.
- Notify the assigned DSS worker if any new delinquency charges are filed for the youth.
- Notify the assigned DSS worker if a youth has absconded or is in detention.