





## San Francisco Juvenile Probation Department

### Juvenile Hall Policy and Procedures Manual

#### Chapter 8 - Programs

Policy Number:	8.14
Policy Name:	Monitoring and Assessment of Programs
Authority:	
Replaces:	1.09 Monitoring and Assessment (05/09/2000)
Effective Date:	January 1, 2019
Revision Date:	April 16, 2018
Related Policies and Procedures:	1.03 - Establishment and Maintenance of Manuals 8.09 - Programs, Recreation and Exercise
Related Forms:	
Director of Juvenile Hall:	Bobby Uppal 
Chief Probation Officer:	Katherine Weinstein Miller 

## I. POLICY

Juvenile Hall programs are periodically analyzed and evaluated to determine their contribution to the mission of the Juvenile Probation Department. The department has a system for monitoring space requirements, operations, and programs through inspections and reviews. This monitoring includes measuring progress towards achieving previously identified goals and objectives and is conducted by the Director of Juvenile Hall or designee annually.

## II. PROCEDURES

### A. Program Report

The Juvenile Hall School and Programming Liaison shall verbally discuss educational and community-based programs and services with the Director of Juvenile Hall or designee on an ongoing basis. The verbal discussion shall include information about current programs, activities, accomplishments, problems, specific requests, and challenges and recommended resolutions.

### B. Director's Report

The Director of Juvenile Hall or designee shall discuss Juvenile Hall programs and services with the Chief Probation Officer weekly. The verbal report shall include:

- i. Achievements
- ii. Incidents
- iii. Population Data
- iv. Assessment of Staff and Youth morale
- v. Issues and recommended resolutions
- vi. Significant Events