



Katherine Weinstein Miller
Chief Probation Officer

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MEMORANDUM

To: Katherine Weinstein Miller, Chief Probation Officer
From: Palei Otuhiva, Acting Director Juvenile Hall **PO**
Date: October 14, 2022
Re: Policy and Procedures Manual Review 2022

Per Title 15 Section 1324. Policy and Procedures Manual, an administrative review of all Juvenile Justice Center Policy and Procedures has been conducted. All JJC Policy and Procedures are compliant with current Title 15 Minimum Standards for Juvenile Facilities, Effective 1/1/2019.

JJC Policy and Procedures are consistent with JPD goals to house youth in a safe, secure, and humane environment in the least restrictive manner possible and provide for physical, emotional, religious, educational, treatment and social needs of youth. Such Policy and Procedures are found to be ethically responsible, trauma informed, culturally competent and gender responsive.

During this review period, from March 28, 2022, to April 1, 2022, all Juvenile Justice Center staff attended 8-hour training sessions on Juvenile Justice Center Policy and Procedures: Title 15 Updates (course rosters attached). In addition to a review of Safety and Control, and Emergency Procedures, the annual training included new topics, such as trauma-informed approaches, culturally and gender responsive approaches, nondiscrimination of immigration status, and the prohibition against all sexual abuse, and suicide identification and prevention.

This memorandum is to be placed in every Juvenile Justice Center Policy and Procedures Manual as required in Policy 1.03 Establishment and Maintenance of Manuals.
