

## **Office of Juvenile Offender Review: Joint Planning and Review Process**

### **Description:**

Within the state Division of Juvenile Corrections, the Office of Juvenile Offender Review (OJOR) exercises the legal authority to release youth from confinement in a Wisconsin juvenile correctional institution (JCI). The OJOR staff, known as Juvenile Review and Release Specialists, are stationed at Ethan Allen School, Lincoln Hills School, Southern Oaks Girls School and the Mendota Juvenile Treatment Center. They convene a Joint Planning and Review Committee (JPRC) for every youth committed to a JCI under a juvenile disposition. The JPRC consists of the **OJOR reviewer**, the **institution social worker**, the **state field agent (if assigned)**, a **representative of the committing county**, the **youth**, and the **youth's parents or guardian**.

The role of the JPRC is to develop recommendations that are consistent with the youth's delinquent behavior, the court-ordered disposition and the needs of the youth. The JPRC sets individual goals for the youth that are incorporated into the institution case plan and advises OJOR as to what programs the youth should be required to complete before release. The JPRC meets regularly to review each youth's progress, revise goals as necessary, and make recommendations as to when a youth is ready for release.

### **Specific Steps:**

1. **OJOR** convenes an initial JPRC meeting for each youth committed by Wisconsin courts to a juvenile correctional institution. The initial meeting will take place within 21 days of admission for youth on standard correctional orders, and within 35 days of admission for youth on Serious Juvenile Offender (SJO) orders.
  - Prior to the meeting, the **county agency** will have supplied the institution and OJOR with various documents pertaining to the youth's delinquency, prior treatment history, educational attainment, criminogenic risk factors, family circumstances and other factors important to understanding the youth and her/his correctional commitment.
  - Based on these documents along with a comprehensive assessment process, **institution and field staff** prepare and submit reports to the JPRC. Information from these reports and the court order is used to guide individualized case plan development.
2. Based on the **JPRC** recommendation, **OJOR** determines each youth's broad individual goals, correctional placement and tentative release plan.
3. Also at the initial conference, the **JPRC** reviews victim impact statements, and considers victim issues in setting youth goals and case plans.

4. The **JPRC** meets periodically throughout a youth's JCI stay. The **OJOR reviewer** convenes the meetings at the JCI where the youth is placed. **JPRC members** may participate in person, by phone or via video teleconference.
  - For youth with standard correctional commitments, **OJOR** convenes the **JPRC** for formal meetings every 90 days. Youth with SJO commitments receive a formal **JPRC** at least every 180 days, and meet with **OJOR** informally every 90 days.
  - At these conferences, the **JPRC** reviews the youth's case plan and progress toward goals, and makes recommendations for changes it deems appropriate (for example, adding a program requirement, deciding to have the youth complete a treatment program in the community after release rather than in the institution, or extension of a youth's correctional order).
5. When the **JPRC** determines that a youth is about 90 days from release, **OJOR** places the youth in the Transition Phase. During Transition, the **state or county aftercare provider** intensifies contact with the youth, develops the community care plan (housing, school, employment, treatment, accountability), and **state agents** convene a **Transition Team** meeting with representatives of organizations involved in the community care plan.
6. **OJOR** will make a youth eligible for release when the youth has adequately progressed in treatment according to her/his case plan and individual goals. A final **JPRC** meeting may or may not be held, depending on individual circumstances.
7. If a youth is returned to the institution due to serious violations of her/his community supervision rules, such that revocation of aftercare or termination of community supervision is recommended, the **JPRC** will re-convene about 21 days after the youth returns to the institution to develop recommendations on requirements – behavioral, treatment (including relapse programming) – for the youth to be returned back to the community.
8. During the **JPRC** process, disagreements may arise about a youth's individual goals, progress in treatment and/or requirements for release. **OJOR** is responsible for eliciting opinions from the **JPRC members** and attempting to form a consensus. When consensus cannot be reached, the **OJOR** reviewer may work with the **institution unit supervisor, state field supervisor or county program manager** to address issues. Unresolved conflict may be referred to the **OJOR director** and **Division Administrator** for settlement with the **institution superintendent, regional chief or county director**.