

JUVENILE JUSTICE CENTER

16TH JUDICIAL CIRCUIT

COURT SERVICES

OFFICE OF THE ASSISTANT SUPERINTENDENT/PREA COORDINATOR



JJC PREA Staffing Plan 2024

The Kane County Juvenile Justice Center (JJC) has developed the following plan to ensure adequate staffing levels and video monitoring to protect residents from sexual abuse. This plan takes into consideration the JJC's 2023 average daily population of 33.75 residents.

In developing the above staffing plan, the JJC considered the following factors:

- 1. Generally accepted detention and correctional practices.** The JJC complies with the Direct-Care Staff Ratio in Juvenile Detention position statement adopted by the NPJS Board of Directors, dated October 21, 2013 (attached).
- 2. Any judicial findings of inadequacy.** The JJC has not had any judicial findings of inadequacy.
- 3. Any findings of inadequacy from Federal investigative agencies.** The JJC has not had any federal findings of inadequacy.
- 4. Any findings of inadequacy from internal or external bodies.** The annual IDJJ Inspection, bi-annual AOIC Detention Facility Review and PREA Audit were all conducted in 2023 and did not identify any staffing inadequacies.
- 5. All components of the facility's physical plant (including the blind spots or areas where staff or residents may be isolated).** The JJC's cameras cover all housing units and shared areas, including the ATR, classrooms and the hallways.
- 6. The composition of the resident population.** The JJC takes into consideration that it detains a juvenile population that typically has problematic behavior with a high rate of trauma and previous victimization and abusiveness.
- 7. The number and placement of supervisory staff.** There are eight (8) JJC supervisors who share a "bullpen style" office located in the secure perimeter with close proximity to living units and residents.

- 8. Institution programs occurring on a particular shift.** First and second shifts are staffed appropriately to accommodate school, court, visitation, recreation, hygiene and focus groups.
- 9. Any applicable State or local laws, regulations or standards.** The IDJJ juvenile detention standards, AOIC juvenile detention standards and PREA standards were reviewed and the JJC remains in compliance with each.
- 10. The prevalence of substantiated and unsubstantiated incidents of sexual abuse.** There have not been any substantiated or unsubstantiated incidents of sexual abuse within the JJC to consider.
- 11. Any other relevant factors.** No other apparent relevant factors were considered.

Staff-to-Resident Ratios:

The JJC maintains a 1:8 minimum staff-to-resident ratio during waking hours and 1:16 minimum staff-to-resident ratio during sleeping hours.

Any time that the minimum staffing ratio would not be met, JJC management would take immediate steps to call in staff for overtime. If this effort was not successful, the circumstances would previously be documented by the on-duty supervisor on an incident report that lists the reason (s) and duration that the minimum staffing ratio was not met, in addition to any actions taken to correct the situation. As of 2024, this information would now be added to the Supervisors' Operations Log.

Staff Supervision of Residents:

Direct-care staff are required to maintain visual contact with all residents, except when residents are secured in their individual sleeping rooms. Staff are required to carry a two-way radio at all times. Staff must complete a minimum of forty (40) hours of training annually to include, but not limited to: behavior modification training, crisis intervention, SCM training, suicide prevention, medical and mental health services and PREA prevention, detection and effective response to sexual abuse and sexual harassment of youth.

Supervisory/Administrative Personnel:

At least one supervisory-level person shall be on duty during all waking hours, including holidays. One supervisor shall always be designated as on call. During sleeping hours, there shall be adequate unit supervision coverage provided by assigned Youth

Counselors or Senior Youth Counselors. On-duty supervisory personnel are required to be accessible to direct-care staff and oversee building operations while maintaining a safe environment. On-duty supervisory personnel must be available to respond promptly and effectively in the event of crisis or emergencies at the facility. One administrator shall always be designated as on call, and this schedule is provided to the supervisors to ensure consistent and reliable communication during building emergencies, or otherwise to be accessible and supportive to supervisors.

Supervisory Rounds:

Supervisory-level or administrative staff shall conduct unannounced rounds to identify and deter sexual abuse and harassment, as well as to ensure general facility safety and security. These rounds shall be conducted on a routine basis, minimally one round conducted each day, and cover all shifts. Supervisory-level and administrative staff shall document unannounced rounds via a written log on the unit. The PREA Coordinator will maintain original copies of the logs to ensure compliance.

Video Monitoring Systems:

The JJC utilizes a video-monitoring system to detect and deter sexual abuse or sexual harassment. The system shall be continuously monitored by control room staff on each shift. Supervisors and administrators also have the video-monitoring system software available on their office computers and are able to monitor facility areas if a need arises.

The video monitoring system is also utilized to identify other safety violations, as well as being used in post-incident investigations.

Staffing Plan Review:

This staffing plan will be reviewed no less frequently than once annually by the PREA Coordinator, in collaboration with supervisors and other administration personnel. The staffing plan review will be documented and recommendations for modification to the staffing plan implemented as applicable and appropriate.

The staffing plan review process will assess, determine and document the need to modify the plan based upon the following criteria:

1. Prevailing staffing patterns
2. Deployment and utilization of video monitoring systems or other technologies
3. Facility resources
4. Resident population characteristics
5. Generally-accepted security practices are met
6. Findings of inadequacy are addressed
7. Adequate number of supervisory personnel

8. Physical plant inadequacies, such as "blind spots" on video monitoring systems are addressed to the maximum extent possible
9. Responses are made where there is a prevalence of sexual abuse/harassment reporting on a certain shift, in a certain location, with certain personnel or residents, etc.
10. Programs occurring on a particular shift
11. Composition of the resident population
12. Compliance with existing and new applicable federal and State laws, standards and regulations

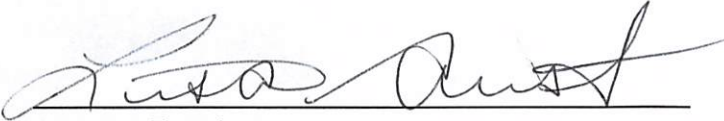
As a result of the 2023 Staffing Plan Review, the PREA Coordinator recommended adding cameras to the four (4) unit mantraps where blind spots were previously identified. The PREA Coordinator also recommended adding one additional camera to the common room of each of the four (4) living units, and to the Medical Records Room, where a blind spot previously existed. The Court Services Executive Director and Superintendent concurred with the recommendation and the projects were completed.

In consideration of the 2024 Staffing Plan Review, five (5) hallway dome mirrors were installed in key hallways in the secure perimeter so staff will have advanced awareness of any activity that is occurring in the next hallway before they proceed around the corner. These were installed for both security and PREA reasons. Also as a result of the staffing plan review and analysis, the JJC had its security vendor come onsite to adjust two (2) gym camera angles in order to eliminate small blind spots that previously existed in the gym.



PREA Coordinator

3/4/24
Date



Agency Head

3/4/24
Date



POSITION STATEMENT

Adopted by NPJS Board of Directors ~ October 21, 2013

MINIMUM DIRECT CARE STAFF RATIO IN JUVENILE DETENTION AND CORRECTIONAL FACILITIES

STATEMENT OF THE ISSUE

Juveniles require adequate adult guidance and direction to ensure their healthy development. The typical population of juveniles held in detention or correctional facilities requires greater support and supervision than non-confined juveniles. It is important to supervise the juvenile's actions, statements, and developing relationships through meaningful interaction with staff.

To be effective, supervision of juveniles requires a sufficient number of trained and competent staff members, in a sufficient staff-to-juvenile ratio. Confined juveniles are sometimes being housed in facilities that are overcrowded and understaffed.

NATURE OF THE ISSUE

Juvenile detention and correctional facilities face constant pressure to reduce budgets. As staffing accounts for 70 to 90% of the total fiscal operations, many administrators are pressured to reduce staff or house additional juveniles to achieve a lower per diem rate.

- Some juvenile facilities utilize modern design and technology features as an intended substitute for appropriate levels of direct care staffing and associated costs.
- In times of population crisis and regardless of design, all facilities may experience periods when they have insufficient staff-to-juvenile ratios due to exigent circumstances.
- An adequate number of direct care staff is necessary to monitor the behavior of juveniles and to engage them in helpful programs and services without reliance on segregation of misbehaving juveniles.
- Juvenile detention centers generally do not control their admissions or releases and their staff-to-juvenile ratios can increase quickly. Therefore, those facilities must have a system for enhancing the direct care staff-to-juvenile ratio accordingly.
- Unique juvenile facility populations, such as those with mental health diagnoses, sex offenders or others requiring specialized services, may require a larger staff-to-youth ratio to safely and effectively be served.
- The OJJDP *Conditions of Confinement: Juvenile Detention and Corrections Facilities Research Report* states, "One important element of security is staffing levels. Without sufficient staff, juveniles are more likely to be able to harm each other, staff, or themselves. In addition, lack of staff causes low staff morale and higher levels of stress for staff." When the staff to juvenile ratio exceeds national standards, programming effectiveness will diminish, which increases the likelihood of physical intervention occurring.

DEFINITION

Direct Care Staff ~ Employees whose exclusive responsibility is the direct and continuous supervision of juveniles. Direct care staff must be in the same room, trained and responsible to ensure a safe environment for juveniles.

POSITION STATEMENT

The National Partnership for Juvenile Services advocates that regulation, policy, procedure and practice ensure a minimum ratio of one direct care staff to no more than eight (1:8) juveniles during waking hours, and a ratio of one direct care staff member to no more than sixteen (1:16) juveniles during sleeping hours, with a minimum of two direct care staff on duty at all times regardless of population. At least one direct care staff of the same gender as residents served shall be on duty at all times. Further, if the design of a facility limits direct care staff members' direct interaction with residents or if a facility's population has specialized characteristics or needs, that facility should increase the number of direct care staff beyond minimum recommended ratios. Monitoring technology may be used as a supervisory enhancement but shall not be a substitute for direct supervision of youth.