

**DOUGLAS COUNTY JDAI WORK PLAN 2015**  
**CASE PROCESSING WORKING GROUP**

| Strategy  | Action Steps   | Target Date    | Status End of Q2      | Responsible Parties  | Resources Needed   | Evidence-Based Practice   |
|---|--|----------------|-----------------------|--|--|---|
| <p><b>1)</b></p> <p>Utilize core JDAI strategies to restructure policy and practice to create system improvements as called for by the Community Plan. This working group will work to improve the detention hearing process for youth in the Juvenile Justice system as called for by Anne E Casey and JDAI.</p> | <p>a. Review current practice to ensure that each youth is receiving appropriate information prior to detention hearing.</p> | <p>Current</p> | <p>Ongoing</p>        | <p>Joy Suder and Matt Kahler co-chairs Case Processing Work Group.</p> | <p>Information sharing by community agencies and legal parties and representation of the same in this working group.</p> | <p>Is the proposed program a model, best-practice, evidence-based, or promising practice program?</p>   |
|   | <p>b. Meet with District 4J Judges to discuss the standardization of detention times in this jurisdiction</p>                | <p>Current</p> | <p><b>Ongoing</b></p> | <p>Joy Suder and Matt Kahler co-chairs Case Processing Work Group.</p> | <p>Information sharing by community agencies and legal parties and representation of the same in this working group.</p> | <p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p>   |
|   | <p>c. Provide feedback to all parties and solicit the same from pertinent parties to improve this effort.</p>                | <p>Current</p> | <p>Ongoing</p>        | <p>Joy Suder and Matt Kahler co-chairs Case Processing Work Group.</p> | <p>Information sharing by community agencies and legal parties and representation of the same in this working group.</p> | <p><b>Anne E Casey Foundation</b><br/> <b>Outcomes:</b> Is this program being evaluated? Explain evaluation and outcome data that establishes this as an effective program.</p> |
|   | <p>d. Create standardized detention times</p>  | <p>Current</p> | <p>In process</p>     | <p>Joy Suder and Matt Kahler co-chairs Case Processing Work Group.</p> | <p>Information sharing by community agencies and legal parties and representation of the same in this working group.</p> | <p>Data will be collected by Data person with JDAI to be reviewed and analyzed for effectiveness.</p>   |

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|   |   |             |                  |   |   |  |
| <p><b>2)</b></p> <p><b>This working group will aim to improve the Juvenile Justice system overall by utilizing Pre-detention staffing calls with all parties to assist in developing a plan for the youth to avoid delays in obtaining needed services.</b></p> | <p>a.</p> <p>Discussions with all legal parties (CA, PD, Judges, private attorneys) to ensure that all are aware of the 11 am staffing call for youth who have been through Probation intake.</p> | Current     | Ongoing          | Joy Suder and Matt Kahler co-chairs Case Processing Work Group.   | Information sharing by legal parties and representation of the same in this working group.      | <p>Is the proposed program a model, best-practice, evidence-based, or promising practice program?</p> <p><input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No</p> <p>Anne E Casey Foundation. Outcomes: Is this program being evaluated? Explain evaluation and outcome data that establishes this as an effective program.</p> |
|   | <p>b. Encourage participation in the pre-detention calls through training</p>   | Current     | Ongoing          | Joy Suder and Matt Kahler co-chairs Case Processing Work Group, members of Case processing working group and JDAI Coordinator | Training materials and information sharing between all parties                                  | Data will be collected by Data person with JDAI to be reviewed and analyzed for effectiveness. Increased participation shown through data.   |
|   | <p>c. Meet with groups who are not engaged in the process to solicit participation.</p>   | Current     | Ongoing          | Joy Suder and Matt Kahler – co-chairs case processing and JDAI Coordinator  | Agency representation on workgroup to process information and data for increased participation. |  |
|   | <p>d.</p>   |             |                  |   |   |  |
|   | <p>e.</p>   |             |                  |   |   |  |

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| <p><b>3)</b><br/> <b>This working group aims to create a Standardized Detention Information form to improve overall system performance and decrease case processing time through collaboration of parties.</b></p> | <p>a.<br/>           Create a working group of baliff, judge, county attorney, public defender and probation.</p> <p>b.<br/>           Review drafts of detention hearing form and ID what information is needed to provide to the Court at each detention hearing.</p> <p>c.<br/>           Finalize detention form and implement its use.</p> <p>d.</p> <p>e.</p> <p>f.</p> | <p>Current</p> | <p>Ongoing</p>   | <p>Joy Suder and Matt Kahler – Case Processing Co-chairs</p> | <p>Agency representation on workgroup to process information and data to ensure use of Detention staffing form.</p> | <p>Is the proposed program a model, best-practice, evidence-based, or promising practice program?</p> <p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p><b>Anne E Casey Foundation.</b><br/> <b>Outcomes:</b> Is this program being evaluated? Explain evaluation and outcome data that establishes this as an effective program.</p> <p>Data will be collected by Data person with JDAI to be reviewed and analyzed for effectiveness. Increased use of detention staffing form shown through data.</p> |

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| <p><b>4)</b><br/> <b>Review local court rules regarding standardizing case processing timelines, in particular to review hearings related to youth placed out of home. Utilize core JDAI strategies in this effort as called for by the Community Plan.</b></p> | <p>a. Research case processing standards nationally</p>   | <p>Current</p> | <p>Ongoing</p>        | <p>Joy Suder and Matt Kahler co-chairs Case Processing Work Group, members of Case processing working group and JDAI Coordinator</p> | <p>Agency representation on workgroup to process information and data to ensure use of Detention staffing form.</p> | <p>Is the proposed program a model, best-practice, evidence-based, or promising practice program?</p>                                       |
|   | <p>b. Review case processing timeframes currently present in Douglas County</p>   | <p>Current</p> | <p><b>Ongoing</b></p> | <p>Joy Suder and Matt Kahler co-chairs Case Processing Work Group, members of Case processing working group and JDAI Coordinator</p> | <p>Agency representation on workgroup to process information and data to ensure use of Detention staffing form.</p> | <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p>  |
|   | <p>c. Create a working group of legal professionals to assist in standardizing case processing timelines for Douglas county</p> | <p>Current</p> | <p>Ongoing</p>        | <p>Joy Suder and Matt Kahler co-chairs Case Processing Work Group, members of Case processing working group and JDAI Coordinator</p> | <p>Agency representation on workgroup to process information and data to ensure use of Detention staffing form.</p> | <p><b>Outcomes:</b> Is this program being evaluated? Explain evaluation and outcome data that establishes this as an effective program.</p> |
|   |   |                |                       |  |   |   |

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| <b>5) Revisit local court rules and practice regarding the issuance of warrants. Ensure collaboration between all legal parties and Juvenile Probation to ensure the greatest collective impact as called for in the Community Plan.</b> | a.<br>Review local court rules regarding the issuance of warrants  | Ongoing     | Current          | Joy Suder and Matt Kahler co-chairs Case Processing Work Group, members of Case processing working group and JDAI Coordinator | Agency representation on workgroup to process information and data to ensure use of Detention staffing form. | Is the proposed program a model, best-practice, evidence-based, or promising practice program?<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>Outcomes: Is this program being evaluated? Explain evaluation and outcome data that establishes this as an effective program. |
|  | b. research the 2 tier warrant system for potential use in Douglas County  | Ongoing     | Current          | Joy Suder and Matt Kahler co-chairs Case Processing Work Group, members of Case processing working group and JDAI Coordinator | Agency representation on workgroup to process information and data to ensure use of Detention staffing form. |   |
|  | c.<br>collaborate with legal professionals (Judge, CA, PD and private attorneys) and Juvenile Probation to determine best practice regarding the issuance of warrants. | Ongoing     | Current          | Joy Suder and Matt Kahler co-chairs Case Processing Work Group, members of Case processing working group and JDAI Coordinator | Agency representation on workgroup to process information and data to ensure use of Detention staffing form. |   |
|  | d.   |             |                  |   |  |   |

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|----------|--------------|-------------|------------------|---------------------|------------------|--|
|          | e.           |             |                  |                     |                  |  |
| 3)       | a.           |             |                  |                     |                  | <p>Is the proposed program a model, best-practice, evidence-based, or promising practice program?</p> <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p><b>Outcomes:</b> Is this program being evaluated? Explain evaluation and outcome data that establishes this as an effective program.</p> |
| b.       |              |             |                  |                     |                  |  |
| c.       |              |             |                  |                     |                  |  |
| d.       |              |             |                  |                     |                  |  |
| e.       |              |             |                  |                     |                  |  |
| f.       |              |             |                  |                     |                  |  |