

Facilities & Living Conditions	COMPLETE as of 9/17/99	ACTIVITY BETWEEN 12/1/99 – 1/1/00
<p><b>Immediate Actions</b> Renovations to improve the physical plant and increase program space in New Haven include:</p> <ul style="list-style-type: none"> <li>(1) new furniture, paint, flooring,</li> <li>(2) a new roof,</li> <li>(3) a new HVAC system, and</li> <li>(4) a new recreational building addition</li> </ul> <ul style="list-style-type: none"> <li>&gt; Space at the New Haven Detention Center was studied and appropriately reallocated to generate 500 square feet of additional program space.</li> <li>&gt; To increase safety, address deficiencies in fire code requirements at the Hartford Detention Center.</li> <li>&gt; 12 additional secure girls detention beds will be available to meet the needs specific to females.</li> <li>&gt; Judge Leuba contacted State Agencies to identify potential program space(s) for detention. Identified options were not viable.</li> <li>&gt; An inventory of basic living supplies at each detention center was reviewed and supplies deemed adequate.</li> <li>&gt; Supplies are now available on an as needed basis due to the development of a more effective, efficient purchasing system.</li> </ul> <p><b>Long Term Actions</b></p> <ul style="list-style-type: none"> <li>&gt; Relocate Bridgeport Juvenile Court to increase program space for Detention, until a new center is built.</li> <li>&gt; New detention facilities in Bridgeport and Hartford to be built. <ul style="list-style-type: none"> <li>&gt; Hartford in design phase.</li> <li>&gt; Bridgeport site to be acquired.</li> </ul> </li> <li>&gt; The Judicial Branch will seek National Accreditation through the American Correctional Association. ACA standards are the national benchmark for effective operation of detention facilities nationwide.</li> <li>&gt; Juvenile Court and associated functions in New Haven should be relocated into a new GA; allowing for the renovation and expansion of the New Haven Detention Center.</li> </ul>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>Painting and flooring work will be send out to bid this month. Work is expected to be completed by 3/00. Furnishings for the rooms, including desks, stools, and shelves will be delivered mid January. The Department of Public Works has reviewed work to be done on the roof at the New Haven Detention Center. The HVAC system was fully installed and the recreational building addition is being planned.</p> <p>This work item is out to bid.</p> <p>4 additional secure detention beds for girls are available at the Hamden Girls Detention Center. 8 additional beds will be available in Hartford at the new girls detention center opening on 1/18/00.</p> <p>Ongoing search for program space.</p> <p>CSSD and Facilities Unit staff continue ongoing meeting with architects to refine floor plans for the new Hartford Detention Center. The Department of Public Works is working to secure additional property in Hartford for the new facility. Efforts to locate a site in Bridgeport continue.</p> <p>ACA accreditation will be sought in year two of the three year budget implementation proposal.</p> <p>Ongoing.</p>

<b>Services:</b> <b>Mental Health &amp; Medical Services</b>	<b>COMPLETE</b> <b>as of 9/17/99</b>	<b>ACTIVITY BETWEEN</b> <b>12/1/99 – 1/1/00</b>
<p><b><i>Immediate Actions</i></b></p> <ul style="list-style-type: none"> <li>&gt; Expanded hours of certified mental health staff on site at all three centers;             <ul style="list-style-type: none"> <li>&gt; psychiatrist from 3 hours to 6 hours per week</li> <li>&gt; increased master's level clinician from 15 hours to 30 hours per week</li> </ul> </li> <li>&gt; Expanded hours of certified medical staff on site; increased from 9 hours to 20 hours per week, at all three centers.</li> <li>&gt; Select staff will be designated as intake personnel and will be trained to identify potential physical, emotional, and/ or mental health problems.</li> <li>&gt; Select staff will be certified as Emergency Medical Technicians to enhance capacity to resuscitate.</li> <li>&gt; To provide the safest possible environment, new, specialized beds, designed to deter suicide attempts, will be purchased for the detention centers.</li> <li>&gt; A watchman system will be installed to electronically monitor staff checks on detainees, specifically for suicide watch checks at all three centers.</li> </ul> <p><b><i>Long Term Actions</i></b></p> <ul style="list-style-type: none"> <li>&gt; A Quality Assurance program will be implemented to ensure quality medical and mental health services to detainees.</li> <li>&gt; Medication administration to be performed by certified medical personnel and Licensed Practical Nurses. Certified detention staff will provide backup.</li> <li>&gt; 14 beds are planned for detainees who have serious psychiatric and cognitive disorders.</li> </ul>	<div>✓</div> <div>✓</div> <div>✓</div>	<p>Select staff were designated by center supervisors as intake officers. An agreement for training with Yale Child Study Center has been drafted and training is expected to begin 2/00.</p> <p>To begin 6/00.</p> <p>An order for new, specialized beds was submitted to Purchasing on November 1, 1999, with delivery expected in January. Recommendations for improvements to existing space have been made. Staff will work with Facilities to make necessary changes to existing centers.</p> <p>System up and running in New Haven and in Bridgeport Detention Centers. A new system in Hartford was ordered 11/99. Facilities sent out a requisition 12/99 and are awaiting approval.</p> <p>To be implemented following OJJDP medical services report and hiring of a Medical Compliance Coordinator. Projected date 3/00.</p> <p>Medication administration training, implementation, and monitoring program has been developed. Training program being taught. Nurses to be hired by 2/00.</p> <p>Beds at the Round Cottage have been secured for detainees who have psychiatric and/ or cognitive disorders and will be available 2/00.</p>

<b>Services: Recreation</b>	<b>COMPLETE as of 9/17/99</b>	<b>ACTIVITY BETWEEN 12/1/99 – 1/1/00</b>
<p><b><i>Immediate Action</i></b></p> <ul style="list-style-type: none"> <li>&gt; A new recreational pilot program is underway in New Haven: 8 hours per day, 7 days per week. A local community organization and the Police Athletic League provide services that are contracted through 1/00. The recreational program model in New Haven will be replicated at the two other detention centers.</li> </ul>		<p><b>Program continues in full operation at the New Haven facility. Program implementation at the Hartford and Bridgeport Centers was deferred until 7/1/00.</b></p>
<b>Services: Education</b>		
<p><b><i>Immediate Actions</i></b></p> <ul style="list-style-type: none"> <li>&gt; Education consulting firm ETP contracted to conduct an educational standards audit in all three detention centers, reviewing policy and practice, and recommending enhancement of programs.</li> <li>&gt; Twelve computers will be purchased to enhance educational skills programming for detainees.</li> <li>&gt; A library has been developed at the New Haven Detention Center. Books will be accessible to juveniles while in detention. Plans to provide instruction to detainees on card cataloging and creation and laminating library cards are underway. Library will be replicated at new facilities.</li> </ul> <p><b><i>Long Term Action</i></b></p> <ul style="list-style-type: none"> <li>&gt; In response to the education audit, the Judicial Branch will create a system for improvement and coordination of educational services and will continue to explore incorporating year round school.</li> </ul>	<p>✓</p>	<p><b>ETP has audited New Haven and Hartford. The Bridgeport audit is to be completed by the end of January, with a final report expected mid March.</b></p> <p><b>Completed 12/99.</b></p> <p><b>To be completed following the ETP educational audit final report.</b></p>
<b>Services: Ombudsman Program</b>		
<p><b><i>Long Term Action</i></b></p> <ul style="list-style-type: none"> <li>&gt; Develop and implement an Ombudsman Program for all detention centers to objectively deal with grievances.</li> </ul>		<p><b>To be completed by 7/00.</b></p>

<b>Human Resources: Screening and Selection</b>	<b>COMPLETE as of 9/17/99</b>	<b>ACTIVITY BETWEEN 12/1/99 – 1/1/00</b>
<p><b>Immediate Actions</b></p> <ul style="list-style-type: none"> <li>&gt; Dr. David Roush, Director of the National Juvenile Detention Association, Center for Research &amp; Professional Development will prepare recommendations for CT on juvenile detention best practices and safe hiring standards.</li> <li>&gt; New policy regarding screening and selection has been developed. A search of the DCF child abuse registry has been added in addition to the current policy of criminal background check, physical exam and drug test.</li> </ul>	✓	<p>Members of the OJDP appointed jurisdictional team, Dr. David Roush, Marcia Cohen, Scott Chavez, Ed Loughran, and Jack Green, visited CT during the month of December. Consultants met with CSSD staff and conducted site visits. Overall, they were pleased with the good work CT has done in the detention arena. This month, Earl Dunlap will meet with CSSD staff regarding detention policy. Reports and recommendations from the jurisdictional team are expected by 2/00.</p>
<b>Personnel &amp; Staffing</b>		
<p><b>Immediate Actions</b></p> <p>32 new positions created for all detention centers.</p> <ul style="list-style-type: none"> <li>&gt; <b>Supervision:</b> A New Haven Juvenile Detention Supervisor and Assistant Supervisors for all shifts statewide will be hired.</li> <li>&gt; <b>Line Staff:</b> Classification and Program Officers (CPO's) will be hired. CPO's will be responsible for implementation and development of programming at detention centers.</li> <li>&gt; <b>Support Staff:</b> Maintenance and Clerical staff hired to assure improved upkeep and record management.</li> <li>&gt; A new job series has been defined; Juvenile Detention Services Officer Trainee, Juvenile Detention Services Officer I, and Juvenile Detention Services Officer II. Appropriate job descriptions have been drafted. Increased qualifications and career ladder for this job series is comparable to Adult and Juvenile Probation Officers.</li> <li>&gt; Hiring a Detention Compliance Director to oversee operations in all three centers.</li> <li>&gt; Provide for filling of vacancies so that the centers will be fully staffed</li> <li>&gt; Provide for overtime to address juvenile population needs and reduce effects of overcrowding.</li> </ul>	✓	<p>Detention Supervisor bids were received and selection will begin this month. Supervisors are expected to begin work 2/7/00. Of the 12 candidates selected for Assistant Supervisor, 10 passed the new employee screening process and are now in training. All 10 will report for duty 1/25/00.</p> <p>Candidates selected are completing new employee screening process. Nine new CPO's will begin work in January.</p> <p>New support staff will begin work 1/7/00.</p> <p>Series to be implemented next fiscal year upon approval from the State of Connecticut Supreme Court.</p> <p>Detention Compliance Director bids have been received. An award will be made by 2/00.</p> <p>Hiring is underway. Interviews for JDO's are being held this week.</p> <p>Overtime has been provided for.</p>

<b>Training</b>	<b>COMPLETE as of 9/17/99</b>	<b>ACTIVITY BETWEEN 12/1/99 – 1/1/00</b>
<p><b><i>Immediate Actions</i></b></p> <ul style="list-style-type: none"> <li>&gt; Three special training sessions for New Haven Detention Staff were conducted. Topics included: From Policy to Practice, Communication and Conflict Resolution, and Developmental Stages of Juveniles.</li> <li>&gt; Forty hours of annual in-service training for juvenile detention staff has been completed.</li> <li>&gt; Enhanced intake and admission training will be developed for staff designated as intake officers.</li> <li>&gt; DCF will provide staff training on medication distribution and abuse and neglect reporting.</li> </ul>	<div>✓</div> <div>✓</div>	<p><b>CSSD is working with Yale Child Study to develop training for intake officers. Training to begin 2/00.</b></p> <p><b>Training model for medication distribution has been developed by CSSD. All detention center staff are trained on abuse and neglect reporting upon hire.</b></p>
<p><b>Overcrowding Initiatives</b></p> <p><b><i>Immediate Actions</i></b></p> <ul style="list-style-type: none"> <li>&gt; Chief Court Administrator Judge Robert Leuba established a Juvenile Detention Crowding Oversight Committee to review national models and options to reduce overcrowding in detention.</li> <li>&gt; A pilot project to expedite the process of placing detained juveniles into DCF residential facilities is under development.</li> </ul> <p><b><i>Long Term Actions</i></b></p> <ul style="list-style-type: none"> <li>&gt; Streamline process for residential placement of detained juveniles.</li> <li>&gt; Development of an automated assessment, classification, and case management system for use in Juvenile Detention and Juvenile Probation. This system will increase diagnostic capabilities and identify and expedite appropriate placements.</li> </ul>		<p><b>Subcommittees reported on progress at the Detention Crowding Committee meeting 12/9/99. Minutes are available for review.</b></p> <p><b>Pilot project continues in New Haven. The committee is considering expansion of the project to include another DCF residential facility to be piloted at the Hartford Detention Center.</b></p> <p><b>Ongoing.</b></p> <p><b>Development of the Case Management Information System is underway. An RFP is currently out to bid.</b></p>