

Heidi W. Abbott, Chair
Tamara Neo, Vice-Chair
Karen Cooper-Collins, Secretary
Anthony W. Bailey
William C. Boshier, Jr.
David R. Hines
Helivi L. Holland
Robyn Diehl McDougale
Kenneth W. Stolle



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COMMONWEALTH of VIRGINIA
Board of Juvenile Justice

MEETING MINUTES

April 9, 2014

Virginia Public Safety Training Center
7093 Broad Neck Road
Hanover, Virginia 23069

Board Members Present: Heidi Abbott, Bill Boshier, Karen Cooper-Collins, Helivi Holland, Robyn Diehl McDougale

Board Members Absent: Anthony Bailey, David Hines, Tamara Neo, Ken Stolle

DJJ Staff Present: Ken Bailey, Andy Block, Patrick Bridge, George Drewery, Daryl Francis, Wendy Hoffman, Jimmy Horn, Arthur Kaye, Jack Ledden, Joy Lugar, Chris Moon, Ashaki McNeil, Mark Murphy, Margaret O'Shea (Attorney General's Office), Deron Phipps, Ralph Thomas, Angela Valentine, Janet Van Cuyk, Barbara Wilson-Peterson

Guests Present: Victoria Cochran (Deputy Secretary of Public Safety and Homeland Security), Tracey Jenkins, Mike Sawyer, Jeree Thomas

CALL TO ORDER

Chairperson Heidi Abbott called the meeting to order at 9:43 a.m.

INTRODUCTIONS

Chairperson Abbott welcomed all that were present and introduced Patrick Bridge.

Patrick Bridge, Director of Training and Development for the Department of Juvenile Justice (the Department), provided a brief overview of the Virginia Public Safety Training Center (VPSTC). The VPSTC is a full-service training facility which offers newly-renovated classrooms, a gymnasium, conference space, outdoor training areas, and a newly constructed building being used exclusively by the Virginia State Police. The VPSTC is located at the site of the former Hanover Juvenile Correctional Center. In addition to the Department and the Virginia State Police, Commonwealth of Virginia partner agencies include the Departments of Corrections, Emergency Management, Fire Programs, Forensic Science, Health, and Military Affairs.

Chairperson Abbott asked for introductions from the Board, staff, and guests.

Chairperson Abbott introduced Victoria Cochran, Deputy Secretary of Public Safety and Homeland Security. Deputy Secretary Cochran conveyed to the Board that Governor McAuliffe has made a tremendous choice in appointing Andy Block, a former associate professor and director of the child advocacy clinic at the University of Virginia, to lead the Department for the next four years. Deputy Secretary Cochran noted that Director Block will advocate, support, and better the lives of the youth who are in the juvenile justice system in Virginia. Deputy Secretary Cochran welcomed Andy Block to the Department.

Director Block introduced himself as an advocate for youth in the juvenile justice system. He has spent time with them in jails, correctional facilities, juvenile detention centers, juvenile correctional centers, residential centers, and group homes. He has also spent time in the halls of government to protect their interest. He informed the group that his door is always open and encouraged discussions on what is and what is not working as the Department moves forward. The Director ended his comments by thanking the Board for their service and their willingness to partner as the Department forges a new path ahead.

APPROVAL of January 7, 2014, MINUTES

The minutes of the January 7, 2014, Board meeting were presented for approval. On MOTION duly made by Robyn Diehl McDougle and seconded by Helivi Holland to approve the minutes as presented. Motion carried.

PUBLIC COMMENT PERIOD

Jeree Thomas from JustChildren Program congratulated Andy Block on his appointment as Director of the Department.

CERTIFICATION ACTIONS

Ken Bailey, Certification Unit Manager for the Department, presented the Board with a summary of the certification actions taken by the Director.

Mr. Bailey provided the Board with information on the standards of compliance for regulatory requirements and the process the Certification Unit uses to randomly select files and documents to audit.

Deron Phipps and Janet Van Cuyk briefed the Board members on their authority pertaining to critical regulatory requirements, review of the Director's certification actions, and establishing guidelines.

Dr. Boshier asked to review the 1996 Joint Legislative Audit and Review Committee report on the juvenile system in Virginia.

OTHER BUSINESS

Regulatory Update

Barbara Peterson-Wilson, Regulatory and Legislative Coordinator for the Department, provided the Board with a regulatory update. A summary of the update was provided in the Board packet.

Request for Variance from 6VAC35-101-1070 (B) (3) and 6VAC35-101-1080 (B), (C), and (D)

Michael Sawyer, Executive Director for the Merrimac Center, addressed the Board to request a variance from 6VAC35-101-1070 (B) (3) and 6VAC35-101-1080 (B), (C), and (D) in regards to the use of the Cognitive Behavioral Therapy informed behavior management program. Mr. Sawyer's detailed report was provided in the Board packet.

On MOTION duly made by Helivi Holland and seconded by Robyn Diehl McDougale to approve the variance requests for Merrimac Center to 6VAC35-101-1070 (B) (3) and 6VAC35-101-1080 (B), (C), and (D) for a period of three years. Motion carried.

Education Program Overview

George Drewry, Principal for the Department at the Yvonne B. Miller High School, briefed the Board on the Education Program. The briefing slides are attached.

Employment Levels

Daryl Francis, the Department's Deputy Director for Administration and Finance, provided the Board with a presentation on the employment levels in the Juvenile Correctional Centers and Court Service Units. The briefing slides are attached.

EXECUTIVE SESSION

On a motion by Helivi Holland and seconded by Robyn Diehl McDougale, the Board agreed to reconvene in Executive Closed Session, pursuant to Section 2.2-3711 (A) (1) and (A) (7), for a discussion of certain personnel matters and to consult with legal counsel and obtain briefings by staff members, consultants, or attorneys pertaining to actual or probable litigation and any other specific legal matters requiring the provision of legal advice by counsel.

The Executive Closed Session was concluded. The members of the Board of Juvenile Justice present certified that, to the best of their knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Executive Meeting, and (2) only such public business matters as were identified in the motion convening the Executive Meeting were heard, discussed, or considered.

NEXT MEETING:

The next meeting of the Board of Juvenile Justice is June 11, 2014, at City Hall, Council Chambers in Chesapeake beginning at 9:00 a.m.

ADJOURNMENT:

The Chair adjourned the meeting at 2:22 p.m.

Background on the Division of Education



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DJJ Division of Education



House Bill 1291 and Senate Bill 678 (effective July 1, 2012):

- Reorganized multiple agencies, boards, and councils within the Executive Branch of state government.
- Abolished the Department of Correctional Education (DCE) and Board of Correctional Education.
- Merged DCE's adult academic and technical education requirements into the Department of Corrections and juvenile academic and technical education requirements into the Department of Juvenile Justice (DJJ).
- Established the DJJ Division of Education (DJJ DOE), supervised by a Superintendent who must meet the minimum standards for division superintendents set by the Virginia Board of Education.
- The *Code of Virginia* specifies that the DJJ Division of Education is considered a Local Education Agency (LEA).

The Importance of Education



The more actively committed or incarcerated juveniles participate in correctional and juvenile correctional education programs, the less likely they are to recidivate. (*Corrections Today*, 2014)

Education Recidivism Study



- In May 2013, DJJ completed a study examining the relationship between recidivism rates and juvenile educational attainment while in the juvenile correctional centers (JCCs).
- Data were collected from DJJ's electronic data collection system, DJJ DOE's existing records, and the Virginia Department of Education on 1,452 juveniles released from the JCCs in fiscal years 2009-2010.
- Analysis of recidivism rates and statistical models yielded the following findings:
 - Juveniles who earned high school diplomas while in JCCs were less likely to reoffend within one year. This relationship was especially true for juveniles who were 18 or older at the time of release.
 - Earning a General Education Development (GED) did not have a statistically significant relationship with rearrest or conviction.
 - Completing a career and technical education (CTE) course in a JCC was correlated to a lower likelihood of reoffending, regardless of age at the time of release.
- These analyses were not program evaluations, and the results do not indicate the effectiveness of the programs.

Source: Recidivism Rates of Juvenile Correctional Center Educational Earners and Career and Technical Education Class Completers, Virginia Department of Juvenile Justice, May 2013.

Yvonne B. Miller High School



- **Effective August 26, 2013, the JCC schools reopened as a unified Yvonne B. Miller High School with campuses at Beaumont, Bon Air, and Culpeper JCCs. ***
- **The Yvonne B. Miller High School follows the Virginia Department of Education’s educational and graduation requirements.**
- **All administrators, academic teachers, and career and technical education (CTE) teachers must meet state certification and endorsement criteria.**

** Educational services are also provided through the Yvonne B. Miller High School at the Reception and Diagnostic Center.*

Division of Education Staff Reduction



- The total number of educational staff has reduced 37 percent since the merger
 - From 233 positions on July 1, 2012 (660 residents).
 - To 147 positions on July 25, 2013 (657 residents).
- The educational staff reduction was primarily a result of the closing of Hanover Juvenile Correctional Center (JCC) and a subsequent legislative budget cut mandating 25 additional educational staff positions be abolished.
- The current number of educational staff positions will be further reduced in the process of closing the Culpeper JCC.
- On March 31, 2014, the daily population in all the JCCs was 567.

Division of Education FTEs



Past FTEs		Current FTEs	
Central Office	17	Central Office	13
Youth School Staff	216	Youth School Staff	105
Student to Teacher Ratio for Oak Ridge	3:1	Student to Teacher Ratio for Oak Ridge	3:1
Student to Teacher Ratio for all others	4:1	Student to Teacher Ratio for all others	8:1
Total FTE's Used	233	Total FTE's Used	147

Phase 1: Closure of Hanover and Oak Ridge Relocation = 54 FTE's
 Phase 2: Adjustment of Student to Teacher Ratio = 32 FTE's
 Total FTE Reduction = 86 FTE's (37%)

Education in the Juvenile Correctional Centers



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Academic Programs



- **Middle School Programs**
- **High School Programs**
 - **High School Diplomas**
 - **Generalized Education Development (GED)**
- **Individual Student Alternative Education Plan (ISAEP)**
- **Special Education (SPED) Services**
- **Library Services**
- **Dual Enrollment**
- **College Classes**

Course Offerings for Middle School Students



- **English: Grades 6 - 8**
- **Mathematics: Grades 6 - 8**
- **Science: Science 6, Life Science, Physical Science**
- **History and Social Science: United States History to 1865, United States History 1865 to Present, Civics, Economics**
- **Health/Physical Education: Grades 6 - 8**
- **Exploratory Courses: Career Exploration and Developmental Reading**

Course Offerings for High School Students



- **English: Grades 9 - 12**
- **Mathematics: Algebra 1 and 2, Geometry**
- **Science: Earth Science, Biology 1 and 2**
- **History and Social Science: World History I and II, Virginia/United States History, Government**
- **Health/Physical Education: Grades 9 - 10**
- **Resource: English, Math, Social Studies, Science**

Academic and Career & Technical Education Electives



- Art
- Music
- Developmental Reading
- Personal Development
- Economics and Personal Finance
- Cadet Corps
- Barbering
- Beauty Salon Assistant
- Business Education *
- Career Pathways
- Commercial and Residential Cleaning
- Culinary Arts
- Advertising Design
- Marketing
- Technical Education

*Business Education is the only CTE Program available at all DJJ JCCs

Standards of Learning Pass Rate by Subject and School Years



Below are the DJJ Division of Education and former Department of Correctional Education Standards of Learning (SOL) pass rates by subject and school years.

Subject	2010-2011	2011-2012	2012-2013*
Math	71%	50%	16%
English	83%	85%	48%
History	80%	64%	40%
Science	83%	77%	34%

*The 2012-2013 school year had 180 minute blocks for class time.

Academic Education Goal



The Yvonne B. Miller High School has continued to focus on offering overage, credit deficient students a credit recovery program that affords the students an opportunity to earn a high school diploma rather than a Generalized Education Development (GED).

As a result, for the second consecutive year, more committed juveniles have earned a high school diploma rather than a GED.

High School Diplomas and GEDs awarded by school years



The table below details the number of high school diplomas and GEDs issued by the DJJ Division of Education or former the Department of Correctional Education in the last three school years.

School Year	High School Diplomas	GEDs
2010-11	67	119
2011-12	85	64
2012-13	62	43

Special Education Update



- Approximately 40% of students are found eligible for special education services as a student with a disability.
- April 1, 2014 data:
 - 226 students with disabilities.
 - 8 students eligible for services under section 504 of the Rehabilitation Act.
- Teachers have been provided ongoing professional development and training opportunities.
- The Virginia Department of Education Special Education Audit – April 2013.
 - Minor concerns with regards to paperwork were corrected.
 - Several special education teachers were relocated due to population needs.
 - A one-year mandatory follow-up to the audit is currently underway .
- A Parent Resource Center has been created and is operational.

Special Education Update



IEP Online Management System

- DJJ Division of Education will be incorporating a web-based special education management system designed to enhance the Division of Education's ability to plan and implement the special education requirements.

Virginia Alternative Assessment Program (VAAP) Scoring Event

- DJJ Division of Education will be participating in a joint VAAP scoring event with Henrico County Public Schools (HCPS) the week of May 5-9, 2014. DJJ will host HCPS for this event at the Virginia Public Safety Training Center in Hanover County.

Southside Virginia Community College



Dual Enrollment

- Currently 47 students meet the placement examination requirements and are eligible to enroll as dual enrollment students with Southside Virginia Community College (SVCC).
- Students are eligible to receive high school and college credit for career and technical education (CTE) courses.

College Programs

- In order to address continuing education needs for post-secondary residents (approximately 25% of total JCC population), DJJ is working with SVCC to offer courses for eligible residents.
- Currently, DJJ can place up to 35 residents in college courses with SVCC. College instructors have been identified to deliver college courses to post-secondary students within the JCCs. Books and materials are funded with the Title I grants, and classes are expected to begin in May 2014.
- Educational Testing Services has recognized Yvonne B. Miller High School as a Scholastic Aptitude Test (SAT) testing center beginning in May 2014, for those students seeking entrance into a four-year college after release from DJJ.

Pathways



- During the 2013-14 school year, Pathways offered training and nationally recognized certifications in the following areas:
 - HAZWOPER
 - Lead Abatement
 - Personal Care Aide
 - Customer Service
 - Renovate, Repair, Paint
 - CPR/First Aid
 - Blood Pressure
 - Your Role in the Green Environment
- The program had 53 participants, 38 of whom earned a minimum of one certification. The most certifications earned by one participant was seven. A total of 105 certifications were awarded in December 2013.
- Pathways will provide technical skills training, mentoring, civic engagement training, and higher education preparation to an upcoming class at Beaumont JCC.
 - Two training tracks will be offered: Renovate, Repair and Paint/HAZWOPER and Lead/Asbestos Abatement.
 - Students who participate will have an opportunity to earn nationally recognized certifications.

Certified Training Programs (C-TECH)



- The DJJ Division of Education intends to offer a training program affording post-secondary students an opportunity to earn industry recognized credentials in seven different areas:
 - Telecommunication Technologies
 - Network Cabling Specialist - Copper
 - Network Cabling Specialist - Fiber Optic
 - Leviton Certified Installer
 - Voice Communication Professional
 - Smart Home Professional
 - Certified Broadband Professional
- Each credential will provide the juveniles documented skills to improve their probability of obtaining employment in a fast growing field upon release.

Additional Educational Opportunities



Russian Literature Course

- Since the 2011-2012 School Year, post-secondary students at Beaumont JCC have participated in a Russian literature class led by a Professor from the University of Virginia and his students.
- The semester long classes have enabled students to read and discuss books such as *War and Peace* and *Crime and Punishment*.

Virginia Commonwealth University (VCU) tutors

- VCU undergraduate students enrolled in the Youth in Corrections course must, as a course requirement, volunteer in the DJJ Division of Education school programs. The VCU students spend a minimum of 30 hours during the semester tutoring high school students at the campuses of the Yvonne B. Miller High School.

Transition to the Community



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Individualized Re-Entry Plan



Comprehensive Re-Entry Case Plan

- Individualized Based on Youth Assessment & Screening Instrument (YASI)
- Begins at Commitment
- Electronic Format
- Includes Parole Officer and JCC Counselor
- Contains Education and Treatment Components

Re-Enrollment Plan

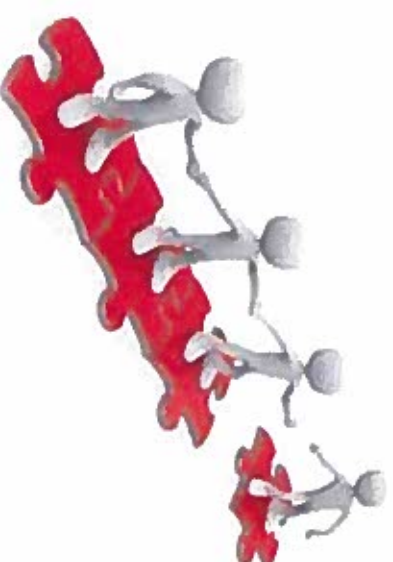


- All students committed to the Department of Juvenile Justice are required by the *Code of Virginia* to have a Re-Enrollment Plan to ensure continuity in their educational services.
- If the student does not earn a high school diploma or GED during his/her commitment, the receiving school's Re-Enrollment Coordinator is notified 25 days prior to the student's pending release to begin the re-enrollment process.
- Eligible students shall re-enroll within two days of their release if their local school division is in session.

Mental Health Services Transition Plan (MHSTP) Pilot Program



- Partnership between the Richmond Court Services Unit, Richmond Behavioral Health Authority, and DJJ Division of Education
- Residents with diagnosed mental health needs who are released without a GED or high school diploma
 - MH Clinician
 - Education Coordinator
 - Parole Officer



Division of Education Moving Forward



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Challenges



- **Tracking data to capture the provision of educational services and student success**
- **Increasing success on SOL tests**
- **GED preparation for a more rigorous computer based tests**
- **Changing staffing needs due to closures**
- **Expanding education services for residents segregated from the general population**

Challenges, cont'd



- Expanding vocational and CTE programs
- Expanding industry certifications
- Providing technology in schools
- Culture of schools
- Providing post secondary programs (in collaboration with the DJJ Division of Operations)

Next Steps



DJJ has created an Education Oversight Committee (EOC) to address already identified educational concerns as well as issues that may arise in the future. In order to collaborate effectively, the EOC is comprised of staff from a variety of DJJ units, primarily education, but also including operations, human resources, policy, technology, and finance. Current topics include:

- Year Round Calendar
- Database enhancement
- Daily School Schedule
- Teacher Training
 - Evaluation
- Standard Operating Procedures
 - Data Collection
 - Professional Learning Communities
- Grading Policy



Every child deserves a high-quality education, no matter what they look like, where they live, whether they are incarcerated or free. Researchers, policymakers, and practitioners must work to diligently to ensure every child is provided with a strong educational foundation.

Punishing Young Offenders Twice, Education Week (January, 2014).

Questions



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“He who opens a school door, closes a prison.”

Victor Hugo

**Employment Levels
In the
Juvenile Correctional Centers (JCCs)
and
Court Service Units (CSUs)**



**Virginia Department of
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Virginia Department of Juvenile Justice

Positions At The JCCs

Counting Culppeper

UNIT/STAFF SECTION	FUNDED	FILLED	VACANT
	Beaumont Security	261	216
Bon Air Security	230	194	36
Culpeper Security	144	108	36
RDC Security	62	59	3
SECURITY TOTAL	697	577	120

82.7%
Fill Rate

Central Infirmary	8	7	1
Beaumont Medical	16	12	4
Bon Air Medical	21	12	9
Culpeper Medical	8	4	4
MEDICAL TOTAL	53	35	18

66.0%
Fill Rate

Beaumont BSU	22	18	4
Bon Air BSU	20	13	7
Culpeper BSU	10	6	4
RDC BSU	10	8	2
BSU TOTAL	62	45	17

72.5%
Fill Rate

Miller School at Beaumont	32	26	6
Miller School O. R. Program	16	15	1
Miller School at Bon Air	51	48	3
Miller School at Culpeper	22	17	5
Miller School at RDC	13	12	1
EDUCATION TOTAL	134	118	16

88.0%
Fill Rate

Not Counting Culppeper

UNIT/STAFF SECTION	FUNDED	FILLED	VACANT
	Beaumont Security	261	216
Bon Air Security	230	194	36
RDC Security	62	59	3
SECURITY TOTAL	553	469	84

84.8%
Fill Rate

Central Infirmary	8	7	1
Beaumont Medical	16	12	4
Bon Air Medical	21	12	9
MEDICAL TOTAL	45	31	14

68.8%
Fill Rate

Beaumont BSU	22	18	4
Bon Air BSU	20	13	7
RDC BSU	10	8	2
BSU TOTAL	52	39	13

75.0%
Fill Rate

Miller School at Beaumont	32	26	6
Miller School O. R. Program	16	15	1
Miller School at Bon Air	51	48	3
Miller School at RDC	13	12	1
TOTAL EDUCATION	112	101	11

90.1%
Fill Rate

Data as of February 28, 2014



Virginia Department of Juvenile Justice

Security Positions

FACILITY	MAJ			CPT		LT			SGT			JCO			TOTAL					
	FUNDED	FILLED	VACANT	FUNDED	FILLED	FUNDED	FILLED	VACANT	FUNDED	FILLED	VACANT	FUNDED	FILLED	VACANT	FUNDED	FILLED	VACANT			
BEJCC	1	1	0	5	5	0	8	6	2	16	16	0	231	188	43	261	216	45		
BAJCC	1	1	0	5	4	1	5	5	0	15	13	2	204	171	33	230	194	36		
CPJCC	0	0	0	1	1	0	5	5	0	14	11	3	124	91	33	144	108	36		
RDC	0	0	0	0	0	0	5	5	0	7	6	1	50	48	2	62	59	3		
TOTAL	2	2	0	11	10	1	23	21	2	52	46	6	609	498	111	697	577	120		
CADRE																39	-39	39	-39	
NEW TOTAL																537	72	697	616	81

Data as of February 28, 2014



Virginia Department of Juvenile Justice

Security Position Facts

- Basic Skills Training is currently 8 weeks in length
- There are 6 Basic Skills Classes conducted during a given year
- JCOs are required to complete Basic Skills Training before providing direct care
- JCOs work 12-hour shifts
- JCOs are “drafted” for up to 4 additional hours to cover vacant positions
- The current required JCO to resident ratio is 1:10



Virginia Department of Juvenile Justice

Security Position Facts

- The Prison Rape Elimination Act (PREA) will change the required JCO to resident ratio to 1:8 in 2017
- The shortage of JCOs is NOT a budget issue (all JCO positions are fully funded)
- Mass recruiting is conducted to fill each Basic Skills Class
- Prior to hiring a JCO the candidate must complete a physical agility test, criminal background check, and Child Protective Services background check
- Beginning salary for a JCO is \$27,959 (Increases by 10% after 1 year)



Virginia Department of Juvenile Justice

Virginia Sickness and Disability Plan(VSDP)

The Virginia Sickness and Disability Plan(VSDP) provides state employees with income security when they cannot work because of a partial or total disability. The program includes sick, family and personal leave; short-term disability benefits; long-term disability benefits and a long-term care program. VSDP benefits cover non-work-related and work-related conditions.

The VSDP focuses on helping employees make a safe return to full duties following a disability. Return-to-work plans, such as job modifications or vocational/medical rehabilitation, may be developed in consultation with the employer and treating healthcare or medical professional to assist in the employee's recovery and return to a regular schedule.



Virginia Department of Juvenile Justice

Virginia Sickness and Disability Plan(VSDP)

VSDP Impact on the JCCs

UNIT	NUMBER of EMPLOYEES
JCO	37
Teachers	8
BSU	1
Medical	3
Total	49

Data as of February 28, 2014



Virginia Department of Juvenile Justice

Positions At The JCCs

Not Counting Culpeper & Cadre Unit

UNIT/STAFF SECTION	FUNDED	FILLED	OUT VSDP	AVAILABLE
Security Total	553	469	37	432

78.1% Available
Fill Rate

Medical Total	45	31	3	28
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62.2% Available
Fill Rate

BSU Total	52	39	1	38
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73.0% Available
Fill Rate

Total Education	112	101	8	93
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83.0% Available
Fill Rate

Data as of February 28, 2014



Virginia Department of Juvenile Justice

Over-Time Usage Costs

	EDUCATION	½ Way Houses	CSUs	JCCs	ADMIN	Agency Total
July 2013	\$833	\$1,178	\$2,457	\$127,439	\$513	\$132,420
August 2013	\$1,085	\$1,914	\$3,216	\$245,614	\$627	\$252,456
September 2013	\$1,525	\$1,914	\$4,498	\$417,235	\$627	\$425,799
October 2013	\$1,977	\$1,956	\$6,882	\$563,318	\$831	\$574,964
November 2013	\$2,680	\$1,956	\$10,444	\$848,969	\$831	\$864,880
December 2013	\$3,129	\$1,956	\$11,599	\$1,005,360	\$1,247	\$1,023,291
January 2014	\$4,000	\$2,014	\$13,140	\$1,149,344	\$1,486	\$1,169,984
February 2014	\$4,264	\$2,014	\$14,009	\$1,283,434	\$1,486	\$1,305,207

Data as of February 28, 2014



Virginia Department of Juvenile Justice

JCO Recruiting and Retention Data

- Number of JCOs Hired = 135
- Number of JCOs who Retired or Resigned = 102
- Number of JCOs who were Terminated = 26
- Net Gain/Loss = +7

Period Covered July 1, 2013 – February 28, 2014



Virginia Department of Juvenile Justice

Positions within the Court Service Units

UNIT/STAFF SECTION	FUNDED	FILLED	VACANT	UNIT/STAFF SECTION	FUNDED	FILLED	VACANT
CSU 1 Chesapeake	30	28	2	CSU 18 Alexandria	22	20	2
CSU 2 Virginia Beach	39	28	11	CSU 20L Loudoun	13	12	1
CSU 2A Accomac	10	9	1	CSU 20W Warrenton	7	6	1
CSU 3 Portsmouth	23	22	1	CSU 21 Martinsville	18	18	0
CSU 4 Norfolk	59	50	9	CSU 22 Rocky Mount	23	20	3
CSU 5 Suffolk	18	18	0	CSU 23 Salem	10	10	0
CSU 6 Hopewell	17	14	3	CSU 23A Roanoke	19.50	15.50	4
CSU 7 Newport News	40	35	5	CSU 24 Lynchburg	25	24	1
CSU 8 Hampton	27	25	2	CSU 25 Staunton	20	20	0
CSU 9 Williamsburg	22.50	21.50	1	CSU 26 Winchester	20	18	2
CSU 10 Appomattox	19	18.50	0.50	CSU 27 Pulaski	23	21	2
CSU 11 Petersburg	20	17	3	CSU 28 Abingdon	16	15	1
CSU 12 Chesterfield	30	29	1	CSU 29 Pearisburg	22.50	20.50	2
CSU 13 Richmond	45	35	10	CSU 30 Gate City	17	17	0
CSU 14 Henrico	36	30	6	CSU 31 Manassas	40.75	38.75	2
CSU 15 Fredericksburg	41	41	2	CSU TOTAL	800.25	722.25	80
CSU 16 Charlottesville	27	25.50	1.50				

90%
Fill Rate

Data as of February 28, 2014



Virginia Department of Juvenile Justice

Probation Officers within the Court Service Units

PROBATION STAFF IN THE COURT SERVICE UNITS	FUNDED	FILLED	VACANT	PROBATION STAFF IN THE COURT SERVICE UNITS	FUNDED	FILLED	VACANT
CSU 1 Chesapeake	21	20	1	CSU 18 Alexandria	16	14	2
CSU 2 Virginia Beach	28	21	7	CSU 20L Loudoun	10	9	1
CSU 2A Accomack	6	5	1	CSU 20W Warrenton	5	5	0
CSU 3 Portsmouth	16	15	1	CSU 21 Martinsville	13	13	0
CSU 4 Norfolk	47	40	7	CSU 22 Rocky Mount	16	13	3
CSU 5 Suffolk	13	13	0	CSU 23 Salem	7	7	0
CSU 6 Hopewell	11	8	3	CSU 23A Roanoke	14.50	10.50	4
CSU 7 Newport News	31	26	5	CSU 24 Lynchburg	19	18	1
CSU 8 Hampton	20	17	3	CSU 25 Staunton	13	13	0
CSU 9 Williamsburg	15.00	15.00	0	CSU 26 Winchester	14	12	2
CSU 10 Appomattox	12.50	12.00	0.50	CSU 27 Pulaski	17	15	2
CSU 11 Petersburg	13	10	3	CSU 28 Abingdon	11	10	1
CSU 12 Chesterfield	22	21	1	CSU 29 Pearisburg	14.00	13.00	1
CSU 13 Richmond	34	26	8	CSU 30 Gate City	12	12	0
CSU 14 Henrico	28	25	3	CSU 31 Manassas	32.75	30.75	2
CSU 15 Fredericksburg	32	30	2	P.O. TOTAL	583.75	518.25	65.50
CSU 16 Charlottesville	20	19.00	1.00				

88.7%
Fill Rate

Data as of February 28, 2014



Virginia Department of Juvenile Justice

Probation Officer Facts

- Probation Officers are responsible for intake, probation and parole
- The number of Probation Officer positions required is based on a work load formula developed by the National Council On Crime and Delinquency (NCCD) in 2001
- NCCD is currently conducting another study to determine if the formula should be adjusted
- Prior to hiring a Probation Officer the candidate must complete a criminal background check and Child Protective Services background check
- The salary range for a Probation Officer is \$34,958 to \$62,870



Virginia Department of Juvenile Justice

Questions?