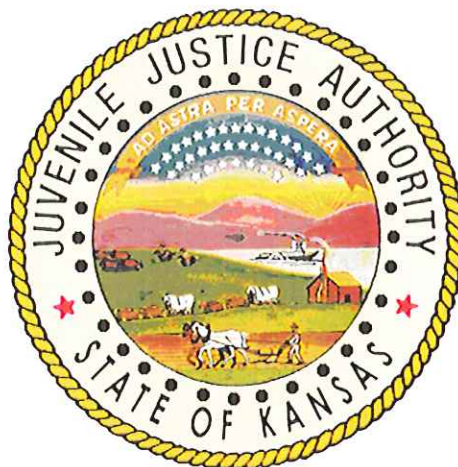


The Kansas Juvenile Justice Authority

Denise L. Everhart, Commissioner

2004 Agency Report



Our Vision

A safer Kansas through the reduction of juvenile crime

Our Mission

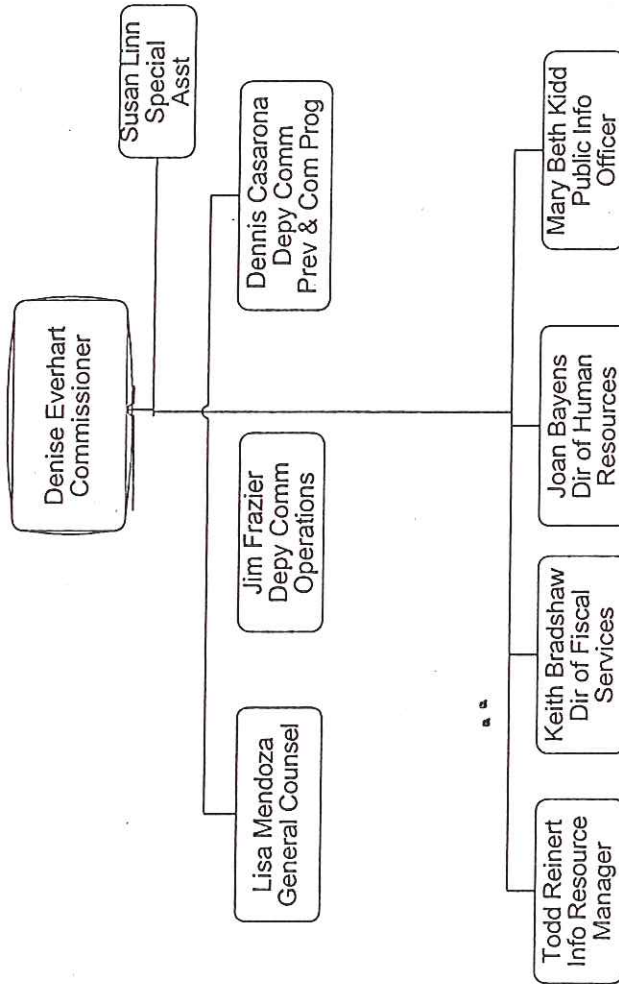
Promote public safety by holding juvenile offenders accountable for their behavior, and improve the ability of youth to live productively and responsibly in their communities.

As we strive to meet our mission, Kansans will enjoy safer communities through prevention, intervention, rehabilitation, and reintegration services provided to children and their families.

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Juvenile Justice Authority



JUVENILE JUSTICE AUTHORITY

Operations Division

Programs in the Juvenile Correctional Facilities

1. The juvenile correctional facilities provide treatment programs that address the following areas:
 - A. Values acquisition
 - B. Skills development
 - C. Personal qualities
 - D. Transition back to the community

2. To ensure that these areas are addressed in each facility, it is required that all juvenile offenders who are admitted to a juvenile correctional facility have access to the following five (5) components:
 - A. Academic program
 - B. Treatment program
 - C. Skill development
 - D. Character education
 - E. JCF/Community transition information

3. Within each component each facility must provide services based upon individual offender needs. The individual offender needs are determined by administering risk and needs assessments designed to determine what must be corrected in order for the offenders to have the opportunity to be successful upon release back to the community. The risk and needs assessment is administered within the first 21 days of the offender's admission to the juvenile correctional facility. Services within the mandatory components are matched with the offender's identified needs. This is when the offender's reintegration program plan starts. .

4. Treatment and program services include the following:
 - A. Academic education in compliance with state law
 - B. GED program
 - C. Up to four college courses
 - D. Vocational training courses
 - E. Work industry programs
 - F. Anger Replacement Training
 - G. Violent offender treatment
 - H. Victim/offender mediation
 - I. Sex offender treatment
 - J. Mental Health Treatment
 - K. Alcohol and substance addiction treatment

- L. Lifestyles and values training
- M. Independent living skills training
- N. Parenting classes
- O. Thinking For A Change classes (replaces Thinking Errors)
- P. Other services include medical, psychological, religious, activity therapy and biofeedback

5. The JJA is currently involved in establishing Performance-based Standards (PbS), along with a program monitoring and compliance process, to ensure program effectiveness. Agency policy requires that all treatment programs be research-based.

JUVENILE CORRECTION FACILITIES

The number of juvenile correctional facility (JCF) commitments has decreased dramatically since the 1999 Kansas Legislature implemented the placement matrix, which established determinate sentences for youth committed to juvenile correctional facilities, based on the seriousness of their crimes or the chronic nature of their violations of the law. But because the matrix requires lengthier sentences for the most violent offenses, the average monthly population fell from a high of 572 in 1999 to only 480 two years later -- and it has increased each year since then.

FY	Admissions	Avg. Monthly Populations
1991	617	470
1992	654	440
1993	648	455
1994	684	436
1995	837	500
1996	943	544
1997	1050	511
1998	1190	508
1999	1326	572
Sentencing Matrix Implemented		
2000	979	569
2001	651	480
2002	650	491
2003	587	495
2004	552	489

Educational Achievements

Year	GED	HS Diploma	AA Degree
2000	199	66	
2001	148	64	
2002	111	89	
2003	98	64	
2004	81	74	1

AJCF

The Atchison Juvenile Correctional Facility (AJCF) has the capacity for up to 83 younger, male juvenile offenders. The average daily population rose to 95 in FY 2003, from 92 in FY 2002. The average age at which juvenile offenders are admitted to AJCF is 14 years and six months.

The AJCF campus is open, with no security fence around the perimeter. It includes the administration building, a clinical office building, six open living units (less restrictive, requiring moderate supervision), one long-term semi-closed unit (operated with intensive behavior management structure), one short-term closed unit (satisfies emergency security needs and operates under close supervision), a dining building, a power plant, maintenance support structures, a swimming pool, both outdoor and indoor recreational facilities, and a school building.

Vocational programming at the school served 175 youth in 2003. JOs could participate in career education, vocational science, modular technology, and/or vocational art programs.

AJCF's sex offender treatment served 35 JOs, while 72 took part in substance abuse treatment during FY 2003.

All juvenile offenders admitted to AJCF must successfully complete the Aggression Replacement Training (ART) program. The program consists of three basic segments: skills streamlining, aggression replacement training, and moral reasoning. Each member of the AJCF staff and Bert Nash School is familiar with the basic concepts of ART, and reinforce and support the programming.

BJCF

The Beloit Juvenile Correctional Facility was established in 1889 as the Girls Reformatory School.

BJCF's capacity is 66. The average daily population during FY 2003 was 48, down from a high of 84 in FY 1999.

The administration building is located mid-campus, within walking distance of four living units, the school, cafeteria, power plant, a swimming pool and recreation area, and other out buildings. While there is no perimeter security fence, the FY 2002 renovation of the Morning View living unit provides maximum-security housing for female juvenile offenders considered to be most violent or at risk of escape.

Of the 62 students released during FY2003, 44 completed vocational classes, including Library Aide, Prevocational Cosmetology, Graphic Design, Custodial, Food Service, Computer Maintenance, and Teacher Aide.

Three juvenile offenders participated in sex offender treatment during FY 2003, and 35 in substance abuse treatment. The independent living program served 97 youth throughout the year.

Volunteerism is not restricted to community members; with juvenile offenders themselves taking part in several volunteer opportunities. These include:

- ♦the highway clean-up project;
 - ♦the American Red Cross Bloodmobile (assisting with checking in donors & doing paperwork);
- and
- ♦Meals on Wheels.

LJCF

With the June 9, 2003 ribbon cutting and dedication of the new Larned Juvenile Correctional Facility (LJCF), the State of Kansas is operating a juvenile correctional facility built specifically for that purpose. The existing buildings and structure of LJCF were not adequate for dealing with the more serious and violent populations that are referred to juvenile facilities. The old buildings were viewed as unsafe and could not afford the proper security for the offenders.

After an extensive study of juvenile justice needs in the state, it was determined that the system was in need of secure substance abuse and mental health beds. With the existing LJCF programs centered around substance abuse as well as the resources and supports of the state mental hospital, it was determined that Larned would be the logical choice for a 120-bed substance abuse and 32-bed psychiatric facility.

Unlike the previous buildings in a campus-style setting, the new facility with its perimeter fence is considered medium security. Juvenile offenders eat, attend classes, receive programming, and live within the confines of one building. Each of the juvenile offenders in the facility is assigned a separate room with restroom facilities.

LJCF's vocational programming is extensive, with perhaps the best known being woodshop, and its self-supporting business, Productions Unlimited. Among 27 other vocational programs offered, which served 308 JOs in 2003, are: food service, PC applications, welding, building trades, consumer economics, personal accounting, BASIC programming, and recordkeeping.

Because LJCF's primary focus is on juvenile offenders with substance abuse and mental health issues, 196 juvenile offenders went through substance abuse treatment during FY 2003. Three juvenile offenders took part in sex offender treatment during 2003.

TJCF

The Topeka Juvenile Correctional Facility is the oldest of the facilities operated by the JJA.

With an official rated capacity of 219 male juvenile offenders and an additional 57 beds for overcrowding, the population of TJCF reached as high as 271 during FY 2003.

Located on approximately 60 acres in north Topeka, TJCF is considered "medium security," with virtually all activities occurring within a perimeter fence. There are currently 12 living units. In addition to the administration building, there are the dining hall, school, gymnasium, industry buildings, and physical plant facilities.

During FY 2003, TJCF had 142 new admissions.

Because career education is a required course for all offenders, each of the 479 offenders participated in vocational programming. TJCF awarded 373 vocational certificates of completion.

Among the vocational programs available at TJCF are construction, drafting, computer aided drafting, auto maintenance, horticulture, technology education, facility maintenance, small business management, and industry programs.

Fifteen juvenile offenders took part in sex offender treatment while at TJCF, and 282 offenders received direct care substance abuse treatment through group and individual counseling. Independent living programming was delivered to 180 juvenile offenders in FY 03.

Accomplishments & Highlights

FY 2004-2005

- Basic Training Academy - 12 sessions trained
- JJA Supervisory Training - 2 sessions trained
- CIRT Training of Trainers - 1 session trained
- Sexual Harassment training - 4 sessions trained
- KS Governmental Ethics Laws 2 session trained
- HIPPA - 2 sessions trained
- First Aid - 2 sessions trained
- CPR - 2 sessions trained
- Workplace Violence - - 2 sessions trained
- Diversity Training - 2 sessions trained
- Gov Conference - 500+attendees

Community Programming

The Community Programming Section provides administrative oversight and support for the community-based core programs of juvenile intake and assessment, juvenile intensive supervision probation, and juvenile case management. This oversight includes:

- Administering the annual grant application process for ninety-six (96) core program grants covering 29 judicial districts.
- Providing technical assistance to each judicial district to assure that program grants being submitted are in compliance with standard required program outcomes, grant conditions, and any applicable laws, rules, regulations, policies and procedures.
- Reviewing final core program grant submissions in conjunction with the JJA Fiscal Division's review of submitted grant budgets to assure proper correlation between the applications fiscal and program information.
- Identifying and correcting any variance or noncompliance issues reflected in the reports.
- Providing technical assistance and program compliance oversight through statewide site visits to thirty-two (32) local community case management agencies and thirty-two (32) local intake and assessment centers.
- Providing daily technical assistance and support to all community case management agencies, including over 120 case managers, via telephone, fax and electronic mail.
- Assuring compliance with juvenile community corrections supervision policies and juvenile intake and assessment service policies and regulations.

Prevention

The Division's Prevention Section provides administrative oversight and technical support for a community-based continuum of juvenile crime prevention and intervention programs, services and initiatives. This oversight includes:

- Administering the annual grant application process for the state's prevention/intervention block grant programs, totaling 188 grant applications in FY05.
- Administering the annual grant application process for the state's Juvenile Delinquency Trust Fund, Title II Formula, Title II Challenge, Title V, Native American Pass Through, and over 70 JABG grant programs.
- Providing technical assistance to grant applicants to assure that grant applications are in compliance with program requirements, grant conditions, and all state and federal laws, rules, regulations, policies and procedures.
- Review of final grant applications in conjunction with the JJA Fiscal Division review of submitted grant budgets to assure appropriate correlation of each application's fiscal and program information.
- Providing technical assistance and program compliance oversight through statewide site visits to grant recipients.
- Ensuring all federal reporting requirements are met for OJJDP and JABG programs, including the JJA's Three Year State Plan and annual updates.
- Overseeing the compliance monitoring process to ensure the state complies with all federal funding eligibility mandates.
- Providing daily technical assistance and support to all grant recipients via telephone, fax and email inquiries.
- Coordinating the JJA's prevention related collaborative efforts and initiatives with state, federal, local and private juvenile justice partners and stakeholders.

Service Provider System

The Division provides administrative oversight and technical support to a state-wide network of contracted residential and nonresidential service providers, who work with the JJA to support the effective rehabilitation and reentry of juvenile offenders in the custody of the Commissioner into the community. This oversight includes:

- Administering and ensuring compliance with quality assurance requirements, including the safety of juveniles, for all residential and nonresidential contract service providers.
- Providing compliance and quality assurance oversight through both on-site and desk compliance review protocol.
- Coordinating the monitoring, review and follow up of all critical incident reports involving service providers.
- Coordinating with community programming and case management to resolve juvenile offender placement issues.
- Reviewing and approving/denying requests for add-on services (for treatment, etc.) requested by community case managers for juvenile offenders under their supervision.
- Coordinating with other state agencies (primarily SRS and KDHE) on licensing, certification, compliance, and complaint investigations involving contract service providers.
- Coordinating with community programming and case management to identify and address service and/or geographic deficiencies in the service provider network.

Research and Support

The Division provides technical and administrative assistance. This includes:

- Generating and providing data to support effective and accurate review and assessment of program performance.
- Providing research and data identifying “best practices” and effective prevention and intervention programs.
- Providing research and data to support the agency efforts to ensure that grant funded programs are effective and outcome based.
- Providing research and data to support the agency’s mission to provide a continuum of community based programs and services in juvenile intake and assessment, juvenile intensive supervision probation, and juvenile community case management.
- Providing research and data to support the agency’s efforts to provide an effective and efficient network of contracted provider services.

Going Home Grant

Early in 2002, the U.S. Department of Justice, Office of Justice Programs and Office of Juvenile Justice and Delinquency Prevention released a 2 million dollar per state grant to address the system of reentry for Chronic, Serious and Violet offenders. Recipients were tasked to identify and address gaps and barriers within the current system of transition from institutional care to community supervision, then release from supervision. The goal is to maintain public safety and prevent those offenders most likely to recidivate from committing new crimes by holding them accountable and enhancing their ability to become productive citizens. The initiative improves

collaboration between stakeholders and works to develop seamless system of community resources. The JJA and DOC each received a1 million dollars in separate non-competitive proposals. The JJA received an additional supplementary grant of \$35,000 for Mental Health and Substance Abuse Treatment for juveniles released from supervision.

The grant submitted by the JJA established a partnership with two judicial districts representing Rural Kansas (13th & 19th Districts) and three Judicial Districts representing Urban Kansas (18th, 10 and 29th Judicial Districts). These districts were strategically selected to pilot the initiative based on the number of offenders incarcerated and capacity to develop best practices.

To date we are serving 100 Juvenile Offenders. 73 are in the Juvenile Correctional Facilities, 24 have been transitioned to the community, and 3 have successfully completed the conditions of their supervision and are in the Long Term Support Phase. Preliminary outcomes include positive responses to the process and addressing gaps and barriers that improve collaboration. Kansas has also been selected as a National Evaluation Site that will assist in determining the initiatives outcome and impact.

ACCOMPLISHMENTS & HIGHLIGHTS

- Conducted 4 stakeholder meetings throughout the state to gather input, guidance, and support.
- Conducted 92 on-site, programmatic technical assistance, training and reviews.
- Enhanced collaboration with community corrections partners and stakeholders through participation and facilitation of the Community Advisory Committee.
- Enhanced community collaboration through participation in 3 JCAB meetings.
- Enhanced the core program grant application process through the development of standard program outcomes.

Information Technology Division

The IT Division is responsible for representing the agency and acting as a liaison to other state agencies in the information technology area. To enhance these responsibilities:

- Twice a year, the agency compiles an Adoption and Foster Care Analysis and Reporting System (AFCARS) report based on information extracted from JJIS. This report is provided to SRS to comply with Title IV-E federal funding requirements, and permits the state to remain eligible for federal funding.
- A privately held e-mail service is offered for use to community partners that do not have a locally provided e-mail system, and who would otherwise use generic global free accounts, such as Yahoo and Hotmail, to conduct business involving confidential juvenile offender information. This system protects confidentiality of juvenile offender information. The JJA IT Division maintains the JJIS e-mail system, and ensures that all e-mail is being screened for viruses, destructive attachments, and SPAM.
- A remote backup electronic storage system is used by many of the judicial districts. This system allows the JJIS databases located across the state to be backed up to a centralized system to ensure that system integrity and recoverability of local data.
- The agency interfaces with the Criminal Justice Information System, the Kansas Bureau of Investigation's Juvenile Offender Information System repository, the Department of Social and Rehabilitation Services' family and children, child support, and payment systems, and the Department of Corrections' Offender Information Management System. Only with shared information can effective prevention, incarceration, supervision, rehabilitation, and reintegration programs be established and maintained.

MAJOR APPLICATIONS

<p><i>Juvenile Justice Intake and Assessment Management System (JJIAMS)</i></p>	<p><i>This database application is used to enter, track, manage, and report data on those children who undergo assessment at these centers, either for welfare-related or criminal-offense-related reasons.</i></p>
<p><i>Community Agency Supervision Information Management System (CASIMS)</i></p>	<p><i>This database application is used to enter, track, manage, and report data on juvenile offenders, who are either in JJA's custody or under JJA supervision.</i></p>
<p><i>Juvenile Correctional Facility Software (JCFS)</i></p>	<p><i>This database application is used to enter, track, manage, and report data on those juvenile offenders who are at, or have been at a JCF since March 2002.</i></p>
<p><i>Juvenile Information Folder (JIF)</i></p>	<p><i>This web-based application, is used by select JJIS users at JJA Central Office (JJACO), juvenile intake and assessment centers, community case management agencies, and juvenile correctional facilities, to search JJACO's repository databases (JJIAMS, CASIMS, JCFS), for summary-level data on a juvenile</i></p>
<p><i>Juvenile Correctional Facility 1600 Pre-Placement Screening (JCF1600)</i></p>	<p><i>This web-based, database application is used to enter, track, manage, and report data on those juvenile offenders who have been screened for placement into a JCF. For those juvenile offenders who are successfully pre-placed, the application facilitates e-mail notification of the receiving facility.</i></p>
<p><i>Interstate Compact on Juveniles (ICJ)</i></p>	<p><i>This web-based, database application, is used by JJACO's Operations Division to enter, track, manage, and report data on those children who have had court involvement (probation, parole, JJA custody, runaways, truants, etc.), be it in Kansas or another state, and who move out of or into Kansas.</i></p>
<p><i>Purchase of Service Management (POSsuM)</i></p>	<p><i>This database application is used by its Fiscal Services Division to enter/import, track, manage, and report data on expenditures (invoices) for community-based services</i></p>

FISCAL DIVISION

Fiscal Services Division Program Review

The mission of the Juvenile Justice Authority, as set forth in Kansas Juvenile Justice Code, is “to promote public safety, hold juvenile offenders accountable for their behavior, and improve the ability of juveniles to live productively and responsibly in their communities.” To meet this mission, the Legislature created a juvenile justice system where nonviolent offenders are placed in community-based programs while violent and chronic offenders are placed in a correctional facility. The Fiscal Services Division is located within the Administration Program and is responsible for the development and implementation of the agency’s budget, coordinating with the juvenile correctional facilities, and providing fiscal oversight and technical assistance to community program providers.

Distributing funds to community providers for placement services such as out-of-home placement. This is achieved through **purchase-of-services program**. The agency has entered into agreements with numerous providers for services across the state. Payment for a placement is submitted to Fiscal Services, which ensures the placement was appropriate and within the requirements set forth in the payment system handbook. Included in the purchase-of-services program is payment of detention facility placements in accordance with K.S.A. 79-4803.

Administering all state and federal appropriations and coordinating with other agencies that receive juvenile justice funds.

Entering into contracts and memorandums of understanding so that the agency may carry out its duties.

Developing and administering a formula to allocate funds to local governments for the provision of juvenile justice services. The Fiscal Service Division and Community Programs Division have worked together in the past to develop a grant formula used to distribute funds to the counties and to make adjustments to awards based on that formula. The two divisions plan to review the formula and revise it during the summer of 2004.

There are several other responsibilities delegated to the agency that are carried out by the Fiscal Services Division. The agency is responsible for awarding grants for the operation of graduated sanctions programs. Once again, Fiscal Services works with Community Programs staff to continually review and update of the agency’s financial rules and guidelines and review grant requests to ensure both programmatic and fiscal requirements are met. Fiscal Services staff are also responsible for monitoring local expenditures over the course of the year through a review of quarterly expenditure reports, ensuring that each grantee is in compliance with agency requirements. Review is also necessary to determine if the next quarter’s check needs to be reduced to account for unexpended funds in the prior quarter, as required by law.

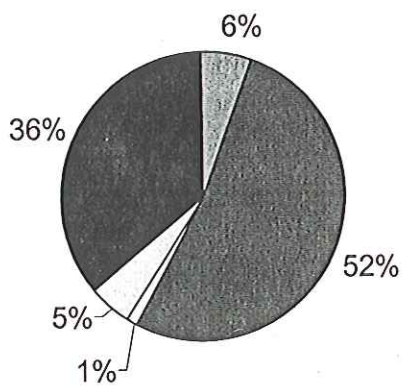
ACCOMPLISHMENTS & HIGHLIGHTS

In response to the Legislative Post Audit on prevention programs, the Division revised the *Financial Rules and Guidelines* to ensure grant funds are used properly and to the benefit of program participants. Specifically:

- The use of grant monies for official hospitality, including food for staff and board members, is now prohibited.
- The use of grant monies for training is now limited to training that is directly related to an employee's juvenile justice duties. General education courses may not be paid for with the JJA grant.
- Travel expenditures are specifically limited to meals, lodging, and transportation and must be within the local entity's travel regulations. The grantee is also expected to submit upon request a copy of the local regulation allowing the expenditure. In addition, the grantee is expected to outline projected in-state and out-of-state travel separately in their budget request.
- Independent audits and late fees incurred for delinquent payments may no longer be paid for with any JJA grant.
- Bonuses or any other financial incentive outside a position's normal salary may no longer be paid out of any JJA grant. In addition, grantees must be able to demonstrate that all salaries are consistent with similar locally funded positions.
- Coordination with the Prevention and Community Programs Division has been enhanced. Poor communication between the two divisions often resulted in conflicting information being provided to local partners and staff members in one division not knowing about changes or developments made by the other.
- In the past, the grant review process was done entirely by the Prevention and Community Programs Division. Now, the Fiscal Services Division reviews each grant request for compliance with the *Guidelines* and internal consistency.
- A new fiscal database has been developed and has been in operation since July 1, 2003. This database tracks all agency expenditures with extensive reporting capabilities, which will assist the Division in managing the agency's finances more efficiently and effectively.

JJJ ACTUAL EXPENDITURES

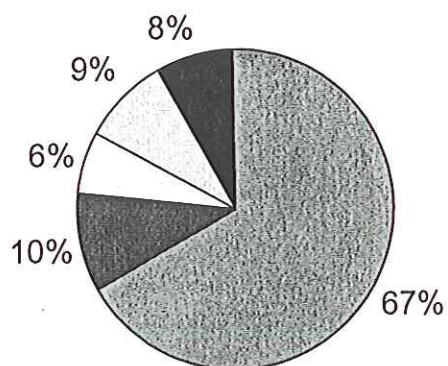
JJA Systemwide Expenditures, FY 2004



- Central Office Operations
- Aid to Locals & Other Assistance
- Capital Improvements
- Debt Service
- Facility Operations

Central Office Operations	50,962,13
Aid to Locals & Other Assistance	451,387,14
Capital Improvements	10,861,07
Debt Service	43,320,84
Facility Operations	318,396,04

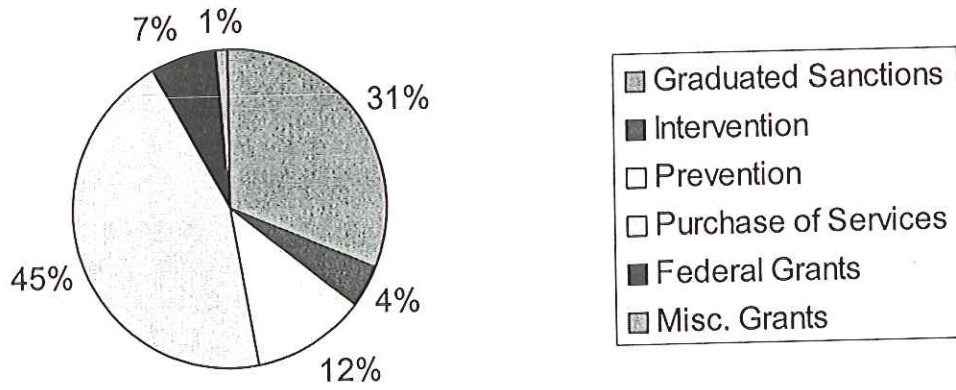
Systemwide Expenditures by Fund, FY 2004



- State General Fund
- Children's Initiatives Fund
- State Institutions Building Fund
- Federal Funds
- Special Revenue Funds

State General Fund	585,943,69
Children's Initiatives Fund	88,506,32
State Institutions Building Fund	57,146,30
Federal Funds	79,029,72
Special Revenue Funds	69,902,40

Aid to Locals & Other Assistance, FY 2004



Graduated Sanctions	141,503,06
Intervention	18,829,25
Prevention	52,651,19
Purchase of Services	202,477,64
Federal Grants	30,696,43
Misc. Grants	5,229,57

District	Program	FY 2001 Budget	FY 2001 Expenditures	FY 2002 Budget	FY 2002 Expenditures	FY 2003 Budget	FY 2003 Expenditures	FY 2004 Budget	FY 2004 Expenditures	FY 2005 Budget
2nd	JIAS	144,969	136,576	119,096	106,811	162,452	122,682	136,272	136,272	142,421
	JISP	54,423	54,290	65,230	60,511	96,655	68,837	72,257	67,967	80,061
	CCMA	49,653	44,514	76,096	71,352	74,242	60,161	63,860	36,155	26,898
	Total--Graduated Sanctions	249,044	235,381	260,423	238,675	333,349	251,679	272,389	240,394	249,380
	Prevention	96,478	43,513	138,850	83,520	95,916	81,266	72,882	72,882	72,882
18th	Intervention	-	-	-	-	-	-	-	-	-
	Total--All Programs	\$ 345,522	\$ 278,894	\$ 399,273	\$ 322,195	\$ 429,265	\$ 332,945	\$ 345,271	\$ 240,394	\$ 322,262
	JIAS	814,383	718,858	744,052	705,788	732,366	732,366	720,294	712,090	709,084
	JISP	638,185	581,205	610,381	600,846	698,001	637,212	669,474	628,992	649,940
	CCMA	2,134,027	1,924,366	2,217,877	2,138,874	1,296,110	1,272,259	1,351,468	1,300,332	1,237,827
Total--Graduated Sanctions	3,586,595	3,224,428	3,572,310	3,445,508	2,726,477	2,641,838	2,741,236	2,641,414	2,596,851	
25th	Prevention	1,918,300	1,573,095	1,650,886	1,365,211	1,371,975	1,309,754	1,231,864	1,242,404	1,242,404
	Intervention	751,359	607,697	818,519	550,334	560,763	535,056	302,066	279,638	279,638
	Total--All Programs	\$ 6,256,254	\$ 5,405,220	\$ 6,041,715	\$ 5,361,053	\$ 4,659,215	\$ 4,486,648	\$ 4,275,166	\$ 2,641,414	\$ 4,118,893
	JIAS	189,542	158,413	170,112	170,112	87,830	87,830	98,413	98,320	82,472
	JISP	272,202	241,137	237,314	237,036	146,637	146,637	155,478	155,301	154,695
CCMA	322,167	300,338	294,498	294,498	221,231	221,231	196,464	196,301	166,335	
Total--Graduated Sanctions	783,911	699,889	701,924	701,646	455,698	455,698	450,355	449,922	403,502	
27th	Prevention	277,585	268,487	267,157	253,249	246,166	246,166	221,026	174,597	174,597
	Intervention	-	-	-	-	44,626	44,626	105,666	152,095	152,095
	Total--All Programs	\$ 1,061,496	\$ 968,376	\$ 969,081	\$ 954,895	\$ 746,490	\$ 746,490	\$ 777,047	\$ 449,922	\$ 730,194
	JIAS	235,094	233,947	221,343	190,416	222,719	206,528	222,115	215,768	204,661
	JISP	241,155	211,725	241,535	237,263	221,918	164,430	185,368	178,807	158,723
CCMA	203,540	184,270	204,854	197,859	171,035	138,268	160,833	148,108	161,948	
Total--Graduated Sanctions	679,789	629,942	667,732	625,539	615,672	509,225	568,316	542,684	525,332	
Total--All Programs	Prevention	195,113	175,417	180,652	171,267	159,764	157,956	143,448	162,308	162,308
	Intervention	214,745	102,799	189,469	139,211	114,636	96,497	18,139	75,819	75,819
	Total--All Programs	\$ 1,089,647	\$ 908,158	\$ 1,037,853	\$ 936,016	\$ 890,072	\$ 763,678	\$ 729,903	\$ 542,684	\$ 763,459

ADMINISTRATION

Human Resources

The Human Resources Section continuously monitors employee activities to ensure compliance with federal and state law, and state administrative regulations governing:

- Workforce planning
- Classification
- Compensation
- Recruiting and staffing
- Performance reviews and probationary periods
- Hours of employment, employee leave
- Discipline
- Grievances
- Terminations/resignations
- Equal Employment Opportunity and anti-discrimination laws

During the hiring process, human resources personnel have many duties:

- Obtaining all security clearance information
- Obtaining necessary drug clearance
- Conducting background checks on successful candidates
- Scheduling interviews
- Providing assistance to candidate interview boards
- Notifying successful candidates of starting date
- Notifying unsuccessful candidates they were not for employment and provide feedback if requested.
- Conducting orientation for new hires, including describing job duties.

After the hiring process, the focus shifts to employee retention. Human resources personnel are responsible for ensuring that all employees are treated fairly and consistently throughout their employment, as well as for dealing with employee related issues, including, but not limited to, discipline, promotions, medical concerns and issues, and grievances. They are also responsible for monitoring the "atmosphere" of the agency's offices and facilities. Their observations can assist the Commissioner, and others in devising methods to improve employee morale, enhance team-building efforts, and develop more effective agency personnel processes.

Key areas of focus include (a) legal compliance, advice and counsel, (b) risk and crisis management, including investigations, and (c) personnel matters, including training.

Legal Compliance, Advice and Counsel

In addition to ensuring that agency operations remain within prescribed statutory and regulatory boundaries, and preparation of opinions, briefs, and other legal documents, the Legal Section is responsible for rendering legal advice and counsel in five functional areas: (1) administration; (2) facility operations; (3) community corrections; (4) delinquency prevention; and (5) intake and

assessment. This requires Legal Section staff to interpret laws, rules and regulations for the agency, and to provide advice to agency officials, employees, agents, and others in a broad array of areas including:

The Legal Section is responsible for identifying critical or high-risk areas from a legal perspective and working with agency personnel to design contingency plans to deal with each identified critical or risk element, including training and development of agency-wide policies, rules and regulations. These plans are reviewed regularly with the Commissioner, Deputy and Assistant Commissioners, Superintendents, and other identified personnel to ensure they are up-to-date and sufficient for dealing with critical and high-risk areas.

In the event of a crisis or critical incident in the field or in a facility, such as escape, death, suicide, major disturbance, organized employee action, adverse court decisions, etc., the Legal Section works with all necessary parties to obtain facts, analyze courses of action, and to provide input on possible outcomes.

Agency special investigators are responsible for conducting investigations into allegations of employee misconduct, abuse and neglect, misuse of force, undue familiarity with offenders, introduction of contraband, and violation of laws, regulations, and internal operating procedures, as well as investigations of the actions of juveniles in the custody of the Commissioner at a juvenile correctional facility (K.S.A. 38-1602(s)). Investigations often times form the basis for personnel actions, as well as criminal charges against both staff and offenders.

Agency attorneys must respond to all legal claims and legal inquiries directed to agency personnel. Agency attorneys must also examine all data to determine the advisability of defending, prosecuting or settling a lawsuit and provide advice on pursuing a particular course of action to agency decision-makers.

The Legal Section works with human resources personnel to ensure that all agency employment processes are reasonable and fair, and that those that are or have the appearance of being unreasonable, arbitrary or capricious are avoided. Legal Section staff also provide advice and recommendations to the Commissioner and others concerning compliance with state and federal labor laws.

Office Of Inspector General

Pursuant to K.S.A. 75-7024(a)(4), the Commissioner is required to randomly audit contracts to ensure service providers are performing their contractual obligations. The JJA Inspector General, a State Auditor II and a State Auditor I, are responsible for fulfilling these functions.

Under the direction and supervision of the Inspector General, agency auditors are responsible for planning, organizing, directing, and controlling the audit function in conducting external and internal audits in a number of program and financial areas. This includes:

- Conducting internally or externally requested audits when staffing assignments allow.
- Conducting planned or requested audits. There are 125 contracted service providers, and over 250 state and federally funded grant programs.

ACCOMPLISHMENTS & HIGHLIGHTS FY 2004

Audit Division:

- 18 audit and review projects were open and in process, with 13 of the projects completed and 5 currently in process.
- A grant fiscal training was presented at the 2004 Governor's Conference on Juvenile Justice.

Public Information Officer

In addition to responding to requests for public information from both the public and the media, the JJA PIO has a multi-faceted role:

- Prepares and submits monthly report to the Joint Committee on Corrections and Juvenile Justice Oversight pursuant to K.S.A. 75-7024(r).
- Publishes the agency's annual report electronically.
- Publishes a quarterly newsletter that is distributed to county-level office holders, community partners, members of the legal and judicial communities, and legislators.
- Coordinates the electronic publication of juvenile correctional facility newsletters.
- In conjunction with the Commissioner's Special Assistant, coordinates monitoring of legislative committees.
- Acts as the agency liaison for various groups, including the Hunger Work Group and the SRS/Education/Courts/JJA Liaison Committee.

Future Goals/Objectives

Offender Accountability and Responsibilities

The JJA's statutory mission is to promote public safety by holding juvenile offenders accountable for their behavior, and improve the ability of youth to live productively and responsibly in their communities. See K.S.A. 38-1601. In order to achieve this goal, the JJA has begun to place increased emphasis on offender accountability and responsibility.

In particular, the JJA is planning to revise and refocus its offender code of conduct, and establish a comprehensive system of earnable privileges. Under this code of conduct, juvenile offenders may progress to increasing benefits and privileges by avoiding disciplinary actions and criminal behavior, and by participating in programs or work assignments. The JJA believes that establishing such a code of conduct will provide an effective means to correct offender behavior for future reintegration into free society, as well as permit staff to maintain orderly operation of all juvenile correctional facilities.

PbS System

The Performance-based Standards (PbS) system has been developed by the Council of Juvenile Correctional Administrators (CJCA), at the request of the Office of Juvenile Justice and Delinquency Prevention (OJJDP), U.S. Department of Justice, to help youth correction and detention facilities continuously improve conditions of confinement and services provided. PbS recognizes that juvenile justice agencies are becoming data-driven organizations interested in using information to manage systems and facilities successfully and efficiently. PbS is a tool that agencies and facilities can integrate into existing operations to develop, monitor and sustain improvement.

PbS was designed to assist correction and detention facilities to improve the living conditions and services provided to confined youth and staff.

PbS captures information on issues such as contraband, staff misconduct, injuries to youth and staff, assessment, treatment and transition programming.

PbS also provides tools and guidance to help facilities learn from the data and then develop and implement Facility Improvement Plans (FIPs) that will lead to improvements in youth correction and detention facilities. JJA is one of 25 new sites beginning in October.

Community Prevention Programs

Enhance collaboration with community partners through:

- Establishment of a Community Agency Supervision Management System (CASIMS) user group.
- Conduct regular Administrative Contact meetings to include technical assistance and training.
- Develop and conduct a state-wide Prevention Summit.
- Increase participation in JCAB meetings.

Implement updated community case management supervision policies and procedures.

Enhance the state-wide service provider system through:

- Development of new providers through the state's request for proposal process.
- Implement a provider open bed availability web based application.
- Provide best practices technical assistance to service providers.

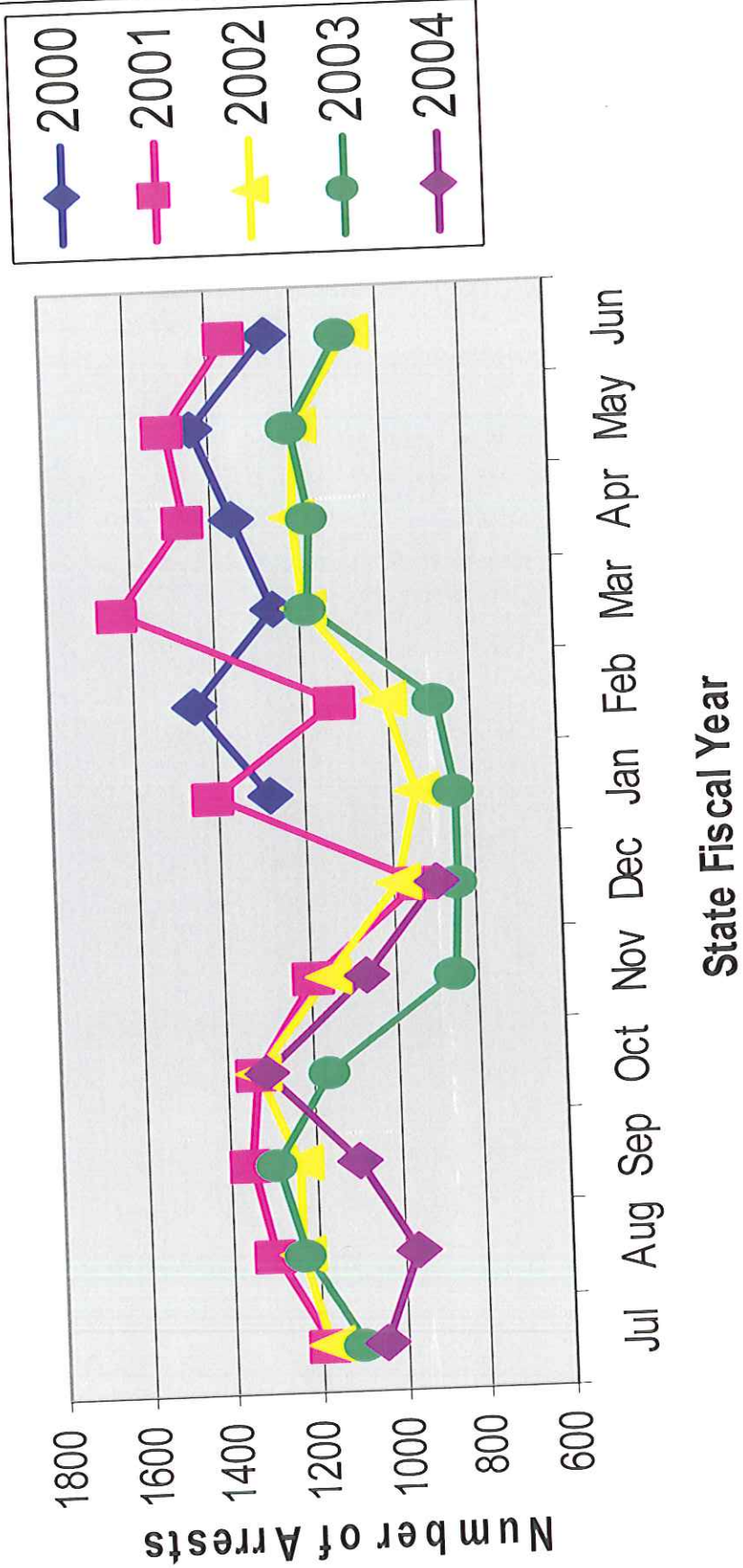
Provide case management training to community case management agencies on an annual basis.

Continue on-site, programmatic technical assistance, training and reviews at or above current levels.

Juvenile Arrests in Kansas

Source: Kansas Bureau of Investigation

*Data unavailable from 7/99 to 12/99 & 1/04 to 6/04



	SFY 2000	SFY 2001	SFY 2002	SFY 2003	SFY 2004
Jul		1182	1179	1095	1050
Aug		1304	1244	1231	971
Sep		1349	1240	1295	1096
Oct		1334	1328	1157	1310
Nov		1185	1162	855	1069
Dec		939	985	839	895
Jan	1279	1416	938	839	
Feb	1454	1117	1009	887	
Mar	1266	1628	1187	1184	
Apr	1348	1463	1207	1166	
May	1449	1509	1196	1212	
Jun	1265	1348	1068	1084	
Source: Kansas Bureau of Investigation					
*Data unavailable from 7/99 to 12/99 & 1/04 to 6/04					

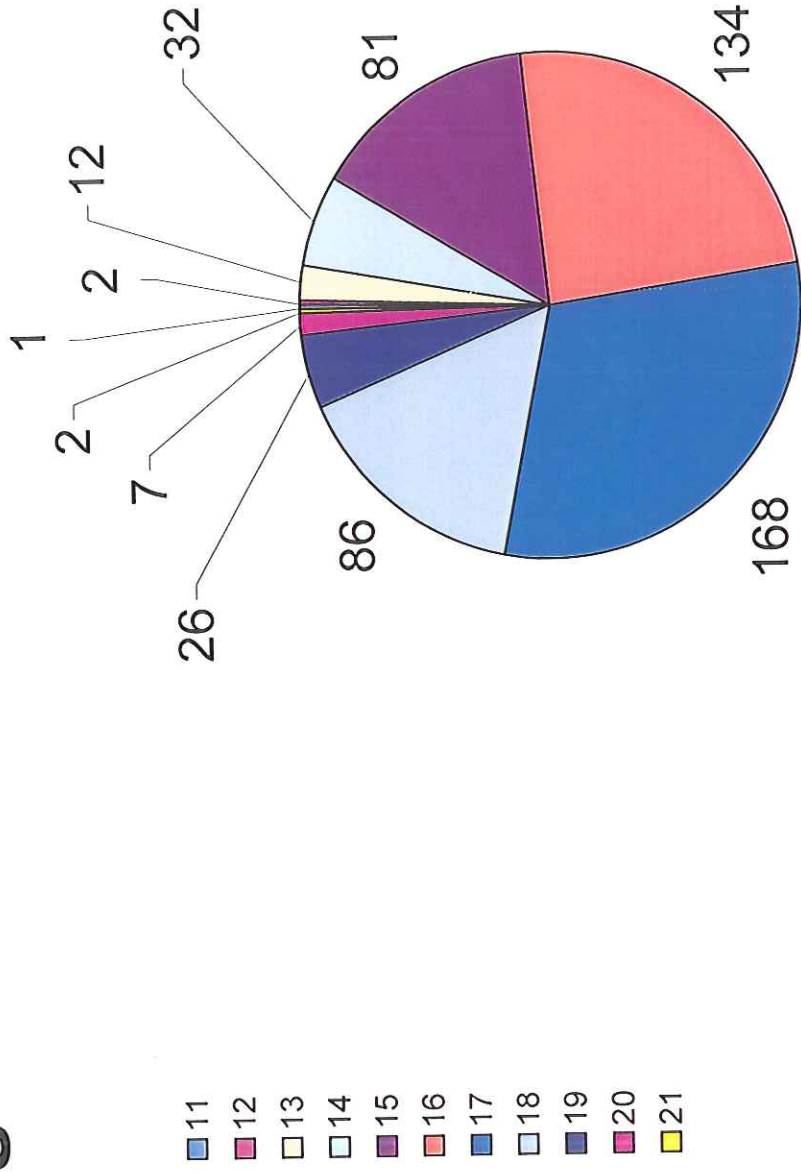
Juvenile Intake and Assessment Intake Statistics All Districts

Request for 7/1/2003
through 6/30/2004

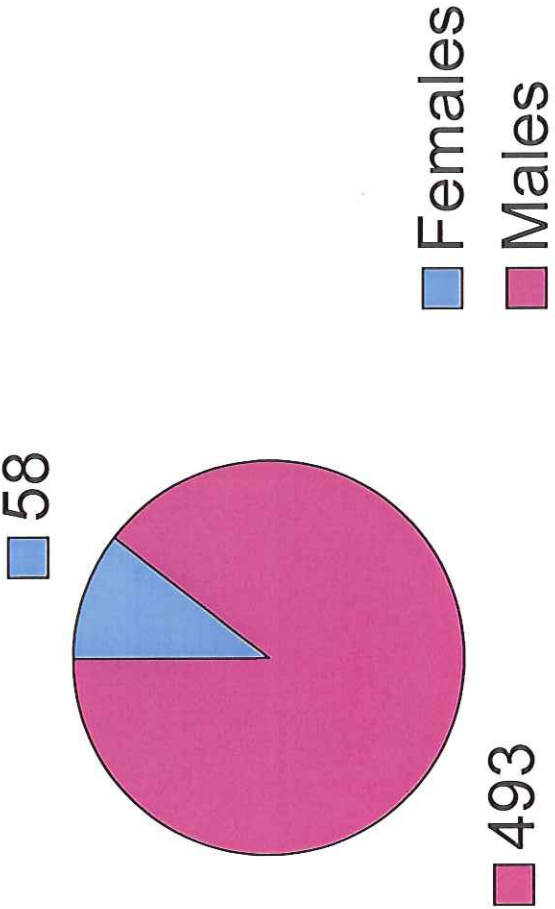
	JO	CINC
Demographic Information		
1. Total number of intakes for period	15302	7594
2. Number by sex		
a. Male	10787	3725
b. Female	4513	3869
3. Number by Race		
a. Asian	209	81
b. Black	3210	1535
c. American Indian/alaskan Native	200	130
d. Hawaiian/Pacific Islander	33	20
e. White	11597	5789
f. Unknown	49	39
4. Reason for Referral		
a. Total number of felonies	3220	13
(1) Person Offense	1498	8
(2) Property Offense	1722	5
b. Total number of misdemeanors	10099	131
(1) Person Offense	2118	10
(2) Property Offense	7981	121
c. Runaway	253	2294
d. Abuse/Neglect	3	289
e. Truancy	221	461
f. Other	1506	4406
5. Placement Dispositions		
a. Parent/Guardian	10068	3721
b. Detention	3111	469
c. Self	51	4
d. Friend/Relative	880	677
e. Shelter/Group Home	516	1035
f. Foster Home	208	1134
g. Other	467	553
6. Intakes by Age		
a. 10 or Less	175	1477
b. 11	346	226
c. 12	648	344
d. 13	1245	694
e. 14	1999	1001
f. 15	2781	1335
g. 16 or Above	8108	2517

Age	Admissions
11	1
12	2
13	12
14	32
15	81
16	134
17	168
18	86
19	26
20	7
21	2

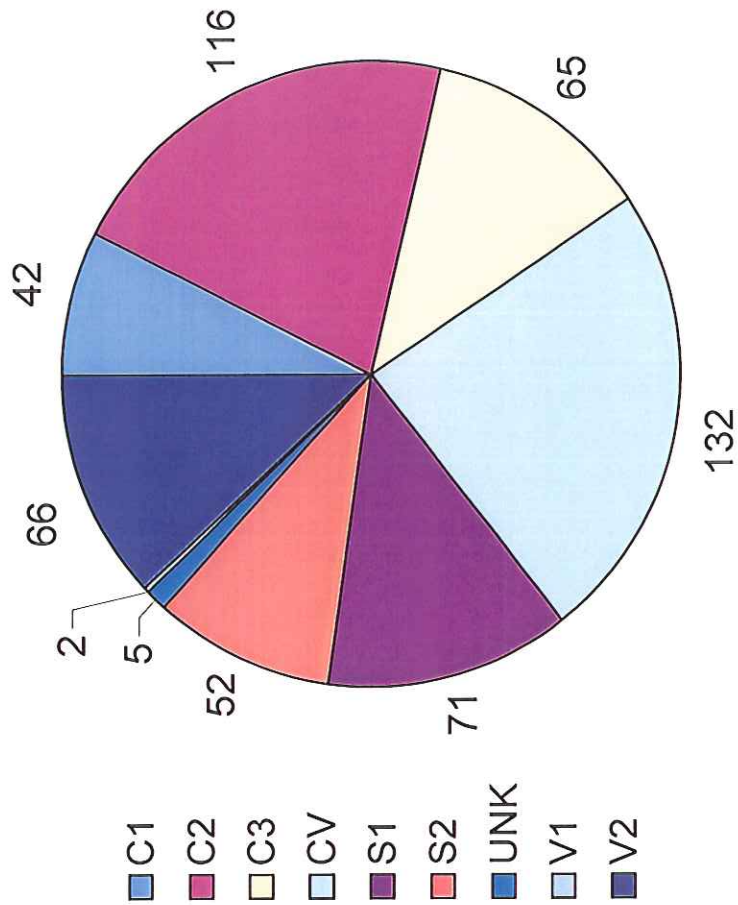
Age at Admission



Gender of Admissions



Admissions per Matrix



Matrix Class	No. of arrests
Chronic I	42
Chronic II	116
Chronic III	65
CV	132
Serious I	71
Serious II	52
UNK	5
Violent I	2
Violent II	66

Admissions per County

County	Admissions	County	Admissions	County	Admissions
Allen	2	Geary	8	Neosho	5
Anderson	1	Grant	2	Osage	1
Atchison	9	Greenwood	1	Phillips	2
Bourbon	6	Gray	1	Pawnee	1
Brown	2	Hamilton	1	Pratt	3
Barton	8	Harper	1	Pottawatomie	1
Butler	16	Harvey	5	Rice	4
Cloud	1	Jackson	4	Riley	3
Cherokee	2	Jefferson	2	Reno	15
Cowley	10	Johnson	40	Rooks	1
Crawford	2	Kearney	4	Russell	3
Clay	1	Labette	4	Saline	19
Decatur	1	Leavenworth	17	Scott	2
Douglas	6	Lyon	6	Sedgwick	106
Dickinson	2	Meade	1	Shawnee	32
Doniphan	2	Montgomery	12	Sumner	4
Elk	1	Miami	5	Seward	3
Ellis	1	Marion	3	Unknown	23
Ellsworth	2	Mcpherson	3	Wilson	2
Finney	22	Marshall	1	Woodson	1
Ford	9	Nemaha	1	Wyandotte	90
Franklin	3				