

# DOUGLAS COUNTY JUVENILE PROBATION FAMILY HANDBOOK



*Juvenile Justice is the wisest investment we  
can make in crime prevention*

October 2024

## Table of Contents

<b>Introduction</b>	<b>3</b>
<b>Mission and Values</b>	<b>4</b>
<b>My child has been arrested or referred - Now what?</b>	<b>5</b>
<b>DCJPO Flowchart</b>	<b>7</b>
<b>How can I get involved?</b>	<b>8</b>
<b>Prison Rape Elimination Act (PREA)</b>	<b>10</b>
<b>Education/Visits/Phone calls</b>	<b>10</b>
<b>Juvenile Justice Bill of Rights</b>	<b>11</b>
<b>Frequently Asked Questions</b>	<b>13</b>
<b>Resources &amp; Other Services</b>	<b>15</b>
<b>Glossary of Terms</b>	<b>17</b>
<b>Contact Information</b>	<b>19</b>
<b>Conclusion</b>	<b>19</b>

## **INTRODUCTION**

Welcome to the Family Handbook for the Douglas County Juvenile Probation Department (DCJPO). We hope this handbook will serve as a guide and answer many of your questions and concerns.

We understand that when your child is arrested, has received a criminal citation, or referred to us, it initiates many different types of feelings. DCJPO understands that this may be a difficult time in your life, and our goal is to provide information directly to you to help ease the stress.

We understand that no one, including DCJPO, knows your child better than you do. Therefore, we want to work directly with you to provide the most effective, respectful services possible. With your active participation, DCJPO can address the needs of your child and family with the least intrusive level of involvement possible.

This handbook will provide a better understanding of our juvenile justice system, your family and child's rights, and responsibilities. We acknowledge that having more knowledge and information can help you navigate our system, support your child, and provide feedback and information to DCJPO.

We are here for you as part of your team and are committed to your child's success.

## **Mission**

Our mission is to help create a safer community and provide opportunities for your child to achieve their goals by providing a continuum of services, incentives, and sanctions to at-risk youth and their families.

Under the jurisdiction of the Ninth Judicial District Court, the Douglas County Juvenile Probation Department commits to the prevention and treatment of delinquent behaviors with a strong emphasis on community protection and the needs of youth and families.

## **Values**

- We value the safety of the people in Douglas County, our employees, your child, and the families we serve.
- We value the integrity, experience, and expertise of our employees.
- We value cultural diversity in our employees, your child, and their families.
- We strive to create opportunities for your child and families to lead productive lives.
- We value excellence and quality practices based on accurate data and research.
- We value continuous improvement and learning for all individuals, including employees, your child, and their families.
- We value innovation and cutting-edge services.
- We value families, friends, key stakeholders, and employees who support positive change in your child.
- We value change for the positive growth opportunities it brings.

Visit us on the web at: <https://douglasdistrictcourt.com/juvenile-probation-detention/>

## **MY CHILD HAS BEEN ARRESTED OR RECEIVED A CITATION- NOW WHAT?**

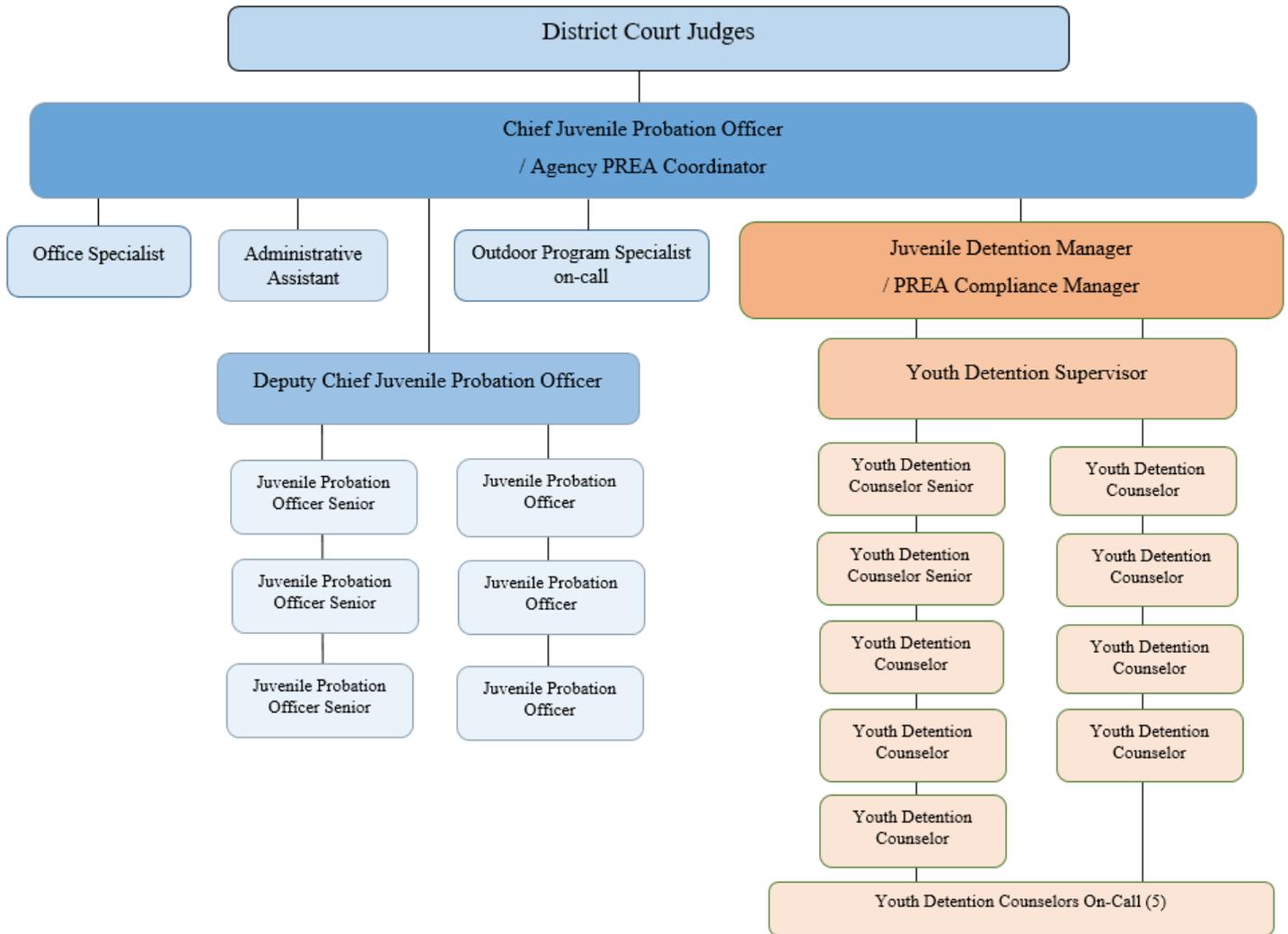
The following are the events that occur immediately following your child's arrest or citation/referral:

- If arrested, a juvenile probation officer will decide if your child can be released, or if a detention hearing will be set.
  - A Youth Detention Counselor will notify you of your child's arrest upon arrival to the Douglas County Juvenile Detention Center.
  - If it is determined a detention hearing is necessary, the hearing will be scheduled within 72 hours of booking, excluding weekends and holidays. DCJPO will notify you as soon as the hearing time and date are confirmed.
  - Your child will receive the Massachusetts Youth Screening Inventory (MAYSI-2), a brief screening tool designed to identify potential mental health needs of adolescents involved in the juvenile justice system and is required by NRS 62C.035. If your child reports current suicidal thoughts, an emergency mental health evaluation will be completed to ensure the safety of your child. Your child will also receive the Prison Rape Elimination (PREA) Act Risk Assessment and the Nevada Rapid Indicator Tool (NRIT). The NRIT is an assessment to identify a child who may be a sex trafficking victim or is at risk of being a sex trafficking victim.
  - In Nevada, unlike in the adult system, your child cannot be bailed out of detention.
  - We know this is a difficult time for your child and their family. We are committed to providing care and supervision during their time in custody.
  
- If your child receives a citation, you will be notified as soon as it is assigned to a Probation Officer. You will be contacted via phone or through mail. DCJPO provides a variety of services to help your child and their families. Contact by an officer does not mean your child will be placed on probation.
  
- If your child is required to appear at the Juvenile Probation Office for a misdemeanor hearing, your child will have a chance to admit or deny the charge(s). If your child admits to the charge(s), they will be required to complete community service hours or pay a fine determined by this department. Once completed, the referral will be closed out and no further action will be taken. If your child denies the charge(s), the police report will be referred to the District Attorney's office for further review and potential formal charging decisions.
  
- Formal probation occurs when the District Attorney files a petition, a petition hearing is scheduled, an admission is entered, disposition occurs, and your child is adjudicated on the offense and placed on formal probation. Your child has the right to an attorney through these proceedings. If you cannot afford an attorney, one will be appointed by the court.

- ❑ DCJPO believes that behavior change can only occur when the services provided are effective and match your child's and family's needs. Therefore, any services our agency provides will be discussed with you and your child. If your child is going through the court process, you and your child will be asked to participate in the Youth Level of Services/Case Management Inventory (YLS/CMI 2.0) interview. The YLS/CMI 2.0 is a validated gender-informed, culturally-informed, strength-focused risk/needs tool that reliably and accurately classifies and predicts re-offending within male and female juvenile populations.
  
- ❑ DCJPO understands that the cost of services and other factors can add unnecessary stress to your family. Therefore, we will work diligently to ensure that fines, fees, and costs for services do not become a barrier for your child or you.

# DCJPO ORGANIZATIONAL CHART

## Douglas County Juvenile Services Organizational Chart 2024



## **HOW CAN I GET INVOLVED?**

### **Educate Yourself**

Reading this handbook is the first step. We will strive to be your partners throughout this process, but you should learn as much as possible and ask questions to prepare you to support your child and the rest of your family.

### **Educate Us**

While we will learn a lot about your child throughout this process, you know your child better than we do, and your input will be invaluable. Your input may include some of the following items:

- Treatment history
- Medications
- Strengths & needs
- Their pattern of responding to people
- Culture
- Educational history
- Transition and support services essential for successful reentry
- General history (i.e., learning disabilities, trauma history)
- Capacity to participate in processes and services
- The environment into which the child will transition back after the release
- Current peers
- Leisure activities

We encourage you to educate juvenile justice professionals on how the system impacts your child, family, and the services and treatment your child receives.

### **Participate**

You will have opportunities to participate throughout the process to provide input relevant to your child and family, including your values, culture, and history.

While it may feel awkward or intimidating, you are encouraged to speak up at meetings to provide information and give input on your child's needs. In court, be prepared to participate by providing vital information. Please make sure we always have your current contact information.

Keep all paperwork in a folder (reports, letters, and notices). Ask for copies of anything in writing about your child. Also, keep good notes regarding people you speak with, any meetings or hearings scheduled, and other important dates and appointments.

We must keep an open line of communication. This will ensure we establish a foundation of honesty, respect, and trust among all parties involved. Your child's and family's strengths are essential in helping your child build a promising future. Be open and honest about the challenges that may have contributed to your child's juvenile justice involvement. In turn, feel free to ask questions to clarify the process as your child moves

through juvenile probation. Share your concerns, fears, and positive aspects of your child's life, and offer suggestions to aid in successful programming, treatment planning, and return to the community.

### **Advocate**

You can help. We ask that you encourage your child to participate in their programming and treatment actively. We find that youth whose parents are actively involved increases the child's success with Juvenile Probation.

Beyond participating in your child's treatment, you may become a parent mentor for new families involved in the juvenile justice system. We welcome and need your input, and we support and believe that it is vital in helping us to provide the best care and support possible for your child in our system.

### **Attend the Parent Project**

DCJPO understands that our lives can be hectic and chaotic, but it is important to set aside time dedicated to helping your child. DCJPO offers a free parenting class the "Parent Project". The class is held in 10 week sessions and is offered typically two times per year. The class will empower parents by learning how to deal with conflicts in the home, prevent or intervene in alcohol/drug use and improve school attendance and performance to name a few.

## **IMPORTANT NOTICES TO PARENTS**

### **Prison Rape Elimination Act (PREA)**

PREA is a federal law signed on September 4, 2003, and became effective on August 20, 2012. The PREA Standards provide rules to prevent, detect and respond to sexual abuse and sexual harassment within correctional systems. PREA applies to all federal and state prisons, jails, police lockups, private facilities, and community correctional settings that house male and female adults and juveniles.

The Douglas County Juvenile Detention Center has zero tolerance towards all forms of sexual abuse and sexual harassment of your child in our custody.

If you suspect your child has experienced sexual abuse or sexual harassment while in a correctional/detention facility, there are multiple ways to report this:

- Tell any facility staff member
- Call to the Juvenile Detention Center Manager/PREA Compliance Manager at 775-586-7220
- Call the Chief/PREA Coordinator at 775-782-9811
- Report it to local law enforcement at 775-782-5126
- Write a letter to the PREA Coordinator at PO Box 218 Minden, NV 89423

### **Education**

Your child will receive educational services during their stay at the Douglas County Juvenile Detention Center.

DCJPO works closely with the Douglas County School District to ensure that your child has access to their current school work and support services. Your child will have access to a computer/chrome book to complete school assignments. Your child attends school Monday- Friday 8:30 am – 2:30 pm. If your child is on an individualized education plan (IEP), a teacher from the school district will help your child with any educational needs.

### **Visits/ Phone Calls**

The Douglas County Juvenile Detention Center allows visits on Sundays. These visits must be scheduled prior by contacting a detention staff member at 775-586-7220. Parents/guardians are the only individuals allowed for visitation. No siblings or other family members are allowed, and we apologize in advance for any inconvenience this may cause.

Youth are allowed three phone calls a week to parents/guardians only. A juvenile probation officer may allow for additional phone calls to parents/guardians or another individual deemed appropriate to that specific youth. Phone calls to counselors, attorneys or probation officers are not counted toward the youths weekly phone calls.

## **Juvenile Justice Bill of Rights**

NRS 62B.510- Rights of a child placed in a detention facility. Except as otherwise provided in NRS 62B.520, a child who is placed in the care and custody of a detention facility within this state has the right:

1. To receive information concerning their rights outlined in this title.
2. To be treated with basic human dignity and respect, without intentional infliction of humiliation.
3. Have fair and equal access to services, placement, care, treatment, and benefits.
4. A program of education that meets the requirements of the law and is appropriate for the child's developmental maturity.
5. To receive adequate, healthy, and appropriate food.
6. To receive adequate, appropriate, and accessible necessities, including, without limitation, shelter, clean clothing, and personal hygiene products and facilities.
7. To have access to necessary medical and behavioral health care services, including, without limitation:
  - (a) Dental, vision, and mental health services;
  - (b) Medical and psychological screening, assessment, and testing; and
  - (c) Referral to and receipt of medical, emotional, psychological, or psychiatric evaluation and treatment as soon as practicable after the need for such services has been identified.
8. To be free from:
  - (a) Abuse or neglect, as defined in NRS 432B.020.
  - (b) Corporal punishment, as defined in NRS 388.478, except the reasonable use of force necessary to preserve the order, security or safety of the child, the public, the detention facility staff, or other children who are detained in the detention facility.
  - (c) The administration of psychotropic medication unless the administration is consistent with the policies established pursuant to NRS 62B.530.
  - (d) Discrimination or harassment on the basis of their actual or perceived race, ethnicity, ancestry, national origin, color, religion, sex, sexual orientation, gender identity or expression, mental or physical disability, or exposure to any communicable disease.
  - (e) The deprivation of food, sleep, exercise, education, pillows, blankets, or personal hygiene products as a form of punishment or discipline.
  - (f) Being searched for the purpose of harassment or as a form of punishment or discipline.

(g) Being restricted from a daily shower, clean clothing, drinking water, a toilet, or reading materials relating to the education or detention of the child as a form of punishment or discipline.

9. To have reasonable access and accommodations to participate in religious services of their choice when reasonably available on the premises of the detention facility or to refuse to participate in religious services.
10. To communicate with other persons, including, without limitation, the right:
  - (a) To have regular contact through visits, telephone calls, and mail with:
    - (1) Biological children;
    - (2) Parents;
    - (3) Guardians;
    - (4) Attorneys; and
    - (5) Other adults with whom the child has established a familial or mentoring relationship, including, without limitation, clergy, caseworkers, teachers, mentors, and other persons, upon approval of the detention facility.
  - (b) To communicate confidentially with:
    - (1) Any agency which provides child welfare services to the child concerning their care;
    - (2) Attorneys, legal services organizations, and their employees and staff;
    - (3) Ombudspersons and other advocates;
    - (4) Members of the clergy; and
    - (5) Holders of public office and people who work at a state or federal court.Except as otherwise provided by specific statute, a communication made pursuant to this paragraph is not a privileged communication.
  - (c) To report any alleged violation of their rights pursuant to NRS 62B.525 without being threatened or punished.
11. To participate, in person, by telephone, or by videoconference, in all court hearings pertaining to the circumstances which led to the detention of the child. (Added to NRS by 2017, 744).

NRS 62B.520- Reasonable restrictions on exercise of rights by the child. A detention facility may impose reasonable restrictions on the time, place and manner in which a child may exercise their rights set forth in NRS 62B.510 if such restrictions are necessary to preserve the order, security, or safety of the child, the public, the staff of the detention facility or other children who are detained in the detention facility. (Added to NRS by 2017, 746).

## **FREQUENTLY ASKED QUESTIONS**

**How long will my child be involved with juvenile probation?**

Services are individualized based on the results of the YLS/CMI 2.0. DCJPO is committed to matching the needs and risks of your child to effective services. Once court requirements are met or goals are accomplished, the case may be dismissed or closed.

**Will you contact me if something happens to my child while in detention?**

DCJPO will have open communication with families. We intend to immediately contact parents or guardians in case of an emergency in detention. An emergency may include a serious medical condition requiring hospitalization or emergency room treatment, escape, or an incident requiring a criminal investigation. You must have a current phone number to ensure we can contact you when needed.

**Can I visit my child in detention?**

DCJPO understands that contact with family members is critical to your child's success. Therefore, your child can spend time with their parents/guardians during visiting hours on Sunday. Special visits may occur depending on the situation.

There are visitation rules. Douglas County Juvenile Detention staff will give you specific information about visitation and what you are allowed to wear and have on your person. Visitation may be suspended due to violation of visitation rules or if there is an emergency at the facility that requires a suspension for the purpose of safety.

**To schedule a visit, call: 775-586-7220**

**Can I bring my child anything during visits?**

Unfortunately, providing food or gifts is not allowed while your child is in custody.

**How do I get in touch with my child in an emergency?**

In an emergency, call the facility at 775-586-7220.

**Is information about my child confidential?**

DCJPO keeps all juvenile justice information confidential. Therefore, we may only release it per the provisions of NRS 62H.025 or as expressly authorized by other federal or state law.

**What happens if my child has mental health or substance abuse issues?**

Many youth with emotional, behavioral, mental health, and/or substance abuse issues become involved in the juvenile justice system. Information sharing with community-based agencies will be crucial in providing the needed services to your child.

If your child has a mental health or substance abuse disorder, you should:

- Make all those involved aware of your child's mental health and substance abuse history and if your child is taking medication for mental health or substance abuse reasons.
- Provide prior psychiatric, psychological, neurological, behavioral, social, and/or educational evaluations to DCJPO staff.

- Work with the juvenile probation department to help develop case plans for your child or present your plan to them for review.

### **Who do I talk to about getting general updates?**

We welcome open communication if you have questions about how your child is doing or what needs to be worked on. Probation Officers, Deputy Chief Juvenile Probation Officer or Chief Juvenile Probation Officer can serve as a resource for information and services in the community. They can link you to services in your community that can provide you with assistance and support, such as:

- Counseling, including substance abuse and mental health counseling;
- Workforce preparedness programs;
- Parenting programs;
- Educational opportunities in the community; and
- Vocational opportunities in the community

### **Does DCJPO have Spanish speaking staff?**

Yes. We have two probation officers and one detention staff member that are fluent in speaking Spanish. If you and/or your child's first language is Spanish and will be involved in the court process, a certified interpreter will be available in person or via phone to translate. We also utilize the program Language Line to help with any interpretation needs.

### **What do I do if I move?**

If you move or change phone numbers, contact DCJPO at 775-782-9811 as soon as you know the new address and phone number.

### **What if I am moving out of state?**

Nevada participates in the Interstate Compact for Juveniles, a cooperative supervision between states. This allows families who need to move their child while on probation to have a continuum of care by offering similar services in the other state. Please notify your child's Probation Officer if you plan to move out of Nevada.

### **What if our family has an emergency after hours or over the weekend?**

DCJPO has a juvenile probation officer on-call 24/7 in cases of emergency. Please call 775-782-5126 and request to speak with the on call office. If it is a medical or criminal emergency, please call 911.

## **RESOURCES & OTHER SERVICES**

**Nevada 2-1-1** is a free service that provides information about health and human service programs throughout the state. Professionals are available any time, day or night, to assist you with locating the services you need within your zip code area.

- Dial 2-1-1 from anywhere in Nevada (or call 1-866-535-5654 from anywhere)

- Text your 5-digit zip code to 898-211 to "chat" with a specialist via text
- Search online at [www.nevada211.org](http://www.nevada211.org) to access the 2-1-1 database directly

Nevada 2-1-1 has information about the following:

- Housing and shelter
- Resources for infants, children, and young adults
- Health Insurance
- Victims of Crime
- Food, utility, and transportation assistance
- Crisis hotlines
- Mental health, addiction, and disability resources

## **Mental Health Services**

For children statewide, age 17 and under, you may call the Children's Mobile Crisis Response Team. This service provides crisis intervention and support to Nevada families dealing with a behavioral or mental health crisis. They provide telephone triage, mobile crisis response, as necessary, crisis stabilization, and aftercare. For more information, visit the following website: <http://knowcrisis.com>. To access services in rural Nevada, please call 775-688-1670.

### **Suicide Prevention**

National Suicide Prevention Lifeline

1-800-273-8255

<https://suicidepreventionlifeline.org/>

If your child is struggling with thoughts of suicide, help is available. The Lifeline provides 24/7, free and confidential support for people in distress, prevention and crisis resources for you or your loved ones, and best practices for professionals.

Crisis Call Center

1-800-273-8255

24 hours a day, 365 days a year

or

Text CARE to 83986

Spanish National Suicide Prevention Lifeline

1-888-628-9454

### **Domestic Violence**

National Domestic Violence Hotline

1-800-799-7233

### **General Assistance**

Nevada Division of Welfare and Supportive Services

*Northern Nevada-775-684-0800*

*Southern Nevada-702-486-1646*

Apply for energy, medical, food, and childcare assistance.

Provides food and emergency shelter.

Lifeline NV

1-844-330-1867

[eligibility@nvlifeline.org](mailto:eligibility@nvlifeline.org)

Provides discounts on telephone or broadband services for low-income households.

Northern Nevada HOPES

580 West 5th Street Reno, Nevada 89503

775- 786-4673 [www.nnhopes.org](http://www.nnhopes.org)

Crisis Text Line

Text HOME to 741741 from anywhere in the US to talk with a trained Crisis Counselor. Crisis Text Line is free, with 24/7 support for those in crisis.

Crisis Call Line-Reno

775-784-8090

Text "ANSWER" to 839863

Northern Nevada Crisis Call Line is a 24/7 number where skilled counselors can assist you.

**Sexual Assault Survivor Advocates**

National Child Abuse Hotline

800-4-A-CHILD (422-4453), anytime, 24/7.

National Sexual Assault Hotline

800-656-HOPE (4673) or chat online at [online.rainn.org](http://online.rainn.org).

**Victims of Crime Services**

State of Nevada Victims of Crime Office

702-486-2740

Check eligibility, complete an application, and find other victim assistance resources.

<http://voc.nv.gov/>

Douglas County District Attorney's Office Victim Witness Unit

775-782-9800

## **GLOSSARY OF TERMS**

**Adjudication:** A hearing at which the juvenile court judge determines that a juvenile is responsible for the offense that has been filed.

**Case Plan:** A comprehensive plan for your child that the JPO initially develops in consultation with you, your child, and all other individuals deemed appropriate and integral in your child's life. This plan identifies the goals and objectives of each risk and needs domain identified by the YLS and assessment process. The case plan will also include the strengths of your child and your family.

**Case Management:** A service provided by DCJPO that provides structure to your child's case, including providing case planning, treatment, program monitoring, reentry planning, referrals to community-based resources, and case file documentation.

**Commitment:** A youth who has been adjudicated by a juvenile court (found responsible for an offense) and ordered placed in a correctional facility for treatment and rehabilitation.

**DCFS:** Division of Child and Family Services, a state agency responsible for the welfare of children and youth in Nevada, provides child welfare services, juvenile justice services, and behavioral health services.

**Delinquent:** A youth the court finds has committed an act that would be a crime if committed by an adult.

**Delinquent Act:** An offense committed by a juvenile that would be classified as a crime if committed by an adult.

**Detention:** A county-locked facility where youth wait for their next court hearing or placement.

**Facility:** A state correctional center that houses youth committed to DCFS for treatment and rehabilitation or mental health care.

**Family:** A child's family is a group of individuals who support your child emotionally, physically, and financially. Its members define a family, and each family defines itself. A family can include individuals of various ages who are biologically related, related by marriage, or unrelated.

**Family Engagement:** Establish a collaborative relationship in which families are integral partners in case planning and reentry by providing individualized solutions for your child to avoid further involvement in the criminal justice system.

**Juvenile:** A person alleged to have committed or been adjudicated as having committed a delinquent before turning 18 years old.

**Recidivism:** A tendency to return to a previous condition or mode of behavior, especially a relapse into criminal behavior.

**Reentry Plan:** A component of the Case Plan that identifies the requirements for your child after release from a higher level of care.

**Residential Treatment:** Programs that provide extensive behavioral, psychiatric, or alcohol and drug treatment while the individual is attending school and living in residence at the program.

**Risk Assessment:** A validated and reliable tool to assess your child's likelihood (or risk) of future re-offending. Items on these instruments can reflect life circumstances (i.e., history of child abuse) and personal characteristics (e.g., attitudes and past behaviors) that have been found to predict future problem behavior. HCJS utilizes the YLS/CMI 2.0 and additional risk and screening tools used at different decision-making points (e.g., diversion, detention, or disposition). For example, the briefer screening instruments, such as those often used to determine whether to detain your child, generally consider more unchanging characteristics, such as the current alleged offense or prior arrest history.

**Status Offense:** any conduct that would not be considered illegal if committed by an adult such as curfew, runaway and truancy.

**DCJPO CONTACT INFORMATION**

**Chief**

Daniel Hamer

**Physical Address:**

1038 Buckeye Rd. Minden, NV 89423

**Deputy Chief**

Kelly Cady

**Mailing Address:**

PO Box 218 Minden, NV 89423

**Probation Officers**

Dominic Hastings-Molyneux

Kenny Nicoll

Krysi Harris

Sara Mangiaracina

Andres Orozco

**Douglas County Juvenile Detention Center Manager**

Kris Zehren

**Physical Address:**

175 US HWY 50 Stateline, NV 89449

**Douglas County Juvenile Detention Center Supervisor**

Chris DeLeon 775-586-7220

**Mailing Address:**

PO Box 218 Minden, NV 89423

**Conclusion**

**We know this time may be difficult, but we will do our best to make it effective and respectful. We will work in collaboration with you and your child to assist your child in being successful at home, at school, and in the community.**

**We hope you ask questions, participate whenever you can, and feel confident advocating for your child. We look forward to partnering with you and using our shared time and resources most effectively for you and your family.**