# JUVENILE JUSTICE SUBCOMMITTEE September 1, 2017 – AUGUST 31, 2018 ANNUAL REPORT



**State of West Virginia Jim Justice, Governor** 



Department of Military Affairs and Public Safety Jeff S. Sandy, CAMS, CFE, Cabinet Secretary



Division of Justice and Community Services
1124 Smith Street, Suite 3100
Charleston, West Virginia 25301
Joseph C. Thornton, Director
Jeffrey D. Estep, Chief Deputy Director
Leslie S. Boggess, Deputy Director
Tanisha Travis, Senior Justice Program Specialist
John Stigall, Juvenile Justice Compliance Monitor

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### The West Virginia Governor's Committee on Crime, Delinquency, and Correction Jeff S. Sandy, CAMS, CFE, Chairman

#### The West Virginia Juvenile Justice Subcommittee Bob Musick, Chairman

Stephanie Bond Director of Probation, West Virginia Supreme Court of Appeals Brenda Thompson
Attorney,
West Virginia Public Defender Services

Barri Faucett Prevent Suicide WV Danica Rubenstein
Director of Attendance, Monongalia County Schools

Gary Robinson West Virginia Alcohol Beverage Control Administration Francine Thalheimer Counselor, Kanawha County Schools

Linda Watts Commissioner West Virginia DHHR Captain Ron Smith Prevention Resource Officer Mason County WV

William Marshall
Director
West Virginia Division of Juvenile Services

Phyllis Stewart-Brown Retired Chief Probation Officer, 17<sup>th</sup> Judicial Circuit, Monongalia County

Vickie James Executive Director WV Board of Social Work Greg Puckett Mercer County Commissioner

Karen Yost President and CEO Prestera Center Wanda Cox Social Worker

Bob Musick New Business Development / Legislative Liaison PSIMED Honorable Judge Darrell Pratt Circuit Court Judge, 24<sup>th</sup> Judicial Circuit

#### Youth Members

Codie Smith Dmitri Hunter Regan Carpenter Marquis Moore Lian Dunlevy Kristen Shomo Nathan Boggess Molly Rubenstein

#### The Governor's Committee on Crime, Delinquency and Correction

Juvenile Justice Subcommittee Mission and Purpose

The West Virginia Division of Justice and Community Services serves as staff to the Governor's Committee on Crime, Delinquency and Correction, which was created in 1966 by executive order of the Governor, and was later codified into West Virginia Code §15-9-1, to develop a statewide planning capacity for the improvement of the state's criminal justice system. The Juvenile Justice Subcommittee was established following the passage of the Juvenile Justice and Delinquency Prevention (JJDP) Act of 1974, as amended (42 United States Code Section 5601), to serve as the state advisory group to the Division of Justice and Community Services for the administration of juvenile funds received by West Virginia under the JJDP Act.

The purpose of the West Virginia Juvenile Justice Subcommittee is to utilize funds to provide the necessary funding to research, develop and implement programs which benefit youth and all who are involved in the juvenile justice process, and support efforts to insure compliance with the core requirements of the JJDP Act.

#### **Juvenile Justice Subcommittee Guiding Principles**

The guiding principle of the Juvenile Justice Subcommittee is to prevent and reduce juvenile delinquency and to improve the juvenile justice system in West Virginia. This is done by subgranting funds to various private/nonprofit organizations, state agencies, and local units of government for delinquency prevention efforts that address the needs of the targeted at-risk youth population. Funding consideration will be given to projects that address these priorities:

- Interagency coordination of services for meeting the needs of targeted at-risk population.
- Alternative to school settings for youth who exhibit behavior problems to prevent youth from dropping out of school.
- Opportunities for children and youth to build their self-esteem.
- Activities that reduce peer pressure.
- Projects that encourage parental involvement by establishing a parental component as a part of the programming efforts.
- Crisis intervention services for youth who are exposed to domestic violence.
- Youth advocacy services or court-appointed advocates for youth involved in the court system.
- Direct services to victims of child sexual and physical abuse and neglect, and activities for prevention/awareness of child abuse.
- School safety programs, such as conflict resolution, peer mediation and gun/weapon control, which will decrease the incidence of school violence.
- Assessment of interagency cooperation and responsiveness of state services to this youth population.
- Assessment of the individual progress of the youth participating in the program through pretests and post-tests.
- Written assessment by youth and parents regarding program satisfaction or weaknesses.
- Documented support of the program from the state.

#### **The Juvenile Justice and Delinquency Prevention Act Mandates**

The Juvenile Justice and Delinquency Prevention (JJDP) Act, passed by Congress in 1974, authorized the States to administer local delinquency prevention and intervention efforts and juvenile justice system improvements. The goals of the JJDP Act are to ensure appropriate services, due process, proper treatment and safe confinement of juveniles who are involved in the juvenile justice system. States must commit to achieve and maintain compliance with the following four core requirements of the JJDP Act:

#### 1. <u>Deinstitutionalization of Status Offenders (DSO)</u>

A status offender (a juvenile who has committed an act that would not be a crime if committed by an adult) or nonoffender (such as a dependent or neglected child) cannot be held, with statutory exceptions, in secure juvenile detention or correctional facilities. Status offenders and nonoffenders cannot be detained or confined in adult facilities for any length of time.

#### 2. Separation of Juveniles from Adult Offenders (Separation)

Alleged and adjudicated juvenile delinquents cannot be detained or confined in a secure institution (such as a jail, lockup or secure correctional facility) in which they have sight or sound contact with adult offenders.

#### 3. Adult Jail and Lockup Removal (Jail Removal)

Juveniles (individuals who may be subject to original jurisdiction of a juvenile court based on age and offense limitations established by State law) cannot be securely detained or confined in adult jails and lockups. However, the statute provides temporary hold exceptions for alleged and adjudicated delinquents and criminal misdemeanor offenders under conditions of separation and accepts juveniles waived or transferred to criminal court or felony charges.

#### 4. <u>Disproportionate Minority Contact (DMC)</u>

States are required to address juvenile delinquency prevention efforts and system improvement efforts designed to reduce, without establishing or requiring numerical standards or quotas, the disproportionate number of juvenile members of minority groups, who come into contact with the juvenile justice system.

## West Virginia's Compliance with the Office of Juvenile Justice and Delinquency Prevention Act

#### Plan for Removal of Status Offenders and Non-offenders From Secure Detention and Correctional Facilities - Section 223(a)(11) Deinstitutionalization of Status and Non-offenders.

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) has completed its review and analysis of Deinstitutionalization of Status and Non-offenders (DSO) for 2017. During the Federal Fiscal Year 2017, West Virginia had 85 Deinstitutionalization of Status Offenders (DSO) violations. Twenty-Eight (28) of these violations occurred in West Virginia's law enforcement offices and fifty-seven (57) occurred in juvenile detention facilities.

The following West Virginia Case Law and statutes corroborate the JJDP Act.

West Virginia Code §49-5-11 decriminalizes status offenders making it illegal to detain status offenders in secure facilities. Youth who are adjudicated status offenders are referred to the Department of Health and Human Resources for services.

<u>Facilities Review Panel v. Coe</u> (1992) establishes standards that prohibit secure facilities from admitting status and non-offenders.

C.A.H. v. Strickler (1979), states that "under no circumstances can a child adjudged delinquent because of a status offense be incarcerated in a secure, prison-like facility with children adjudged delinquent because of criminal activity."

<u>Harris v. Calendine</u> (1977), states that "under no circumstances can a child adjudged delinquent because of a status offense, (i.e., an act which if committed by an adult would not be a crime), be incarcerated in a secure, prison-like facility with children adjudged delinquent because of criminal activity."

#### Plan for Separation of Juveniles and Incarcerated Adults Section 223(a)(12) Separation of Juveniles from Adult Inmates.

During Federal Fiscal year 2017, forty-six (46) violations occurred in West Virginia's law enforcement offices.

West Virginia will continue to provide training and technical assistance to secure and non-secure facilities. Regional trainings will be held in the upcoming year to address the specific needs and questions pertaining to the JJDP Act.

The West Virginia Supreme Court of Appeals, Administrative Order, effective July 1, 1997, charges the Division of Justice and Community Services of the Department of Military Affairs and Public Safety to monitor compliance with the State and Federal standards for juvenile detention facilities. The State will notify OJJDP if circumstances arise, or if resources are lost, which would jeopardize the State's capability to maintain compliance with the requirements of Section 223(a)(12).

The following West Virginia Case Law and statutes corroborate the JJDP Act.

West Virginia Code § 49-5-16 paragraph (a) states that "no child, including one who has been transferred to criminal jurisdiction of the court, shall be detained or confined in any institution in which he or she has contact with or comes within sight and sound of any adult persons incarcerated because they have been convicted of a crime or are awaiting trial on criminal charges or with the security staff (including management) or direct-care staff of a jail or locked facility for adults."

The State provides assurances that adjudicated juveniles are not reclassified administratively and transferred to adult correction authority. Paragraph (b) of the above cited section states that "No child who has been convicted of an offense under the adult jurisdiction of the circuit court shall be held in custody in a penitentiary of this State....the child may be transferred from a secure juvenile facility to a penitentiary after he attains the

age of eighteen years if, in the judgment of the Commissioner of the Department of Corrections and the court which committed such child, such transfer is appropriate."

M.N.L. v. Greiner (1987) created a "sight and sound" separation authority in stating that juveniles between the ages of 18 and 20 who remain under jurisdiction of the juvenile court may not be incarcerated within sight and sound of adult prisoners.

There are no approved "Juvenile Detention Areas" in any adult jail or lockup in West Virginia at the present time.

#### Plan for Removal of Juveniles from Adult Jails and Lockups Section 223(a)(13) Removal of juveniles from adult jails and lockups

West Virginia juveniles are not to be detained in any jail or lockup for adults. There is no approved juvenile detention or co-located areas in any adult jail or lockup in West Virginia at the present time.

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) has completed its review and analysis of Jail and Lockup Removal for Federal Fiscal year 2017. West Virginia's four (4) jail removal violations involved juveniles not being processed and out of the law enforcement facilities in the appropriate time frame. West Virginia will continue to provide training and technical assistance to secure and non-secure facilities. Regional trainings will be held in the upcoming year to address the specific needs and questions pertaining to the JJDP Act.

The West Virginia Supreme Court of Appeals, Administrative Order, effective July 1, 1997, charges the Division of Justice and Community Services of the Department of Military Affairs and Public Safety to monitor compliance with the State and Federal standards for juvenile detention facilities. The state will notify The Office of Juvenile Justice and Delinquency Prevention (OJJDP) if circumstances arise, or if resources are lost, which would jeopardize the state's capability to maintain compliance with the requirements of Section 223(a)(13).

The following West Virginia Case Law and statutes corroborate the JJDP Act.

West Virginia Code § 49-5-16 prohibits the detention of juveniles in any institution where "he or she has contact with or comes within sight and sound of any adult persons incarcerated because they have been convicted of a crime or are awaiting trial on criminal charges or with the security staff (including management) or direct-care staff of a jail or locked facility for adults." It also prohibits detaining juveniles in state penitentiaries.

West Virginia Code § 49-5A-2 makes it unlawful to incarcerate a child under 18 years of age in a common county jail or police station lockup.

The State provides assures that adjudicated juveniles are not reclassified administratively and transferred to adult correction authority. West Virginia Code §49-5-16 (b) states that "No child who has been convicted of an offense under the adult jurisdiction of the circuit court shall be held in custody in a penitentiary of this State....the child may be transferred from a secure juvenile facility to a penitentiary after he attains the age of eighteen years if, in the judgment of the commissioner of the Department of Corrections and the court which committed such child, such transfer is appropriate."

R.C.F. v. Wilt (1979), states "it is unlawful for Circuit Courts and Juvenile Referees to incarcerate a child under eighteen years of age in a common county jail prior to an adjudication of delinquency. Those provisions clearly manifest a legislative judgment that children will not be rehabilitated by detention in county jails along with adult offenders, and that detention, when necessary, in other types of facilities maintained exclusively for juveniles is more consistent with the rehabilitative goals of our juvenile delinquency legislation."

Facilities Review Panel v. Coe (1992) states "The conditions outlined in West Virginia Code § 49-5-8(d) shall apply to all juveniles taken into custody, except that portion which refers to 'the next judicial day' shall instead be read as 'the next day.' Even when Circuit Judges and Juvenile Referees are not available, the rules and regulations for Magistrate Courts require a Magistrate to make a telephone contact with the jails and juvenile secure detention facilities under their jurisdiction each and every day to ascertain if any adult or juvenile has been detained since the last contact period and immediately provide for a hearing for that individual."

## Plan to Address Disproportionate Minority Contact (DMC) Section 223(a)(22) Plan for compliance disproportionate minority contact

The Office of Juvenile Justice and Delinquency Prevention (OJJDP) has completed its review and analysis and determined that West Virginia is in compliance with Section 223(a)(22) of the JJDP Act. For the past several years the State Advisory Group has recommended funding for a Disproportionate Minority Contact (DMC) Statewide Coordinator. During the 2016 state fiscal year, the Juvenile Justice Subcommittee, along with the WV DJCS, decided to take DMC into a new direction by requesting proposals that seek to further the statewide DMC efforts through developing DMC Pilot Project(s) focusing on reduction in the targeted counties.

West Virginia has identified five (5) targeted counties for DMC reduction activities. New goals have been identified to assist in starting local DMC committees in Berkeley, Kanawha, Raleigh, Cabell and Monongalia counties. The DMC workgroup of the Juvenile Justice Subcommittee fully supports the development of these local committees to involve the community and local stakeholders and increase public awareness of DMC. The selected DMC Pilot Projects work closely with the WV Juvenile Justice Subcommittee and are required to report on a quarterly basis. The goal of this initiative is to implement the DMC Reduction Cycle, which is designed to reduce, without establishing or requiring numerical standards or quotas, the disproportionate numbers of juvenile members of minority groups who come in contact with the juvenile justice system throughout the state. The objectives are as follows:

- Identify where minority overrepresentation exists within the eight (8) points of contact in juvenile justice system as indicated by relative rate indexes (RRI's).
  - 1. Arrest and Referral
  - 2. Diversion
  - 3. **Detention**
  - 4. Petition/Charges filed
  - 5. Delinquency findings
  - 6. Probation Placement
  - 7. Secure Confinement

#### 8. Transfer to Adult Court

- Examine the statewide assessment identifying the mechanisms that contribute to minority overrepresentation and carry out recommendations.
- Develop and implement intervention strategies for reducing minority overrepresentation in the juvenile justice system based on the identification of mechanisms contributing to DMC.
- Increase public awareness of DMC through trainings, presentations, and other resources to encourage community participation and greater understanding of DMC issues.
- Evaluate the effectiveness of the various interventions.
- Establish community commitment with court partners, social services, mental health, police, DHHR, community and faith-based organization, parents, etc.

This initiative is anticipated to be an ongoing effort but is contingent on the annual receipt of federal Juvenile Justice and Delinquency Prevention Title II grant funds. The "one size fits all" approach is not effective in West Virginia due to the rural nature and demographics of the state. The Juvenile Justice Subcommittee, WVDJCS, and the DMC workgroup will continue to work diligently to find ways to ensure equal and fair treatment for every youth (regardless of membership in a minority or majority population group) involved in the juvenile justice system.

#### **2017 Accomplishments**

During 2017, the Juvenile Justice Subcommittee:

- 1. The Juvenile Justice Specialist attended the National Juvenile Justice Conference in February 2017. The Conference focused exclusively on improving the juvenile justice system. The conference featured plenary speakers, panels, presentations and workshops addressing current themes and trends in juvenile justice sentencing reform, touching on the needs of status offenders, policies and reforms resulting in positive family and community outcomes, and efforts to reduce racial/ethnic disparities. Participants of the National Conference on Juvenile Justice represented a diverse array of juvenile justice practitioners, program developers, and policymakers from across the nation to review current trends and promising practices in juvenile justice.
- 2. The Prevention Resource Officer (PRO) program in the State of West Virginia continues to grow from year to year. During state fiscal year 2107, DJCS trained and certified 89 officers who served in 37 counties. The 19<sup>th</sup> Annual PRO conference was held July 24-28 at the Highlands Event Center in Triadelphia, WV. This conference brought together certified law enforcement officers from around the state to receive quality training and networking opportunities. All officers who attended the conference received their required annual law enforcement in-service training hours.
- 3. Awarded \$499,000.00 in federally allocated Title II Juvenile Justice and Delinquency Prevention funds. Funds provided for ten (10) Prevention Resource Officer Programs, two (2) Mental Health Program, two (2) Delinquency Prevention Programs, three (3) Disproportionate Minority Contact Projects and one (1) Juvenile Justice database project.

#### <u>Title II – Juvenile Justice and Delinquency Prevention Grant Program</u>

The Juvenile Justice Subcommittee chose the following Juvenile Justice and Delinquency Prevention funding categories to implement in West Virginia:

#### **Delinquency Prevention for At-Risk Children and Youth**

Grant resources provide community-based programs whose goals are to promote non-delinquent behavior and increase self-esteem, enhance interagency coordination and collaboration to meet the needs of the targeted at-risk youth population. Various projects throughout West Virginia include activities that reduce peer pressure, school safety programs, direct services to victims of child sexual and physical abuse and projects that encourage parent involvement.

#### **School Safety**

The Prevention Resource Officer (PRO) Program is a cooperative effort between schools and law enforcement to improve student's attitudes and knowledge of criminal justice and law enforcement; prevent kids from committing crimes; mentor youth utilizing law enforcement officers; provide a safer school environment; and to combine safety and child advocacy assuring a better school experience for all West Virginia youth.

The PRO Program has three main components, prevention, mentoring, and safety.

- Prevention officers facilitate classes on non-traditional educational topics.
- Mentoring officers are trained on how to be a positive mentor to students they
  interact with daily.
- Safety officers are trained to recognize potential danger, prevent violence, and to respond to dangerous school situations.

#### **Gender Specific Services**

Title II grants provide funds to programs designed to address needs unique to the gender of the individual to whom such services are provided. Projects that were funded included programs that are structured to recognize gender-specific differences during

developmental stages and the need for appropriate interventions which address these differences.

#### **Disproportionate Minority Contact**

Title II grants provide funds to programs, research or other initiatives primarily to address the disproportionate number of juvenile members of minority groups who come into contact with the juvenile justice system, pursuant to Section 223(a)(22) of the JJDP Act. Projects that were funded included programs that address juvenile delinquency prevention efforts designed to reduce, without establishing or requiring numerical standards or quotas, the disproportionate numbers of juvenile of minority groups, who come in contact with the juvenile justice system.

#### **Mental Health**

Title II grants provide funds to programs that provide mental health services for youth in custody in need of such services including, but are not limited to assessment, development of individualized treatment plans, and discharge plans.

#### **Substance and Alcohol Abuse**

Title II grants provide funds to programs, research, or other initiatives to address the use and abuse of illegal and other prescription and nonprescription drugs and the use and abuse of alcohol. Programs include control, prevention, and treatment.

#### Mentoring, Counseling and Training

Title II grants provide funds to programs to develop and sustain a one-to-one supportive relationship between a responsible adult age 18 or older and an at-risk youth, youth who have offended, or youth with a parent or legal guardian who is or was incarcerated that takes place on a regular basis. These programs may support academic tutoring, vocational and technical training, and drug and violence prevention counseling.

**Protecting Juvenile Rights** 

Title II grants provide funds to projects to develop and implement activities focused

on improving services for and protecting the rights of youth affected by the juvenile justice

system, including hiring court-appointed defenders, providing training, coordination, and

innovative strategies for indigent defense services.

Diversion

Title II grants provide funds to programs to divert youth from entering the juvenile

justice system including restorative justice programs such as youth or teen courts, victim-

offender mediation and restorative circles.

A total of \$499,000.00 in West Virginia Juvenile Justice and Delinquency Prevention

(JJDP) Title II Grant Funds were awarded to eighteen (18) projects for the period July

1,2017-June 30,2018. These funds are awarded to public and private non-profit agencies

throughout the State for the purpose of preventing juvenile delinquency, rehabilitating

juvenile offenders, and improving the juvenile justice system in West Virginia.

Funds were awarded to the following:

CABELL

City of Barboursville

\$20,000.00

These funds will be utilized to support the position of a Prevention

Resource Officer (PRO) in Barboursville Middle School.

Contact: Ms. Debbie Young

Phone: (304) 736-9820

Email: dvoung@barboursville.org

CALHOUN

**Calhoun County Commission** 

\$20,000.00

These funds will be utilized to support the position of a Prevention

Resource Officers (PRO) in Clahoun County High School.

**Contact:** Ms. Jeannie Bennett

Phone: (304) 354-7011 Email: ilbennett@k12.wv.us

**DODDRIDGE** 

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#### **Doddridge County Commission**

\$40,000.00

These funds will be utilized to support the positions of Prevention Resource Officers (PROs) in Doddridge County High and Dordddridge County Middle Schools.

**Contact:** Dr. Gregory Kuhns

Phone: (304) 873-2521 Email: <u>gkuhns@k12.wv.us</u>

#### **HARDY**

#### **Hardy County Commission**

\$20,000.00

These funds will be utilized to support the position of a Prevention Resource Officer (PRO) in East Hardy High School.

**Contact:** Mr. Bryan Ward

Phone: (304) 530-0222

Email: <u>b.ward@hardycounty.com</u>

#### **HARRISON**

#### **Harrison County Commission**

\$20,000.00

These funds will be utilized to support the position of a Prevention Resource Officer (PRO) in South Harrison High School.

**Contact:** Ms. Gina Jones

Phone: (304) 624-8507

Email: gjones@harrisoncountywv.com

#### City of Shinnston

\$20,000.00

These funds will be utilized to support the position of a Prevention Resource Officer (PRO) in Lincoln High School.

**Contact:** Chief Jason Carlson

Phone: (304) 592-2121

Email: shinnstonpolice@aol.com

#### **JEFFERSON**

#### **Jefferson County Commission**

\$20,000.00

These funds will be utilized to support the position of a Prevention Resource Officer (PRO) in Jefferson High School.

Contact: Ms. Deborah Lowe

Phone: (304) 728-3205

Email: dlowe@jeffersoncountywv.org

#### **KANAWHA**

#### **Kanawha County Commission**

\$25,000.00

These funds will be utilzed to support the Project INTER-CEPT Program (Interventions Needed To End Recidivism-Critical Entry Point Treatment) in Kanawha County.

**Contact:** Ms. Elizabeth Schoolcraft

Phone: (304) 341-0511

Email: <u>elizabeth.schoolcraft@prestera.org</u>

#### <u>LOGAN</u>

#### **Logan County Commission**

\$40,000.00

These funds will be utilized to support the position of a of Prevention Resource Officers (PROs) in Man High school and Logan High School.

**Contact:** Sheriff Sonya Dingess Porter

Phone: (304) 792-8590 Email: <a href="mailto:smporter@lcsowv.us">smporter@lcsowv.us</a>

#### **MONONGALIA**

#### **Monongalia County Commission**

\$20,000.00

These funds will be utilized to support the VOICES II, a deliquency prevention program that focuses on at-risk and delinquent female teens.

**Contact:** Mr. Danny H. Trejo

Phone: (304) 284-7321

Email: maysp160@gmail.com

#### Monongalia County Child Advocacy Center

\$20.000.00

These funds will be utilized to provide Trauma Focused Cognitive Behavioral Therapy to child vicitims of abuse in Monongalia County.

**Contact:** Dr. Laura Capage

Phone: (304) 598-0344

Email: lcapage@comcast.net

#### **Monongalia County Commission**

\$60,000.00

These funds will be utilized to support a countywide Disproportionate Minorty Contact Reduction Initiative by utilizing an evidence-based intervention model to prevent at-risk minority youth's involvement in the criminal justice system.

Contact: Mr. Danny H. Trejo

Phone: (304) 284-7321

Email: maysp160@gmail.com

#### **Morgantown Police Department**

\$20,000.00

These funds will be utilized to support the position of a Prevention Resource Officer (PRO) in Mountaineer Middle School.

**Contact:** First Sergeant Eric Powell

Phone: (304) 284-7447

Email: epowell@morgantownwv.gov

#### **Mountaineer Boys and Girls Club**

\$50,000.00

These funds will be utilized to implement the Disproportionate Minorty Reduction Cycle in Monongalia County.

**Contact:** Mr. Dennis Poluga

Phone: (304) 292-7510 Email: <a href="mailto:dpoluga@westco.net">dpoluga@westco.net</a>

#### **MORGAN**

#### **Morgan County Commission**

\$20,000.00

These funds will be utilized to support the position of a Prevention Resource Officer (PRO) in Berkeley Springs High School.

**Contact:** Deputy Kevin Barney

Phone: (304) 258-1067

Email: <a href="mailto:invbarney@hotmail.com">invbarney@hotmail.com</a>

#### OHIO

#### **Ohio County Commission**

\$10,500.00

These funds will be utilized to implement and support the Drug Abuse Resistance Education (D.A.R.E) Program in Ohio County Schoolschool.

**Contact:** Chief Deputy John Schultz

Phone: (304) 234-3718 Email: ijschultz@ohcoso.com

#### STATEWIDE

#### **West Virginia Child Advocacy Network**

\$23,500.00

These funds will be utilized to assess and improve the data tracking and evaluation on both a statewide and local-program level, and assit local

Child Advocacy centers with data-infomed strategic planning,interrupting the cyle of abuse and preventing adverse lifetime outcomes.

Contact: Ms. Emily Chittenden-Laird

Phone: (304) 414-4455 Email: elaird@wvcan.org

#### **West Virginia Supreme Court of Appeals**

\$46,000.00

These funds will be utilized to provide current juvenile justice probation data to the State of West Virginia, the Federal Government, West Virginia Division of Justice and Community Services, the State Advisory Group and the citizens of West Virginia through the maintenance and daily management of the Juvenile Section of the Offender Case Maganment System. Funding will also provide analysis and a statewide report on the Juvenile Justice system as well as the collection of juvenile data and analysis to provide the numbers to create the DMC ratio.

**Contact:** Ms. Cammie Chapman

Phone: (304) 340-2933

Email: <u>Cammie.Chapman@courtswv.gov</u>

#### **Division of Justice & Community Services contact:**

Tanisha C. Travis
Senior Justice Programs Specialist
WV Division of Justice and Community Services
1124 Smith Street, Ste. 3100
Charleston, WV 25301-1323

Phone: (304) 558-8814 ext 53331 Email: <u>Tanisha.C.Travis@wv.gov</u>