

**IN THE UNITED STATES DISTRICT COURT
FOR THE NORTHERN DISTRICT OF ILLINOIS
EASTERN DIVISION**

R.J., et al.)	
)	
Plaintiffs,)	
)	Case No.: 12-cv-07289
vs.)	
)	Hon. Matthew F. Kennelly
)	
CANDICE JONES,)	
)	
Defendant.)	

**DEFENDANT’S SUBMISSION OF POLICIES PURSUANT TO
PARAGRAPH I(3) OF THE REMEDIAL PLAN**

Defendant Candice Jones, Director of the Illinois Department of Juvenile Justice (“DJJ”), by her attorney, Lisa Madigan, Attorney General of Illinois, submits the attached policies for the Court’s review and approval.

1. The remedial plan in this case (Dkt. No. 73) requires the DJJ to develop certain policies. For each such policy, paragraph I(3) of the plan requires the DJJ to provide a draft to the court-appointed experts and plaintiffs’ counsel at least 30 days prior to the deadline specified in the plan, consider in good faith any proposed revisions and meet and confer upon request, submit the policy to the Court for its review and approval, and implement the policy.

2. Under the plan, policies addressing two topics are due on August 5, 2014, which is 120 days from the entry of the plan: group therapy for youths in reception and classification units (Dkt. No. 73 at ¶ II(9)) and alternative educational programming for youths in reception and classification units (*Id.* at III(1)(b))

3. In compliance with the plan, DJJ submits Exhibit A. This exhibit includes the required policies (plus some additional sections which are not due under the plan, and which are not submitted for court review and approval, as indicated in the chart below). The policies are new.

Remedial Plan Requirement	Relevant Exhibit(s)
Policy re group therapy for youths in reception and classification units (II(9))	Exhibit A (NEW) (AD 05.07.102 – Reception Status for Youth), <i>only parts II(G)(6) and H</i>
Policy re alternative educational programming for youths in reception and classification units (III(1)(b))	Exhibit A (NEW) AD 05.07.102 – Reception Status for Youth), <i>only parts II(G)(7-9) and H</i>

4. The DJJ provided (an earlier draft of) Exhibit A to the court-appointed experts and plaintiffs’ counsel on July 7, 2014, as required by the plan. The DJJ has considered the proposed revisions in good faith, and the parties and experts have met and conferred regarding the proposed revisions. The DJJ respectfully requests court approval of the relevant sections of Exhibit A.

Dated: August 1, 2014

LISA MADIGAN
Attorney General of Illinois

Respectfully submitted,

/s/ Michael T. Dierkes

Michael T. Dierkes
Office of the Illinois Attorney General
100 West Randolph Street, 13th Floor
Chicago, Illinois 60601
(312) 814-3000

Counsel for Defendant

Illinois Department of Juvenile Justice	ADMINISTRATIVE DIRECTIVE		Number	05.07.102
			Page	1 of 4
			Effective	(NEW) Draft
Section	05	Operations		
Subsection	07	Reception and Classification		
Subject	102	Reception Status for Youth		

I. **POLICY**

A. **Authority**

730 ILCS 5/3-2.5-20 and 5/3-7-2

20 Ill. Adm. Code 2504 and 2525

B. **Policy Statement**

Upon admission to the Department through a Reception and Classification Center, youth shall be placed in reception status. During reception, youth shall be screened, classified, and oriented to the Department and its rules and programs.

II. **PROCEDURE**

A. **Purpose**

The purpose of this directive is to establish a reception period at a Reception and Classification Center and to establish the privileges and restrictions associated with the time spent in reception.

B. **Applicability**

This directive is applicable to all youth centers designated as Reception and Classification Centers.

C. **Facility Reviews**

A facility review of this directive shall be conducted at least annually.

D. **Designees**

Individuals specified in this directive may delegate stated responsibilities to another person or persons unless otherwise directed.

E. **Definitions**

Reception status - the time that a youth must serve upon admission or return (as an escapee/runaway or MSR or aftercare release violator) to Department Reception and Classification Center.

F. **General Provisions**

ADMINISTRATIVE DIRECTIVE	Effective Draft	Page 2 of 4	Number 05.07.102
-------------------------------------	---------------------------	-----------------------	----------------------------

1. Youth shall be placed in reception status upon admission or return to any Reception and Classification Center.
2. The youth's reception status shall terminate upon transfer to an assigned youth center.
3. Youth in reception status shall:
 - a. Be issued at a minimum, a shirt, pants, underwear, socks, shoes, and other clothing adequate for the season, including a seasonal coat, a sweatshirt, or hat and gloves, when necessary.
 - b. Be served nutritionally adequate meals three times a day.
 - c. Be prohibited from possessing any audio or visual equipment.
 - d. Be permitted access to reading materials and shall have access to materials from the facility library and legal library. Physical access to either library need not be provided.
 - e. Not receive any State pay.
 - f. Be provided with bedding, soap, personal hygiene products and towels.
 - g. Have access to medical and mental health services during daily sick call and in an emergency.
 - h. Have access to chaplaincy services.
 - i. Have no restrictions on mail except as provided in 20 Ill. Adm. Code 2525.
4. Identification cards shall be issued in accordance with Administrative Directive 01.07.806.

G. Reception Status

During reception status:

1. Youth shall receive Department orientation and be screened and classified in accordance with Administrative Directives 05.07.101, 05.05.110, and 05.05.105.
2. Youth movement shall be escorted.
3. Youth shall be permitted visits in accordance with Administrative Directive 05.01.106.
4. Youth shall be permitted access to shower facilities daily.
5. Youth shall be allowed a phone call to his or her guardian upon admission and twice weekly follow-up calls while on reception status, under the supervision of the Youth and

ADMINISTRATIVE DIRECTIVE	Effective Draft	Page 3 of 4	Number 05.07.102
-------------------------------------	-------------------------------	---------------------------	--------------------------------

Family Specialist. During this first call the Youth and Family Specialist shall explain the reception process to the family and answer any questions. These calls shall be documented on Youth Contact Log. This limitation shall not include attorney telephone calls and court ordered calls or calls permitted in emergency situations as approved by the Chief Administrative Officer.

6. Youth shall have the opportunity to participate in the following mental health sessions based on the curriculum approved and distributed by the Chief of Mental Health Services and led by a mental health professional:
 - a. Mental Health Orientation;
 - b. Review and discussion of the Department's Policies and procedures regarding the Department's sexual harassment and sexual abuse prevention and intervention program; and
 - c. Orientation to Treatment Modalities

Youth participation in these mental health sessions shall be documented by the mental health professional conducting the session.

NOTE: When three or more youth in reception status are available such sessions shall be conducted by a mental health professional through a group modality. When less than three youth in reception status are available for a group session the curriculum shall be covered by the assigned mental health professional during individual sessions prior to youth being transferred to his or her assigned youth center.

7. Youth shall have access to legal materials in their rooms.
8. Youth shall have access to self-guided educational materials and library reading materials as determined appropriate by a School District teacher.
9. Youth shall have reasonable access to online education as determined appropriate by a School District teacher and a mental health professional.
10. While in reception status, a youth may also be placed on the confinement unit accordance with applicable Department and youth center policies and procedures.

H. Reception Programming Schedules

Each Reception and Classification Administrator shall implement weekly youth programming schedules. Weekly schedules shall outline the time and staff member responsible for each program or activity and shall, at a minimum, allow youth to participate the following programs and activities when not involved in the reception process or security issues would override:

1. Two individual counseling sessions per week with the youth's assigned mental health professional;

ADMINISTRATIVE DIRECTIVE	Effective Draft	Page 4 of 4	Number 05.07.102
-------------------------------------	---------------------------	-----------------------	----------------------------

2. Three structured group programs per week, which may be led by a mental health professional or other staff member and may include a mental health session required by paragraph II.G.6;
3. One hour of direct individual or small group educational instruction per school day provided by a School District teacher;
4. Two alternative educational group programs per week; and
5. Two hours of recreation per day on days where no group programs are scheduled, which shall include one hour of physical activity, or one hour of recreation providing physical activity on days where there are group lectures or programs scheduled.

The topics and content of the reception programs may be standardized to address some of the more common needs and interests of youth in reception status, but the programs scheduled should also consider the particular needs and interests of the individual youth participating in the program. Some examples of appropriate topics may include; current events, literacy skills, anger management, bullying, peer pressure, peace circles, respecting differences, goal setting, career exploration, educational assessments, social skills training, strategies for success in school, strategies for staying out of prison, drug and alcohol education, self-advocacy skills, negative and positive support systems, or family cycles and influences.

Authorized by

Candice Jones
Director