

ATTACHMENT 1

SHELBY COUNTY, TENNESSEE
EXECUTIVE ORDER
OF
SHELBY COUNTY MAYOR, MARK H. LUTTRELL, JR.

MARCH 23, 2017

**AN ORDER RECOGNIZING, APPROVING, AND AFFIRMING
THE PUBLIC DEFENDER OFFICE FOR SHELBY COUNTY,
TENNESSEE AS AN INDEPENDENT, ETHICAL, AND ZEALOUS
PROVIDER OF DEFENDER SERVICES IN SHELBY COUNTY**

WHEREAS, the United States Constitution and the Constitution of the State of Tennessee guarantee to every accused person the right to defense representation; and

WHEREAS, when an accused person in Shelby County cannot afford to retain counsel, the State of Tennessee and Shelby County share in an obligation to provide that person with government-funded public defense services; and

WHEREAS, "Public defense services" means independent, ethical, and zealous legal defense advocacy, at the pretrial, trial, appellate, and post-conviction stages, on behalf of all people who cannot afford counsel and who are accused of municipal, criminal and/or delinquency offenses in Shelby County; and

WHEREAS, the people of Shelby County and its Government deeply value the fundamental fairness that is embodied in the guarantee of counsel to all accused people, as is evidenced by Shelby County's early creation of a public defender office that is one of the oldest in the nation; and

WHEREAS, the Shelby County Public Defender is the official charged by state law with providing, supervising, overseeing, and administering public defense services in Shelby County;

WHEREAS, the office of the Shelby County Public Defender operates independently as a special office of Shelby County Government to fulfill essential

public defense services as required by the United States Constitution, the Tennessee Constitution, and federal and state law; and

WHEREAS, the State provides statutorily-mandated funds for the Shelby County Public Defender, and it is critical that Shelby County comply with state law ensuring that state-mandated funds are expended exclusively for the purposes for which they are allocated; and

WHEREAS, state law requires that Shelby County provide, at a minimum, a specific allocation of funds each year for public defense services in Shelby County, and compliance with state law requires that Shelby County ensure that all such funds are allocated to, and spent exclusively for public defense services; and

WHEREAS, Shelby County has agreed, in a Memorandum of Agreement with the federal government, to ensure that the Shelby County Public Defender provide independent, ethical, and zealous representation to the Public Defender Office clients; and

WHEREAS, the Shelby County Public Defender Office, in order to comply with constitutional, statutory, and ethical rules, must be able to provide every client with representation that meets the highest standards for independence, ethics and zeal; and

WHEREAS, independence of public defense services means that the selection, funding, payment, operation, and supervision of defense counsel for people who cannot afford counsel is not subject to political or judicial influence any more than for people who have retained counsel; and

WHEREAS, ethical public defense services can be provided only by a public defender office that is free to manage its operations in a way that complies with all of the ethical, professional responsibility, and legal mandates that are incumbent upon attorneys rendering defense services in the state of Tennessee; and

WHEREAS, the Mayor of Shelby County is empowered, under Section 3.06 of the Shelby County Charter, to assign "any function or duty" to any major division of county government, including the office of the Shelby County Public Defender, except as otherwise set forth; and

WHEREAS, the Public Defender is the official who is best-positioned to exercise ethical and professional judgment to determine the most effective and efficient structure and operations for public defense in Shelby County;

NOW THEREFORE, I, Mark H. Luttrell, Jr., by virtue of the authority granted to me by the Charter and ordinances of Shelby County and by the laws of the State of Tennessee, do hereby declare, direct, and order the following:


1. It shall be, and hereby is, the policy of Shelby County to take all necessary and appropriate steps, within the law and the County Charter, to establish and affirm the office of the Shelby County Public Defender to provide independent, ethical, and zealous representation to all accused people in Shelby County who cannot afford counsel in their own defense.
2. It shall be, and hereby is, the policy of Shelby County to take all necessary and appropriate steps, within the law and the County Charter, to ensure that the office of the Shelby County Public Defender is independent of, and not subject to undue political or judicial influence, including that office's selection, funding, payment, operation, and supervision of defense counsel.
3. It is the intention of this Administration to provide the Shelby County Public Defender with adequate assurances to ensure the management, supervision, and organization of public defense services is independent of undue political interference.
4. As permitted by law and the Shelby County Charter, the Public Defender is hereby permitted to take all actions necessary for providing independent defense services with the understanding that no powers reserved to the County Commission or the Mayor are hereby abridged by this provision. The authority to act as contemplated by this provision includes:
 - a. The obligation and prerogative to advocate for funding, and to participate fully in State and Shelby County budget proceedings, independently of undue political or judicial controls, and to seek, solicit, and advocate for funds for the operation of public defense serves from any legal source whatsoever, public or private;
 - b. At the Public Defender's discretion, subject to any applicable local, state, or federal law, to recruit, retain, employ, supervise, evaluate,

and if necessary to remove staff who deliver public defense services in Shelby County, as appropriate;

- c. The power, authority, and prerogative to determine the structures and systems of delivery for public defense services in Shelby County;
 - d. The power, authority, and prerogative to develop, promulgate, and ensure compliance with guidelines, policies, and standards of practice for the administration of public defense services;
 - e. The power, authority, and prerogative to engage necessary services within the limits of budget resources, subject to applicable local, state, and federal law, as necessary for fulfilling the Public Defender's obligation to comply with all constitutional imperatives, state statutes and ordinances, and ethical rules governing the practice of law in Tennessee.
5. As permitted by the Shelby County Charter, the Public Defender is authorized to develop operating rules and procedures including procedures governing the financial operations of the office of the Shelby County Public Defender, with the assistance of the Administrator of the Shelby County Finance Department, that clarify:
- a. The independence of the Public Defender to seek, solicit, and advocate independently for funds for the operation of the office of the Shelby County Public Defender from any legal source, public or private, including the Shelby County Commission and the Tennessee Legislature;
 - b. The process by which the Public Defender may develop independently the budget for the office of the Shelby County Public Defender and may submit that budget to the Mayor for inclusion in the consolidated Countywide Budget that is presented annually to the Shelby County Commission for approval;
 - c. The process by which Shelby County assures adherence with applicable law mandating state and local funding for public defense services;

6. In the event the Public Defender is removed from the position, he or she has the right to fall back to any open and vacant appointed position for which he or she qualifies.
7. All directors of all divisions of Shelby County Government and all applicable government staff are hereby directed to assist the Public Defender in affecting any administrative and operational changes appropriate to the fulfillment of the letter and spirit of this Order to the extent that it is within their capacity and authority to do so.

IN WITNESS WHEREOF, I have subscribed my signature and caused the Great Seal of the County of Shelby to be affixed this __ th day of March, 2017.



Mark H. Luttrell, Jr. 3-23-17
Mayor of Shelby County Date

ATTACHMENT 2

**DELINQUENT COMPLAINTS WITH A JUVENILE DEFENDER OR PUBLIC DEFENDER ASSIGNED
 BASED ON COMPLAINT DATE - COUNTING DISTINCT COMPLAINTS
 Accepted and Reassigned Cases Only and Omit Inactive Assignments**

		2017
JUVENILE DEFENDER	JAN	77
	FEB	70
	MAR	44
	APR	53
	MAY	38
	JUN	37
	Total	319
PUBLIC DEFENDER	JAN	88
	FEB	94
	MAR	93
	APR	79
	MAY	78
	JUN	69
	Total	501
Total	820	

		2017
JUVENILE DEFENDER		319 39%
PUBLIC DEFENDER		501 61%
Total Distinct Complaints		820 100%

ATTACHMENT 2

		2017
JUVENILE DEFENDER	NANCE, LARRY	32
	RENFROE, SHEILA	31
	WILLIAMS, EVAN	29
	JONES, SAMUEL	27
	KHUMALO, LINDA PARSON	27
	FRANKLIN, JAMES EDWARD	25
	KREHER, DAVID	25
	CHASTAIN, AUTUMN B.	21
	MELONI, KIM	17
	SHELTON, REGINALD E.	16
	WASHINGTON, ALICIA	16
	BYNUM, RANDLE B.	15

NOTE: This report is counting distinct complaints based on attorney assignments. If a juvenile is assigned more than one attorney on the same complaint the attorney assignment will be counted once in each category (attorney type and month) but only one time in the overall total.

		2017
JUVENILE DEFENDER	GILLARD, VICTORIA W.	12
	ALEXANDER, CONSTANCE WOOD	10
	GURKIN, J WHITTEN	10
	SETTLE, DEWUN R.	3
	PERKINS, SAMUEL	2
	MILLER, DOROTHY INGRAM	1
	Total	319
PUBLIC DEFENDER	MARTIN, CHRISTOPHER	81
	DEANS, BARBARA	75
	RATTON, KATIE	62
	RARDIN, KEVIN	61
	RUSSELL, STEPHANIE	61
	MCKEITHEN, CARNITA	59
	RAYFORD, JAMES	49
	HALE, JAMES	25
	TURNER, KAMILAH ELAINE	22
	EDWARDS, ELBERT	14
	CASE, JENNIFER	3
	ARMSTARD, DONNA	1
	Total	601
Total		820

NOTE: This report is counting distinct complaints based on attorney assignments. If a juvenile is assigned more than one attorney on the same complaint the attorney assignment will be counted once in each category (attorney type and month) but only one time in the overall total.

**DELINQUENT COMPLAINTS WITH A JUVENILE DEFENDER OR PUBLIC DEFENDER ASSIGNED
 BASED ON COMPLAINT DATE - COUNTING DISTINCT COMPLAINTS
 Accepted and Reassigned Cases Only and Omit Inactive Assignments**

		2017
JUVENILE DEFENDER	JAN	78
	FEB	70
	MAR	46
	APR	53
	MAY	44
	JUN	49
	JUL	45
	Total	385
PUBLIC DEFENDER	JAN	88
	FEB	93
	MAR	93
	APR	83
	MAY	86
	JUN	89
	JUL	65
	Total	597
Total		981

		2017
JUVENILE DEFENDER		385 39%
PUBLIC DEFENDER		597 61%
Total Distinct Complaints		981 100%

		2017
JUVENILE DEFENDER	NANCE, LARRY	39
	JONES, SAMUEL	36
	WILLIAMS, EVAN	36
	RENFROE, SHEILA	34
	KREHER, DAVID	32
	KHUMALO, LINDA PARSON	30
	FRANKLIN, JAMES EDWARD	26
	CHASTAIN, AUTUMN B.	22
	SHELTON, REGINALD E.	22
	BYNUM, RANDLE B.	20

NOTE: This report is counting distinct complaints based on attorney assignments. If a juvenile is assigned more than one attorney on the same complaint the attorney assignment will be counted once in each category (attorney type and month) but only one time in the overall total.

		2017
JUVENILE DEFENDER	MELONI, KIM	20
	WASHINGTON, ALICIA	19
	ALEXANDER, CONSTANCE WOOD	16
	GURKIN, J WHITTEN	14
	GILLARD, VICTORIA W.	13
	PERKINS, SAMUEL	3
	SETTLE, DEWUN R.	2
	MILLER, DOROTHY INGRAM	1
	Total	385
PUBLIC DEFENDER	MARTIN, CHRISTOPHER	94
	RUSSELL, STEPHANIE	91
	RATTON, KATIE	80
	RARDIN, KEVIN	77
	MCKEITHEN, CARNITA	70
	RAYFORD, JAMES	69
	DEANS, BARBARA	61
	HALE, JAMES	23
	TURNER, KAMILAH ELAINE	23
	EDWARDS, ELBERT	15
	ARMSTARD, DONNA	5
	SANSBURY, LAURIE	3
	CASE, JENNIFER	2
	Total	597
Total		981

NOTE: This report is counting distinct complaints based on attorney assignments. If a juvenile is assigned more than one attorney on the same complaint the attorney assignment will be counted once in each category (attorney type and month) but only one time in the overall total.

**DELINQUENT COMPLAINTS WITH A JUVENILE DEFENDER OR PUBLIC DEFENDER ASSIGNED
 BASED ON COMPLAINT DATE - COUNTING DISTINCT COMPLAINTS
 Accepted and Reassigned Cases Only and Omit Inactive Assignments**

		2017
JUVENILE DEFENDER	JAN	78
	FEB	69
	MAR	46
	APR	53
	MAY	45
	JUN	52
	JUL	48
	AUG	28
	Total	419
PUBLIC DEFENDER	JAN	89
	FEB	94
	MAR	93
	APR	83
	MAY	89
	JUN	90
	JUL	73
	AUG	56
Total	667	
Total	1,084	

		2017
JUVENILE DEFENDER		419 39%
PUBLIC DEFENDER		667 62%
Total Distinct Complaints		1,084 100%

		2017
JUVENILE DEFENDER	NANCE, LARRY	47
	KREHER, DAVID	41
	JONES, SAMUEL	38
	WILLIAMS, EVAN	37
	RENFROE, SHEILA	36
	KHUMALO, LINDA PARSON	30
	FRANKLIN, JAMES EDWARD	26
	SHELTON, REGINALD E.	24

NOTE: This report is counting distinct complaints based on attorney assignments. If a juvenile is assigned more than one attorney on the same complaint the attorney assignment will be counted once in each category (attorney type and month) but only one time in the overall total.

		2017
JUVENILE DEFENDER	BYNUM, RANDLE B.	23
	CHASTAIN, AUTUMN B.	23
	MELONI, KIM	22
	WASHINGTON, ALICIA	20
	ALEXANDER, CONSTANCE WOOD	16
	GILLARD, VICTORIA W.	15
	GURKIN, J WHITTEN	15
	PERKINS, SAMUEL	4
	SETTLE, DEWUN R.	2
	MILLER, DOROTHY INGRAM	1
	Total	419
PUBLIC DEFENDER	RUSSELL, STEPHANIE	104
	MARTIN, CHRISTOPHER	101
	RARDIN, KEVIN	90
	RATTON, KATIE	89
	MCKEITHEN, CARNITA	84
	RAYFORD, JAMES	72
	DEANS, BARBARA	61
	TURNER, KAMILAH ELAINE	28
	HALE, JAMES	27
	EDWARDS, ELBERT	16
	ARMSTARD, DONNA	5
	CASE, JENNIFER	5
	SANSBURY, LAURIE	3
	Total	667
Total		1,084

NOTE: This report is counting distinct complaints based on attorney assignments. If a juvenile is assigned more than one attorney on the same complaint the attorney assignment will be counted once in each category (attorney type and month) but only one time in the overall total.

ATTACHMENT 3



COURT OF CRIMINAL APPEALS

CHAMBERS OF
ALAN E. GLENN
JUDGE

STATE OF TENNESSEE

8060 POPLAR AVENUE, SUITE 1414
MEMPHIS, TN 38157-1414
(901) 537-2880
FAX: (901) 537-2988

September 7, 2017

Judge Paul Summers
Juvenile Court of Memphis & Shelby County
616 Adams Avenue
Memphis, TN 38103

Dear Judge Summers:

I have been asked to provide certain information regarding the Tennessee judicial system, as well as the Rules of the Tennessee Supreme Court. As you may know, I have been chair of the Judicial Ethics Committee since 2003 and, as such, am empowered to provide ethics advice to judges and lawyers.

The Rules of the Tennessee Supreme Court include Rule 8, regarding the code of conduct for attorneys, and Rule 10, the Code of Judicial Conduct. Compliance with these rules is mandatory for all Tennessee attorneys and judges, the latter being very broadly defined to include all persons exercising judicial functions. Of course, juvenile court judges and referees are within the definition. As I understand, your specific question is whether there can be deviation from Rule 13, regarding legal representation for indigent children. Presently, attorneys from the Shelby County Public Defender's office are appointed, unless that office has a conflict. In such cases, private attorneys are appointed. Based upon my nearly 50 years of law practice in Shelby County, I know that this always has been the practice in all Shelby County courts, including federal court.

The only way I can envision a change in the present procedure is for the Tennessee Supreme Court to amend the present Rule 13 to require that all indigent children are to be represented by a public defender. In cases of conflict, the additional counsel would be employed by an office other than that of the Shelby County Public Defender. Since this particular change would be statewide, I presume the new office would have to be created and funded by the Tennessee Legislature. That change would be massive, since it would apply to hundreds of courts in the state's 95 counties. On a smaller scale, the Tennessee Supreme Court could be asked to exempt Shelby County from certain of the requirements of Rule 13 regarding appointment of counsel. Having been involved in the drafting of various procedural rules over a number of years, I should

Page 2

add that I have never known of such an exemption having been sought. Even if the new procedure is limited to Shelby County, funding of the office would remain a consideration.

By this letter, I have not intended to either encourage or discourage any action being considered in this regard, for I take no position in the matter.

Yours truly,

A handwritten signature in cursive script, appearing to read "Alan E. Glenn".

Alan E. Glenn

AEG/jcr

ATTACHMENT 4



OFFICE OF THE DISTRICT ATTORNEY GENERAL

30th JUDICIAL DISTRICT ~ SHELBY COUNTY, TENNESSEE
201 Poplar Avenue, Third Floor, Memphis, TN 38103-1947
Tel. 901-222-1300 ~ Fax 901-222-7971
www.scdag.com

December 1, 2016

AMY P. WEIRICH
District Attorney General

Ms. Sandra Simpkins
Rutgers, The State University of New Jersey
217 North 5th Street
Camden, New Jersey 08102-1203

Dear Ms. Simpkins:

I would like to thank you for addressing your concerns about the Tennessee Rules of Juvenile Practice and Procedure covering discovery. Judge Michael was kind enough to forward your letter to me since these issues are within the jurisdiction of the District Attorney General's Office and not Juvenile Court. In this letter I have outlined several key areas of misinformation and misinterpretation.

As you rightly observe the new rules released on July 1, 2016, do include specific rules on discovery and transfer. As you are aware two people from the 30th District were included on the Committee that examined the old rules and codified the new rules. Judge Dan Michael and Deputy District Attorney General Jennifer Nichols gave valuable input and were influential in making the rules as clear as possible. Additionally, Tennessee Supreme Court Justice Holly Kirby acted as liaison to the Rules Commission.

The chart that was provided in your letter does not seem to accurately reflect the current statutes and case law as it pertains to discovery and is limited to only 4 of the 31 districts. Shelby County does not stand alone in this policy of following the statutes as well as case law and provides more discovery than most of the other 30 jurisdictions.

Davidson County has provided open file discovery for the last 5 years prior to transfer. (This does not mean that all discovery is complete by the time of a transfer hearing.) Knox County has adopted the new rules and Judge Irwin follows a similar discovery procedure to the one Shelby County employs. Hamilton County instructs the law enforcement agency to provide discovery in all cases directly to the defense attorney.

Shelby County does provide discovery. The policy has not changed for the last two years and has been explained to you at every visit. The assistant handling the case does a thorough review of the file and provides the discovery and reports that are required by law pursuant to Rule 206 of the Rules of Juvenile Practice and Procedure, Rule 16 of the Rules of Criminal procedure, State v. Willoughby, 594 S.W. 2d 388 (Tenn. 1980), and Brady v. Maryland, 373 U.S. 83 (1963).

In Shelby County any and all Brady material is handed over **immediately**. Statements that could be considered Brady are provided as soon as practical after they are received. Defendant's statements are provided when the assistant handling the case is provided with a copy of the

statement. Evaluations and reports being used by defense are not within our custody and control but if they were we would allow the court to examine them in camera to make a decision on the issue of discovery.

Specifically addressing your statement on page two in the first full paragraph where you claim that juveniles admit to charges without any discovery, your source of knowledge is suspect and inaccurate. By the time a case is in front of Judge Dan Michael or on the Rule 24 Hearing docket defense counsel has already been provided with a copy of the affidavit, arrest report and any statements made by the juvenile. At detention, a case is reviewed by the most senior prosecutors of the juvenile court team. The initial assessment looks at the charge, the facts, if a weapon was involved, the age, any prior contacts, and any other relevant issues that might be pertinent in terms of rehabilitation. The juvenile court team has been instructed, and the numbers over the last two years reflect, that their first goal is to keep the case in Juvenile Court. If and when the juvenile court prosecutor decides to keep a case in the Juvenile Court discovery is provided to defense counsel. Transfer is not used as a negotiating tactic or leverage but it is important that the juvenile understands the current direction of the prosecution.

Under the new rules there are time limits on filing a notice of transfer. To comply with that rule and to allow defense counsel as much time as possible notice is filed as soon as a docket number is assigned. If and when defense counsel approaches our office with a proposed plea we do a second review of the case to determine if transfer is warranted. Defense counsel can provide any information that would help in our evaluation and make sure that their file is complete.

The policy in our office allows special cases to be handled by vertical units and special prosecutors. Those seasoned prosecutors provide discovery as allowed by the rules and their discretion.

This office takes offense that anyone would ever believe or think that a juvenile offender would be allowed to accept a plea in an informational vacuum. That would simply not be allowed by this office or the Judge (Magistrate) accepting such plea. There has never been a case where the juvenile client has plead without the knowledge of where the act took place, statements of co-defendants or their own statement.

You go on to cite Ethical Implications for Judges, defense attorneys and prosecutors but never provide an example, situation or case where a plea has been offered, accepted and entered. For over two years this office has worked with the DOJ and monitors. We are not a signatory to the MOA, yet have helped the court substantially comply with any matter we have influence on. The numbers prove that our office has been a leader in working with Juvenile Court in addressing any perceived issues of unfairness in terms of transfer. The data supporting our position is supported by your reports for the last two years.

To ask the Court to order the district attorney general's office to prove discovery based on supposition and innuendo would take two years of cooperation, proven effective by data, and

create an unworkable and adversarial situation. It would further ask the Juvenile Court to create a local rule that would be inconsistent with Rule 206 of the Rules of Juvenile Practice and Procedure as well as cases decided by the Tennessee Supreme Court.

Since the MOA was signed, this office has gone above and beyond what the law requires of us. To claim anything different is simply not supported by the truth.

Sincerely,



AMY P. WEIRICH
District Attorney General

APW/cjg

cc: Ms. Jennifer Nichols, Deputy District Attorney General
Mr. David Zak, Chief Prosecutor, Juvenile Court

ATTACHMENT 5

Skelton, Pamela

From: Bearup, Scot
Sent: Thursday, August 24, 2017 3:01 PM
To: Skelton, Pamela
Subject: FW: My email

From the AOC.....

From: Lacy Wilber [mailto:Lacy.Wilber@tncourts.gov]
Sent: Thursday, August 24, 2017 3:00 PM
To: Bearup, Scot
Subject: Re: My email

Mr. Bearup

Per our conversation, I'm writing to memorialize that the Administrative Office of the Courts will not pay for counsel appointed to represent indigent juveniles before a petition alleging delinquency has been issued. This comes from Rule 13 of the Rules of the Tennessee Supreme Court, section 1(d)(2)(A).

Feel free to contact me anytime if you have any further questions.

Lacy

Lacy Wilber
Assistant General Counsel
Tennessee Supreme Court
Administrative Office of the Courts
511 Union Street, Suite 600
Nashville, TN 37219
[615-741-2687 ext. 1640](tel:615-741-2687)

>>> "Bearup, Scot" <Scot.Bearup@shelbycountyttn.gov> 8/24/2017 2:58 PM >>>

Scot A. Bearup
Juvenile Defender Panel Coordinator
Juvenile Court of Memphis and Shelby County
616 Adams Avenue, Room 247
Memphis TN 38105
901-222-0794 (phone)
901-222-0798 (fax)

ATTACHMENT 6

Summary of Meetings – July 21, July 22 – 2016

Michael Leiber, Ph.D.

Equal Protection Monitor

July 27, 2016

4 Areas of Continued Concern Regarding DMC in terms of presence in the Juvenile Court and Equity in terms of case outcomes

1. Referral
2. Secure Detention
3. Non-Judicial Decision-Making
 - Cases petitioned
 - Diverted or dismissed/warned
4. Waiver/Transfer to Adult Court
 - Notice of transfer; Waiver to adult court

Additional area in need of further development is the Shelby County Court Webpage and Community Out-Reach Plan

Webpage

- Need to make it easier to find (Aimee)
- Suggested a link to an additional page focusing just on the MoU (Aimee)
- Make link to “Shelby County's Juvenile Court Dashboard” more visible/accessible
- On “Department of Justice Compliance Page”, add Settlement Agreement Coordinator’s Reports for both the Due Process and the Equal Protection drop-down list. DMC Coordinator option and Juvenile Court Newsletter listed under Community Outreach also show no content
- Update and monitor (Aimee)
- De-clutter and streamline webpage; Make more user-friendly
- Shared links with other DMC efforts/groups/agencies – satellite approach (Aimee)
- Update and monitor FACEBOOK page (Tom will contact and work with Lisa)
- Link “Juvenile Court of Memphis & Shelby County” Facebook page to other active pages such as the “Judge Dan Michael” page

Community Out-Reach Plan

- Needs to be further developed and updated (Tom, Gary, Bridgette)

Referral

- Dialogue between Memphis Police and Court as to how to better handle domestic violence cases involving youth and other cases that might need special services (substance abuse, mental health, etc. (Pam)
 - Create a cheat sheet/information card of specific services offered in community and location
 - Other means to Educate police: training at the Academy, webpage, speaker series,
- Funds available to expand use of beds at Porter Leath (Pam)
- Expedited meetings – meet at least once a week to either transfer domestic violence cases to another agency (DCS) or release youth involved in minor offenses (Kimbrel, Judge Michael, Pam)
- Precinct Liaison – expanding days and maximizing hours, outcome should reflect warn and release over summons/transport (Pam)
- Override of Summons for 7-8 charges viewed as minor offenses (similar to those for the SHAPE program, an extension of this could apply to misdemeanor offenses in general (Pam)
- An alternative program in discussion but not formally part of the Court but between Lisa and Kimbrel, Memphis Police Department, Sheriff's Office, and the Public Defender, is modeled on the Georgetown approach – Capstone- has been resurrected – but is in need of funding and a facility – purpose is to divert youth involved in domestic violence. Kind of a Safe House – counseling, services, mediation

Secure Detention

- Greater use of summons instead of transport (LEAP)
- Continued educating police of when to use/refer youth to detention
- Re-evaluate DAT, replace with other tool – key is to down play or omit factors relating to history of prior offending, warrants. Prior offending would be a context factor if related to current offense (Pam, Kimbrel, Mamie, Aimee)
- Changing weights (see above)
- Refocus Screening Tool to 2 areas: certainty of appearance, threat of danger to self/community- work from presumption of release
- Expedite review
- Greater use of electronic monitoring for those eligible for detention, not release
- The possible implementation of the alternative program/Capstone program

Non-Judicial

- Similar to DAT, re-evaluate the criteria/factors – too much overlap between levels
- Once again, too much on history of prior offending, reduce the number of sanctions within each level; place in order of least severe to more severe
- Summons override effort
- Look into concordance/non-concordance between po recommendations and supervisors and DA
- Incorporate into the parent orientation the importance of what it means to reject offer to participate in diversion
- Greater use of the By-Pass program- currently under utilized

Waiver/Transfer to Adult Court

- Notice of transfer; Waiver to adult court = the number of notices, especially for Black youth is quite troubling. It is noted that the Court has little control over the DA decision other than denying the notice of transfer. The DA has not indicated a desire to evaluate her recommendations or filing of notices

Additional Areas of Concern that are in need of continued attention

Points of Contact: Should be using the recommendations, points highlighted from this meeting to guide discussion and efforts (Bridgette, Pam)

Strategic Plan: Committee needs to be in place -- administrators from each division plus Bill and Lisa. Plan needs to be revisited and updated with inclusion of points highlighted from the 2 day meeting in addition to mapping of programs/services and evaluation of effectiveness (Pam)

Policies and Procedures: can be part of strategic plan -- need to be evaluated and should include points raised in the 2nd day meeting (Pam, Bridgette)

Timelines

Given that I will be in Memphis for the Compliance review in late September, in the 2 month period, I expect movement reflecting steps taken. By March/April, actual implementation of programs, changes in tools, etc. should be evident.

On my end- I need to look into including SES measures as part of future assessment studies and to identify or differentiate between detention hearing (who is detained versus not being detained).

ATTACHMENT 7



Juvenile Court of Memphis and Shelby County

616 ADAMS AVENUE MEMPHIS, TENNESSEE 38105
P. O. BOX 310 MEMPHIS, TENNESSEE 38101

MEMORANDUM:

To: Dr. Michael Leiber

From: Pam Skelton

Date: August 31, 2017

Subject: Update from Strategic Planning Committee meeting held on August 22, 2017

The purpose of this memorandum is to provide an update from the Strategic Planning Committee meeting held on August 22, 2017. Those in attendance were Pam Skelton, Bridgette Bowman, Tom Coupe, Lisa Hill, Leon Gray, Jr., Aimee Burgdorf, Kimbrell Owens, and Matthew Ian John.

DMC and Equal Protection

1. DMC Assessment (c)

Aimee is continuing to keep the items on the Court's dashboard current and updating as needed. Full Compliance has been added on to the dashboard so graphs can show percentages that reflect full compliance. All 2016 graphs are up for all compliance reports, as well as 2016 RRI's, and the comparison charts. The 2016 Annual Report will be completed and uploaded soon.

2. Policies and Procedures (a) and (b)

The Graduated Response Grid validation has begun under the director of Dr. Laura Harris with Data for Good, and we anticipate work will continue for several months.

- Data review and analysis report will be available in 1-2 weeks per Dr. Harris
- Dr. Harris requested data from a particular date range which she will be receiving soon.

Policy work is still being done in a variety of areas previously mentioned and Policy templates will be distributed to the appropriate personnel for further development and reviewed by July 1, 2017. Final products will be submitted to administration for review and approval by September 1, 2017

- All Logic models have been sent and policy report cards
- Still on track to meet September deadline

3. DMC Reduction: Evaluation and Tools

GIS mapping software was unsuccessful due to its large scope of work and cost to the court. Probation Counselors are currently using the revised resource guide that is categorized by zip codes and are confident in its effectiveness in that it is getting clients to quality service providers.

- Held a GIS Mapping meeting on July 25th to review and discuss the UT Interactive Health website, will discuss further with Dr. Stewart on Monday, July 31st.
- A meeting was held with Dr. Stewart to discuss resource mapping and Dr. Stewart recommended that the court use K.B. Turner with the University of Memphis as he is the guru for this tool. Dr. Stewart also suggested that the court look GIS and its potential use at the Juvenile Assessment Center discussions. Overall, the scope of work for GIS mapping has proven to be too much for the court due to both cost/expertise.
- Probation Counselors are continuing to utilize the resource guide as a daily tool.

4. DMC Reduction: Evaluation and Tools (d)

The Court's Expeditor, Mrs. Debra Salters, continues to monitor cases daily and meet with Judicial, Probation, the District Attorney General's office, the Public Defender's office and the private defense bar as necessary to discuss cases. The following information was reported:

August 2017: 52 Detainees screened

- 3 Expedited youth reviewed
- 2 Released
- 0 Recidivated

Early review of Electronic Monitoring

4 Electronic monitoring (90 days or longer) cases reviewed - leave monitoring as is

The longest length of stay ----21.44 days for that particular youth

- All Counselors will go back to handling Electronic Monitoring as a part of their caseloads. Pre-adjudicatory will be monitored by Children's Bureau. No noted changes with Youth Services Bureau (will continue as a step down for their disposition)

The Summons Review Team work continues on its operational policy which is continuously being reviewed and updated. Also we are continuing to review the procedures to ensure that children and families are given referral information or assistance as well as having the point of contact diverted and not entered as a kind of juvenile record. In addition the SRT Program is

being evaluated, assessed and monitored by Bridgette Bowman and Aimee Burgdorf and the data is being collected and tracked in a non-JCS data file. Also, it has been decided that the SRT program will be evaluated once per quarter or every 3 months.

- a. The data for Oct.- December 2016 was used to establish a baseline
- b. The first quarter analysis for the year (Jan. – March) was completed. The report was shared with the SR Team and recommendations were given.

- Data (SRT #s) mentioned above was sent by Shannon Caraway via Dropbox
- SRT is currently working on training staff on the criteria to look for in caseloads that would be considered for the program. The work is being placed on each Juvenile Services Specialist making it more uniform in the application amongst staff.
- Continuing to get tighter in its application and are using the report card and logic models to help eliminate the possibility of staff bias (Top staff-down)
- Qualifying information will be the determining factor (Qualified vs. non-Qualified) making it a uniformed application of cases entered (*See attached, SRT Procedure*)
- Pilot concept should be ready for full application by October.
- Began looking at recidivism rate 1 year out for calculations
- Upcoming call on 8/31/17 to discuss SRT Data

The new pilot/teaming concept to work together on diverting youth at the Old Allen precinct is up and running with Probation Counselor Anthony Clear has collected two months of data and the program seems promising.

- Data is being tracked and is currently being formatted to determine the best way to assess data to report success in DMC, lower recidivism rates, etc.
- Latest Precinct report (*See attached, Old Allen Initiative*)

5. DMC Reduction: Evaluation and Tools (e)

New 7 Step Strategy to Reduce DMC & Logic Model (See attached)

6. Training

Part I of Trauma training for the entire court has been completed with approximately 95% of staff participation.

- Part II will resume in the fall and will focus on training tailored around comments from the 1st training and how to implement the trauma training into daily work with the children & families we serve.
- DMC training will be conducted before end of year.

7. Community Outreach

We sent a letter of response request to the Development Services Group and are waiting to hear feedback on information/data findings as it relates to the Community Survey.

- Still awaiting response

JDAI Detention Facility assessment is being prepared.

Community meetings September 28th will cover expungement, ceasefire program, Youth Court

Parent Orientation is still going very well but will update framework at the start of the year to increase participation.

The next meeting has been scheduled for September 12, 2017 at 2 pm in Room 307.

To: Pam Skelton, CAO

From: Bridgette Bowman

RE: Old Allen Precinct/Juvenile Court Initiative

Date: July 27, 2017

This memo is a brief update on the initiative being implemented at the Old Allen Precinct involving Mr. Anthony Clear.

We used data from March through June of 2016 and 2017 to make a general comparison. The data also focuses on only three (3) zip coded areas: 38127, 38128, and 38133.

Zip Code	March	April	May	June
38127	2016 - 21	2016 - 18	2016 - 31	2016 - 23
	2017 - 8	2017 - 11	2017 - 11	2017 - 3
38128	2016 - 32	2016 - 25	2016 - 23	2016 - 18
	2017 - 3	2017 - 6	2017 - 1	2017 - 11
38133	2016 - 5	2016 - 15	2016 - 1	2016 - 21
	2017 - 3	2017 - 1	2017 - 10	2017 - 0

Total Summons in 2016 = 233

Total Summons in 2017 = 68

(Note: the number of summons would have been 215 for March through June 2017 if the diverted summons handled by Mr. Clear would have been included)

The data implies that the work being done in the Old Allen Precinct has impacted the number of summons being formally handled by Juvenile Court. The data is as follows:

- 83 juvenile summonses diverted from formal contact between March and April 2017.
 - This contributed to a **72.4% reduction** in the number of summons issued during this time frame as compared to the same time period for 2016.

- 64 juvenile summonses diverted from formal contact between May and June 2017.
 - This contributed to a **69.2% reduction** in the number of summons issued during this time frame as compared to the same time period for 2016.

- 147 juvenile summonses diverted from formal contact between March and June 2017.

It is important to note that 99% of juveniles diverted were African American youth.

Summons Review Team

This pilot is a multi-purpose program designed to assist in reducing DMC primarily youth of color as well as an objective based initiative to direct low-level offenses and eliminate unnecessary point of contact in the juvenile justice system. Qualifiers and disqualifiers are determined by administrative review of prior contact eligibility inquiries.

Summons Review Team Procedure

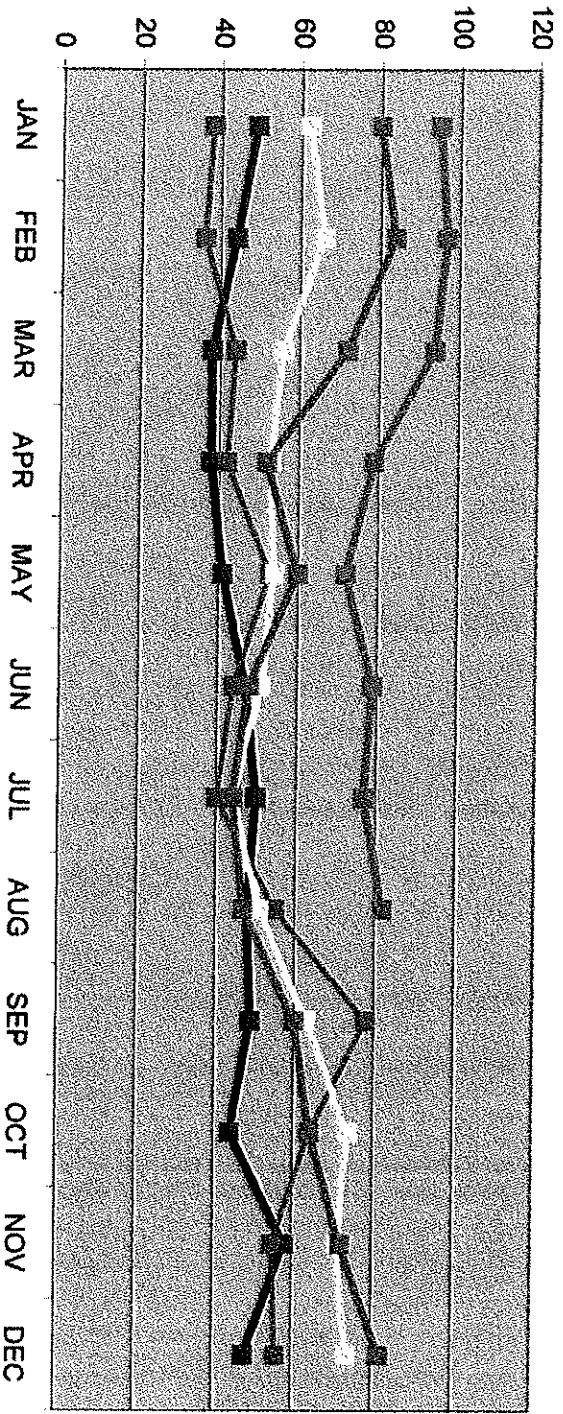
- 1) Summonses from MPD precincts, SCSO, Bartlett, Germantown and Millington PD's are sent via US Postal Service and are received in Room 230.
- 2) The summonses are date/time stamped received and logged by the clerical staff.
- 3) The clerical person who is assigned to the Summons Review Team (SRT) checks the summonses to see if names from the incoming summonses have been previously entered into the SRT database.
- 4) The summonses are then coded as follows:
 - N = Not in the database
 - Y + date = date the child was entered into the SRT database
- 5) All of the summonses are then delivered to the Chief Probation Officer (CPO).
- 6) The CPO identifies the SHAPE and Frayser Initiative summonses and forwards those to John Hall and Children's Bureau Manager.
- 7) The CPO sorts all felony summonses and returns them to clerical staff for entry into JCS and regular case assignment. *There are some deviation components associated with this step. Please see below for clarification
- 8) At this stage, an initial eligibility review is conducted in order to be considered for court-implemented diversionary programs (Youth Court, Bypass, etc.). Children's Bureau management utilizes a JCS record check on remaining summonses to determine if they qualify for the SRT.
 - Disqualifying events include:
 - **Open/Pending Complaint(s)**
 - **Felony Adjudication**
 - **Any contact/charge (besides status offense and/or traffic) within the last 6 months, including prior entry into the SRT database**
 - **Case(s) under advisement/diversion**
 - **Active APC**
 - **Currently supervised by APS or YSB.**
 - ***deviation components may apply**
- 9) If a child has a disqualifying event, the summons is then returned to clerical staff for entry into JCS and regular case assignment.
- 10) Qualifying cases are sent to the SRT Clerical for entry into the SRT database AND the SRT assignment spreadsheet. The assignment spreadsheet is then sent to supervisors in the Children's Bureau for case dissemination.

- 11) Once staff members are assigned to the SRT cases, review and coding of the case takes place. The following codes are utilized:
 - **01 - school action taken**
 - **02 - parental intervention**
 - **03 - facts in narrative so not support the offense**
 - **04 - no further court action necessary,**
 - **05 - age of youth (12 years and under)**
 - **06 – traffic**
 - **07 – status offenses**
- 12) When summonses have been coded, the PO will follow the guidelines set forth by the CPO to determine how the case will be handled. **THERE IS NO ENTRY INTO JCS AT ANY TIME.** PO's will fill out an information sheet indicating what coding was applied and what action was taken. Please see Appendix 1 for guidelines.
- 13) Once the summonses have been coded and the appropriate referral has been made, the summons will then be sent back to Children's Bureau management for review with the PO's information sheet attached. Once the final review is done, the summons along with attached documents will be returned to the SRT clerical for updated entry in the SRT database.
- 14) Paper copies of the summonses and attached documents will then be stored.

ATTACHMENT 8

AVERAGE DAILY POPULATION - SHELBY COUNTY JUVENILE COURT DETENTION CENTER

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2013	49	44	38	38	41	47	50	43	49	44	58	48
2014	38	36	44	42	53	44	40	55	79	64	55	56
2015	62	66	56	53	54	51	44	51	63	74	71	74
2016	80	84	72	52	60	48	44	47	60	64	72	82
2017	95	97	94	79	72	79	77	82				



ATTACHMENT 9

Report Card
2017

Defetation Assessment Tool	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Average	Year to Date
1 Total Number of DATs Completed	197	185	141	140	153	163	142						158.7	1111
2 Number of DATs Release Eligible	142	148	120	121	124	118	108						125.9	881
3 Total Number of DATs Overriden	16	10	14	10	13	14	8						12.1	85
4 Percentage of Release Eligible DATs Overriden	11.3%	6.8%	11.7%	8.3%	10.5%	11.9%	7.4%						9.7%	9.8%
5 Percentage of Total DATs Overriden	8.1%	5.4%	9.9%	7.1%	8.5%	9.2%	5.6%						7.7%	7.7%
6 Number of Overrides that were for Youth of Color	16	10	14	9	12	12	7						11.43	80
7 Youth Percentage of Overrides that were for	0	0	0	1	1	2	1						0.71	5
8 Youth of Color Percentage of Overrides that were for	100.0%	100%	100%	90.0%	92.3%	85.7%	87.5%						93.6%	94.1%
9 % of Total Youth of Color Admitted who were overriden	18.0%	15.2%	25.5%	16.4%	18.8%	17.1%	11.5%						10.2%	17.4%
10 White Youth Percentage of Overrides that were for	0.0%	0.0%	0.0%	10.0%	7.7%	14.3%	12.5%						6.4%	5.9%
11 % of Total White Youth Admitted who were overriden	0.0%	0.0%	0.0%	16.7%	50.0%	50.0%	25.0%						11.8%	17.2%
12 Number of Overrides that were for Males	11	7	13	7	10	10	4						8.88	62
13 Females Percentage of Overrides that were for	5	3	1	3	3	4	4						3.29	23
14 Males % of Total Male Youth Admitted who were overriden	68.8%	70.0%	92.9%	70.0%	76.9%	71.4%	50.0%						71.4%	72.9%
15 Females Percentage of overrides that were for	31.3%	30.0%	7.1%	30.0%	23.1%	28.6%	50.0%						28.6%	27.1%
17 % of Total Female Youth Admitted who were overriden	62.5%	33.3%	14.3%	50.0%	80.0%	50.0%	68.7%						28.1%	46.9%

SUICIDE PREVENTION	Monthly												Year to Date		
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec		ave	
1 Total Number of Youth Admitted to Detention	91	73	58	61	66	74	66								489
2 Total Number of QMHP Calls/Contacts	10	4	13	4	3	5	5								44
3 Rate of QMHP calls per 100 youth	0.34	0.15	0.44	0.169	0.134	0.209	0.209								0.245
4 Number of Youth Cleared without Restrictions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5 Number of Youth Cleared with Restrictions	10	4	13	4	3	5	5								44
6 Number of Youth Transported for Psychiatric Care	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7 Percentage Change in Number of Calls	150.0%	-60.0%	225%	-69.2%	-25.0%	66.7%	0.0%								41.1%
8 Rate of youth on Suicide Precautions per 100 youth	0.34	0.15	0.44	0.169	0.134	0.209	0.209								0.236
9 Number of Youth Placed Suicide Precautions	10	4	13	4	3	5	5								44
10 Average Time on Suicide Precaution (in 10 hours)	71.1	142.01	93.11	44.42	64.88	80.23	42.9								76.923
11 Percentage Change in Average Time on Precaution	1.6%	99.7%	-34.4%	-52.3%	45.6%	24.0%	-46.5%								5.4%
12 Average Time between Admittance and Suicide Screening (in hours)	0.05	0.06	0.08	0.05	0.06	0.04	0.05								0.05
13 Average wait time for the QMHP (in hours)	1.33	0	1.25	0.40	1.87	0.84	1.37								1.01

* CCS replaced Mobile Crisis in August of 2013 as the QMHP for the Detention Services Bureau, now SCSO Juvenile Detention Services.

SAFETY AND ORDER	Monthly												Average	Year to Date		
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec				
1 Sick/Injured/Care For youth per 100 person-days of youth confinement	0.00	0.04	0.20	0.08	0.09	0.08	0.08								0.083	0.040
2 Injuries to youths by other youths per 100 person-days of youth confinement	0.00	0.00	0.00	0.00	0.05	0.00	0.00								0.006	0.040
3 Suicidal behavior with injury by youths per 100 person-days of youth confinement	0.00	0.00	0.00	0.00	0.00	0.00	0.00								0.000	0.000
4 Suicidal behavior without injury by youths per 100 person-days of youth confinement	0.34	0.15	0.44	0.17	0.13	0.21	0.21								0.236	0.400
5 Assaults on youth per 100 person-days of youth confinement	0.58	0.44	0.44	0.51	0.49	0.42	0.38								0.465	1.000
6 Assaults on staff per 100 person-days of youth confinement	0.00	0.04	0.034	0.00	0.00	0.00	0.04								0.016	0.000
7 -Percent of interviewed youths who report that they fear for their safety	15.38	11.1%	7.7%	0.0%	4.0%	0.0%	17.9%								2.255	100.00%
8 -Percent of staff who report that they fear for their safety	24.24	13.3%	11.8%	11.1%	6.3%	0.0%	0.0%								3.524	14.00%
9 Physical restraint use per 100 person-days of youth confinement	0.68	0.07	0.17	0.08	0.13	0.04	0.13								0.187	2.240
10 Mechanical restraint (use of force) use per 100 person-days of youth confinement	0.00	0.04	0.07	0.00	0.09	0.00	0.08								0.040	0.240
10 Mechanical restraint (transports) use per 100 person-days of youth confinement	1.59	1.36	1.64	1.10	2.01	1.80	1.51								1.572	
11 Use of room confinement and segregation /special management unit use per 100 person days of youth confinement	0.31	0.22	0.10	0.09	0.00	0.00	0.00								0.102	1.960
11 Average duration of room confinement and segregation/special management unit in hours	27.86	54.2	37.5	25.0	0.00	0.00	0.00								20.65	36.7
12 Percent of youths presented for admission that had a suicide prevention screening completed by trained or qualified staff in one hour or less	100%	100%	100%	100%	100%	100%	100%								#####	

JDS Management met on August 11, 2017, to discuss the monthly report card data and analysis to ensure the integrity of the data reported.

ATTACHMENT 10

Hello, Judge Summers,

Below are several issues relevant to the Office of Clinical Services from April 1, 2017, to present:

Staffing: I am on contract as the full-time administrator of the Office of Clinical Services. I have a part-time contract psychologist who completes most of the Court-ordered evaluations assigned to our office. I have a pre-doctoral clinical psychology from the UT Professional Psychology Internship consortium; that person trains 3 days per week and is unable to perform evaluations independently, but does so under my supervision. The intern rotates every 4 months, and completes 1-2 evaluations per month. I also have a full-time administrative technician who provides support services for everyone in the department.

I have another psychologist on purchase order who is available to assist when we have a backlog, and when we employ her services, she is able to complete 1-2 evaluations per month. We are currently unable to use her services. We were notified on 08-08-2017 that Shelby County Purchasing Office is now requiring her to obtain an EOC number, even though she is not a contract psychologist, has no employees, and has never been required to obtain such a number in the two years that we have used her services. She has nevertheless applied for this number and we are waiting for it to be issued. We have been advised not to use her services until the county issues this number. In fact, we have not yet been able to pay her for an evaluation she did in May 2017.

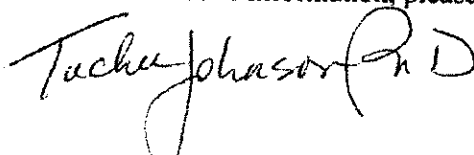
Goals for completion time of evaluations: Our goal continues to be completion of evaluations by the first date after receiving the Court order, or at the first Court re-set date past the 30 days we are allotted to complete the evaluation. For instance, when Court orders are submitted, often the next Court date does not afford us the full 30 days. I notify the attorneys that the evaluation will not be complete by that early Court date, and suggest they request a re-set. Our goal for completion then shifts to the re-set date.

Evaluation tracking since April 1, 2017: Since April 1, 2017, we have received a total of 31 Court orders for evaluations. We have completed 22 of these and 9 are still in progress. Of these 22 completed evaluations:

- 11 were completed by the first Court date, which allowed us 30 days or more to complete the evaluations (average time to completion = 32.8 days)
- 7 were completed by the first re-set date, as the first Court date did not allow us the full 30 days to complete the evaluations (average time to completion = 40.7 days)
- 3 were late and completed in 34, 39, and 40 days
- 1 evaluation was a special request for an abbreviated evaluation (a screening of intellectual, achievement, and adaptive functioning) and was completed in 3 days

If I can answer any questions about the above information, please contact me at 901-222-0810.

Tucker Johnson, PhD



ATTACHMENT 11

**ITEM #1 - DELINQUENT COMPLAINTS GROUPED BY REFERRAL METHOD
COUNTING DISTINCT COMPLAINTS
JANUARY - AUGUST 2017**

	2017										Total	
	HISPANIC / LATINO					NON - HISPANIC / LATINO						
	ASIAN / PACIFIC ISLAND	BLACK	HISPANIC / LATINO O - ALL	MIXED RACE	WHITE	Total	ASIAN / PACIFIC ISLAND	BLACK	MIXED RACE	WHITE		Total
TAKEN INTO CUSTODY	0	2	1	5	22	30	1	1,006	12	45	1,064	1,094
SUMMONS	1	4	0	2	26	33	3	830	7	129	969	1,002
AFFIDAVIT OF COMPLAINT	0	1	0	0	2	3	0	135	1	9	145	146
LAW ENFORCEMENT	0	0	0	0	0	0	0	12	0	1	13	13
PROBATION OFFICER	0	0	0	0	0	0	0	9	0	0	9	9
ORDER - OTHER COURT	0	0	0	0	0	0	0	6	0	1	7	7
SCHOOL SYSTEM	0	0	0	0	0	0	0	4	0	0	4	4
PETITION	0	1	0	0	0	1	0	2	0	0	2	3
DCS VIOLATION REPORT	0	0	0	0	0	0	0	1	0	0	1	1
Total	1	8	1	7	50	67	4	2,005	20	185	2,214	2,281

ATTACHMENT 11

**ITEM #2 NON JUDICIAL CASE ACTIONS ON DELINQUENT COMPLAINTS
 GROUPED BY RACE BASED ON DISPOSITION / CASE ACTION DATE
 AUGUST 2017**

		2017											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Total			
NON-JUDICIAL	HISPANIC / LATINO	ASIAN / PACIFIC ISLANDER	0	0	0	0	0	0	0	1	1		
		BLACK	0	3	1	0	1	0	1	1	7		
		MIXED RACE	2	0	1	0	1	2	0	1	7		
		WHITE	9	10	5	9	5	1	13	5	50		
		Total	11	13	7	9	7	3	14	8	65		
		NON- HISPANIC / LATINO	ASIAN / PACIFIC ISLANDER	0	0	0	2	0	0	1	2	5	
BLACK	248	239	206	216	205	214	178	250	1,631				
MIXED RACE	2	4	1	0	1	3	2	0	13				
WHITE	24	21	11	19	15	18	9	39	155				
Total	274	284	218	237	224	235	190	284	1,804				
Total	285	277	225	246	228	238	204	299	1,869				

**ITEM #3 JUVENILES ADMITTED TO JUVENILE COURT DETENTION CENTER REFERRED BY LAW ENFORCEMENT AGENCY
YTD 2017 AS OF 8-31-17**

		2017											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Total			
HISPANIC / LATINO	BLACK	0	0	0	0	0	0	1	0	1			
	HISPANIC/LATINO - ALL RACES	0	0	0	0	0	1	0	0	1			
	MIXED RACE	0	0	0	0	1	0	0	0	1			
	WHITE	2	2	1	3	1	0	1	1	11			
	Total	2	2	1	3	2	1	2	1	14			
NON - HISPANIC / LATINO	ASIAN / PACIFIC ISLANDER	0	0	1	0	0	0	0	0	1			
	BLACK	88	65	54	54	63	68	60	65	515			
	MIXED RACE	3	1	0	0	0	1	0	2	7			
	WHITE	0	5	3	4	1	4	3	3	23			
	Total	89	71	58	58	64	73	63	70	546			
Total		91	73	59	61	66	74	65	71	560			

**Item #4 Counting Petition Filed Date on Delinquent Complaints based on Complaint Date
AUGUST 2017**

DELINQUENT	HISPANIC /LATINO	2017											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Total			
		BLACK	0	0	0	0	1	2	1	0		4	
HISPANIC/LATINO - ALL RACES	0	0	0	0	0	1	0	0		1			
MIXED RACE	0	1	0	1	1	0	0	0		3			
WHITE	3	1	0	3	3	0	0	0		10			
Total	3	2	0	4	5	3	1	0		18			
NON - HISPANIC /LATINO													
ASIAN / PACIFIC ISLANDER	0	0	1	0	0	0	0	0		1			
BLACK	148	132	103	116	102	106	105	53		885			
MIXED RACE	2	1	0	0	1	1	0	2		7			
WHITE	0	8	11	10	3	6	6	5		49			
Total	150	143	115	130	111	116	112	60		940			
Total	153	143	115	130	111	116	112	60		940			

ITEM #5 COURT HEARING WITH A FINDING OF SUSTAINED DELINQUENT
counting distinct complaints - based on case action date
YTD 2017

		2017											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Total			
SUSTAINED DELINQUENT	HISPANIC / LATINO	0	0	0	0	0	0	0	2	2			
	BLACK	1	1	7	3	1	0	2	0	15			
	WHITE	1	1	7	3	1	0	2	0				
	Total	1	1	7	3	1	0	2	2	17			
NON - HISPANIC / LATINO	ASIAN / PACIFIC IS	0	0	0	0	1	0	0	0	1			
	BLACK	107	96	116	102	88	100	63	104	771			
	MIXED RACE	0	0	0	6	0	2	0	0	8			
	WHITE	5	7	3	10	2	4	13	2	44			
	Total	112	103	119	118	91	106	76	108	824			
	Total	113	104	126	121	92	106	78	108	844			

**ITEM #6 PROBATION TO APS DISPOSITIONS
(Probation to APS and Probation to Parents)
COUNTING DISTINCT COMPLAINTS
YTD 2017**

		2017											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Total			
HISPANIC / LATINO	WHITE	0	1	2	0	0	0	0	0	0	3		
	Total	0	1	2	0	0	0	0	0	3			
	BLACK	8	16	10	12	19	8	12	9	94			
NON - HISPANIC / LATINO	WHITE	0	0	2	1	0	0	0	0	3			
	Total	8	16	12	13	19	8	12	9	97			
	Total	8	17	14	13	19	8	12	9	100			

**ITEM #6 YOUTH SERVICES BUREAU DISPOSITIONS
COUNTING DISTINCT COMPLAINTS
YTD 2017**

		2017											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Total			
YOUTH SERVICE BUREAU	HISPANIC / LATINO	0	0	0	0	0	0	0	2	2			
	BLACK	1	0	4	4	3	0	2	0	14			
	WHITE	1	0	4	4	3	0	2	0	16			
	Total	1	0	4	4	3	0	2	2	16			
NON - HISPANIC / LATINO	ASIAN / PACIFIC	0	0	0	0	0	0	1	0	1			
	BLACK	35	43	77	46	34	45	13	32	324			
	MIXED RACE	0	0	0	6	0	2	0	0	8			
	WHITE	2	5	1	9	3	0	7	0	27			
	Total	37	48	78	61	37	47	21	32	360			
Total Distinct Complaints		38	48	82	65	40	47	23	34	376			

**Item #7 - DCS CORRECTIVE AND DCS CORRECTIVE DETERMINATE SENTENCE DISPOSITIONS
COUNTING DISTINCT COMPLAINTS**

I have no way to know if these juveniles were placed in a secure facility
YTD 2017

		2017											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Total			
HISPANIC / LATINO	WHITE	0	0	1	0	0	0	0	0	1			
	Total	0	0	1	0	0	0	0	0	1			
NON - HISPANIC / LATINO	ASIAN / PACIFIC ISLA	0	0	0	0	1	0	0	0	1			
	BLACK	54	37	25	45	25	44	32	54	316			
	WHITE	3	0	0	0	0	4	8	0	15			
	Total	57	37	25	45	26	48	40	54	332			
Total Distinct COMPLAINTS		57	37	26	45	26	48	40	54	333			

**ITEM #8 JUVENILES TRANSFERRED TO ADULT COURT - COUNTING DISTINCT COMPLAINTS
YTD 2017 AS OF 8-31-17**

		2017											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Total			
HISPANIC / LATINO	WHITE	0	0	2	0	0	3	0	0	5			
	Total	0	0	2	0	0	3	0	0	5			
NON - HISPANIC / LATINO	BLACK	3	14	22	15	10	8	10	2	84			
	MIXED RACE	0	0	0	0	0	0	0	1	1			
	WHITE	0	0	2	1	0	3	0	0	6			
	Total	3	14	24	16	10	11	10	3	91			
Total Distinct Complaints		3	14	26	16	10	14	10	3	96			

**DISPOSITION DATE JANUARY - AUGUST 2017
COUNTING DISTINCT CLOSED COMPLAINTS WITH ASSOCIATED FINAL DISPOSITIONS
DELINQUENT COMPLAINTS ONLY**

DISTINCT COUNT COMPLAINTS: 1,930
DISTINCT JUVENILE KEY COUNT: 1,298
DISTINCT COUNT INCIDENTS: 3,044

		BLACK	WHITE	OTHER	Total
NON-JUDICIAL	ADVISE AND COUNSEL	327	65	9	401
	ADVISORY LETTER	84	16	0	100
	NO PETITION FILED - NO FURTHER COURT ACTION	80	14	3	97
	YOUTH COURT	54	18	1	73
	ADVISORY LETTER IN LIEU OF APC	55	1	0	56
	COMMUNITY SERVICE	34	5	0	39
	NO PETITION FILED - COMPLAINANT WITHDREW COMPLAINT	33	6	0	39
	NO PETITION FILED - DCS CUSTODY	24	2	1	27
	NO PETITION FILED - CANNOT SUBSTANTIATE	22	1	1	24
	NO PETITION FILED - AGE OF MAJORITY	12	6	0	18
	BYPASS	14	0	1	15
	NO PETITION FILED - E&R SERVICES IN PLACE	11	0	0	11
	M.A.R.R.S	9	0	0	9
	ADVISORY LETTER - OUT OF COUNTY	3	1	0	4
	NO PETITION FILED - YSB PROBATION	2	1	0	3
	NO PETITION FILED - EXONERATED	2	0	0	2
	COMMUNITY SERVICE - FIRE SETTER PROGRAM	0	1	0	1
	FORFEITURE	0	1	0	1
	NO PETITION FILED - INCORRECT CONTACT INFO	1	0	0	1
	NO PETITION FILED - UNDER AGE OF CONSENT	1	0	0	1
PROBATION APS - CONTINUED	1	0	0	1	
RELEASE NO CHARGE	1	0	0	1	
Total		700	126	14	840

**DISPOSITION DATE JANUARY - AUGUST 2017
COUNTING DISTINCT CLOSED COMPLAINTS WITH ASSOCIATED FINAL DISPOSITIONS
DELINQUENT COMPLAINTS ONLY**

		BLACK	WHITE	OTHER	Total
COURT HEARING	YOUTH SERVICE BUREAU	302	32	8	342
	COMMUNITY SERVICE	195	19	10	224
	DCS - CORRECTIVE	206	13	0	219
	DISMISSED	198	17	0	215
	DCS - CORRECTIVE DETERMINATE SENTENCE	76	0	1	77
	PROBATION TO APS	70	4	0	74
	REMAIN YSB	51	0	0	51
	PROBATION TO PARENTS	17	2	0	19
	RULE 23 DIVERSION - 1 YEAR	14	3	1	18
	TRANS TO OTHER COURT/DISP	11	1	0	12
	RULE 23 DIVERSION - 6 MONTHS	7	1	1	9
	REMAIN - DCS CORRECTIVE	8	0	0	8
	DCS - COMMITMENT SUSPENDED / SUPERVISED	6	0	0	6
	DCS - COMMITMENT SUSPENDED / UNSUPERVISED	5	0	0	5
	M.A.R.R.S	1	0	0	1
	PROBATION APS - CONTINUED	1	0	0	1
	REMAIN ADVISEMENT	1	0	0	1
	WAIVED CRIMINAL COURT-MOTION FOR TRANSFER GRANTED	1	0	0	1
	Total	907	68	11	986
	TRANSFER HEARING	WAIVED CRIMINAL COURT-MOTION FOR TRANSFER GRANTED	83	11	1
DISMISSED		27	2	0	29
Total		104	11	1	116
Total		1,702	203	25	1,930

ATTACHMENT 12

Strategy to Reduce Disproportionate Minority Contact

Step One: Define the Problem

1. Incorporate Methodological Improvements in the Study of Race and Ethnicity
2. Collect Baseline Data
3. Examine Overrepresentation Throughout the System
 - a. Identifying Factors Contributing to DMC
 - i. Differential Offending
 - ii. Differential Opportunities for Prevention and Treatment
 - iii. Differential Handling of Minority Youth
 - iv. Indirect Effects (i.e., socioeconomics, protective factors, risk factors)
 - v. Legislative Changes, Administrative Policies, and Legal Factors

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√

Step Two: Implement Evidence-Based Programming

1. Prevention and Early Intervention Programs
2. Alternatives to Secure Detention
3. Administrative Rule Modifications
4. Cultural Competency Training
5. Development of Objective Decision-making Tools for Selected Decision Points
 - a. Risk Assessment
 - b. Detention Assessment

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√
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Step Three: Develop Program Logic (for pre-existing programs)

July 17, 2017

1. Summons Review Team
2. Community Service
3. LEAP-P
4. Youth Court
5. APS/BYPASS
6. Evening Reporting Center
7. Ceasefire
8. Alternatives to Detention:
 - a. Electronic Monitor Pre-Adjudication
9. *Truancy Program*

Step Four: Identify Measures

1. Process Measures
2. Outcomes Measures
3. External Factors

Step Five: Collect and Analyze Data (to determine whether the objectives of the **program** have been accomplished)

1. Performance Measures
 - a. (focuses on whether a program is achieving its objectives; uses information to improve program operation and/or design)
2. Evaluations
 - a. (focuses on how program outcomes are achieved; aims at program improvement through modification of program operation and/or design)

See additional resource: JJEC Briefing (Juvenile Justice Evaluation Center): *“Approaches to Assessing Juvenile Justice Program Performance”*

Step Six: Report Findings

Step Seven: Reassess Program Logic

ATTACHMENT 13

Shelby County DMC Coordinator

I continue to meet with Juvenile Court regularly as a member of the Strategic Planning Committee and the JDAI DMC Data Sub-Committee. I have also partnered with the Court DMC Coordinator, JDAI Coordinator and a member of the faith-based community in developing a DMC/JDAI/Implicit Bias presentation which will be incorporated in the MPD training program. Prior to the closing of ITT Technical Institute in October 2016, I met weekly with criminal justice students for one hour to discuss DMC in Shelby County and to assist with topic selections and outlines for issues pertaining to youth violence and crime for Capstone projects. Since the closing of ITT, I now meet with Intro to Information Systems students at Strayer University and using DMC as a platform, we discuss how IT can be linked to DMC by using various tools, such as Excel and SPSS, to gather and analyze data pertaining to juvenile crime and other concerns associated with DMC.

Community Outreach:

I created and published the DMC Facebook page (facebook.com/dmshelbytn) in April, 2014. This page is used to keep the community aware of Juvenile Court's reform efforts as well as provide DMC related information, conferences/summits etc.

I regularly visit several local faith based facilities to talk to youth about what DMC means in Shelby County.

Also, I am a member of the following committees:

Memphis and Shelby County Disproportionate Minority Contact and Confinement local task force under the direction of John Hall

Memphis and Shelby County Juvenile Justice Board

DMC State Taskforce under the direction of Craig Hargrow

JDAI Data Committee

DMC- JDAI Data Sub Committee

Lastly, I was appointed by the Governor of TN as a Commissioner representing Shelby County on the TCCY State Board on both the Juvenile Justice and Data committees.