

<b>AGENCY NAME:</b>			
<b>AGENCY CODE:</b>	<b>N210</b>	<b>SECTION:</b>	<b>067</b>

**Fiscal Year 2018–2019  
Accountability Report**

**SUBMISSION FORM**

<b>AGENCY MISSION</b>	<p><i>It is the mission of the South Carolina Department of Juvenile Justice to protect the public and to reclaim juveniles through prevention, community services, education, and rehabilitative services in the least restrictive environment.</i></p>
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<b>AGENCY VISION</b>	<p><i>DJJ will provide a continuum of care with an operationally efficient service delivery model within a restorative framework, thereby becoming optimally effective in fulfilling the agency’s mission to redirect the lives of system-involved youth.</i></p>
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Does the agency have any major or minor recommendations (internal or external) that would allow the agency to operate more effectively and efficiently?

	<b>Yes</b>	<b>No</b>
<b>RESTRUCTURING RECOMMENDATIONS:</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Is the agency in compliance with S.C. Code Ann. § 2-1-230, which requires submission of certain reports to the Legislative Services Agency for publication online and the State Library? See also S.C. Code Ann. § 60-2-30.

	<b>Yes</b>	<b>No</b>
<b>REPORT SUBMISSION COMPLIANCE:</b>	<input type="checkbox"/>	<input type="checkbox"/>

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Is the agency in compliance with various requirements to transfer its records, including electronic ones, to the Department of Archives and History? See the Public Records Act (S.C. Code Ann. § 30-1-10 through 30-1-180) and the South Carolina Uniform Electronic Transactions Act (S.C. Code Ann. § 26-6-10 through 26-10-210).

<b>RECORDS MANAGEMENT COMPLIANCE:</b>	<b>Yes</b>	<b>No</b>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Is the agency in compliance with S.C. Code Ann. § 1-23-120(J), which requires an agency to conduct a formal review of its regulations every five years?


<b>REGULATION REVIEW:</b>	<b>Yes</b>	<b>No</b>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Note: With respect to S.C. Code Ann. § 1-23-120(J), DJJ has not promulgated any regulations.**

Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
<b>PRIMARY CONTACT:</b>	Angela W. Flowers	803-896-9751	awflow@scdj.net
<b>SECONDARY CONTACT:</b>	S. Monique McDaniels	803-896-5877	smmcda@scdj.net

I have reviewed and approved the enclosed FY 2018–2019 Accountability Report, which is complete and accurate to the extent of my knowledge.

<b>AGENCY DIRECTOR (SIGN AND DATE):</b>	 9-13-19
<b>(TYPE/PRINT NAME):</b>	Freddie B. Pough

<b>BOARD/CMSN CHAIR (SIGN AND DATE):</b>	
<b>(TYPE/PRINT NAME):</b>	

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	<b>Yes</b>	<b>No</b>
<b>RECORDS MANAGEMENT COMPLIANCE:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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<b>(TYPE/PRINT NAME):</b>	Freddie B. Pough

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## **AGENCY’S DISCUSSION AND ANALYSIS**

The Department of Juvenile Justice (DJJ) administers South Carolina’s juvenile justice system at the state and local levels and is statutorily mandated to provide rehabilitation and custodial care for the state’s juveniles who are on probation, incarcerated, or on parole for a criminal or status offense. DJJ is an integral part of the juvenile justice system in South Carolina, but it operates collaboratively with other related entities including law enforcement, solicitors, family court judges, the Juvenile Parole Board, and staff within other child serving agencies [see the Partner Template for a listing of key juvenile justice partners].

The Agency’s programs and services are administered primarily under five functional sections: Community Services, Education & Workforce Development, Rehabilitative Services, Institutional Services and Institutional Programs. However, the Divisions of Legal and Investigative Services in conjunction with Strategic Operations and the administrative sections under the Senior Deputy Director each support the agency in accomplishing the following strategic goals:

1. Enhance Services to Improve Long-term Outcomes for System-Involved Youth and Families
2. Maintain a Safe, Healthy Facility-wide Climate in the Least Restrictive Environment
3. Enrich Workforce Development to Attract, Train and Retain a Competent Workforce
4. Improve IT Processes and Agency Applications for Efficient Operations

DJJ is committed to improving outcomes for at-risk and justice involved youth through programs and services that promote public safety while reclaiming youth through prevention, community-based programs, education, and rehabilitative services in the least restrictive environment appropriate. Director Pough is intentional in his approach to leading the agency and has developed the strategic plan around the aforementioned strategic goals.

Enhancing services to improve long-term outcomes for system-involved youth and families is a key strategic objective. Contrary to popular belief, the majority of DJJ youth are served in the community. In FY 18-19, 60% of the juvenile cases heard in family court resulted in a disposition of probation. Only 19% of these cases ended in a commitment to DJJ. The remaining cases were dismissed, acquitted or given other dispositions. DJJ operates a mix of prevention and intervention programs to avert deep-end system penetration by lower risk offenders. In conjunction with prevention and intervention programs the agency also utilizes the Juvenile Arbitration program, which provides fast track accountability for nonviolent, first-time juvenile offenders. These youth are diverted from the formal justice system to an arbitration hearing or conference conducted in or near their communities. Some 2,209 youth completed juvenile arbitration in FY 18-19. During this same period, 10,108 youth were served through DJJ’s Teen Afterschool Centers, and an additional 3,277 in various community-based intervention programs across the state.

Keeping youth in school, at work and in the community is key to improving outcomes for youth. Workforce development and the acquisition of educational credentials are important markers of success. In FY 18-19, 104 students within the agency’s school district received an educational credential. Additionally, the district’s GED pass rate was 80%. DJJ’s Job Readiness Training Program (JRT) served 320 students during in the fall of 2018. An additional 951 youth received direct services from the

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SCDJJ Job Development Training Center located in Columbia. This includes the 147 youth who were matched with jobs.

Maintaining a safe, healthy facility-wide climate in the least restrictive environment is the second strategic goal. Because improving conditions of confinement is of paramount importance, DJJ participates in the Council of Juvenile Correctional Administrators' (CJCA) Performance-based Standards (PbS). Participating facilities measure performance continuously and bi-annually based on seven critical areas of operation: security, safety, order, justice, health and mental health, programming, and reintegration. DJJ is committed to ensuring the safety and security of staff and youth within its five hardware facilities. In FY 18-19, the average daily population in the secure facilities was 335, down 33 youth from the previous year. Institutional Services is focused on reducing the use of isolation, increasing the youth and staff sense of safety and reducing incidence of youth on youth assaults. Metrics for tracking these objectives have been identified and are tracked regularly. (See the Strategic Planning Tab, Measure 2.1.2 and 2.1.3)

DJJ, like other state agencies, is committed to recruiting and retaining qualified staff. To that end, the agency has implemented strategies to enrich workforce development in an effort to attract, train and retain a competent workforce. New and innovative approaches such as Franklin Covey's "Leading at the Speed of Trust" and the Seven Habits for Highly Successful People have been implemented agency wide. The Pough administration is intentional in its effort to attract develop and retain quality staff. Much of the workforce planning activities is focused on attracting and retaining direct service employees. A task force was formed to address the recruitment needs of DJJ's frontline staff: Juvenile Correctional Officers (JCO) and Community Specialists. From this effort a comprehensive plan was developed. Additionally, two recruiter positions were created. One deliverable of the recruiters is division specific recruitment plans. The agency has maintained a considerably low average turnover rate of 6.37% over the past 12 quarters. Approximately, 36% of the allocated FTEs are security personnel (JCOs). Turnover is typically highest among this group of employees. The good news is that DJJ's retention rate has been in the 90<sup>th</sup> percentile for the past three fiscal years.

Improving IT processes and agency applications for efficient operations is a key strategic goal. A robust list of priorities was developed to enhance the agency's information technology infrastructure. Several key IT deliverables were launched, during this reporting period, to include the Information and Data Hub in February 2019, the Visitor Management System at the Broad River Road Campus (BRRC) in March 2019 and the Event Report System in April 2019. Another objective under Goal 4 was to develop a method to electronically release and implement agency policies and procedures, and keep staff informed of those updates. This objective was accomplished through the procurement of PowerDMS.

DJJ is invested in transforming the lives of youth through a wide array of research supported, developmentally appropriate services. Regionalization, Transitional Services, and Juvenile Justice Reform comprise the framework for Director Pough's 2020 Vision and are embedded in the aforementioned strategic goals. These key initiatives round out DJJ's outcome driven platform. Given the right mix of programming, resources and opportunities, DJJ aims to rehabilitate, transform and empower, thus change the trajectory for justice involved youth.

Regionalization represents a fundamental shift in the manner in which the agency houses committed youth. Currently, youth on long-term commitment are housed centrally at the BRRC in Columbia. Youth receiving short-term secure evaluations are placed closer to their home communities in regional

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evaluation centers. When fully implemented, this housing practice will reverse allowing youth on long-term commitment to be placed regionally, in the smaller facilities closer to their home communities. Benefits of regionalization include increased family engagement. One marker of family engagement is visitation. Distance can be a deterrent to visitation. In calendar year 2018, 72% of the youth committed to the BRRC were more than 75 miles from their home county. Under Regionalization, only about 29% of the youth will be housed more than 75 miles from their home county. Studies indicate that youth receiving regular visitation do better and have lower recidivism rates than those that do not receive regular visitation. Additionally, Regionalization, a national best practice, has been associated with the steady decline in juvenile justice commitment across the country. DJJ is working to bring this transformation to fruition by December 2020. The primary goal of this move is to strengthen family and community connections. Moreover, this transformative model will expand the educational and workforce development opportunities for youth. DJJ is forging partnerships within the regions. Community engagement is key to reintegrating you into their home communities. This regional approach of rehabilitating youth locally increases the opportunity for maintaining community connections and mentorship. Community stakeholders have stepped up to the plate as willing partners to serve as a role model for our juveniles and assist in their practical application of developing life skills. This innovative and forward-thinking approach will expand the opportunity for the community to take an active role in teaching and enhancing the character development of our youth. Additionally, DJJ is working with the faith base community to establish the “Youth Faith Alliance”. This network of churches and organizations is partnering with DJJ to provide Safe Harbor, prayer, donations and other services to agency involved youth and families across the state. In collaboration with industry leaders, the agency forged partnerships enabling DJJ students to receive workforce development training and job placement upon reintegration into the community. This innovative approach will allow each juvenile the opportunity to engage in vocational programs that mirror the employment opportunities available in their region.

With the end in mind, DJJ has adopted a deliberately holistic approach to addressing the needs of youth and families designed to address those criminogenic needs that lead to recidivism. A robust reintegration platform has been adopted that emphasizes transitional services, education and job skills development. Both education and workforce development are fundamental in preparing youth to successfully transition in to adulthood. To better meet the needs of the youth, DJJ’s community-based job reading training program was revamped and rebranded. Beginning July 1, 2019, the employability training program will operate under the name Youth Empowerment Sites (YES). Designed to improve the overall functioning of at-risk high school students, YES will provide job skills training, career exposure and community internship/work experience for participants at 16 sites located throughout South Carolina. These sites will supplement DJJ’s 44 Teen After-School Centers.

The Agency has taken several monumental steps to ensure the rehabilitation and transformation of the youth committed to its care. Youth transitioning from long-term commitment often are confronted with a plethora of challenges to include inadequate services and limited placement options. The inability to match youth with needed aftercare programs and services has tremendous repercussions for these youth and increases the likelihood of recidivism. In an effort to counter this travesty, DJJ is taking the bull by the horns and entering the transitional housing arena. The Pines Transitional Home is being constructed on the outside periphery BRRC in Columbia. This 6-bed home will serve males ages 17-22, who are transitioning from secure confinement, and are in need of independent living skills and stable housing. Residential options are often limited for this population. Many are denied placement by traditional children services providers and end up homeless or in adult shelters. Both experiences place youth at

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risk for victimization and exposure to adverse situations that increase their propensity to reoffend. The goal of this home is to provide safe and stable independent living support to eligible youth as they transition from behind the fence to the community.

DJJ is an advocate for juvenile justice reform. The passage of Senate Bill 916, Act 268A (Raise the Age Bill) has brought juvenile justice reform to the forefront in SC. Effective July 1, 2019, this legislation made changes to numerous statutes in the South Carolina Juvenile Justice Code in order to “Raise the Age” and include most 17-year-olds in the juvenile justice system. In an effort to accommodate an influx of older youth and to better serve all youth committed its care, DJJ supports sentencing reform for youth 17 years of age or younger. If imposed, the reforms listed below would potentially reduce the number of youth committed to a long-term care facility. Additionally, this strategy could improve public safety, reduce recidivism, and provide better outcomes for youth and families by focusing costly out-of-home secure confinement on the most serious/highest risk offenders and by strengthening community supervision and resources to hold youth accountable. With the development of a legislative agenda to support juvenile justice reform is one way to contain costs and prevent deep-end system penetration by low risk and status offenders. In following other states, South Carolina can enact laws to limit secure detention and commitment to youth charged/adjudicated for violent offenses, felony offenses, offenses involving the use of a deadly weapon, and/or misdemeanor offenses if the youth has four or more adjudications for criminal offenses or supervision violations. This state can also complete the decriminalized of status offenses by restricting the placement of these offenders in secure facilities. See draft proposal below:

**PROPOSAL**

Limited **secure detention** and **commitment** to DJJ to youth charged/adjudicated for (1) violent offenses, (2) felony offenses, (3) offenses involving the use of a deadly weapon, and/or (4) misdemeanor offenses if the youth has four or more adjudications for criminal offenses or supervision violations.

Examples of reform efforts for youth on **Probation** include:

- Probation cannot exceed two years or the youth’s 19th birthday, whichever occurs first.
- Graduated sanctions must be implemented, and prove unsuccessful, prior to a Violation/Contempt action being filed
- Maximum commitment to DJJ for a violation of probation is a determinate sentence of up to 30 days

Another measures to consider:

- add a second layer of community supervision (besides probation) and allow the Court to place a youth on **Administrative Supervision** with DJJ in order to pay a fine, complete community service, or other sole sanction.
- remove **status offenders** (truancy/incorrigible/runaway and contempt for such) from the juvenile justice system and provide these youth/families services through the social services, mental health, education, and other related child-serving systems. Other states require that status offenders be diverted from Court to Arbitration programs, Contracts with DJJ, Youth Courts, Status Offender Alternative Programs, etc. Other states restrict status offenders from detention in or commitment to secure facilities (pending bill S.580).
- permit **referrals for school-related offenses** to DJJ only if the youth is:
  - a) Charged with a felony offense, or

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- b) Charged with a misdemeanor offense, and referring entity attaches documentation to the referral demonstrating that the youth has three or more prior discipline referrals within the prior six months for which the youth received a school-based consequence and/or appropriate community referral for services

In addition, South Carolina would like to review the following statue changes:

For Probation...

- Probation cannot exceed two years or the youth’s 19th birthday, whichever occurs first.
- Graduated sanctions must be implemented, and prove unsuccessful, prior to a Violation/Contempt action being filed
- Maximum commitment to DJJ for a violation of probation is a determinate sentence of up to 30 days
- Court can place youth on Administrative Supervision with DJJ in order to pay a fine, complete community service, or other sole sanction.

For Status Offenders...

- De-criminalize all status offenses (truancy/incorrigible/runaway and contempt for such) OR
- If remain in the JJ system, require that status offenders be diverted from Court to Arbitration programs, Contracts with DJJ, Youth Courts, Status Offender Alternative Programs, etc.

OR

- If remain in the JJ system and allowed to go to Court, restrict status offenders from commitment to secure facilities – this means they could not be detained or committed to DJJ.

For School-related Offenses...

- DJJ only accept referrals for school-related offenses if the youth is:
  - a) Charged with a felony offense, or
  - b) Charged with a misdemeanor offense, and referring entity attaches documentation to the referral demonstrating that the youth has three or more prior discipline referrals within the prior six months for which the youth received a school-based consequence and/or appropriate community referral for services

In addition to the initiatives the agency has already outlined, we also have a risk assessment and mitigation strategy that affords us the opportunity to enhance our service delivery model. DJJ is statutorily mandated to provide rehabilitation and custodial care for the state’s juveniles who are on probation, incarcerated, or on parole for a criminal or status offense. Committed to improving outcomes for juvenile offenders, the agency operates programs and services that promote public safety while reclaiming youth through prevention, community-based programs, education, and rehabilitative services in the least restrictive environment appropriate.

DJJ looks to the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and Council of Juvenile Correctional Administrators’ (CJCA), PbS project to set criteria for juvenile justice agencies. Moreover, DJJ works cooperatively with other public and private child and family serving agencies and organizations around a shared agenda focusing on improving outcomes for the children, youth and families. According to the latest research, the majority of justice involved youth have at least one mental health disorder. As a founding member of the Joint Council on Children and Adolescents and Palmetto



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Coordinated System of Care, DJJ is committed to increasing access to quality supports and services and creating a continuum of evidenced-based services for children and youth with behavioral health issues.

DJJ has access to technical assistance from the Children’s Law Center and the CJCA. As a PbS participating site, the agency has access to a dedicated PbS coach who is able to provide individualized guidance around critical areas of facility management.

DJJ often seeks outside assistance to avert and/or mitigate crisis situations or drive new initiatives. At times it may be necessary to seek assistance from the General Assembly regarding legislation applicable to juveniles and/or youthful offenders given Senate Bill 916. The age of juvenile jurisdiction is trending upward nationally. Significant resources are required to develop programming to effectively accommodate young adult offenders. Juvenile Justice Reform will be necessary to reduce costs and keep nonviolent, low risk offenders out of DJJ. Additionally, the fiscal implications of the Prison Rape Elimination Act (PREA) implementation is yet another consideration that cannot be overlooked. The General Assembly should continue to follow related trends on issues such as reducing isolation in juvenile facilities, prosecution of status offenders and disproportionate minority contact as well the behavioral health needs of juvenile offenders. These issues are at the forefront nationally and have implications for juvenile justice in South Carolina.

**Restructuring Recommendations:**

Not applicable.

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Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Education, Training, and Human Development	G	1			Enhance Services to Improve Long-term Outcomes for System-Involved Youth and Families							
	S	1.1			Partner with families/caregivers to keep youth at home, in school or							
	M			1.1.1	Increase the # of youth receiving visits at the long-term facility. (Number of Youth in receiving a DJJ Facilities Receiving Visitation )	1080	1188	1499	7/1/18-6/30/19	Visitation Database	Total number of visits for youth committed to the long-term facilities	Measures family engagement. Family visitation has been associated decreased recidivism.
	M			1.1.2	Increase the # of youth receiving an educational credential. # of youth receiving an education credential	140	154	104	7/1/18-6/30/19	Pearson Vue	Number of youth who earn an education credential	Informs student academic progress which is associated with law abiding behavior.
	M			1.1.4	Increase the # of DJJ youth matched with jobs of DJJ Involved youth matched with jobs via the Job Development Training Center #	163	179	147	7/1/18-6/30/19	Excel Spreadsheet	Total number of youth receiving job placement services that obtained employment	Promotes vocational opportunities and job skills development for youth in an effort to reduce juvenile crime and recidivism.
	M			1.1.5	Increase the # of youth served at the Job Development Training Center # of youth receiving services via the Job Development Training Center	1,798	1978	951	7/1/18-6/30/19	Juvenile Justice Management System	Total number of youth attending JRTC events	Promotes vocational opportunities and job skills development for youth in an effort to reduce juvenile crime and recidivism.
	M			1.1.6	Increase the % of youth completing community service hours Court ordered community service hours completed % of	71.67%	79%	43.72%	7/1/18-6/30/19	Juvenile Justice Management System	The % of court ordered community service hours completed	Ensures that juvenile offenders are completed their court ordered community service hours.
	M			1.1.7	Increase the % of victim restitution collected Victim Restitution Collected % of	40.69%	45%	25.90%	7/1/18-6/30/19	Juvenile Justice Management System	The % of court ordered monetary restitution that is court ordered and collected in a given fiscal year	Ensures that juvenile offenders are attempting to repair the harm done to their victims.
Maintaining Safety, Integrity and Security	G	2			Maintain a Safe, Healthy Facility-wide Climate it the Least Restrictive Environment							
	S	2.1			Focus on security, placement and treatment to create a safe environment that fosters rehabilitation							
	M			2.1.1	Decrease the Average Length of Stay of youth in the Admissions Unit	33	30	27	7/1/18-6/30/19	Monthly Juvenile Population Summary	Daily count of Admissions Unit juveniles divided by the number of days in a month	Promotes the monitoring of the conditions of confinement for juveniles in secure custody.
	M			2.1.2	Reduce the use of isolation in long-term facilities - Performance-based-Standards(PbS)Average duration of isolation hours at the long-term facility(Broad River Road Complex)	17	15	39.24	7/1/18-6/30/19	PbS Site Coordinators Review of Isolation Records in April and October.	Average number of isolation hours, during the reporting period, as defined by Performance-based Standards (PbS) guidelines	Promotes the monitoring of the conditions of confinement for juveniles in secure custody.
	M			2.1.3	Decrease the # of juvenile on juvenile assaults at the long-term facility (BRRC) # of juvenile on juvenile assaults at the long-term facility(BRRC)	86	77	78	7/1/18-6/30/19	Monthly PbS Site Data	Number of Juvenile on juvenile assaults	Promotes the monitoring of the conditions of confinement for juveniles in secure custody.
Government and Citizens	G	3			Enhance Workforce Development to Attract, Train and Retain a Competent Workforce							
	S	3.1			Enhance efforts to recruit, train and retain qualified staff.							
	M			3.1.1	Increase the # of hiring fairs attended Number of hiring fairs attended	21	25	20	7/1/18-6/30/19	Human Resources Director	Total number of job fairs attended and/or hosted by DJJ Human Resources Division Staff	Promotes active recruitment efforts for key staff vacancies to ensure a steady supply of applicants.

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Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			3.1.2	Decrease the Juvenile Correctional Office Turnover Rate Juvenile Correctional Officer (JCO)Turnover Rate	3.29	3	4.7	7/1/18-6/30/19	SCEIS Business Warehouse (BEX Analyzer) System	Total number of JCOs for the month, divided by the number of JCOs that separated for that month, thus generating the percentage (turnover rate for the month)	Provides pertinent information for use in workforce development, recruitment and retention planning
	M			3.1.3	Decrease the Community Specialist Turnover Rate Community Specialist (CS)Turnover Rate	1.94	1.65	1.64	7/1/18-6/30/19	SCEIS Business Warehouse (BEX Analyzer) System	Total number of JCOs for the month, divided by the number of JCOs that separated for that month, thus generating the percentage (turnover rate for the month)	Provides pertinent information for use in workforce development, recruitment and retention planning
	M			3.1.4	Increase the # of staff participating in Leadership Development Training # of Staff Participating in Leadership Development Training	218	240	315	7/1/18-6/30/19	Training Calendar and Attendance Sheets	Total number of staff that participate in Leadership Development Training	Provides pertinent information for use in workforce development retention and succession planning
	M			3.1.5	# of Supervisory /Leadership Development Trainings Offered Annually	17	19	22	7/1/18-6/30/19	Training Calendar and Attendance Sheets	Total number of supervisory/leadership development classes offered	Provides pertinent information for use in workforce development retention and succession planning
Government and Citizens	G	4			Enhance IT Processes and Agency Applications for Efficient Operations							
	S	4.1			Improve the functionality and availability of technology to support all staff							
	M			4.1.1	Implement Information Hub	7/1/2018	6/30/2019	Complete	7/1/18-6/30/19	Data Hub Site	Functional Information Hub	Provides access to pertinent data points at a glance in a single site.
	M			4.1.2	Implement PowerDMS	7/1/2018	6/30/2019	Complete	7/1/18-6/30/19	Power DMS	Functional PowerDMS	Ensures the that DJJ is advancing towards automation of its processes. This will enable the agency to operate more efficiently.
	M			4.1.3	Increase the number of automated applications Number automated agency applications	5	6	7	7/1/18-6/30/19	IT Records	Number of automated agency applications	Ensures the that DJJ is advancing towards automation of its processes. This will enable the agency to operate more efficiently.
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Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	G	1			<b>Enhance Services to Improve Long-term Outcomes for System-Involved Youth and Families</b>							
	S		1.1		<b>Partner with families/caregivers to keep youth at home, in school or work to reduce the likelihood of recidivism</b>							
	M		1.1.1		Increase the number of youth receiving an education credential	104	114		7/1/19-6/30/20	Pearson Vue	Number of youth who are promoted to the next grade level and/or graduate	Informs student academic progress which is associated with law abiding behavior.
	M		1.1.2		Increase the number of youth matched with a job	147	162		7/1/19-6/30/20	Excel Spreadsheet	The total number of youth that secure job placement as a result of the JDTC activities.	Promotes vocational opportunities and job skills development for youth in an effort to reduce juvenile crime and recidivism.
	M		1.1.3		Increase the number of youth completing supervision	2342	2576		7/1/19-6/30/20	Juvenile Justice Management System	The number youth completing supervision.	Keeps track of the number of juvenile offenders that complete supervision.
	S		1.2		<b>Focus resources on community-based approaches to prevent further penetration into the juvenile justice system for lower risk offenders.</b>							
			1.2.1		Increase the percentage of court ordered evaluations that are conducted in the community	50%	55%		7/1/19-6/30/20	Juvenile Justice Management System	Number of community evaluations compared to the total number of evaluations	Promotes the use of services in the least restrictive setting appropriate. These services tend to be less expensive and produce better outcomes for juveniles, families and society.
Maintaining Safety, Integrity and Security	M		1.2.2		Increase the utilization of Short Term Alternative Placements ((STAP)	95	105		7/1/19-6/30/20	Juvenile Justice Management System	Total number of admissions to short term alternative placements. (These are community-based placements.)	Promotes the use of services in the least restrictive setting appropriate. These services tend to be less expensive and produce better outcomes for juveniles, families and society.
	M		1.2.3		Increase the number of youth completing the Juvenile Arbitration Program.	2,209	2429		7/1/19-6/30/20	Juvenile Justice Management System	The number of youth who successfully complete the Juvenile Arbitration Diversion program.	Promotes early intervention in an effort to prevent deep end penetration into the juvenile justice system by diverting low risk, first time offenders.
	G	2			<b>Maintain a Safe, Healthy Facility-wide Climate it the Least Restrictive Environment</b>							

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Agency Code: N120 Section: 67

Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	S	2.1			Ensure safety and security of staff and youth in secure confinement.							
	M			2.1.1	Decrease the number of youth who report fearing for their safety at the long-term facility.	27%	20		7/1/19-6/30/20	PbS Site Coordinators facilitate the administration of youth and staff climate surveys in April and October.	The average response for Item 23 on the PbS Youth Climate Survey for the months of October 2019 and April 2020	Promotes the monitoring of the conditions of confinement for juveniles in secure custody.
	M			2.1.2	Reduce the use of isolation in long-term facility	39.24	20		7/1/19-6/30/20	PbS Site Coordinators Review of Isolation Records in April and October.	Average number of isolation hours, during the reporting period, as defined by Performance-based Standards (PbS) guidelines	Promotes the monitoring of the conditions of confinement for juveniles in secure custody.
	M			2.1.3	Reduce incidence of youth on youth assaults for youth in long-term commitment status	78	70		7/1/19-6/30/20	Monthly PbS Site Data	Number of Juvenile on juvenile assaults	Promotes the monitoring of the conditions of confinement for juveniles in secure custody.
	S	2.1			Ensure all youth in DJJ committed facilities receive appropriate services to address identified needs							
				2.2.1	Implement a standardized clinical tool to track clinical outcomes	7/1/2019	6/30/2020		7/1/19-6/30/20	Juvenile Case File-Clinical Notes Section	Standardized Clinical Tool	Ensures that youth clinical outcomes are objective and valid.
Government and Citizens				2.2.2	Screen all youth entering DJJ facilities for trauma	7/1/2019	6/30/2020		7/1/19-6/30/20	Juvenile Case File-Clinical Notes Section	100% of youth entering a DJJ facility is screened for trauma	Ensures that youth are screened for trauma
	M			2.2.3	Ensure that each youth leaving long-term commitment has a reintegration plan in place upon re-entry into the community by June 30, 2020.	7/1/2019	6/30/2020		7/1/19-6/30/20	Juvenile Justice Management System	100% of youth exiting BRRC have a reintegration plan in place prior to re-entry.	Promotes coordinated aftercare planning for youth transitioning from secure custody to lower levels of care or to the community.
	G	3			Enrich Workforce Development to Attract, Train and Retain a Competent							
	S	3.1			Enhance efforts to recruit, train and retain qualified direct service							
	M			3.1.1	Increase the number of job fairs	20	25		7/1/19-6/30/20	Human Resources Director	Total number of job fairs attended and/or hosted by DJJ Human Resources Division Staff	Promotes active recruitment efforts for key staff vacancies to ensure a steady supply of applicants.
	M			3.1.2	Decrease the Juvenile Correctional Office Turnover Rate	4.7	4.2		7/1/19-6/30/20	SCEIS Business Warehouse (BEX Analyzer) System	Total number of JCOs for the month, divided by the number of JCOs that separated for that month, thus generating the percentage (turnover rate for the month)	Provides pertinent information for use in workforce development, recruitment and retention planning

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Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			3.1.3	Develop a mentor/protégé training program for all critical need positions by June 30, 2019.	7/1/2019	6/30/2020		7/1/19-6/30/20	Staff Development and Training Manager	Functional mentor/protégé training program	Demonstrates specialized training and support for newly hired critical need positions to support retention.
	S			3.2	<b>Create an environment that fosters an organizational culture of trust, professional development and wellness in an effort to recruit and retain staff.</b>							
	M			3.2.1	Implement "7 Habits of Highly Effective People " training agency wide	7/1/2019	6/30/2020		7/1/19-6/30/20	Training Calendar and Attendance Sheets	Total number of staff completing the 7 Habits of Highly Effective People	Demonstrates effort to enhance employee satisfaction and workforce development.
Government and Citizens	M			3.2.2	Train all staff in Franklin Covey's "Leading at the Speed of Trust" training curriculum	7/1/2019	6/30/2020		7/1/19-6/30/20	Training Calendar and Attendance Sheets	Total number of staff completing the "Leading at the Speed of Trust"	Demonstrates effort to enhance employee satisfaction and workforce development.
	M			3.2.3	Increase the number of staff participating in leadership development training for retention and succession purposes	315	347		7/1/19-6/30/20	Training Calendar and Attendance Sheets	Total number of supervisory/leadership development classes offered	Provides pertinent information for use in workforce development retention and succession planning
	G			4	<b>Enhance IT Processes and Agency Applications for Efficient Operations</b>							
	S			4.1	<b>Improve the functionality and availability of technology to support all staff</b>							
	M			4.1.1	Increase the number of automated applications by 10%	7	8		7/1/19-6/30/20	IT Records	Number of automated applications added.	Ensures that DJJ is advancing towards automation of its processes which will enable the agency to operate more efficiently.
	M			4.1.2	Implement a Youth ID/Movement Tracking System	7/1/2019	6/30/2020		7/1/19-6/30/20	Institutional Services Division	Functional Youth ID/Movement Tracking System	Promotes the monitoring of the conditions of confinement for juveniles in secure custody.
	M			4.1.3	Develop an external central information/data sharing hub for transparency and operational efficiency	7/1/2019	6/30/2020		7/1/19-6/30/20	Data Hub Site	Functional External Information Hub	Provides access to pertinent data points at a glance in a single site. Ensures that DJJ is advancing towards automation of its processes which will enable the agency to operate more efficiently.
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Agency Name: DEPARTMENT OF JUVENILE JUSTICE

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Program Template

Program/Title	Purpose	FY 2018-19 Expenditures (Actual)				FY 2019-20 Expenditures (Projected)				Associated Measure(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Parole Division	Not Applicable	\$ 452,658		\$ -	\$ 452,658	\$ 460,331	\$ -	\$ -	\$ 460,331	N/A
II. Administration Division	Leadership and direction for the agency and major support functions	\$ 5,371,361	\$ 63,076	\$ -	\$ 5,434,437	\$ 4,942,411	\$ 231,365	\$ -	\$ 5,173,776	3.1.1, 3.1.2, 3.1.3, 3.1.4,, 3.1.5, 4.1.1, 4.1.2, 4.1.3
III. A. Community Services	Intake processing and supervision of committed juvenile offenders	\$ 18,560,084	\$ 1,033,973	\$ -	\$ 19,594,057	\$ 16,653,015	\$ 2,753,639	\$ 54,000	\$ 19,460,654	1.1.4, 1.1.5, 1.1.6,1.1.7,3.1.2, 3.1.3, 3.1.3, 4.1.1, 4.1.2
III. B. Long Term Facilities	Treatment and supervision of committed juvenile offenders	\$ 27,567,406	\$ 356,362	\$ 634,781	\$ 28,558,549	\$ 18,738,431	\$ 452,571	\$ 822,087	\$ 20,013,089	1.1.1, 1.1.4, 1.1.5, 2.1.1, 2.1.2, 2.1.3, 3.1.2, 3.1.4, 3.1.5,4.1.1, 4.1.2, 4.1.3
III. C. Reception and Evaluation	Assessment of juveniles	\$ 7,229,765	\$ 1,364,963	\$ -	\$ 8,594,728	\$ 7,247,105	\$ 1,905,854	\$ -	\$ 9,152,959	1.1.1, 1.1.2, 1.1.3, 2.1.1, 3.1.1, 3.1.2, 3.1.4, 3.1.5, 4.1.1, 4.1.2, 4.1.3
III. D. County Serv - Detention Center	Pretrial detention for juvenile offenders	\$ 1,227,073	\$ 1,851,235	\$ -	\$ 3,078,308	\$ 1,515,709	\$ 2,760,992	\$ -	\$ 4,276,701	1.1.1, 1.1.2, 1.1.3, 2.1.1, 3.1.2, 3.1.4, 3.1.5, 4.1.1, 4.1.2, 4.1.3
III. E. Residential Operations	Residential care	\$ 20,518,429	\$ -	\$ -	\$ 20,518,429	\$ 28,421,438	\$ 1,829,347	\$ -	\$ 30,250,785	1.1.1, 2.1.1, 2.1.2
III. F. Juvenile Health and Safety	Healthcare for committed juveniles and other in residential operations	\$ 6,814,925	\$ 424,423	\$ -	\$ 7,239,348	\$ 11,243,832	\$ 861,028	\$ -	\$ 12,104,860	1.1.1,1. 1.2, 2.1.1, 2.1.2, 2.1.3
III. G. Program Analysis and Staff Development	Program review and staff development	\$ 2,397,156	\$ 231,050	\$ 25,648	\$ 2,653,854	\$ 2,115,264	\$ 391,894	\$ 30,000	\$ 2,537,158	2.1.2, 2.1.3, 4.1.1, 4.1.2, 4.1.3
III. H. Education	School programs for committed juveniles and others in residential programs	\$ 3,488,445	\$ 3,347,134	\$ 1,039,113	\$ 7,874,692	\$ 682,662	\$ 4,339,856	\$ 1,649,523	\$ 6,672,041	1.1.2, 1.1.3, 1.1.4, 1.1.5, 3.1.4, 3.1.5, 4.1.1, 4.1.2, 4.1.3
IV. Employee Benefits	Fringe benefits for employees	\$ 22,271,864	\$ 2,839,590	\$ 502,276	\$ 25,613,730	\$ 22,612,868	\$ 3,466,153	\$ 444,390	\$ 26,523,411	N/A
<b>TOTAL</b>		\$ 115,899,166	\$ 11,511,806	\$ 2,201,818	\$ 129,612,790	\$ 114,633,066	\$ 18,992,699	\$ 3,000,000	\$ 136,625,765	
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Agency Name: DEPARTMENT OF JUVENILE JUSTICE

Agency Code: N120 Section: 067

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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	If yes, what type of service or product?	If other service or product, please specify what service or product.
1	63-1-20	State	Statute	Sets forth South Carolina's policy on how all state agencies (including DJJ), local governmental entities and public and private organizations shall serve the children of our state. The services the state shall provide for delinquent and at risk youth include prevention, early intervention, rehabilitation and supervision of juveniles on probation or parole, evaluation services for juvenile's temporarily committed by the family court and treatment, custodial and rehabilitative services to juvenile's committed by the Family Court to the custody of DJJ. It is further our state's policy to provide these services in a coordinated and cooperative fashion and to do so holistically and in the least restrictive environment possible consistent with public safety.	Yes	Yes	Other service or product our agency must/may provide	Sets forth South Carolina's policy on how all state agencies (including DJJ), local governmental entities and public and private organizations shall serve the children of our state. The services the state shall provide for delinquent and at risk youth include prevention, early intervention, rehabilitation and supervision of juveniles on probation or parole, evaluation services for juvenile's temporarily committed by the family court and treatment, custodial and rehabilitative services to juvenile's committed by the Family Court to the custody of DJJ. It is further our state's policy to provide these services in a coordinated and cooperative fashion and to do so holistically and in the least restrictive environment possible consistent with public safety.
2	63-1-50	State	Statute	Establishes the Joint Citizens and Legislative Committee on Children, the Director of DJJ as a member of this committee and the role and responsibilities for this committee.	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
3	16-3-1545	State	Statute	Establishes DJJ's role in providing services to crime victims.	Yes	Yes	Other service or product our agency must/may provide	Establishes DJJ's role in providing services to crime victims.
4	63-19-310	State	Statute	Creates the South Carolina Department of Juvenile Justice	No	No		
5	63-19-320	State	Statute	Establishes SCDJJ as a member of the Governor's Cabinet - Director appointed by the Governor with the advice and consent of the Senate and serves at the will and pleasure of the Governor.	No	No	No - Does not relate directly to any agency deliverables	
6	63-19-330	State	Statute	Establishes authority of the Director to set policy and empowers the Director to employ persons necessary to perform all responsibilities of the department.	Yes	No		
7	63-19-350	State	Statute	Leg	Yes	Yes	Other service or product our agency must/may provide	Establishes the community-based services to be provided by DJJ.
8	63-19-360	State	Statute	Establishes the institutional services to be provided by DJJ, to include detention services for the benefit of local governmental entities.	Yes	Yes	Other service or product our agency must/may provide	Establishes the institutional services to be provided by DJJ, to include detention services for the benefit of local governmental entities.
9	63-19-380	State	Statute	Establishes DJJ as a school district subject to the same rules, standards and requirements as any other South Carolina school district and mandates that DJJ's school district "shall operate a continuous progress education program on a twelve-month basis".	Yes	Yes	Other service or product our agency must/may provide	Establishes DJJ as a school district subject to the same rules, standards and requirements as any other South Carolina school district and mandates that DJJ's school district "shall operate a continuous progress education program on a twelve-month basis".
10	63-19-450	State	Statute	Authorizes DJJ to establish Youth Industries programs to engage youth in meaningful employment and which teach youth employability skills.	Yes	Yes	Other service or product our agency must/may provide	Authorizes DJJ to establish Youth Industries programs to engage youth in meaningful employment and which teach youth employability skills.
11	63-19-810	State	Statute	Establishes DJJ's responsibility to provide detention screenings for juveniles taken into custody by law enforcement and to provide law enforcement with a recommendation as to whether there is a need for detention of the child.	Yes	Yes	Other service or product our agency must/may provide	Establishes DJJ's responsibility to provide detention screenings for juveniles taken into custody by law enforcement and to provide law enforcement with a recommendation as to whether there is a need for detention of the child.
12	63-19-820	State	Statute	Establishes DJJ's responsibility to provide law enforcement, when law enforcement has decided to not return a child who they have taken into custody to the child's parent/guardian, with alternatives to place a child in a location other than a secure juvenile detention facility when these alternatives are appropriate and available.	Yes	Yes	Other service or product our agency must/may provide	Establishes DJJ's responsibility to provide law enforcement, when law enforcement has decided to not return a child who they have taken into custody to the child's parent/guardian, with alternatives to place a child in a location other than a secure juvenile detention facility when these alternatives are appropriate and available.
13	63-19-830	State	Statute	Establishes DJJ's responsibility to provide detention recommendations to the Court.	Yes	Yes	Other service or product our agency must/may provide	Establishes DJJ's responsibility to provide detention recommendations to the Court.
14	63-19-840	State	Statute	Requires that public agencies, including DJJ, provide or procure residential placements in lieu of secure detention for juveniles accused with committing criminal acts.	Yes	Yes	Other service or product our agency must/may provide	Requires that public agencies, including DJJ, provide or procure residential placements in lieu of secure detention for juveniles accused with committing criminal acts.
15	63-19-1010	State	Statute	Establishes DJJ's authority to provide intake services to and for the family court, and probation supervision of juveniles placed on probation by the family court.	Yes	Yes	Other service or product our agency must/may provide	Establishes DJJ's authority to provide intake services to and for the family court, and probation supervision of juveniles placed on probation by the family court.
16	63-19-1030	State	Statute	Requires DJJ to conduct psychological and social evaluations, including preadjudicatory evaluations, of a child as ordered by the Family Court.	Yes	Yes	Other service or product our agency must/may provide	Requires DJJ to conduct psychological and social evaluations, including preadjudicatory evaluations, of a child as ordered by the Family Court.
17	63-19-1210	State	Statute	Gives DJJ the authority to conduct, waive/transfer evaluations of juveniles being considered for waiver/transfer to adult court, to stand trial as adults, and to make certain findings/recommendations to the court as part of the waiver/transfer hearing process.	Yes	Yes	Other service or product our agency must/may provide	Gives DJJ the authority to conduct, waive/transfer evaluations of juveniles being considered for waiver/transfer to adult court, to stand trial as adults, and to make certain findings/recommendations to the court as part of the waiver/transfer hearing process.
18	63-19-1410	State	Statute	Requires DJJ to supervise and provide services to juveniles placed on probation as ordered by the Family Court.	Yes	Yes	Other service or product our agency must/may provide	Requires DJJ to supervise and provide services to juveniles placed on probation as ordered by the Family Court.
19	63-19-1440	State	Statute	Requires DJJ to provide secure and non-secure commitment facilities which allows for the residential confinement of a juvenile.	Yes	Yes	Other service or product our agency must/may provide	Requires DJJ to provide secure and non-secure commitment facilities which allows for the residential confinement of a juvenile.
20	63-19-1450	State	Statute	Establishes DJJ's authority to transfer seriously mentally ill and/or seriously mentally retarded juveniles to another state agency(generally DMH/DBSN) best qualified to care for and provide necessary treatment services to seriously mentally ill or retarded juveniles.	Yes	No		
21	63-19-1610	State	Statute	Mandates that DJJ be responsible for all costs associated with the care, custody, treatment and control of juveniles committed to it's custody by the Family Court.	Yes	No		
22	63-19-1810	State	Statute	Grants to DJJ the authority to release, and to revoke a release when appropriate, juveniles from secure confinement for status offense and for most misdemeanor offenses.	Yes	No		
23	63-19-1840	State	Statute	Requires DJJ to provide "budgetary, fiscal, personnel and training.... and other support considered necessary" to the Board of Juvenile Parole, the releasing authority for most indeterminate sentenced juvenile offenders, and to supervise and provide parole supervision services to juveniles, subsequent to their release, for whatever period of time ordered.	Yes	Yes	Other service or product our agency must/may provide	Requires DJJ to provide "budgetary, fiscal, personnel and training.... and other support considered necessary" to the Board of Juvenile Parole, the releasing authority for most indeterminate sentenced juvenile offenders, and to supervise and provide parole supervision services to juveniles, subsequent to their release, for whatever period of time ordered.
24	63-19-2050	State	Statute	Requires DJJ to participate in and comply with any order issued by the Family Court for the destruction/expungement of a juvenile's criminal record.	No	Yes	Other service or product our agency must/may provide	Requires DJJ to participate in and comply with any order issued by the Family Court for the destruction/expungement of a juvenile's criminal record.



25	63-19-2220	State	Statute	Establishes DJJ as the agency in the State of South Carolina responsible for overseeing and coordinating the juvenile requisition process (similar to the adult extradition process) for the return to our state, or the return by our state, of juveniles who have run away or otherwise absconded/escape from another state, and to supervise on probation or parole juveniles who have moved here, with their families, from other states.	Yes	Yes	Other service or product our agency must/may provide	Establishes DJJ as the agency in the State of South Carolina responsible for overseeing and coordinating the juvenile requisition process (similar to the adult extradition process) for the return to our state, or the return by our state, of juveniles who have run away or otherwise absconded/escape from another state, and to supervise on probation or parole juveniles who have moved here, with their families, from other states.
26	23-3-440	State	Statute	Establishes South Carolina's sex offender registry and DJJ's multiple roles in providing juvenile offenders with notice of, and registry information to, the registry.	Yes	Yes	Other service or product our agency must/may provide	Establishes South Carolina's sex offender registry and DJJ's multiple roles in providing juvenile offenders with notice of, and registry information to, the registry.
27	23-3-540(Q)	State	Statute	Establishes South Carolina's electronic monitoring of sex offenders and DJJ's role and responsibilities in this process.	Yes	Yes	Other service or product our agency must/may provide	Establishes South Carolina's electronic monitoring of sex offenders and DJJ's role and responsibilities in this process.
28	23-3-620	State	Statute	Establishes South Carolina's DNA database and DJJ's role in overseeing the process by which juvenile offenders who are required by law to provide DNA samples for testing and inclusion in this database do so.	No	Yes	Other service or product our agency must/may provide	Establishes South Carolina's DNA database and DJJ's role in overseeing the process by which juvenile offenders who are required by law to provide DNA samples for testing and inclusion in this database do so.
29	44-48-40	State	Statute	Qualifies certain sex offenders as Sexually Violent Predators, and establishes a record and testing intensive process, in which DJJ staff are extensively involved whenever juvenile sex offenders are considered for inclusion and, if so, continued confinement, as a sexually violent predator.	No	Yes	Other service or product our agency must/may provide	Qualifies certain sex offenders as Sexually Violent Predators, and establishes a record and testing intensive process, in which DJJ staff are extensively involved whenever juvenile sex offenders are considered for inclusion and, if so, continued confinement, as a sexually violent predator.
30	Pub. Law 93-415 42 USC § 5601 et. seq.	Federal	Statute	Juvenile Justice and Delinquency Prevention Act - Federal law which imposes certain requirements/restrictions on state and local governmental law enforcement entities in regards to juvenile criminal and status offenders to include "sight and sound" separation of juvenile offenders from adults, the secure detention/incarceration of status offenders, and limiting to six hours how long a juvenile offender can be confined in an adult detention facility (jail). If those mandates/restrictions are not met, certain federal grant funding received by our state is reduced and/or restricted in its use.	Yes	Yes	Other service or product our agency must/may provide	Juvenile Justice and Delinquency Prevention Act - Federal law which imposes certain requirements/restrictions on state and local governmental law enforcement entities in regards to juvenile criminal and status offenders to include "sight and sound" separation of juvenile offenders from adults, the secure detention/incarceration of status offenders, and limiting to six hours how long a juvenile offender can be confined in an adult detention facility (jail). If those mandates/restrictions are not met, certain federal grant funding received by our state is reduced and/or restricted in its use.
31	Pub. Law 108-79 45 USC § 15601 28 CFR 115.501	Federal	Statute	Prison Rape Elimination Act (PREA) Federal Law enacted in 2003, with standards promulgated pursuant to the act, published in 2012. PREA's aim is to prevent, detect, and properly respond to sexual assault of inmates in secure adult and juvenile detention and correctional facilities. This federal law prohibits seventeen-year-old offenders from being housed/detained with adult offenders eighteen years old and older, and for juvenile corrections imposes the additional requirements of (1) security staff to juvenile ratios, of 1 security staff for every eight(8) juveniles during waking hours and 1 security staff for every sixteen (16) juveniles during sleeping hours, and (2) effectively prohibiting female officers from supervising male juveniles since they cannot participate in "pat down" searches of male offenders checking them for contraband and/or weapons. State participation in this federal law is voluntary but if states choose not to participate, 5% of certain federal grant funding will be lost to the state. States are asked by the Department of Justice each year whether they are, or are attempting to become, PREA Compliant.	Yes	Yes	Other service or product our agency must/may provide	Prison Rape Elimination Act (PREA) Federal Law enacted in 2003, with standards promulgated pursuant to the act, published in 2012. PREA's aim is to prevent, detect, and properly respond to sexual assault of inmates in secure adult and juvenile detention and correctional facilities. This federal law prohibits seventeen-year-old offenders from being housed/detained with adult offenders eighteen years old and older, and for juvenile corrections imposes the additional requirements of (1) security staff to juvenile ratios, of 1 security staff for every eight(8) juveniles during waking hours and 1 security staff for every sixteen (16) juveniles during sleeping hours, and (2) effectively prohibiting female officers from supervising male juveniles since they cannot participate in "pat down" searches of male offenders checking them for contraband and/or weapons. State participation in this federal law is voluntary but if states choose not to participate, 5% of certain federal grant funding will be lost to the state. States are asked by the Department of Justice each year whether they are, or are attempting to become, PREA Compliant.
32	SC Constitution - State Article XII Section 3	State	Constitution	Prohibits the confinement of inmates under the age of seventeen(17) with inmates seventeen (17) and older in the state correctional facilities. Note: State Adult and Juvenile Detention (Jail) Standards interpret this constitutional provision to include pretrial detainees as well as adjudicated/convicted individuals.	Yes	No		
33	State Provisos (2019/20 Appropriation Bill - H.4000) Part 1B Section 67	State	Proviso	Provisos specific to DJJ are found in Section 67 of Part 1B of the 2019-20 Appropriations Bill, with the ones which have the greatest fiscal or operational impact on DJJ listed below:	No	No		
34	Proviso 67.6	State	Proviso	Provides for juvenile arbitration (diversion) and other alternative programs to be established by circuit solicitors in each judicial circuit and for DJJ to provide funding for a portion of these diversionary programs.	Yes	Yes	Distribute funding to another entity	
35	Proviso 67.10	State	Proviso	Provides for the establishment of a variety of community based residential programs for juveniles and for DJJ to place juveniles in the programs.	Yes	Yes	Other service or product our agency must/may provide	Provides for the establishment of a variety of community based residential programs for juveniles and for DJJ to place juveniles in the programs.
36	Proviso 67.11	State	Proviso	Allows for juveniles being released from confinement, who are under DJJ supervision to be placed in either a regular school program or in an adult education program operated by a local school district.	No	No		
37	Proviso 67.12	State	Proviso	To offset the cost to the state of providing educational services to juveniles in DJJ's secure confinement facilities, this proviso requires that the "local effort" funding that schools receive from the state for students formerly within their school district, follow the student and be transferred to DJJ for the duration of that individual's confinement.	No	No		
38	State Provisos (2019/20 Appropriation Bill - H.4000) Part 1B Section 1 & 1A	State	Proviso	State Department of Education provisos impact DJJ's school district, as they do all other school districts in our state, with the ones having the greatest and/or most specific impact, upon the funding or the operation of DJJ's school district listed below:	No	No		
39	Proviso 1.5	State	Proviso	Requires that DJJ receive from the state, for students within their school district, the same state funding as is provided to all other local school districts to help offset the cost of providing individual educational services to students within their school district.	Yes	No		
40	Proviso 1.8	State	Proviso	Specifies the school district (home school district) that is educationally responsible for providing and paying for the educational services provided to children residing in foster care/alternative community based programs.	No	No		
41	Proviso 1.9	State	Proviso	Provides that the local school district is responsible for providing educational services to children detained in local detention centers.	No	No		
42	Proviso 117.53	State	Proviso	Requires DJJ to transfer \$225,000 to DSS for the support of the Interagency System for the care of emotionally disturbed children.	Yes	Yes	Distribute funding to another entity	
43	20 USC § 1440 et. seq. CFR § 300.1 et. seq.	Federal	Statute	Individuals with Disabilities Education Act (IDEA). The Individuals with IDEA ensures that all children with disabilities are entitled to a free appropriate education to meet their unique needs and prepare them for further education, employment, and independent living. Deals with concepts such as FAPE (Free and Appropriate Education), IEP's (Individualized Education Plans), education for children with disabilities must occur in the least restrictive environment, etc.	Yes	Yes	Other service or product our agency must/may provide	Individuals with Disabilities Education Act (IDEA). The Individuals with IDEA ensures that all children with disabilities are entitled to a free appropriate education to meet their unique needs and prepare them for further education, employment, and independent living. Deals with concepts such as FAPE (Free and Appropriate Education), IEP's (Individualized Education Plans), education for children with disabilities must occur in the least restrictive environment, etc.

44	20 USC § 1701-1721	Federal	Statute	Equal Education Opportunity Act (EEOA). The EEOA provides that no state shall deny educational opportunity based on race, color sex, or national origin by engaging in deliberate segregation by an educational agency; failing to remedy deliberate segregation; assigning a student, other than to a school closest to his or her residence, that results in a greater degree of segregation of students on the basis of race, color, sex, or national origin; discriminating by an educational agency on the basis of race, color, or national origin in employment of faculty staff; transferring students from one school to another, voluntarily or otherwise, if the purpose and effect of doing so would have increased segregation on the basis of race, color, or national origin; or failing to take appropriate action or overcome language barriers that impeded equal participation by its students in its instructional programs.	Yes	Yes	Other service or product our agency must/may provide	Equal Education Opportunity Act (EEOA). The EEOA provides that no state shall deny educational opportunity based on race, color sex, or national origin by engaging in deliberate segregation by an educational agency; failing to remedy deliberate segregation; assigning a student, other than to a school closest to his or her residence, that results in a greater degree of segregation of students on the basis of race, color, sex, or national origin; discriminating by an educational agency on the basis of race, color, or national origin in employment of faculty staff; transferring students from one school to another, voluntarily or otherwise, if the purpose and effect of doing so would have increased segregation on the basis of race, color, or national origin; or failing to take appropriate action or overcome language barriers that impeded equal participation by its students in its instructional programs.
45	20 USC § 1232 (9) 34 CFR § 99.1 et. seq.	Federal	Statute	Family Educational Rights & Privacy Act (FERPA). A Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the US Department of Education. FERPA also gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reach the age of 18 or attends a school beyond the high school level.	Yes	No		
46	SC Constitution Article XI Section 3	state	statute	The focus of these state/laws/regulations and constitutional provisions is to provide for a state system of public education, to make this system for all students "free and appropriate" and for the establishment, organization, operation, and support of our states educational system.	Yes	Yes	Other service or product our agency must/may provide	The focus of these state/laws/regulations and constitutional provisions is to provide for a state system of public education, to make this system for all students "free and appropriate" and for the establishment, organization, operation, and support of our states educational system.

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Service/Product Provided to Customers	Customer Segments	<u>Specify only for the following Segments:</u> (1) <u>Industry:</u> Name; (2) <u>Professional Organization:</u> Name; (3) <u>Public:</u> Demographics.	Divisions or Major Programs	Description
This division provides a myriad of services to DJJ involved children and their families to include front end diversion, intake and assessment services for family courts, targeted case management including interagency staffings, and probation and parole supervision to ensure compliance with conditions set by the family courts or the Juvenile Parole Board.	General Public	This customer segment encompasses DJJ involved youth and their families.	Community Services	This division's services include county-level case management supervision at 43 county offices, prevention and early intervention services, job readiness training, alternatives to commitment at residential facilities located throughout the state, and community justice services.
This division provides a myriad of services to DJJ involved children and their families to include front end diversion, intake and assessment services for family courts, targeted case management including interagency staffings, and probation and parole supervision to ensure compliance with conditions set by the family courts or the Juvenile Parole Board.	Executive Branch/State Agencies		Community Services	This division's services include county-level case management supervision at 43 county offices, prevention and early intervention services, job readiness training, alternatives to commitment at residential facilities located throughout the state, and community justice services.
A full complement of educational services is offered at all sites under DJJ auspices. The long-term facility school offers four core academic classes (English, math, science, social studies) and electives, and Career and Technology Education courses in auto mechanics, carpentry, graphic communications, desktop publishing, culinary arts, horticulture, business computer applications, parenting education, and welding. The wilderness camps offer a variety of one or more electives such as carpentry, welding, and IT to support employability. The Job Readiness Training Center and the Job Readiness for Teens program are operated out of this division.	General Public	Educational services are provided only to juveniles committed to DJJ facilities and the nine contracted alternative programs and community residential placements. The Job Readiness Training Center and the Job Readiness for Teens Program serve both at-risk and justice- involved youth in the community.	Education & Workforce Development	This division operates the educational programs at the long-term, short-term, and wilderness residential facilities. The DJJ school district includes a fully accredited school at the Broad River Road Complex. The workforce development section of the agency is also included in this division.
This division provides direct care and supervision of the juveniles committed to DJJ's hardware secure facilities.	General Public	This customer segment encompasses only the juveniles committed to DJJ facilities.	Institutional Services	This division is responsible for the custodial care of all juveniles confined to the hardware secure facilities: long term institutions, the DJJ Detention Center, Coastal Evaluation Center, Midlands Evaluation Center and the Upstate Evaluation Center. Six functional areas operate within this division: Institutional Management, Classification, Community Connection Center, Transportation, Emergency Preparedness and Public Safety.
The regional evaluation centers prepare court-ordered evaluations for adjudicated juveniles prior to final disposition of their cases.	Judicial Branch	Family Court judges may order pre-dispositional secure evaluations of juveniles before making a final ruling or prior to commitment.	Institutional Services/Rehabilitative Services	Institutional Services manages the oversight of the three regional evaluation centers. These secure facilities provide custodial care while clinical staff under Rehabilitative Services provide court-ordered pre-dispositional assessments and evaluations for committed youth.
The Detention Center is a secure, short-term facility providing custodial care and treatment to male and female juveniles ages 11 to 17 detained by law enforcement agencies and the family courts prior to disposition. Youths awaiting trial on serious and violent charges reside at DJJ's Detention Center to ensure public safety and the juveniles' immediate availability for court proceedings	Judicial Branch	Note: Family Courts may detain juveniles to ensure public safety and the juvenile's immediate availability for court.	Institutional Services	Within Institutional Services is the Juvenile Detention Center. This facility is a centralized pretrial detention facility, serving juveniles from most of South Carolina's 46 counties.
The Detention Center is a secure, short-term facility providing custodial care and treatment to male and female juveniles ages 11 to 17 detained by law enforcement agencies and the family courts prior to disposition. Youths awaiting trial on serious and violent charges reside at DJJ's Detention Center to ensure public safety and the juveniles' immediate availability for court proceedings	Local Govts.	Note: Local law enforcement entities may detain juveniles to ensure public safety and the juvenile's immediate availability for court.	Institutional Services	Within Institutional Services is the Juvenile Detention Center. This facility is a centralized pretrial detention facility, serving juveniles from most of South Carolina's 46 counties.
This office ensures compliance with applicable state and federal laws, regulations, and policies and promotes professional accountability within the agency. Juvenile and Family Relations is also operated out of this division.	Executive Branch/State Agencies		Division of Investigative Services	The division consists of: Criminal Investigations, Management Review, Camera Surveillance, Gang Investigations, K-9 Unit, Background Investigations, Internal Audit, Camera Installation, Juvenile and Family Relations.
Provides legal services, policy administration, and staff training and development for the agency and its employees. Responsible for the administration of the agency's authority to release committed juveniles charged with misdemeanors and status offenses.	Executive Branch/State Agencies		Legal Services	The division includes the Office of General Counsel, Internal Release Authority department, Policy Administration department and Staff Development and Training department.
This division oversees agency-wide utilization of clinical, medical/dental, classification, interagency, and trauma-informed services. Social work and psychological services are provided for juveniles in DJJ facilities and in the community. Medical and dental services are provided for juveniles in the DJJ hardware secure facilities; both a DHEC-licensed Infirmary and Pharmacy--Non-Drug Dispensing Outlet are staffed and located on DJJ's main campus. DJJ utilizes a variety of contract medical services as well as DJJ employees to serve the medical, psychiatric, and dental needs of our youth. Classification manages all placements and movement of youth committed to DJJ facilities. Youth with special needs are managed and tracked via regional and institutional special needs coordinators, and training on trauma-informed care is provided to staff in all areas of the agency.	General Public	Treatment and intervention services are provided to DJJ involved youth and their families in DJJ facilities and in the community; pre-adjudicatory and pre-dispositional evaluations are provided in the community, while pre-dispositional evaluations may be ordered to take place in the secure evaluation centers.	Rehabilitative Services	This division oversees clinical services and direct juvenile care throughout the agency, administered through the following departments: Health Services, Social Work Services, Psychological Services, Trauma-Informed Services, and Interagency and Classification Services.
This area coordinates, provides and/or oversees programs and services for committed youth to promote pro-social interaction and rehabilitation.	Executive Branch/State Agencies	Performance-based Standards ( Pbs), Planning and Evaluation, Prison Rape Elimination Act Compliance (PREA), Program Development, Quality Assurance and Compliance, Research and Statistics, Resource Development, Victim Services and Volunteer Services.	Office of Institutional Programs	This office includes Institutional Programming, Chaplaincy, Volunteer Services, Disciplinary Hearings, Young Craftsman, Visitation, Carpentry and Upholstery.

This area coordinates, provides and/or oversees programs and services for committed youth to promote pro-social interaction and rehabilitation.

General Public

Volunteer support services are provided on behalf of DJJ to private citizens who donate their time and resources to the agency. Additionally, the agency is mandated to provide services to victims of juvenile crime.

Office of Institutional Programs

This office includes Institutional Programming, Chaplaincy, Volunteer Services, Disciplinary Hearings, Young Craftsman, Visitation, Carpentry and Upholstery.

This Division operates Criminal Investigations, Management Review, Camera Surveillance, Gang Investigations, K-9 Unit, Background Investigations, Internal Audit, Camera Installation and Juvenile and Family Relations. The Juvenile and Family relations piece includes ombudsman-related services such as advocacy for juveniles, investigation into grievances and other quality of life issues.

General Public

Constituent Services are provided on behalf of DJJ involved youth and their families.

Division of Investigative Services

The division consists of: Criminal Investigations, Management Review, Camera Surveillance, Gang Investigations, K-9 Unit, Background Investigations, Internal Audit, Camera Installation, Juvenile and Family Relations.

This office operates a variety of Ombudsman-related services throughout South Carolina for juveniles who are involved or at risk of involvement in the Juvenile Justice system and their guardians who are seeking information or redress of issues. The Office of Constituent Services also provides advocacy for juveniles; investigation into grievances and other quality of life issues; family engagement and visitation facilitation; preparation of information and communication with the Legislature and the Governor's Office; public affairs, media affairs and internal communications; and coordination of the disciplinary hearings process.

Executive Branch/State Agencies

Office of Constituent Services

This office oversees the Legislative Liaison, Public Affairs, Juvenile and Family Relations and the Inter-agency Liaison.

This office oversees professional standards throughout the agency. Core functions include workforce development and quality assurance. Maintenance, grounds keeping, inventory and supply, fleet management, mail and custodial support are provided out of this office. This office is responsible for the budget, grants, contracts, accounts payable, trust accounts, collections and procurement.

Executive Branch/State Agencies

Office of Professional Standards

This office oversees Staff Development & Training, Quality Assurance, Performance-based Standards ( Pbs) and Prison Rape Elimination Act Compliance

All Human Resources functions, such as benefits, recruitment, employee relations, and payroll, are managed out of this office.

Executive Branch/State Agencies

Office of Support Services

This office oversees physical plant and business services throughout the agency

This area is headed by the Senior Strategist and oversees Planning & Evaluation, Legislative Liaison, Public Information, Information Technology, Resource Development, Governance & Risk Management , Policy Management and Business Operations

Executive Branch/State Agencies

Office of Fiscal Affairs

This office oversees Fiscal Operations, Accounting and Trust Accounts and Procurement

Executive Branch/State Agencies

Office of Human Resources

This Office oversees Human Resources

Executive Branch/State Agencies

Strategy Operations

This unit oversees Development and Accountability, Business Operations, Organizational Governance and External Operations.

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Agency Name:

DEPARTMENT OF JUVENILE JUSTICE

Fiscal Year 2018-2019  
Accountability Report

Agency Code and Section:

N120

067

Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
SC Board of Juvenile Parole	State Government	DJJ is required to prepare parole reports for juveniles who are indeterminately committed to DJJ. DJJ community specialists provide supervision for juveniles who are conditionally released by the Juvenile Parole Board.	1,2
SC Department of Mental Health (DMH)	State Government	DJJ collaborates with DMH to ensure treatment and continuity of care for seriously mentally ill (SMI) youth committed to DJJ. Moreover, a long-standing memorandum of agreement is in place between the agencies formalizing the process by which custody of committed SMI youth is transferred to DMH for treatment purposes. DJJ provides cost-sharing for placement facilities when DMH is unable to locate suitable residential care for a committed SMI youth. Additionally, DJJ shares the salary/fringe costs for a DMH/DJJ Liaison position in order to streamline and coordinate efforts between DJJ and DMH community mental health centers.	1, 2
SC Department of Alcohol & Other Drug Abuse Services (DAODAS)	State Government	DJJ collaborates with DAODAS to ensure treatment and continuity of care for system involved youth with a mental health and/or co-occurring substance use disorder. Both entities are founding members of the Joint Council on Children and Adolescents and the Palmetto Coordinated System of Care.	1, 2
SC Department of Social Services (DSS)	State Government	DJJ collaborates with DSS in an effort to coordinate services for youth who are served by both agencies. DJJ has a Memorandum of Understanding with DSS for Girl's Circle facilitator training to increase protective factors and reduce risk for girls throughout the state. DJJ is coordinating with DSS to establish a portal whereby both agencies can cross-verify other agency involvement to facilitate care coordination. Both entities are founding members of the Joint Council on Children and Adolescents and the Palmetto Coordinated System of Care.	1, 2
Department of Public Safety (DPS)	State Government	DPS administers the Juvenile Justice and Delinquency Prevention Act and the related grant funding. This federal legislation imposes certain requirements/restrictions on state and local governmental entities in regards to juvenile criminal and status offenders.	1, 2
University of South Carolina's Children's Law Center	Higher Education Institute	DJJ has a long standing relationship with the Children's Law Center (CLC) to provide technical assistance regarding juvenile issues and workforce development. Additionally, CLC is instrumental in providing regular training to new clinical staff, provides data analysis for subclass inclusion of SMI/ID youth, and multi-agency training on interagency issues impacting DJJ and other state agencies.	1,2,3
Clemson University	Higher Education Institute	DJJ has a long standing relationship with the Youth Learning Institute. YLI is a critically important training partner.	3
State Law Enforcement Division (SLED)	State Government	SLED provides technical and investigatory assistance to DJJ in certain cases. A long standing memorandum of agreement is in place governing the conditions that merit assistance from SLED.	N/A
Department of Vocational Rehabilitation(DVR)	State Government	There is a memorandum of agreement in place between the agencies regarding the co-location of a DVR employee at DJJ. DVR and DJJ are working to ensure that eligible youth are linked to appropriate services upon release to the community.	1,2



Agency Name: DEPARTMENT OF JUVENILE JUSTICE

Fiscal Year 2018-2019

Agency Code: N120 Section: 067

Accountability Report

Report and External Review Template

Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
1	Internal Review and Report	Accountability Report	Department of Administration	State	Annually	09/13/19	Provides the Governor and General Assembly with information that supports the budget analysis and ensures that the Agency Head Salary Commission has a basis for its decision	<a href="http://www.state.sc.us/djj">http://www.state.sc.us/djj</a>
2	External Review and Report	Budget Plan	Department of Administration- Executive Budget	State	Annually	09/20/19	Budget Request to Governor and Legislature of Revenue/Expenditure Plan for upcoming year	South Carolina Legislature On Line
3	External Review and Report	Indirect Cost Proposal	Department of Administration- Executive Budget Office	State	Annually	11/15/19	Administration Overhead to support State functions	Through the Exec Budget Office
4	External Review and Report	Annual RBHS Audit Summary	Department of Health and Human Services	State	Annually	N/A	To fulfill contractual obligation to support SCDJJ's responsibility of quality assurance	Request: SCDJJ Medicaid Administrator
5	External Review and Report	Targeted Case Management and RBHS Cost Settlements	Department of Health and Human Services	State	Annually	N/A	Cost Settlement Information	Request: SCDJJ Medicaid Administrator/Fiscal Affairs Director
6	External Review and Report	Sales & Use tax	Dept. of Revenue	State	Quarterly	07/05/19	To report sales tax on canteen sales to juveniles	<a href="http://dor.sc.gov/MyDORWAY">dor.sc.gov/MyDORWAY</a>
7	External Review and Report	Bank Account and Transparency Accountability Report	State Budget Office	State	Annually	10/01/19	To report bank balances for Trust Accounts	State Budget Office
8	External Review and Report	Comptroller General Agency Reporting Packages	Comptroller General	State	Annually	10/21/19	These reports form DJJ's portion of the South Carolina Comprehensive Annual Financial Report	Contact Comptroller General's Office
9	External Review and Report	USDA Free and Reduced Breakfast and Lunch Reimbursement	Department of Education	State	Monthly	10th of each month	This report provides a snapshot of the number of reimbursable breakfast and lunch meals served to the juvenile population, located at MEC, JDC, BRRC, UEC and CEC, on a monthly basis, for which DJJ will receive reimbursement funds from the USDA.	Contact SCDE Office of Health and Nutrition
10	External Review and Report	SET-OFF Debt Collection	Department of Revenue	State	Annually	12/01/19	Allows agency to recover funds owed to it through the garnishment of any state income tax refund	Contact SCDOR SET-OFF Program Office
11	External Review and Report	Schedule of Federal Assistance Report and Questionnaire	SC State Auditor's Office	State	Annually	08/15/19	Reporting of directly provided and pass through federal grant funds received by and expended by the Agency as well as Agency verification to all requirements are being met as it relates to the receipt and expenditure of federal grant funds	Contact SC State Auditor's Office
12	External Review and Report	SCDE - Single Audit Report and LEA Audit Report	SCDE - Auditing Services	State	Annually	12/01/18	Provides financial accounting of amount of funds received and how they were spent (by function) for school district operations	Contact SCDE - Auditing Services
13	External Review and Report	State Agreed Upon Procedures Report - Management Questionnaire	SC State Auditor's Office	State	Annually	06/19/19	Letter signed off by agency management stating compliance and no known instances of fraud or misrepresentation of Agency financial activity	Contact SC State Auditor's Office
14	External Review and Report	Minority Business Expenditures	SC Division of Small and Minority Business Contracting	State	Quarterly	8/31/2019	Record of all purchases made from certified small and minority businesses	Call 803-734-0657 or SCDJJ Purchasing
15	External Review and Report	Sole Source	Materials Management Office	State	Quarterly	7/31/2019	Record of all sole source purchases made by the Agency	<a href="http://www.procurement.sc.gov">www.procurement.sc.gov</a>
16	External Review and Report	Emergency	Materials Management Office	State	Quarterly	7/31/2019	Record of all emergency purchases made by the agency	<a href="http://www.procurement.sc.gov">www.procurement.sc.gov</a>
17	External Review and Report	Trade In	Materials Management Office	State	Quarterly	8/31/2019	Record of all Trade In purchases made by the agency.	<a href="http://www.procurement.sc.gov">www.procurement.sc.gov</a>
18	External Review and Report	Preferences	Materials Management Office	State	Quarterly	8/31/2019	Record of all preferences given in solicitations.	<a href="http://www.procurement.sc.gov">www.procurement.sc.gov</a>
19	External Review and Report	Illegal Purchase	Materials Management Office	State	Quarterly	8/31/2019	Record of all illegal procurements made by the Agency	<a href="http://www.procurement.sc.gov">www.procurement.sc.gov</a>
20	External Review and Report	Information Technology Data Inventory(Proviso 117.113)-State IT Plan	Division of Technology, SC Department of Administration	State	Annually	08/05/19	To determine the status of compliance with state security standards	SC Dept. of Admin - eRoom <a href="https://eroom.admin.sc.gov">https://eroom.admin.sc.gov</a>
21	External Review and Report	Information Security & Privacy Survey	Division of Technology, SC Department of Administration	State	Annually	08/23/19	To determine the status of compliance with state security standards	SC Dept. of Admin - eGRC (Governance Risk Compliance) portal/ <a href="https://grc.archer.rsa.com">https://grc.archer.rsa.com</a>
22	External Review and Report	Litigation Reporting Package	South Carolina Comptroller General	State	Annually	07/19/19	Closing Procedural Manual of SC Comptroller General	South Carolina Comptroller General's Office
23	External Review and Report	USDA Report	South Carolina Department of Education	State	Monthly	09/09/19	Accounts for Revenue from USDA for meals served for Breakfast and Lunch for juveniles.	Written request to SCDJJ Dietary Services
24	Internal Review and Report	Mileage Report	State Fleet Management	State	Monthly	08/01/19	Ending monthly mileage for billing when Agency started leasing vehicles	Contact Fleet Manager, Alan Parker at 737-1502
25	Internal Review and Report	Accident Report	State Fleet Management	State	Quarterly	08/01/19	Records accidents	Contact Fleet Manager, Alan Parker at 737-1502
26	Internal Review and Report	SFM Fleet Survey	State Fleet Management	State	Annually	06/26/19	Records efficiency of fleet	Contact Fleet Manager, Alan Parker at 737-1502
27	Internal Review and Report	Vehicle Inventory Report	SCDC (Maintenance Shop)	State	Annually	06/05/19	Updates records of vehicles currently serviced	Contact SCDC Maintenance at 896-2258
28	Internal Review and Report	Updated Vehicle and Bus Listing	IRF	State	Annually	06/03/19	Updates insurance records	Contact the Insurance Reserve Fund at 737-0020
29	Internal Review and Report	Excess Property Turn in Document	State Surplus	State	Quarterly	10/01/18	Appropriate disposal of assets	<a href="http://www.sc.gov/generalservices/surplus">www.sc.gov/generalservices/surplus</a>
30	External Review only	IDEA Child Count	US Department of Education	Federal	Annually	12/01/19	Provides the unduplicated number of children with disabilities (IDEA) ages 3 through 21, along with their reported Least Restrictive Environment (LRE)	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
31	External Review and Report	Comprehensive Health Education (CHEA) Compliance Survey	State Department of Education	State	Annually	09/15/19	Provision of health instruction and oversight	<a href="http://ed.sc.gov/">http://ed.sc.gov/</a>
32	External Review and Report	Read to Succeed District Reading Plan	State Department of Education	State	Annually	04/01/20	Implementation of a comprehensive, systemic approach to reading	Contact Marcie Gambrell , SCDJJ School District, at 803-896-7977
33	External Review and Report	Read to Succeed School Reading Plan	State Department of Education	State	Annually	04/01/20	Reading literacy improvement	Contact Marcie Gambrell , SCDJJ School District, at 803-896-7977
34	External Review and Report	ESOL Report	State Department of Education	State	Annually	05/01/20	ESOL supplemental instructional support	<a href="http://ed.sc.gov/">http://ed.sc.gov/</a>
35	External Review and Report	Title I, Part D CSPP Data	US Department of Education	Federal	Annually	01/01/20	Title I of the Elementary and Secondary Education Act of 1965 (Title I or ESEA)	Contact Marcie Gambrell , SCDJJ School District, at 803-896-7977
36	External Review and Report	Title I "Annual Count" data	US Department of Education	Federal	Annually	10/01/19	Title I of the Elementary and Secondary Education Act of 1965 (Title I or ESEA)	Contact Marcie Gambrell , SCDJJ School District, at 803-896-7977
37	External Review and Report	Title I Three year evaluation Report	US Department of Education	Federal	Annually	10/01/21	Goals and strategies which can be incorporated into local school district plans and programs for career and technology education at the secondary level	Contact Marcie Gambrell , SCDJJ School District, at 803-896-7977
38	External Review and Report	Education Strategic Plan	State Department of Education	State	Annually	04/01/20	State Department compliance	Contact Marcie Gambrell, DJJ School District, at 896-7977
39	External Review and Report	Education Report Card	State Department of Education	State	Annually	09/01/19	State Department compliance	Contact Marcie Gambrell, DJJ School District, at 896-7977

40	External Review and Report	Annual Accreditation Report	State Department of Education	State	Annually	09/01/19	State Department compliance	Contact Marcie Gambrell, DJJ School District, at 896-7977
41	External Review and Report	Testing Data Report	State Department of Education	State	Annually	05/01/20	All security test procedures are met	Contact Marcie Gambrell, DJJ School District, at 896-7977
42	External Review and Report	Highly Qualified District Report Mid Year and Year end report	State Department of Education	State	Bi-annually	December 19 and May 20	Ensure all staff is highly qualified	Contact Marcie Gambrell, DJJ School District, at 896-7977
43	External Review and Report	Preliminary Analysis Report	US Department of Education	Federal	Annually	12/01/19	State Department compliance	Contact Marcie Gambrell, DJJ School District, at 896-7977
44	External Review and Report	Civil Rights Data Collection Report	State Department of Education	State	Annually	04/01/21	State Department compliance	Contact Marcie Gambrell, DJJ School District, at 896-7977
45	External Review and Report	Education Accountability Report	State Department of Education	State	Annually	05/01/20	State Department compliance	Contact Marcie Gambrell, DJJ School District, at 896-7977
46	External Review and Report	McKinney-Vento Report	US Department of Education	Federal	Annually	September 2019	Homeless Report	Contact Marcie Gambrell, DJJ School District, at 896-7977
47	External Review and Report	Table 2-Personnel	State Department of Education	State	Annually	May 2020	Personnel (in full-time equivalency of assignment) employed to provide special education and related services for children with disabilities	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
48	External Review and Report	Indicator 14-Outcomes	State Department of Education	State	Annually	May 2020	Provides a list of students that exited special education the previous reporting year	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
49	External Review and Report	Indicators 4, 9, 10	State Department of Education	State	Annually	May 2020	Determines if disproportionality and over identification exist	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
50	External Review and Report	ESY Report	State Department of Education	State	Annually	May 2020	The number reported represents an accurate and unduplicated count of children ages 3-21 with disabilities deemed eligible and projected to receive extended school year services according to an Individualized Education Program during the 2013-2014 fiscal year.	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
51	External Review and Report	Indicator 8-Parent involvement	State Department of Education	State	Annually	May 2020	The percent of parents with a child receiving special education services who report that schools facilitated parent involvement as a means of improving services and results for children with disabilities	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
52	External Review and Report	Table 5-Discipline	State Department of Education	State	Annually	May 2020	The report of children with disabilities (IDEA) subject to disciplinary removal	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
53	External Review and Report	Indicator 11-60 Day Timeline	State Department of Education	State	Annually	May 2020	The percent of children who were evaluated within 60 days of receiving parental consent for initial evaluation	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
54	External Review and Report	Table 4-Exit Report	State Department of Education	State	Annually	May 2020	The unduplicated number of children with disabilities (IDEA) who are ages 14 through 21 and were in special education at the start of the reporting period and were not in special education at the end of the reporting period	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
55	External Review and Report	Table 4-Exit Report	State Department of Education	State	Annually	May 2020	The unduplicated number of children with disabilities (IDEA) who are ages 14 through 21 and were in special education at the start of the reporting period and were not in special education at the end of the reporting period	Contact Tia Fletcher, Office of Special Educational Services, at 898-8484
56	External Review and Report	DHEC Inspection Report/ BRRC	Department of Health and Environmental Control	State	Annually	3/22/2019	Risk based assessment of all facilities where food items are received, stored, prepared and served.	<a href="http://www.scdhec.gov/apps/environment/foodgrades">www.scdhec.gov/apps/environment/foodgrades</a>
57	External Review and Report	DHEC Inspection Report/ WL	Department of Health and Environmental Control	State	Annually	3/22/2019	Risk based assessment of all facilities where food items are received, stored, prepared and served.	<a href="http://www.scdhec.gov/apps/environment/foodgrades">www.scdhec.gov/apps/environment/foodgrades</a>
58	External Review and Report	DHEC Inspection Report/ CEC	Department of Health and Environmental Control	State	Annually	11/30/2018	Risk based assessment of all facilities where food items are received, stored, prepared and served.	<a href="http://www.scdhec.gov/apps/environment/foodgrades">www.scdhec.gov/apps/environment/foodgrades</a>
59	External Review and Report	DHEC Inspection Report/ MEC	01/1519	State	Annually	1/15/2019	Risk based assessment of all facilities where food items are received, stored, prepared and served.	<a href="http://www.scdhec.gov/apps/environment/foodgrades">www.scdhec.gov/apps/environment/foodgrades</a>
60	External Review and Report	DHEC Inspection Report/ UEC	Department of Health and Environmental Control	State	Annually	8/2/2019	Risk based assessment of all facilities where food items are received, stored, prepared and served.	<a href="http://www.scdhec.gov/apps/environment/foodgrades">www.scdhec.gov/apps/environment/foodgrades</a>
61	External Review and Report	Human Resources Delegation Audit	State Office of Human Resources	State	Annually	10/31/18	Review of the agency's HR processes as they relate to the State HR guidelines and regulations.	Contact State Human Resources Division at (803) 896-5300
62	External Review and Report	Pharmacy Non-Dispensing Outlet Inspection/ BRRC	SC Board of Pharmacy (SC LLR)	State	Annually	June 2019	Inspection to ensure compliance with state laws and regulations regarding the operation of a non-dispensing drug outlet	Contact SC LLR (Board of Pharmacy) at 803-896-4700
63	External Review and Report	Pharmacy Non-Dispensing Outlet Inspection/ MEC	SC Board of Pharmacy (SC LLR)	State	Annually	June 2019	Inspection to ensure compliance with state laws and regulations regarding the operation of a non-dispensing drug outlet	Contact SC LLR (Board of Pharmacy) at 803-896-4700
64	External Review and Report	Pharmacy Non-Dispensing Outlet Inspection/ CEC	SC Board of Pharmacy (SC LLR)	State	Annually	June 2019	Inspection to ensure compliance with state laws and regulations regarding the operation of a non-dispensing drug outlet	Contact SC LLR (Board of Pharmacy) at 803-896-4700
65	External Review and Report	Pharmacy Non-Dispensing Outlet Inspection/ UEC	SC Board of Pharmacy (SC LLR)	State	Annually	June 2019	Inspection to ensure compliance with state laws and regulations regarding the operation of a non-dispensing drug outlet	Contact SC LLR (Board of Pharmacy) at 803-896-4700
66	External Review and Report	Pharmacy Non-Dispensing Outlet Inspection/ UEC	SC Board of Pharmacy (SC LLR)	State	Annually	June 2019	Inspection to ensure compliance with state laws and regulations regarding the operation of a non-dispensing drug outlet	Contact SC LLR (Board of Pharmacy) at 803-896-4700
67	External Review and Report	DHEC Infirmiry Inspection / Willow Lane Infirmiry	SC DHEC	State	Other	10/29/18	Inspection to ensure compliance with DHEC Regulation 61-16, pertaining to the operation and licensing of Willow Lane Infirmiry. Inspection is conducted every 2 years.	DHEC sends the inspection report to the DJJ Director. Copies of the report can also be obtained by contacting DHEC Health Facilities Licensing at 803-545-4370