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Security



JUVENILE INTERVENTION PROGRAM

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OPR: 436 SFS/SFOFP (TSgt Messick)

Certified by: 436 SFS/CC
(Major Donald S. Dereberry)

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This instruction implements AFD 31-2, Law Enforcement Policy Directive. This instruction outlines established procedures upon which the Juvenile Intervention Board (JIB) will operate.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

1. Basic Goals: The Juvenile Intervention Program's basic goal is to reduce juvenile crime by creating a greater awareness among parents/sponsors and their children that the command structure on Dover AFB holds juveniles accountable for their misconduct. Parents/sponsors are expected to take the appropriate corrective actions so their juvenile dependents will continue as law abiding citizens if they wish to remain members of our military community. This program will identify juveniles involved in misconduct on Dover AFB and ensure they provide a means of restitution which would be corrective in nature, deter the offender from committing further crimes or violations, and meet the needs of the offender and community. This program is designed for youths (17) years old or under who are dependents of military personnel assigned to Dover AFB.

2. Definitions:

2.1. Juvenile: Individual seventeen (17) years old or younger not married to a military member. Any dependent that marries a civilian loses their dependent status and is not subject to the Juvenile Intervention Program.

2.2. Juvenile Intervention Board (JIB): An administrative board comprised of base staff members to include: Command Chief, Mission Support Group Commander or deputy (Chairman), Staff Judge

Advocate, Chief of Security Forces, Family Advocacy, Services Rep., Life Skills Rep., Chaplain, Director of Mental Health, Chief of Military Equal Opportunity (MEO). The Base Exchange Security Manager would sit on the board for cases involving the exchange stores (i.e. shoplifting). The board meets when requested by the Chairman to decide what action should be taken in a juvenile dependent case of misconduct.

2.3. Juvenile Intervention Coordinator (JIC): A security forces representative from the Reports and Analysis section who schedules and coordinates incidents identified for the JIB. The JIC identifies juvenile offenders to Chief, Security Police for possible JIB consideration.

2.4. Juvenile Offender: A juvenile who exhibits behavior detrimental to good order and discipline.

2.5. Sponsor: Active duty parent or legal guardian of juvenile

3. Responsibilities: The Juvenile Intervention Board (JIB) will meet at the call of the Chairman (436 MSG/CC) to review juvenile misconduct cases. The board meets on an as needed basis.

3.1. Board Composition. The JIB will be composed of the following assigned members or their designated representative.

3.1.1. 436 MSG/CC. Serves as the chairman of the JIB. Responsible for deciding what form of restitution/action juvenile offenders will render.

3.1.2. Staff Judge Advocate. Responsible for the legal aspects of the JIB. Provides legal opinions, instructions, guidance, and assistance regarding the JIB initiatives and programs.

3.1.3. Chief, Security Forces. Responsible for all law enforcement activities in support of the JIB.

3.1.4. Chief, MEO. Responsible for equal opportunity/treatment and Human Relations aspects of the JIB.

3.1.4.1. Provides equal opportunity and treatment education, counseling, and complaint clarification for incidents involving juvenile offenders.

3.1.5. Services (Representative) Family Member Programs. Ensures the Youth Support Flight Chief refers cases involving family maltreatment. Also sponsors many programs available for juvenile enrollment.

3.1.6. Family Advocacy. Provides the board with any information concerning the juvenile or family that may help in the decision process.

3.1.7. Chaplain. Available for pastoral care and counseling in support of the JIB.

3.1.8. Command Chief. Serves as a liaison between unit First Sergeant and the Wing Commander.

3.1.9. Sponsor. Responsible for the behavior of juvenile and any guests they or their dependents invite on base.

3.1.10. Base Exchange Security Manager. Responsible for the coordination and implementation of shoplifting prevention programs. Serves as non-voting member of JIB on shoplifting cases at the Base Exchange and Shoppette and participates as needed.

3.1.11. Family Support Center: Available for family assistance if needed. Offer wide variety of programs to ease family stress and difficulty.

4. Juvenile Intervention Board Procedures:

4.1. Notification and Consultation: When an incident of juvenile criminal misconduct takes place at Dover AFB or in Eagle Meadows/Heights housing areas, the sponsor's Squadron Commander and/or First Sergeant will receive a copy of the Security Forces or State Police report.

4.2. When directed by proper authority (436 MSG/CC, 436 MSG/CD, 436 AW/CC), the JIC will be responsible for the timely scheduling of the JIB meetings and making all notifications to the members as to the dates, time and location of the meeting. The JIC will notify the Squadron Commander and/or First Sergeant of the military sponsor so they may be present for the meeting. (Note: Squadron Commander and First Sergeant may not vote on action imposed by the JIB). The JIC will ensure that the case load for the JIB will not exceed a reasonable number of juveniles for that date. (When establishing the date and time for the JIB meeting, ensure it does not interfere with school hours, if at all possible.)

5. Implementation of Recommendations:

5.1. If the JIB recommends community service, the JIB will select the placement location and number of hours based on available "volunteer" agencies. Those agencies that agree to take the juvenile must ensure the juvenile is supervised at all times and not placed where injuries could easily occur.

5.2. All community service is to be performed at organizations on Dover AFB (to include the Eagle Heights and Eagle Meadow housing areas). This service could consist of: painting, picking up trash and debris, washing vehicles, raking leaves, and shoveling snow (to name a few examples).

5.3. The sponsor and juvenile will receive the results of the board in writing. They will acknowledge receipt and return the letter to the JIC. The JIC will file the acknowledgment in the juvenile's file.

5.4. The JIC will hold a meeting with the juvenile, their sponsor, and the assigned work site supervisor to contract a Community Service Work Schedule Agreement.

5.5. The work center supervisor will complete a Community Service Attendance and Performance evaluation to be returned to the JIC upon completion of the juvenile's service period. If the juvenile does not fulfill his or her commitment, the work center supervisor will, through the JIC, inform the JIB of unsatisfactory performance.

5.6. The JIC will conduct periodic follow up checks on the juvenile during this period to monitor their behavior and conduct.

6. Document Maintenance:

6.1. All documents associated with each juvenile case must be properly safeguarded and treated as privileged information. The JIC is responsible for establishing case files and properly maintaining these documents IAW Records Disposition Schedule with WebRIMS.

6.2. Upon completion of the juvenile case, the JIC will complete a report of action taken and forward a copy to the sponsor's Squadron Commander and/or First Sergeant.

7. Command Involvement: The sponsor's commander will be kept informed of the participation of the juvenile and the family throughout their involvement with the JIB. Command involvement begins with the initial notification of the incident from the Security Police or other source and continues through the referral to the JIB. In the event the juvenile or the sponsor fails to cooperate with the JIB, or follow its rec-

ommendation, the commander's guidance and input will be sought. In serious cases or continued acts of misconduct, the juvenile will be considered for base barment and/or the sponsor will be considered for termination of family housing.

JOHN I. PRAY, JR., Colonel, USAF
Commander

Attachment 1

PROGRESS REPORT

MEMORANDUM FOR 436 AW/JUVENILE INTERVENTION COORDINATOR

910 Arnold Drive Ext.

Dover AFB, DE 19902-5910

FROM: (Organization)

SUBJECT: Report of Community Service Performance

(Juvenile's Name) has completed xxx hours of community service and the following information is provided for your consideration:

a. Did the individual arrive on time to perform community service?	Yes/No
b. Did the individual perform the required number of hours in community service?	Yes/No
c. Were any disciplinary problems noted during the period of supervision? (Explain in comments)	Yes/No

Additional Comments:

Signature Block of Service Supervisor