



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS

APPLICABILITY
PRISON
OFFENDER/SPANISH MANUALS

REVISED DATE
7/28/20

PAGE NUMBER
1 of 6

NUMBER
DOC 320.120

POLICY

TITLE

JUVENILE BOARD

REVIEW/REVISION HISTORY:

Effective: 11/9/15
Revised: 7/28/20

SUMMARY OF REVISION/REVIEW:

Major changes to include title and terminology. Read carefully!

APPROVED:

Signature on file

STEPHEN SINCLAIR, Secretary
Department of Corrections

6/23/20

Date Signed

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REFERENCES:

DOC 100.100 is hereby incorporated into this policy; [RCW 9.94A.730](#); [RCW 9.95](#); [RCW 10.95.030](#); [WAC 381-10](#); [DOC 300.380 Classification and Custody Facility Plan Review](#); [DOC 320.100 Indeterminate Sentence Review Board \(Board\)](#); [DOC 320.400 Risk and Needs Assessment Process](#); [DOC 320.500 Youthful Offender Program](#); [DOC 350.500 End of Sentence Review/Sexually Violent Predator Civil Commitment](#)

POLICY:

- I. Per RCW 10.95.030 and RCW 9.94A.730, the Indeterminate Sentence Review Board (Board) has jurisdiction over Juvenile Board individuals, who have been convicted as an adult of an offense committed before their 18th birthday and may be considered for early release by the Board after serving:
 - A. 25 years in total confinement for Aggravated Murder 1. These individuals will be referred to as Aggravated Murder Juvenile Board (AMJUVBRD) individuals.
 - B. 20 years in total confinement for any other offense. Eligible individuals must petition the Board to be considered for early release and will be referred to as Long Term Juvenile Board (LTJUVBRD) individuals.
- II. Juvenile Board individuals will be subject to DOC 320.100 Indeterminate Sentence Review Board (Board).
- III. This policy does not apply to individuals already under Board jurisdiction (i.e., pre-Sentencing Reform Act and Community Custody Board).

DIRECTIVE:

- I. Admission/Transfer from Juvenile Rehabilitation
 - A. Individuals will be received per DOC 320.500 Youthful Offender Program.
 - B. Identification of JUVBRD individuals will be documented in the General Status screen in the individual's electronic file.
 - C. Records employees will notify the Board when AMJUVBRD individuals:
 1. Arrive at a Department facility and are new commitments, and/or
 2. Are re-sentenced by the sentencing court.

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II. Assessment and Programming Prioritization

- A. Individuals eligible for Board jurisdiction must be assessed to identify programming and services to prepare for early release.
1. AMJUVBRD individuals will be assessed at 6 years to the end of their minimum term.
 2. Eligible LTJUVBRD individuals who have not committed any crime after their 18th birthday will be assessed after serving 14 years.
 - a. The case manager will provide eligible individuals with DOC 02-401 Juvenile Board Declaration of Intent to declare if they intend to petition for early release.
 - 1) If individuals who initially indicated no interest in being assessed changes their mind, the case manager will immediately provide DOC 02-401 Juvenile Board Declaration of Intent to initiate the assessment.
 - b. Headquarters Classification Unit records employees will notify the Victim Services Program and the Board Victim Liaison of any eligible individual who will petition for early release.
- B. To prepare for the assessment, the case manager will update the:
1. Needs and risk assessment per DOC 320.400 Risk and Needs Assessment Process.
 2. Custody Facility Plan using a Plan Change Review. The purpose of review will be listed as "Other" and "Juvenile Board Assessment" will be typed in the narrative box.
- C. The Juvenile Board Assessment Committee will be chaired by the Classification and Case Management Administrator/designee and include multidisciplinary members from the following programs/units:
1. Sex Offender Treatment and Assessment Program
 2. Educational Services
 3. Substance Abuse Recovery Unit
 4. Headquarters Classification Unit
 5. Cognitive Behavioral Change
 6. Mental Health
 7. Prisons Division, Correctional Program Manager (CPM) or higher rank

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8. Community Corrections Division
9. Board
10. Other disciplines, as appropriate

D. The Committee will meet as needed to review and assess eligible individuals.

1. The Chair will:
 - a. Immediately send an email to program administrators and the case manager regarding increased prioritization of programming needs.
 - b. Ensure decisions are documented as a chronological (chrono) entry in the electronic file.
2. Decisions are final and cannot be appealed.

III. Programming Resource Prioritization

- A. For LTJUVBD individuals, the Long Term Juvenile Eligibility Date, located on the General Status screen in the electronic file, will be used instead of the Earned Release Date for program prioritization.
- B. If the individual refuses to participate in mandatory programs or is an eligible LTJUVBRD and no longer wants to be considered for early release, program employees/contract staff will inform the case manager, who will document the refusal as a chrono entry in the electronic file.
 1. Refusal to participate may be considered when determining eligibility for release.

IV. Long Term Juvenile Board (LTJUVBRD) Petition

- A. After serving 20 years in total confinement, eligible LTJUVBRD individuals may submit DOC 09-288 Petition for Review to the Board, provided they have not committed any:
 1. Crime after their 18th birthday, or
 2. Serious violation in the last 12 months.
- B. The Board will review the petition to verify eligibility and notify the case manager of its decision.
 1. Individuals who have committed a new crime(s) after their 18th birthday will not be considered eligible.

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V. Psychological Evaluation

- A. Following the assessment and, if applicable, approved petition, the Board will refer individuals to the assigned mental health personnel for a psychological evaluation.
 - 1. AMJUVBRD individuals will be referred within one year of the end of the minimum term.
 - 2. LTJUVBRD individuals will be evaluated within 6 months from the date the petition is accepted.
 - 3. For sex offenders, the End of Sentence Review must be completed per DOC 350.500 End of Sentence Review/Sexually Violent Predator Civil Commitment before the evaluation is conducted.
- B. Individuals will be encouraged to participate in the evaluation process. The Board may consider refusal to participate in the evaluation when determining eligibility for release.
- C. The evaluation will be documented in a report to the Board and include a prediction of the probability that the individual will commit another offense if released.

VI. Compliance Review of Assessment and Release Hearing

- A. The case manager will submit a Custody Facility Plan per DOC 300.380 Classification and Custody Facility Plan Review to the Headquarters Community Screening Committee (HCSC) to review compliance with the assessment for:
 - 1. LTJUVBRD individuals, after serving 19 years of their sentence.
 - 2. AMJUVBRD individuals, at one year to the end of their minimum term.
- B. Upon completion of the psychological evaluation and assessment compliance review, a release hearing will be conducted per DOC 320.100 Indeterminate Sentence Review Board (Board) to determine whether the individual is more likely than not to commit another offense if released.
- C. If the Board determines the individual will be released, the case manager will begin release planning per DOC 320.100 Indeterminate Sentence Review Board (Board).

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1. Individuals who have been found eligible for release and do not require End of Sentence Review may participate in offsite work crews at stand-alone Level 2 facilities and be considered for partial confinement.
- D. If the Board determines the individual will not be released for:
1. AMJUVBRD individuals, the Board can add up to 60 months to the minimum term.
 2. LTJUVBRD individuals, the Board will include in the final decision and reasons a new date, not to exceed 60 months later, when the individual can re-petition for a release hearing.

DEFINITIONS:

Words/terms appearing in this policy may be defined in the glossary section of the Policy Manual.

ATTACHMENTS:

None

DOC FORMS:

- [DOC 02-401 Juvenile Board Declaration of Intent](#)
- [DOC 09-288 Petition for Review](#)