

Youth Development Academy (YDA) - Secure Youth Treatment Facility (SYTF)

417.1 ELIGIBILITY

Welfare and Institutions Code § 875(a) contains the eligibility requirements for the Youth Development Academy (YDA), Secure Youth Treatment Facility (SYTF). When writing a report which recommends a youth for the SYTF, the officer shall document the less restrictive, alternative dispositions which were found unsuitable and address each of the following points:

- (a) The severity of the offense or offenses for which the youth has been most recently adjudicated, including the youth's role in the offense, the youth's behavior, and harm done to victims.
- (b) The youth's previous delinquent history, including the adequacy and success of previous attempts by the juvenile court to rehabilitate the youth.
- (c) Whether the programming, treatment, and education offered and provided in a SYTF is appropriate to meet the treatment and security needs of the youth.
- (d) Whether the goals of rehabilitation and community safety can be met by assigning the youth to an alternative, less restrictive disposition that is available to the court.
- (e) The youth's age, developmental maturity, mental and emotional health, sexual orientation, gender identity and expression, and any disabilities or special needs affecting the safety or suitability of committing the youth to a term of confinement in a SYTF.

417.2 SCREENING FOR SYTF

When recommending a youth be committed to the SYTF, the officer must review the Disposition Matrix and follow the recommendation guidelines as outlined in the Disposition Matrix Policy and Procedure. SYTF commitments require screening and approval from the officer's supervisor (SPO) and Division Chief (DC). The officer will complete the Out of Home Screening Outline (Form J1321) and have the supervisor and DC initial the document. Upon receiving approval to recommend a SYTF, the case must be presented to the Screening Committee as they will assign a Category and Confinement Time.

417.3 BASELINE TERM OF COMMITMENT; MAXIMUM CONFINEMENT TIME

When making a SYTF recommendation, the officer will calculate the baseline term by using the offense-based classification matrix, when the matrix is available. If the matrix is not available, the officer will calculate the baseline term by using the Confinement Time Calculator.

417.4 INDIVIDUAL REHABILITATION PLAN (IRP)

Once the court commits a youth to a SYTF, the reentry officer, working in collaboration with a multi-disciplinary team (MDT), will create an IRP which will consist of a Client Action Plan (CAP)

San Diego County Probation Department

Administrative Services Procedure Manual

Youth Development Academy (YDA) - Secure Youth Treatment Facility (SYTF)

and an MDT Support Plan. The supervision officer will submit the IRP to the Court which will review and approve the plan.

The officer will do the following:

- (a) Once the initial casework officer receives the SPO and Division Chief authorization to recommend the SYTF, the officer will notify the reentry team of the recommendation for SYTF. The reentry officer will schedule and coordinate the initial MDT meeting between the reentry officer, supervision officer, mental and physical health providers, education members, the youth's family, and any other natural supports or partners that are believed to be helpful to the process.
- (b) The date of the meeting will follow the disposition hearing, as close to the disposition hearing date as possible.
- (c) If the court does not order the SYTF, the casework officer will immediately cancel the meeting.
- (d) If the court orders the SYTF, they will set the IRP review hearing within 30 judicial days.
- (e) The casework officer will ensure the case is transferred to the supervision unit within two judicial days. The supervision officer will attend the MDT meeting and submit the memo with the IRP attached to the court no later than 21 judicial days after the date of SYTF commitment.

Scheduling the initial MDT meeting prior to the disposition hearing is intended to assist the officer in meeting the strict IRP timeline requirements.

417.5 MDT MEETINGS

Youth committed to a SYTF will have monthly MDT meetings. The reentry officer will chair these meetings and will send invitations to representatives from mental and physical health, education, and the family and legal counsel of the youth. The youth's casework officer will attend the initial and the pre-release MDT meeting. The PO will attend a minimum of three MDT meetings every six month period.

The MDT shall include the youth and their family, and their opinions shall be included in the IRP (Welfare and Institutions Code § 875(d)(2)(D); Welfare and Institutions Code § 875(d)(2)(D)(A)), and the MDT may consist of, but is not limited to the following participants (Welfare and Institutions Code § 875(d)(1)):

- (a) The Youth, Parent/Guardian/Care Giver/a positive and supportive community member
- (b) Probation, Correctional Counselor
- (c) Alcohol Drug Program Specialist (ADPS)
- (d) Behavioral Health Services representative
- (e) Contracted Program Provider representative
- (f) San Diego County Office of Education
- (g) Community Partners, and the Public Defender's Office

San Diego County Probation Department

Administrative Services Procedure Manual

Youth Development Academy (YDA) - Secure Youth Treatment Facility (SYTF)

417.6 PROGRESS REVIEW HEARINGS

During the term of commitment, the youth will have a review hearing no less frequently than once every six months (Welfare and Institutions Code § 875(e)(1)). The officer will generate a report for these hearings which will provide:

- (a) The youth's progress in relation to the IRP
- (b) A recommendation on whether to reduce the baseline term
- (c) A recommendation on whether to commit the youth to a less restrictive program

The officer will also provide reasoning for the recommendations, the basis of which will be the youth's performance in the program.

417.7 REQUEST FOR LESS RESTRICTIVE PLACEMENT

Requests for a less restrictive placement will originate with the youth or probation officer and will occur at the progress review hearing or at a separately scheduled hearing. The officer will write a report which provides a recommendation and reasoning as to if the youth should be placed in a less restrictive placement. The reasoning will include a summary of:

- (a) The youth's overall progress in relation to the rehabilitation plan during the period of confinement; and,
- (b) The programming and community transition services to be provided, or coordinated by the less restrictive program, including, but not limited to, any education, vocational, counseling, housing, or other services made through the program.

The officer shall also recommend any conditions of performance or compliance with the program that are reasonable and appropriate in the individual case and that are within the capacity of the youth to perform.

417.7.1 LESS RESTRICTIVE PROGRAM FAILURES

If the youth fails to adapt to the standards of the less restrictive program, the officer will schedule a court hearing, or wait for the next progress review hearing to inform the court of the youth's performance in the program. The officer shall recommend modified conditions of placement or recommend the youth be returned to the SYTF.

417.8 PROBATION DISCHARGE HEARING

At the conclusion of the baseline term, the court will review the youth's progress toward meeting the goals of the IRP. The officer will write a report for the court either recommending the youth be discharged to a period of probation supervision in the community under conditions approved by the court, or that the youth constitutes a substantial risk of imminent harm to others in the community if released from custody.

417.8.1 PROBATION SUPERVISION IN THE COMMUNITY

Should the officer believe the youth is appropriate for community supervision, the report will contain the appropriate recommendations. Once in the community, the supervision practices of the youth in the SYTF program will be consistent with existing San Diego County Probation

San Diego County Probation Department

Administrative Services Procedure Manual

Youth Development Academy (YDA) - Secure Youth Treatment Facility (SYTF)

Department Policy. The youth will be scheduled for periodic review hearings and the officer will submit a report for each hearing, which may recommend additional or modified conditions of supervision.

Should the youth fail to comply with the conditions of probation, the officer will use discretion on the best way to address the violation(s), up to and including a re-arrest. Should the officer believe a formal violation, including a re-arrest, is most appropriate, the officer will conduct the violation in a manner which complies with existing department policies and procedures, and protocols, including policy sections 400 (Supervision Duties) and 402 (Violations of Supervision). At the Probation Violation Hearing, the officer may recommend the youth be returned to a juvenile facility, program, or placement for a period not to exceed either the remainder of the baseline term, including any court ordered modifications, or six months, whichever is longer, not to exceed the maximum confinement limits as stated in Welfare and Institutions Code § 875(c). Should the violation be addressed without a re-arrest, the officer will schedule a court hearing or wait for the upcoming review hearing to inform the judge of the youth's progress. The officer will write a report containing details of the youth's performance in the community.

417.8.2 CONTINUED DETENTION

Should the officer believe the youth is a substantial risk of imminent harm to others in the community, if released from custody, the officer's report to the court will state how the youth is a risk and to whom. The officer will also document when the risk was discovered, and steps taken to reduce the risk of harm. The officer will make a recommendation as to continued detention. Should the court agree with the officer's recommendation, the court may detain the youth in custody in the SYTF for up to one additional year of confinement, subject to the review hearing and probation discharge hearing provisions of Welfare and Institutions Code § 875 as well as the maximum confinement provisions of Welfare and Institutions Code § 875(c) (Welfare and Institutions Code § 875(e)(3)).

417.9 YOUTH RETURNING FROM DJJ

Pursuant to Welfare and Institutions Code § 736.5, DJJ will cease operations on June 30, 2023. Youth assigned to DJJ will have case conferences conducted in 30 - 120-day cycles. DJJ manages the meetings, but the assigned officer from the department will attend to discuss case planning and will work collaboratively to identify potential services/supports for youth in the local community. The officer will also answer the youth's questions about community supervision.

Six months before the transition to local care, the DJJ Treatment Team, assigned officer, and the youth will begin to finalize the treatment information, community supports and ongoing recommendations. The assigned officer will review the treatment program recommended by DJJ and indicate if the recommendations are viable and, if not, provide additional recommendations for treatment and support services, as well as identify obstacles for critical cases. Families, community-based organizations, and additional natural supports will be included when possible.

An Initial Case Plan Review (ICR) will occur five weeks prior to arrival. DJJ will notify probation of the ICR date and time. The ICR will focus on the treatment needs of the youth that will be

San Diego County Probation Department

Administrative Services Procedure Manual

Youth Development Academy (YDA) - Secure Youth Treatment Facility (SYTF)

addressed while at DJJ, recognizing the goals will become more short term to ensure the youth can realistically accomplish them prior to their transition back to local care.

Within 30 days of return, DJJ will identify critical care needs for youth and a treatment plan will be developed to address areas of risk while building on areas of interests and strength. The casework officer will work with DJJ and have a firm understanding of the treatment plan. If the casework officer disagrees with the treatment plan, or if the treatment plan is unclear, the casework officer will notify the unit supervisor.

The casework process for youth returning to San Diego to continue their custodial commitment will be as follows:

- (a) Once DJJ provides a specific date of return, the casework officer will calendar a Special Hearing within 14 days of notification.
- (b) The casework officer will write a report stating the reason for hearing and the circumstances of the youth's status to include performance while at DJJ, completed programming, programming that has yet to be completed, and custody credits.
- (c) The court will vacate the DJJ commitment and commit the youth to the SYTF under the supervision of the probation department.
- (d) The casework officer will conduct a SDRRC II reassessment to include the CAP.
- (e) The officer will submit an IRP to the court within 21 judicial days as outlined in the Individual Rehabilitation Plan procedure.

417.9.1 YOUTH RETURNING FROM DJJ TO BE SUPERVISED IN THE COMMUNITY

The casework process for youth returning to San Diego County to be supervised in the community is as follows:

- (a) Once DJJ provides a specific date of return, the casework officer will calendar a special hearing within 14 days of notification.
- (b) The casework officer will write a report stating the reason for the hearing and the circumstances of the youth's status to include performance while at DJJ, completed programming, programming which has yet to be completed, and custody credits.
- (c) The court will vacate the DJJ commitment and commit the youth to the SYTF under the supervision of the probation department.
- (d) The court will state on the record the youth has completed the custodial portion of the commitment and will be supervised in the community.
- (e) The officer will complete a SDRRC II re-assessment to include the CAP.
- (f) SYTF youth will be supervised according to the standards set forth in the Probation Department's Supervision policies.

ATTACHMENTS

Offense-based classification matrix (to be published July 1, 2023)

[See attachment: SYTF 200 Secure Track Category and Confinement Time Calculator 1-5-23.pdf](#)

Attachments

SYTF 200 Secure Track Category and Confinement Time Calculator 1-5-23.pdf

**San Diego County Probation
Youth Development & Community Support Services
Secure Track Category and Confinement Time Calculator**

Youth's Name	ID#	Commit Date	Commit Category	Baseline Term of Confinement	Maximum Term of Confinement

CONFINEMENT TIME					
	TF Date	JDA #	Counts	F/M/E	Custody Time
WIC 707(b) Charge					
Subordinate Charges					
Max Confinement Time (Years/Months)					

Title 9 CCR Offense Category <small>Screening Committee completes</small>			
Category	Qualifying Most Recent WIC 707(b) True Finding	Baseline Term of Confinement	Maximum Term of Confinement
1		7 years	
2		4 years	
3		3 years	
4		2 years	
5		1 year, 6 months	

P.O.	
Screening Committee Date	
Screening Committee Members	

WIC 875(c)(1) & (2)

- A ward committed...under this section shall not be held in secure confinement **beyond 23 years of age, or two years from the date of the commitment, whichever occurs later.**
- If the ward has been committed to a facility based on adjudication for an offense or offenses for which the ward, if convicted in adult criminal court, would face an aggregate sentence of **seven or more years**, the maximum period of confinement **shall not exceed the ward attaining 25 years of age or two years from the date of the commitment, whichever occurs later.**
- The maximum period of confinement shall not exceed the **middle term of imprisonment** that can be imposed upon an adult convicted of the same offense or offenses.

San Diego County Probation
Youth Development & Community Support Services
Secure Track Category and Confinement Time Calculator

§ 30807 Category 1 Offenses

A parole consideration date interval of **seven years** shall be established...for offenses in this category.

PC 187,189 & 190 Murder-First Degree	PC 187, 189, & 190 Murder-Second Degree
PC 207 & 209 Kidnapping w/substantial injury	PC 207 & 209 Kidnapping w/Death of Victim
PC 206 & 206.1 Torture	PC 182 Conspiracy to commit any Category 1 offense

§ 30808 Category 2 Offenses

A parole consideration date interval of **four years** shall be established...for offenses in this category.

PC 261, all subsections & PC 264.1 Rape <i>in concert or with substantial injury</i>	PC 192 Voluntary Manslaughter
PC 286, all subsections Sodomy <i>in concert or with substantial injury</i>	PC 209.5 Kidnap during carjacking
PC 289 & 264.1 Sexual Assault with a Foreign Object <i>in concert or with substantial injury</i>	PC 209(b) Kidnap for Robbery
PC 288a, all subsections Oral Copulation <i>in concert or with substantial injury</i>	Attempt of any Category 1 Offense
PC 288, all subsections Lewd or Lascivious Act on Child Under 14	
PC 209(a) Penal Code Kidnap for Ransom, Reward or Extortion	
PC 12308 Explosion/Attempt to Explode Destructive Device with Intent to Commit Murder	
PC 288.5, all subsections Continuous Sexual Abuse of a Child	
PC 182 Conspiracy to commit Category 2 offense	

§ 30809 Category 3 Offenses

A parole consideration date interval of **three years** shall be established...for offenses in this category.

PC 211 Robbery armed w/dangerous or deadly weapon & <i>with substantial injury</i>	PC 261 Rape, all subsections
PC 212.5 Robbery of an inhabited dwelling	PC 286 Sodomy, all subsections
PC 212.5 Robbery-Operator of Transportation Vehicle for Hire	PC 207 Kidnapping
PC 245(a), (b), 245.2 & 245.3 Assault with Deadly Weapon or Force Likely to Produce Great Bodily Injury upon a peace officer, fireman, custodial officer, transportation worker or school personnel	PC 288a Oral Copulation, all subsections
PC 245(a)(2) & 245(c) Assault with Firearm on peace officer/fireman	PC 289(a) Sexual Assault w/Foreign Object
PC 246 Shooting at Inhabited/Occupied Building/Vehicle <i>w/substantial injury</i>	PC 203 Mayhem
PC 487(2) Grand Theft Person w/dangerous or deadly weapon & <i>w/substantial injury</i>	Carjacking PC 215
PC 192(c) Vehicular Manslaughter w/gross negligence	PC 191.5 Gross Veh Manslaughter While Intoxicated
PC 459/460 Burglary armed w/dangerous or deadly weapon & <i>w/substantial injury</i>	PC 12034(c) Discharging Firearm from Motor Vehicle <i>w/substantial injury</i>
PC 451 & 454 Arson causing GBI or During Insurrection or Emergency	
PC 208(d) Kidnap w/Intent to Commit Rape/Oral Cop/Sodomy or Rape by Instrument	
PC 182 Conspiracy to commit Category 3 offense	

§ 30810 Category 4 Offenses

A parole consideration date interval of **two years** shall be established...for offenses in this category.

PC 211 Robbery <i>armed w/dangerous or deadly weapon or with substantial injury</i>	PC 220 Assault w/Intent to Commit Rape
PC 245(a)(1) ADW or Force Likely to Produce GBI <i>w/substantial injury</i>	PC 451 Arson
PC 245(a)(2) Assault w/Firearm <i>w/substantial injury</i>	
PC 246 Shooting at Inhabited Dwelling House, Occupied Building or Vehicle	
PC 12034(c) Discharging Firearm from Motor Vehicle	
Any felony or attempted felony not listed in Categories 1-3 <i>w/substantial injury</i>	
Attempt of any offenses in Categories 2 and 3	
Recommitment for offense listed in Cat. 5 w/prior commitment for offense in Cats. 1-5	
PC 182 Conspiracy to commit any Category 4 offense	

§ 30811 Category 5 Offenses

A parole consideration date interval of **18 months** shall be established...for offenses in this category.

PC 245(a) ADW or Force Likely to Produce GBI	
PC 211 Robbery	
PC 136.1(c) Intimidation of Witness by Force/Fear in furtherance of conspiracy, for pecuniary gain or by repeat offender	
Attempt of any Category 4 Offense	