

Warrants and Juvenile Detention Orders (JDO)

367.1 PURPOSE AND SCOPE

The purpose of this policy is to provide employees with guidelines when requesting an Arrest Warrant, Detention Order, or reports related to an offender absconding supervision.

367.2 APPLICABILITY

This policy shall be applicable to all sworn Department Employees.

367.3 POLICY

Once issued by the Court, the warrant effectively becomes an Arrest Warrant or Detention Order and the offender will be booked into custody when located by law enforcement. Note: All conditions, such as 4th amendment waivers, remain in effect while the case is in warrant status and they remain effective until the Court terminates supervision.

367.4 MAKE REASONABLE EFFORTS TO CONTACT OFFENDER

Before requesting the warrant or Detention Order, the Officer must make reasonable efforts to locate and direct the offender to report. Mandatory inquiries are required to have been completed prior to a warrant or Detention Order being requested and are as follows:

- Letter sent and either returned or no response received, unless a parent or guardian of a youth on a JFS caseload states the youth absconded from the home.
- Attempted telephone contact.
- Review for:
 - Alternative addresses
 - Alternative phone numbers
- Additional due diligence to determine any additional information

There are additional activities that are optional dependent on case history and case assignment. These activities are as follows:

- Attempted field contacts
- Any documented failure to appear for scheduled activities, i.e., drug testing, appointments, etc.
- "Other" option which the officer can document other efforts made to locate
- Any other procedure required by the Officer's service

367.5 DOCUMENT EFFORTS

These efforts must be documented in PCMS contacts and included in the court report for the offender's next scheduled hearing.

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The report must include specific factual information regarding efforts to contact the offender (dates, times, places, returned mail, etc.) and specifics of other alleged violations for the Court to make a finding that conditions of supervision have been violated and there is no reasonable expectation the offender would appear for a noticed hearing. The information shall also be of sufficient detail that any subsequent officer reviewing the case will clearly understand the basis for the violation(s).

To avoid the improper issuance of a warrant, officers are reminded to check the case file and incoming documents thoroughly for updated contact information.

367.6 REQUESTING A WARRANT, DETENTION ORDER OR PLACING A YOUTH ON THE HOT SHEET

When the Probation Officer determines that an offender has absconded, the Probation Officer prepares a warrant request pursuant to Adult Field Services or Juvenile Field Services procedures. For juvenile officers, the youthful offender will be placed on the Juvenile Hall Hot Sheet pending a Juvenile Detention Order (JDO) or Arrest Warrant.

367.6.1 ARREST WARRANT

An Arrest Warrant is issued when an offender, 18 years or older, under the jurisdiction of the Probation Department, fails to report and maintain contact with the Probation Officer, has left his/her Court-ordered placement, or has absconded outside of San Diego County. It can also be utilized for non-wards and minors that are known to have absconded outside of San Diego County. A report requesting a Warrant should be submitted to the Court. Any other violations of supervision should also be documented in this report, such as failing to attend counseling, positive urinalysis test samples, victim contact, new law violations, etc.

367.6.2 JUVENILE HALL HOT SHEET

The Hot Sheet is a list maintained by the Detention Control Unit (DCU) Officer. It is used to notify Probation and other law enforcement officers that a youthful offender, under the jurisdiction of the Probation Department, is wanted for detention in the San Diego County Juvenile Detention Facility and that a Juvenile Detention Order (JDO) or Arrest Warrant is pending.

367.6.3 JUVENILE DETENTION ORDER

The Juvenile Detention Order is used when a youthful offender, under the jurisdiction of the Probation Department per WIC 602, has left his/her court-ordered placement. The Probation Officer will complete the Juvenile Detention Order in the PCMS system. All identifying information (i.e. name, Petition Number, Individual Identification Number, date of birth, height, etc.) is automatically entered into the report. A Juvenile Detention Order's jurisdiction is limited to San Diego County. If the offender is out-of-county, the Probation Officer needs to obtain an Arrest Warrant.

367.7 PROCESSING WARRANT REQUEST

After the Court issues a Bench or Arrest Warrant, and the warrant issuance is reflected in the offender's Court Minute Order, the information is updated in PCMS and the Warrant flag in the

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Alerts Section of the ID Screen is present. The Unit Supervisor then forwards the file to the Warrant Bank or other area designated by the service area to store cases with active arrest warrants. While JFS Investigation Officers immediately transfer cases after the issuance of a JDO, Bench Warrant, or Arrest Warrant, JFS Supervision Officers shall retain their Warrant cases for 30 days prior to sending the case to Warrant Bank. During the 30 day time period, the assigned officer shall make attempts to contact the youth and youth's family pursuant to service procedures. The JFS Supervision Officers retain cases with outstanding JDOs pending the issuance of a Warrant.

367.8 EXTRADITIONS

The Probation Department has trained specific staff who have received training in the transportation of offenders with active warrants who have been arrested as a result of the active arrest warrants out of county or out of state. On occasion, they are tasked with taking custody of offenders and transporting them to our jurisdiction for processing through the Court that has jurisdiction over the offender.