San Bernardino County Probation Department

Procedures Manual

Youth Accountability Board

912.1 PURPOSE:

The Youth Accountability Board (YAB) is a partnership between the Probation Department, law enforcement, and community members. It is intended to divert youth with minor offenses from being involved in the Juvenile Justice System. Emphasis is placed on assisting youth to become productive members of the community by providing counseling, community service, education, and support to both youth and parents.

912.2 DEFINITIONS:

<u>Youth Accountability Board (YAB):</u> Hearing panels throughout the County of San Bernardino that enter into accountability contracts with youth in order to avoid formal court action.

912.3 GUIDELINES:

- A. Community Services Team (CST) Probation Officers review cases and refer eligible youth to YAB using the YAB Referral form (Attachment A).
- B. Each YAB is composed of two to six volunteer board members who shall review the case, interview the youth and the parent(s), discuss the matter, and if accepted, enter into an accountability contract with the youth.
- C. YAB will complete the YAB Enrollment/Termination form (Attachment B) upon enrollment or termination of the program.
- D. The contract will require several terms and conditions of performance.
- E. Youth who fail to complete the contract or program will be referred to the Probation Department for further action.
- F. Accountability contracts shall not exceed six (6) months.
- G. Board members shall monitor youth performance throughout their contract.
- H. Law enforcement agencies may assign a liaison to attend board meetings and provide general support.

912.4 RESPONSIBILITIES:

- I. <u>Volunteer Coordinator(s) shall:</u>
 - A. Recruit new YAB volunteers. Process YAB volunteer applications and complete criminal background checks, consistent with the Volunteer Program Procedure.
 - B. Conduct volunteer orientation/training with approved volunteers.
 - C. Maintain all YAB volunteer files.
 - D. Maintain communication with the YAB Coordinator regarding board assignments, YAB volunteer hours and any YAB concerns.
 - E. Close YAB volunteer files as needed.

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- II. YAB Coordinator(s) shall:
 - A. Recruit new YAB volunteers.
 - B. Pre-screen YAB applicants.
 - C. Conduct YAB orientation/training.
 - D. Set board assignment(s).
 - E. Attend board meetings, as needed.
 - F. Maintain communication with the Volunteer Coordinator regarding board assignments, YAB volunteer hours and any YAB concerns.
 - G. Submit YAB volunteer resignations to the Volunteer Coordinator.

912.5 ATTACHMENTS:

See attachment: Youth Accountability Board Attachment A (Lexipol 3-30-21).pdf

See attachment: Youth Accountability Board Attachment B (Lexipol 6-14-18).pdf

Procedures Manual

Attachments

Youth Accountability Board Attachment A (Lexipol 3-30-21).pdf



TRACY REECE Chief Probation Officer

JULIE FRANCIS Assistant Chief Probation Officer

	Date:
To the Parents/Guardian of:	
To The Parents/Guardians of	
On, your child,, and you were issued a citation Department referring your child to the San Bernardino County Juvenile Court for the	
The Probation Department has reviewed the case, and decided to handle this matter action. Therefore, you <i>do not need to appear</i> at the court noted on the citation on	
This matter has been referred to the "Youth Accountability Board." The Youth Accountability Board.	
If appropriate, the Youth Accountability Board will enter into a contract with your of the contract the matter will be closed. However, if your child does not complete the participate in this <i>Diversion Program</i> , the matter will be returned to the Probation I action, not excluding possible court action.	he contract or fails to
A Youth Accountability Board member will contact you by mail and/or telephon weeks. If you have any questions, please contact the undersigned Probation Officer.	e within the next few
Respectfully,	
Probation Officer	
Probation Officer Telephone Number	

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Youth Accountability Board Attachment B (Lexipol 6-14-18).pdf

JUVENILE JUSTICE INFORMATION SYSTEM SERVICE ENROLLMENT/ TERMINATION SLIP

Youth Accountability Board

DTN.	Taday/a Data		
PIN: Minor's Name:	Today's Date:		
DOB:			
ENROLLMENT DETAIL	TERMINATION DETAIL		
Service Program: DIVERSION	Service Program: DIVERSION		
Component:	Component:		
Start Date:	Termination Code:		
Session Code:	End Date:		
	Rating Code:		
Recommending Agency:	Cite #: DR/Case #: Offense:		
Recommending Employee:	Comments:		
Caseload #:			
Employee Name:			
Comments: Return By Date:	Terminate Program Enrollment?		
Return To:	☐ Yes ☐ No		
Input By: Date:	Input By: Date:		
TO LAW ENFORCEMENT AGENCY: The above-named minor was referred to the Probation Department for alleged violation of the minor was referred to the Youth Accountability Board (YAB). The YAB has notified Probation that the minor has successfully completed the YAB Contract. You may consider adjusting the minor's record from arrest to detainment. Department of Justice Document Completed: Yes No PROBATION OFFICER DATE			
	THE DATE		

Youth Accountabili	ty Board	<u>Termination Codes</u>	Participation Rating
SBYO1=Fontana/Bloomington/Colton	HDYO1=Adelanto	ATT=Attendance	Average
SBYO2=Highland/Mentone/Yucaipa	HDYO2=Apple Valley	CPT=Completed Session	Excellent
SBYO3=Mt. Vernon/Kendall	HDYO3=Barstow	DEC=Deceased	Fair
SBYO4=Redlands	HDYO4=Hesperia	FAL=Failed Session	Good
SBYO5=Rialto	HDYO5=Lucerne Valley	MED=Medical Reason	Poor
SBYO6=Sterling	HDYO6=Tri Community	MOV=Moved Out of YAB Area	
SBYO7=Yucca Valley	HDYO7=Victorville	NEW=New Offense	
WEYO1=Chino	MTYO1=Big Bear	NST=Never Started Component	
WEYO2= Chino Hills	MTYO2=Rim of the World	REJ=Juvenile Rejected by YAB	
WEYO3=Ontario/Upland/		TRX=Transferred to other	
Montclair/Rancho Cucamonga		Diversion Program	
_		See "CE" Database For More Options	