

### STATE OF WASHINGTON

## **WASHINGTON STATE PARTNERSHIP COUNCIL ON JUVENILE JUSTICE**

#### OFFICE OF JUVENILE JUSTICE, JJ&RA, DSHS

#### *P.O. Box 45828 ∙ Olympia, WA 98504-5828*

#### *Phone: (360) 902-7526 ∙ Fax: (360) 902-7527*

January 11, 2017

 **TO:** Sheriffs, Police Chiefs and Jail Managers (see attached list)

**FROM**: Vazaskia Crockrell, Director, Office of Juvenile Justice (OJJ)

Steve Primas, Juvenile Justice Program Coordinator, Office of Juvenile Justice (OJJ)

**RE: Annual Written Certification**

The Office of Juvenile Justice, within the Juvenile Justice & Rehabilitation Administration, DSHS, staff to the Washington State Partnership Council on Juvenile Justice, has received notification that your agency/department **by policy** does not securely detain non-remanded juveniles in **your facility** (see attached list of applicable facilities).

 **If your status remains unchanged**, and juveniles are **not securely detained in your facility,**

 **please check the box below** (to provide annual written verification), **complete** and **fax this**

 **Letter to our Office,** or **email** to steve.primas@dshs.wa.gov.

 [ ]  Agency/Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signed by Chief, Sheriff or Jail Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please Print Name and Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please Fax to 360-902-7527**

**PLEASE NOTE: If your department’s status/policy regarding juveniles has changed in the past year**, we ask that you notify our Office (360-902-0879) and complete the ***Survey of Adult Lockups, Holding Facilities & Jails (which must be submitted every six months*)**. This form can be accessed via the OJJ’s website at: <https://www.dshs.wa.gov/ra/office-juvenile-justice> (*see FORMS at the bottom of the page).*

Thank you so much for your continued cooperation and assistance in providing information regarding juveniles held in lockups, holding facilities and jails to the Office of Juvenile Justice. If you have questions, please contact Steve Primas at the Office of Juvenile Justice 360-902-0879, or email steve.primas@dshs.wa.gov

Attachment: List of applicable Police Departments/Sheriff’s Offices/Jails