



David A. Salvatore
Council President

December 28, 2018

Ms. Lori L. Hagen
City Clerk
25 Dorrance Street
Providence, RI 02903

Dear Madame Clerk:

Please be advised that I am hereby re-appointing Kira Wills of 78 Ocean Street, Providence, Rhode Island 02905, as a member of the Juvenile Hearing Board, for a term to expire on December 31, 2021.

Thank you for your attention to this matter.

Sincerely,

David A. Salvatore
City Council President

IN CITY COUNCIL
FEB 21 2019

READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED.

Tina L. Mastromarino CLERK
ACTING

Providence Juvenile Hearing Board

PRESENTATION TO COMMITTEE ON FINANCE

February 13, 2019

September 2017 – October 2018 Successes

- Engaged 8 members and alternates in 5 trainings (planned and facilitated by Rhode Island for Community and Justice).
- Recruited over 20 community partners to assist with sanctions and youth engagement*
- Connected with 14 Juvenile Hearing Boards from around the state for trainings and group problem solving.
- Met with Providence Police, including meetings with its Command Staff and Youth Bureau, to ensure open communication and board understanding of relevant Police policy and procedures
- Met with Providence Public Schools central office administrators to promote PPSD understanding and collaboration with the Board.
- Secured enthusiastic board support to continue hearings through summer vacation and school breaks.
- Secured mental health consulting and referrals support January through December 2018, with a Family Services RI clinician attending all hearings.
- Initiated preliminary conversations with Central Falls Juvenile Hearing Board re: collaboration as urban boards
- Initiated preliminary conversations with Rhode Island Training School for Youth re: collaboration
- Successfully connected youth with over 15 caring adults and agencies

September 2017 – October 2018 Providence JHB Data

NUMBERS

- 37 juveniles referred to Providence JHB
 - 27 cases heard
 - 7 juveniles referred to Family Court without hearing (weapons charge or no-show)
 - 2 juveniles not yet heard (pending board re/appointments)
 - 1 juvenile reported to be living out of country
- 18 juveniles successfully completed sanctions
- 5 sanctions in process
- 4 juveniles referred to Family Court following hearing

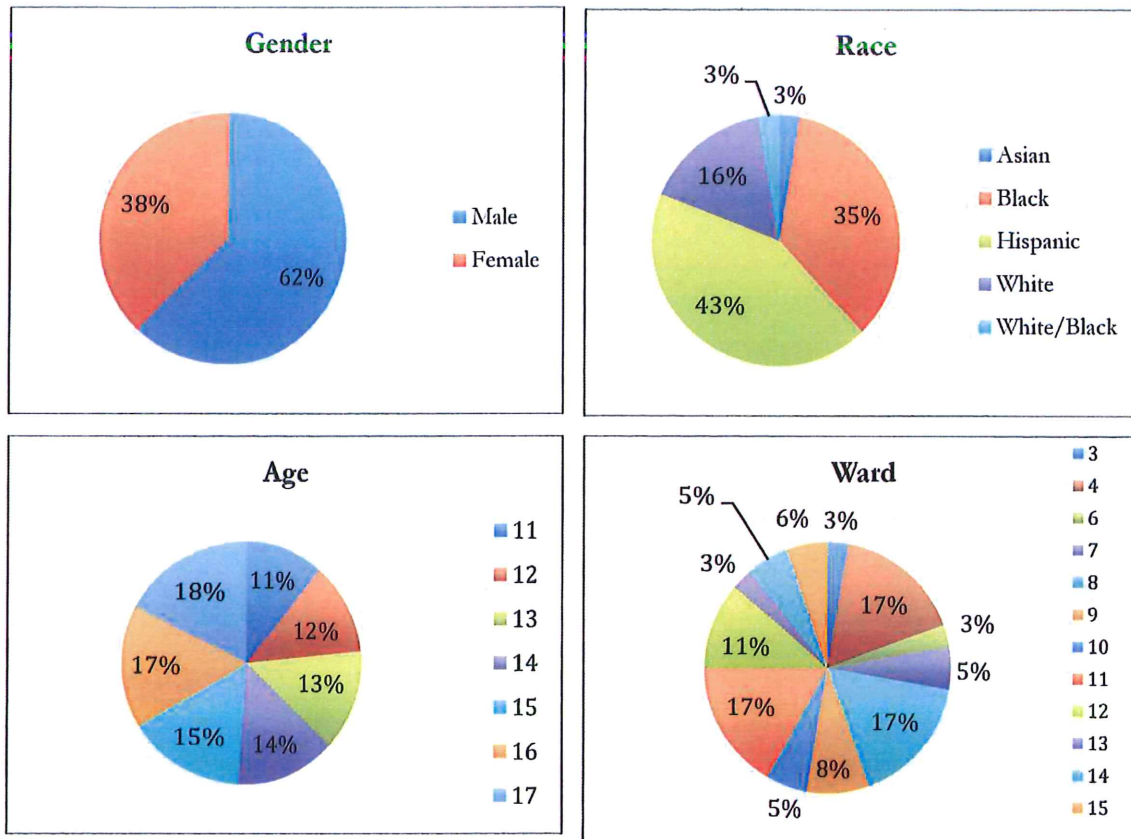
TYPES**

- 7 disorderly conduct
- 13 simple assault
- 13 shoplifting
- 1 receiving stolen goods
- 1 driving with no license (underage)
- 1 fire alarm apparatus
- 1 carrying mace under 18

DEMOGRAPHICS

* Agencies and/or individuals agreeing to serve in a volunteer capacity to meet with youth for informational interviews, agency tours, introductory programming, etc.

**Numbers will not equal 38 because some cases included 2 charges, and weapons cases not included (referred directly to Family Court)



NOTE: the only wards NOT represented by juveniles referred to the JHB between September 2017 and October 2018 are: 1, 2, & 5

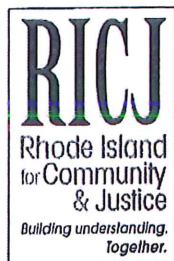
Promising Opportunities for Growing Impact

- Estimated 280+ cases eligible for Providence JHB in 2017 (see RICJ detailed materials for data).
- Current Providence JHB capacity = 96 cases per year (2 hearings/month @ 4 cases/hearing, assuming all board and alternate positions filled).
- Re-arrest (recidivism) rates cut in half for juveniles seen by Rhode Island JHBs compared to those referred to court and put on probation (14.6% vs. 32.6% after two years).
- Active Providence JHB membership and eager list of potential candidates to fill open spots.
- Growing list of community partners to assist with sanction activities and welcome youth to programs.

Providence JHB Needs

In order to seize the opportunity to better serve Providence juveniles and truly begin to make a systemic impact on the school to prison pipeline, the Providence Juvenile Hearing Board is requesting allocation of following resources:

Item	Estimated Cost	Purpose/Notes
Access to City networks	None	Sanctions referrals, communications, etc.
Twice-yearly youth celebration	Low cost (food, materials)	Research shows unexpectedly rewarding youth for good citizenship/behavior reduces recidivism
Marketing materials	Low cost (design, printing, distribution)	Increase relevant public awareness (parents, youth-serving organizations, community agencies, etc.)
JHB Coordinator		THANK YOU!!!
Interpreting	Unknown	Language barriers have presented great challenges at hearings
RIPTA bus passes	\$2/pass for school-aged youth	Transportation to/from hearings & to from celebrations (for those without access to transportation or school bus passes)
Member trainings	\$1800 – 5600, depending upon desired # and type	Currently relying on potentially untenable pro bono and/or grant funded services via RICJ



271 North Main Street ☎ Providence, Rhode Island 02903
Tel: 401.467.1717 ☎ Email: ricj@ricj.org ☎ Web: www.ricj.org

Dear Chairman Igliazzi and members of the Finance Committee,

On behalf of the Juvenile Justice Program of Rhode Island for Community & Justice, **thank you** for your interest and support for the recently re-established **Providence Juvenile Hearing Board (JHB)**. We write to share information, if you or constituents have questions about JHBs in Providence or across the state -- and to express our own strong support for the Providence JHB. Providence faced a far more difficult task than most Boards -- that of re-starting from scratch, with all-new members and procedures. **Providence and the JHB members can feel rightly proud of their success in building a strong Board with an exemplary focus on restorative justice.**

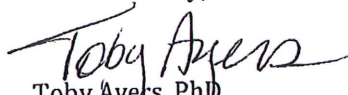
There is evidence that JHBs help keep both communities and juveniles safer, one reason why we see such strong support from law enforcement and the community. Boards use sanctions such as community service and/or mental health support, which puts the focus on accountability over solely punitive actions. This matters to our young people as it can be an opportunity to change. They may gain better understanding of how their actions affect others. The experience can help them identify a need for support dealing with emotions or trauma. Certainly, it keeps them out of a system that can harm their connections with community, job prospects and self-esteem.

The Providence JHB is comprised of dedicated volunteers, all Providence residents. Members also serve roles as parents, educators, probation officers, pastors, nonprofit and social service staff, community activists and more. RICJ is grateful for committed volunteers who care so much about Providence that they will devote two evenings a month to reviewing cases of youth arrested for lower level or first-time offenses. Members have sought training and support in understanding restorative justice approaches, and as a Board have become expert in creative, restorative ways to hold youth accountable while helping them build better, safer life paths. We know you, too, appreciate their dedication, and all they do to provide Providence youth with alternatives and keep youth in our community.

In this packet we provide evidence for JHBs as a cost-effective tool to reduce recidivism. Statewide, the re-arrest rate for JHBs is **less than 9%** in the first year, and after three years, only 18%, much lower than for juveniles in the system placed on probation. The cost of a JHB to our cities and towns is low (and cost to the State is zero) compared to the extraordinarily high cost of youths' involvement with the justice system -- in dollars and in lost futures. **JHBs can promote positive police-community relations. Police Chief Col. Hugh Clements and Public Safety Commissioner Col. Steven Pare** have expressed strong support for the Providence JHB and were key in helping re-establish it in 2017. The social services network is also supportive of this approach to helping youth, as can be seen in the attached statement from the Clinical Consultant who works with the Providence JHB.

As you read the attached information, you may have questions; we are happy to speak with you and respond to any concerns. Thank you again for your service to our city of Providence through your work on the City Council. We greatly appreciate your support of the Providence JHB.

Yours sincerely,


Toby Ayers, PhD
Executive Director, RICJ


Sam Thibault
Juvenile Justice Reform Coordinator, RICJ

Statement provided to RICJ in support of the Providence Juvenile Hearing Board by:

Diane Shemtov, LICSW, Vice President of Strengthening Communities, Family Service of Rhode Island and Clinical Consultant (mental health clinician/consultant) for the Providence JHB:

"The JHB Members have utilized our clinical and service knowledge and experience to help them craft sanctions and service recommendations for the youth, as well as the parents, that will hopefully address the youths' needs related to the misbehavior that brought them before the JHB. This is very helpful for JHB members when they are questioning whether the youth's needs related to their offense are truly behavioral, familial, and/or social-emotional including sometimes related to diagnosed or undiagnosed MH conditions. We are able to help them craft assignments that take all of those needs into account but also give professional guidance regarding what appears to be primary or significant needs."

"For example, there have been situations in which parents reported significant concerns about their child's emotional health and social well-being (i.e. isolating and/or explosive behaviors, lack of friends, anxiety, even past trauma) or their own parenting abilities ("I don't know what to do anymore") and we were able to provide the JHB with immediate resources for parents to contact for help as part of the JHB recommendations. When a youth presented with an atypical presentation, the JHB members asked me to join them at the table and help talk with the mother to see whether the youth had any special needs and/or was he receiving any services already? I helped them confirm with the parent that the youth was in fact dealing with significant mental health symptoms that she needed and wanted help with getting addressed. Those MH needs appeared to have been a significant factor in the situation which brought the youth to the JHB and therefore the JHB's assignment to the youth and their parent focused on activities and resources to help them address those needs."

"Giving cognitive assignments to a youth whose misbehavior appeared to be emotionally based would not be as effective as giving assignments designed to address the youth's emotional needs. Also, giving assignments targeting youths' emotional needs would not be as effective as giving assignments focused on personal accountability/responsibility for youth whose behavior stemmed from negative peer pressure and acting without consideration of the consequences. The JHB members give a lot of consideration to the tasks and recommendations they assign for the youth and parents; clinical consultation provides them with another layer of professional knowledge and experience to help inform their decision-making."

"I have been impressed with the thought, care and concern of the JHB members in crafting sanctions for the juveniles. They come together to determine the motivator, the driver for the behavior. This is very different from what you see in the criminal justice system. They explain to the child and their family that this is an opportunity for them to use this negative experience to make some changes. In follow up of the cases, the JHB members personalize things so much, they make sure they are giving kudos, motivating youth to do the right thing, and giving lots of positive reinforcement. They look for and accentuate strengths while still calling youth on their mistakes, and calling on them to consider: Who did you harm? What was the harm? How to repair?"

JUVENILE HEARING BOARDS

Rhode Island for Community & Justice

The Process

Youth Arrested

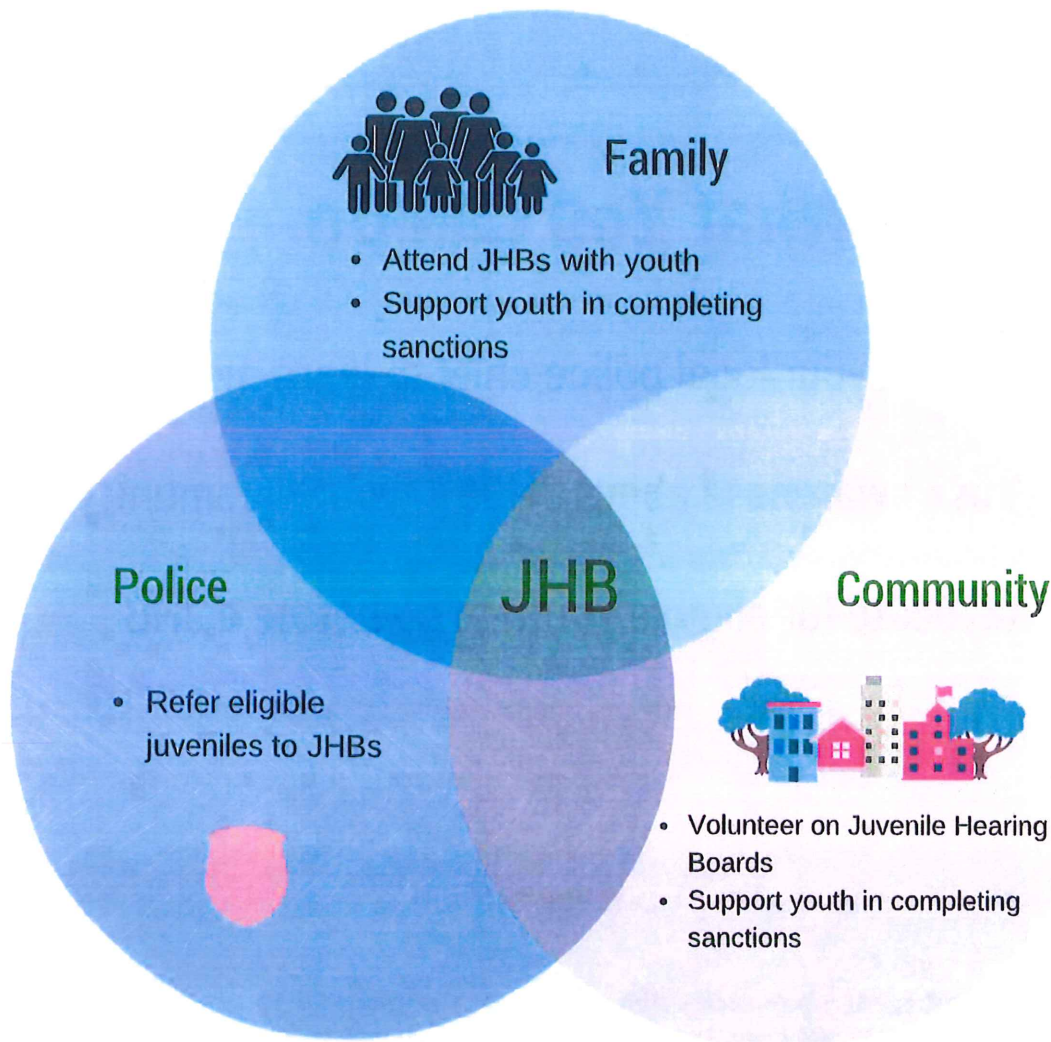
- Youth eligible to be heard at JHBs are those who commit a lower-level misdemeanor and are not DCYF-involved

JHB Meeting

- Youth/guardian meet with community panel to agree on meaningful sanctions that hold youth accountable and connect them with services

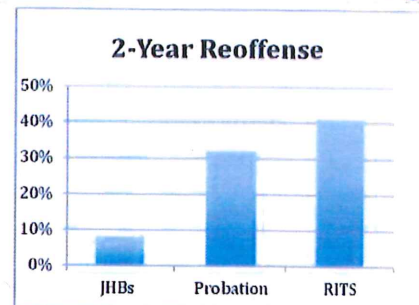
The Result

- Youth completes community-based requirements. JHB members check in on progress after 3-6 mos.
- No criminal record at court.



Why Are JHBs Important?

- Everyone makes mistakes, and youth are no exception. Juvenile Hearing Boards (JHBs) were created to hold youth accountable for wrongdoings without the lifelong stigma of a criminal record.
- Youth who go before a JHB and complete the requirements may have only an arrest record remaining, and have **remarkably lower rates of re-offending**.
- Sanctions are restorative, designed to address some of the root causes of juveniles' offenses, and are based within the youth's community.
- JHBs engage the community, allowing the police and community members to come together to make a difference for young people in Rhode Island.



What You Can Do



- **Contact** your local police chief to learn more
- **Raise awareness** about JHBs in your community
- **Advocate** for eligible youth to go before a JHB

Reach us by phone or e-mail!



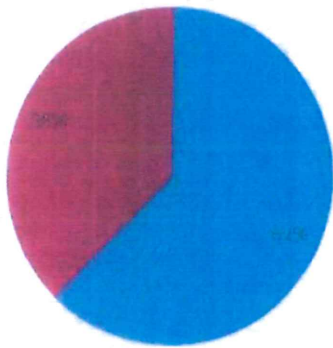
Flyer is part of the Juvenile Justice Reform project of Rhode Island for Community & Justice (RICJ). Project is made possible by a grant from the USDOJ Juvenile Justice and Delinquency Prevention Program through the Rhode Island Dep't of Public Safety Grants Administration Office. Email: ricj@ricj.org Phone: 401-467-1717.

PROVIDENCE STATS, September 2017—October 2018

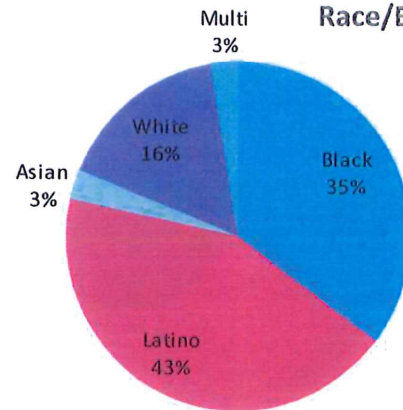
Report by Kyle Delgado and Michael Florio, JHB Coordinators, Providence City Council

Genders

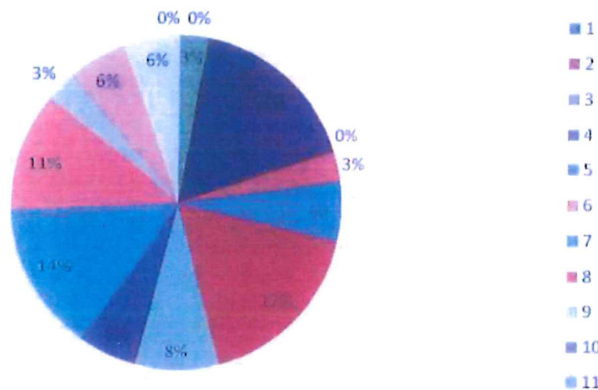
Male Female



Race/Ethnicity

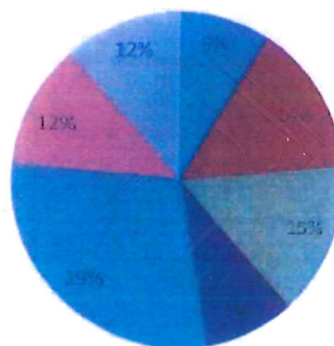


Ward



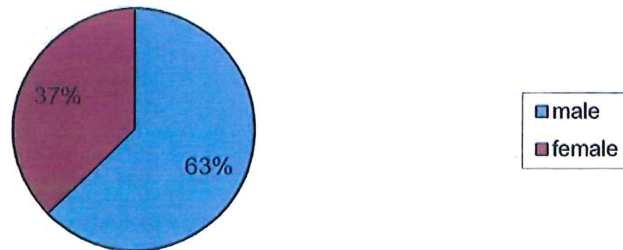
Age

11 12 13 14 15 16 17

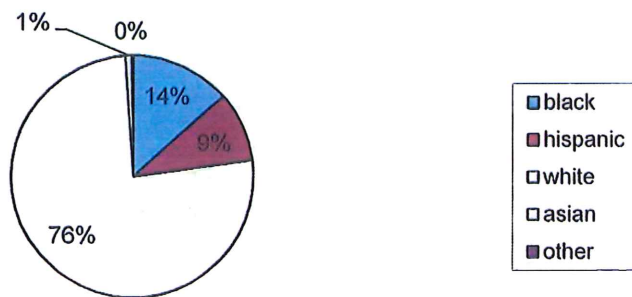


STATEWIDE STATS, RHODE ISLAND JUVENILE HEARING BOARDS

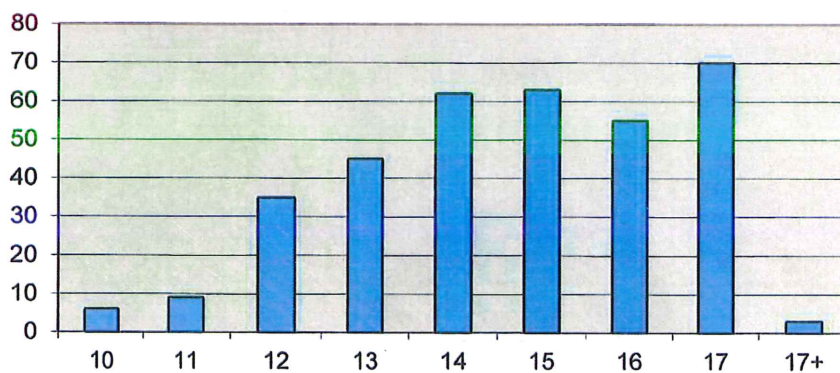
Sex



Race



Ages

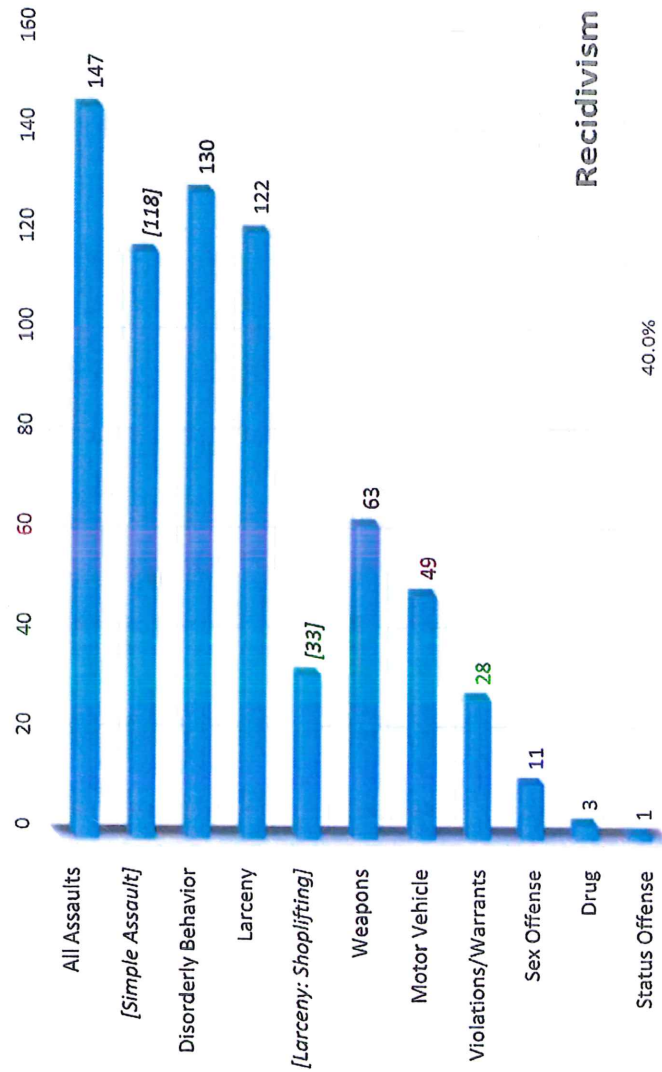


**2017
Rhode Island
JHB
Statewide
Data**

**# juveniles seen
statewide:
362**

**Cities/Towns
with Active JHB
32
with Inactive JHB
4
Has no JHB
3**

Providence Juvenile Arrests 2017



Providence Juvenile Arrests 2017: Most Serious Charge

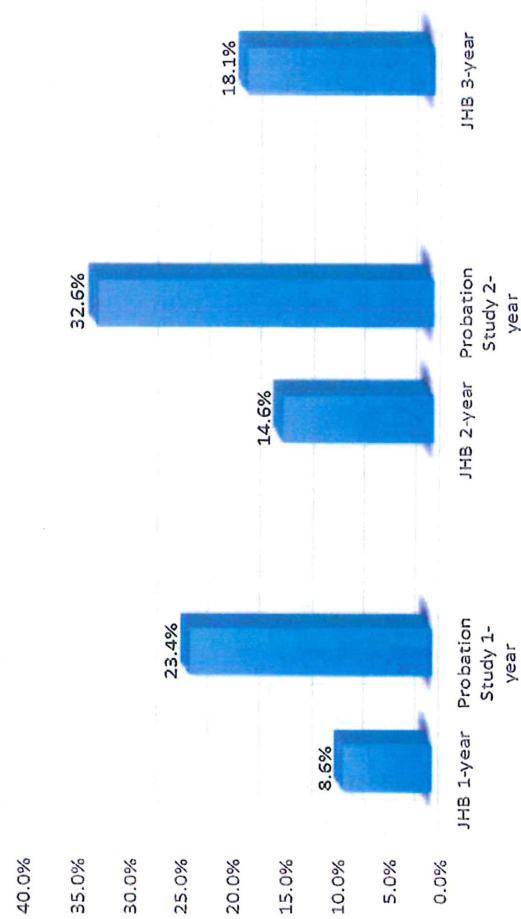
Source: Juvenile Detention Data Summaries submitted by Dep't. to Dep't. Public Safety

Providence reported 554 juveniles arrested. *Simple assault is a subset of Assaults; Shoplifting is a subset of Larceny.*

Generally, offenses most commonly seen by Juvenile Hearing Boards across the state are:

- ❖ Disorderly Conduct/Other Disorderly Behavior
- ❖ Simple Assault
- ❖ Shoplifting/Larceny/Stolen Goods
- ❖ Drugs/Alcohol
- ❖ Trespassing

Recidivism Rates, JHB vs Probation



Re-arrest (Recidivism) Rates Statewide

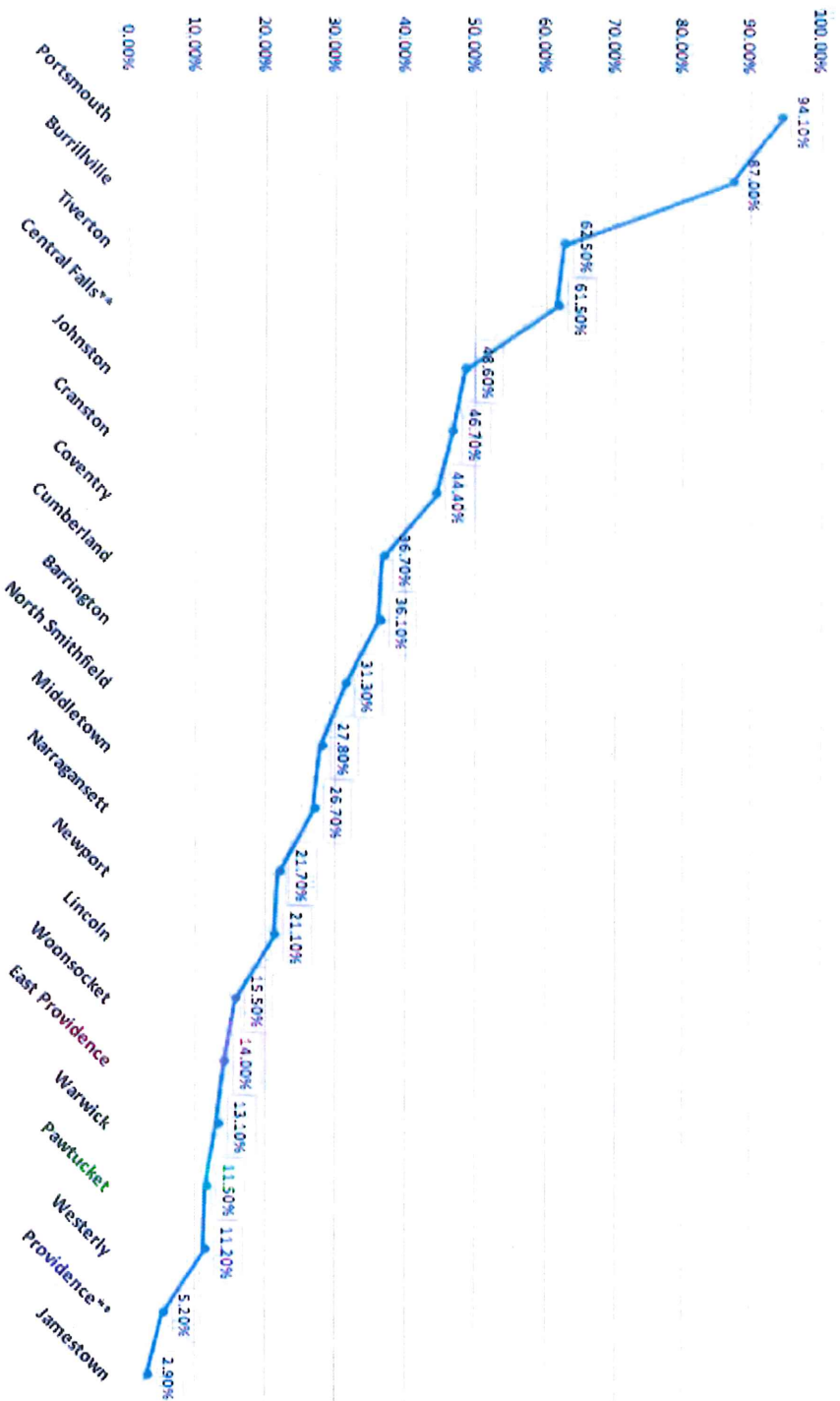
JHBs show continuing low re-arrest rates compared to juveniles on probation, after one to three years.

A study of 1 year and 2 year recidivism for juveniles on probation found about 23%-33% rearrested.

Data reported by juvenile detectives on JHB juveniles indicated in 2017 about a 9% 1-year rate, 15% 2-year rate and 18% 3-year rate. (2016 and 2015 reports showed similar rates).

2017 Data on Juvenile Arrests Potentially Eligible for JHB and Cases Seen by JHB by City/Town

Percent heard by JHBs (of potentially eligible)



"Potentially Eligible" to be seen by JHB is based on the number of Adjusted Arrests. These are arrests by city/town for disorderly conduct, simple assault, shoplifting, malicious damage, and similar offenses that could potentially be eligible to be seen by a JHB. Note that adjusted arrests does not take into account variables such as prior arrests, severity of the violation, etc., which might make a juvenile ineligible for a JHB. Thus these figures tend to overestimate the number of eligible youth, leading to an underestimation of the percent of juveniles seen by the JHBs.

** Central Falls and Providence were new JHBs beginning in Sept. 2017. Potentially eligible cases are estimated for one quarter only. Thus for Providence and Central Falls, the figures used for Adjusted Arrests is based on only one-quarter of arrests for 2017, giving a truer picture of percent of cases seen by the JHB.

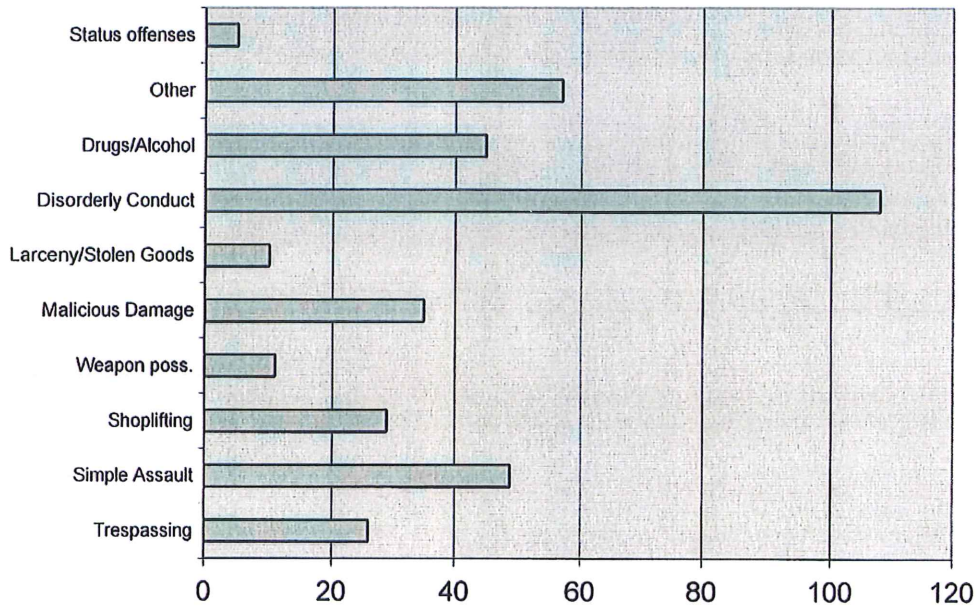
2017 Statewide JHB Data Totals: Data collected by RI Family Court

Hearing Board	Cases	<u>SEX</u> male	female	<u>RACE</u> black	hispanic	white	asian	other
Barrington	13	7	6	0	0	13	0	0
Bristol	8	4	4	1	0	7	0	0
Burrillville	20	10	10	0	0	20	0	0
Central Falls	8	7	1	0	7	1	0	0
Charlestown	2	1	1	1	0	1	0	0
Coventry	24	21	3	1	0	23	0	0
Cranston	21	9	12	4	4	12	1	0
Cumberland	11	9	2	0	0	11	0	0
East Greenwich	7	7	0	3	0	4	0	0
East Providence	12	7	5	1	3	8	0	0
Exeter	2	1	1	0	0	2	0	0
Foster	2	2	0	0	0	2	0	0
Glocester	6	4	2	0	0	6	0	0
Hopkinton	0							
Jamestown	1	1	0	0	0	1	0	0
Johnston	17	10	7	1	4	12	0	0
Lincoln	8	3	5	0	0	8	0	0
Middletown	10	6	4	2	0	8	0	0
Narragansett	4	3	1	0	0	4	0	0
Newport	15	7	8	6	1	8	0	0
North Providence	0							
North Smithfield	5	5	0	0	0	4	0	1
Pawtucket	25	13	12	16	0	9	0	0
Portsmouth	16	8	8	0	0	16	0	0
Providence	7							
Scituate	10	9	1	1	0	9	0	0
Smithfield	12	7	5	0	0	12	0	0
Tiverton	5	5	0	0	0	5	0	0
Warren	6	5	1	0	0	6	0	0
Warwick	16	10	6	1	2	13	0	0
West Greenwich	2	2	0	0	0	2	0	0
West Warwick	22	15	7	3	0	19	0	0
Westerly	10	5	5	2	0	8	0	0
Woonsocket	35	20	15	5	12	16	2	0
totals	362	223	132	48	33	270	3	1
percent		61.60	36.46	13.26	9.12	74.59	0.83	0.28
Little Compton - no hearing board								
New Shoreham - no activity								
N. Kingston - inactive 2 years								
Providence & Central Falls/New in Sept								
Richmond - no hearing Board								
S. Kingstown - No Hearing Board								

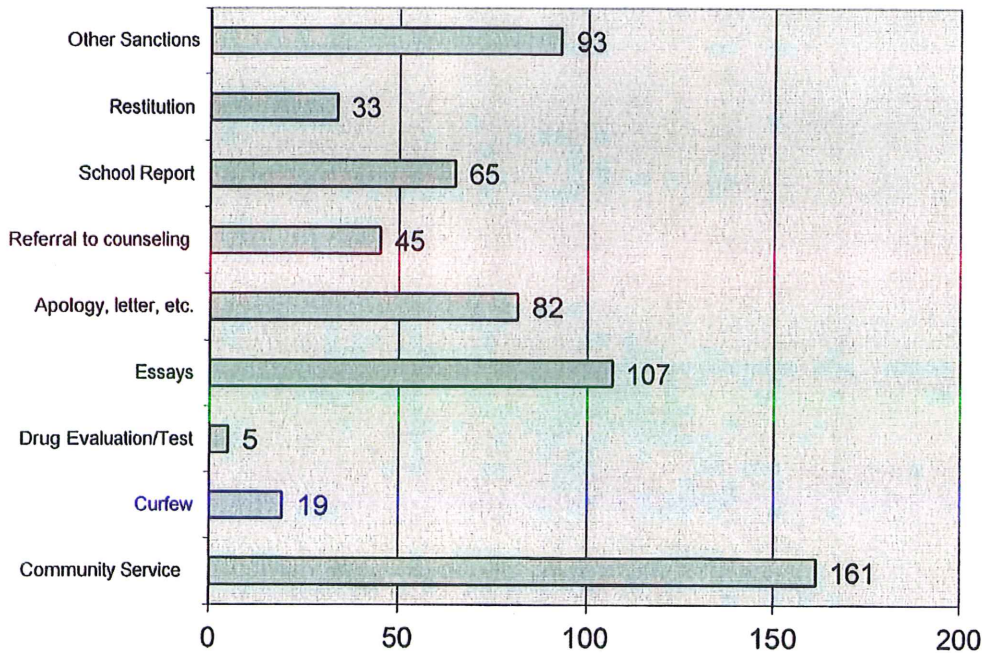
2017 Statewide Statistics, Juvenile Hearing Boards (Family Court report)

EXB
#14
R/T

Offenses or Violations Committed

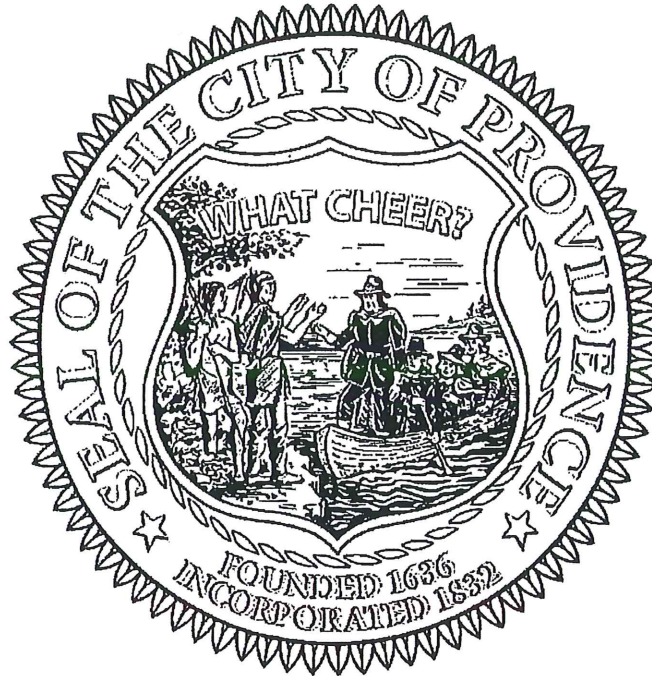


Sanctions Imposed



Number of Offenses or Sanctions

Rules Governing the Proceedings of the Providence Juvenile Hearing Board



City of Providence
25 Dorrance Street
Providence, RI 02903
(401) 680-5000

July 2017

The following rules will be used in conjunction with an ordinance in amendment of Article XXIV, "Juvenile Hearing Board," of Chapter 2 of the Code of Ordinances of the City of Providence. [Appendix viii]

Table of Contents

Contents

Article 1 Member Structure.....	4
Article 2 Quorum.....	5
Article 3 General (Open) Meetings.....	6
Article 4 Hearing.....	7
Article 5 Coordinator.....	8

Appendix

i - Confidentiality Agreement.....	12
ii - Letter of Completion.....	13
iii - Letter of Non-Compliance.....	14
iv - Notice of Hearing.....	15
v - Sanction Instructions.....	16
vi - Sanction(s) Ordered.....	17
vii - Schedule.....	18
viii - Providence Juvenile Hearing Board Ordinance.....	19

Article 1. Member Structure

Section 1.

The Chairperson will act as the spokesperson at hearings and will preside over the session.

Section 2.

In the event the Chair is not able to attend a meeting, those responsibilities named in Article 2, Section 1 will be moved to the Vice-Chair.

Section 3.

In the event the Chair and Vice-Chair cannot attend, those responsibilities named in Article 2, Section 1 will be moved to whoever the present body elects to that night by simple majority or discussion. In the event of a tie, or no one volunteers, someone will be chosen randomly.

Section 4.

There is no maximum amount of Hearing Board Members that can choose to attend a session. All 7 regular members and 7 alternate members may attend making a total of 14 at any given session.

Section 5.

The Chair, Vice-Chair, or acting spokesperson shall write the agreed upon sanctions, after discussion with the present Board Members, using the "Sanction(s) Ordered" [Appendix vi] form and keep one copy in the master file and give one copy to the juvenile.

Article 2. Quorum

Section 1.

A quorum at a hearing will consist of any combination of 4 or more regular or alternate members present.

Section 2.

A quorum at an open meeting will consist of 4 or more regular members present.

Section 3.

Members shall sign-in for the night of a hearing on the master file's "Notice of Hearing." [Appendix iv].

Article 3. General (Open) Meetings

Section 1.

When applicable by law, the Providence Juvenile Hearing Board will comply with the Open Meetings Act.

Section 2.

The Hearing Board will conduct an annual open meeting to report to the public all non-identifying statistics on all the cases, sanctions, etc. for the calendar year.

Section 3.

The Hearing Board Chair or Vice-Chair may call to order additional open meetings throughout the year to draft/edit the Rules Governing the Proceedings of the Providence Juvenile Hearing Board, or for any other necessary reason.

Article 4. Hearing

Section 1.

Hearings will be held at a predetermined, undisclosed location, at an agreed upon time and by the majority of Hearing Board Members.

Section 2.

The Hearing Board will decide the number of cases to be heard each hearing and communicate that recommendation to the Coordinator.

Section 3.

Hearings will be closed to the public.

Section 4.

Each Hearing Board member is responsible to let the Coordinator know if they will be attending the next month's hearings, and likewise will let the Coordinator know if they are unable to attend, or have to miss after confirming.

Section 5.

In the event that there is a non-defined issue in the way a hearing is progressing, then Robert's Rules of Order will be followed.

Article 5. Coordinator

Section 1.

The Coordinator shall be in charge of securely storing all documents and related documents as pertaining to the Juvenile Hearing Board.

Section 2.

The Coordinator shall be in charge of receiving all referrals of cases from the Providence Police per the Providence Juvenile Hearing Board Ordinance [Appendix viii], and will

determine if additional languages will be needed or if handicap accessibility will be needed.

Section 3.

The Coordinator shall be in charge of preparing and sending out the "Notice of Hearing" letter [Appendix iv] to each juvenile.

Section 4.

The Coordinator shall schedule each session with the general guideline of 45 minutes for a new case, and 15 for a return case, with discretion.

Section 5.

The Coordinator will prepare a copy for each of the attending Hearing Board Members (Minus the Chair, Vice-Chair, or acting spokesperson) the following per juvenile: the corresponding police report, and the "Schedule." [Appendix vii].

Section 6.

The Coordinator shall prepare for the Chair, Vice-Chair, or acting spokesperson everything in Article 5, Section 5 with the additions of the "Notice of Hearing" [Appendix iv], and the "Sanction(s) Ordered" [Appendix vi] form. This will be kept in a master file per each juvenile.

Section 7.

The Coordinator shall be responsible to follow-up/check on the status of each juvenile completing their sanctions based on the predetermined time frame of each sanction. In the event the juvenile doesn't successfully complete the sanctions, the coordinator shall notify the Juvenile Hearing Board which will then notify the police using the "Letter of Non-Compliance" [Appendix iii].

Section 8.

The Coordinator shall notify the police, the Juvenile Hearing Board, and juvenile using the "Letter of Completion" [Appendix ii] when it is discovered that the Sanctions have been successfully completed.

Section 9.

The Coordinator shall securely keep a database of all pertinent statistics regarding the Juvenile Hearing Board.

Section 10.

The Coordinator will compile an annual report to help fulfill Article 3, Section 2.

Section 11.

The Coordinator shall be in charge of collection and securely destroying all copies of the police reports, and "Schedule" forms [Appendix vii]

Section 12.

In the event a Coordinator isn't available from the City, the Hearing Board may discuss with the City who to have temporarily act as such.

Section 13.

The Coordinator shall report to the Juvenile Hearing Board a report of completed/non-completed sanctions before each Hearing.



City of Providence
25 Dorrance Street
Providence, RI 02903
(401) 680-5000

Providence Juvenile Hearing Board



Chief of Police
Hugh T. Clements Jr
Providence Public Safety Complex
325 Washington Street
Providence, RI 02903
(401) 272-3121

Confidentiality Agreement

Members of the Providence Juvenile Hearing Board and any other person(s) who have direct access to Juvenile Hearing Board Files, both written and data based, have an ethical and legal obligation to keep confidential all information received from and/or about persons with whom the Juvenile Hearing Board is currently and/or was previously involved or otherwise has knowledge of. Members of the Providence Juvenile Hearing Board are therefore required to sign this Confidentiality Agreement. Unauthorized disclosure of confidential information by such individuals could result in civil liabilities as prescribed by law as administrative sanctions as prescribed by the department.

I hereby pledge that I shall abide by this assurance of confidentiality and acknowledge and agree to the following stipulations:

1. I understand and support the Juvenile Hearing Board's firm commitment to the principle of confidentiality of case information.
2. I agree to keep confidential all information contained in Juvenile Hearing Board's records and shall only disclose such information as allowed by law or departmental policy.
3. I agree to consult with the Board Chair and City Solicitor prior to disclosure of any records or information learned as a result of being a member of the Juvenile Hearing Board or Coordinator
4. I understand that violation of the privacy rights of individuals through unauthorized discussion, disclosure, dissemination, or access to personal information is both unethical and against the law.
5. I understand that possessing personal notes, records, duplicate files, or any information received from and/or about persons currently or previously involved with the department is prohibited and that case information is to be recorded in the departmental service records per department policy.
6. I understand that all information received from and/or about the persons currently or previously involved with the department or Juvenile Hearing Board is the property of the department that such information will be relinquished to the department upon my termination or my term expires.
7. I understand that juvenile records and information are especially sensitive and agree to keep confidential any records and information that any dissemination of this information subjects me to legal action.
8. I agree to return any documents I obtain from my membership on the Juvenile Hearing Board immediately to the police, Coordinator or City Solicitor at the end of each meeting.
9. Juvenile Hearing Board Members and Coordinator agree their obligation to safeguard confidential information continues after their expiration with the Board.

Signature: _____

Name: (Printed): _____

Witness: _____

Date: _____

Appendix i



City of Providence
25 Dorrance Street
Providence, RI 02903
(401) 680-5000

Providence Juvenile Hearing Board



Chief of Police
Hugh T. Clements Jr.
Providence Public Safety Complex
325 Washington Street
Providence, RI 02903
(401) 272-3121

Letter of Completion

[00/00/0000]

Dear [NAME],

This letter is to verify that you have successfully completed all sanctions imposed on you by the Providence Juvenile Hearing Board. All information has been passed along to the Providence Police Department.

Please be reminded that if you are once again arrested as a juvenile, you may not be eligible to appear before the Hearing Board. Your case may be automatically be referred to the Rhode Island Family Court system.

On behalf of the Providence Juvenile Hearing Board, we would like to express our thanks for your recent cooperation and wish you the best of luck in the future!

Sincerely,

[Name]
Coordinator
Providence Juvenile Hearing Board

Appendix ii



City of Providence
25 Dorrance Street
Providence, RI 02903
(401) 680-5000

Providence Juvenile Hearing Board



Chief of Police
Hugh T. Clements Jr.
Providence Public Safety Complex
325 Washington Street
Providence, RI 02903
(401) 272-3121

Letter of Non-Compliance

[Date]

This letter is to give notice of non-compliance with the Juvenile Hearing Board of Providence for the following case:

Police Department:	[PD]
Detective:	[Detective]
Hearing Board Coordinator:	[Name]
Hearing Board #:	[#]
Offender:	[Name]
Date of birth:	[D.O.B.]
City/State:	[City/state]
Phone number:	[Phone]
Offense:	[Offense]
Date of offense:	[Date of offense]
Date of Hearing:	[Date of hearing]
Reason of non-compliance:	[Reason/notes]

Sincerely,

[Name]
Coordinator
Providence Juvenile Hearing Board

Appendix iii



City of Providence
25 Dorrance Street
Providence, RI 02903
(401) 680-5000

Providence Juvenile Hearing Board



Chief of Police
Hugh T Clements Jr.
Providence Public Safety Complex
325 Washington Street
Providence, RI 02903
(401) 272-3121

Notice of Hearing

First Last Name
Address
Providence, RI, ZIP
D.O.B.: 00/00/0000
Phone: 401-123-1234
Offense: Possession of Marijuana

This letter is to inform you that your hearing before the Providence Juvenile Hearing Board is scheduled for:

DATE: Month 00, YEAR
Time: 7:15 P.M.

The Hearing will be held at:

Name
Address
Providence, RI ZIP

You must bring a copy of your most recent report card from school, and must have a parent/guardian present. Proper dress is required.

Please notify the Board, in advance, no less than 3 business days if you require handicap accessibility or accommodations, or if you are in need of an interpreter.

It is not City Policy to ask and/or disclose immigration status of any Juvenile or their parent(s)/legal guardian(s).

First Name Last Name
Providence Juvenile Hearing Board Coordinator
Appendix iv



City of Providence
25 Dorrance Street
Providence, RI 02903
(401) 680-5000

Providence Juvenile Hearing Board



Chief of Police
Hugh T Clements Jr.
Providence Public Safety Complex
325 Washington Street
Providence, RI 02903
(401) 272-3121

Sanction Instructions

Participation in the Providence Juvenile Hearing Board is a privilege provided by the local Police Department and should be taken seriously. The alternative would be an order to Family Court. By respecting the Providence Juvenile Hearing Board, there will be no paper trail in the court system. By disrespecting the Hearing Board, the case will be forwarded to Family Court resulting in a paper trail in the court system.

- Please refer to the copy of the "Sanction(s) Ordered" sheet which lists the sanctions and the due date.
- It is extremely important that you complete all sanctions before the date noted on the "Sanction(s) /Ordered" sheet.
- **If you fail to submit your sanctions of time, the Providence Juvenile Hearing Board has the option to either have you return or send your case to Family Court.**
- Community Service hours must be completed with an appropriate organization. If you are not sure if your choice is appropriate, please check with the Coordinator for clarification or more information.
- **Your case is NOT closed until you receive a "Letter of Completion" from the Hearing Board which clearly states that your case has been closed.**



City of Providence
25 Dorrance Street
Providence, RI 02903
(401) 680-5000

Providence Juvenile Hearing Board



Chief of Police
Hugh T Clements Jr.
Providence Public Safety Complex
325 Washington Street
Providence, RI 02903
(401) 272-3121

Sanction(s) Ordered

Name: _____ Hearing Date: _____
Address: _____ Date of Offense: _____
Age: _____ Telephone Number: _____ JHB Log #: _____

1. _____

2. _____

3. _____

4. _____

5. _____

Signature (Juvenile): _____

Name Printed (Juvenile): _____

Signature (Parent/Guardian): _____

Name Printed (Parent/Guardian): _____

Signature (Juvenile Hearing Board Chair/Vice-Chair or Acting Spokesperson): _____



City of Providence
25 Dorrance Street
Providence, RI 02903
(401) 680-5000

Providence Juvenile Hearing Board



Chief of Police
Hugh T Clements Jr.
Providence Public Safety Complex
325 Washington Street
Providence, RI 02903
(401) 272-3121

Schedule

DATE: Month 00, YEAR

Time: 7:30 P.M.

[Juvenile 1]		
[Juvenile 2]		
[Juvenile 3]		
[Juvenile 4]		

