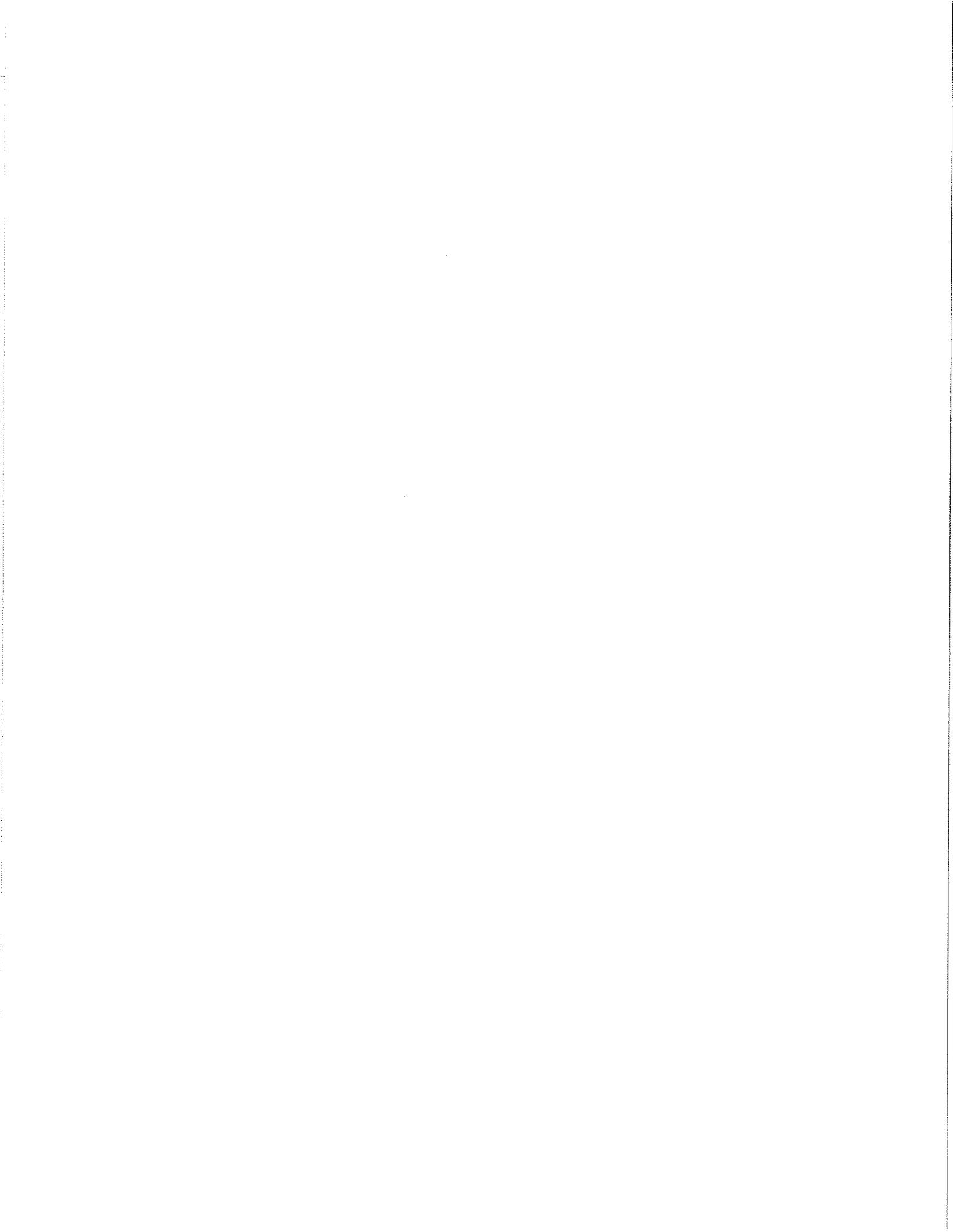


**Section I**

**DESCRIPTION OF YOUR AGENCY**





## **Director's Message**

### **Equal employment opportunity, affirmative action and diversity: An introduction to the Oregon Youth Authority's 2011-2013 Affirmative Action Plan**

The Oregon Youth Authority (OYA) values each person's contributions, invests in everyone's success, and celebrates diversity among our staff and the youth and families we serve.

At OYA we are committed to achieving an equitable and diverse workforce within our agency through affirmative action and equal employment opportunity measures. We also are committed to ensuring that our workplaces are free from discrimination, harassment and intimidation.

A diverse workforce brings a welcome variety of perspectives about important issues and is essential for providing the sensitivity and awareness we need to appropriately deliver services to youth and establish critical relationships with our many community partners. Establishing and retaining a workforce that reflects the diversity of the youth, families and communities we serve allows us to more effectively accomplish our mission.

To ensure OYA has a diverse workforce, we pursue affirmative action efforts that support the entry and growth of people of color, women, and people with disabilities within our organization. We expect all levels of management to provide equal employment and developmental opportunities for all qualified persons, and to promptly investigate concerns raised by employees about discriminatory or harassing behaviors.

OYA's Affirmative Action Plan is designed to help bring about equal employment opportunities for all persons. This plan commits the agency to do more than practice nondiscrimination in employment. It includes a set of goals, policies and actions intended to ensure that women, people of color and persons with disabilities are equitably represented in OYA's workforce.

This plan covers the period from July 1, 2011, through June 30, 2013. The principal objectives of this plan include:

- Reaffirming OYA's commitment to equal employment opportunity and the principles of affirmative action;

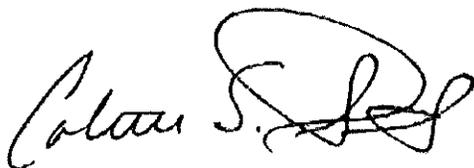
- Indicating how the plan and policy will be disseminated both within the organization and externally;
- Assigning various levels of responsibilities to direct, manage and carry out the agency's affirmative action efforts;
- Establishing flexible long-range affirmative action goals to correct the under-representation of women, people of color and persons with disabilities in OYA's workforce;
- Taking affirmative action measures to overcome barriers where they are shown to exist;
- Identifying ongoing programs and procedures intended to ensure equal employment opportunity and maintain a work environment free of discrimination and harassment;
- Communicating the agency's policy of providing reasonable accommodations for qualified persons with disabilities; and
- Monitoring and regularly reporting to OYA's executive leadership on the implementation of affirmative action and the progress being achieved regarding employment goals.

Program areas throughout OYA are expected to develop more detailed implementation strategies to address issues specific to their organizational units. These strategies are made part of this plan by reference. In addition, managers are expected to prepare affirmative action strategy plans that identify the specific activities for which they will be held accountable during performance reviews in the areas of affirmative action and diversity.

Anyone who has a concern about potential discrimination or harassing treatment in the workplace should immediately bring that concern to a supervisor or manager, or to Human Resources or the Professional Standards Office. All concerns will be investigated, and OYA will take appropriate action.

Achieving an equitable and diverse workforce requires all managers and employees within OYA to contribute to, and promote, a positive work environment where all individuals are treated with respect and dignity. Each of us at OYA has the responsibility to ensure that this agency is an organization where people understand and value each other's differences and diversity.

Sincerely,

A handwritten signature in black ink, appearing to read "Colette S. Peters". The signature is fluid and cursive, with a large loop at the end.

Colette S. Peters  
Director

# OREGON YOUTH AUTHORITY (OYA)

## ABOUT US

OYA exercises legal and physical custody of offenders committed to OYA by juvenile courts, and physical custody of youth offenders committed to the Oregon Department of Corrections by adult courts.

The agency serves the State's most delinquent youth ages 12 thru 24 who commit crimes prior to their 18<sup>th</sup> birthday. These young offenders' criminal behaviors are manifested in substance abuse, aggression and violence, sex offenses, anti-social behaviors, and gang activity.

OYA staff and partners provide these youth with a range of evidence-based treatment and education programs designed to address the criminogenic factors that contributed to their criminal behavior.

These services are available to OYA youth on probation, in close custody facilities and on parole.

## MISSION STATEMENT

The mission of the Oregon Youth Authority is to protect the public and reduce crime by holding youth offenders accountable and providing opportunities for reformation in safe environments.

## VISION

Our vision is that youth who leave OYA lead crime-free lives.

## VALUES

The core values that guide OYA are:

- Integrity
- Professionalism
- Accountability
- Respect

## GOALS

- Model collaborative leadership
- Ensure a culturally competent workforce
- Fully engage staff in achieving the agency's mission
- Become a highly efficient and effective organization
- Operate an integrated safety, security and reformation system
- Fully engage youth in their treatment and education

## AFFIRMATIVE ACTION ADMINISTRATION

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## ADMINISTRATION

### Director's Office

The Director's Office provides leadership for all agency operations. Functions include Communications, Internal Audits, Minority Services, Professional Standards, Public Policy and Government Relations, and Rules and Policy Coordination.

### Business Services

Business Services provides support for field and facility services. Functions include the offices of Accounting, Budget and Contracts, Federal and State Benefits, Human Resources, Information Systems, Physical Plant Operations, and Training.

### Juvenile Justice Information System

The Juvenile Justice Information System is an electronic information system administered by the state through the Oregon Youth Authority. It was established to promote public safety and youth accountability, and to offer opportunities for rehabilitation to youth through the development of a statewide juvenile justice information system that provides:

- A comprehensive view of information about juvenile offenders across Oregon's state and county juvenile justice agencies;
- Comprehensive support for managing individual juvenile offender cases and tracking juveniles through the juvenile justice process;
- The capacity for—and aids in—the overall planning, development, and evaluation of programs designed to reduce juvenile crime;
- Support for the common needs of juvenile justice partnership agencies;
- A central database maintained by the Department of Administrative Services, which is accessed by up to 2500 users at 60 OYA and county sites;
- An application that allows users to enter and view data online;
- Standard reports and allows users to create their own reports; and
- An automated payment system for OYA's contracted services in the community.

### **Health Services**

Health services provide medical and psychiatric care for all youth in close custody.

### **Treatment and Education Services**

Treatment and Education Services oversee the cognitive and therapeutic treatment youth offenders receive to break their cycle of criminogenic thoughts and behaviors, and works with the Oregon Department of Education to ensure youth offenders have the courses they need to achieve high school degrees or GEDs.

## **FACILITY SERVICES**

Facility Services oversees the approximately 900 youth offenders in OYA's 11 close custody facilities who are placed there because they pose an unacceptable risk to the community. Youth offenders are provided a continuum of services from intake to release to aid in their reformation.

### **Youth Correctional Facilities**

Youth correctional facility programs provide the highest levels of security and structure within the OYA close custody system. These facilities are sited throughout the state and serve varied populations. Operating capacities vary from MacLaren Youth Correctional Facility serving 270 offenders to smaller facilities serving 50 offenders. Facility programs are based on the principles of personal responsibility, accountability, and reformation. services focus on cognitive/behavioral interventions and skill building within an environment providing high security and structure. These services target the specific criminogenic risks of each offender while protecting the public from further criminal behavior.

- **Eastern Oregon Youth Correctional Facility**, Burns (50 beds), serves a male sex offender population.
- **Hillcrest Youth Correctional Facility**, Salem (180 beds), serves a male population and provides statewide intake.
- **Oak Creek Youth Correctional Facility**, Albany (75 beds), serves a female population.
- **MacLaren Youth Correctional Facility**, Woodburn (270 beds), Serves a variety of male populations including sex offenders, older male youth and the majority of the male Department of Corrections population.

- **North Coast Youth Correctional Facility**, Warrenton (50 beds), serves a male population receiving services for substance abuse issues.
- **Rogue Valley Youth Correctional Facility**, Grants Pass (100 beds), serves male youth with different offense profiles, including sex offenders.
- **Tillamook Youth Correctional Facility**, Tillamook (50 beds), serves a male sex offender population.

### Youth Transition Programs

Transition programs provide a bridge from the secure facilities to a community placement. They provide youth the opportunity to continue treatment, attend school and build vocational skills. Youth work on community service projects, supervised work crews and community jobs to instill a work ethic, accountability and responsibility through payment of restitution to victims and the community.

- **Young Women's Transition Program**, Albany (25 beds), serves female youth offenders.
- **Camp Florence**, Florence (25 beds), serves male youth offenders.
- **Camp Tillamook**, Tillamook (25 beds), serves a male sex offender population.
- **RiverBend**, LaGrande (50 beds), serves male youth offenders.

## COMMUNITY SERVICES

### Community Services

OYA Community Services oversees the approximately 1,100 youth who are on probation and parole in communities, and provides case management services for OYA youth in close custody.

### Parole and Probation

The purpose for parole and probation services is to enhance public safety and youth reformation through:

- Supervision and monitoring of court-ordered conditions for youth in the community;
- Comprehensive case planning based on assessment of risk and needs, with services guided by principles of effective correctional intervention; and
- Partnerships with other juvenile justice agencies, service providers, victim advocates and families.

Parole and probation services include case management and planning services. Case management begins with the development of a case plan, which includes risk-based supervision and services. These services continue until case termination.

- Probation services include both out-of-home and in-home community-based supervision and treatment services.
- Parole transition planning is initiated at the point of facility commitment. Services include supervision and transition services when the youth offender returns to the community.

The OYA parole and probation field services:

- Supervise and monitor compliance with court-ordered conditions of parole and probation
- Administer the OYA Risk/Needs Assessment (OYA/RNA) and coordinate all other identified assessments through contracted providers
- Develop and implement individual offender case plans with youth and family involvement
- Coordinate resources that are selected and accessed based on the specific risk and needs of each youth offender to provide the necessary level of supervision and structure
- Ensure services are gender and culturally appropriate
- Develop youth offender foster homes and community support services for youth offenders who cannot remain at home
- Determine and apply appropriate levels of graduated services and sanctions
- Coordinate the quality assurance surveys at case termination
- Work with local schools at release, and identify other aftercare resources to facilitate successful community re-entry
- Facilitate the role of the family in youth case planning
- Ensure youth offenders are accountable by coordinating and monitoring restitution, community service, and victim-specific activities
- Work in partnership with local juvenile departments to ensure coordination and efficiencies of services

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<b>Clackamas County</b> 45 SE 82 <sup>nd</sup> Drive Ste 51B Gladstone, OR 97027	<b>Josephine County</b> 301 NW F Street Grants Pass, OR 97526	<b>Tillamook County</b> 201 Laurel Ave Tillamook, OR 97141
<b>Clatsop County</b> 818 Commercial St Ste 1 Astoria, OR 97103	<b>Klamath County</b> 4036 S 6 <sup>th</sup> Street, Ste 1 Klamath Falls, OR 97603	<b>Umatilla County</b> 200 SE Hailey Ave Ste 304 Pendleton, OR 97801
<b>Columbia County</b> 244 Strand St St Helens, OR 97051	<b>Lane County</b> 2727 MLK, Jr. Blvd Eugene, OR 97401	<b>Union County</b> 1102 K Ave LaGrande, OR 97850
<b>Coos County</b> 400 Virginia Ste 114 North Bend, OR 97459	<b>Lincoln County</b> 225 West Olive Street Newport, OR 97365	<b>Wasco County</b> 606 Court St The Dalles, OR 97058
<b>Crook County</b> 308 NE 2 <sup>nd</sup> Prineville, OR 97754	<b>Linn County</b> 4400 Lochner Rd SE Albany, OR 97321	<b>Washington County</b> 11200 SW Allen Blvd, #200 Beaverton, OR 97005
<b>Curry County</b> PO Box 746 Gold Beach, OR 97444	<b>Malheur County</b> 2411 SW 4 <sup>th</sup> Ave Ontario, OR 97914	
<b>Deschutes County</b> 62910 OB Riley Rd, A204 Bend, OR 97701	<b>Marion County</b> 2001 Front St NE Ste 110 Salem, OR 97303	
<b>Douglas County</b> 283 SE Fowler #B Roseburg, OR 97470	<b>Multnomah County</b> 123 NE 3 <sup>rd</sup> Ste 105 Portland, OR 97232	

