



Tillamook Youth Correctional Facility

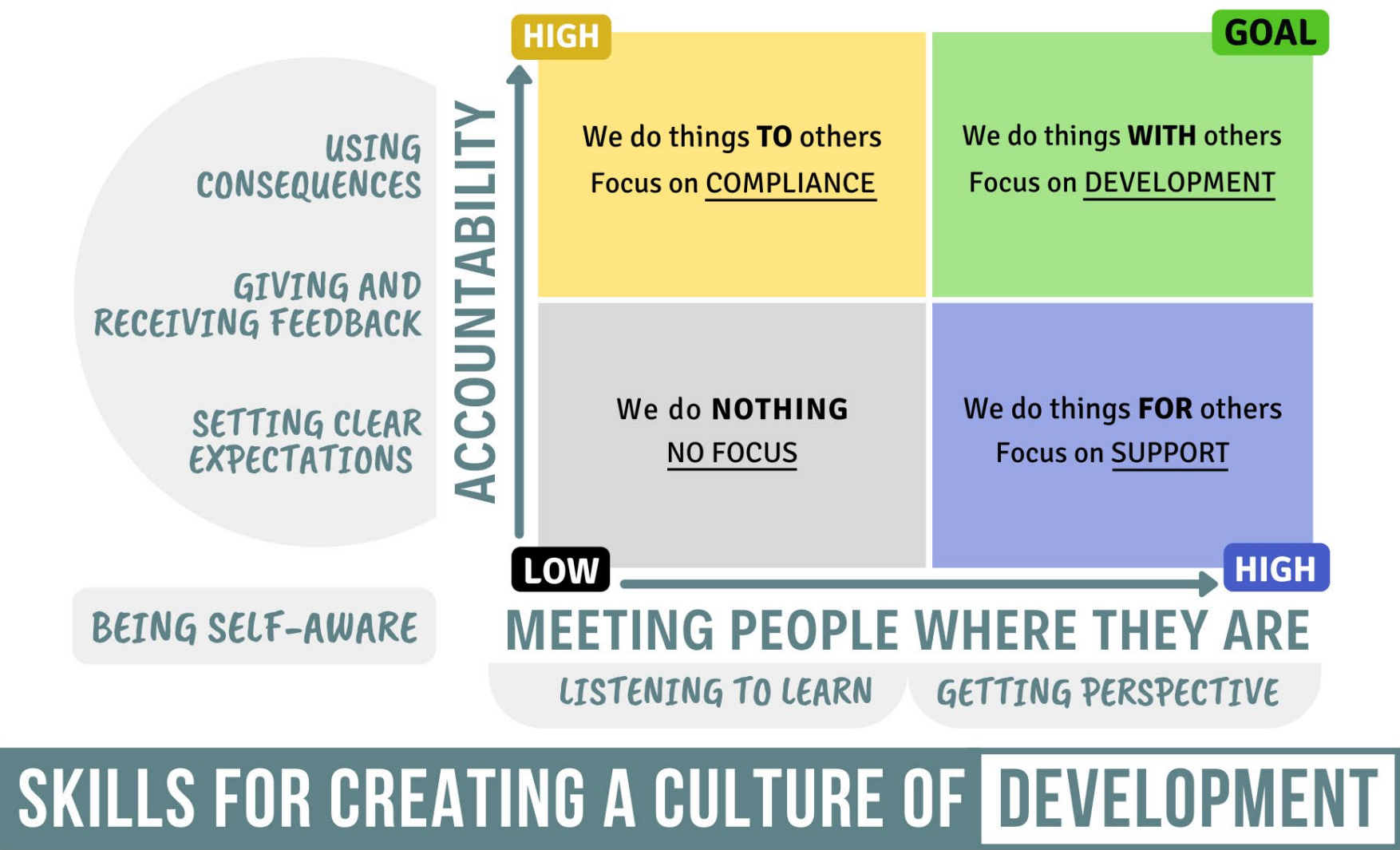
Initial IMPACT Review

Fabian Casarez , TYCF Superintendent

8/26/2026



The Developmental Approach





Insights into Action

Our Data Culture Framework



Hard on Data, Intentional with People

We challenge the information, not the individual.

Healthy tension strengthens our thinking.



If You Don't Know Your Data, You Don't Know Your Business

Understanding our metrics is a shared responsibility.

Knowing your data builds credibility and informs better decisions.



Transparency Builds Trust

Sharing successes and struggles strengthens our collective effectiveness.



Can't Manage a Secret

No one has to carry the issues alone.

Open communication enables accountability and shared solutions.



Complexity is the Enemy of Execution

Simplicity and clarity accelerate progress.

Keep it understandable, actionable, and measurable.



Collective Accountability

We rise together. Data ownership matters, but improvement is a team sport.

We turn data into direction — not just to report, but to refine, learn, and improve



Term	Definition
Youth Incident Report (YIR)	Formal documentation of behavioral problems, injuries, and/or illnesses. Documentation includes date/time, location, youth involved, staff involved, and any behavior problems, restraints, or resolutions associated with the event.
Violent Behaviors	Youth behaviors logged in YIRs that (a) have a problem type of <i>Assault</i> or (b) have a problem type of <i>Peer Fight</i> that also required <i>Physical Intervention</i> and/or <i>Isolation</i>
Assaults on Workers	Count of YIRs where one or more staff members were listed as the victim of an <i>Assault</i> problem type.
ADP	Average Daily Population
DBA	Discretionary beds
PSR	Public Safety Reserve beds
Youth Injuries	Count of unique youth injuries logged in YIRs
Staff Injuries	Count of unique staff injuries logged in YIRs; staff workplace injuries that are not associated with a YIR are not counted.
Isolation	A crisis intervention where a youth is temporarily placed alone in a room with a locked door due to the youth's crisis behavior.
Positive Youth Engagement (PYE)	PYE includes all activities for which attendance hours are tracked in JJIS (Education, Vocation, Work Experience, Treatment, Large Muscle Activity, OIIR Activities, and Other Enrichment Activities). OIIR = Office of Inclusion and Intercultural Relations
Average PYE Hours	Total number of attendance hours divided by the facility population
Safe Community Skills Group	Core treatment group designed to strengthen prosocial skills such as problem solving, emotion regulation, and conflict resolution.
Group Life Coordinator (GLC)	Frontline direct service staff who supervise and program youth in close-custody and make up a majority of the OYA workforce.



Current Population

As of 7/31/26, there were 31 youth at TYCF.

	ORCA	TRASK
Number of Youth	15	16
Average Age	16	18.5
Age Range in Years	15-18	16-22
DOC Youth	1	1
% PSR	47%	56%
% Revoked	33%	6%
Average LOS to Date in Days	214	444
Median LOS to Date in Days	178	295
LOS Range in Days	43 - 379	23-1644
Race/Ethnicity		
% White	67.0%	56.0%
% Hispanic	20.0%	12.5%
% African American	0.0%	6.3%
% Asian	0.0%	12.5%
% Other/Unknown	13.0%	12.5%



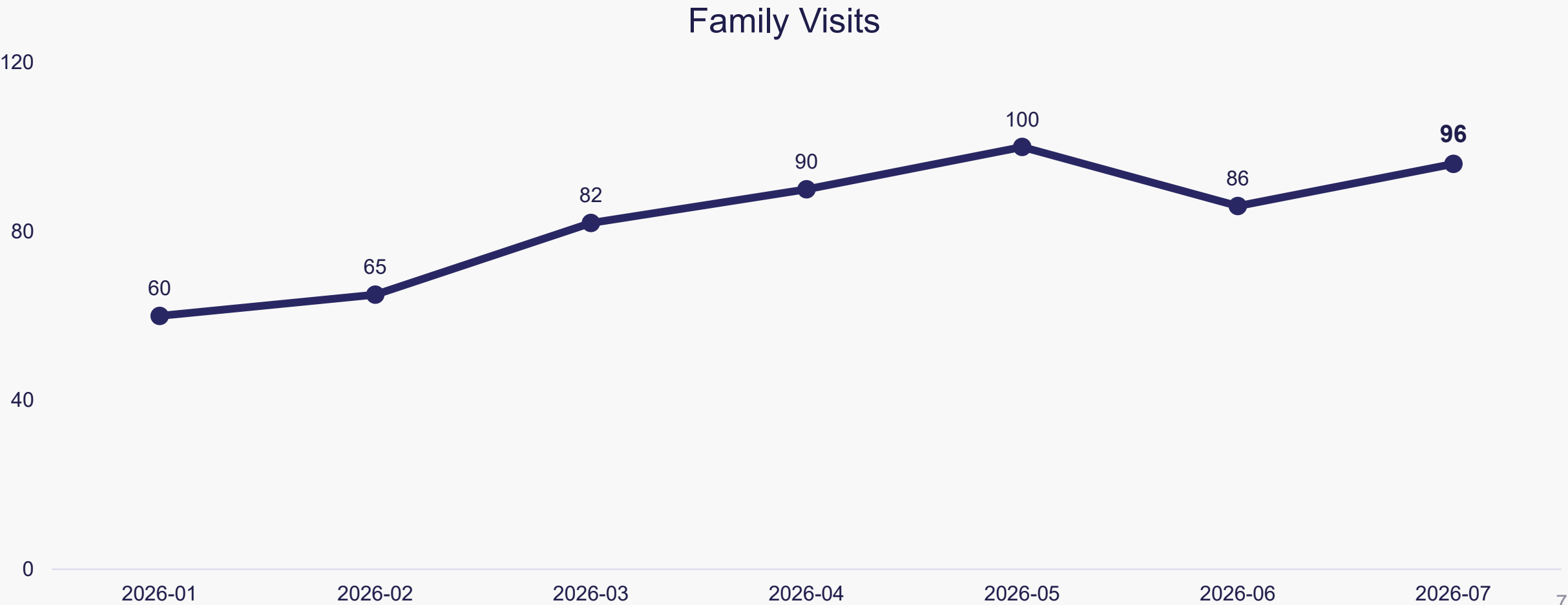
Insight | Measurement | Performance | Accountability
Continuous Improvement | Transparency



Performance Metrics



There were 96 visitations in July.



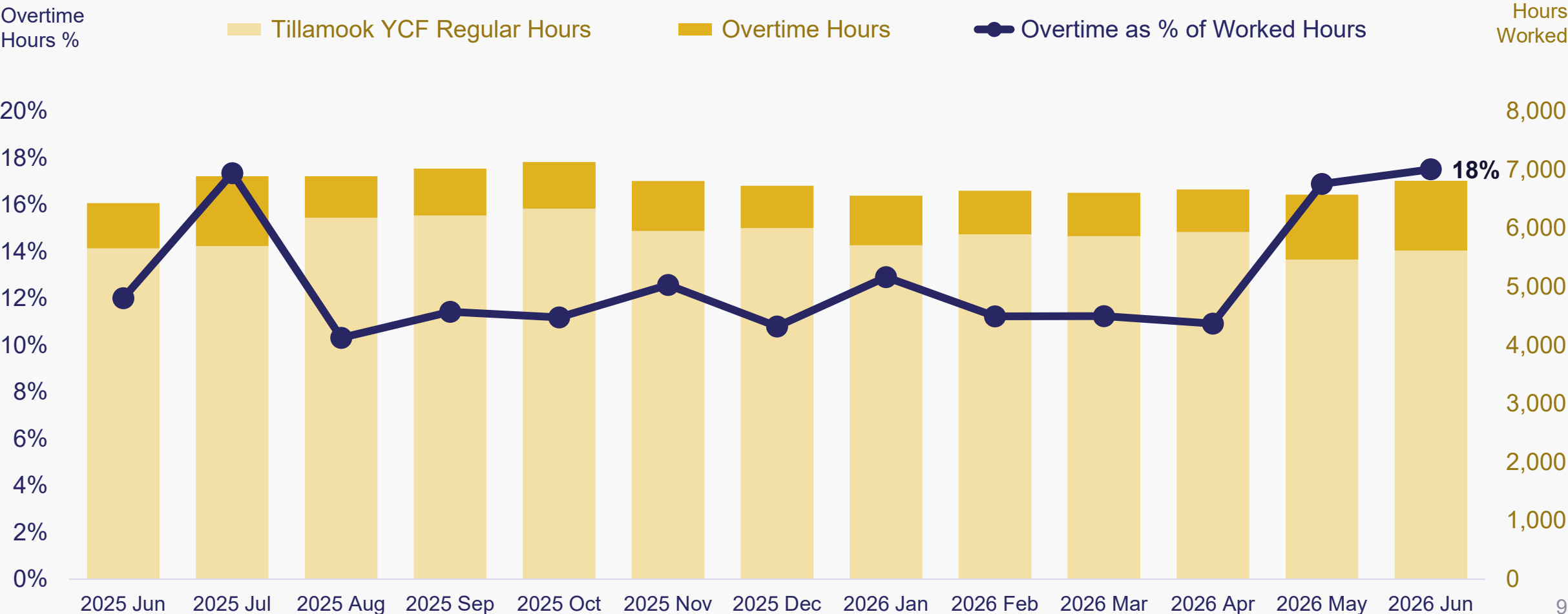


Tillamook received eight grievances in July.





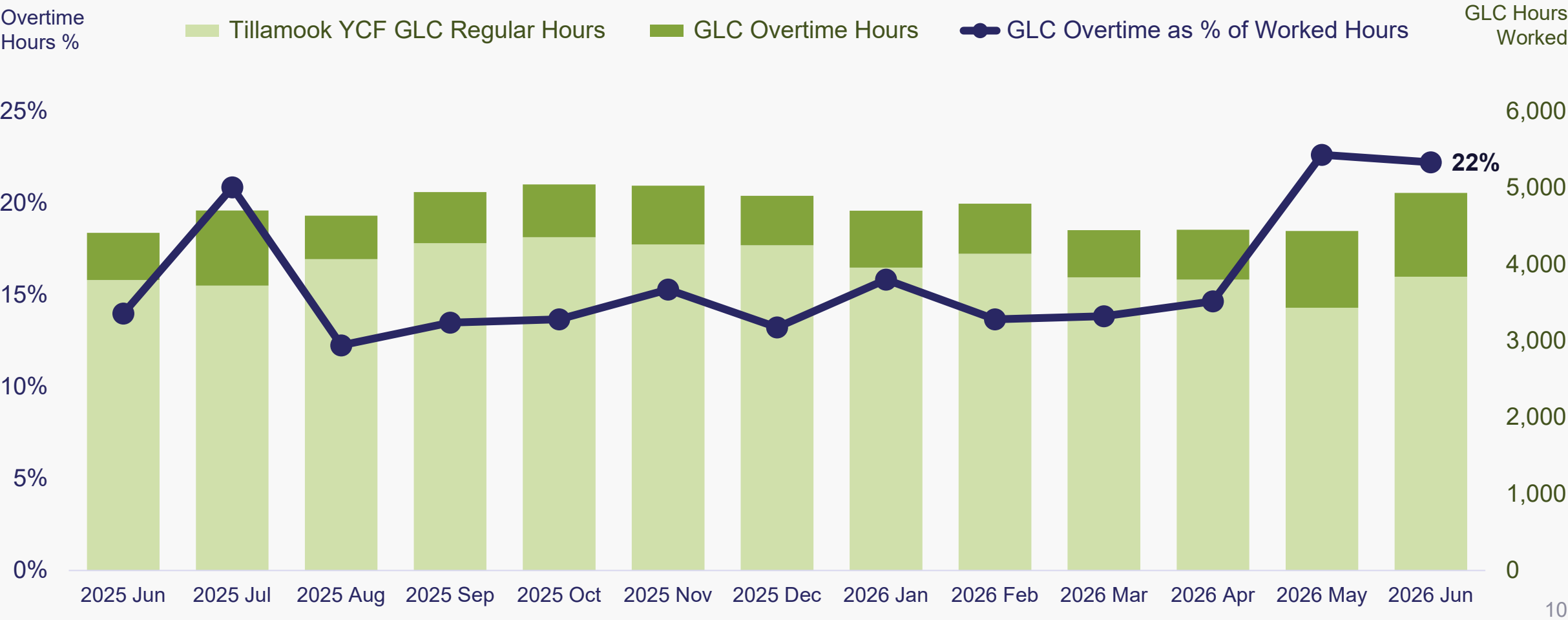
Total OT increased in June.





TYCF GLC Overtime Hours

GLC OT declined 1% in June; however regular hours increased.

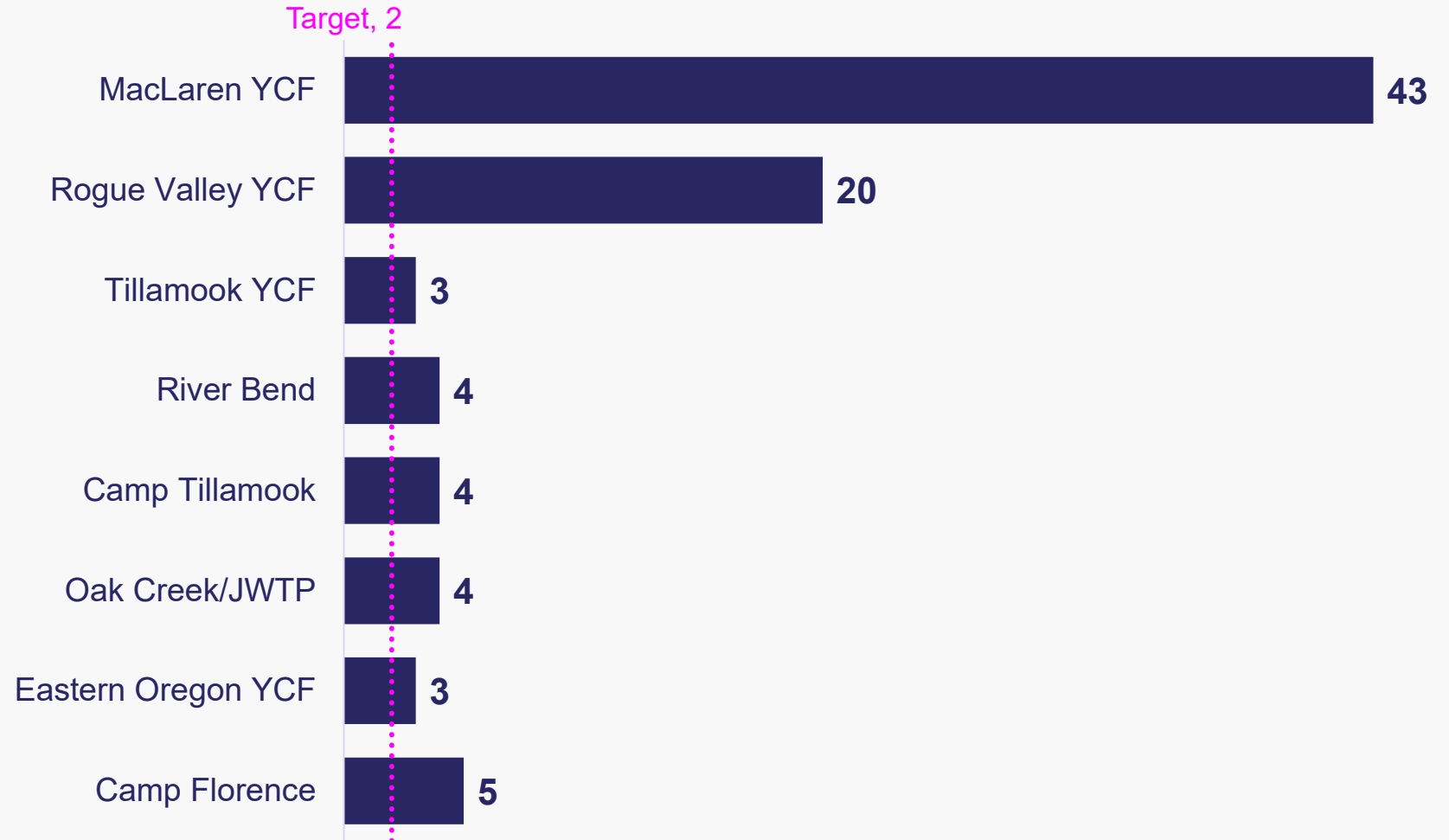




PREA Walkthroughs by Facility

- II-A-3.0 Interactive Supervision of Youth
 - Walkthrough twice per month
 - Each weekday, each shift
- Tracked in Unit Logs
- Completed by LUM, OD, or CO

In July 2026, TYCF exceeded the requirement for PREA walkthroughs.



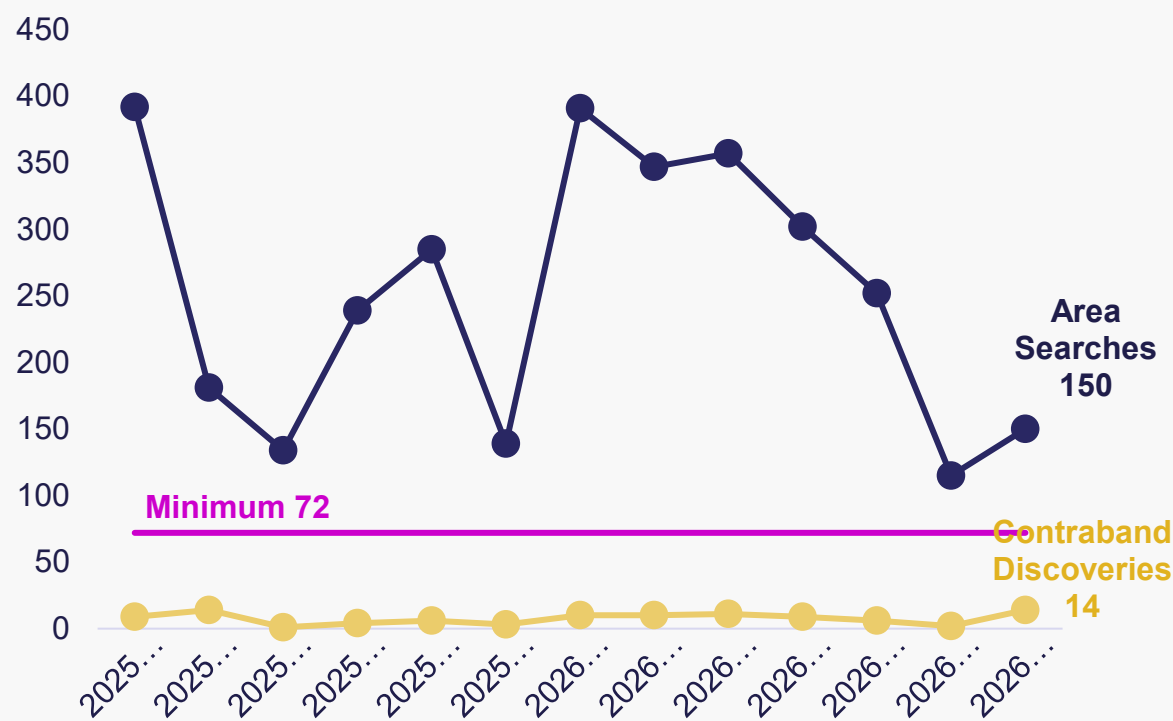


Contraband Searches

18 contraband discoveries last month.

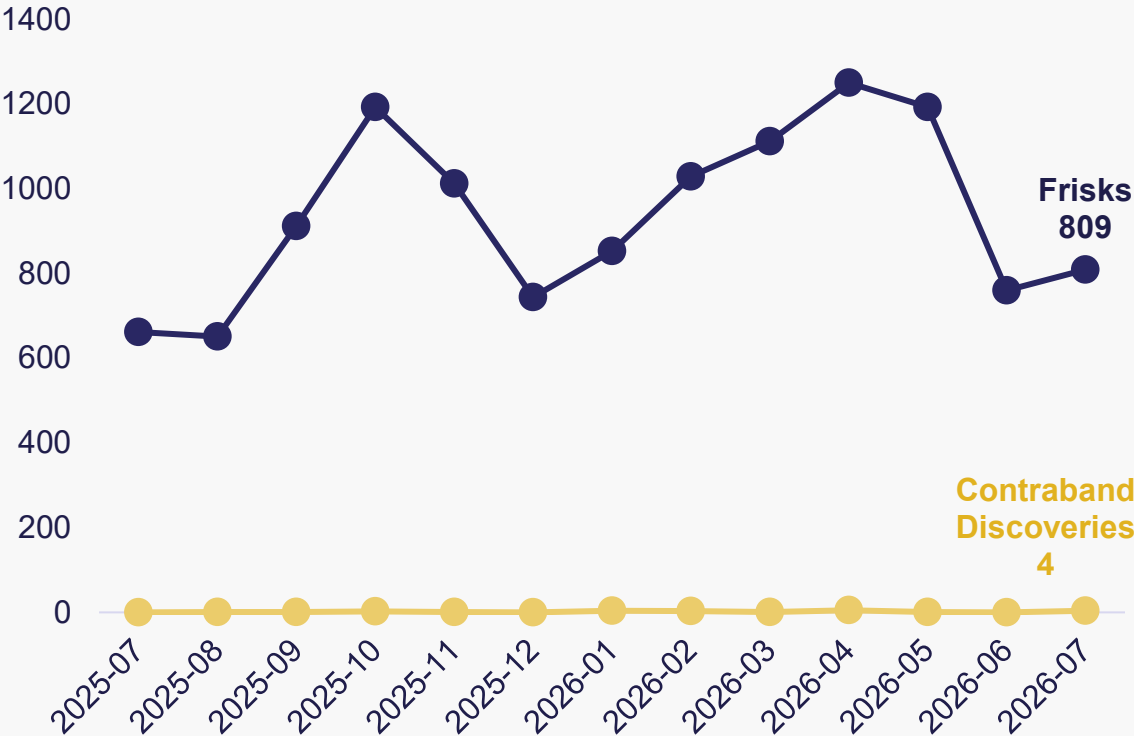
Area Searches resulted in 14 contraband discoveries in July.

Area Searches



Four contraband discoveries in July from Youth Frisks.

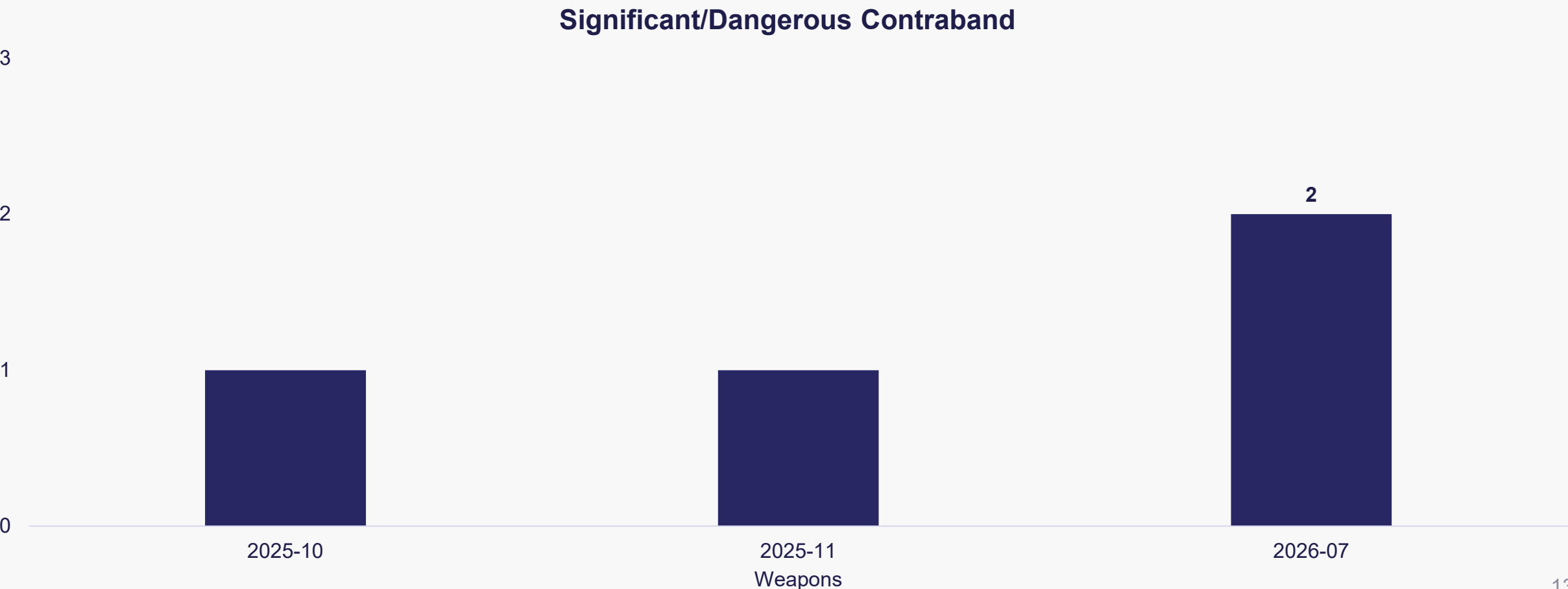
Youth Frisks





Contraband Incidents

Two weapons were discovered last month.

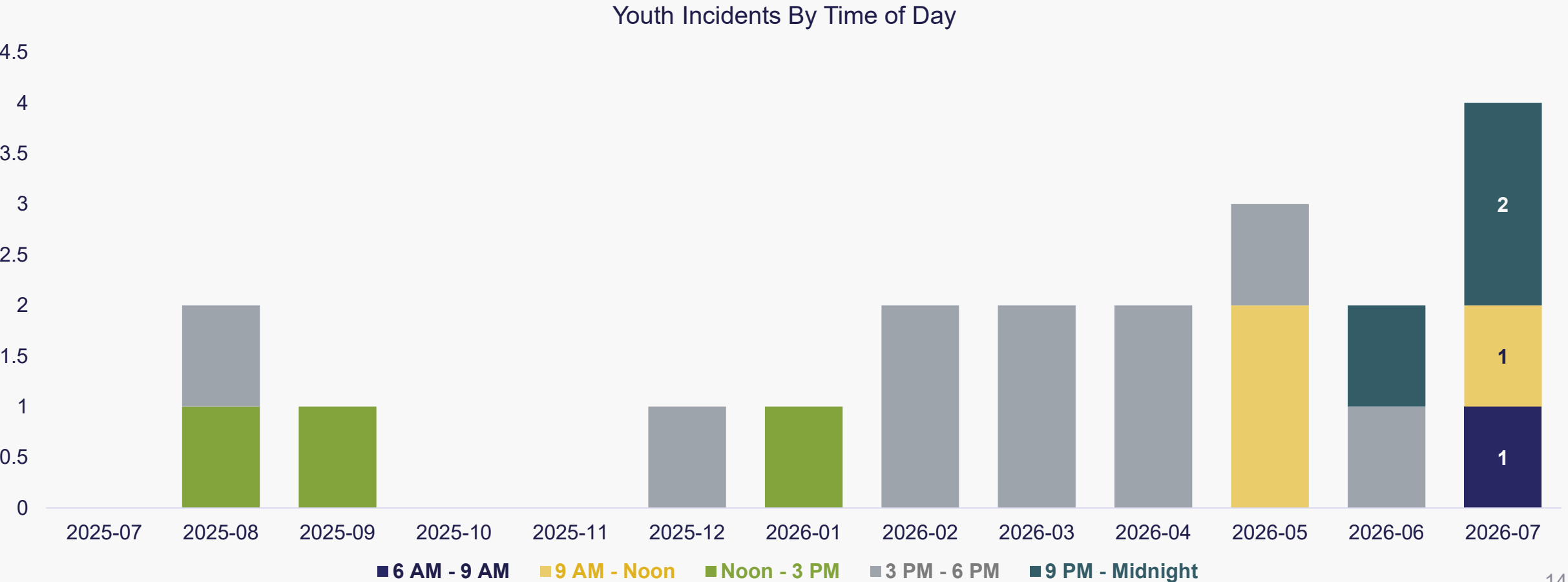




Incidents by Time of Day

Action
Item
1.07/1.08

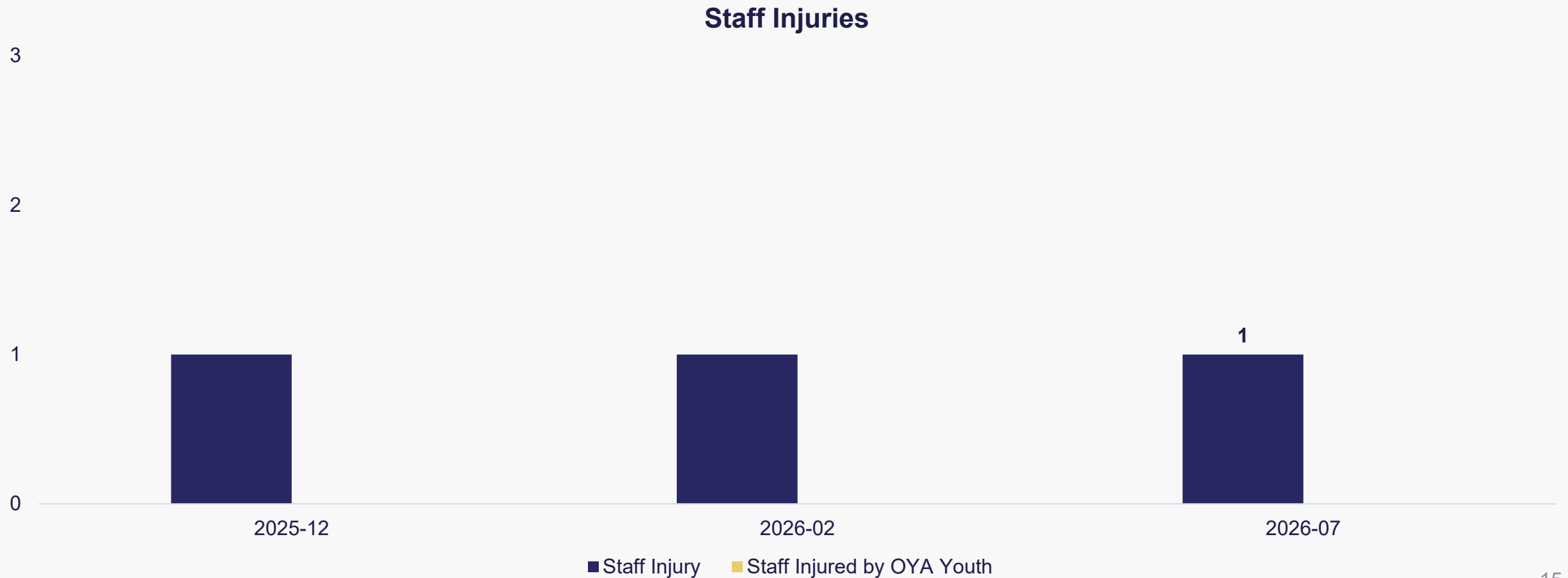
Four assaults/fights in July.





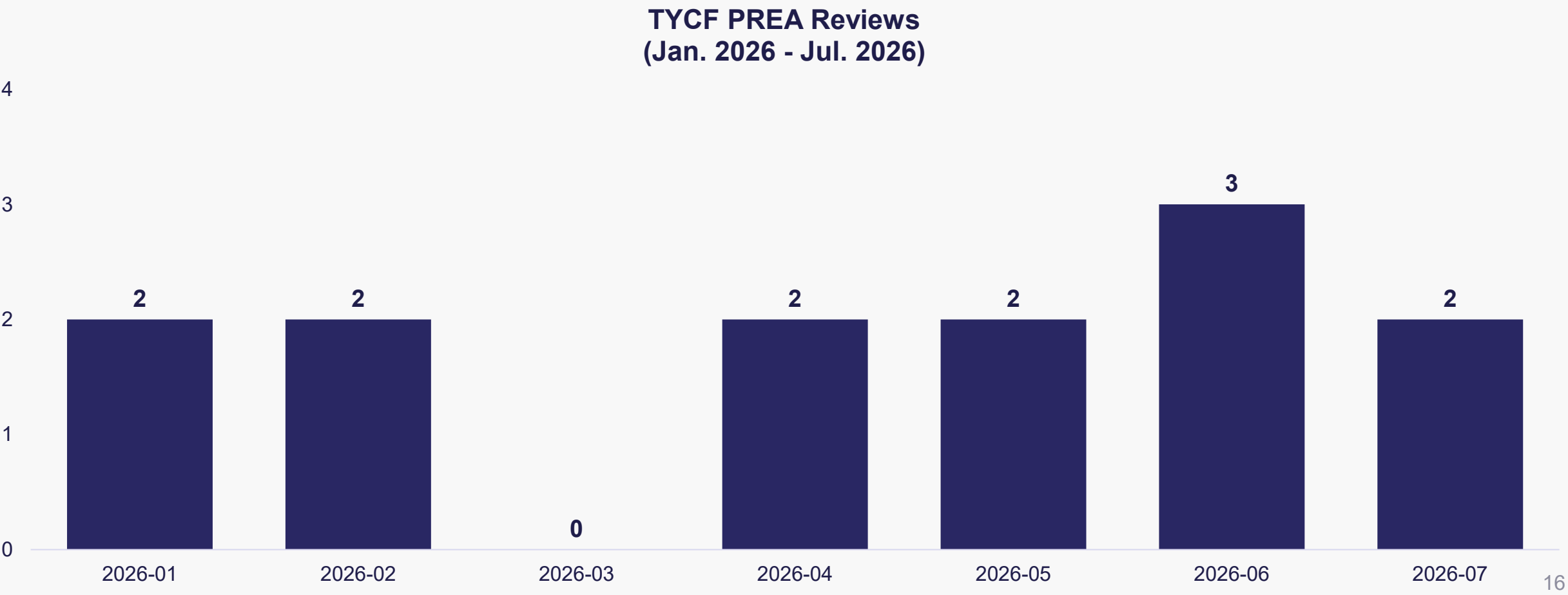
Incidents with Staff Injuries and Assaults on Staff

One staff member was injured last month. No assaults on staff within the last 13 months.





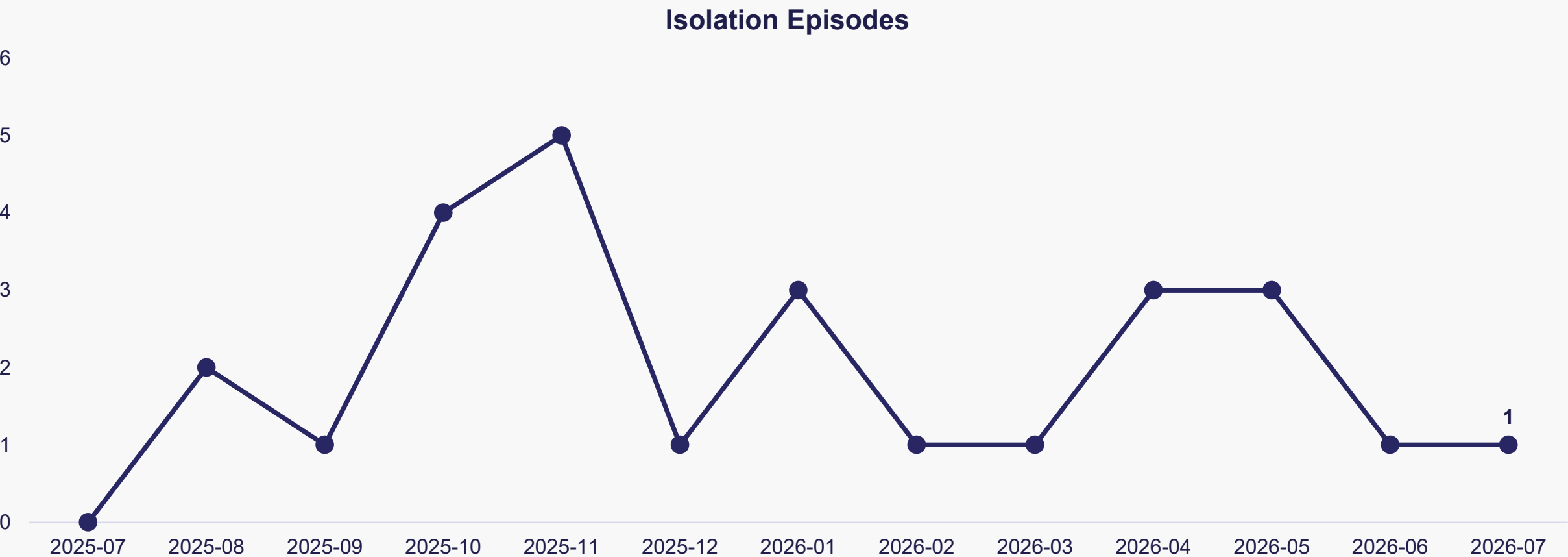
TYCF had two open PREA cases under review in July.





Number of Isolation Episodes

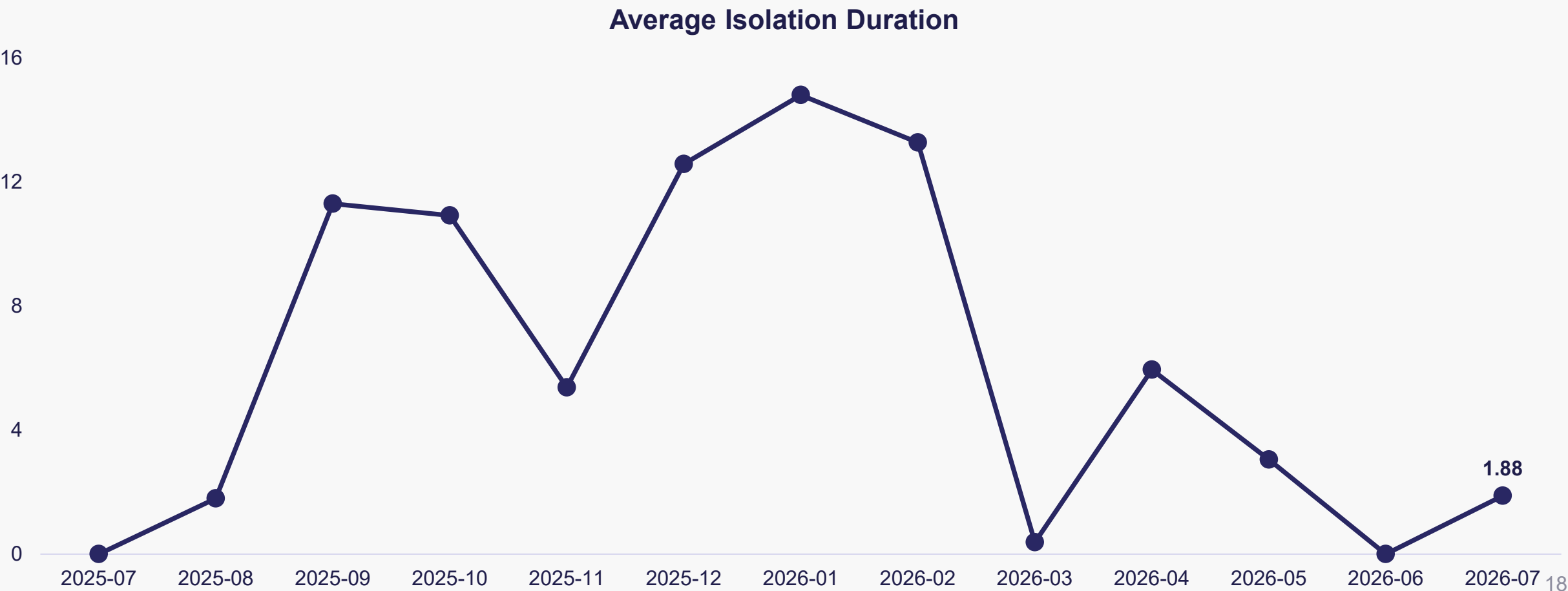
TYCF had one isolation episodes in July.





TYCF Isolation Duration

One isolation in July with duration less than two hours.





Isolation Breakdown

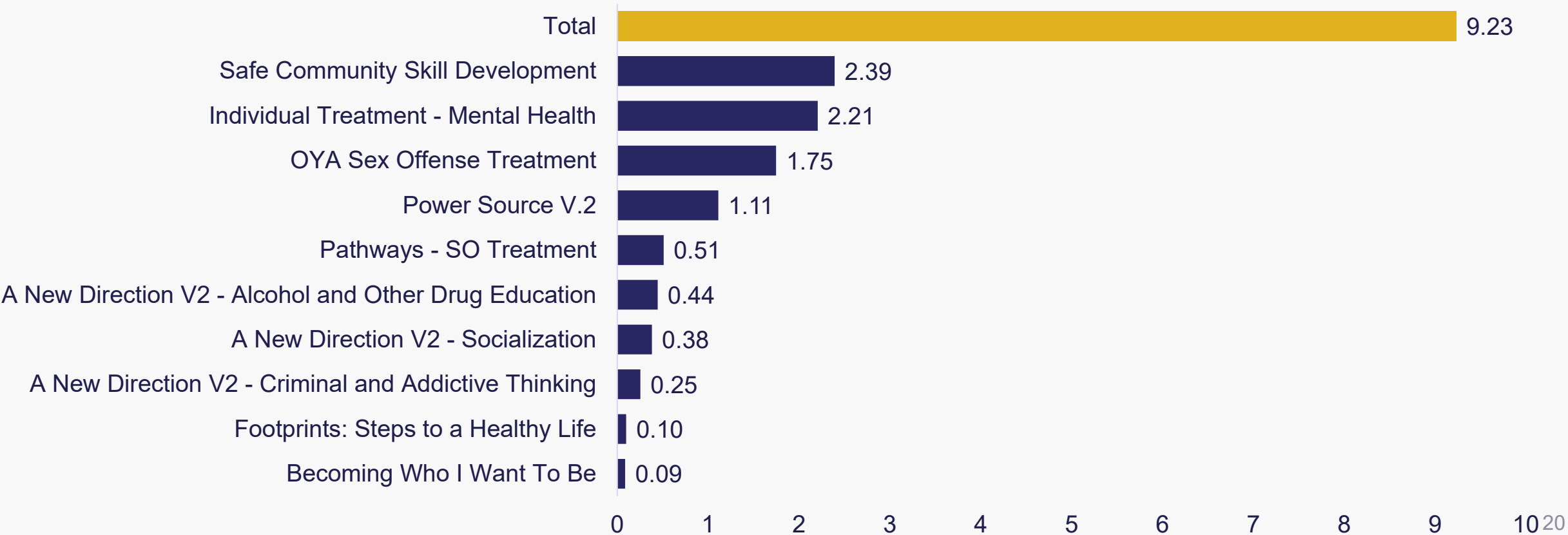
Details to come.





TYCF youth averaged over nine treatment hours last month.

Average Treatment Hours by Program
(July 2026)

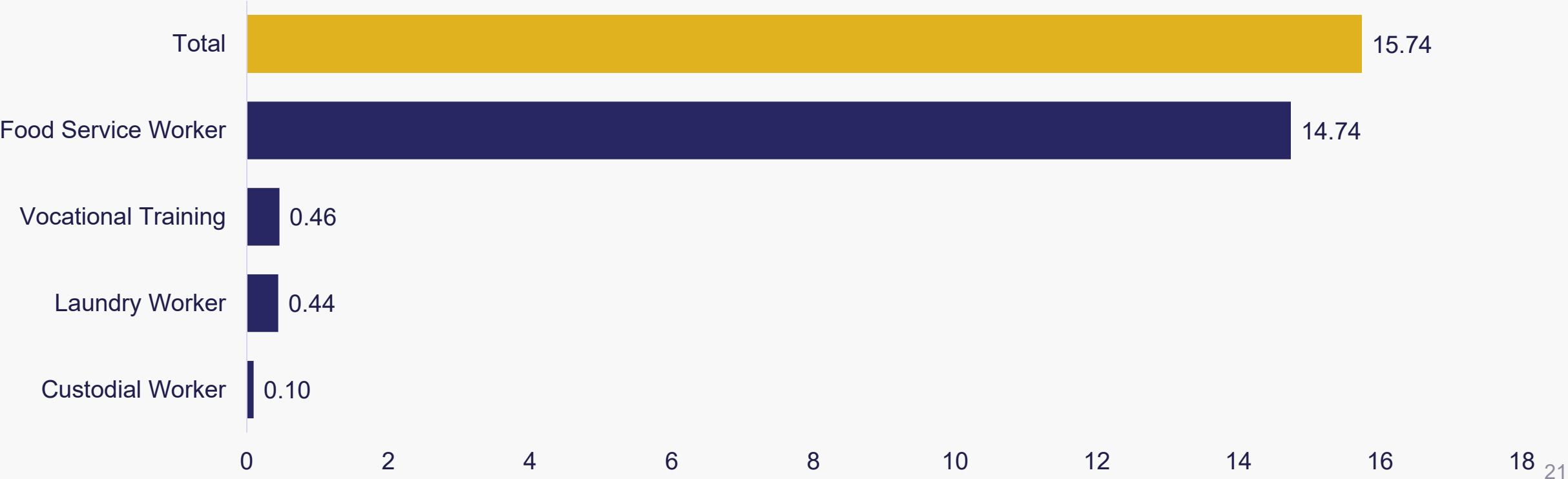




Work Experience

Youth averaged nearly 16 hours of vocational training and work experience last month.

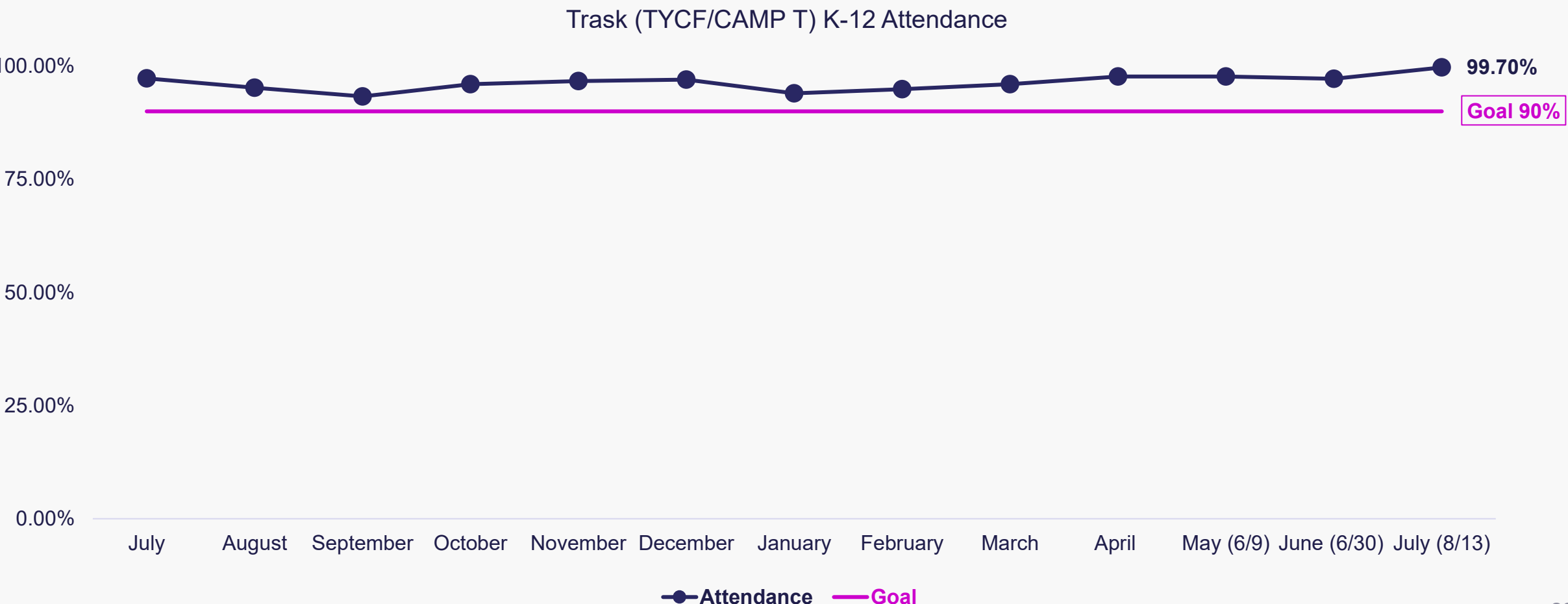
Average Vocation/Work Experience Hours per Youth by Program
(July 2026)





Education Attendance

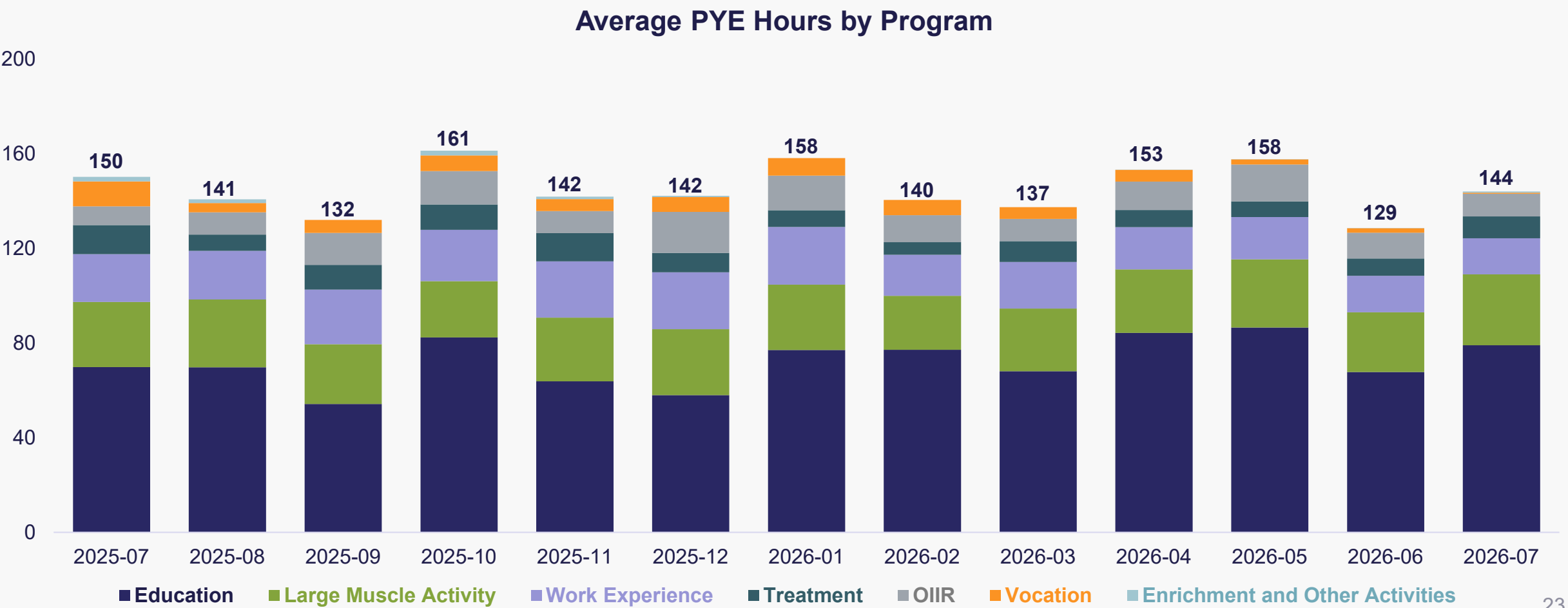
19 students enrolled in July.



Data source: Oregon Department of Education



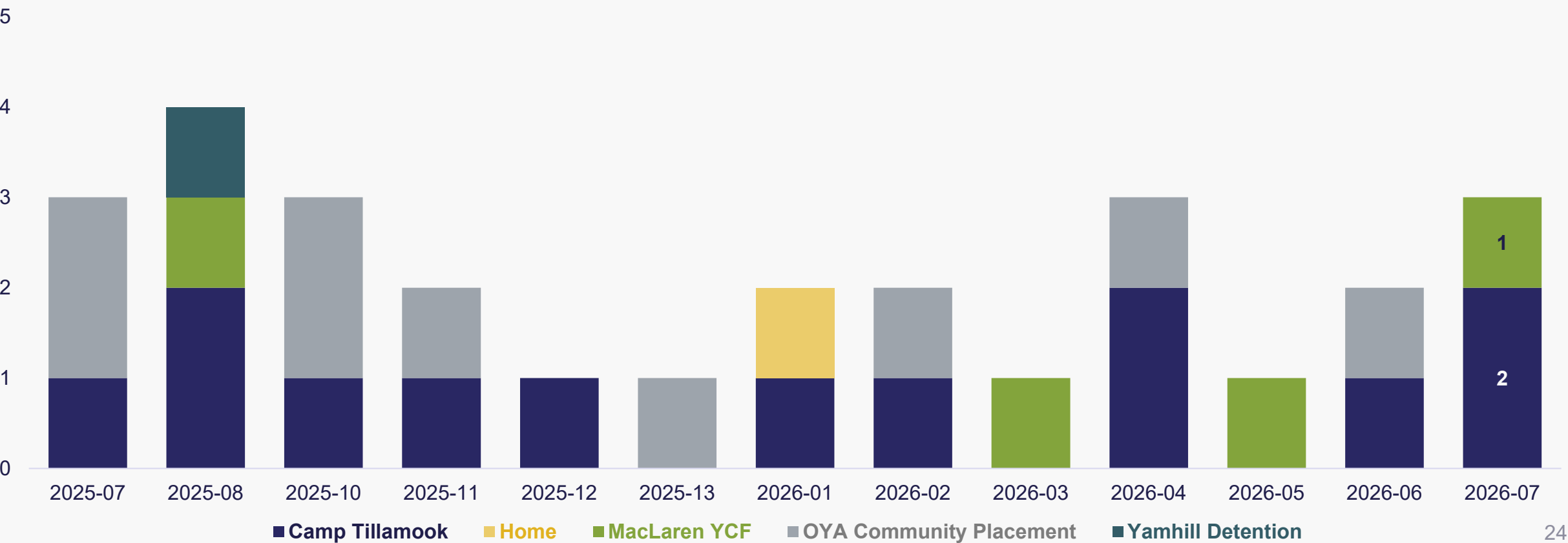
TYCF youth completed an average of 144 PYE hours in July.





Two youth transitioned to Camp Tillamook last month.

TYCF Post Location Destination
(July 2025 - July 2026)

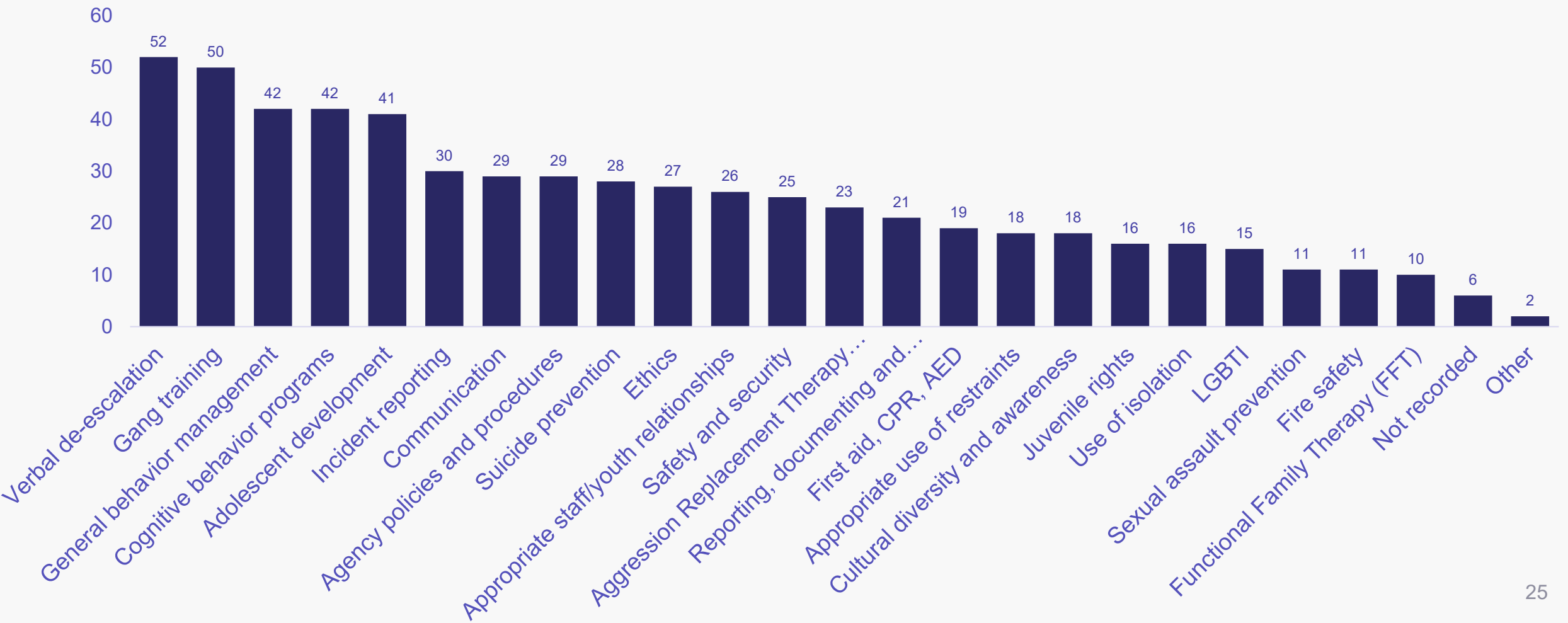




Training Request

Action Item 1.12

Training Requested Tillamook YCF
(PBS surveys: April 2025 – April 2026)





Access to Hygiene Products

Youth in the custody of the Oregon Youth Authority are entitled to immediate and unrestricted access to culturally-specific hygiene products.

1. What is your facility's process for ensuring youth have immediate access to culturally-specific hygiene products?
2. How are staff trained or informed about this process so they can provide these items without delay?
3. How do you monitor or verify that this process is consistently followed, and what steps do you take when it is not?
4. What barriers exist, or what do you need to ensure youth have immediate and ongoing unrestricted access to culturally-specific hygiene products?



Religious Services

Action
Item
1.02



Facility religious coordinator

Designated religious program coordinator and documented in duties



Youth access to religious practice

Regular opportunities to engage in religious practice and/or an established process for providing access upon request



Multi-faith access pathway

Youth from different faiths can practice, beyond a single primary service



Materials available

Religious texts and commonly requested items are available, and a process exists for requesting more.



Request process

Youth can request religious services or accommodations, and requests are tracked and responded to



Community/Volunteer engagement

Community or volunteer support for religious services is currently in place or being developed



Staff awareness

Staff learn about and support youth religious rights, and know how to route requests



Closing Updates



High-Priority Work

Is there any high-priority work happening in your department that we don't see reflected in some way in these slides?

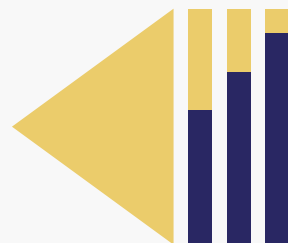


Employee Engagement

Updates on employee engagement efforts and areas of focus.



Insight | Measurement | Performance | Accountability
Continuous Improvement | Transparency



Help us improve

Follow QR code to provide feedback



Supplemental Slides



TYCF Training Opportunities since June 2023

- Academy Training
 - 2023
 - YIR Refresher
 - Employee Ethics Refresher
 - 2024
 - Group Facilitation
 - Suicide Prevention in OYA
 - Transports Refresher
 - CPR/1st Aid
 - 2025
 - Working with Developmentally Delayed Youth
 - Physical Intervention Refresher
 - Contraband & Evidence Collection Refresher
 - Sex offense treatment training
- Training provided from Raphi Miller
 - 2025
 - Introduction to Restorative Justice and Community Building Circles
 - Introduction to Gang Management - Two 2-hour sessions



OYA Facility Services

ONBOARDING GUIDE



Welcome to Tillamook YCF

OYA Facility Onboarding Guide

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OYA Facility Onboarding Guide

Welcome to Facility Services

Hello and welcome to the Oregon Youth Authority and Tillamook Youth Correctional Facility. This onboarding guide is just that, a guide. It is meant to help you on your journey, but your best resources will be your fellow staff and your facility leadership.

This guide will provide you with a foundation of knowledge. When you attend new employee training (NET) at the training academy you will be provided with more detailed information. When you return to this facility you will have the opportunity to expand this knowledge and continue to grow in your new position. We wish you the best and will be here to support you during your journey.



Welcome To Oregon Youth Authority Workday Employee Resources

EMPLOYEE RESOURCE INFORMATION

Familiarize yourself with all OYA employee policies, forms.

Quick links to OYA's Human Resources, Workday Payroll pages are available on OYANet's

https://oya.sharepoint.com/SitePages/OYA_HR.aspx

- Workday Resources: https://oya.sharepoint.com/SitePages/OYA_HR.aspx
 - This page provides the Workday OYA Newsletters, Payroll & Time Tracking
- Payroll Resource: https://oya.sharepoint.com/SitePages/OYA_HR.aspx
 - This page provides knowledge articles on how to view payslips, how to read your pay statement
- State Employee Workday Oregon Resources: <https://www.oregon.gov/das/HR/Pages/workday.aspx>
 - This page has a Workday guide, Workday articles of how to complete actions
- Download and review the [Basic Workday Guide](https://www.oregon.gov/das/HR/Documents/Basic_Workday_Guide.pdf) https://www.oregon.gov/das/HR/Documents/Basic_Workday_Guide.pdf

INTRODUCTION TO WORKDAY

Workday provides one place to easily review

State Benefits Overview

MANAGED BY PEBB

Health insurance (Medical, Dental, Vision)

Choose/affirm your plan annually Oct.1-31 at
<https://www.oregon.gov/oha/pebb>

Employee Assistance Program (EAP)

Professional services such as counseling, financial planning and legal advice are available for free or low-cost.
<https://cascadecenters.com/>

MANAGED BY PERS

Retirement



Oregon Youth Authority

Updated: January 2023

AFSCME	American Federation of State, County and Municipal Employees
ART	Aggression Replacement Training
ATOD	Alcohol, tobacco and other drugs
BRS	Behavioral Rehabilitation Services
CBT	Cognitive Behavioral Therapy
CC	Case Coordinator
CEOJJC	Central and Eastern Oregon Juvenile Justice Consortium
IU	Intervention Unit
CTO	Compensation time off
DA	District Attorney
DAPP	Developmental Approach in Parole and Probation
DAS	Oregon Department of Administrative Services
DBT	Dialectical Behavior Therapy
DD	Developmental disability
DDA	Deputy district attorney
DEI	Diversity, Equity, and Inclusion
DEL	Donald E. Long Detention Center
DHS	Oregon Department of Human Services
DO	OYA Director's Office
DOC	Oregon Department of Corrections
DOJ	Oregon Department of Justice

Welcome to your New Employee Training journey



Everyone at the OYA Training Academy is committed to all new employees being successful in their job. Whether you work directly with youth, or in a support role, your job will involve working with other people, so it is important to be aware of the agency mission and values, know how to solve problems, be flexible, and adapt to changing conditions. You will learn more than just rules and procedures on your training journey. It is our hope that you grow and develop knowledge and skills that will help you effectively work in situations where there might be more than one right answer.

Where is the Training Academy located?

We share space with the:

Oregon Department of Public Safety Standards and Training (DPSST)

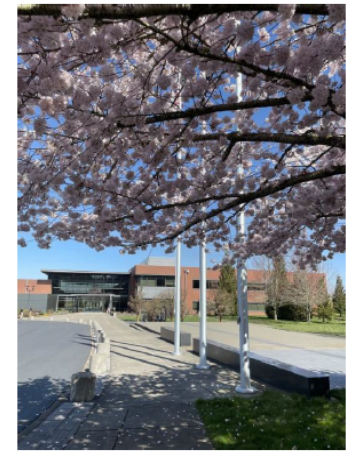
4190 Aumsville Highway
Salem, Oregon 97317

General Phone: 503.378.2100

You can get here:

From the North | Take I-5 southbound to Salem. Take the OR-22/Santiam Hwy. exit-Exit 253. Cross over the top of I-5 and move into the middle eastbound traffic lane. Take Lancaster Dr. exit-Exit 2. Turn right onto Lancaster Dr. Lancaster Dr. turns into Aumsville Hwy. Cross straight through intersection with Kuebler Blvd. Pass Marion County Dog Control, Marion County Correctional Facility, and the Santiam Correctional Institute. Turn left in to the Oregon Public Safety Academy driveway.

From the South | Take I-5 northbound to Salem. Take the Kuebler Blvd. exit-Exit 252. Turn right onto Kuebler Blvd. and follow the road to the Academy driveway.





Supplemental – Onboarding (JJIS)



Juvenile Justice Information System

A Shared Information System

Getting Started Guide (April 2022)

JJIS Contact Information



JJIS Help Desk

503-378-4333, option 1

JJISHelpDesk@oya.oregon.gov

Remember . . .



"No person is allowed to seek, obtain, use or release information from JJIS for private or personal reasons."

Violations of the use of JJIS as outlined in the JJIS User Security Agreement are taken very seriously and violators may be subject to discipline, up to and including dismissal, for violations of the security agreement.

Shortcuts, Tips & Tricks

Use the **Ctrl+O** keyboard shortcut to enter the current date.

Sort a list in JJIS by clicking the title of the column you want to sort by (ascending – A to Z, 1 to 10). Click the column title again

Getting Started with JJIS



Complete, sign, and submit the JJIS User Agreement to your local JJIS Security Coordinator.

Complete the required JJIS courses assigned to you in Workday Learning.

Log on to JJIS and Change Your Password



When you complete your required training and your account is set up, you will receive an e-mail that contains your JJIS credentials – your assigned User Name and a **Temporary Password**.

Double-click the JJIS icon on the computer's "desktop" to open JJIS. A Login screen opens.

Enter the User Name and Temporary Password that were e-mailed to you and click **OK**.

Passwords must be entered exactly as they were set up; for example, differentiate between the number 0 (zero) and the letter O.

JJIS defaults to the **Production** radio button – this is the real-time JJIS production database.

You will be prompted to change the password.

- Enter the Temporary password in the **Old Password** field.

JJIS Access, Appropriate Use, & Confidentiality

The JJIS system, its data, and any subsystems such as JJPS, are not to be used for a person's own interest, advantage, personal gain, or for any private purpose. JJIS records should only be accessed on a "need-to-know" basis by workers to whom the youth is assigned. Workers are considered assigned to a youth if they 1) are recorded as an active worker on the youth record; 2) work in the same office as an assigned worker*; or 3) work in a facility in which the youth is currently admitted and they have a specific direct working relationship with the youth or other authorized work-related reason to access specific information on the youth record.

While access to most information in JJIS remains open and a worker's ability to do their job is not restricted, JJIS does track "footprints" – in other words, it knows where an individual has been in the system, who has reviewed a case note, and who made a change in a record.

Users are expected to use only the minimum amount of information needed to accomplish their authorized job duties. However, workers not assigned to a youth may still have a legitimate need to view and update youth information consistent with their job duties. A Temporary Assignment feature allows Workers to grant themselves access to a youth's record – the access remains in effect for 24 hours. JJIS alerts the user that the case is not assigned to them and provides the user an option to either proceed with opening the record or decline. The user may also enter a note to remind themselves why they requested access.

*Primary Worker, Courtesy Supervision Worker, Referral Worker, Juvenile Department Worker w/ OYA Commitment



JJIS includes a feature that allows a worker to protect and/or restrict specific information such as notes, documents, assessments, and incidents to comply with HIPAA (Health Insurance Portability & Accountability Act) and 42CFR (Code of Federal Regulations) alcohol and drug confidentiality requirements. These features should only be used subject to local agency policy guidance.

When a user not assigned to a case tries to access protected information, JJIS alerts the user that the information is marked "protected" and provides the user an option to either proceed with accessing the information or decline. If the user proceeds, their access is logged.

Restricting information prevents users who are not part of a specified Security Group from accessing the information. Only the individual who restricted the information can grant access to individuals outside of the Security Group.

Workers assigned to a case can review the tracking log which lists by whom and when protected information was accessed. This assists in supporting the HIPAA requirement of disclosing who has accessed certain information.

For more information, review the JJIS policy on "Privacy & Protection of Confidential Information in JJIS".

JJIS is a powerful tool and users have access to data, much of which is confidential and protected from public release by Oregon law. All JJIS users should be alert to the necessity of protecting the integrity and confidentiality of the data in JJIS.

Violations of the use of JJIS as outlined in the Individual User Security Agreement are taken very seriously. Violators may be subject to discipline, up to and including dismissal, for violations of the security agreement.



JJIS tracks footprints.



Don't forget - "No person is allowed to seek, obtain, use or release information from JJIS for private or personal reasons."



Supplemental – Structured Unit Shadowing

TYCF Group Life Coordinators

Guide for Structured Unit Shadowing



1

You are responsible for taking charge of your learning during your structured shadow shifts. To maximize learning outcomes, approach each shift with the following objectives:

- 1) Establishing and building rapport with youth without the added responsibility of supervision
- and
- 2) Learning, observing, and performing essential functions of your role prior to “going live”

This guide is intended to give you a structured approach to meeting objective #2. When not engaged in intentional learning objectives, you should focus on general observation and rapport building (objective #1).

Locate & Learn	Observe	Perform
Consists of identifying resources on your unit that will assist you in performing your duties.	You are asked to observe a unit GLC or member of Unit Leadership Team performing specific tasks.	You are asked to perform tasks under direct observation of a unit GLC or member of Unit Leadership team.

2



Shadow Day 1

Ready for Duty Checklist:

- ☐ Check/challenge all exterior doors to ensure they are properly closed and locked
- ☐ Obtain necessary equipment to perform your work (Charged radio, security equipment, keys, etc.)
- ☐ Secure personal possessions in assigned locker
- ☐ *It may be necessary for some to make a gender announcement when coming on floor

Orient yourself to the unit layout (Ask questions!)

- ☐ **Dayroom-** Are there areas youth are not permitted? Where do youth take phone calls? Identify where youth keep personal possessions and what is allowed.
- ☐ **Kitchen-** Acquaint yourself with cabinet and shadow board contents. Ask about the meal routine. Are there other times the kitchen is open for access? Can youth cook?
- ☐ **Dormitory/Youth rooms-** What is allowed/not allowed?
- ☐ **Restroom-** Ask staff to explain any challenges to supervision
- ☐ **Laundry room-** What is stored here? Are all youth given access or just laundry worker?
- ☐ **General-** Location of cameras and any blind spots
- ☐ **School-** Classrooms, VOC Ed, Garden, woodshop, etc.
- ☐ **Control-** med cart, sharp container, security bags, first aid kits, cameras, etc.

Observe Visitation Process:

- ☐ Check in process-visitor list, IDs, metal detectors, lockers, etc
- ☐ **ONLY JJIS** approved visitors are alloud
- ☐ Radio call for youth
- ☐ Observation of Supervision of visits-staff position in room and what to look for (see list on pg 6)
- ☐ Check out process
- ☐ Visitation clean up

Shadow Week 1

Ready for Duty Checklist:

- ☐ *It may be necessary for some to make a gender announcement when coming on floor (you'll get additional information about this at the Training Academy)
- ☐ Secure personal possessions
- ☐ Check/challenge all exterior doors to ensure they are properly closed and locked
- ☐ Number of open areas does not exceed # of staff on floor
- ☐ Perform sharps count on both unit shadow boards. Are all sharps accounted for?
- ☐ Physically tally all youth on floor and verify whereabouts of youth not on unit. Does the youth (movements and whereabouts) board accurately reflect where all youth are?
- ☐ Obtain necessary equipment to perform your work (charged radio, security equipment, keys, etc..)
- ☐ Obtain a verbal shift report from outgoing staff
- ☐ Review shift report in JJIS
- ☐ Check emails for pertinent info/youth updates
- ☐ Log yourself "On Duty" in JJIS
- ☐ *Count meds (staff delivering meds will count / 2nd staff to witness)

Introduce yourself to Unit Leadership Team (ULT). Ask the Living Unit Manager (LUM), Case Coordinator (CC) and Qualified Mental Health Provider (QMHP/ "Q") to explain his or her role.

Locate and Review Medigram, Grievance forms/boxes, and Living Unit Manual. Units will typically have a manual to orient staff/youth to unit rules, expectations, tag level, privileges, etc..

How and where are daily activities communicated?

Does a resource board exist?
Is there a posted menu?
Are gym times, rec times, and plaza times posted?

Shadow Week 1

Perform the "Ready for Duty" checklist found on pg 8
Engage outgoing staff to obtain a verbal report out.

Consider some of the following:
(Behavioral issues from prior shift that may impact your shift, red flags, shout outs, community or personal issues that may adversely affect youth behavior, etc..)

Radio(s)

Begin intentional monitoring of all traffic on channel 1

Observe 3-4 youth phone calls

- ☐ Establish number of youth phone calls remaining
- ☐ Verify requested contact is approved in JJIS
- ☐ Staff verifies identity of call recipient
- ☐ Phone is transferred to youth phone
- ☐ Call is logged in JJIS

Meals

- ☐ Who preps? Who serves?
- ☐ Receiving / unloading food cart when meal is on unit
- ☐ Review a Meal Count Sheet (ask clarifying questions as to who on unit completes this)
- ☐ How is extra food distributed?
- ☐ Where are youth expected to be during mealtimes?
- ☐ Where are GLCs expected to be in dining hall?

Unit chores

- ☐ Where are youth chores posted?
- ☐ Who on unit assigns chores?
- ☐ Which youth hold paid positions on unit (Laundry/ Kitchen)? What is the unit's laundry process?
- ☐ When are chores conducted?

Shadow Week 2

Perform the "Ready for Duty" checklist found on pg 8

Radio(s)

- ☐ Observe a radio call being made (for a line move)
- ☐ Perform 1-2 radio calls (for line moves) under direct supervision

Youth phone calls

- ☐ Observe 2 youth phone calls being performed and logged in JJIS
- ☐ Under staff direction, place 2 youth phone calls and log them in JJIS
- ✓ Look up phone number in JJIS (ensure it is approved)
- ✓ Call contact and ensure individual is intended recipient
- ✓ Ask if it is a convenient time to speak with youth
- ✓ Transfer call from cordless to youth phone
- ✓ Log phone call in JJIS

Frisk Search

- ☐ Observe staff perform frisk search
- Are youth searched each time they come from one secured area to another (Example: Returning from school)?
- Does the search incorporate the major elements of the *Frisk Search Checklist?* (refer to handout in student binder)

Perform these counts upon arrival and before leaving your shift:

- ☐ Youth count (on unit)
 - ☐ Sharps count (both shadow boards)
 - ☐ Chemicals
- (have GLC enter the counts in JJIS as you observe)

Observe medication pass routine

Times meds are administered, where meds are administered, youth expectations etc..

Shadow Week 2

Perform the "Ready for Duty" checklist found on pg 8

Radio calls

- ☐ Perform 2 radio calls (for line moves) under direct supervision

Youth phone calls

- ☐ Under staff direction, place 2 youth phone calls and log them in JJIS
- ✓ Look up phone number in JJIS (ensure it is approved)
- ✓ Call contact and ensure individual is intended recipient
- ✓ Ask if it is a convenient time to speak with youth
- ✓ Transfer call from cordless to youth phone
- ✓ Log phone call in JJIS

Perform and log (JJIS) these counts upon arrival and before leaving your shift:

- ☐ Youth count (on unit)
 - ☐ Sharps count (both shadow boards)
 - ☐ Chemicals
- (You should enter these counts in JJIS after performing)

Log (3) additional actions in JJIS (under staff supervision)

(movements, counts, searches, behaviors, activities, etc.)

Observe medication pass

Focus attention on GLC use of Sapphire program, how med cart is set up, and logs to be completed)

Assist with daily behaviors

- ☐ Sit in on daily behavior/grade book session of youth, observe the process and participate by adding your perspective

Locate & Learn	Observe	Perform	Initiated Off by Staff:
	✓		☐
	✓		☐
	✓		☐
	✓		☐
	✓		☐
	✓		☐
	✓		☐
	✓		☐
	✓		☐