

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into between Ventura Youth Correctional Facility, California Division of Juvenile Justice (VYCF), Coalition for Family Harmony (CFH), and Just Detention International (JDI).

I. UNDERSTANDING, AGREEMENTS, SUPPORT AND RESOURCE REQUIREMENTS:

A. Ventura Youth Correctional Facility agrees to:

- 1) Contact Safe Harbor West to arrange for a full SART response. VYCF will request that Safe Harbor West, per their agreement with VYCF, contact CFH and request the presence of a certified crisis counselor each time they will provide a SAFE for a person under the jurisdiction of VCYF.
- 2) Contact CFH each time there is an allegation of sexual assault, regardless of the timing of the report.
- 3) Respect the nature of privileged communication between a certified crisis counselor and client.
- 4) Facilitate follow-up, whenever possible, between the inmate and certified crisis counselor.
- 5) Complete any necessary security clearances for collaboration with CFH and JDI, and maintain custody, safety, and security while at Safe Harbor West.
- 6) Provide training for CFH and JDI staff as needed.
- 7) Communicate any questions or concerns to CFH and JDI staff.
- 8) Facilitate the placement of informational placards in the areas visible to inmates (number to be determined).

B. Coalition for Family Harmony agrees to:

- 1) Respond to requests to provide accompaniment during sexual assault forensic examinations for individuals who are under the jurisdiction of VYCF/DJJ.
- 2) Provide follow-up services, crisis intervention contacts, and resources and referrals to survivors of sexual assault at VYCF, as resources allow. Contact information for arrangements are: Jennie Dillon or Joe Schofner at (805) 485-7951 x 3334.

- 3) Work with designated VYCF officials to obtain security clearance and follow all guidelines for safety and security.
- 4) Maintain confidentiality as required by state standards for certified crisis counselors and CFH policies and procedures. Obtained signed release of information from clients as therapeutically appropriate in order to work with continuum of care.
- 5) Provide training for VYCF and JDI staff as needed and as resources allow.
- 6) Communicate any questions or concerns to JDI and VYCF staff.

C. Just Detention International agrees to:

- 1) Coordinate and facilitate introductory and any necessary subsequent organizational meetings regarding the SART and crisis response at VYCF.
- 2) Follow all institutional guidelines for safety and security.
- 3) Provide training for VYCF and CFH staff members.
- 4) Provide administrative and other support to VYCF and CFH regarding this agreement.
- 5) Monitor and evaluate the effectiveness of the SART and crisis response at VYCF.
- 6) Produce informational placards in English and Spanish to be placed in VYCF.

II. TERM OF MOU:

This MOU shall begin MONTH DAY, 2011 and shall expire two years from that date.

III. RENEWAL OF MOU:

This MOU may be renewed, at the option of VYCF and CFH, after the initial agreement period upon the same terms and conditions contained herein.

IV. MOU TERMINATION:

This MOU may be terminated by either party upon no less than thirty (30) calendar days written notice, without cause, unless a lesser time is mutually agreed upon by both parties.

V. AUTHORIZATION FOR SIGNATURE:

The individuals executing this agreement on behalf of each party warrants that he/she is authorized to execute the agreement on behalf of their respective agencies and that the agency will be bound by the terms and conditions herein. The understanding between all parties is that there are no funds obligated under this agreement.

Superintendent
Ventura Youth Correctional Facility

Date

PREA Coordinator
Ventura Youth Correctional Facility

Date

Executive Director
Coalition for Family Harmony

Date

Crisis Response Intervention Supervisor
Coalition for Family Harmony

Date

Deputy Executive Director
Just Detention International

Date