

WARRANTS OF ARREST FOR JUVENILES

- AUTHORITY:** Welfare and Institutions Code (WIC) Sections 208.5, 663, 777, 871(a), 871(b), 871(c), and 871(d)
 Penal Code (PC) Section 817(b)
 California Judges Benchguides, Benchguide 119, Section 119.89 (Retaining Jurisdiction After Majority)
 Orange County Juvenile Court Miscellaneous Order 607.3 (Authorization for Conditional Release of Minor/Adult Upon Voluntary Surrender on Juvenile Court Warrant), dated September 13, 2019
- RESCINDS:** Procedure Manual Item 2-1-205, dated 01/13/16 (Major Revision)
- FORMS:**
- | | |
|---|--------------------------------|
| Probation Officer's Report for Subsequent/
Supplemental Petition and Request for Warrant of Arrest | (F057-4128W) |
| Application for Petition | (F057-4024AF) |
| Warrant Information Sheet | (F057-9037AF) |
| Declaration to Support Warrant | (F057-4010.3) |
| Notice of Probation Warrant Issued | (Warrant Unit Template Letter) |
| Juvenile Record Check | (F057-9914.11) |
| Promise to Appear | (Warrant Unit Template Letter) |
| Juvenile Case Disposition Sheet | (F057-4158.20) |
| Petition for Modification | (F057-5120AF) |
| Juvenile Risks/Needs Reassessment Packet | (F057-5049AF) |
| Adult Record Check | (F057-1064.10) |
| Warrant Notice of Hearing on Juvenile Probation Violation | (F057-5300AF) |
| Probation Violation Memo | (Automated Template) |
| Special Incident Report | (F057-9162AF) |
| Juvenile Warrant Transfer Checklist | (Attachment) |
| Interview Questions for Warrant Report | (Warrant Unit Template) |
| Warrant Detention Report | (Warrant Unit Template) |
- PURPOSE:** To provide guidelines to probation staff processing requests for warrants of arrest.

I. GENERAL INFORMATION

The primary function served by the juvenile warrant is to assure the youth's eventual physical presence in court. Generally, the warrant is issued when the youth has failed to appear in court, fled the jurisdiction of the court, absconded from probation supervision, escaped from a custodial program, or the youth's whereabouts is unknown.

Additionally, as outlined in the California Judges Benchguides, Benchguide 119 (Juvenile Delinquency Disposition Hearing), Section 119.89 (Retaining Jurisdiction After Majority), the Court may retain jurisdiction over a youth and make appropriate orders under WIC 727 until that person is twenty-one (21) years of age. However, there is an exception in the case of a juvenile warrant and the Court may retain jurisdiction over a person while that person is the subject of a warrant for arrest issued pursuant to WIC 663.

II. ISSUANCE OF WARRANTS PROCEDURE

A. Warrants Requested by the deputy probation officer (DPO) alleging WIC 777.

1. The DPO will prepare the following and submit to their supervising probation officer (SPO):
 - a. Juvenile Warrant Transfer Checklist - including an additional home call to attempt to locate youth and any noteworthy items.
 - b. Application for Petition completed and submitted electronically via the Integrated Case Management System (ICMS).
 - c. Notice of Hearing on Juvenile Probation Violation completed and submitted electronically via ICMS.
 - d. Probation Violation Memo completed and submitted electronically via ICMS.
 - e. Warrant Information Sheet completed and submitted electronically via ICMS.
 - f. Discovery Packet: All supporting documents for alleged probation violation(s). This includes drug test results, school attendance records, Special Incident Reports (SIRs), etc. (original and three additional copies).

If no supporting documentation is needed (e.g. the only allegation is absconding from supervision), then the DPO will write "No Supporting Documentation Needed" on the Application for Petition under the "Probation Use Only-Comments" section.

- g. Court Report less than thirty (30) days

If a report is due to the Court within thirty (30) days or less prior to transferring to the Warrant Unit, the assigned DPO will prepare and submit an Information to Court Officer (ICO) report to their assigned SPO for review, approval, and submission to Court prior to transferring the case and file to the Warrant Unit.

If a report is due in more than thirty (30) days, the assigned caseload DPO will note this on the Warrant Transfer Checklist and the Risk/Needs Assessment Chrono.

- h. Risk/Needs Assessment Chrono: The assigned DPO shall complete the appropriate chrono as detailed below.
 - (1) If the case is "new" and has never been entered into ICMS, an "Immediate Termination" chrono shall be completed. When completing the chrono, the DPO shall mark both "Immediate Termination" and "Warrant" so as to accurately capture the status of the case.

As an example, if a police department submits a case directly through the DA without first processing it through Probation.

If the case has been previously classified, a "Termination from Field Supervision – Warrant" chrono shall be completed.

- (2) If, at the time the field DPO transfers a case to the Warrant Unit, less than one-half of the assessment period has passed and no changes have occurred in the Risk/Needs variables, the DPO may elect not to re-score the variables, with SPO approval, by clicking on the immediate termination box which bypasses the scoring.
 - (3) Those cases that have been out on warrant for over ninety (90) days, processed on the warrant, and returned to the field will be treated as "new" cases. An initial chrono will be completed within the forty-five (45) day new case period, thereby re-entering the case into the database.
2. The unit SPO will carefully review the merits of the case (e.g. efforts made to locate the youth) and approve if appropriate. Further, the unit SPO will:
 - a. Electronically submit the Application for Petition, Notice of Hearing on Juvenile Probation Violations, Probation Violation Memo, and Warrant Information Sheet.
 - b. Immediately pony the Discovery Packet to the Warrant Unit clerk at [REDACTED] or fax to the Warrant Unit clerk at [REDACTED].
 - c. Send the J/DL file to the Warrant Unit clerk at [REDACTED].
 3. The Warrant request will be processed as follows:
 - a. The Warrant Unit clerk will print the Application for Petition, Notice of Hearing on Juvenile Probation Violations, Probation Violation Memo and Warrant Information Sheet.
 - b. The Warrant Unit clerk will print a photo of the subject for whom the warrant is being requested.
 - c. Upon receipt of the file, the Warrant Unit clerk will log the file in.
 - d. Upon receipt of the Discovery Packet (if applicable), the Warrant Unit clerk will hand-carry the completed warrant request packet to the Court Clerk's Office.
 - e. The court clerk will give the entire warrant request packet to a judicial officer for signature.
 - f. Once the warrant request is signed by the judicial officer, the warrant request packet will be returned to the Court Clerk's Office

where a hard copy of the warrant of arrest will be completed.

- g. The original warrant, Notice of Hearing, and Warrant Information Sheet will be retained by the Court Clerk's Office. The remaining paperwork will be returned to the Warrant Unit clerk.
- h. The Warrant Unit court clerk will send the DA their packet. Probation and defense copies will remain in the J/DL file until the youth is apprehended.
- i. The Warrant Unit court clerk will mail copies of the petition to the parents/guardians of the youth upon issuance of the warrant.

B. Facility Escape Warrants (Under eighteen [18] years old)

1. The unit supervising juvenile correctional officer (SJCO) or duty officer (DO) will contact the appropriate law enforcement agency and request an officer respond for the purpose of filing a new law violation. Additionally, they will immediately contact the assigned DPO, SPO and facility division director (Administrator in Charge (AIC) if the escape occurs outside of normal business hours) by telephone and follow-up with an email including all relevant information (DR#, circumstances of the escape, etc.). The facility division director or AIC will determine the initial level of field response. As additional information is received, the field response level may be revised.
2. The unit SJCO or DO will send an email to the [REDACTED] distribution list and will include all relevant information (DR#, circumstances of the escape, etc.).
3. The unit SJCO or DO will contact the Custody Intake Officer of the Day (CIOD) by telephone [REDACTED] and notify them of the escape.
4. The unit SJCO or DO will submit the following to the Warrant Unit clerk within twenty-four (24) hours of the escape or the following business day:
 - a. Application for Petition (greenie) alleging a violation of WIC 871(a), 871(b), or 871(c). This form is available electronically but in the event that the electronic version is inaccessible, a hard copy will suffice.
 - b. Warrant Information Sheet. This form is available electronically, but in the event that the electronic version is inaccessible, a hard copy will suffice.
 - c. Ward Card (4 copies)
 - d. Declaration in Support of Arrest Warrant
 - e. Discovery Packet: All supporting documentation for allegation including the following (four copies):
 - (1) Most recently signed Rules of Conduct

- (2) Most recently signed Institutional Indoctrination
- (3) Signed Temporary Release (TR) Agreement (if applicable)
- (4) All relevant Special Incident Reports (SIRs)

5. The Warrant Unit clerk will hand-deliver the warrant request packet to the Juvenile Court Officer Unit SPO or designee.
6. The Juvenile Court Officer Unit SPO or designee will hand-deliver the warrant request packet to the juvenile court filing district attorney with a specific and articulated request to expedite. The Juvenile Court Officer Unit SPO or designee will follow-up at the end of the first business day to confirm that the warrant request was processed.
7. The Warrant Request Packet must be processed by the DA clerk, court clerk, and the courtroom clerk prior to being forwarded to the assigned judicial officer (if available) or duty judge.
8. Once the warrant is signed by the judge, the paperwork is processed by the courtroom clerk before being sent back to the court clerk. The court clerk forwards the signed warrant to the Central Warrant Repository (CWR).

C. Facility Escape Warrants (eighteen [18] years of age or older)

1. The unit SJCO or DO will contact the appropriate law enforcement agency and request an officer respond for the purpose of filing a new law violation. It is imperative that the unit supervisor or DO tell the officer that the escapee is over the age of eighteen (18) and articulate the intent to have the agency submit the escape charges in adult court. The unit SJCO or DO shall obtain the DR#.
2. The unit SJCO or DO will immediately contact the assigned DPO, SPO, and facility division director (AIC if escape occurs outside of normal business hours) by telephone and follow-up with an email including all relevant information (DR #, circumstances of the escape, etc.). The facility division director or AIC will determine the initial level of field response. As additional information is received, the field response level may be revised.
3. The unit SJCO or DO will send an email to the "Institutional Escape" distribution list and will include all relevant information (DR#, circumstances of the escape, etc.)
4. The unit SJCO or DO will contact the Custody Intake Officer of the Day (CIOD) by telephone and notify them of the escape.
5. The unit SJCO or DO will collect all applicable/relevant SIRs.
6. The unit SJCO or DO will create two (2) separate packets (as outlined in below sections a. and b.) and submit to the facility division director or AIC for review and approval. The first will be submitted in Juvenile Court, requesting a warrant (for non-wards) and a probation violation warrant (for WIC 602 wards) be issued. The second packet will be submitted in adult court alleging the escape as a new law violation.

a. Juvenile Court packet and process

- (1) The unit SJCO or DO will complete an Application for Petition alleging a WIC 777 (for WIC 602 wards), Notice of Hearing on Juvenile Probation Violation, Probation Violation Memo, and a Warrant Information Sheet. These forms are available electronically, but in the event that the electronic version is inaccessible, hard copies will suffice.
- (2) Discovery Packet: All supporting documentation for allegation including the following (four copies):
 - (a) Most recently signed Rules of Conduct
 - (b) Most recently signed Facility Indoctrination
 - (c) Signed Temporary Release (TR) Agreement (if applicable)
 - (d) DR (if available)
 - (e) All relevant SIRs
- (3) After the packet is approved by the facility manager, the process detailed in above Section II. B. shall be followed.

b. Adult Court Packet

- (1) The unit SJCO or DO will collect all relevant SIRs and obtain a copy of the DR as soon as it is available. While it is preferable to have the local law enforcement agency submit the new law violation to the adult court filing district attorney, delayed availability of the DR will not prevent the submission of the new law violation allegations by probation.
- (2) The facility division director, with the assistance of the assigned DPO(s), will follow-up with the responding agency and the adult court filing DA to ensure that the escape allegation is filed in adult court.

D. Pre-Detention and Pre-Disposition Program (PPP) and Accountability Commitment Program (ACP) Abscond Warrant Requests (under eighteen [18] years old)

1. WIC 871(d): A youth who, while under the supervision of a DPO, removes their Global Positioning System (GPS) device without authority and who, for more than forty-eight (48) hours, violates the terms and conditions of their probation relating to the proper use of the electronic monitor shall be guilty of a misdemeanor.
2. The PPP or ACP DPO will send an email to the [REDACTED] distribution list and the assigned DPO and SPO including all relevant information.
3. Immediately after the first forty-eight (48) hours have passed, the PPP or ACP DPO will submit the following documents to the assigned SPO:

- a. Application for Petition (greenie) alleging a violation of WIC 871(a), 871(b), 871(c), or 871(d). This form is available electronically but in the event that the electronic version is inaccessible, a hard copy will suffice.
 - b. All applicable/relevant SIRs (four [4] copies of each report)
 - c. Warrant Information Sheet. This form is available electronically but in the event that the electronic version is inaccessible, a hard copy will suffice.
 - d. Ward Card (four [4] copies)
 - e. Declaration in Support of Arrest Warrant
 - f. Discovery Packet: All supporting documentation for allegation including the following (four [4] copies):
 - (1) Most recently signed Rules of Conduct
 - (2) Most recently signed PPP/ACP Indoctrination
 - (3) DR (if available)
 - (4) All relevant SIRs
- E. PPP and ACP Abscond Warrant Requests (eighteen [18] years of age or older)
1. The PPP or ACP DPO will submit a warrant request for a PPP or ACP abscond violation. This shall be done within forty-eight (48) hours of the abscond and does not require the forty-eight (48) hour waiting period for a WIC 871(d) allegation.
 2. The assigned PPP or ACP DPO will send an email to the “PPP Abscond” or “ACP Abscond” distribution list (whichever applies) and assigned DPO and SPO and shall include all relevant information.
- F. Warrants Issued on the Court’s Own Motion
- When a youth fails to appear for a court hearing, the court, on its own motion, may issue a warrant. In such cases, the court officer prepares the Warrant Information Sheet in duplicate:
1. The court officer forwards the original of the Warrant Information Sheet to the Juvenile Court Clerk’s Office and places a copy in the probation file.
 2. The Juvenile Court Clerk’s Office forwards the Warrant Information Sheet and the original warrant to the Central Warrant Repository of the Orange County Sheriff’s Department.
 3. The juvenile court officer will forward, via contested cases, a copy of the court Disposition Sheet wherein the bench warrant is ordered issued. Contested officers will call youth’s residence and attempt to get the youth to appear and have the warrant cleared.

4. Contested cases will forward the case file packet to the Warrant Unit clerk for processing.
5. Upon processing, the Contested clerk will send "Notice of Probation Warrant" to the field DPO. The field DPO will then send all case-related material to the Warrant Unit. The field DPO must also complete a Risk/Needs Assessment Chrono as noted in Section II.A.1.h. above. The case is then logged as transferred to the Warrant Unit by the field unit clerk.

G. Warrants Initiated by Law Enforcement (Police Warrants)

1. Refer the law enforcement officer requesting a warrant (for either wards or non-wards) to the Warrant Unit DPO. In general, the Warrant Unit DPO will "walk" the warrant request through the filing process, in order to expedite the request. Due to the inherent urgency of police warrants, Custody Intake Unit DPOs are to process these requests in the Warrant Unit DPO's absence.
2. Law enforcement personnel will submit a completed Application for Petition, a Declaration In Support Of Arrest Warrant, four copies of the crime report, and a Warrant Information Sheet.
3. The Warrant Unit DPO will complete the "Probation Use Only" section of the Application for Petition. The Warrant Unit DPO will obtain the youth's file or call [REDACTED] to have a P# issued if no prior record exists.
4. The police officer will hand carry the following to the DA's Office:
 - a. The goldenrod copy of the Application for Petition/Intake and Transmittal form.
 - b. Three (3) copies of the crime report (marked "DA", "Court", and "Def").
 - c. The white and yellow copy of the Declaration In Support Of Arrest Warrant form (needs officer's signature).
 - d. Two copies of the CJI printout, if it is included in the police packet.
 - e. The white copy of the Warrant Information Sheet.
5. Upon approval of the case by the DA and typing of the petition by their clerk, the packet is transmitted to the Court Clerk's Office for filing and issuance of the Warrant of Arrest.
6. If the warrant is to be entered into the automated system, the court clerk will immediately send copies of the filed petition and Warrant of Arrest to the probation Warrant Unit clerk. The Warrant Unit DPO may check ICMS for update.
7. If the warrant is not to be entered into the automated system (requesting agency will serve it themselves), the court clerk will notify the Warrant Unit DPO, and give the original copy of the Warrant of Arrest to the police officer,

along with a Warrant Receipt. Copies of the filed petition and warrant of arrest will also be retrieved from the clerk's office. (Note: Such warrants are not entered into the automated system.) Advise the officer that if the warrant is not served within seven (7) days, the original warrant must be returned to the Warrant Unit DPO. If the original warrant is not given to the law enforcement officer, the Warrant Unit DPO or Warrant Unit clerk will contact the officer once the warrant is in the system.

8. The entire warrant packet is processed by the Warrant Unit clerk. If no probation file exists, Intake/Log will prepare a file as per new case set-up procedures.
9. The completed file will then be sent to the Warrant Unit and processed.

III. COURT PROCEDURE

No hearing will be scheduled until the youth is apprehended or surrenders on the warrant.

IV. INTAKE PROCEDURE

A. Voluntary Appearance ("Walk-In" Warrants)

Many warrants are cleared through voluntary appearance after mail or telephonic notice or other reason. Some arrange an appointment in advance while others "walk in."

1. Immediate Arraignment

The Presiding Judge of the Juvenile Court has indicated that, whenever possible, a youth who surrenders voluntarily to the Probation Department on a juvenile court warrant should be arraigned immediately. Some Courts issue "No Walk-In" Warrants, which necessitate the subject's arrest and detention pending arraignment.

When a person appears to surrender on a juvenile court warrant, the receptionist notifies the Warrant Unit DPO (or Warrant Unit clerk) and directs the person to wait in the juvenile hall lobby, unless cleared by the Warrant DPO and Reception to wait in the back Reception area if appropriate.

- a. The Warrant Unit DPO or the Warrant Unit clerk verifies that a warrant was in fact issued and that the warrant was issued from Orange County.
- b. If confirmed, the Warrant Unit DPO obtains and reviews the youth's file and case notes to assess the youth's level of compliance (e.g. ward/non-ward, prior absconds, current performance on probation, time since last contact, etc.).
- c. The Warrant Unit DPO interviews the youth/parents, first advising the youth of their Miranda Rights and their right to be represented by an attorney. The Warrant Unit DPO then determines why the youth failed to appear, gets updates on their status and activities

since the warrant was issued, obtains current address and phone number; as well as their status regarding school, gang affiliation, police contacts, and drug and alcohol use. This information, along with outstanding restitution balances and progress on any court ordered sanctions, is then summarized in a Warrant Arraignment Report.

- d. Walk in warrants that arrive before 11 a.m. on a court day are handled immediately. (Those that walk in after 11 a.m. on a court day are either taken into custody or given a Promise to Appear for the following court day if they meet the criteria listed in below section IV.A.2.).
- e. Following the interview, the Warrant DPO directs the youth and parents to the assigned courtroom and instructs them not to leave the building until after the warrant has been recalled. Each situation should be evaluated, and whenever the Warrant Unit DPO determines that the youth might leave or not cooperate, the youth should be taken into custody.
- f. The Warrant Unit DPO or Warrant Unit clerk notifies the assigned courtroom that a walk-in warrant is coming so that the court clerk can request the youth's file before the youth arrives in court. Additionally, the Warrant Unit DPO or Warrant Unit clerk delivers the appropriate Disposition Sheet, Warrant Arraignment Report, and youth's file to the courtroom and gives it to the court officer.
- g. At the arraignment, the recommendation of the Warrant Unit DPO must include the following:
 - (1) That the warrant of arrest be recalled.
 - (2) A detention/release plan: That the youth be released or detained.
 - (3) That the matter be set for an appropriate hearing, if necessary.
 - (4) Often a suggested disposition is recommended in a court report or the Juvenile Reassessment Chrono found in the youth's file. If not, the Warrant Unit DPO can make a recommendation for an immediate disposition based on the allegations, circumstances, youth's attitude and other factors as appropriate.

2. Conditional Release Pending Arraignment

If the warrant has been outstanding for ninety (90) days or more, the Warrant Unit DPO should use their discretion; however, "No Walk In" warrants must be arrested.

As outlined in Orange County Juvenile Court Miscellaneous Order 607.3 (Authorization for Conditional Release of Minor/Adult Upon Voluntary

Surrender on Juvenile Court Warrant), dated September 13, 2019; when a youth voluntarily surrenders on a Juvenile Court Warrant at a time when the Juvenile Court is not in session, the youth is booked into Juvenile Hall or Orange County Jail to await arraignment. However, the Probation Department has Court authorization to conditionally release the youth on their promise to appear in the following specific instances:

- a. The Risk Assessment Instrument (RAI) scores for release on PPP and there are mitigating case factors which would indicate the likelihood the youth would appear for a court hearing the following day,
- b. The youth has been in the community for an extended period of time since the warrant was issued with no new law violations,
- c. The youth has been in the community for an extended period of time since the warrant was issued and has aged out of the juvenile justice system, or
- d. The warrant was issued on a pro per pretrial and there is evidence the youth never received the initial notice to appear in court.

In such instances, the Warrant DPO will do the following:

- a. Have the youth sign a Promise to Appear form for the next judicial day, and
- b. Ensures the youth and parent(s)/guardian(s) fully understands that the warrant continues to be outstanding and that the youth may be arrested on the warrant between the time of conditional release and arraignment.

3. Lodging at Juvenile Hall

A youth will be lodged at juvenile hall when voluntarily surrendering on a warrant if:

- a. Detention is to be recommended,
- b. The warrant DPO believes the youth will not return on the next judicial day if conditionally released,
- c. The warrant is issued as a "No Walk In," or
- d. The youth surrenders without a parent/guardian.

B. Involuntary Appearances

1. If the youth is in custody on the warrant matter only, the Detention Hearing must be held within forty-eight (48) judicial hours.
2. If a new charge accompanies the youth, the matter is processed by Custody Intake as a regular intake, and the warrant arraignment will be set

at the same time as the Detention Hearing.

V. PROCEDURE FOR RECALL OF WARRANTS WITHOUT ARRAIGNMENT

A. Initiated by the Warrant Unit DPO only

Use the following procedure only if termination of court jurisdiction appears consistent with the protection of the community, the interests of justice, and the welfare of the youth:

1. Petition for Modification is prepared.
2. Petition for Modification is given to the Warrant Unit SPO for approval.
3. After approval by the Warrant Unit SPO, the Petition for Modification is submitted to Contested Cases function at JJC/5, to be directed to the appropriate court for review.

B. Recall on Court's Own Motion

When the court recalls a warrant on its own motion at a court hearing, the court clerk will generate a Minute Order. The file and Disposition Sheet will be forwarded to the Contested DPO in juvenile court. The Contested DPO will make a copy of the Disposition Sheet and forward it to the Warrant Unit clerk.

C. Recall by Ex-Parte Order

When the court makes an ex-parte order to recall a warrant, the Contested clerk will forward a copy of the ex-parte Minute Order to the Warrant Unit clerk who will notify the assigned Warrant Unit DPO.

VI. PROCEDURE FOR TRANSFERRING OF WARRANT CASES

Immediately transfer cases wherein the youth fails to appear for a hearing and a bench warrant is issued to the Warrant Unit.

A. Once notification is received by the currently assigned unit clerk and field DPO, all documents relating to the youth, including field book sheets, Chrono, and Juvenile Warrant Checklist should be sent to the Warrant Unit.

B. After the youth has been arraigned and the warrant has been recalled, the Warrant Unit ceases involvement with case management and the case is reassigned to the appropriate supervision DPO.

VII. FURTHER INFORMATION REGARDING HANDLING OF WARRANTS

A. Warrant DPO will receive and screen new applications so duplication of warrants is avoided.

1. Unlike adult cases, which have a separate file number for each complaint, juvenile cases typically have a single J/DL# with continued filings under the same number. However, there have been instances where different case numbers are assigned for the same youth.

2. There should be only one juvenile court warrant outstanding for any one J/DL# case, no matter how many petitions may be on file for adjudication. However, there have been instances where the court issues more than one warrant for a youth on numerous petitions.
 3. In the event an additional petition is filed on the youth's behalf and a warrant is already outstanding, the appropriate recommendation is to either:
 - a. Ask the Court that the outstanding warrant remain outstanding, or
 - b. Ask the Court to recall the warrant issued and issue a new warrant if the new charge is more serious than the one pending. Normally if a youth is out to warrant and additional petitions have been filed, there will not be another warrant issued, unless the judge deems it necessary.
- B. A ward who is eighteen (18) years of age or older in custody in the Orange County Jail on an adult offense, who also has a juvenile warrant outstanding, will not be re-booked in juvenile hall on the warrant, but will be brought directly to Juvenile Court by the Orange County Sheriff's Department for arraignment ("Jail Transports").

Additionally, pursuant to WIC 208.5, notwithstanding any other law, an person whose case originated in juvenile court shall remain, if the person is held in secure detention, in a county juvenile facility until the person attains twenty-five (25) years of age. However, the current practice will remain for subjects or wards eighteen (18) years of age or older will continue to be booked at Orange County Jail on the basis of the Juvenile Court warrant only. The only exception is for eighteen (18+) year olds who turn themselves in to juvenile hall and for whom the court has ordered "No Walk In" warrants. The Custody Intake Officer of the Day (CIOD) may choose to book these individuals into juvenile hall or to take them to the Orange County Jail for booking until their arraignment, as above. After arraignment, the court will hold a detention hearing to determine where they are to be housed.

When the "Jail Transports" arrive each court day, the Warrant Unit DPO will gather essential information relative to the subject's particular circumstances and provide it along with a recommendation to the court.

REFERENCES:

Procedures:	2-1-002	Transportation Security
	2-1-213	In-Custody Security Transportation of "High-Risk" Youth, Subjects of Warrants of Arrest, from Out-of-State Jurisdictions by the Orange County Sheriff's Department
	2-4-103	DJJ Wards-Custody Intake Procedures
	2-6-101	Juvenile Probation Violations
Policies:	A-1	Policy, Procedure and the Law
	A-5	Communications within the Probation Department
	B-1	Case Confidentiality-Client's Right to Privacy

D-3	Peace Officer
E-1	Conferences with a Judge or Commissioner
E-5	Advisement of Rights
F-2	Recommendations to the Court for Dispositions/ Sentencing and Commitments for Minors

Attachment

S. Flynn/C.Ronald

APPROVED BY:

Juvenile Warrant Checklist

Directions: Before sending case to the Juvenile Warrant Unit, please complete the following document. Attach this document on the top of the other documents on the right side of the youth's case file. Ensure file is in proper order and all documents are secured in chronological order prior to sending the file.

Last name:		First Name:		L#:		
Next Court date:		ICO or PR Requested by Court?			Yes	No
Indoc. Date (if ward):						

Please ensure the following is completed prior to sending the file:

<input type="checkbox"/>	Updated Record Check within 30 days
<input type="checkbox"/>	Address and contact information for youth and parent/guardian updated in ICMS
<input type="checkbox"/>	ICMS notes updated with attempts to locate
<input type="checkbox"/>	Home call attempted or completed within last thirty (30) days
<input type="checkbox"/>	Term Chrono completed with summary and progress toward treatment plan included
<input type="checkbox"/>	Type/date of next court report due (if 30+ days out) _____
<input type="checkbox"/>	DPO/SPO's comments (if applicable) _____

DPO's Signature:	Date:	SPO Signature:	Date:

Warrant Unit Use Only					
Warrant Type:		Court FTR		Abscond	Other:
Initial Review Date:		2 nd Review			