

TITLE Policy regarding Individuals wishing to address the Jefferson County Corrections Board	POLICY NO.
	EFFECTIVE DATE 8/1/10
POLICY CUSTODIAN Justice Services / Community Corrections Unit	ADOPTION/REVISION DATE

ADOPTING RESOLUTION(S):

REFERENCES (STATUTES/RESOS/POLICIES): 24-4.1-302.5 (1) (j.5) and 27-27-103.5 CRS

PURPOSE: To define the Jefferson County Corrections Board’s policy regarding individuals presenting information to the Board on offender cases being screened by the Board

POLICY: The Jefferson County Corrections Board (JCCB) will allow victims and offenders to address the Board regarding their VRA case when it is being screened at a full corrections board meeting. There will be no verbal presentations made to the JCCB by attorneys for the offender.

Victim – If the victim is involved in a diversion offender’s VRA case that is being screened, they may provide a written statement to the Board members. A copy of the statement will be shared with all the members at the meeting.

If the victim is involved in a transition offender’s VRA case, they may choose to speak to the Board, provide a written statement or both at the full board meeting.

Offender – Any transition offender, family member, or their representative may provide a written statement to the JCCB when their VRA case is being screened for possible placement in community corrections. A copy of the statement will be provided to the members of the JCCB.

IMPLEMENTING PROCEDURES:

Victims - If a VRA case referred from the Department of Corrections goes to the full Jefferson County Corrections Board, victims will have the opportunity to speak to the members. If the victim chooses to address the Board verbally, the following guidelines will apply:

- a) All speakers will be limited to three minutes.
- b) The victim may present any information he/she believes is important to the Board in making their decision.
- c) Victims are encouraged to address the following questions during their presentations.
 1. Do you think this offender can be safely returned to the community; why or why not?
 2. How have this offender's actions affected you personally?
 3. Do you think this offender is a threat to harm you again; why or why not?

The victim will coordinate their attendance and how they wish to present to the JCCB (orally or written) through the Department of Corrections victim notification office. The Department of Corrections is responsible for notifying the JCCB staff of any victim wishing to present and coordinating with the JCCB staff.

ALL VICTIMS ATTENDING A JCCB MEETING WILL BE NOTIFIED BY THE DOC VICTIM ASSISTANCE STAFF OF THE RESULTS OF THE SCREENING AFTER THE MEETING HAS CONCLUDED.

If a diversion case is being reviewed and a victim wishes to have written input, they must coordinate that with the Jefferson County Victim-Witness unit and provide their statements to that office.

Offenders – Offenders, their designated family member, or their representative may submit a written statement to JCCB staff at least two days prior to the JCCB meeting. They may submit this information to their Department of Corrections case worker or directly to JCCB staff. It can be faxed to JCCB staff at 303-271-4849 or mailed to: Jefferson County Justice Services, 3500 Illinois St. #2800, Golden, CO 80401. If mailed, please allow enough time to reach staff two days prior to the JCCB meeting at which their case is being considered.

The JCCB will allow written statements, from the offender and their representatives, to be submitted for their review. The letter should address what their plans are when they are out in the community, why the community should feel safe with them living there, and how they have changed since their incarceration. They may include any other information they feel it is important for the JCCB to review.