

POLICY AND PROCEDURES

NUMBER: 1702

SUBJECT: Cooperation with Community Agencies
and Education Institutions

ACA STANDARDS: 3-ALDF-1D-05

DIRECTOR: Herbert Bernsen

EFFECTIVE DATE: 9/97 REVISION DATE: 7/00, 11/13



I. POLICY

The St. Louis County Department of Justice Services shall provide coordinated planning efforts with community related groups, criminal justice agencies, officers of the courts and members of the academic community.

II. RESPONSIBILITIES

The St. Louis County Department of Justice Services' Director and all Administrative staff are responsible for the following procedures.

III. DEFINITIONS

Criminal Justice Associations: To include, but not be limited to: The National Sheriff's Association, The American Correctional Association, The American Jail Association, The Missouri Corrections Association, Board of Governor's, Courts of the 21st Judicial District, Prosecuting Attorney's Office, Public Defender's Office, Options for Justice, Missouri Department of Mental Health, Employment Connections, Division of Alcohol and Drug Abuse, Federal Bureau of Prisons, United States Marshall's Office and others.

Community-based Programs: To include, but not be limited to: The Grand Jury, The Citizen's Advisory Committee and other Correctional programs/activities and appointed citizen oversight committees that receive a significant portion of funding or direction from persons or groups of persons not employed by the St. Louis County Department of Justice Services.

IV. PROCEDURES

- A. The Department Director shall solicit suggestions from staff members and implement those deemed appropriate. This solicitation may be achieved through staff meetings, staff committees, thirty (30) day review of policies, the Department's 'Open-Door' policy and other types of communication.
- B. The Department's policies and procedures encourage community agencies and professional organizations to contribute to coordinated planning and interagency consultation. Community involvement shall include:
 - 1. Community Relations; Corrections staff shall be encouraged to participate in local and national criminal justice associations.
 - 2. Citizen Participation; involvement of citizens in:
 - a. Assisting with facility program planning where possible.
 - b. Community-based programs.
 - c. Correctional program improvement.
 - d. Periodic scheduled tours of the jail system.
- C. Cooperation with local criminal justice agencies; The Department of Justice Services shall cooperate by:
 - 1. Participating with community agencies that are involved in activities related to the Department of Justice Service's mission.
 - 2. Sponsoring exchange tours with other criminal justice groups.
 - 3. Sharing information and coordinating efforts with other criminal justice agencies in an effort to facilitate our mission, philosophy and goals.
- D. Academic community involvement; continued cooperation with St. Louis University, Washington University and the University of Missouri at St. Louis, other colleges and universities and local high school education organizations to include:
 - 1. Encouraging colleges and universities to assist in Department of Justice Services programming.

2. Encouraging Corrections staff members to serve as lecturers, faculty or consultants to the education community.
3. Incorporating university faculty and student expertise to enrich Department programming.
4. Developing programs which offer selected university student internships or practicum programs within the Department.
5. Providing observation/visitation and special programming within Departmental facilities to encourage participation by students involved in academic criminal justice programs. Student tours and discussion groups held within the correctional setting assists students in their understanding of the criminal justice system.