

Category: Prison Rape Elimination Act (PREA)
Policy #: 17.10
Subject: Data Collection and Review
Purpose: To establish guidelines for the collection and review of data when an incident of sexual abuse occurs in the Juvenile Detention Center.

I. Sexual Abuse Incident Reviews

1. The Fort Bend County Juvenile Probation Department (FBCJPD) shall conduct a sexual abuse incident review at the conclusion of every sexual abuse investigation, including where the allegation has not been substantiated, unless the allegation has been determined to be unfounded.
2. Such review shall occur within 30 days of the conclusion of the investigation.
3. The review team shall include: Chief Juvenile Probation Officer, Facility Administrator, PREA Coordinator, Psychology Division Director, Detention Registered Nurse, Shift Supervisor Juvenile Supervision Officer, Youth Specialist and Juvenile Probation Officer.
4. The review team shall:
 - A. Consider whether the allegation or investigation indicates a need to change policy or practice to better prevent, detect, or respond to sexual abuse;
 - B. Consider whether the incident or allegation was motivated by race; ethnicity; gender identity; lesbian, gay, bisexual, transgender, or intersex identification, status, or perceived status; or, gang affiliation; or was motivated or otherwise caused by other group dynamics at the facility;
 - C. Examine the area in the facility where the incident allegedly occurred to assess whether physical barriers in the area may enable abuse;
 - D. Assess the adequacy of staffing levels in that area during different shifts;
 - E. Assess whether monitoring technology should be deployed or augmented to supplement supervision by staff; and
 - F. Prepare a report of its findings, including but not necessarily limited to determinations made pursuant to paragraphs (4)(a)-(4)(e) of this section, and any recommendations for improvement and submit such report to the facility head and PREA compliance manager.
 - G. FBCJPD shall implement the recommendations for improvement, or shall document its reasons for not doing so.

II. Data Collection

1. The FBCJPD shall collect accurate, uniform data for every allegation of sexual abuse at facilities under its direct control using a standardized instrument and set of definitions.
2. FBCJPD shall aggregate the incident-based sexual abuse data at least annually.
3. The incident-based data collected shall include, at a minimum, the data necessary to answer all questions from the most recent version of the Survey of Sexual Violence conducted by the Department of Justice.
4. The agency shall maintain, review, and collect data as needed from all available incident-based documents, including reports, investigation files, and sexual abuse incident reviews.
5. The agency also shall obtain incident-based and aggregated data from every private facility with which it contracts for the confinement of its residents.
6. Upon request, the agency shall provide all such data from the previous calendar year to the Department of Justice no later than June 30.

III. Data Review for Corrective Action

1. FBCJPD shall review data collected and aggregated pursuant to § 115.387 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including:
 - A. Identifying problem areas;
 - B. Taking corrective action on an ongoing basis; and
 - C. Preparing an annual report of its findings and corrective actions for each facility, as well as the agency as a whole.
2. Such report shall include a comparison of the current year's data and corrective actions with those from prior years and shall provide an assessment of the agency's progress in addressing sexual abuse.
3. FBCJPD report shall be approved by the agency head and made readily available to the public through its website or through its annual report.
4. FBCJPD may redact specific material from the reports when publication would present a clear and specific threat to the safety and security of a facility, but must indicate the nature of the material redacted.

IV. Data Storage, Publication, and Destruction

1. FBCJPD shall ensure that data collected pursuant to § 115.387 are securely retained.

2. FBCJPD shall make all aggregated sexual abuse data, from facilities under its direct control and private facilities with which it contracts, readily available to the public at least annually through its website or through its annual report.
3. Before making aggregated sexual abuse data publicly available, FBCJPD shall remove all personal identifiers.
4. FBCJPD shall maintain sexual abuse data collected pursuant to § 115.387 for at least 10 years after the date of its initial collection unless Federal, State, or local law requires otherwise.

Revised: 04/01/2015

Date

Reviewed by County Attorney's Office: 5/27/2015

Date

Adopted by the Juvenile Board: 6/10/2015

Date