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| JUVENILE JUSTICE SERVICES HANDBOOK |
| SUBJECT: Alarm Protocols  | PAGE: 1-7 |
|  ITEM: 407.3  | DATE: 11/1/2024 |

**POLICY:**

It is the policy of Wayne County Juvenile and Youth Services (JYS) and House Arrest Services, Inc. (H.A.S) to outline both intensive and non-intensive alarm protocols to ensure the effective monitoring and safety of individuals under supervision. These protocols are designed to address varying levels of need and risk, ensuring that appropriate actions are taken in response to alarm activations and maintaining compliance with all regulatory requirements for tethered youth.

**DEFI****NITIONS:**

1. **Strap Tamper**: Intentional or accidental damage caused by cutting, attempting to cut, or physically disabling the electronic monitoring device.
2. **Communication Loss Escalated:** system generated twelve (12) consecutive hours of no communication from device \**device attempts communication every 60 seconds.*
3. **Battery Critical Escalated**: system generated when there is approximately 1.5-2 hours battery operation time remaining on the device.
4. **Shut Down:** The device is no longer operational, resulting in a complete loss of monitoring.
5. **Inclusion Zone**: Specific place(s) or area(s) that have been identified and officially approved for presence.
6. **Inclusion Zone Violation**: Being outside of the approved inclusion zone(s) or leaving the approved zone(s) outside of the approved schedule.
7. **Exclusion Zone**: Specific area(s) or place(s) where the youth is prohibited from being located. These zones should be considered for youth with criminal sexual conduct offenses, known gang involvement or affiliation, victim notification requirements, or any other restrictions on the youth’s whereabouts. This includes areas associated with known co-defendants, banned geographic locations, or court-ordered restrictions on individuals and locations.
8. **Exclusion Zone Violation**: Presence in prohibited area(s). Compliance will not be achieved until the GPS tracking indicates the youth is outside of the exclusion zone.
9. **Battery Critical:** system generated when there is approximately 6+ hours battery operation time remaining on the device. \**There is a previous “battery low” event that automatically notifies the monitored individual via device vibrations.*
10. **Communication Loss**: system generated after one (1) consecutive hour of no communication from device. \**Device attempts communication every 60 seconds.*
11. **GPS**: Global Positioning System
12. **Monitoring Started**: Electronic Monitoring has begun.
13. **No Movement:** The device has not moved for 10 consecutive hours.
14. **No GPS**: ten (10) consecutive hours have passed with no GPS.
15. **No GPS Escalated:** 24 consecutive hours have passed with no GPS.
16. **Motion No GPS**: 15 minutes of No GPS + Walking 200 steps in 2 minutes OR running 25 steps in 2 minutes OR new cell towers pinged that have never pinged while at home.
17. **Cell Tower Based Trace**: two (2) minutes without GPS signal automatically engages Cell Tower Base Traces – will produce cell tower-based traces every two (2) minutes without GPS returns.
18. **Sleep Mode**: device has entered “sleep mode” rather than powering down. Device will “wake up” every six (6) hours for 10 minutes; during this 10-minute timeframe, the device attempts to gain GPS. Afterwards, the device will return to “sleep mode” waking up every six (6) hours until the battery is completely depleted.
19. **Monitoring Ended**: Monitoring has concluded, either successfully or unsuccessfully, or the device has been swapped for a new one, resulting in the end of the current monitoring.
20. **WEB:** Warrant Enforcement Bureau
21. **MC:** Monitoring Center

**PROCEDURES:**

1. In the event of any alarm notification activation, House Arrest Services, Inc. (H.A.S) will enact the following **intensive protocols for high-risk youth** to ensure timely and appropriate action. The following steps outline the response procedures for each type of alarm notification:
2. Strap Tamper
* Call youth through the device.
* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email
* Enable siren.
1. Communication Loss (Escalated)
* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email.
1. Battery Critical (Escalated)
* Call Youth through the device.
* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email.
* Enable siren.
1. Shut Down
* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email.
1. Exclusion Zone
* Call Youth through the device.
* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email.
* Enable siren.
1. No Movement Detected
* Call Youth through the device.
* Call parent/guardian
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email
* Enable siren
1. Inclusion Zone
* Call Youth through the device
* Call parent/guardian
* Contact CMO
* Enable siren
1. Battery Critical
* Call Youth through the device
* Call parent/guardian
* Enable siren
1. Communication Loss
* Contact CMO
1. No GPS
* Contact CMO
1. Motion No GPS
* Contact CMO
* Email WCJYS admin email
1. Monitoring Started
* Contact CMO
* Email WCJYS admin email
1. Sleep Mode
* Contact CMO
* Email WEB
* Email WCJYS admin email
1. Monitoring Ended
* Contact CMO
* Email WEB
* Email WCJYS admin email
* Email HAS Inventory

15)No GPS Escalated

* Contact CMO
* Email WCJYS admin email

16)Strap Tamper Cleared

* Contact CMO
* Email WCJYS admin email

17)Exclusion Zone Compliance

* Contact CMO
* Email WCJYS admin email

18)Inclusion Zone Compliance

* Contact CMO
1. In the event of a non-intensive alarm notification activation, House Arrest Services, Inc. (H.A.S) will enact the following **non-intensive protocols** to ensure appropriate action is taken. The following outlines the response procedures for each type of non-intensive alarm notification:

1)Strap Tamper

* Call youth through the device.
* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email
* Enable siren.

2)Communication Loss (Escalated)

* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJV admin email.

3)Battery Critical (Escalated)

* Call Youth through the device.
* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email.
* Enable siren.

4)Shut Down

* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email.

5)Exclusion Zone

* Call Youth through the device.
* Call parent/guardian.
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email.
* Enable siren.

6)No Movement Detected

* Call Youth through the device.
* Call parent/guardian
* Contact CMO
* Email/Call WEB during business hours (8a-4p) or Local Police Departments (PD) after hours at the direction of WEB.
* Email WCJYS admin email
* Enable siren

7)Inclusion Zone

* Call Youth through the device
* Call parent/guardian
* Contact CMO
* Enable siren

8)Battery Critical

* Call Youth through the device
* Call parent/guardian
* Enable siren

9)Communication Loss

* Contact CMO

10)No GPS

* Contact CMO

11)Motion No GPS

* Contact CMO
* Email WCJYS admin email

12)Monitoring Started

* Contact CMO
* Email WCJYS admin email

13)Sleep Mode

* Contact CMO
* Email WEB
* Email WCJYS admin email

14)Monitoring Ended

* Contact CMO
* Email WEB
* Email WCJYS admin email
* Email HAS Inventory

15)No GPS Escalated

* Contact CMO
* Email WCJYS admin email

16)Strap Tamper Cleared

* Contact CMO
* Email WCJYS admin email

17)Exclusion Zone Compliance

* Contact CMO
* Email WCJYS admin email

18)Inclusion Zone Compliance

* Contact CMO
1. In the event of an incident involving a high-risk tethered youth, House Arrest may require assistance from WEB. House Arrest and WEB will communicate, and coordinate efforts as needed, using discretion to determine the appropriate response based on the situation. The CMO will be contacted and notified of said response.

**EXHIBITS:**

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| 407.3A |
| 407.3B  |

**REFERENCES:**

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