

## Bylaws for Juvenile Officer Subcommittee

- I. The Juvenile Officer Subcommittee shall be responsible for reviewing and making recommendations to the Juvenile Judges Committee on all issues related to the juvenile officer reimbursable slots. The Subcommittee shall be comprised of the Chair of the Juvenile Judges Committee, as well as four additional members as determined by the Chair.
- II. When there are available juvenile officer reimbursable slots, the Subcommittee will open the Application process to all juvenile judges at the June Judicial Council Business Meeting every year. All applications should be submitted to the Juvenile Division Director of the AOC by August 31<sup>st</sup> of every year. The Subcommittee will meet thereafter to consider all applications and to make recommendations to the Juvenile Judges Committee at their November meeting. When reviewing the applications, the Subcommittee shall consider the needs of the Judicial District, the delinquency and juvenile drug court caseload of the juvenile court, the District's use of risk assessments, the roles and responsibility of the juvenile officers in the District, the service matrix of the District, and the census information of the counties in the District.
- III. When a Judicial District is assigned a juvenile officer slot, they are permitted to move them between counties as needed.
- IV. Should a Judicial District have a vacancy in a slot assigned to them for more than twelve months, the slot shall be removed from that District and made available to all judges statewide during the next Application process. If a slot is removed from a Judicial District, they shall be permitted to apply again for the slot.
- V. The Juvenile Officer Subcommittee shall also be responsible for reviewing and making recommendations to the Trial Court Employees Committee regarding Juvenile Drug Court Coordinator (Juvenile Drug Court Officer) positions. When a position becomes vacant and surrendered by a judge, the Specialty Court Coordinator shall advise the Subcommittee who will make the application available to all juvenile judges. The Subcommittee shall also be permitted to make recommendations for moving coordinator positions around the state should it become necessary.
- VI. Any modifications to the Juvenile Officer Reimbursement Guidelines prepared by the Juvenile Division Director shall be reviewed and approved by the Subcommittee.
- VII. Any modifications to the Bylaws of this Subcommittee shall be approved by the Juvenile Judges Committee.