

# CARSON CITY JUVENILE SERVICES



## FAMILY HANDBOOK

*Strengthening Our Community by Supporting Youth and  
Families*

## Who We Are

The Department of Carson City Juvenile Services is a public agency committed to serving youth and families through probation services for the First Judicial District. The department has two divisions: Probation and Detention, which work as one team to provide a continuum of care to ensure community safety and restorative justice for Carson City and Storey County.

### Mission Statement

The mission of the Carson City Department of Juvenile Services is to encourage positive change in the lives of juvenile offenders through, respect, fairness and integrity.

The department is committed to serving the welfare of juveniles and their families by holding juvenile offenders accountable for their actions by providing meaningful consequences and a continuum of services and sanctions in order to create a safer community.

In partnership with integrated programming, the department promotes the process of reintegration and directs delinquent juveniles toward reforming their behavior in the context of increased accountability, enhanced community restoration, and expanded personal competencies.

### Vision Statement

The vision of the Carson City Department of Juvenile Services is to provide and promote leadership and public safety while improving and enriching the lives of youth, victims, families and the community.

We hold these values to a high standard: **Integrity, Excellence, Compassion, Creativity, Respect, and Fairness.**

## Table of Contents

- Introduction: 4
- Citations & Arrests: 5-6
- Parent Responsibilities: 7
- Probation Division: 8-9
- Detention Division: 10
- Important Notices to Parents: 11
- Parental Involvement: 12
- Juvenile Law: 13
- How Can Parents Get Involved?: 14
- Frequently Asked Questions: 15-20
- Contact information: 21

## INTRODUCTION

Welcome to the Family Handbook for Carson City Juvenile Services. The Department provides probation supervision, case management strategies, accountability, public safety, and a safe & secure detention center to meet the interests of the juvenile, families, and community we serve.



When a juvenile has contact with law enforcement, it can be overwhelming and confusing. Our goal is to help family members understand our local juvenile justice system and their rights and responsibilities. This handbook is one way to obtain information; however, we can answer any other questions that may arise through this process.

## CITATIONS AND ARRESTS

Juvenile Services is the local government agency responsible for receiving and processing all law enforcement referrals for juveniles in Carson/Storey Counties. These referrals from the Sheriff Office will be routed to the Department in the form of a written citations, formal charges or arrests into the Juvenile Detention Center, known as Murphy-Bernardini Regional Juvenile Detention Center.

The police report will be reviewed by the District Attorney's Office and the Probation Department to determine the necessary action for the offense. Generally, one of the following will occur:

- 1) Dismiss the offense. This will occur when the elements to prove offense cannot be met beyond a reasonable doubt.
- 2) Take no actions. This will occur pending more information on the case.
- 3) Refer to the Probation Department for Diversion. Diversion includes an informal hearing with sanctions. The sanctions depend on the offense.
- 4) The District Attorney may file a Petition (formal charges) which will generate an arraignment in the Juvenile Court
- 5) The offense is determined to be so egregious, the District Attorney's office files a motion to certify the juvenile. If the juvenile is certified, he/she will be charged in the adult legal system.

### CITATIONS

If there is further action after the citation is processed and reviewed with Carson City Juvenile Services and the Carson City District Attorney's Office, information will be sent out explaining when and if a juvenile must appear for a meeting with a member of our Juvenile Staff or the Court. More information and instructions will be included in this document advising you and the juvenile of your rights and responsibilities.

### ARREST

If a juvenile is arrested by a law enforcement agency for allegations of a delinquent act, they will be transported and booked into our local juvenile detention center (Murphy-Bernardini Regional Juvenile Detention Center). During the booking process, you will be contacted by phone and advised of your responsibilities and whether your juvenile will continued to be detained or released.

## ARRESTED AND RELEASED

Releases may occur to a parent or guardian's custody in the following ways:

- Release on home supervision or other conditions pending a scheduled detention hearing, no later than 72 business hours.
- Release with no restrictions pending contact with a member of our juvenile staff for future court appearances.

## ARRESTED AND DETAINED

If your juvenile is arrested and detained, you will be notified of your responsibilities and advised of the time, date, and location of your juvenile's detention hearing, no later than 72 business hours.

Unless you choose to hire a private attorney, your juvenile will be represented at this hearing by the Public Defender's Office. At the detention hearing the Judicial Magistrate will determine if your juvenile will be detained, released, or released on house arrest with or without electronic monitoring, or with special conditions pending further court appearances.

## PARENT RESPONSIBILITIES

If your juvenile is cited or arrested, you will be contacted by a member of our staff and provided further information and instructions. It is your responsibility to provide accurate contact information and be an active participant in this process. You may be required to meet with a Juvenile Probation Officer to discuss the offense and your juvenile's behavior. Factors such as severity of offense, prior involvement with the Department, and the results of risk and needs assessments may determine how your juvenile's case will be handled.

If your juvenile is required to appear before the Juvenile Court, you must contact the Public Defender's Office at 775-283-7788 or retain a private attorney of your choosing.

Nevada law requires juveniles to be represented by an attorney at any court proceeding.

## PROBATION DIVISION

The Probation Division is an integral part of the Carson City Juvenile Services. If a juvenile is ordered onto probation, they will be assigned a JPO who will provide community-based supervision using evidenced-informed case management strategies based on your juvenile's individual risks and needs. JPO's assist juveniles with completing community service, attending school, establishing positive peer relationships, and providing referrals to programs and services that help maintain a law-abiding lifestyle. JPO's make regular contact with juveniles in the office, in the juvenile's home, and at school to monitor case goals, behavior, and conformance with any probation conditions or other court orders.

In some instances, juveniles may be placed under the Informal Supervision (Diversion) pursuant to [NRS 62C.200](#). Informal Supervision diverts juveniles from formal prosecution based on a voluntary agreement to participate in programs, services, or pay restitution to a victim. The decision to offer a juvenile Informal Supervision is based a juvenile's delinquency history, severity of the offense, and other factors such as the estimated risk a juvenile present to the community.

### SERVICES PROVIDED

The Probation Division provides prevention/intervention programs for non-court and court involved youth. These programs help provide accountability and juvenile/family development to bring success to all of the youth in the community that need extra services with Carson City Juvenile Services. Some of the services provided to the youth include:

- Walk-In and Crisis Intervention
- School and Youth Advocacy
- Work Program (Community Service)
- Restitution
- Forward Thinking and ARISE Groups
- Anger Management Classes
- Alcohol and Drug Education Programs
- Leadership and Resiliency Wilderness Program
- Play by the Rules
- Drug and Alcohol Counseling
- Juvenile Drug Court
- GPS Monitoring
- Family Engagement
- Parent Project

- Girls Circle
- Vaping Intervention Classes

## VICTIMS SERVICES INFORMATION

### **RESTITUTION**

Carson City Department of Juvenile Services believes that juvenile offenders need to do something positive for the victim and the community to make up for their offenses. These positive acts can help the juveniles regain their self-respect and develop respect for other people and their property.

### **WHAT HAPPENS**

Each juvenile required to participate in the program will meet with a Juvenile Probation Officer to determine the type of restitution, including one or more of the following:

- Apologize to the victim
- Make monetary restitution to the victim
- Perform community service
- Be placed under court ordered probation supervision

### **WHO IS REFERRED**

Any Carson City or Storey County juvenile who commits a property or personal injury offense may be required to participate in the program.

### **VICTIMS WHO DO NOT WANT RESITUTION**

One of the most significant rights of crime victims is the right to submit victim impact statements. Impact statements provide victims with a voice that should be heard by the courts as well as probation. They are a valuable tool in determining appropriate sentences for convicted offenders. A victim may also personally appear in court and be heard.

If you are a victim of a crime in which a juvenile offender has been allegedly involved, please visit our office and speak with the on-call officer.



## DETENTION DIVISION

Murphy-Bernardini Regional Juvenile Detention Center is a secure holding facility for the temporary detention of juvenile offenders. [NRS. 62B.210](#) mandates that the facility be “constructed and conducted as nearly like a home as possible.” Within this framework, our mission is twofold:

- Protecting the community by securely housing juveniles that may be or have been involved in activities injurious to the public; and
- Providing for the safe and secure detention of juveniles detained within the facility

The Detention Center is incorporated in the Murphy-Bernardini Regional Juvenile Justice Center located at 1545 East Fifth Street, Carson City, Nevada.

Detention capacity is 18 beds in single sleeping rooms. Juvenile housing consists of two wings, one wing 6 single beds and the second wing consisting of 12 single bed units. The detention facility also contains education, recreation yard with basketball court and a low element ropes course, kitchen/dining, laundry, maintenance, storage, multipurpose room and day rooms in both wings. Surrounding the Detention Center is a fourteen foot chain link fence with wire mesh covering the top four feet.

All of the living units were constructed in compliance with the Federal guidelines for Correctional facilities at the time they were constructed.

## HOURS AND VISITING

The detention center is open 24 hours a day, 7 days a week, 365 days a year. After hours and weekend/holiday access to the facility is made thru the public entrance that is monitored by staff. Personal items must be left in automobiles or in the lockers located in the prerelease room. The public must be able to pass through the metal detector without alarm prior to gaining admission to the building.

## DETENTION VISITATION

Visitation can be scheduled by calling the front office at 775-887-2033.

Scheduling is open Monday thru Friday 8:00 am to 5:00 pm. Visits must be in by 5:00 pm on Friday.

## VISITATION HOURS

Sundays 10:00 a.m. to 10:30 a.m. or Sundays 3:30 p.m. to 4:00 p.m.

You may come to one visit or the other, but not both.

## VISITORS

Parents, grandparents, or legal guardians only are permitted to visit.

Please be in possession of government issued identification with photo when visiting or picking up your child/ward.

Visit is subject to denial or cancelation at any time, entirely at staff discretion.

## ADDITIONAL SERVICES

In addition to the Detention Center, Murphy-Bernardini Regional Juvenile Justice Center also houses court services and offices. The Probation Division is located at 740 S. Saliman Road. The detention center serves Carson City, Storey County, several other counties and agencies that have contracts with Carson City.

## PREA (PRISON RAPE ELIMINATION ACT)

To report a PREA (Prison Rape Elimination Act) violation in any jail, Juvenile Detention, Community Lock-up, or Prison facility within the state of Nevada please use the PREA Incident Report Form.

[JJPO Website with PREA Information](#)

## Goals of the Detention Center:

- To provide for the youth's basic needs like shelter, food, clothing, and medical care
- To protect the rights of juveniles during residence
- To provide for the educational, physical, emotional, and social needs of detained juveniles
- To administer programs, rules, discipline, and controls in a firm, fair, and consistent manner
- To nurture and encourage acceptable behavior

If your juvenile is detained, you will be contacted by a detention staff to go over the medical waiver for your child. This packet allows detention staff (mental health and medical staff) to best serve your juvenile while detained at Murphy-Bernardini Regional Juvenile Detention Center.

While your juvenile is detained your juvenile will participate in the following programs:

- Education
- Recreation
- Medical Services
- Mental Health Services

It is the goal of the detention center to work with your juvenile to provide a safe and secure setting. If your juvenile is detained and you have any questions, please contact the Detention Staff or Probation Officer.

## JUVENILE LAW



[C.C.M.C. 8.20.040](#) - Parental, guardian responsibility

[C.C.M.C. 8.20.030](#) - Curfew hours

[C.C.M.C. 8.20.020](#) - Use or possession of alcoholic beverage by minor.

[N.R.S. 62H](#) - Juvenile Records

[N.R.S. 62E.640](#) - DUI

[N.R.S. 62E.630](#) and [N.R.S. 62E.620](#) - Minor In Possession of Alcohol

[N.R.S. 62E.620](#) - Minor In Possession of Marijuana

[C.C.M.C. 8.04.128](#)- Runaway

- In most jurisdictions it is not a crime to runaway from home. It is considered a "status offense", which means it is against the law only when someone under 18 years old does it. Almost every state allows police or other law enforcement officers to take runaway youth into custody without a court order and without the youth's permission

## HOW CAN PARENTS GET INVOLVED?

### PARTICIPATE

You are encouraged to participate in the development of your juvenile's case plan by providing relevant information regarding your juvenile, family, values, culture, and history. Be prepared to participate in meetings, appointments, and court by providing information on progress and behaviors. Keep all paperwork in a folder (reports, letters, and notices). Also, keep notes regarding people you speak with, meetings or hearings scheduled, and other important dates and appointments. We must keep an open line of communication. Share your concerns, fears, positive aspects of your juvenile's life as well as offer suggestions that will aid in successful programming, treatment planning and return to the community.

### ADVOCATE

You can help. We ask that you encourage your juvenile to actively participate in programs and treatment. At Juvenile Services, we find when parents are actively involved the juvenile experiences greater success.

## FREQUENTLY ASKED QUESTIONS

### QUESTIONS ABOUT JUVENILE DETENTION

#### **Will you contact me if something happens to my juvenile while in custody?**

Juvenile Services will attempt to contact you in case of any emergency in Detention. This may include a serious medical condition requiring hospitalization or emergency room treatment, attempted escape, or other serious incidents.

#### **Can I communicate with my juvenile while detained?**

Yes, you can receive phone calls, mail letters and visit. All letters must be mailed through the post office, addressed to the juvenile at the Murphy-Bernardini Regional Juvenile Detention Center, 1545 East 5th Street Carson City, NV 89701, and must include a complete return address with sender's first and last name.

#### **Can I bring my child on a tour of Murphy-Bernardini Regional Juvenile Justice Center?**

Due to the confidential nature of our facility and for reasons of safety and security, tours are not available for the general public. However, the Juvenile Probation Department would gladly assist with issues within the home.

#### **What if I refuse to pick up my child from detention?**

As the legal guardian, if you fail to pick up your child from Juvenile Detention, not only will you be billed for the time your youth is in custody, but you also may be referred to the Division of Child and Family Services for abandoning your child. It is every parent's responsibility to care for their child. We can only detain for the following reasons:

- (1) If not detained, the child is likely to commit an offense dangerous to himself or to the community, or is likely to commit damage to property
- (2) The child will run away or be taken away so as to be unavailable for proceedings of the Court or its officer
- (3) The child is brought to the Juvenile Department pursuant to a Court Order or Warrant
- (4) The child is a fugitive from another jurisdiction

#### **Can I bring gifts to my juvenile while detained?**

No. Juvenile Services is unable to accommodate this request.

**Are medical services available to my child while in detention?**

Each child goes through a general medical screen questionnaire.

Also, we have either a Doctor or a physician's assistant who visits the detention center Monday thru Friday (excluding holidays). During this time there is a general sick call as well as follow ups on preexisting medical issues

**How do I get in touch with my juvenile in an emergency?**

In an emergency, please call Murphy-Bernardini Regional Juvenile Detention Center at 775-887-2034.

**What if my juvenile has prescribed medication and how can I provide that?**

If your juvenile is detained, you will be contacted by a Juvenile Services staff member. Please inform this individual of your juvenile's medication needs and they will instruct you as to the protocol for dropping off medication. Or you can call Murphy-Bernardini Regional Juvenile Detention Center directly at 775-887-2034.

**Why do I have to pick up my child?**

The Juvenile Probation Department will assess risk to determine the necessity of whether a child needs to be detained or not. It is not based on the desire of the parent/guardian, or attitude. There are also statutory considerations which may limit our ability to detain a child.

## QUESTIONS ABOUT JUVENILE PROBATION

**How long will my juvenile be involved with Juvenile Services?**

The closure of your juvenile's case depends on their behavior and how quickly they complete their court or informal requirements.

**How long does probation last?**

Juvenile Court has jurisdiction until age 21. Probation will be terminated when terms are met and supervision is deemed no longer necessary or age 21.

**Is information about my juvenile confidential?**

Juvenile Services values the confidentiality of juveniles and families. Juvenile information in the State of Nevada is protected by law and can only be disclosed under specific

circumstances. If you would like information regarding a release of juvenile records, please see our website shown on the last page of this handbook. Additionally, see [NRS 62H.025](#).

### **Who do I talk to about getting updates and information?**

If you have questions about how your juvenile is doing and the progress of their probationary status, please contact their Probation Officer.

### **Where can I update contact information?**

Please contact Juvenile Services at 775-887-2033 to update any change of information. You may also contact the assigned Juvenile Probation Officer.

### **What happens if I am moving out of state?**

Nevada participates in the Interstate Compact for Juveniles (ICJ), a cooperative effort between states to extend supervision of juveniles under Court supervision. It allows families to relocate while their juvenile remains under court supervision thus facilitating a continuum of care and services in the receiving state. Please notify your Juvenile's Probation Officer if you plan to move out of Nevada.

### **What time and day is court held?**

Court is held every business day. If you have lost your paperwork, contact your assigned probation officer. It is your responsibility to attend your court hearing. There are no excuses allowed for missing court.

### **Where can I get help with my child?**

Juvenile Probation offers an array of services for youth and families. If you feel you need assistance, call the Juvenile Probation Department at 775-887-2033, and make an appointment to talk with a probation officer. Speaking with a probation officer does not equate to your child being supervised by a Juvenile Probation Officer.

### **What is the purpose of probation?**

The purpose of probation is to provide youth and parental support, family services, court supervision, community safety, accountability, competency development and court compliance.

### **What are status offenses?**

Status offenses are offenses that would not apply to an adult such as, Runaway, CHINS (Child in Need of Supervision), Incorrigible, Curfew and Truancy.

### **What is the difference between juvenile and adult court process?**

They are very similar. The juvenile system offers no bail and does not have a jury.

The terminology is a little different. Both use the word arraignment to admit or deny an offense. The juvenile court term for Trial is Fact Finding Hearing; the juvenile court term for Sentencing is Disposition Hearing. Juveniles don't commit crimes, they commit delinquent offenses. The basic rights are the same with the defendant having the right of an attorney, and the right against self-incrimination.

Below are the statutory reasons to detain a child in Juvenile Detention. Again, there is no bail:

If not detained, the child is likely to commit an offense dangerous to himself or to the community, or is likely to commit damage to property

The child will run away or be taken away so as to be unavailable for proceedings of the Court or its officer

The child is brought to the Juvenile Department pursuant to a Court Order or Warrant

The child is a fugitive from another jurisdiction

Youth who are detained must have a Petition (formal charges) filed within eight judicial days from the date of arrest

### **My child was found guilty of an offense in Juvenile Court. What is going to happen?**

The term guilty is not common in the Juvenile Court. A child can admit to the offense or he/she is found to have committed the offense by the Juvenile Court Judge. Following an admission or finding of committing an offense, a dispositional hearing will be held. Prior to that hearing a probation officer will do a pre-sentencing investigation and a written report to the court with recommendations.

The Court usually has two options at the time of disposition:

Place the child in State corrections (no probation). Child is placed by the Division of Child and Family Services in either the Nevada Youth training Center in Elko, Nevada or the Caliente youth Center in Caliente, Nevada.

Place the child on probation with conditions that require compliance and must be completed.

## QUESTIONS ABOUT JUVENILE RECORDS

### **What happens to my juvenile record?**

While you are a juvenile, your record is active and available to the department. Juvenile records are confidential and cannot be accessed by others. Juvenile records can be sealed under certain circumstances and are automatically sealed at age 21 or at age 30 for sex offenders.

If you are inquiring about your juvenile record to provide information to the military or other entities, you may provide this letter to them. Should they have any question, please have them call our office at 775-887-2033 or Juvenile Court at 775-887-2038 if they have further questions.

### **[Sealed Juvenile Records Letter](#)**

[Please see N.R.S. Chapter 62H](#)

### **Can I request a copy of my juvenile record?**

The Juvenile Court is the gate keeper of all court documents. For specific documents, you must make a formal request to the Juvenile Court.

### **My child was arrested and I would like a copy of the police report?**

Due to confidentiality, police reports cannot be released by the Carson City Juvenile Probation Services Department.

## OTHER RELEVANT QUESTIONS

### **What is emancipation?**

Emancipation enables a child to live and function as an adult. It allows them to enter in contracts and agreements. If you are arrested or cited while emancipated, your case will still be treated as if you were a juvenile. Emancipation is for those children who act responsibly and can function as a responsible adult. It is not for those who no longer wish to be treated as a child or those who don't want to obey their parents. Maturity and responsibility are key to being emancipated. It rarely happens.

### **Can I give up custody of my child?**

Please contact the Division of Child and Family Services at 775-684-1930.

### **Can I spank my son/daughter?**

Please contact the Division of Child and Family Services at 775-684-1930. They are the agency that decides what is abuse and what is discipline.

**When do I have my son/daughter arrested?**

You can have your son/daughter arrested for any offense you witness or suspect. You can also call the Sheriff's Office when you believe your child is no longer manageable at home. However, it is always the officer's decision to take a child into custody or not.

## CONTACT INFORMATION

### JUVENILE PROBATION

Physical/Mailing Address:  
740 South Saliman Road  
Carson City, NV 89701

Ph: (775) 887-2033  
Fax: (775) 887-2036

**Hours:**

Open Monday - Friday, Except on Observed Holidays  
8:00 am - 5:00 pm

### MURPHY-BERNARDINI REGIONAL JUVENILE DETENTION CENTER

Physical/Mailing Address:  
1545 E. Fifth Street  
Carson City, NV 89701

Ph: (775) 887-2034  
Fax: (775) 887-2117

**Hours:**

24 hours

Please feel free to contact us by phone or email.

[Carson City Juvenile Services Website](#)