

**DIVISION OF JUVENILE JUSTICE**

PO Box 588501  
Elk Grove, CA 95758-8501



April 28, 2020

**RE: COMMUNITY SERVICE PROVIDER AND PARTNER REMOTE ACCESS INFORMATION**

The Division of Juvenile Justice (DJJ) would like to thank all of our community providers and partners for their patience as we respond to the COVID-19 pandemic with safety protocols enacted to keeping youth, staff and the public safe. The services your organization provides to our youth is valuable and we look forward to your continued support and services during these times.

The DJJ is responding to the Governor's Executive Order by limiting public contact within our facilities for the safety of our youth and staff. We understand the community services and support you provide to DJJ youth is very important; thus, DJJ has been working on finding innovative and creative ways for your agency to continue to support youth's successful re-entry. A Community Partner Remote Access plan is being developed and we are looking to determine what existing organizations are requesting any type of remote access.

As an existing community organization partnering with DJJ, please let us know if you would like to continue services by remote access until in person contact can safely resume.

Please refer to the following protocol for communicating your interest in remote access:

- Please visit DJJ Homepage at <https://www.cdcr.ca.gov/juvenile-justice/>
- Go to "**Community Partner Information**" at the bottom of the homepage
- Click on [DJJCommunityPartnersaccess@cdcr.ca.gov](mailto:DJJCommunityPartnersaccess@cdcr.ca.gov) to express interest
- Existing Community Service Providers, please include the following information:
  - Organization or volunteer name(s)
  - Verification of current email address
  - Dates and times available to talk with CRM
  - Date(s) requested access
  - Type of remote access requested
  - Service to be provided to youth
  - Identified youth to participate

Types of remote access that can be requested include written curriculum and art materials distributed to youth; Gang Information Coordinator approved videos for youth to view; Skype for Business video call or video conference. Skype for Business instructions in English and Spanish are on the DJJ Homepage link above. Please note due to COVID-19 safety protocols, no more than ten (10) youth may be able to gather at one time.

Remote access interests will be directed to the facility Community Resource Manager (CRM) to communicate further to determine location, supervision and resources needed during the COVID-19 pandemic.

The CRM for O. H. Close Youth Correctional Facility and N.A. Chaderjian Youth Correctional Facility is Eddie Escobar, and the CRM for Ventura Youth Correctional Facility is Tony Chavez. Assistant Superintendent Ray Knight will receive requests for Pine Grove Youth Conservation Camp. Your interest may also be forwarded to the facility Parole Agent II Re-entry Coordinators if that was your previous contact.

We would like to thank you for your continued support and willingness to make adjustments to the delivery of your services, as we all respond to the COVID-19 pandemic.

*Original Signed By*

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Director (A)  
Division of Juvenile Justice