COLORADO JUVENILE PAROLE BOARD	POLICY NUMBER: II-107
	PAGE : 1 of 2
	REPLACES: 106c & 138
	Dated: 4/15/99 and 7/14/99
CHAPTER: Procedure	EFFECTIVE DATE: July 11, 2007
SUBJECT:	RELATED MANDATES, STATUTES, STANDARDS, OR EXECUTIVE ORDERS:
Hearing Procedures	Section 19-2-1002, C.R.S.
Dear J. Conder	
APPROVED BY:	_
Dean J. Conder, Acting Chairperson	

BACKGROUND AND PURPOSE

This procedure shall ensure that parole release hearings are conducted in a consistent manner providing each youth the same opportunities to be heard,

PROCEDURE

- 1. *Convene Hearing
 - A. Turn on recorder
 - B. State date, and location of hearing
 - C. Identify the members present for the hearing
- 2. *Describe Purpose of Hearing

"At this hearing, the Board members present will decide whether or not (<u>name of youth</u>) will be paroled to a recommended parole placement of (location of placement)."

- 3. *Determine the Existence of a Valid Home Inspection Report
- 4. *Identify Attendees of Hearing
 - A. Identify or ask those present to identify themselves.
 - B. Determine if all parties have been authorized to be present.
 - C. Inform anyone who must leave the hearing that the Colorado Children's Code (19-2-1002(7)) authorizes the Hearing Panel to restrict attendance at a juvenile parole hearing.

5. *Advisements

Advise the youth that he/she may be represented by an attorney during the hearing. Stop and continue the hearing to a later date within 30-days if the youth desires to attempt to obtain legal representation.

6. Interview

Hearing is turned over to Board members to conduct an interview with the juvenile.

7. Deliberation

Determine if a recess is necessary to reach a parole decision. If so, recess the hearing and deliberate in private. Recording stops during recess. If additional testimony is solicited, recording will resume. If recess is not necessary, announce the decision to the participants.

8. Explanation of Parole Responsibilities

- A. *Determine the effective date of the parole and if necessary any contingencies necessary to make the parole effective.
- B. *Determine the projected date of commitment expiration.
- C. Determine if the period of parole supervision should extend up to fifteen (15) months beyond the parole expiration (if in the best interest of the juvenile and the public and if the youth is eligible for such extension).
- D. Determine whether any special conditions of parole should be included in the parole plan.
- E. Determine if a Parle Adjustment Report is necessary.
- F. *Complete the Parole Agreement and Disposition Sheet.
- G. *Explain to the youth the following:
 - 1. The terms and conditions of parole
 - 2. The consequence of a parole violation hearing for the failure to comply with the terms and conditions of parole.
 - 3. The date on which parole supervision is projected to expire.
 - 4. If applicable, the possibility that parole supervision may expire at an earlier date if the parolee does well or a later date if he/she is on escape status.
- H. *Obtain the youth's signature on the Parole Conditions.
- I. *Distribute copies of the Parole Conditions and Dispositional sheet.

9. Adverse Decisions

- A. *Explain the reason and the process for a referral to the full board if a hearing panel held the hearing. Not reasons on the Disposition sheet.
- B. If full Board hearing, refer to Reconsiderations Policy.

10. *Conclusion

- A. Announce the end of the hearing.
- B. Turn off recorder.

^{*}Administrator may conduct this portion of the hearing.