



# **06/07 ANNUAL REPORT**

## **YOUTH REHABILITATION & TREATMENT CENTER**

**GENEVA, NEBRASKA**



# Table of Contents

<u>ADMINISTRATION</u>	<u>PAGE</u>
FACT SHEET.....	01
HISTORY.....	02
MISSION STATEMENTS.....	03
YRTC-GENEVA GOALS.....	04
HIGHLIGHTS.....	05
QUALITY ASSURANCE.....	07

## PROGRAMMING

EDUCATION PROGRAM.....	09
MEDICAL PROGRAM.....	13
TREATMENT PROGRAM.....	15
RELIGIOUS PROGRAM.....	19
VOLUNTEER PROGRAM.....	21
COTTAGE PROGRAM.....	25
RECREATION PROGRAM.....	29

## SUPPORT SERVICES

MAINTENANCE DEPARTMENT.....	33
BUSINESS DEPARTMENT.....	35
TRAINING DEPARTMENT.....	39

## STATISTICS

ADMISSIONS BY COUNTY
ADMISSIONS BY MONTH
ADMISSIONS BY COMMITTING OFFENSE
ADMISSIONS BY SERVICE AREA
ADMISSIONS BY RACE
RELEASES BY MONTH
FISCAL YEAR AVERAGES
CUMULATIVE STATISTICS





Administration

# Fact Sheet

## ADMINISTRATIVE TEAM

DANIEL L. SCARBOROUGH	FACILITY ADMINISTRATOR
SHAWN MALOLEY	ASS'T. FACILITY ADMINISTRATOR
RICHARD WEHLAND	PRINCIPAL
DR. DONALD P. BELAU	PSYCHOLOGIST
MARY STOFER	ADMINISTRATIVE ASSISTANT
SANDI RENKEN	BUSINESS MANAGER
CANDACE DAVIS	LMHP SUPERVISOR
CINDY BETKA	CHEMICAL DEPENDENCY SUPERVISOR/LADC
FRANCIS HURST	MAINTENANCE SUPERVISOR
JAN MYERS	NURSING SUPERVISOR
EDWARD PRICE	CHAPLAIN
CONNIE REINSCH	RECREATION COORDINATOR
MARIE POPE	TRAINING COORDINATOR

## MAILING ADDRESS

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GENEVA, NE 68361

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## WEB SITE

[www.dhhs.ne.gov/jus/yrtc/yrtcgindex.htm](http://www.dhhs.ne.gov/jus/yrtc/yrtcgindex.htm)

## RATED CAPACITY

82

## AVERAGE LENGTH OF STAY:

7.5 MONTHS

## AVERAGE DAILY POPULATION:

75

## 2006/07 ADMISSIONS:

127

## PER DIEM COSTS:

\$222.88

# History

On March 4, 1891, the Girls Industrial School was established on a 70-acre plot of land near Geneva, Nebraska. On March 14, 1892, a group of 57 girls was transferred from the Industrial School at Kearney to Geneva. In 1923, the official name, "Girls Industrial School" was changed to "Girls Training School." In 1970, the name was changed to the "Youth Development Center - Geneva." With the passage of LB988 in 1994, the facility became the "Youth Rehabilitation & Treatment Center."

On January 13, 1967, the facility became partially co-educational as 8-12 year old boys from the YRTC-Kearney were moved to the YRTC-Geneva. This program was terminated in 1973 due to a decreasing number of boys. YRTC-Geneva again became co-educational in 1980 by admitting all youth referred for evaluation. The YRTC-Geneva discontinued doing evaluations in 1999.

On July 1, 1994, the Office of Juvenile Services was created under the Department of Correctional Services. On January 1, 1997, the Nebraska Health and Human Services System (HHSS) was created. The Office of Juvenile Services and the Youth Rehabilitation & Treatment Center – Geneva, were transferred to HHSS on January 1, 1997.

Academic schooling has always played an important part in the programming at the YRTC-Geneva. In 1929, the first high school diplomas were issued, a tradition that continues today. Past history also indicates that a full farming operation was carried on at the institution, apparently up until some time in the late 1940's.

This past year, Paul Dunbar Cottage, the oldest living unit on campus was closed, and the girls moved to another cottage. Built in 1929, Paul Dunbar Cottage has been home to a variety of youth populations throughout the years, including male evaluation youth, orientation youth, and committed girls. Plans are underway to use Dunbar as an emergency shelter.

*Throughout the years, the facility has been called the "Girls Industrial School," "Girls Training School," "Youth Development Center," and "Youth Rehabilitation & Treatment Center."*

*The YRTC-Geneva was transferred from the Department of Correctional Services to the Department of Health & Human Services in 1997.*

*At one point, girls were involved in gardening, dairy and poultry work.*

# Mission Statements

## DEPARTMENT OF HEALTH & HUMAN SERVICES

*We help people live better lives.*

## OFFICE OF JUVENILE SERVICES

*To provide individualized supervision, care, accountability, and treatment in a manner consistent with public safety to those youth committed to a Youth Rehabilitation & Treatment Center.*

## YOUTH REHABILITATION & TREATMENT CENTER – GENEVA

*The mission of the Youth Rehabilitation & Treatment Center – Geneva is to protect society by providing a safe, secure, and nurturing environment in which the young women who come to us may learn, develop a sense of self, and return to the community as productive and law-abiding citizens.*

*To accomplish this, the Youth Rehabilitation & Treatment Center – Geneva will provide diverse programming that responds to each individual's unique needs.*

# YRTC-Goals

- ◆ *To protect public safety and to provide a safe environment for youth and staff, an essential condition for learning and treatment to be effective.*
- ◆ *To establish clear expectations of behavior and an accompanying system of accountability for youth and staff that promotes mutual respect, self-discipline, and order.*
- ◆ *To engage in management practices that promote the safety and well-being of staff and youth.*
- ◆ *To provide meaningful opportunities and services for youth to improve their educational and vocational competence, to effectively address underlying behavioral problems, and to prepare them for responsible lives in the community.*
- ◆ *To identify and effectively respond to youths' health, mental health, and related behavioral problems throughout the course of confinement through the use of professionally appropriate diagnostic, treatment, and prevention protocols.*
- ◆ *To operate the facility in a manner consistent with principles of fairness that provide the means of ensuring and protecting each girl's and family's legal rights.*

# Highlights

The Mothers & Babies program became fully operational during the past year. The program offers valuable services and experiences to those girls who are pregnant or have children. An area was remodeled for the program so girls can interact with their children, as well as attend educational classes. Visits with the children can be scheduled on a regular basis and the girls are observed and taught parenting skills during the visits. Girls develop a “parenting portfolio” as well as a baby scrapbook. Other program components include childbirth and parenting curriculum, attendance at Lamaze classes at the local hospital, and outside speakers and educators such as Public Health Solutions, Visiting Nurse, and New Beginnings. Girls are also given the opportunity to have field trips to stores to develop good shopping skills, as well as work in a local “Free Store” which supplies free baby items.



*Foster grandparent Ray Gough scrapbooks with a girl*

With the closing of Paul Dunbar living unit in February 2007, the north side of LaFlesche Cottage (Pod B) was opened for girls, thus making LaFlesche Cottage fully functional. Girls were placed on LaFlesche Pod B according to established criteria, and participate in the Levels treatment program. Current plans are to use Paul Dunbar Cottage for emergencies such as a potential pandemic flu outbreak. An Emergency Preparedness Committee has been assembled and will develop additional uses for Paul Dunbar Cottage.



*Paul Dunbar Cottage closes as a living unit*

A new core treatment program, “My J♀urney” was implemented on July 5, 2006. The program, which is based on a gender responsive philosophy, strives to provide treatment in a manner that makes sense for girls. In the program, each girl develops her outcomes, needs, and strategies based on her criminogenic risks as determined by the Youth Level of Services. A Gender Committee oversees the implementation of the program and continues to “fine-tune” program issues as they arise. Future plans include the enhancement of social skills training and motivational interviewing.



*Mothers & Babies Program*

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Psychiatric services for girls at the facility were enhanced with the signing of a contract with a psychiatrist who provides services on a bi-monthly basis. In addition to the psychiatrist, we continue to use the services of a Psychiatric Nurse Practitioner.

Dr. Charles Ashby retired after 58 years of service to the facility. The facility contracted with the Fillmore County Medical Center to provide physician services.

The Foster Grandparent Program was initiated on campus, with the addition of 3 “grandparents” who come to the facility and work with our youth. The foster grandparents, who were utilized primarily in LaFlesche Cottage, were involved in playing games with our girls, listening and interacting with them, and took part in a cottage talent show. Two girls and a staff member also gave a presentation to a group of 50 foster grandparents in Beatrice, Nebraska.

Our girls continued to be involved in a wide variety of activities both on- and off-campus. Some of these activities included:

- ★ Treatment groups attended the Timberlake Ropes Course, where they participated in a number of fun group building activities.
- ★ IMPROV was held again in August 2006. The session involved girls in developing solutions to life situations and then acting out a scene about their solution.

Girls continued their extensive volunteer work, including Adopt a Highway; working at the local theater; volunteering at the local senior center; visiting with seniors at a local retirement home; crocheting items for homeless shelters; making and sending red, white, and blue ornaments to our soldiers in Iraq; raising funds and participating in the Relay for Life Walk and assisting with community swimming lessons.

*Dr. Charles Ashby retired following 58 years of service to the facility.*

*A new core treatment program based on a gender responsive philosophy was initiated on July 5, 2006.*

*Paul Dunbar Cottage, built in 1929, was closed as a living unit for girls.*

*YRTC-Geneva girls continued their tradition of volunteering in the community.*

# Quality Assurance

*YRTC-Geneva believes that the quality of the services it offers must be continually monitored and improved. To this end, the YRTC-Geneva engages in quality assurance measures to obtain an accurate picture of the services being offered.*

## PERFORMANCE-BASED STANDARDS

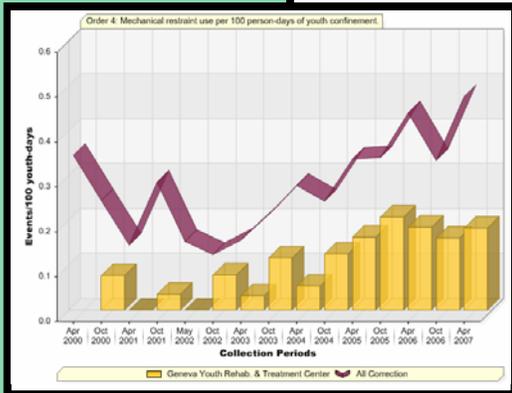
YRTC-Geneva began its involvement in PbS in April 2000. This project, administered by the Council of Juvenile Correctional Administrators, currently has approximately 185 participants throughout the country.

PbS offers a cyclical model of quality assurance. Extensive data is gathered during the months of April and October and inputted into a website. The resulting graphs outline how the YRTC-G has scored on each outcome measure, as well as how all of the project participants have scored. The graphs are analyzed and areas identified for improvement. A Facility Improvement Plan (FIP) is developed for those areas needing improvement and the subsequent data collections measure the effectiveness of the plan.

## AMERICAN CORRECTIONAL ASSOCIATION ACCREDITATION

The YRTC-Geneva was initially accredited by the American Correctional Association (ACA) in 1980. In order to obtain and maintain accreditation status, the facility has undergone an extensive audit of all facility operations by ACA personnel every 3 years. This audit includes the examination of 423 accreditation standards to ensure compliance with each standard. To maintain accreditation status, the facility must comply with 100% of all mandatory standards and 90% of all essential standards.

YRTC-Geneva was last awarded accreditation in 2006 by passing 100% of all mandatory standards and 97% of all applicable essential standards.

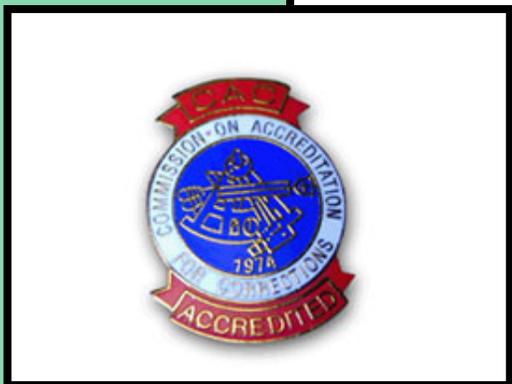


PbS Graph

5. Do you understand the facility rules?

Selection Totals %		
Yes	62	81.58
No	8	10.53
Missing	4	5.26
Refused	2	2.63

Question from PbS Youth Climate Survey



ACA Accreditation

Programming

# Education Program

*YRTC-Geneva recognizes the importance of education in each girl's life and in her overall development. The education program strives to accommodate each girl's learning style and to allow opportunities to progress in the educational program. It is our belief that the school should maintain a safe and secure environment that is conducive to learning.*

## *Staffing*

The Geneva North School faculty is comprised of six secondary teachers, one elementary teacher, and a Title I teacher. Also on staff is a Vocational Counselor who provides services and counseling in the vocational area. A certified teacher provides library services. A licensed cosmetologist provides services to all girls.

Girls classified into the LaFlesche treatment groups attend a self-contained classroom. A full-time teaching position was created to provide educational services to the LaFlesche students. This will greatly expand the academic services provided in the LaFlesche living unit.

In addition to their regular teaching duties, the teaching staff participate in each girl's total program:

- ❖ A school staff member provides orientation to all new girls concerning the educational programming and the various educational options they have available to them.
- ❖ Teachers prepare weekly comments on each student's academic and treatment progress.
- ❖ A teacher serves as a member of the Gender Committee.



*Mr. Gregory, LaFlesche Cottage teacher*



*Chalk drawings of the brain as a part of the "FROG" program*



*Outdoor activity for Physical Education Class*

- ❖ A school representative serves on the treatment team for each group on campus and attends the weekly treatment meetings. Feedback to the rest of the school staff is given at each weekly teachers' meeting

### Academic Services

The State Board of Education reviewed and approved a revised Special Purpose Agreement. The Board approved the continued operation of the Geneva North School as an accredited school under the terms of the Special Purpose Agreement. The agreement is continually reviewed and updated as needed when new regulations are approved by the State Board of Education and implemented by the Department of Education.

Geneva North provides full fall and spring semesters, with an 8 week summer school session. Additional programming includes Title I services, vocational counseling, library services, GED preparation, and cosmetology services.

Academic and vocational testing was provided for the committed students to assist in their placements. Exit testing was completed on all students to measure their progress while in the academic program.

Five seniors were graduated in December 2006 and one in May 2007. Two additional students completed the requirements for graduation from their home schools. Five students completed graduation requirements during the summer session of school. Four eighth grade students were promoted at the end of the 2<sup>nd</sup> semester.

Honors/Graduation programs were held at the end of each semester, and an Honors program was also held at the end of the summer session.

*The average daily membership of Geneva North High was 55.87 students.*

*Twelve students received their high school diplomas.*

*Fifteen students took the ACT Test.*

*Two student completed telecourses through Southeast Community College.*

## *Title I Services*

Pre-and post-testing administered by the Title I teacher indicated an increase in the skill level of students in the areas of reading, spelling, and math. The average length of time the students received the services of the Title I program decreased slightly to eight months.

There were 275 instances when educational services were provided to students who were unable to attend the regular school program. An average of 18 students per week received individual assistance in various subject areas. The teacher also assisted the classroom teachers in administering tests with individuals with reading difficulties.

Two students were assisted in completing coursework utilizing individually prepared materials.

A weekly Above Average and Failing List was prepared and contact was made with each student failing three or more classes.

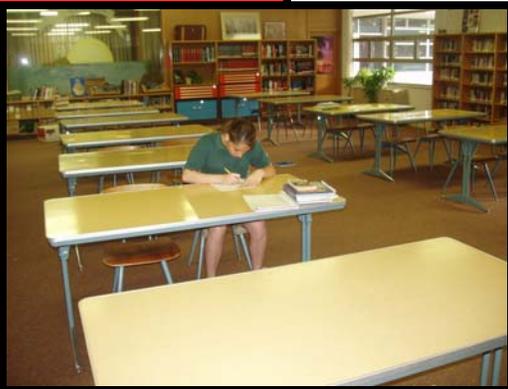
## *Vocational Services*

The Vocational Counselor provided vocational interest and skill testing using the Valpar assessment program. Forty-three students were assessed using the full Valpar instrument and an additional 46 students were given the interest portion of the assessment.

Eligible students were assisted in completing application forms to post-secondary programs. The Vocational Counselor also assisted students in completing financial aid applications. Several students were able to visit institutions of higher learning that they were interested in attending.



*Computer work in the LaFlesche classroom*



*Study Hall/Library*



*Girls work on Power Point presentations*

The ACT was administered twice during the school year. Fifteen students took the test, with an average composite score of 15.5. This was a decrease from the average of 16 the previous year.

The Armed Services Vocational Aptitude Battery (ASVAB) was administered to twenty students. Two students were enrolled in telecourses through the Southeast Community College in Lincoln. They were supervised by the Counselor and all successfully completed the courses. These students had previously received GED's or had graduated from high school.

Contact with Job Corps was maintained and several students sought admittance to the program with the aid of their assigned Juvenile Services Officer and the Vocational Counselor.

### *Library Services*

A certified media teacher provided library services to the students and staff. The library, located in the school area, also serves as a study hall for the students.

The Library Commission's Inter-Library loan system was used to secure reference materials for the students and staff. An electronic catalog and circulation manager program for the library materials was used to manage the library materials. Student volunteers have assisted in reading the shelves and carding the returned books.

A Library Improvement Grant was received and used to purchase and install two computers in the library for student use.

Many books were donated to the library during the school term. These were cataloged and placed in the school library and the libraries located in the living units.

*20 students took the ASVAB test.*

*Vocational services are available for those students wanting to apply for admission to a institution of higher learning.*

*There were 275 instances of services provided for students unable to attend regular school.*

*A library grant was utilized to purchase 2 new computers for use by students in the library.*

# Medical Program

*The medical goals of the Youth Rehabilitation & Treatment Center – Geneva are to promote good health through teaching and daily practice; to maintain the good health of each girl; to prevent disease, disabilities, and accidents; to provide high standards of medical care; to provide for continuity of medical care; and to provide health rehabilitation when needed.*

## Staffing

Medical services are coordinated by a Nurse Supervisor, one full-time Registered Nurse, and one part-time Registered Nurse. These nurses receive direction from a contractual physician. During the past year, Dr. Charles Ashby retired as the staff physician, following 58 years of service. A contract was signed with the Fillmore County Medical Clinic to provide physician services at the facility.

Dental treatment, optometric services, and pharmaceutical services are provided on a contractual basis.

Emergency services are provided through a contract with the local hospital. Medical specialists are also available should the need arise.

## Program Services

The medical clinic is located in LaFlesche Cottage and is open Monday through Friday from 8:00 a.m. to 5:00 p.m., and on alternating Saturday mornings. The part-time Registered Nurse also provides coverage from 5:00 p.m. to 9:00 p.m.

Sick call is held on a daily basis during the week, and the doctors and dentist hold weekly clinics. Off-campus medical appointments are scheduled by the nurses, who also provide transportation to the appointments.



*Nurse Susie Taylor visits with a girl.*



*Dr. Charles Ashby & Nurse Jan Myers. Dr. Ashby retired following 58 years of service to the YRTC-G.*



*Dr. Jacobsen consults with a girl*

Each new girl is given a thorough medical, dental, and eye exam. She receives orientation as to the availability of medical care and how to access medical services. Background medical information is sought from each girl's guardian and previous placements.

During the past year, the following medical services were provided:

- Girls made 3,884 visits to the clinic.
- The staff physicians performed 375 brief exams and 127 new youth physical exams.
- The optometrist performed 55 eye exams and 54 pairs of glasses were issued.
- Prenatal visits numbered 44, with 5 obstetrical ultrasounds performed at the Fillmore County Hospital. Two babies were born to girls, with delivery at the Fillmore County Hospital.
- Dr. Susan Howard, Psychiatrist, completed 143 sessions with girls, and the contractual APRN's provided 118 psychiatric examinations.
- The dentist performed 127 exams and completed work on 109 students. The Dental Hygienist performed 22 prophies. Two students had root canals through a contractual dentist.
- The physician performed 8 new employee physicals and four hepatitis vaccines were administered. 48 girls and 45 employees received flu vaccines on a voluntary basis.
- Four students had dermatology consultations through the Fillmore County Hospital.
- The cottages received locked "med carts" for use in the storage and distribution of medications to the girls. Staff were trained in the use of the carts.

*Medical staff include 3 Registered Nurses, and contractual Physicians, Optometrists, and Dentist, with specialists available as needed.*

*All new employees undergo a physical exam.*

*Girls made 3,884 visits to the medical clinic.*

*Pre-natal services are available, with delivery at the Fillmore County Hospital.*

# Treatment Program

*The treatment program activities are critical to the girls in that they are given an opportunity to address personal issues such as victimization, self-management, and self-destructive behaviors. Individual mental health plans, psychiatric consultations, and extensive case management are fundamental to each girl's treatment. Identifying strengths, enhancing social skills, and encouraging resiliency are crucial processes that the treatment program attempts to integrate into each girl's individual program. Each girl is given direct ownership of her treatment program in terms of identifying goals. Family consultations, restorative justice, and specialized medical, behavioral, and psychological approaches are included in the eclectic treatment processes.*



*Staff helps a girl with her "My Journey" scrapbook*



*A group leader, Juvenile Services Officer, and a girl review her placement program*



*IMPROV instructors get ready to greet the girls.*

## *Staffing*

The Social Services Department at the Youth Rehabilitation & Treatment Center - Geneva is composed of the following staff members:

- 1 Psychologist
- 1 Mental Health Practitioner Supervisor/LMHP
- 2 Licensed Mental Health Practitioners
- 3 Youth Counselor I's
- 1 Chemical Dependency Supervisor/LACD
- 3 Chemical Dependency Training Specialists
- 1 Staff Assistant

The Psychologist provides supervision and oversight to the Social Services staff.

The YRTC-Geneva also contracts with a Psychiatrist, Psychiatric Nurse Practitioner, and a Consulting Clinical Psychologist to provide services for our girls.

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## *Treatment Services*

During the past year, full implementation of the philosophy of gender responsive programming was completed. A steering committee meets on a regular basis to monitor the program. The core gender responsive treatment program, My J♀urney, is augmented with a wide variety of programming to help each girl address her individual issues which often includes past experiences of trauma and abandonment. Staff receives specialized training on campus and off-campus that address these areas.

Throughout the treatment programming, a strong cognitive treatment emphasis is provided. The use of SODAS (**S**ituation, **O**ptions, **D**isadvantages, and **S**olutions), motivational interviewing, and coaching are examples where this cognitive treatment emphasis is provided. The social services staff has received extensive training in cognitive therapy implementation. Our program offerings include:

- Outpatient residential drug/alcohol treatment
- Drug/alcohol assessment, education, and counseling
- Tobacco education and cessation
- Pre-natal care and education for pregnant girls
- Parent and youth orientation and family consultations
- Inter-personal social skills development
- Intensive, structured individual behavioral and mental health programming
- Family focused counseling

MyJ♀urney

The new core treatment program, My J♀urney, is based on the premise of empowering girls to learn about themselves and develop methods to meet their needs in a way that draws from their strengths, and in a manner that makes sense to them. Based on her criminogenic needs as assessed by the Youth Level of Services,

*Gender responsiveness is a philosophy that permeates every facet of the YRTC treatment program.*

*Each girl meets on a monthly basis with her assigned Juvenile Services Officer to coordinate services when she leaves the YRTC-Geneva.*

*The Youth Level of Services assessment is used in determining each girl's criminogenic risks and forms the foundation of her treatment program.*

each girl develops her outcomes, needs, and strategies to address these needs. Staff supports the girls by assisting them in achieving their strategies, “coaching,” and motivational interviewing.

Through the classification process, each girl’s needs are identified and she is assigned to a treatment group. These treatment groups participate in psycho-educational group meetings to work on issues that girls deal with in their lives. Each girl is given an opportunity to express herself, as well as help her other group members.

### **CHEMICAL DEPENDENCY PROGRAM**

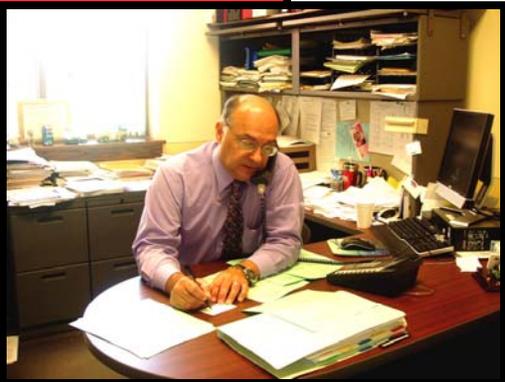
The YRTC-Geneva provides a multi-dimensional chemical dependency program that offers services to girls based on their identified levels of chemical use/abuse. Counselors provide assessments, educational programming, orientation, and intensive programming on chemical dependency issues.

YRTC-Geneva utilizes an intensive drug/alcohol treatment group program. Based on the assessment/classification process, girls meeting established criteria are entered into one of two intensive treatment groups that are housed in Marie Sandoz Cottage. Girls entering this program undergo traditional drug/alcohol group programming. Family interventions are offered and emphasis is placed upon reintegration of the girls into an active outpatient treatment program following release. Girls who do not meet the criteria for placement in the intensive drug/alcohol group but show a need for further drug/alcohol services may have their needs met in a variety of ways, including education classes or individual counseling.

Tobacco education and cessation activities are offered to all girls. Utilization of structured relapse prevention programming



*Cohesive Activity at IMPROV*



*Dr. Don Belau, Director of Social Services*



*Mothers & Babies outing at the County Fair*

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and Tobacco Free Nebraska resources emphasize the risks of continued use of nicotine.

### **ORIENTATION PROGRAM**

All newly admitted girls complete an orientation program of up to two weeks. The program involves extensive orientation and teaching about all areas of the facility including rules and discipline, youth rights, medical access, grievances, communication, and treatment. As a part of the orientation program, Social Services staff teaches a curriculum of psycho-educational classes. These classes include strength assessments, how to cope with anxiety/trauma, etc.

### **SPECIAL MANAGEMENT PROGRAMMING**

YRTC-Geneva often receives girls who require specialized management programming to meet their unique needs. These girls may exhibit severe behavior disorders and associated mental health issues that require the development of intensive, individualized behavioral and counseling interventions. Many of these programs are short-term in nature, contingent upon the girls' response.

Girls identified as needing long-term specialized management may be classified into the Levels program, which is an incentive-based program that encourages girls to demonstrate improved behaviors and self-management.

### **MOTHERS & BABIES PROGRAM**

The past year found the "Mothers and Babies" program in a state of rapid growth. Curriculums were refined, outcome assessments and data collection processes were improved. There has been a significant outpouring of support from community groups throughout the state that have donated items for the teen mothers and their children. This program is available to girls who have children or who are pregnant, and provides a variety of information and learning experiences centering upon child care and development, as well as pre- and post-natal care.

*Upon admission, each girl undergoes an extensive classification process to determine how to best meet her needs.*

*Girls have access to drug/alcohol education, individual counseling or the drug/alcohol program in Marie Sandoz Cottage.*

*A new and expanding component of the Social Services program is the Mother & Babies program.*

# Religious Program

*The religious program provides girls an opportunity to not only continue to practice their religious beliefs, but to also explore and expand their knowledge.*

## Staffing

The religious program at the YRTC - Geneva is supervised by a quarter-time Chaplain. Church services are conducted every Sunday by this Chaplain or one of several volunteer pastors from the local community.

In addition, YRTC-Geneva enjoys the services of many volunteers in the religious area, including Prison Fellowship volunteers, and community volunteers who come on campus to provide various religious services to the girls. One group comes to campus on a regular basis to provide a Catholic rosary and catechism classes. General oversight of the Chapel of Hope is provided by the Chapel of Hope Board that meets on an annual basis to review the religious program and physical plant needs.

## Religious Services

As a part of the religious program, the chaplain meets with each new girl during the orientation program and gains information about her religious background, denomination, and interests. Should this information reflect any special religious needs, i.e. special religious dietary requirements, arrangements can be made to accommodate these needs.

The religious program on campus includes individual religious counseling, weekly on-campus religious services, off-campus religious services, special programs from outside groups, and contact with the girls' own ministers, priests, or religious leaders.

On-campus services are held at the Chapel of Hope every Sunday afternoon. The Chapel, which was built in 1976, also hosts a variety of religious activities.



*Chapel of Hope*



*Pastor Edward Price*



*Sunday Church Services*

The Board for the Chapel of Hope oversees the operation of the Chapel and its equipment. During the past year, kneeling pads were purchased and installed in the Chapel, following a girl's request.

The average church attendance during the past year was approximately 21 girls, 4-7 visitors, and 4-5 staff members. When eligible, girls may also attend services at local Geneva churches.

Each Tuesday night, volunteers from the community come to campus to recite the Catholic rosary with interested girls. Approximately 5 girls regularly attend the rosary. Members of the Assembly of Saints Church in Omaha continue to meet with the Douglas County youth on a monthly basis and the Christian Motorcycle Group from Norfolk, Nebraska were also regular visitors. The United Methodist Women's group continued to provide gift bags for girls who were leaving the facility.

### **PRISON FELLOWSHIP**

The Prison Fellowship program continues to be a strong, supportive activity on campus. This group meets on Tuesday evenings, with an average attendance of 17 girls and 6 Prison Fellowship volunteers. During the past year, the Prison Fellowship group had one special weekend seminar for the girls, as well as a Christmas party during the holiday season.

### **SPECIAL ACTIVITIES**

During the past year, these special activities took place:

- \* A youth group from the Shickley Mennonite performed a musical program for the girls.
- \* The Union Ushers group presented a gospel program to the girls in the Chapel.
- \* The YRTC choir performed at several off-campus church services. (The choir later had to be discontinued as the volunteer choir leader moved.)

*Participation in all religious activities is on a voluntary basis.*

*The YRTC-Geneva Choir performed at several off-campus events during the past year.*

*Prison Fellowship is held every Tuesday night. Volunteers also provide rosary instruction and catechism classes on Tuesday night.*

# Volunteer Program

*The YRTC-Geneva recognizes the importance of community and volunteer involvement in the lives of the girls committed to our care. Our volunteers provide the girls good role models, opportunities to experience new and different activities, and help in transitioning back into the community. Also, an important part of the volunteer program is involving girls in volunteer activities. This allows girls an opportunity to give back to the community.*

## *Staffing*

The volunteer program at the YRTC-Geneva is coordinated by the Assistant Facility Administrator and the Recreation Coordinator. These individuals are responsible for recruiting prospective volunteers, volunteer orientation and training, maintaining, and setting up and coordinating volunteer activities.

The YRTC-Geneva currently has 45 active volunteers. These volunteers serve in a number of areas on campus, including the Community Advisory Board, the Chapel Board, Prison Fellowship, and "Visiting Volunteers." Other volunteers provide rosary and catechism classes on campus or provide special programs and activities for the girls.

The Nebraska Federated Women's Club continues to be active with the girls at the YRTC-Geneva. Various clubs around the state have "adopted" different living units, and have donated items to their adoptive unit. Also, members of the Assembly of Saints Church in Omaha, Nebraska, have also been visiting with the girls from Douglas and Sarpy Counties on a monthly basis.

## *Program Activities*

### COMMUNITY ADVISORY BOARD

The Community Advisory Board is made up from a cross



Pat Carpenter, Teacher, with Mr. & Mrs. Neil Halford



Girls and staff speak to the Foster Grandparents Association in Beatrice, NE



Girl Scout members paint fingernails at Heritage Crossings

section of community members who have an interest in serving the girls in our facility. The Board meets once a month with administrative staff members to review programs, the physical plant, and policies and procedures. They also interact with the girls prior to the meetings to get the girls' insights into the facility operations.

### **VISITING VOLUNTEERS**

A long-time volunteer program component is the "Visiting Volunteers." These volunteers are assigned to girls who have limited contacts with their families during their stay. The "Visiting Volunteers" may provide numerous experiences for the girls they are assigned to, including off-campus movies, picnics, sporting activities, or church services.

### **CHAPEL BOARD**

The Chapel Board is in charge of maintaining the Chapel of Hope and offering advice and guidance on the religious programming at the facility. This group meets on an annual basis to review the Chapel of Hope physical plant and the past year's religious programming, and plan for any upcoming religious needs.

### *Special Activities*

Each year the YRTC-Geneva recognizes their volunteers for their work with our girls at a Spring Banquet. The theme of this year's banquet, which was held in the school gymnasium, was "Spring is in the Air."

Planned and prepared by YRTC-Geneva staff and girls, a meal was served and a program presented. The program this year included a slide show of all of the volunteer activities throughout the year and an inspirational talk by Neil Halford. Mr. Halford, who is the author of "The Sound of Sight," told the story of losing his sight at an early age, and the obstacles he overcame in his life.

*YRTC-Geneva has 45 active volunteers.*

*The theme of the annual spring banquet was "Spring is in the Air."*

*The YRTC-Geneva Volunteer of the Year was Jeannette Stengel.*

*Volunteer Sharon Kennel was honored for 25 years of volunteer service at the YRTC-Geneva.*

Selected as this year's "Volunteer of the Year" was Ms. Jeanette Stengel. Ms. Stengel has come to campus on a weekly basis for the past 10 years and led girls in rosary prayer and coordinated other religious activities for the girls. Her unwavering commitment and care for the YRTC-G girls has been much appreciated.

Ms. Sharon Kennel was also recognized for 25 years of volunteer services. Ms. Kennel has served in many volunteer capacities, including a 25-year membership on the Community Advisory Board.

### Youth Volunteerism

YRTC-G girls are actively involved in volunteering in a wide variety of activities that involve them in many community activities. The girls are consistently praised by community members for their involvement and assistance. During the past year, the girls engaged in the following volunteer activities:

- ❖ Interacted on a regular basis with residents of the Heritage Crossings, a local retirement home. They talked with residents, played games, and painted fingernails. They were also involved in planting flowers at the home.
- ❖ Regularly worked at the Geneva Senior Center, helping to prepare meals, clean, and completing errands. They also assisted with serving at an ice cream social, roast beef dinner, and a Christmas dinner at the Center.
- ❖ Girls volunteered on a regular basis at the Geneva Recycling Center and the Geneva Theater. At the Theater they were responsible for selling tickets and working in the concession stand.



*Foster Grandparent Phyllis Real plays cards with a girl in LaFlesche Cottage*



*Refereeing at a local Soccer game*



*"Spring is in the Air" Volunteer Recognition Banquet*

- ❖ YRTC-G girls assisted at a “Back to School Bash” held in the local community.
- ❖ Red, white, and blue Christmas ornaments were made by our girls and sent to our troops in Iraq.
- ❖ Girls knitted and crocheted hats, blankets, and purses and donated them to the Good Neighbors Center in Lincoln, Nebraska.
- ❖ On a regular basis, girls spoke to classes through the York County Diversion Program. The girls related their stories and provided insight to the class participants.
- ❖ After taking classes to learn the rules of the game, the girls refereed at local soccer games for young children.
- ❖ So that people would not use storm drains for toxic materials, the girls assisted local community members in marking storm drains.
- ❖ After earning her Lifesaving Certificate, one girl helped with swimming lessons in the community.
- ❖ At the Geneva 4<sup>th</sup> of July celebration, YRTC-G girls were responsible for helping at the inflatables concession in downtown Geneva.
- ❖ YRTC-G girls continued their involvement in the American Cancer’s Relay for Life. The girls in each cottage participated in baking items to sell. Several girls were also selected to participate in the Relay for Life Walk and spent the night at the event.

*YRTC-Geneva girls remain a source of great help to the Geneva Senior Center.*

*By volunteering in the community, girls are able to learn skills and experience a sense of pride that they can take back to their home communities.*

*Members of the Girl Scout Troop on campus complete volunteer activities as a part of their troop activities..*

# Cottage Program

*Juvenile housing units, commonly called “cottages,” are the foundations of institutional living and promote the safety and well being of both the girls and staff. Proper space, furnishings, bathroom facilities, and heating and cooling systems are essential, as well as compliance with applicable building codes and adherence to fire and safety codes. Cottage programming reflects the diverse nature of the population on campus and includes elements such as life skills training and the completion of work details. As girls are housed according to treatment groups, the cottage programming plays an integral part of the implementation of each girl’s individual treatment plan.*



*LaFlesche Cottage*

## Staffing

A Youth Security Supervisor oversees each living unit at the facility. Their duties include supervising living unit staff, overseeing cottage operations, and ensuring that girls are being supervised. They are also involved in creating schedules for staff and providing adequate coverage at all times, evaluating staff performance, interviewing potential employees, and teach on-the-job training and in-service training to staff.

Each cottage has Youth Security Specialist II’s whose duties include providing security in the cottages, enforcing rules and discipline, supervising detail work, as well as teaching girls a wide variety of pro-social skills. On a rotating basis, cottage staff serve as members of the treatment teams that develop treatment for the girls. All cottage staff are responsible for implementing this treatment in the cottages.

Youth Security Specialist I’s are assigned to each cottage and work the 11:00 p.m. to 7:00 a.m. shift. They are responsible for cottage safety and security during their shifts.

In addition to safety and security issues in the cottages, living unit staff play an integral part in each girl’s programming. Living unit staff may be assigned as a “coach” for a girl, give both written and verbal feedback on a girl’s progress, and provide input to the treatment teams.



*Sandoz girls hang new border in their cottage*



*Marie Sandoz Cottage*

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## *Cottage Activities*

YRTC-Geneva currently has 4 living units, generally referred to as “cottages”—Marie Sandoz Cottage, John Burroughs Cottage, Sacajawea Cottage, and LaFlesche Cottage.

Each living unit is equipped with laundry rooms, staff offices, family rooms, girls’ rooms, and kitchen facilities that can be used to prepare snacks or serve meals on an occasional basis.

Girls complete detail work to keep the common areas of their cottage clean and are also expected to keep their own rooms clean and in order.

During the year, a decision was made to close Paul Dunbar Cottage, the oldest living unit on campus. Built in 1929, Paul Dunbar Cottage had been home to a variety of populations on campus, including male evaluation youth and orientation youth. Plans are underway to use the cottage for emergencies, i.e. pandemic flu outbreak. With the closing of Paul Dunbar Cottage, the staff and girls were transferred to Pod B of LaFlesche Cottage, thereby utilizing all of LaFlesche Cottage.

### **JOHN BURROUGHS**

John Burroughs Cottage, built in 1957, has a rated capacity of 19. This include 6 security rooms and 2 detention rooms. During the past year, renovations to the cottage included removing and replacing the tile floors, repainting, replacing the emergency lights, and “mudjacking” to address settling in the building.

John Burroughs Cottage is multi-functional and serves a variety of purposes. The cottage houses girls classified into the STEPS program. This program is for girls who have completed their GED or high school diploma and may have drug/alcohol issues. The girls complete increasingly challenging levels to earn release and are often involved in off-campus work and volunteer activities.

*Cottage staff actively participate in each girl's treatment program, serving on treatment teams, as assigned “coaches” to the girls, and through their daily interactions and teachings with the girls.*

*The oldest living unit on campus, Paul Dunbar Cottage, was closed as a living unit.*

*The age of three of the living units on campus requires extensive preventive maintenance and upkeep.*

John Burroughs Cottage also houses eight security rooms where girls can be placed for disciplinary separation or safekeeping.

John Burroughs is home to the orientation program. Each newly admitted girl is housed in Burroughs. Upon admission, girls are given a variety of assessments to determine their medical history, mental status, and suicide potential. She undergoes a two-week orientation program designed to acquaint her with all areas of facility programming. This program includes instruction in facility rules, youth rights, access to medical services, safety procedures, religious programming, recreational opportunities, and treatment programming.

### **MARIE SANDOZ COTTAGE**

Marie Sandoz, built in 1959, has a capacity of 18. During the past year, work has been completed on the electronic locks in Sandoz Cottage, the return steam line between Sandoz and the School/Administration Building has been repaired, and a contractor cleaned the return air ducts and air handling unit.

The Marie Sandoz unit is home to the drug/alcohol treatment program on campus. Girls meeting the established criteria may be classified into one of two drug/alcohol treatment groups in Sandoz. While the My Journey program provides the foundation for the treatment program, the focus of their program is their drug and alcohol issues. The treatment groups are led by Chemical Dependency Training Specialists.

### **SACAJAWEA**

Sacajawea Cottage, built in 1972, has a rated capacity of 25 girls.

Built in the same fashion as Marie Sandoz and John Burroughs Cottages, Sacajawea contains a large family room, girls' rooms, laundry facilities, counseling offices, cottage staff office, and a



*John Burroughs  
Cottage*



*Karen White, YSII in  
LaFlesche Cottage reads the  
daily log*



*Sacajawea Cottage*

Kitchenette. In the past year, a back-up power system for the electronic lock system and a new sump pump were installed. New tile floors were laid following “mudjacking” which was completed to address issues of building settlement.

Sacajawea Cottage contains two treatment groups, both of which use the My Journey core treatment as the basis of their treatment programming.

**LAFLESCHÉ COTTAGE** system for the electronic lock system and a new sump pump were installed. New tile floors were laid following “mudjacking” which was completed to address issues of building settlement.

The newest cottage on campus, LaFlesche Cottage, was built in 2001. Named for two prominent Native American sisters from Nebraska, the cottage is now home to two treatment groups. With the closure of the Paul Dunbar living unit, staff and girls were transferred to Pod B of LaFlesche Cottage, thereby populating both pods of the living unit

A secure cottage, LaFlesche houses girls with special needs or high-risk girls in two “pods”—Pod A and Pod B. Each pod has one treatment group with the girls in each pod participating in the Levels treatment program. This treatment program allows girls to work their ways through increasing levels of responsibility, as well as privileges to earn their releases. Each treatment group is led by a Licensed Mental Health Practitioner.

While in LaFlesche Cottage, girls attend a self-contained classroom located in Pod A. Depending on the level they have attained, they also may have recreation outside of the cottage and eat meals in the main dining room.

Also located in LaFlesche Cottage are the “Officer-of-the-Day” office, the medical clinic, the clothing and storage area, and a conference room.

*Girls are classified into the living units according to their treatment needs, with each living unit providing a treatment program specific to their girls’ needs.*

*All cottage staff receive at least 40 hours of on-going training each year.*

*To allow for easy access and interaction, the Counselors’ offices are located in the same cottage where their groups reside.*

# Recreation Program

*Recreation and leisure time activities are an important part of the overall program at the Youth Rehabilitation & Treatment Center – Geneva. An active recreation/leisure time activities program facilitates the health of girls and the development of creative talents and constructive activities that can benefit girls during their stays at the facility, as well as upon their releases to the community.*

## Staffing

The Youth Rehabilitation & Treatment Center – Geneva employs one full-time Recreation Coordinator, one full-time Recreation Assistant, and one part-time Recreation Assistant.

Recreation staff are responsible for preparing weekly recreation schedules, supervising activities, monitoring recreation needs and preferences of the girls, ensuring safe recreation areas, monitoring exercise. Recreation staff are actively involved in the girls' treatment programs and serve as members of the various treatment teams. They may also be called upon to structure individual recreation programs for girls referred by the Classification Committee.

Recreation staff continues to administer pre- and post-physical fitness exams to all girls. The vast majority of girls tested show improvement between the pre- and post-tests.

## Program Activities

YRTC-Geneva recognizes the impact that physical activity can have on an individual's physical and emotional well being. To that end, YRTC-G girls are involved in a wide variety of physical activities to teach them new, positive activities they can be involved in, as well as hone any existing skills they may already have.



*Girls at the Petting Zoo at the Fillmore County Fair*



*Swinging at the Piñata at a Fiesta planned by the Girl Scouts*



*Staff vs. Girl Softball Game*

YRTC-Geneva has a wide variety of recreational equipment and areas that the girls have ready access to. This includes new basketball pads and standards near the living units that the girls are able to use when the weather is nice. During the year, they have also been regularly involved in games of softball, volleyball, soccer, and eight-base. The girls can swim in the YRTC-Geneva pool, both during recreation and Physical Education classes. The girls may also walk on the 1.3 mile walking trail that threads through the YRTC campus.

A new activity being coordinated by the Recreation Department during the past year is scrapbooking. Initiated in conjunction with the gender responsive treatment program, each girl has the opportunity to make a scrapbook of her journey at the YRTC-Geneva. The scrapbooks contain each girl's outcomes, needs, and strategies; the 6 Life Outcomes she works on; and the 8 Pro-Social Skills she learns. Additionally, she may add pages about the activities she participates in, her family, honors she receives, etc. The Recreation staff routinely takes pictures of activities the girls are involved in so that the girls may have pictures of themselves for their scrapbooks.

Craft activities are also available for the girls, including making table favors and decorations, knitting and crocheting, and making decorations for their living units.

If girls are eligible, the Recreation staff may take them to off-campus events. During the last year, girls went to off-campus movies at a local theater and participated in volunteer activities coordinated through the Recreation Department. The Recreation Department also assisted at the Doniphan State Trapshoot Event.

### *Special Activities*

In addition to regularly scheduled activities, the Recreation Department provides a wide variety of special activities for the girls

*The pre- and post-fitness testing performed as a part of Performance-based Standards shows a majority of girls improving in their abilities.*

*The Recreation staff help those girls who are working on strategies to identify new, productive leisure time activities.*

*The Girl Scout Troop continues to thrive on campus.*

throughout the year. During the past year, these activities included:

- \* Life guard training
- \* Staff vs. girl softball and basketball games
- \* 4<sup>th</sup> of July activities
- \* CPR and First Aid Certification
- \* Pet Show
- \* A "Relay Day" where girls were involved in a variety of relay races
- \* A haunted hayrack ride for Halloween
- \* Outdoor water activities



Canoeing at Timberlake



Pet Show



YRTC Swimming Pool

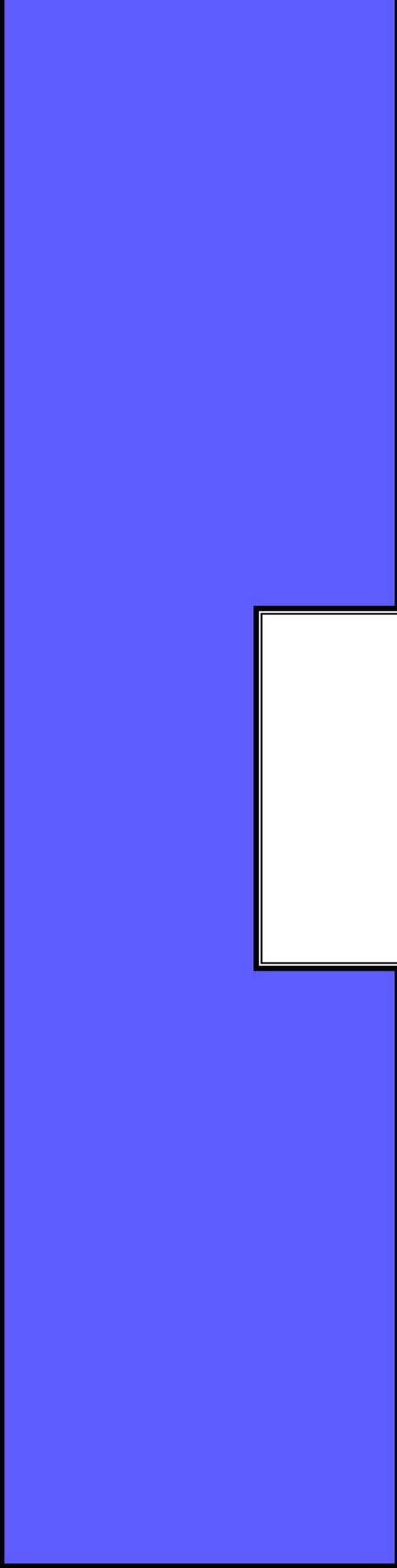
## Girl Scouts

YRTC-Geneva continues to have a very active Girl Scout Troop on campus that is coordinated by the Recreation Department with the Recreation Coordinator serving as the Troop Leader.

The focus of the Girl Scouts for the past year has been on "doing for others." As a result, they planned and coordinated the following activities for all girls on campus:

- ❖ Valentine's Day party during which girls made cards and participated in games and contests
- ❖ Easter party where the girls dyed Easter eggs and had a bunny hop contest
- ❖ Fiesta, including a meal and piñata
- ❖ St. Patrick's party during which the Girl Scouts cooked an Irish meal

Members of the Girl Scout Troop also regularly went to Heritage Crossings, a local retirement home, where they interacted with the senior citizens.



Support  
Services

# Maintenance Department

*The Maintenance Department is dedicated to providing and maintaining a clean, aesthetically pleasing, safe, comfortable, and secure environment to meet the needs of the youth, staff, and the State of Nebraska. It is our intent that the Maintenance Department be a part of the overall YRTC-Geneva team, with a common goal of serving the youth of Nebraska that are placed in our care.*

## *Staffing*

The Maintenance Department consists of 6 staff members: 1 Facility Maintenance Specialist and 4 Facility Maintenance Technician II's. The department is supervised by the Facility Maintenance Supervisor.

During the past year, one Facility Maintenance Technician II position came open, and it is anticipated that this position will be filled in the near future.

The average tenure for maintenance staff is 19 years.

During the past year, the Maintenance Department also had the services of a temporary employee. His primary job was to paint and patch areas throughout the campus. He also was able to provide additional maintenance help when needed.

Maintenance staff work a Monday through Friday schedule, with the 4 Facility Maintenance Technician II staff members alternating being on-call over the weekends and holidays. They also alternate shifts, with one staff member working a 7:30 a.m. to 3:30 p.m. shift and the others an 8:00 a.m. to 4:30 p.m. shift.

All maintenance staff completed their mandatory training hours in the past year. They were also able to attend off-campus training in specific job related fields.



*Maintenance staff complete extensive grounds work*



*Contractors complete work on the swimming pool roof*



*Maintenance staff erected new outdoor basketball standards*

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## *Department Activities*

Each maintenance staff member performs work in a variety of areas involving almost all of the building trades, grounds, equipment, and mechanical maintenance. They complete facility work orders, work orders generated from sanitation and Fire Marshall inspections, and local repair requests. Staff also continually conduct site inspections and make on-the-spot repairs or report the need for repair to the maintenance supervisor.

Staff members are assigned preventive maintenance work orders generated through the State Computer Network. During the past year, 602 preventive maintenance work orders were completed.

Major projects completed during the past year included:

- \* Areas 2 and 3 of Apartment C were combined to create one open area for a new Mother and Babies program.
- \* After the mudjacking of Sacajawea and Burroughs Cottages was completed, new floor tile was laid in all areas where the boring through the floors took place.
- \* The steam and condensate return lines under the street between Sandoz and the School/Administration Building were replaced. Staff repaired the demolished pavement and sidewalk following the replacement.
- \* A contractor installed a new boiler water feed tank de-aerator, pumps and controls, plus made other boiler room improvements.
- \* A new roof was constructed on the swimming pool.
- \* Nebraska Public Power replaced the electrical transformers that provide the facility's electrical power.

*Maintenance staff completed 602 Preventive Maintenance Orders during the year*

*The average tenure of Maintenance Department staff is 19 years.*

*Maintenance staff completed an annual materials and equipment inventory.*

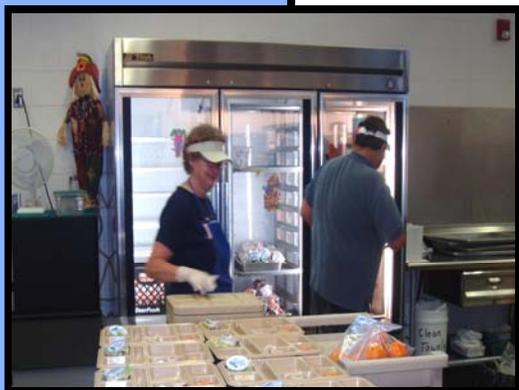
*The average monthly cost for water and sewer for the facility was \$1,590.81.*

# Business Department

*The Business Office provides support to all other activities, treatment, and staff on the YRTC-Geneva campus. Business staff, in conjunction with Human Resources staff, provide all personnel services—support in recruitment and hiring, payroll, employee benefits, and worker's compensation. All accounting support for the campus—budget, purchasing supplies and equipment, accounts receivable, accounts payable, financial reporting, and the youth trust fund—are handled by the Business Office. The Business Manager is also the direct supervisor of the Food Service Department, Supply Inventory, and Youth Clothing Departments.*



*Alma Placek, Supply Clerk, repairs girls' clothing*



*Food Service staff prepare the noon meal*

## Staffing

The Business Department staff includes one Business Manager, one Accounting Clerk II, and one part-time Human Resources Personnel Officer. Also supervised by the Business Manager and included in the Business Department is the food service staff, which includes one Food Service Manager and four Food Service Cooks, the Supply Department which includes one Supply Clerk II, and the Clothing Department, which includes one Supply Clerk II.

## Clothing Department

The Clothing Department is located in LaFlesche Cottage and is staffed by a Supply Clerk II.

YRTC-Geneva continues to supply most of the girls' clothing, and it is the job of the Supply Clerk II to maintain an adequate inventory of clothing, outfit each girl with the required amount of clothing, and repair clothing items. A Clothing Committee meets on a regular basis to discuss clothing issues. The Clothing Department also stores excess items for the girls.



*Food Service Building*

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## Food Service Department

The Food Service Department is responsible for providing meals for all girls on campus. These meals must be nutritionally balanced, well planned and prepared, and served in a manner that meets established governmental health and safety codes. All menus are approved by a Registered Dietician.

The food service building, built in 1971, also undergoes regular health inspections, as well as inspections conducted by the State Fire Marshall.

A food service preference was completed by youth, with many items either added to the menu or deleted as a result of the survey.

In addition to nightly snacks, milk and fresh fruit are always available in the cottages at the youths' requests.

During the past fiscal year, the Food Service Department served 76,931 youth meals, 13,323 staff meals, at an average cost of \$2.17 per meal.

Special meals prepared throughout the year included:

-  A Christmas meal for youth remaining on campus and their families was held. Twenty three youth and 77 family members attended.
-  A 4<sup>th</sup> of July barbeque was prepared by facility staff.
-  A big hit this year has been a Sunday buffet that is prepared once every five weeks.
-  The Annual Spring Banquet was held in March 2007. The food service staff prepared a meal for 35 volunteers and guests, 20 staff members, and 60 youth.

*76,931 youth meals and  
13,323 staff meals  
were served during  
the past year.*

*Youth assist the food  
service staff in the kitchen  
with simple food  
preparation, cleaning, and  
washing dishes. This is a  
paid detail.*

*Holiday buffet meals are  
served on Thanksgiving,  
Christmas, and Easter.*

*"Staff choice" and "Youth  
choice" meals are held  
once every 5 weeks.*

## Business Department

### PERSONNEL

YRTC-Geneva has 99.85 FTE authorized positions. During the past year, the following personnel actions occurred:

- 12 new hires
- 3 temporary staff hired
- 14 resignations/terminations
- 1 promotion within the facility
- 6 transfers within the facility

The average tenure for all employees is 14.06 years. During the past year, the following employees were recognized for their years of service to the State:

30 years	Dan Scarborough
20 years	Betty Reinsch Rodger Stofer
15 years	Susie Taylor Edward Price
10 years	Sue Gelster Cathy Eberhardt Rex Kennel
5 years	June Kleinschmidt Mary Calkins Connie Ekeler Joann Cellar David Schlegel

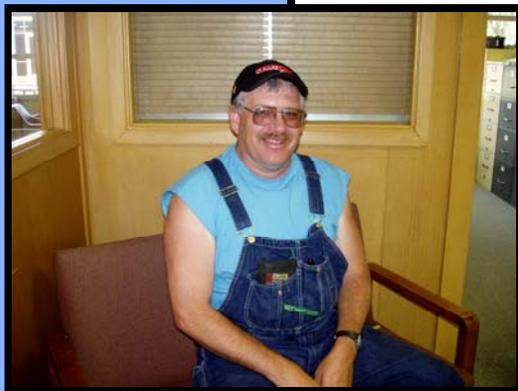
Elected as YRTC-Geneva Co-supervisors of the Year were Food Service Manager Dawn Claus and Youth Security Supervisor, Rodger Stofer. Ms. Claus was also honored as a DHHS Supervisor of the Year. Mike Finley, Facility Maintenance



Dawn Claus  
Co-Supervisor of the Year  
DHHS Supervisor of the Year



Rodger Stofer  
Co-Supervisor of the Year



Mike Finley  
Employee of the Year

Technician, was elected as YRTC-Geneva Employee of the Year.

**INSTITUTION BUDGET**

The Business Office, in cooperation with the Budget Unit of the Department of Health and Human Services, prepares an annual budget using funds appropriated by the State Legislature. This budget includes monies for each operation area of the institution.

	<b>Budget</b>	<b>Total Expenditures</b>
<b>General Fund</b>	\$6,143,488.03	\$5,877,996.74
<b>Federal Funds</b>	\$156,032.01	\$138,551.68
<b>Cash Funds</b>	\$102,615.19	\$89,599.52

YRTC-Geneva also received grant money from Title I in the amount of \$51,857, with additional funds of \$14,495 and LB/Tobacco \$89,147, which were used for salaries within our school and social services staff.

**YOUTH TRUST FUND ACCOUNTING**

An accounting of personal money for each girl is kept in the Business Office. These funds are kept in a separate bank account, which is reconciled at the end of each month. Girls may purchase items of clothing and personal needs, which are paid for from her account. The sources of these funds may include money brought by the girl upon admission, money received from the girl's family, money earned by detail work or off-campus work, and social security benefits.

YRTC-Geneva applies to be the representative payee for Social Security benefits in certain situations. These funds are used to pay for medications, eyeglasses, and dental care required by the recipient.

Trust Fund Checking Account Balance – 6/30/07	<b>\$18,804.81</b>
Trust Fund Checking Account Balance – 7/01/06	\$19,271.01
Trust Fund Account transferred to Savings Balance – 6/30/06	\$00.00

*The average tenure for YRTC-Geneva employees is 14.06 years.*

*An annual Employee Recognition Tea is held in October to honor the Employee and Supervisor of the Year, as well as employees for their years of service.*

*The annual budget for YRTC-Geneva for FY 06/07 was \$6,143,488.03.*

# Training Program

*YRTC-Geneva recognizes the importance of providing staff training that will enable them to obtain the required skills and knowledge necessary to make positive contributions. Developing and maintaining these competencies helps ensure the safety and security of the girls, staff, and facility. To this end, a comprehensive training program has been developed.*

## Staffing

YRTC-Geneva has a full-time on-site Training Coordinator, who is under the supervision of the Finance and Support Division. The Coordinator is responsible for the development of class offerings, teaching classes, recordkeeping, and coordination of the overall program.

Facility staff provide training in their areas of expertise. Outside trainers are also brought on campus for specialized training when the need dictates.

A training Advisory Committee provides oversight to the training program and meets on a quarterly basis.

## Program Activities

YRTC-Geneva staff, interns, and volunteers attended approximately 9,300 hours of training, which is comparable to previous years. The training included in-service, pre-service, specialized training, off-campus training and on-the-job training.

Eleven new employees, two interns, two substitute teachers, and three temporary positions, as well as veteran staff contributed to the total training hours.

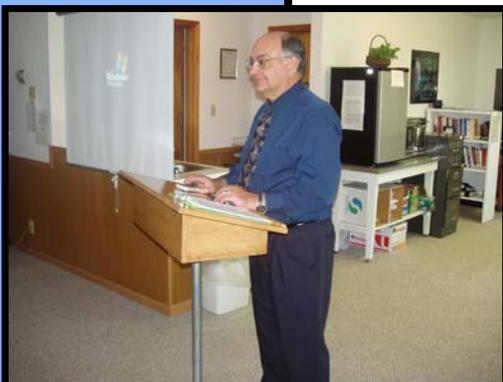
Program offerings are in compliance with the American Correctional Association standards. Also, an Annual Feedback



Cindy Betka provides training in the My Journey program



YRTC-Geneva Training Room



Dr. Belau teaching training on "Special Needs" girls

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& Needs Survey and a Training Needs Assessment were completed by staff during the year. These surveys give staff the opportunity to express their levels of satisfaction with the training they are receiving, as well as suggest the areas in which they would like to receive more training.

### **PRE-SERVICE TRAINING**

Prior to assuming his/her duties, each new employee completes 160 hours of training. This training includes core curriculum classes, as well as job shadowing where they can observe specific job duties.

### **CLASSROOM TRAINING**

Classroom training was offered in 10, one-week increments. This training meets the requirements of the American Correctional Association and reflects the information received on the Annual Feedback and Needs Survey. During the past year, the presentation on Mental Health and Behaviors Needs was expanded to an entire day.

### **SPECIALIZED TRAINING**

Throughout the year, the Training Department coordinates special training opportunities for staff. These trainings give employees additional information on timely topics, and keep them abreast of any new changes in policies and procedures.

During the past year, the following specialized topics were offered:

- Career Development
- MAYSI Assessment
- Computer Training
- Abuse Reporting
- Gender Programming
- Special Management Youth
- Escape Procedures
- Use of an Epi-Pen and the facility De-fibrillator

*New employees must complete their pre-service training prior to assuming their regular duties.*

*Facility staff completed in excess of 9,300 hours of training during FY06/07.*

*An annual Feedback and Needs Survey helps the Training Coordinator determine the effectiveness of the training program, as well as areas where the employees want more training.*

## EXTRANEOUS TRAINING

Extraneous training consists of off-campus training opportunities such as conferences, seminars, and training sessions. These training opportunities are considered integral to the YRTC-Geneva training program as they offer staff an opportunity to update their skills, stay current with any new developments in their fields, and interact with other professionals.

During the past year, the YRTC-Geneva was fortunate to have staff attend a wide variety of extraneous training. A concerted effort was made to give staff in all areas and department opportunities to attend extraneous training.

Some of the extraneous training in the past year included:

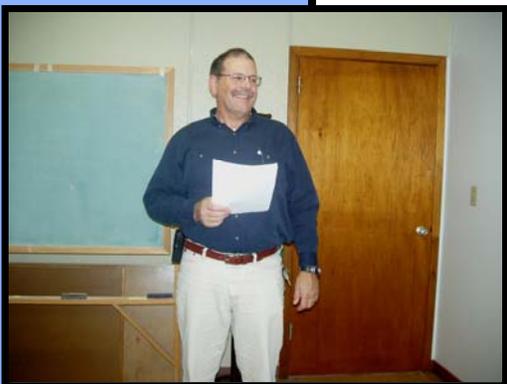
- ◆ Motivational Interviewing
- ◆ Active Parenting of Teens
- ◆ Cultural Awareness for Managers
- ◆ Six Traits Writing Program
- ◆ Pandemic Flu
- ◆ Difficult/Defiant Adolescents
- ◆ Full Responsibility Education
- ◆ Applied Physical Training
- ◆ Effective Discipline
- ◆ Nebraska Criminal Justice Information System
- ◆ Disaster Mental Health Conference
- ◆ Grant Writing Basics
- ◆ Gang 101
- ◆ Family/Person Centered Practice
- ◆ Heartland Juvenile Justice Conference
- ◆ Western States Conference
- ◆ Emergency Preparedness Conference
- ◆ American Correctional Association Conference



*Marie Pope,  
Training Coordinator*



*Mandatory In-service  
Training Class*



*Bill McPherson explains  
a security issue*



# Statistical Information



Youth Rehabilitation & Treatment Center – Geneva

**FY06/07 ADMISSIONS BY COUNTY**

COUNTY	COMMITMENT	RE-COMMITMENT	DIRECT COMMITMENT	PAROLE SAFEKEEPER	PAROLE REVOCATION	TOTAL
ADAMS	4	0	0	1	0	5
BOX BUTTE	1	0	0	0	0	1
BUFFALO	2	0	0	0	0	2
DAKOTA	4	1	1	0	0	6
DAWES	1	0	0	0	0	1
DAWSON	1	0	1	0	0	2
DEUEL	0	0	0	1	1	2
DODGE	4	0	0	0	0	4
DOUGLAS	19	1	0	0	0	20
FRONTIER	1	0	0	0	0	1
GAGE	1	0	0	0	0	1
HALL	1	0	1	0	0	2
JEFFERSON	1	0	0	0	0	1
JOHNSON	1	0	0	0	0	1
LANCASTER	14	1	16	2	2	35
LINCOLN	5	0	0	2	2	9
MADISON	7	0	0	0	0	7
MERRICK	0	1	0	1	0	2
NANCE	1	0	0	0	0	1
PHELPS	0	0	0	1	1	2
PLATTE	6	0	0	2	2	10
RED WILLOW	1	0	0	0	0	1
SARPY	1	0	0	0	0	1
SCOTTS BLUFF	5	0	1	0	0	6
SEWARD	2	0	0	0	0	2
YORK	1	1	0	0	0	2
<b>TOTAL</b>	<b>84</b>	<b>5</b>	<b>20</b>	<b>10</b>	<b>8</b>	<b>127</b>



Youth Rehabilitation & Treatment Center - Geneva

## FY06/07 ADMISSIONS BY MONTH

	COMMITMENTS	RE-COMMITMENTS	DIRECT COMMITMENTS	PAROLE SAFEKEEPERS	PAROLE REVOCATIONS	TOTAL
JULY	6	0	3	1	1	11
AUGUST	6	0	2	1	1	10
SEPTEMBER	4	0	1	0	0	5
OCTOBER	7	1	1	2	0	11
NOVEMBER	8	1	1	1	2	13
DECEMBER	8	0	1	0	0	9
JANUARY	6	1	1	3	1	12
FEBRUARY	8	0	3	0	1	12
MARCH	10	1	0	0	0	11
APRIL	5	1	2	2	2	12
MAY	8	0	1	0	0	9
JUNE	8	0	4	0	0	12
<b>TOTALS</b>	<b>84</b>	<b>5</b>	<b>20</b>	<b>10</b>	<b>8</b>	<b>127</b>



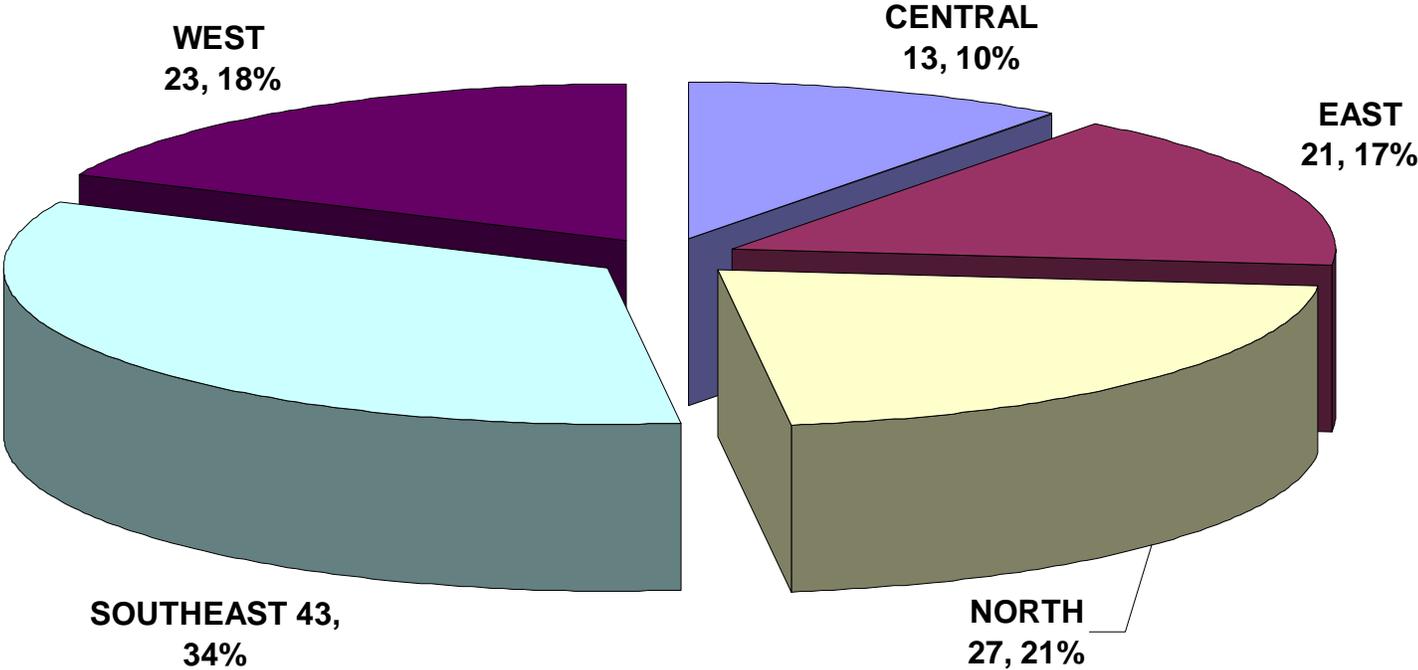
Youth Rehabilitation & Treatment Center – Geneva

**FY06/07 Admissions by Committing Offense**

<b>OFFENSE</b>	<b>COMMITMENT</b>	<b>DIRECT COMMITMENT</b>	<b>RE-COMMITMENT</b>	<b>PAROLE SAFEKEEPER</b>	<b>PAROLE REVOCATION</b>	<b>TOTAL</b>
ARSON	1	0	1	0	0	2
ASSAULT	19	5	0	3	3	30
AUTO THEFT	7	1	0	1	0	8
BURGLARY	2	0	1	1	1	6
CRIMINAL MISCHIEF	7	2	0	1	1	11
DISORDERLY CONDUCT	3	0	0	0	0	3
DISTURBING THE PEACE	3	3	0	0	0	6
ESCAPE	0	0	0	1	1	2
FALSE INFORMATION	8	1	0	0	0	9
FORGERY	0	0	0	1	1	2
OBSTRUCTING POLICE OFF.	2	1	0	0	0	3
POSSESSION OF DRUGS	13	3	1	0	0	17
POSSESSION OF FIREARM	1	0	0	0	0	1
PROBATION VIOLATION	4	1	0	0	0	5
RESISTING ARREST	1	0	0	0	0	1
SHOPLIFTING	9	1	0	1	1	12
THEFT	4	1	2	1	0	8
TRESPASSING	0	1	0	0	0	1
	<b>84</b>	<b>20</b>	<b>5</b>	<b>10</b>	<b>8</b>	<b>127</b>



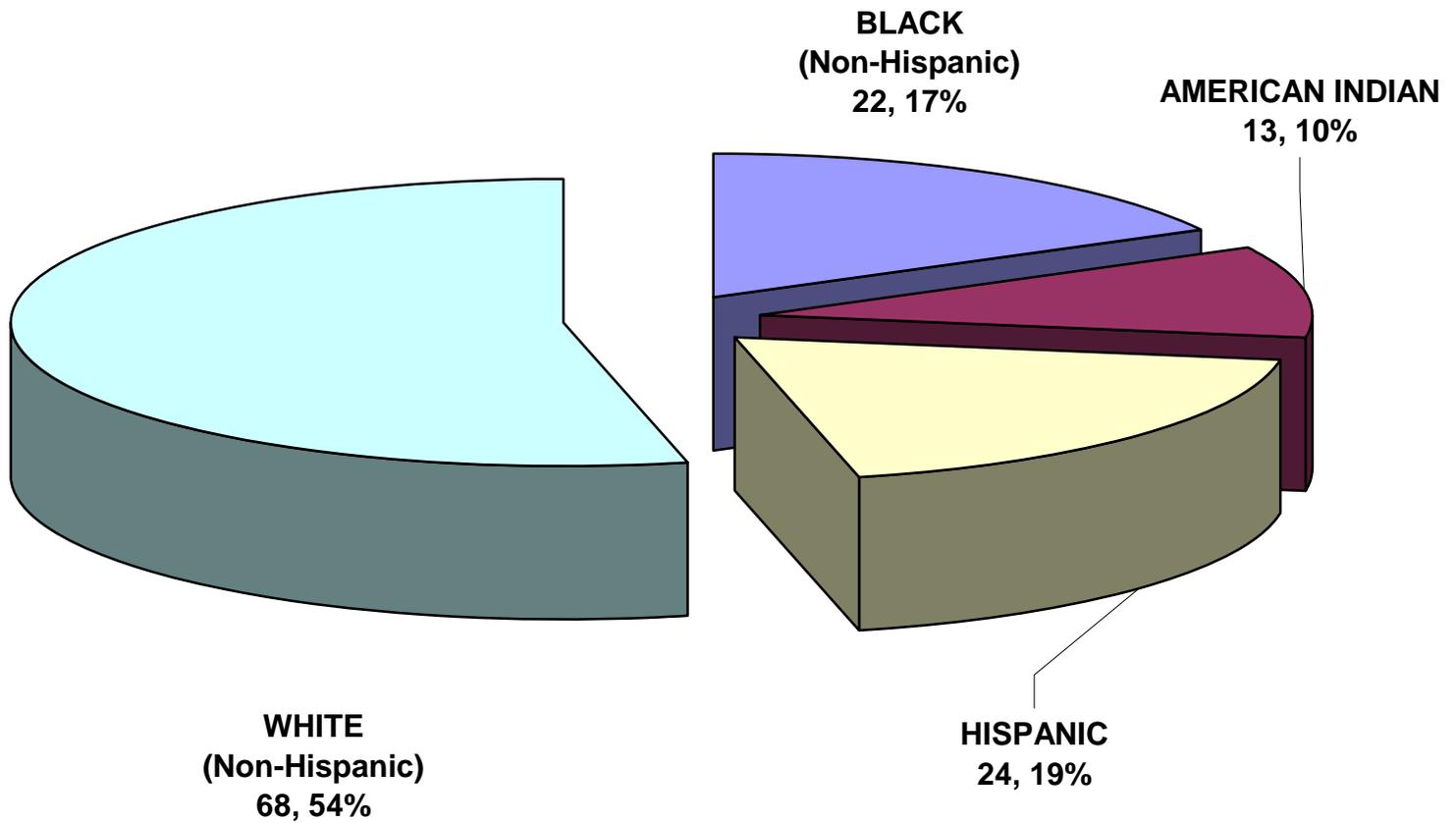
Youth Rehabilitation & Treatment Center - Geneva  
**FY06/07 ADMITTANCES BY SERVICE AREA**



■ CENTRAL ■ EAST ■ NORTH ■ SOUTHEAST ■ WEST



Youth Rehabilitation & Treatment Center - Geneva  
**2006/07 ADMISSIONS BY RACE**



■ BLACK (Non-Hispanic) ■ AMERICAN INDIAN ■ HISPANIC ■ WHITE (Non-Hispanic)



Youth Rehabilitation & Treatment Center – Geneva

**FY2006/07 RELEASES BY MONTH**

MONTH	Parole	Administrative Parole	Institutional Discharge	Administrative Institutional Discharge	Relocated To Parole	TOTAL
JULY	9	2	0	1	1	13
AUGUST	3	3	2	0	0	8
SEPTEMBER	6	0	0	1	0	7
OCTOBER	3	1	4	0	1	9
NOVEMBER	8	0	7	1	0	16
DECEMBER	6	1	0	4	0	11
JANUARY	9	3	3	1	0	16
FEBRUARY	9	0	1	1	1	12
MARCH	6	2	1	0	0	9
APRIL	6	0	1	0	0	7
MAY	10	3	0	0	0	13
JUNE	6	6	0	0	0	12
<b>TOTAL</b>	<b>81</b>	<b>21</b>	<b>19</b>	<b>9</b>	<b>3</b>	<b>133</b>



Youth Rehabilitation & Treatment Center – Geneva

***FY06/07 AVERAGES***

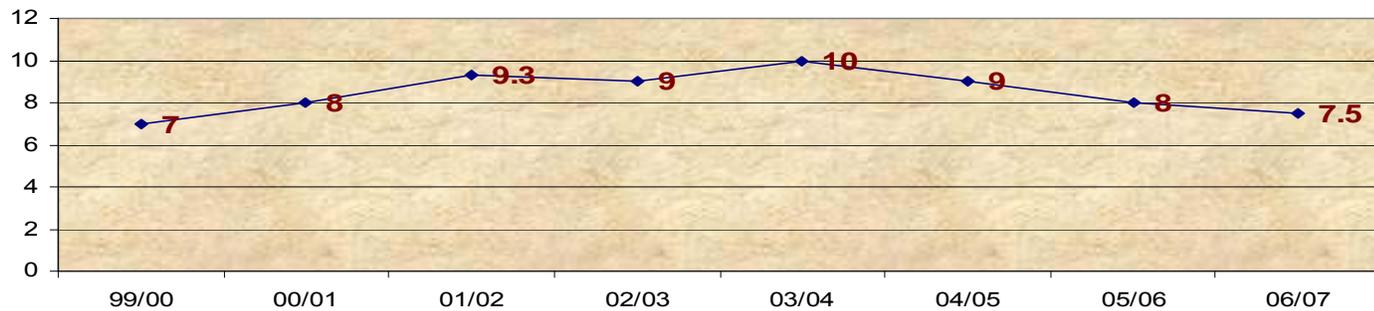
<b>MONTH</b>	<b>LOW COUNT</b>	<b>HIGH COUNT</b>	<b>AVERAGE DAILY COUNT</b>
<b>JULY</b>	<b>80</b>	<b>84</b>	<b>82</b>
<b>AUGUST</b>	<b>78</b>	<b>82</b>	<b>80</b>
<b>SEPTEMBER</b>	<b>84</b>	<b>83</b>	<b>82</b>
<b>OCTOBER</b>	<b>79</b>	<b>82</b>	<b>80</b>
<b>NOVEMBER</b>	<b>76</b>	<b>84</b>	<b>79</b>
<b>DECEMBER</b>	<b>75</b>	<b>82</b>	<b>77</b>
<b>JANUARY</b>	<b>70</b>	<b>75</b>	<b>72</b>
<b>FEBRUARY</b>	<b>65</b>	<b>72</b>	<b>67</b>
<b>MARCH</b>	<b>64</b>	<b>71</b>	<b>68</b>
<b>APRIL</b>	<b>71</b>	<b>75</b>	<b>73</b>
<b>MAY</b>	<b>69</b>	<b>76</b>	<b>73</b>
<b>JUNE</b>	<b>63</b>	<b>70</b>	<b>66</b>
<b>AVERAGES</b>	<b>73</b>	<b>78</b>	<b>75</b>

**AVERAGE AGE AT ADMISSION: 16**

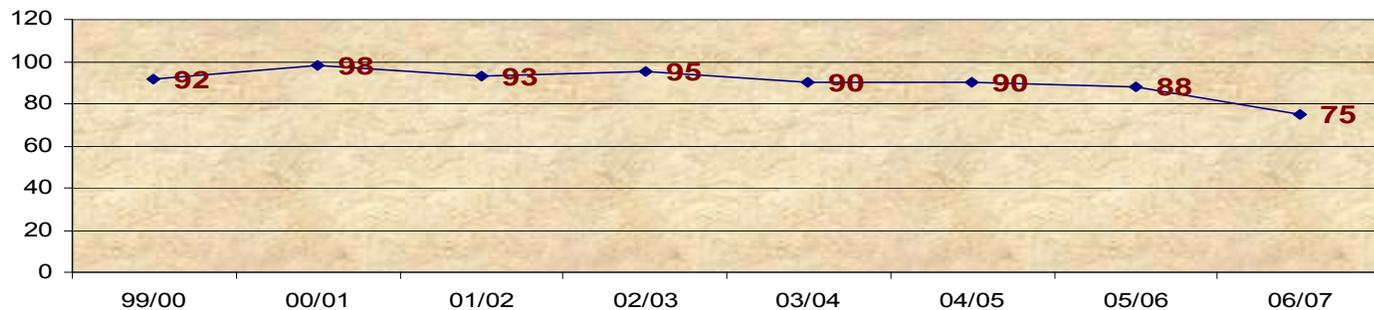
**AVERAGE LENGTH OF STAY: 7.5 Months**



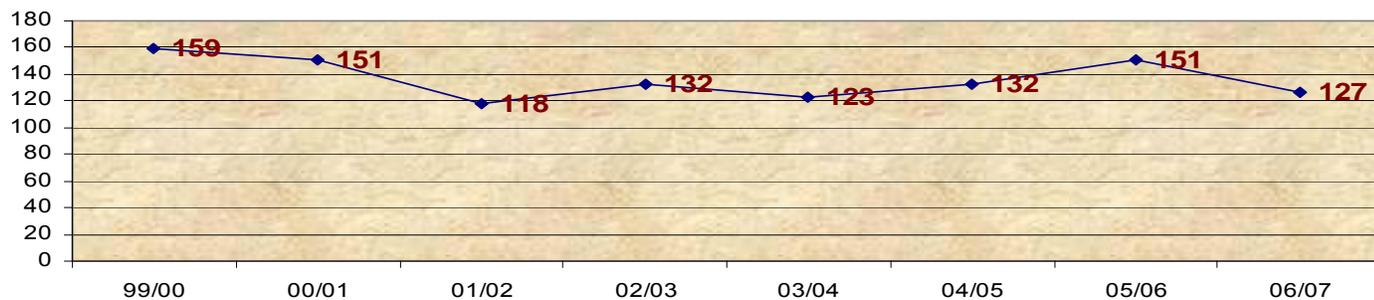
**YRTC-Geneva Average Length of Stay  
(In Months)**



**YRTC-Geneva Average Daily Count  
(By Fiscal Year)**



**YRTC-Geneva Admissions  
(By Fiscal Year)**



The Nebraska Department of Health and Human Services is committed to affirmative action/equal employment opportunity and does not discriminate in delivering benefits or services