

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA**  
**ADMINISTRATIVE ORDER 23-13**  
Supersedes Administrative Order 22-11

**Special Order for Access to Juvenile Justice Data**  
**Through the CJCC to the Juvenile Justice Advisory Group and the Office of Juvenile**  
**Justice and Delinquency Prevention**

**WHEREAS**, the Juvenile Justice Advisory Group (JJAG) serves as the advisory board for the Office of Victim Services and Justice Grants (OVSJG) as the state administering agency of the Juvenile Justice and Delinquency Prevention Act (JJDP) as designated by Mayoral Order (Mayor's Order 2009-13); and

**WHEREAS**, JJAG participates in the development and review of the District's three-year juvenile justice plan, as required by JJDP, including assisting in the development of operating standards for all juvenile detention/correction facilities, group homes, and foster care homes and programs used in the juvenile justice system; and assisting in monitoring all juvenile detention/correction facilities and community based programs to ensure compliance with the Act; and

**WHEREAS**, JJAG undertakes studies for review that impact District youth or juvenile services as designated by Mayor's Order 2009-13 and reviews the progress and accomplishments of public and private sector juvenile justice and delinquency prevention programs funded under the District's juvenile justice plan;

**WHEREAS**, JJAG membership includes appointed staff from juvenile justice agencies and youth-serving agencies, consisting of the Superior Court of the District of Columbia – Family Court (Family Court), including its Social Services Division; Department of Behavioral Health; Department of Human Services; Department of Youth Rehabilitation Services; District of Columbia Public Schools; Metropolitan Police Department; Office of the Attorney General; and Public Defender Service; and

**WHEREAS**, the Criminal Justice Coordinating Council (CJCC) employs the District of Columbia's Juvenile Justice Compliance Monitor (Compliance Monitor) who is responsible for evaluating the District's compliance with the JJDP's four core requirements; and

**WHEREAS**, the Compliance Monitor is required to inspect, collect, and verify data from secure facilities to ensure compliance with the JJDP; report violations in an annual report to the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and provide training and technical assistance to remedy and prevent further occurrences; and

**WHEREAS**, JJAG submits to the Mayor and the Council of the District of Columbia an annual report that provides recommendations regarding compliance with the core requirements and with progress related to Formula Grant programs; and

**WHEREAS**, compliance with the JJDP affects the District's eligibility for Title II formula grant funding through OJJDP; and

**WHEREAS**, the CJCC is tasked with coordinating and facilitating information sharing among District and federal criminal and juvenile justice system agencies in the District of Columbia; and the CJCC's Statistical Analysis Center is charged with conducting research and analyses with respect to the District's criminal and juvenile justice systems; and

**WHEREAS**, the CJCC Juvenile Justice Data Committee is the body that examines and exchanges juvenile justice data; and

**WHEREAS**, Superior Court Administrative Order 20-14 authorized CJCC personnel to receive and view data and information from juvenile case records, juvenile social records, and police and other law enforcement records for compilation and analysis to be shared with the Juvenile Justice Data Committee; and

**WHEREAS**, in accordance with D.C. Code §§ 16-2331(c)(5), 16-2332(c)(5), and 16-2334(a)(2), the court may permit, by special order, the inspection of juvenile case, social records and access to fingerprint records;

**NOW THEREFORE**, it is hereby

**ORDERED**, that the Executive Director of CJCC shall provide the Executive Officer of the District of Columbia Courts a written list of the CJCC employees authorized to access juvenile records pursuant to this order and shall update the list as necessary; and

**FURTHER ORDERED**, that CJCC may share aggregate data and information generated from juvenile case records, juvenile social records, and police and other law enforcement records of juveniles in the PINS (persons in need of supervision) and delinquency system, which CJCC receives pursuant to Administrative Order 20-14, with members of the Juvenile Justice Advisory Group (JJAG) who were appointed by the Mayor; and

**FURTHER ORDERED**, that CJCC may only share data and information with the JJAG that has been approved by the Juvenile Justice Data Committee; and

**FURTHER ORDERED**, that no data or information CJCC shares with the JJAG shall contain any information from which it would be possible to identify any person mentioned in the juvenile records; and

**FURTHER ORDERED**, that the Chairperson of JJAG shall provide the Executive Officer of the District of Columbia Courts a written list of the JJAG sworn members authorized to access data and information shared by CJCC pursuant to this order and shall update the list as necessary; and

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**FURTHER ORDERED**, that authorized sworn members of the JJAG may gather, inspect, copy, and analyze information and data shared by CJCC pursuant to this order to prepare an annual report for the Mayor and Council of the District of Columbia that provides compliance recommendations and Formula Grant programs progress; and

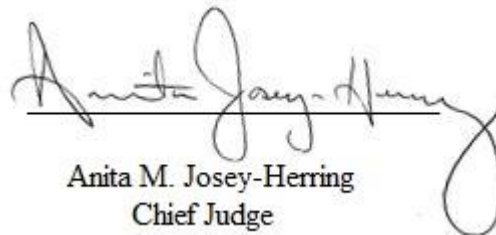
**FURTHER ORDERED**, that data and information shared by CJCC and compiled by JJAG pursuant to this order may be shared with authorized sworn members during closed sessions, but shall not be distributed otherwise or disclosed to other persons or organizations without further order of the Chief Judge of the Superior Court of the District of Columbia; and

**FURTHER ORDERED**, that the JJAG may, upon approval of the Juvenile Justice Data Committee, include specific data and information received by the CJCC in its written reports submitted to the Mayor and Council of the District of Columbia; and

**FURTHER ORDERED**, that the data and information compiled by the authorized employees of CJCC pursuant to this order may be shared with the Office of Juvenile Justice and Delinquency Prevention for the purposes of reporting compliance with the requirements of the Juvenile Justice and Delinquency Prevention Act; and

**FURTHER ORDERED**, that any request to distribute or disclose such data and information to other persons for purposes other than the Juvenile Justice Data Committee, the Juvenile Justice Committee, or the JJAG shall be made by the CJCC to the Chief Judge of the Superior Court of the District of Columbia.

**SO ORDERED.**

  
Anita M. Josey-Herring  
Chief Judge

**DATE: August 7, 2023**

Copies to:

Judicial Officers  
Executive Officer of the Court  
Clerk of the Court  
Office of General Counsel  
Division Directors  
District of Columbia Bar  
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