



**FLORIDA DEPARTMENT OF JUVENILE JUSTICE  
CENTRAL COMMUNICATIONS CENTER  
Program/Administrative Review Report**

**Status: Closed/Completed on 09/01/2015**

**CCC Incident Number:** 201503105

**IG Case Number:**

**Report Date:** 06/04/2015

**Report Time:** 07:18:00 PM

**Created By:** Harris, Dierdre

**Created Date/Time:** 06/04/2015 07:22 PM

**Modified By:** Queen, Holly

**Modified Date/Time:** 09/01/2015 06:17 PM

**Facility/Program Name:** Highlands Youth Academy Non-Secure

**Facility/Program Code:** 7266

**Branch:** Residential

**Circuit:** 10

**County:** Polk

**Region:** Central

**Phone #:** (863) 452-3815

**Level:** Non-Secure Residential

**Provider:** G4S YOUTH SERVICES, LLC

**Reportable Incident:** Yes **If not, explain:**

**Incident Date:** 06/04/2015

**Incident Time:**

**Category Information:**

Complaint Against Staff Incident

Involved Person(s)	DOB	Person Type	Involvement Type(s)	Classification(s)	Phone #
Current, Jacqueline		Staff	Subject	Improper Conduct/Staff-Youth Relationship	N/A
HAMILTON, TONYA L		Staff	Other		N/A
WYNN, NORMA J		Staff	Contact Person; Reporting Person		(863) 452-3815
		Youth	Victim		

**Place of Occurrence:** N/A

**PAR Restraint Involved?:** No

**If PAR Restraint was involved, were staff certified?:**

**Number of Staff to youth ratio for the incident location:** 0 : 0

N/A:

**Was the internal investigation initiated?:** No

**Background Information:**

**Entered By**

At some point today (6/4/15), supervisor Tonya Hamilton found a letter written by a staff member in a folder belonging to youth (18). However, the staff has not been identified at this time. The letter contained details about future plans of youth and the staff being together and having children. It did not indicate, however, that the two have been romantically involved. It was reported that youth is scheduled to be released from the program on 6/9/15, and he will be leaving Florida.

Harris, Dierdre

**Immediate Action Taken:**

Entered By

Law enforcement was contacted at 6:50 pm; an officer with the Polk County Sheriff's Office Harris, Dierdre will be out to investigate. No further information to report at this time. A message was left with the CCC at 6:53 pm. A return call was made and a report was generated. The caller was notified about the letter at 5:30 pm. Email notification sent to the Office of Inspector General, Communications, and Residential.

UPDATE: On 6/5/15 at 9:45 am, AFA Jose Sanchez informed the CCC that the Polk CSO Rosier, Melaney arrived at the facility at 8:10 pm to investigate, and departed the facility at 3:53 am (case #201524879). Staff Jacqueline Current has been identified as the alleged staff that wrote youth the letter. Staff Current has been placed on suspension pending the outcome of the internal investigation.

**Agencies Notified:**

Contacted	Law Enforcement Agency	Contact Person	Date	Time
Yes	Polk County Sheriff's Office	Office Name: Arrest Made: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Case #:		
Contacted	DJJ Region	Contact Person	Date	Time
Contacted	Abuse Registry	Contact Person	Date	Time
Contacted	State Attorney	Contact Person	Date	Time
Contacted	Committing Judge	Contact Person	Date	Time
Contacted	Parent/Guardian	Contact Person	Date	Time
Contacted	Other	Contact Person	Date	Time
Yes	Facility Administrator	Office Name: Norma Wynn Remarks: Introduction and Document request	06/10/2015	10:37:00 AM
Contacted	911/EMS	Contact Person	Date	Time
Contacted	Staff	Contact Person	Date	Time

**Involved Youth Escape Information:**

Youth Name	Home City	Home County	Escape Type	Apprehend Info	Escape Risk Info	Leo Notified	Staff Assisted

**Involved Youth Medical Information:**

Youth Name	Treatment Info	Return Date	Still in Hospital	Sick Call Request	Prior Treatment

**Involved Youth Baker Act Information:**

Youth Name	Mental Treatment Provided Info	Baker Act Committed Info	Outside Treatment Admit	Prior Outside Treatment

**Involved Youth Battery Information:**

Youth Name	Battery on Staff	Battery Counts	Youth on Youth Battery	Battery Counts
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**Involved Employee Arrest Information:**

Employee Name	Employment Info	Arrest at Work	Arrest in Vehicle	Arrest in Uniform	ID Misrep	IG-BSU Notified
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**Involved Employee Allegation Information:**

Employee Name	Person Type	Allegations	Admin Leave	Incident Video Taped	Video Secured
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**Task & Response Information:**

Assignment Type	Assignment Description	Assigned By	Created Date/Time
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**Assigned for Administrative Review**    Review this incident for policy/rule violation.    Seifert, Candace    06/08/2015 08:06 AM

**Assigned To:**    Houk, Kenneth C    **Start Date:** 06/08/2015    **Due Date:** 08/07/2015

**Completion Date:**    06/09/2015

**Response:**

**Assigned To:**    Hardyman, Lori    **Start Date:** 06/09/2015    **Due Date:** 08/08/2015

**Completion Date:**    06/22/2015

**Response:**

**Assigned To:**    Shahood, Gregory    **Start Date:** 06/22/2015    **Due Date:** 08/21/2015

**Completion Date:**    08/14/2015

**Response:**

**10-Day Initial Assessment, Program Review or Administrative Review Information**

**Individuals Interviewed:**

Process	Interview Type	Interview Person	Assigned Branch	Involvement Type	Modified By	Modified Date/Time
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Administrative Review    Youth    ...    Victim    Shahood, Gregory    08/14/2015 12:53 PM

**Summary:**    On 06/29/15, MRS Shahood conducted a telephone interview with youth . He stated he couldn't remember anything about the program and refused to answer any further questions.

Administrative Review    Staff    Jacqueline Current    Residential    Subject    Shahood, Gregory    08/14/2015 12:54 PM

**Summary:**    On 06/28/15, 06/29/15 and 06/30/15, MRS Shahood attempted a telephone interview with staff Current-Moron. She was identified as the staff subject of the presenting review. This writer left multiple voice messages for staff Current-Moron requesting a return telephone call; however, no such calls were received during the course of the review. Staff Current-Moron resigned from her position at HYA on 06/04/15 and is not eligible for rehire.

## 10-Day Initial Assessment, Program Review or Administrative Review Information

### Individuals Interviewed:

Process	Interview Type	Interview Person	Assigned Branch	Involvement Type	Modified By	Modified Date/Time
Administrative Review	Staff	JOSE SANCHEZ	Residential	Other	Shahood, Gregory	08/14/2015 12:57 PM
<p><b>Summary:</b> On 07/01/15, MRS Shahood conducted an interview with Jose Sanchez as he is the Support Service Manager at the program. He reported the following: Staff Cruz resigned via e-mail on the day this incident was reported to the CCC. He further stated that he had no idea of any relationship between a facility staff and youth.</p>						
Administrative Review	Staff	Yanira M. Cruz	Residential	Other	Shahood, Gregory	08/14/2015 12:59 PM
<p><b>Summary:</b> On 07/08/15, 07/09/15 and 07/10/15, MRS Shahood attempted a telephone interview with staff Yanira Cruz. She was selected for interview due to a reference in some of the letters that she was staff Current-Moron's friend. This writer left multiple voice messages requesting a return call for staff Cruz; however, no such calls were returned during the course of the review. Staff Cruz resigned from her position at HYA on 06/04/15 for reasons unknown to the program and reportedly not related to this incident.</p>						
Administrative Review	Staff	Soneci Lewis	Residential	Witness	Shahood, Gregory	08/14/2015 01:00 PM
<p><b>Summary:</b> On 07/08/15, 07/09/15 and 07/10/15, MRS Shahood attempted a telephone interview with staff Soneci Lewis. She was selected for interview as she reported to Supervisor Hamilton that a potential inappropriate relationship was taking place between a youth and staff. This writer left multiple voice messages for staff Lewis requesting a return call; however, no such calls were received during the course of the review. Staff Lewis resigned from her position at HYA on 06/18/15 for reasons unknown to the program and reportedly not related to this incident.</p>						
Administrative Review	Other	Tonya Hamilton	Residential	Witness	Shahood, Gregory	08/14/2015 01:02 PM
<p><b>Summary:</b> On 07/10/15, MRS Shahood conducted a telephone interview with Supervisor Tonya Hamilton. Supervisor Hamilton was selected for interview because she was the shift supervisor the day of the reported incident and initially discovered one of the letters. She stated the following: Staff Lewis notified her that staff Current-Moron was corresponding in writing with youth. Supervisor Hamilton conducted a search of youth's room and discovered an informal letter in his binder. She immediately notified AFA Lawson.</p>						

### Document Reviewed:

Document Reviewed	Review Outcome	Modified By	Modified Date/Time	Process
PAR Reports	N/A			

**Remarks:**

**Document Reviewed:**

Document Reviewed	Review Outcome	Modified By	Modified Date/Time	Process
Law Enforcement Reports	Yes	Shahood, Gregory	08/14/2015 12:37 PM	Administrative Review
<p><b>Remarks:</b> During a site visit on 07/01/15, SSM Sanchez provided MRS Shahood a copy of the Polk County Sheriff's Office (PCSO) affidavit of the completed investigation. The case was closed on 06/29/15. Detective (Det.) Sean Jones and Sargent (Sgt.) Steven Britten concluded that there was no evidence of sexual contact between staff Current-Moron and youth , and the incident did not rise to the level of a criminal offense. Letters contained a reference to staff Current-Moron and youth kissing, but no reference of physical contact of the sexual genitalia or sexual intercourse. Det. Jones conducted an interview at the home of staff Current-Moron. Staff Current-Moron stated that she and youth had kissed approximately 10 times since the end of February (2015), and she planned to date him after he's released from the program. (Note: Youth was released on 06/09/15.) Staff Current-Moron stated they would kiss either in the bathroom or hallways with no cameras. Youth was interviewed at the program by Det. Jones. He stated that he and staff Current-Moron had "made out" approximately 20 times since the end of February but denied any other physical contact. Staff Yanira Cruz was interviewed by Sgt. Britten as possibly having knowledge of the incident. Staff Cruz stated in the affidavit that she did not have any knowledge of a staff/ youth relationship. The original 92 letters were placed into evidence by Sgt. Britten and have not been released. (See Exhibits/Attachments)</p>				
DCF Investigative Reports	N/A			
<p><b>Remarks:</b></p>				
PAR Training	N/A			
<p><b>Remarks:</b></p>				
Internal Investigation	Yes	Shahood, Gregory	08/14/2015 12:36 PM	Administrative Review
<p><b>Remarks:</b> On 06/17/15, SSM Sanchez e-mailed MRS Shahood a copy of the Internal Investigation. The Internal Investigation was completed by Facility Administrator (FA) Norma Wynn. The report concluded that staff Current-Moron violated policy 3-3 in the Standards of Conduct and Performance Critical #13. It states that "employees shall not engage in unprofessional relationships with residents or family members of residents." (See Exhibits/Attachments)</p>				
Video Surveillance	N/A			
<p><b>Remarks:</b></p>				
MAYSI / PACT	N/A			
<p><b>Remarks:</b></p>				
Medical (Internal)	N/A			
<p><b>Remarks:</b></p>				
Medical (External)	N/A			
<p><b>Remarks:</b></p>				
BSU Check	N/A			
<p><b>Remarks:</b></p>				
Policies and Procedures	Yes	Shahood, Gregory	08/14/2015 12:44 PM	Administrative Review
<p><b>Remarks:</b> On 06/09/15, MRS Shahood retrieved a file copy of G4S Youth Services, LLC Policy Number 3-3 titled Employee Standards of Conduct and Performance. In section titled Critical Offenses, it is written within Standard #13, an employee of G4S Youth Services may not engage in unprofessional relationships with residents or family members of residents. (See Exhibits/Attachments)</p>				
Log Book	N/A			
<p><b>Remarks:</b></p>				
Incident Report	Yes	Shahood, Gregory	08/14/2015 12:51 PM	Administrative Review

**Document Reviewed:**

Document Reviewed	Review Outcome	Modified By	Modified Date/Time	Process
<b>Remarks:</b>	On 06/11/15, Support Service Manager (SSM) Jose Sanchez e-mailed MRS Shahood a copy of the Incident Report. The Incident Report was completed by Facility Administrator (FA) Norma Wynn. On 06/04/15, staff Soneci Lewis notified Supervisor Tonya Hamilton that staff Jacqueline Current-Moron (25) and youth (18) were corresponding in writing within the facility. Staff Hamilton completed a room search and located a letter inside a binder that belonged to youth. Staff Hamilton submitted the letter to Assistant Facility Administrator (AFA) Johnny Lawson. An additional search of the youth's belongings revealed several additional letters written in what appears to be the same handwriting and containing similar content. The Central Communications Center was notified the details of the incident by FA Wynn. (See Exhibits/Attachments)			
DRAI	N/A			
<b>Remarks:</b>				
SRSI	N/A			
<b>Remarks:</b>				
Facesheet	N/A			
<b>Remarks:</b>				
Yes Plan	N/A			
<b>Remarks:</b>				
Field Notes	N/A			
<b>Remarks:</b>				
Other: Corrective Action	Yes	Shahood, Gregory	08/14/2015 12:36 PM	Administrative Review
<b>Remarks:</b>	On 06/11/15, SSM Sanchez e-mailed MRS Shahood copies of the Notice of Suspension, Employee Status Report, and Staff Verification System (SVS) Report. On 06/05/15, staff Current-Moron was notified she was suspended from her position at HYA pending an investigation into misconduct. Staff Current resigned from her position on the same day and is not eligible for rehire. (See Exhibits/Attachments)			
Other: Professionalism Training	Yes	Shahood, Gregory	08/14/2015 12:42 PM	Administrative Review
<b>Remarks:</b>	On 06/11/15, SSM Sanchez e-mailed MRS Shahood a copy of the training records that validated staff Current-Moron was aware of policies related to Professionalism/Proper Conduct. On 02/02/15, she acknowledged, by signature receipt, of the employee handbook. On 03/25/15, she attended a monthly staff meeting. One topic of discussion included a prohibition of staff having any type of contact with youth outside of the facility, even if the youth had been released from the program. (See Exhibits/Attachments)			
Other: Summary Of Letters	Yes	Shahood, Gregory	08/14/2015 12:41 PM	Administrative Review
<b>Remarks:</b>	On 06/11/15, SSM Sanchez e-mailed MRS Shahood with copies of approximately 52 handwritten letters that equaled 92 pages. Many of the copies were not legible; however, clearer copies could not be obtained as the original letters were given to the PCSO as evidence for the criminal investigation. Some of the letters could not be deciphered as they were written in code. At least one letter was addressed to (youth but none of the letters were signed with a staff name. What was discerned from the letters was that a relationship between a staff member and youth began around 02/28/15. There were multiple entries documenting that the two kissed and many descriptions of how their life would be when he was released from the program. The name "Jasmine" was referred to as a friend of the author in some of the letters. Staff Cruz was known to be identified by the nickname Jasmine by staff Lewis, but any correlation between the name in the letters and staff Cruz could not be corroborated through interviews or documentation. (See Exhibits/Attachments)			

**Document Reviewed:**

Document Reviewed	Review Outcome	Modified By	Modified Date/Time	Process
Other: Youth Statement	Yes	Shahood, Gregory	08/14/2015 12:39 PM	Administrative Review
<b>Remarks:</b>	On 06/11/15, SSM Sanchez e-mailed MRS Shahood a copy of a statement from youth where he recorded that he had "nothing to say." (See Exhibits/Attachments)			
Other: Staff Statements	Yes	Shahood, Gregory	08/14/2015 12:40 PM	Administrative Review
<b>Remarks:</b>	On 06/11/15, SSM Sanchez e-mailed MRS Shahood copies of statements from written by staff Current-Moron and Supervisor Hamilton. Staff Current-Moron stated she made a mistake and was ashamed of her actions. She and youth exchanged letters and phone calls, but they did not have sexual contact. Supervisor Hamilton stated she was informed by staff Lewis that staff Current and youth wrote letters to each other. Staff Hamilton searched a binder that belonged to youth and found a letter that referenced staff Graham instead of staff Current-Moron. The letter was turned over to AFA Lawson. (See Exhibits/Attachments)			
Other: Standards Of Conduct Rule	Yes	Shahood, Gregory	08/14/2015 12:44 PM	Administrative Review
<b>Remarks:</b>	On 08/14/15, MRS Shahood accessed the Department's website and retrieved a copy of Section 7.016 of the Residential Rule titled Program Administration relative to staff code of conduct. Program administration shall create a code of conduct for staff that clearly communicates expectations for ethical and professional behavior, including the expectation for staff to interact with youth in a manner that promotes their emotional and physical safety. (See Exhibits/Attachments)			
Other: Central Communication Center's Definitions	Yes	Shahood, Gregory	08/14/2015 12:47 PM	Administrative Review
<b>Remarks:</b>	On 06/24/15, MRS Shahood accessed the CCC database and reviewed the CCC Definition Report for the classifications of Improper Conduct and Improper Conduct Staff-Youth Relationship.  It was determined that Improper Conduct Staff - Youth Relationship was best suited for the presenting review, as the definition for Improper Conduct excludes physical contact. It was determined that the relationship between youth and staff Current-Moron involved physical contact (kissing). A copy of the CCC Definition Report is not included with this report; however, it can be retrieved by accessing the CCC database.			
Other: Person Involvement History Report	Yes	Shahood, Gregory	08/14/2015 12:48 PM	Administrative Review
<b>Remarks:</b>	On 7/13/15, MRS Shahood accessed the CCC Database and reviewed the Person Involvement History Reports related to staff Current-Moron. She has not been the subject of any other reports.			

**Exhibits and Attachments:**

Process	Exhibit Name	Exhibit Description	Modified By	Modified Date/Time
Administrative Review	REPORT	Internal Investigation	Shahood, Gregory	06/25/2015 01:55 PM
Administrative Review	REPORT	Incident Report	Shahood, Gregory	06/25/2015 01:55 PM
Administrative Review	LETTERS	Staff to Youth letters	Shahood, Gregory	08/14/2015 01:20 PM
Administrative Review	LETTERS	Staff to Youth letters	Shahood, Gregory	08/14/2015 01:20 PM
Administrative Review	TRAINING	Professionalism	Shahood, Gregory	08/14/2015 01:38 PM

**Exhibits and Attachments:**

Process	Exhibit Name	Exhibit Description	Modified By	Modified Date/Time
Administrative Review	AFFIDAVIT	Polk County Sheriff Office Investigation	Shahood, Gregory	08/14/2015 01:21 PM
Administrative Review	INTERNAL	Corrective Action	Shahood, Gregory	08/14/2015 01:32 PM
Administrative Review	STATEMENT	Youth Written Statement	Shahood, Gregory	08/14/2015 01:33 PM
Administrative Review	STATEMENT	Staff Written Statements	Shahood, Gregory	08/14/2015 01:34 PM
Administrative Review	INTERNAL	Person Involvement History Report	Shahood, Gregory	08/14/2015 01:35 PM
Administrative Review	POLICY	Standards of Conduct	Shahood, Gregory	08/14/2015 01:40 PM
Administrative Review	RULE	Staff Code of Conduct	Shahood, Gregory	08/14/2015 01:38 PM

**Investigation Summary:**

Process	Modified By	Modified Date/Time
Administrative Review <b>Summary:</b> On 06/04/15, the Central Communications Center (CCC) was called in response to a reported Improper Conduct at the Highlands Youth Academy (HYA). The CCC accepted the complaint, which generated CCC Report 201503105 with the classification of Improper Conduct applied to staff Jacqueline Current. The case was assigned for a Management Review with the Task Assignment Description to review the incident for Violation of Policy/Rule. During the course of the review, the CCC database was updated to change the classification of Improper Conduct applied to staff Jacqueline Current to Improper Conduct Staff - Youth Relationship.	Shahood, Gregory	08/14/2015 01:41 PM
Administrative Review <b>Summary:</b> On 06/04/15, staff Soneci Lewis notified Supervisor Tonya Hamilton of a suspected inappropriate relationship between staff Jacqueline Current-Moron and youth . Supervisor Hamilton completed a room search and discovered a letter in a binder that belonged to youth . An additional search of the youth's belongings revealed several additional letters that appeared to HYA staff to be written in the same handwriting and containing similar content. Facility Norma Wynn notified the CCC of the incident. The incident was not reported to the Abuse Hotline due to youth age (18). FA Wynn contacted the Polk County Sheriff's Office to conduct a criminal investigation which was closed as a non-criminal incident as there was no finding of sexual contact. Through a review of 92 pages of letters sent between staff Current-Moron and youth , staff Current-Moron's statement to HYA, and a review of the PCSO report, it was discovered that youth and staff Current-Moron engaged in physical contact (kissing) on numerous occasions at locations outside of camera view. There was no evidence of sexual activity. Staff Current-Moron resigned from her position at HYA on 06/04/15 and is not eligible for rehire.	Shahood, Gregory	08/14/2015 01:41 PM
Region Approval For AR <b>Summary:</b> The classification of Improper Conduct Staff - Youth Relationship applied to staff Current-Moron is closed with a SUBSTANTIATED finding. Supporting evidence, including written staff/youth correspondence and a review of the criminal investigation, revealed that staff Current-Moron was involved in an inappropriate relationship with a youth under the supervision of the Department of Juvenile Justice. This is in violation of G4S Policy 3-3 Standards of Conduct as well as Residential Rule Section 7.016 relative to DJJ Code of Conduct.	Houk, Kenneth C	08/14/2015 04:47 PM



**Investigation Summary:**

Process	Modified By	Modified Date/Time
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Region Approval For AR

Sowder, Deborah X

08/18/2015 11:09 AM

**Summary:** Approved on 8/18/15 by Thomas McFadyen Central Region Residential Director.

**Findings & Actions:**

Process	Subject Name	Involvement Types	Classification/ Allegations	Modified By	Modified Date/Time
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Administrative Review

Current, Jacqueline

Subject

Improper Conduct/Staff-  
Youth RelationshipShahood,  
Gregory08/14/2015  
03:17 PM

**Findings:** Substantiated

**Findings Note:** Supporting evidence, including written staff/youth correspondence and a review of the criminal investigation, revealed that staff Current-Moron was involved in an inappropriate relationship with a youth under the supervision of the Department of Juvenile Justice with no evidence of sexual contact.

**Actions Taken:** Resignation; Suspension

**Action Taken Date:** 08/14/2015 12:00 AM

**Incident Status History:**

Incident Status	Action Taken By	Action Taken Date/Time	Action Justification
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Closed

Queen, Holly

09/01/2015 06:17 PM

The management review is closed with a SUBSTANTIATED finding for Improper Conduct - Staff Youth Relationship. The staff was immediately suspended and then resigned. Staff subject is not eligible for re-hire.