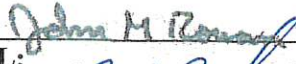



OAKVIEW JUVENILE RESIDENTIAL CENTER	
POLICY AM-1A-IP-25	
TITLE: COMMUNITY ENGAGEMENT	
PURPOSE: To establish a set of guidelines regarding conflict of interest.	
ACA REFERENCE: N/A	
PART ONE: N/A	
SECTION: N/A	
BELMONT COUNTY REFERENCE: N/A	
C.C.F. REFERENCE: N/A	
O.D.J.F.S. REFERENCE: 5101:2-9-38(A)(B)(C)	
EFFECTIVE DATE: 07/31/15	
REVIEW DATE: 07/31/15	
DIRECTOR'S APPROVAL:	
JOHN M. ROWAN 	DATE: 7/31/15
EXECUTIVE BOARD APPROVAL:	
HONORABLE J. MARK COSTINE 	DATE: 8/18/15

1. POLICY: It is the policy of Oakview Juvenile Residential Center (Oakview) to maintain a plan for community members to communicate concerns or other pertinent information directly to the facility.

The Director is responsible for overseeing the community engagement plan.

2. PROCEDURE:

2.1. Oakview's webpage serves as a resource for community members to be informed regarding pertinent information directly related to the facility.

2.2. The website includes the following information:

2.2.a. Address: 67701 Oakview Road, St. Clairsville, Ohio 43950

2.2.b. Telephone number: 740-695-3500

2.2.c. Email address: jrowan@oakviewrc.org

2.2.d. Advisory Board Members names

2.2.e. Executive Board of Judges names

2.2.f. Facility description

2.2.g. Map and directions to the facility

2.2.h. Executive Board meeting notices

- 2.3. All community concerns or pertinent information shall be forwarded to the Director via telephone or email. The Director reserves the right to request that the concern be made in writing if made by telephone.
 - 2.3.a. If a concerned community member contacts the facility after normal business hours, staff are to contact the Director and relay all concerns, including the community members name and contact information.
- 2.4. The Director must respond to all communications within 24 hours of receipt.
- 2.5. If community members are not satisfied with the Director's response, they may contact Oakview and request to be placed on the agenda for the next scheduled Executive Board meeting. Meetings notices are listed on the Oakview website.
- 2.6. After attending an Executive Board meeting, the Executive Board members have 48 hours to respond to the community member.
- 2.7. Staff shall be trained on the Community Engagement Plan and procedures for responding to incidents involving a youth at the facility and neighbors or police, during in-house orientation training.
- 2.8. Oakview shall provide a copy of the Community Engagement Plan upon request to any individual. The Community Engagement Plan will also be available on-line.