

TITLE 8 SOCIAL SERVICES
CHAPTER 14 JUVENILE JUSTICE
PART 18 PHYSICAL PLANT MANAGEMENT

8.14.18.1 ISSUING AGENCY: Children, Youth and Families Department.
[8.14.18.1 NMAC - N, 6/1/2010]

8.14.18.2 SCOPE: This rule applies to clients and staff of the juvenile justice division, also referred to as juvenile justice services, of the children, youth and families department.
[8.14.18.2 NMAC - N, 6/1/2010]

8.14.18.3 STATUTORY AUTHORITY: Sections 32A-1-1 et seq., 32A-2-1 et seq., 32A-3-1 et seq., 32A-4-1 et seq., 32A-11-1 et seq., 32A-15-1 et seq. NMSA 1978 Comp., as amended.
[8.14.18.3 NMAC - N, 6/1/2010]

8.14.18.4 DURATION: Permanent.
[8.14.18.4 NMAC - N, 6/1/2010]

8.14.18.5 EFFECTIVE DATE: June 1, 2010, unless a later date is cited at the end of a section.
[8.14.18.5 NMAC - N, 6/1/2010]

8.14.18.6 OBJECTIVE: To establish standards and guidelines for programs which serve the best interest of the clients, persons and property under the supervision or in the custody of the department including implementation of *Cambiar New Mexico*. This rule further establishes guidelines to address the safety of clients and staff and for the protection of department resources. This rule emphasizes the value and importance of staff in the delivery of services to our clients.
[8.14.18.6 NMAC - N, 6/1/2010]

8.14.18.7 DEFINITIONS:

A. “Cambiar (Change) New Mexico” refers to the name designated by the children, youth and families department (CYFD) for its juvenile justice reform initiative that focuses on rehabilitation and relationships. Clients and juvenile justice services’ staff members build one-on-one relationships with each other and learn to interact in a completely different way than the old “correctional” model. Group building activities designed to build trust and communication are key components as well as family and community involvement.

B. “ADA” refers to the Americans with Disabilities Act.

C. “Client” refers to a person who is committed to the custody of CYFD’s juvenile justice services or who is receiving services from CYFD’s juvenile justice services.

D. “Department” refers to the New Mexico children, youth and families department.

E. “Director” refers to the juvenile justice services director.

F. “Facility” refers to a facility operated by, or on behalf of the CYFD’s juvenile justice services, or any other facility or location designated by the juvenile justice services’ director to house or provide care to clients committed to the custody of the CYFD.

G. “Fire code” refers to the federal, state or local regulations governing fire safety.

H. “Juvenile justice services” or “juvenile justice division” refers to the organizational unit within CYFD that operates juvenile justice facilities, and provides other services under the Delinquency Act, NMSA 1978 section 32A-2-1 et seq.

I. “Physical plant manager” refers to a juvenile justice services employee whose primary responsibility is for the care, maintenance, repair and condition of juvenile justice services’ buildings, grounds and structures.

J. “Preventive maintenance” refers to a system designed to enhance the longevity or usefulness of buildings and equipment in accordance with a planned schedule of inspection and maintenance.

K. “Secretary” refers to the secretary of the New Mexico CYFD.

L. “Secure facility” refers to Camino Nuevo youth center, J. Paul Taylor center, youth diagnostic and development center or any other facility designated a secure facility by the director of juvenile justice services.

M. “Staff” refers to employee(s) of CYFD.

N. “Superintendent” refers to the chief administrator at a JJS facility.

O. “Youth care specialist” refers to juvenile justice services security employees whose primary duties include working directly with clients.
[8.14.18.7 NMAC - N, 6/1/2010]

8.14.18.8 PHYSICAL PLANT MANAGEMENT: To ensure the health, safety and security of all clients, visitors and staff, buildings owned or operated by juvenile justice services shall comply with applicable building, health, fire and safety codes, including the Americans With Disabilities Act (ADA), and maintain a “certificate of occupancy” on site.
[8.14.18.8 NMAC - N, 6/1/2010]

8.14.18.9 FIRE PREVENTION: Juvenile justice services shall develop and operate a fire prevention plan that provides for fire alarm systems, fire safety guidelines, drills, testing of equipment, coordination with local fire departments and assurance that all interior furnishing or finishing materials in client living areas, exit areas and places of public assembly comply with applicable local, state and national fire codes.
[8.14.18.9 NMAC - N, 6/1/2010]

8.14.18.10 PHYSICAL PLANT MONITORING, ASSESSMENT AND INSPECTIONS: Juvenile justice services maintains a regular monitoring, assessment and inspection schedule as part of its fire and safety, plant management, loss control and preventive maintenance plans.
[8.14.18.10 NMAC - N, 6/1/2010]

8.14.18.11 LOSS CONTROL: Juvenile justice services shall maintain a loss control and prevention program that includes the establishment of a loss control committee for each facility that reviews procedures for self-inspections, conducts loss investigations and develops programs for safety education.
[8.14.18.11 NMAC - N, 6/1/2010]

8.14.18.12 PREVENTIVE MAINTENANCE: Each juvenile justice services facility shall conduct a comprehensive preventive maintenance program for the physical plant which provides for emergency repairs or replacement of equipment or property in life threatening situations.
[8.14.18.12 NMAC - N, 6/1/2010]

8.14.18.13 WORK-ORDER SYSTEM: Juvenile justice services maintains a documented work-order system which provides for how routine maintenance requests are submitted and handled. In addition, the work-order system provides for how urgent maintenance requests are submitted and handled with direct notification to the physical plant manager and facility superintendent for any request that impacts safety.
[8.14.18.13 NMAC - N, 6/1/2010]

8.14.18.14 FIRE AND SAFETY: Juvenile justice services shall designate a qualified staff member at each facility who has the primary responsibility to coordinate the facility fire and safety plans.
[8.14.18.14 NMAC - N, 6/1/2010]

8.14.18.15 HOUSEKEEPING: Juvenile justice services facilities shall develop and implement a housekeeping procedure that conforms to environmental, sanitation, fire and safety and hygienic living conditions for clients. Standards shall be set by applicable local, state or federal regulations or nationally accepted codes or standards.
[8.14.18.15 NMAC - N, 6/1/2010]

8.14.18.16 HOUSING AND LIVING CONDITION STANDARDS: Juvenile justice services shall meet the minimum standards, pursuant to a recognized national standard, in existing or new construction of structures dedicated as client housing or living space.
[8.14.18.16 NMAC - N, 6/1/2010]

8.14.18.17 ANCILLARY SPACE STANDARDS: Juvenile justice services shall meet the minimum standards, pursuant to a recognized national standard, in existing or new construction of structures dedicated as support, service or ancillary space.
[8.14.18.17 NMAC - N, 6/1/2010]

8.14.18.18 NEW CONSTRUCTION: Prior to building a new facility or expanding an existing facility, juvenile justice services will conduct a needs evaluation based on bed capacity, regionalization, or other identified needs.

[8.14.18.18 NMAC - N, 6/1/2010]

8.14.18.19 DISPLAY OF FLAGS: Juvenile justice services shall engender reverence and respect for the flags of the United States of America and the state of New Mexico by strict observance of the laws, customs and traditions relating to the same.

[8.14.18.19 NMAC - N, 6/1/2010]

8.14.18.20 RECYCLING: In accordance with the New Mexico state Solid Waste Act, juvenile justice services supports programs to reduce waste and achieve minimal adverse impact on the air, water and land through assisting facilities in reducing the amount of waste generated by operations and promoting the separation of refuse from recyclable materials. In addition, juvenile justice services assists facilities in the collection, storage and disposition of recyclables and in locating goods produced with recyclable materials.

[8.14.18.20 NMAC - N, 6/1/2010]

8.14.18.21 PROCEDURES: The juvenile justice services director will make appropriate procedures available to the public but reserves the right to add, delete or modify procedures under the physical plant management policy without notice or comment in furtherance of the mission and goals of the department or service area.

[8.14.18.21 NMAC - N, 6/1/2010]

HISTORY OF 8.14.18 NMAC: [RESERVED]