

Chapter: Employee Benefits
Title: Meals

Effective Date: 12/1/11
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New

ACA Standard(s): N/A

(a) **Policy.**

The Texas Juvenile Justice Department (TJJD) provides meals for specific staff or persons other than youth when the meal is a regular meal for the youth. Meals are not prepared if no youth are eating.

(b) **Rules.**

(1) Only certain staff may receive free meals without meal tickets.

(A) The following staff may receive free meals when they are on duty and only when regular meals are being served for youth:

- (i) food service employees;
- (ii) juvenile corrections officers while assigned to direct supervision of youth or who are unable to leave their posts during the mealtime provided;
- (iii) interns who receive room and board; and
- (iv) the meal quality evaluator, as required by the superintendent in accordance with NFS.21.01.

(B) Other staff may receive free meals on special occasions as designated by the superintendent, and only when the meal is incidental to the occasion, and only if the meal is a meal for youth.

(2) The following persons may receive free meals with a free meal ticket:

- (A) registered volunteer workers and volunteer councils as approved by the community relations coordinator or superintendent;
- (B) interns who have a weekly allocation for meals;
- (C) chaplains-in-training; and
- (D) student nurses.

(3) TJJD employees may purchase meal tickets at any TJJD facility and may use them at any facility. No free meal tickets are issued to any staff members.

(4) Persons other than staff, volunteers, or interns may purchase meal tickets with the approval of the facility administrator or business manager.

(5) The fee established for meal tickets must not exceed the direct and indirect costs of preparing the meal.
