



TEXAS
JUVENILE JUSTICE
DEPARTMENT

Transmittal Memo

TO: TJJJ Staff
FROM: Office of the General Counsel, Policy and Standards Section
SUBJECT: GAP Transmittal
DATE: November 26, 2019

Please be advised that changes have been made to the General Administrative Policy (GAP) Manual. These changes will go into effect on **December 1, 2019**.

Summary of Changes

GAP.380.9955 Staffing Requirements for Youth Development Coaches

- Changed the term "juvenile correctional officer (JCO)" to "youth development coach."
- Removed the definitions for "extended period of time," "station," and "regular interval."
- Added that the executive director or designee ensures assignments are rotated such that youth development coaches do not supervise the same youth for an extended period of time.
- Removed the provision that defined when a wing or pod of a dormitory may be considered a station.
- Removed the provision that prohibited a youth development coach from returning to a previously assigned station until that coach has served at least one regular interval at another station or unless given approval by the division director over residential facilities or designee.