The purpose of this executive order is to familiarize members with the appropriate procedures for handling juveniles arrested for adult traffic charges.

A. Members shall be aware that the Juvenile Processing Center (JPC) within the Youth and Family Services Division (YFSD) shall accept and house juveniles arrested for adult traffic charges.

B. The arresting member shall be responsible for:

1. Processing the prisoner;
2. Securing the prisoner’s property; and
3. When applicable, obtaining the citation dates.

PN:KDO:MOC:BK