

Youth Accountability Board (YAB)

Effective Date:	7/3/25
Revised Date:	7/3/25
Issuing Authority: Chief Probation Officer	

911.1 PURPOSE:

To establish guidelines for department employees/volunteers involved in the Youth Accountability Board (YAB) program.

911.2 DEFINITIONS:

Youth Accountability Board (YAB): Hearing panels, composed of two to six volunteer board members, located throughout San Bernardino County, that work with youth to establish accountability contracts as an alternative to formal court action.

911.3 RESPONSIBILITIES:

I. Volunteer Coordinator(s):

- A. Recruit new YAB volunteers.
- B. Process YAB volunteer applications and conduct volunteer orientation/training consistent with the Volunteers in Probation (VIP) Program procedure.
- C. Maintain all YAB volunteer files.
- D. Maintain communication with the YAB Coordinator regarding board assignments, YAB volunteer hours, and any YAB concerns.
- E. Close YAB volunteer files as needed.

II. YAB Coordinator(s):

- A. Recruit new YAB volunteers.
- B. Pre-screen YAB applicants.
- C. Conduct YAB orientation/training.
- D. Set board assignment(s).
- E. Attend board meetings, as needed.
- F. Maintain communication with the Volunteer Coordinator regarding board assignments, YAB volunteer hours, and any YAB concerns.
- G. Submit YAB volunteer resignations to the Volunteer Coordinator.

San Bernardino County Probation Department

MANUAL

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- H. Complete the Termination Detail section of the YAB Enrollment/Termination form (located in CE Documents) upon youth's completion/termination of the program.

III. Juvenile Probation Officers

- A. Review cases and mail the completed YAB Referral form (located in CE Documents) to the parent/guardian of eligible youth.
- B. Complete the Enrollment Detail section of the YAB Enrollment/Termination form upon referring youth to the program.

IV. Board Members

- A. Comply with the requirements of the Volunteers in Probation (VIP) Program procedure.
- B. Review the case and:
 - 1. Interview and discuss the matter with the youth and their parent(s)/guardian(s).
 - 2. If accepted, establish an accountability contract with the youth which includes several terms and conditions of performance.
 - 3. Ensure the duration of the accountability contract does not exceed three months.
 - 4. Monitor youth performance throughout the contract.
- C. Ensure youth who fail to complete the contract or program are referred to the Probation Department for further action.
- D. The YAB Board may utilize law enforcement personnel, when available, to assist and provide support to the program.