

**CANADIAN COUNTY JUVENILE DETENTION CENTER
7905 E. HIGHWAY 66
EL RENO, OK 73036**

**Muskogee County Clerk
P.O. Box 2307
Muskogee, OK 74402**

To Whom It May Concern:

Here is the contract for your County to utilize Canadian County Detention Center for the 2025-2026 fiscal year.

Please have all the proper spaces for YOUR County on the last two sheets signed and return all sheets back to me.

I will return a complete contract and signature page to you, once our County Commissioners have signed it.

If for any reason the above address is wrong or there is a more direct address for which the contract needs to be mailed, please include such address on this letter when returning it, so that I might update my list.

If you have any questions please feel free to call me at (405) 262-6111 x 5522.

**Thank you,
Kaillsea Crawford
Detention Administrative Assistant**

E-MAILED

10/27 10:38

Andy Kember

CONTRACT

CANADIAN COUNTY JUVENILE DETENTION & MUSKOGEE COUNTY FOR SERVICES AT CANADIAN COUNTY JUVENILE DETENTION CENTER

This agreement made the 16th day of October, 2025, between the Board of County Commissioners for Canadian County operating as the Canadian County Juvenile Detention Center, hereinafter referred to as "CCJDC" and the Board of County Commissioners of Muskogee County, Oklahoma, hereinafter referred to as "User County". For good and valuable consideration, including the following covenants and promises, receipt for which each party following hereby acknowledges, the parties hereto agree as follows:

SERVICES: Canadian County Juvenile Detention Center shall provide and make available to Muskogee County the services and facilities of the CCJDC in El Reno, Oklahoma, on a space available basis, as determined by CCJDC, subject to the following terms and conditions in relation to juvenile cases arising in Muskogee County under Title 10 of Oklahoma Statutes and requiring detention of certain juveniles.

FILING: it shall be the responsibility of Muskogee County authorities to file a petition within five judicial days after a child is taken into custody as per Title 10 of the Oklahoma Statutes.

REFERRAL AND ADMISSION: Prior to admission, all children referred to Canadian County Juvenile Detention Center for secure detention will be screened by the User County's Office of Juvenile Affairs, Juvenile Services Unit or other designated persons and will be determined eligible for placement in a secure detention facility by utilizing the detention screening guidelines adopted by the State Judicial Oversight Committee on Juvenile Justice. During the referral process, the OJA worker or referring party shall advise CCJDC of all pertinent information relating to the child, including any known suicide attempts, suicidal threats, threats of violence towards others, medical conditions, medications etc. If a child is under the influence of drugs or alcohol, Muskogee County shall be responsible for obtaining a medical clearance for said child to be detained, before the juvenile is admitted to CCJDC Muskogee County is also responsible to see that any medications the resident is currently taking are brought to detention with the child at the time of admission. Any resident who arrives without his/her proper prescription medication may not be admitted until the medication is received. All Admissions to the Canadian County Juvenile Detention Center must be approved by the CCJDC intake officer in advance, before transportation to the center.

It shall be the responsibility of Muskogee County authorities to initiate and obtain the detention authorization of said juvenile. Admission shall be allowed upon written order of the District Court. The written order must be received prior to admission at CCJDC. In some cases, a verbal order of the Judge in the user county may be accepted at the discretion of the Detention Center Administrator provided a written order will be forwarded within twenty-four hours or the next working day. The written detention order shall include the child's name, the date of admission to CCJDC, and the Judge's signature, as well as authorization for necessary medical care for the child. If no regional beds are available, Muskogee County authorities will be notified when the referral is initiated, and the juvenile cannot be accepted unless one of the regional beds becomes available by another resident leaving, or by "bumping".

REPORTS AND COURT ORDERS: If the detention order has not been faxed prior to transport of the juvenile to CCJDC, the person transporting the child to the Canadian County Juvenile Detention Center shall bring a copy of the detention order including the name of the Judge authorizing detention, and all of the arrest information so that admission at the facility can be completed. When a child is transported out of the detention center, Muskogee County will provide CCJDC with a written release order which shall include the child's name, the date the child is to be released, and the Judge's signature. The written order must be received prior to release from CCJDC. In some cases, a verbal order of the Judge in the user county may be accepted at the discretion of the Detention Center Administrator provided a written order will be forwarded within twenty-four hours or the next working day.

NOTIFICATION: Prior to transporting any child to the Canadian County Juvenile Detention Center, it shall be the responsibility of Muskogee County Authorities to notify such child's parents of said child's apprehension and detention. Further, that prior to their child's detention hearing Muskogee County authorities should notify his/her attorney of record of his/her detention.

TRANSPORTATION: With the exception of transportation for emergency medical care, which is needed for a medical emergency, which arises after admission to CCJDC, Muskogee County will provide transportation including to and from the center, for all of its children who are detained in the Canadian County Juvenile Detention Center.

MEDICAL NEEDS: Any child detained in the Canadian County Juvenile Detention Center who requires emergency medical attention due to developments arising after admission will be taken to local medical facilities by Canadian County personnel. Upon development of any non-emergency illness or injury after admission, the Muskogee County Office of Juvenile Affairs or Judge shall be notified. The OJA worker will notify the Judge of the Juvenile Division of the District Court, Muskogee County, and in his/her discretion, the child may be treated in Muskogee County. Transportation will be arranged by, Muskogee County and law enforcement, designated officials, or the parents of said child will transport the juvenile. The responsibility for payments for all medical services, whether emergency treatment or not, rests with the parents and/or Muskogee County. Muskogee County agrees to pay direct or reimburse Canadian County and Canadian County Juvenile Detention Center for all payments due or expenses incurred as a result of medical treatment for such child, except such expense as may be occasioned by the negligence of either Canadian County or Canadian County Juvenile Detention Center. When any child is treated for an emergency, the Muskogee County Office of Juvenile Affairs or the user county Judge will be notified within 24 hours.

JUDICIAL PROCEEDINGS AND OJA SERVICES: All judicial proceedings and OJA services regarding Muskogee County children shall be the responsibility of Muskogee County Authorities. It shall be Muskogee County's responsibility to see that their child receives proper legal representation and that frequent contact between the detained child and his/her caseworker is arranged. It shall be the responsibility of Muskogee County to provide CCJDC with a written judicial order for secure detention, an order for a child to be released from detention, orders to transport, authorization for emergency medical treatment, temporary release orders, and any medication the resident is currently taking.

OBSERVATION NOTES: While a child, detained upon the request of Muskogee County authorities, is a resident in the Canadian County Juvenile Detention Center, said facility will provide, at the request of Muskogee County authorities, observation notes or other information on such child while in detention, provided CCJDC is given ample time to produce such information.

PAYMENT: Muskogee County agrees to pay thirty six dollars (\$36.00) per child per day while said child is detained in the Canadian County Juvenile Detention Center. Payment for services will be made upon receipt of a claim submitted by CCJDC to the Muskogee County Board of Commissioners. Parties agree that reimbursement for services will be received no later than the last day of each month. It is understood by both parties that this daily charge doesn't include reimbursement for medical care or expenses associated with medical treatment, these expenses will be billed as additional charges over and above the daily detention service fee.

LIABILITY: The parties agree that each party shall be responsible for its own negligence, if any, in the delivery of services pursuant to this contract. Canadian County and Canadian County Juvenile Detention Center shall be liable only for the delivery of custodial services at the Canadian County Juvenile Detention Center. The Courts and the Office of Juvenile Affairs shall retain all responsibility for the determination and duration of the detention of juveniles.

MODIFICATION OR TERMINATION: This agreement may be modified with the written approval of both parties or may be terminated by either party upon thirty (30) days written notice to the other party. The term of this contract is for the fiscal year 2025-2026, ending June 30, 2026.

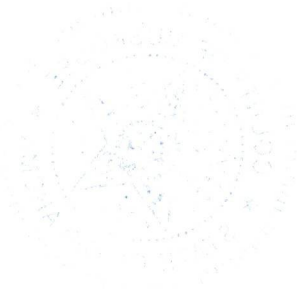
HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT OF 1996 (HIPAA)

CCJDC, its agents, vendors, officers and employees, acknowledges that it may have, or may obtain, access to confidential protected health information, including but not limited to individually identifiable health information. CCJDC may use the protected health information solely to perform its duties and responsibilities under the contract. CCJDC shall comply with all applicable laws and regulations specifically including, but not limited to, the privacy and security standards of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), as may be amended.

2025/10/01

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CANADIAN COUNTY JUVENILE DETENTION/ BOARD OF COUNTY COMMISSIONERS
CANADIAN COUNTY OKLAHOMA

Chairman

Date

Member

Date

Member


Date

Attest: _____

County Clerk

Date


BOARD OF COUNTY COMMISSIONERS
MUSKOGEE COUNTY OKLAHOMA



Chairman



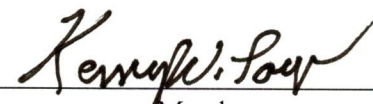
Date



Member



Date



Member



Date

Attest: _____


County Clerk



Date

