



**STATE OF MONTANA  
DEPARTMENT OF CORRECTIONS  
POLICY DIRECTIVE**

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| Policy:         | <b>DOC 3.1.24 SECURITY THREAT GROUP MANAGEMENT</b>                          |
| Chapter 3:      | FACILITY/PROGRAM OPERATIONS   |
| Section 1:      | Security Operations   |
| Effective Date: | Dec. 1, 1997 <span style="float: right;">Page 1 of 5 and Attachments</span> |
| Last Revised:   | Dec. 21, 2023   |
| Next Review:    | Dec. 21, 2024   |
| Signature:      | /s/ Brian Gootkin, Director   |

**I. POLICY**

The Department of Corrections maintains zero tolerance in its facilities/programs for offender behaviors and activities relating to security threat groups. These behaviors and activities compromise the safety, security, and order of facilities/programs and public safety.

**II. APPLICABILITY**

All divisions, facilities, and programs Department-owned and contracted, as specified in contract.

**III. DEFINITIONS**

**Associate** – An offender who has accrued a minimum of five and less than ten validation points of validation criteria and maintains ties with a security threat group.

**Contact Staff** – Staff who have frequent offender contact as a routine job function including, but not limited to administrators, correctional officers, drill instructors, correctional counselors, investigators, teachers, work supervisors, probation and parole officers, mental health and health care providers and staff, and staff working in offices where offenders may be assigned full-time work.

**Facility/Program** – Refers to any division, prison, secure care correctional facility, correctional or training program, or community-based program under Department jurisdiction or contract. This term includes the facility building or residence, including property and land owned or leased and operated by the Department.

**Moniker** – A slang expression used as a nickname for a security threat group member to denote membership.

**Montana Analysis and Technical Information Center (MATIC)** – Multi-agency entity operating through the Montana Department of Justice that collects, stores, and analyzes crime information and disseminates information to first responders, law enforcement leaders and government officials.

**Probation and Parole Regional Intelligence Liaison (RIL)** - A staff member of the Probation and Parole Bureau appointed by the Public Safety Division Chief to track street gang activity within a specific region and/or city and is the liaison to MATIC.

**Security Threat Group (STG)** – A group within a secure care facility consisting of three or more individuals with a common interest, bond, or activity typically characterized by criminal or

delinquent conduct.

**Security Threat Group (STG) Activity** – Offender behavior that poses a significant threat to the safe and secure operation of the facility/program including but not limited to STG recruitment, threatening or inflicting bodily injury on another person, promoting or engaging in disruptive group behavior, distributing controlled substances, or maintaining STG paraphernalia.

**Security Threat Group (STG) Analyst/Specialist** – An employee located at a facility/program designated to investigate and validate STG activity, disseminate information to staff and criminal justice agencies, and manage STG recordkeeping.

**Security Threat Group (STG) Member** – An offender identified and validated as a member of a STG by having accumulated ten or more points in validation criteria.

**Street Gang** – Any organization, association, or group of three or more persons within the community, whether formal or informal, which has continuity of purpose, seeks a group identity, and has members who individually or collectively engage in or have engaged in a pattern of criminal activity.

**Validation** – A process by which a security threat group (STG) member or associate is officially recognized through accumulation of validation points by completion and signature of the STG Validation Worksheet by STG Analysts or STG Specialists.

#### **IV. DEPARTMENT DIRECTIVES**

##### **A. General Requirements**

1. Offender involvement in Security Threat Group ( STG) activity may serve as the basis for disciplinary, classification action, or placement in specific housing designed to address offender behavior issues.
2. Secure facilities will attempt to maintain some separation or balance of STG members or associates within living units.
2. The Department prohibits engaging in STG activity and displaying paraphernalia and such behavior will result in disciplinary action.
3. All Department contact staff will receive STG training annually to include, at minimum, identification and management of STG members and associates.
4. Staff appointed as STG Analyst/Specialists will receive formal training, at minimum of 120 hours.
5. The Department will appoint STG Analyst/Specialists to serve on the Security Threat Group Management committee. This committee will routinely meet to collectively review/approve STG appeals and renunciations.

##### **C. STG Validation**

1. During the intake/orientation at a facility/program, staff will utilize the Security Threat Group Membership Questionnaire for STG detection. If an offender is new to DOC and has been convicted of a crime relating to gang activity, a questionnaire will be completed

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during the pre-sentence investigation process. The questionnaire includes the following information:

- a. physical appearance including tattoos or marks;
  - b. STG association;
  - c. rank in STG;
  - d. alias or moniker;
  - e. hometown;
  - f. geographic location of STG;
  - g. length of time in STG;
  - h. rival STGs; and
  - i. membership requirements.
2. Following the questionnaire, if staff have a reason to believe that an offender is a STG member or associate, staff must report this information to a STG Analyst using the STG Review Request. All pertinent investigative and supporting documentation must be attached with the request.
  3. The STG Analyst will review the information submitted in the STG Review Request to make a determination of whether an offender is a STG member or associate by completing a STG Membership Validation Worksheet and conducting follow-up interviews with the offender.
  4. The STG Membership Validation Worksheet establishes criteria to designate an offender a STG member or associate. Using a point system, an offender may be classified as an associate (5-9 points) or a member (10 points and above). For offenders scoring below 5 points, the STG Analyst will notify the reporting staff member that a designation will not be established.
  5. Following a validation, STG Analysts/Specialists will:
    - a. complete and sign the STG Validation Worksheet;
    - b. ensure that the appropriate entries are made in the Department's Offender Management Information System (OMIS);
    - c. advise the offender classification unit and housing unit staff, in writing, of the offender validation results so that the classification assessment report reflects the offender's status; and
    - d. communicate validation results to Facility/Program leadership.
  5. Offenders will be notified of their validation status via the Offender STG Validation Notification/Appeal form and in-person by a STG Analyst/Specialist:
    - a. offenders may request their initial status to be reviewed by the Security Threat Group Committee within 30 days of validation to ensure accuracy;
  6. Offenders may renounce their association with an STG Group at any time. Offenders must submit their renunciation and supporting evidence in writing. The Security Threat Group Management Committee will work together to determine the validity of a renunciation:
    - a. the Department may reject or grant renunciation following an investigation. Once granted, STG Analyst/Specialist must enter an end date of the validation in the offender management system with supporting documentation/notes;

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- b. offenders will be notified of the renunciation determination in writing;
  - c. for an accepted renunciation, the Department will take the appropriate steps in updating records and classifications. Facility/Programs will also consider potential changes to housing and work assignments; and
  - d. an offender may be reinstated as a STG member or associate following an accepted renunciation at any time if the offender displays STG activity/behavior.
7. For youth offenders, youth correctional facilities will utilize the same processes outlined in this policy. Youth STG files and information will be maintained within the Youth Management System.

**D. STG Information**

1. Department's Analyst/Specialists and Probation and Parole Regional Intelligence Liaison will facilitate communication within the Department, law enforcement, intelligence, and government agencies concerning STG member or associate discharge destinations, general STG information collected, and potential STG activity.
2. STG Analyst/Specialists will monitor STG activity throughout the State of Montana, and nationwide to track movement, and recognize trends that could potentially affect the Department.
3. Information regarding youth offender involvement with a STG will be released and disseminated pursuant to *Title 41, ch. 5 Youth Court Act, MCA*.

**V. CLOSING**

Questions concerning this policy should be directed to the Public Safety Chief.

**VI. REFERENCES**

- A. *Title 41, ch. 5 Youth Court Act, MCA; 44-5-103, MCA; 44-5-303, MCA; 46-18-101, MCA*
- B. American Correctional Association. (2018). *Standards Supplement, 2018 (5-ACI-5B-19, 5-ACI-1A-20)*

**VII. ATTACHMENT**

[STG Intake Questionnaire](#)  
[STG Activity Questionnaire](#)  
[STG Validation Worksheet](#)