



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

Policy No. DOC 3.1.24	Subject: <b>SECURITY THREAT GROUP AND STREET GANG IDENTIFICATION AND MANAGEMENT</b>
Chapter 3: FACILITY/PROGRAM OPERATIONS	Page 1 of 5 and Attachment
Section 1: Security Operations	Effective Date: Dec. 1, 1997
Signature: /s/ Mike Ferriter, Director	Revised: 01/02/2013

## **I. POLICY**

The Department of Corrections maintains zero tolerance in its facilities for offender behaviors and activities involved in or related to security threat groups because such behaviors compromise the safe, secure, orderly, and efficient operation and management of facilities and programs and the safety of the public.

## **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 normal 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.

Department Security Threat Group (STG) Manager – The individual(s) designated to coordinate STG information and validate STG members on behalf of the entire Department.

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.

Graffiti – The markings by security threat group members or associates that represent a group presence or group affiliation such as drawings or scratches on facility property, mail, or personal outerwear.

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

Montana All Threat Intelligence 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

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Parole Bureau appointed by the Regional Administrator 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) Coordinator – An individual located at a facility/program, designated to provide STG information to the Department's STG manager, disseminate information to staff, and to provide updates as needed.

Security Threat Group (STG) File – STG-related information including validation and activities used for administrative and case management purposes and maintained in secure, locked cabinets in an area that strictly prohibits offender access.

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.

Security Threat Group (STG) Paraphernalia – Any material or document evidencing STG affiliation or activity e.g., rosters, constitutions, structures, codes, pictures, training material, clothing, communications, or other STG-related contraband.

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 the Department STG manager.

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

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

1. Offender involvement in STG activity may serve as the basis for disciplinary, classification action, or placement in specific housing designed to address offender behavior issues.
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 documented STG training to include, at minimum, identification and management of STG members and associates.

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1. Facilities with intake units will develop a questionnaire for STG detection that includes the following information:
  - a. physical appearance including tattoos or marks;
  - b. STG affiliation;
  - 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. Any facility staff with reason to believe that an offender is a STG member or associate must report this information to the local STG coordinator using the [STG Review Request](#).
3. The STG coordinator will review the information included in a submitted STG Review Request to ensure reliability and make a preliminary determination of whether an offender is a STG member or associate by considering the following factors:
  - a. confirmed self admission;
  - b. physical appearance including tattoos or marks;
  - c. possession of STG paraphernalia;
  - d. prior identification by law enforcement, criminal justice agencies, or court records;
  - e. association with STG members or affiliates;
  - f. graffiti; and
  - g. credible information obtained from presentence investigation reports, confidential informants, offenders, the Internet, or other sources.
4. After making a preliminary determination of whether an offender is a STG member or associate, the STG coordinator will complete the [STG Validation Worksheet](#) by entering the information in items a. through g. above and will forward the worksheet and supporting documentation to the Department STG manager.
5. The Department STG manager will review information provided by STG coordinators and gather additional information as necessary to confirm a validation; the validation process will include:
  - 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 the STG coordinator.

**C. STG Information**

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1. STG coordinators will maintain a STG file and regularly provide a list of known and/or suspected STG activity and STG members and associates to the Department STG manager.
2. The Department STG manager will maintain and compile information on STGs throughout the United States with emphasis on Montana and its surrounding area to:
  - a. identify, validate, and maintain information on STG members and associates;
  - b. assist with the proper placement and management of identified offenders;
  - c. investigate STG-related behavior by offenders in a fair, objective manner;
  - d. provide awareness of STG problems that may exist in facilities and programs;
  - e. facilitate a STG database in conjunction with OMIS; and
  - f. share information with other criminal justice agencies regarding STG activity to assist in controlling criminal activity.
4. The institutional P&P officer will notify the P&P regional intelligence liaison of the supervising region when a validated STG member or associate is released from a facility to community supervision.
5. The Department STG manager will facilitate communication within the Department and between other government agencies concerning STG member or associate discharge destinations, general STG information collected, and potential STG activity.

**D. Adult Secure Care Facility Requirements**

1. Each adult secure care facility will:
  - a. attempt to maintain some separation or balance of STG members or associates within living units; and
  - b. establish procedures to determine the threat level that a particular STG may pose based on formal interviews, on-going data collection, staff observations, and evaluation of STG activity.

**E. Adult Community Corrections Division Requirements**

1. The Adult Community Corrections Division (ACCD) administrator, or designee, is responsible for implementing and maintaining operational procedures that fulfill the following requirements:
  - a. a process for tracking the movement of offenders currently under supervision that have been validated by a secure care facility as STG members or associates;
  - b. all contact staff will receive documented training that includes identification and management of street gang members;
  - c. a process for screening and documenting offenders for street gang affiliation upon sentencing to Department supervision;
  - d. observed or reported street gang activity or affiliation will be documented within OMIS.

**F. Youth Services Division Requirements**

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1. Information regarding youth offender involvement with a STG will be released pursuant to [Title 41, ch. 5 Youth Court Act, MCA](#).
2. The youth services division (YSD) is responsible for identification and management of STG-related activity within secure care youth facilities.
3. YSD will designate a STG manager for Pine Hills Youth Correctional Facility and for Riverside Youth Correctional Facility to collect information regarding youth potential STG members or affiliates and validate, when necessary, according to the STG Validation Worksheet. The YSD STG managers will enter STG-related information and validation status into the Youth Management System (YMS).
4. Youth Community Corrections will cooperate with and provide information to secure youth facilities and appropriate law enforcement agencies regarding STG and street gang related information.

**V. CLOSING**

Questions concerning this policy should be directed to the STG coordinator or the Department Director's Office.

**VI. REFERENCES**

- A. [Title 41, ch. 5 Youth Court Act, MCA](#); [44-5-103, MCA](#); [44-5-303, MCA](#); [46-18-101, MCA](#)
- B. Atherton, A. & Phillips, R. (2007). *Guidelines for the Development of a Security Program* (3<sup>rd</sup> ed.). Upper Marlboro, MD: Graphic Communications, Inc.
- C. American Correctional Association. (2008). *Standards Supplement, 2008 (4-4312-1, 4-4530)*. Baltimore, MD: Victor Graphics, Inc.
- D. *DOC Policies* [4.1.1, Offender Admissions Process](#); [4.1.2, Offender Reception and Orientation](#); [4.2.1, Offender Classification System](#)

**VII. ATTACHMENT**

*Restricted Distribution* [STG Review Request](#) [PDF](#)

*Restricted Distribution* [STG Validation Worksheet](#) [PDF](#)