



# MILWAUKEE POLICE DEPARTMENT

## STANDARD OPERATING PROCEDURE

### 140 – JUVENILE PROCEDURES

**GENERAL ORDER:** 2025-34  
**ISSUED:** July 24, 2025

**EFFECTIVE:** July 24, 2025

**REVIEWED/APPROVED BY:**  
Assistant Chief Craig Sarnow  
**DATE:** June 23, 2025

**ACTION:** Amends General Order 2022-22 (July 11, 2022)

**WILEAG STANDARD(S):** 6.2.2, 6.6.1, 6.6.2, 6.6.3, 6.6.4

#### ROLL CALL VERSION

Contains only changes to current policy.  
For complete version of SOP, see SharePoint.

### 140.10 DEFINITIONS

#### H. SECURE DETENTION AREA

The area within the secure outer boundaries of a lockup [Department of Corrections [Wis. Stat. § 349.03\(15\)](#)].

#### I. JUVENILE DETENTION FACILITY

#### J. RELEASE

#### K. VEL PHILLIPS JUVENILE JUSTICE CENTER (VPJJC).

### 140.15 CUSTODY (WILEAG 6.6.1, 6.6.3)

#### C. MUNICIPAL LOCKUP FACILITY

All police districts and the Central Booking Division may be used as a municipal lockup facility for juveniles. A juvenile alleged to have committed a delinquent act as defined by [Wis. Stat. § 938.02 \(3m\)](#) may be held in any of the municipal lockup facilities within the city of Milwaukee, under the following conditions:

2. No juvenile shall be placed into any cell or any form of secure custody status until the juvenile has been completely processed (Jail Management System (JMS), fingerprints and photographs) unless they meet the criteria established pursuant to SOP 090.40090 Municipal Citations and Personal Recognizance Arrests. This means that the arresting officers/detectives shall physically stay with all juveniles in their custody and shall maintain control over them.
5. Juveniles shall not be held in a secure custody status in a municipal lockup facility for more than six hours. The six-hour requirement is mandated by the Federal Juvenile Justice Delinquency Prevention Act and is also required under [Wis. Stat. § 938.209](#) and DOC Administrative Code [Chapter 349](#). The six-hour secure custody status time limit starts when the detained juvenile is placed in a secure detention area custody

- ~~status cell or (a cell or locked area within the police building or handcuffed to a cuffing rail or other stationary object). Juveniles who have not yet been placed in secure custody status (e.g., those who remain with the arresting officer, are going through the booking process in an unsecured detention area, or who have not yet been placed within a locked area within the police building or have been handcuffed to a cuffing rail or other stationary object searching, fingerprinting, or photographing process, or those who are being interviewed by detectives)~~ do not cause the clock to start as it pertains to the six-hour limit. These activities do not constitute secure custody status.
6. ~~Once a juvenile has been placed in secure custody status, the six-hour time limit cannot be stopped or extended. If, for example, a juvenile has been placed in a cell for a short time and then removed for an interview, the six-hour time limit would include the time in the interview. When a juvenile has been in secure custody status for five hours, notification shall be made to the shift commander at the location where the juvenile is in custody. Once a juvenile has been placed in secure custody status within the secure detention area, the six-hour time limit cannot be extended. However, the six-hour time limit can stop, and will restart, whenever the juvenile is removed from and returned to the secure detention area or handcuffed to a fixed object. It is the responsibility of the interviewing member to record the time of all the juvenile's movements in and out of secure custody and their total time spent in secure custody status. The interviewing member shall provide the booker with this information, which the booker shall document in JMS. When the juvenile has been in secure custody status for five hours, notification shall be made to the shift commander at the location where the juvenile is in custody (See SOP 140.10(G) for definition of "Secure Custody Status").~~
7. Prior to the expiration of the six-hour maximum time limit for secure detention status, the juvenile shall be transferred from secure custody status and removed from the cell or booking area. The juvenile must be escorted under direct supervision of a police officer / detective to the district assembly area and/ or front office. It is required that the juvenile be in the presence of and in direct physical supervision of an officer/detective. The use of handcuffs to maintain custody is authorized provided the juvenile is not handcuffed to a stationary object, such as a wall or large table. Additionally, the juvenile cannot be handcuffed and left in an interview room while the "supervising" officer or detective moves about the assembly area. Once the 6-hour time limit in "secure custody status" has expired on any juvenile, he/she can no longer be placed back into "secure custody status" for any reason.
8. Juveniles shall not be placed into secure custody status if they are in custody for status offenses (e.g., missing, runaway, child in need of protective services, truancy violations, curfew violations).  
(WILEAG 6.6.3.5)

## **140.55 WARRANTS**

### **F. FELONY WARRANTS**

4. District/division shift commanders shall notify the ~~respective~~ Criminal Investigation Bureau ~~division~~ shift commander at extension [REDACTED], who will determine if a detective

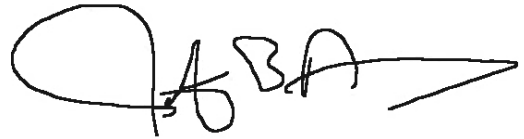
will be assigned to question the juvenile relative to the felony arrest warrant.

## **140.95 TRUANCY**

### **A. DEFINITIONS**

#### **4. Milwaukee City Ordinance – Contributing to Truancy [106-23.3](#)**

- c. [MCO 106-23.3.2](#) does not apply to a person who has, under his or her control, a truant minor who has been sanctioned through the state Learnfare program under Wis. Stat. § 49.50(7)(h) [49.26](#).

A handwritten signature in black ink, appearing to read 'J.B.N.' with a stylized flourish extending to the right.

JEFFREY B. NORMAN  
CHIEF OF POLICE

JBN:mfk