

# Practice Alert



Date: 6/14/2024

Issued by: Jessica Martin with the Sex Trafficking Prevention Unit

## Missing Youth Staffing

The purpose of this practice alert is to notify staff of the implementation of Missing Youth Staffings facilitated by the Sex Trafficking Prevention Unit.

The Missing Youth Staffings are designed to foster cohesive collaborative efforts among multi-disciplinary teams, ensuring effective efforts to locate missing youth and identifying needed services upon the youth's recovery.

A Missing Youth Staffing will be initiated and scheduled by a Senior Program Specialist for youth with a RUN placement in FACES with unknown locations, under the following circumstances:

- Youth has been missing for 30 days or more and/or
- A youth 14 or younger becomes missing and/or
- There is known or suspected human trafficking concerns and/or
- A request is made by the worker and/or
- Any situation where a youth is at elevated risk of harm while missing from care.

Participants may include but are not limited to: case worker, supervisor, law enforcement, Juvenile Officer, Family Support Team members, family, resource parents, and any other parties with pertinent information about the missing youth. Senior Program Specialist will also invite STAT investigators to the Missing Youth Staffings.

The [Missing Youth Staffing Tool](#) may be used as to assist with preparation for a staffing. This is not a required form, but may be useful in identifying participants to invite and planning for the questions asked in a Missing Youth Staffing.

Missing Youth Staffings will occur on a regular basis, with frequency established at the initial Missing Youth Staffing, until a youth is located. Frequency can change upon the need of the youth, as determined by the team at the first staffing. Length of the staffing may vary, but should be 30 minute or less to ensure effective use of time and resources of all participants. These staffings will be virtual, unless otherwise indicated. A missing youth staffing can take place of the required monthly consult with the supervisor, if applicable. The Senior Program Specialist will schedule the meeting, facilitate, take notes, enter the meeting notes in FACES.

If you have any questions, please contact:

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