

**OFFICE OF JUVENILE AFFAIRS**  
**December**  
**MONTHLY BOARD OF DIRECTORS MEETING**  
**MINUTES**

**December 5, 2008**

**BOARD MEMBERS**

Present: Charlie Jackson  
Jay Keel  
Lonelia Simmons  
Edward Smith  
Gary A. Taylor  
George Lindley

Absent: Linda Ware Toure

**PRESENT FROM THE OFFICE OF JUVENILE AFFAIRS**

Dorothy Brown, Gene Christian, Paula Christiansen, Jeff Gifford, Donna Glandon, Dennis Gober, Elana Grissom, Wayne Johnson, JLynn Hartman, Tammy Kelly, Linda McLennan, Len Morris, Kim Sardis, Elizabeth Stewart, Shantha Varahan

**OTHERS PRESENT**

Julie Bisbee, Cheryl Carroll, Stella Church, Jim Harris, Ellen Harwell, Kindy Jones, Anthony Kibble, Bryan Smith, Bruce Walker

**CALL TO ORDER**

Chairman Judge George Lindley called the December, 2008 Monthly Meeting of the Board of Directors of the Office of Juvenile Affairs to order at 10:03 a.m. at the Office of Juvenile Affairs State Office, 3812 N. Santa Fe, Suite 400, Oklahoma City, OK 73118.

**STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT**

Ms. Linda McLennan, Board Secretary, confirmed the Board of Juvenile Affairs is in compliance with the Open Meeting Act.

**INTRODUCTION OF GUESTS**

Mr. Gene Christian, Executive Director, introduced guests attending the meeting: Jim Harris and Cheryl Carroll from Sequoyah Enterprises Inc.; Stella Church representing the Cabinet Secretary Howard Hendrick of Human Services; Bruce Walker from the Department of Public Safety; Ellen Harwell and Anthony Kibble representing the Oklahoma Commission of Children and Youth; Bryan Smith representing *eCapitol.net*; Julie Bisbee from *The Oklahoman*; and Assistant Attorney General Kindy Jones from the Attorney General's Office.

**INTRODUCTION OF MS. ELANA GRISSOM, PUBLIC EDUCATION DIRECTOR**

Mr. Christian stated OJA has a new staff member. One of the conditions of the DOJ Consent Decree was that OJA should discuss and employ an Educational Coordinator for the State of Oklahoma Office of Juvenile Affairs and this requirement has been completed. Mr. Christian introduced Ms. Elana Grissom who comes to OJA from the Jenks Public School District, where she was Director of Student Programs.

Ms. Grissom has already been of great help to OJA. Her resume and qualifications are attached in the bookbinder.

Ms. Grissom addressed the Board Members. She said she is officed at the L.E. Rader Center and has enjoyed being involved with the students every day. One of her goals is to post secondary goals for students that have graduated. She is looking at partnering with Community Junior Colleges and the Department of Rehabilitative Services for students earning credits taking classes online. And of course, her main job challenge is the oversight for the Department of Justice. Ms. Grissom said she was excited and looking forward to the challenges ahead.

#### **STATE CHARITABLE CAMPAIGN SPECIAL RECOGNITION**

Mr. Christian stated that Ms. Sandy Humphrey volunteered to again Chair the State Charitable Campaign for OJA's State Office. OJA's State Charitable Campaign was held through the month of October 2008 and was a great success. The goal was set at a modest \$3600.00 but the committee raised contributions in the amount of \$5298.00.

The committee members were presented with a certificate recognizing them for their work and efforts. Committee members were: Sandy Humphrey, Tammy Kelly, Tiffany Schwimmer, Tina Rackley, Becky Brown, Denise Stewart and Winard Brown.

The Community Based Youth Services Division had 100% participation.

#### **PUBLIC COMMENTS**

There were no public comments.

#### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Christian called attention to the outline in the Board Members Books for listing of his activities from October 19, 2008 through December 5, 2008 under Tab 7. Mr. Christian said he had the opportunity to go to the Oklahoma Academy Town Hall Meeting held in Ardmore. He noted that Board Member Chief Ed Smith was also present at the meeting. This year priority was given to Corrections. Mr. Christian was given the opportunity to present the issue of recidivism involving the juvenile system. The actual discussion was concerning whether or not Oklahoma should adopt the Missouri Model. Missouri is held up as one of the premier models. The age of majority in Missouri for criminal acts is seventeen (17) and is a major concern. Chief Smith gave a synopsis of the 3-day meeting. Chief Smith thanked Mr. Christian for his excellent presentation and said he made an outstanding impression.

Mr. Christian said he also had the privilege to present before the Oklahoma Judicial Conference regarding the new Youthful Offender Act. Due to the interest shown after the presentation, it has been decided to present a joint training regarding the new Act in coordination with the District Attorney's Council in January 2009. The Judges who attended the Judicial Conference were invited to tour the Rader Facility and the other two institutions if interested.

#### **PRESENTATION ON CRYSTAL DARKNESS – METH'S DEADLY ASSAULT ON OUR COMMUNITY**

Mr. Christian presented a preface to the 7-minute video about methamphetamine. Crystal Darkness is a 28-minute gripping documentary underscoring the frightening truth about Meth's devastating attack on our youth and their families.

The program is targeted for youth and their parents, but the message extends with conviction to an entire community and throughout nation. If you are not yet aware of the seriousness of the meth problem in our neighborhoods, then the images and stories in this film will prove to be both shocking and scary.

Some have depicted Meth as an epidemic and fear it threatens the very fabric of our society. Those who know Meth addiction themselves or within their circle of friends have experienced nothing short of personal tragedy.

The story is told through the powerful testimonies of young people who have gone through the dark and lonely depths of meth addiction. With heart wrenching and raw honesty, they speak to their generation with an unforgettable message of warning.

Join them as they courageously share the unimaginable gloom and sadness caused by their Meth use as they point with hope to a better choice and a new life – a drug-free life.

*Crystal Darkness* will be blanketed throughout the State of Oklahoma on all television stations on Tuesday evening, January 13, 2009 at 6:30 p.m.

**DISCUSSION OF THE DEPARTMENT OF JUSTICE FIRST MONITORING VISIT REQUIRED IN THE CONSENT DECREE REGARDING THE FEDERAL LAWSUIT.**

Mr. Christian presented. OJA will have up to a three-year period to comply with the Consent Decree and be in compliance for one year. Copy of the final Consent Decree was produced for your Book Binders. This copy is signed by 1<sup>st</sup> Assistant Attorney General Tom Gruber and the Judge. There is an Administrative Order that closes this case pending the outcome of the Consent Decree. Since we have a final document, there will be some litigation issues to be discussed further.

The facility did an excellent job of the visitation from DOJ this past week. Rader has seen a 40% decline in assaults since the last reporting date. 100% of the juveniles interviewed have said they do not fear for their safety. Mr. Gary Bolin said the representatives of DOJ were surprised at the improvements. One of the areas that need additional work is in the area of education. That being the purpose of the employment of Ms. Elana Grissom. OJA will be receiving a written report of the visit that report will be passed on to the Board Members.

**REPORTS**

**FINANCIAL COMMITTEE REPORT**

Mr. Charlie Jackson stated that the Finance Committee met at 9:30 a.m. this morning prior to the Board Meeting. He will defer the Finance Report to Ms. Shantha Varahan.

**FINANCE REPORT**

Ms. Shantha Varahan presented the Finance Report for ending November 19, 2008.

FY-09 Budget Projections - As of November 19, 2008

Description	Totals
FY-2009 Budget Work Program	\$127,291,407
Year-to-Date Expenditures	(41,716,344)
Encumbrances	(49,456,346)
Balance as of November 19, 2008	36,118,717
Less: Remaining Payroll Costs (Estimated)	(29,892,976)
Less: Remaining Travel Costs (Estimated)	(347,898)
Less: Restricted Funds	(1,145,252)
Less: Pending Encumbrances/Transfers	(6,395,771)
<b>Balance Available (Deficit)</b>	<b>(1,663,180)</b>

FY-09 Budget to Actual for Payroll as of November 19, 2008

	State Office	Residential Services	JSU	Totals
YTD BWP	2,608,912	10,936,705	7,469,613	21,015,230
YTD Exp	2,572,782	10,903,225	7,266,192	20,742,199
YTD Vary	36,130	33,480	203,421	273,031

State Office includes OJJDP, JABG, and MIS

Travel Costs Comparison to Budget as of November 19, 2008

- Agency Year-to-Date Budget \$179,668
- Year-to-Date Expenditures \$148,647
- Year-to-Date Variance **(\$ 31,021)**

Agency Special Funds as of November 19, 2008

- 701 Trust Fund \$ 476,155
- 702 Canteen Fund 13,648
- 703 Donation Fund 950
- 706 Dedicated Fund 17

General Revolving Fund Revenue Status – November 19, 2008

General Revolving Fund	Budget to Date	Receipts	In Transit	Variance
SSI and SSA Support	97,500	126,077	0	28,577
Income from Rent	3,000	3,741	600	1,341
School Lunch Program	210,000	207,535	42,616	40,151
Inter-Agency Reimbursements	3,250	913	1,329	(1,008)
Reimbursements – Non-Federal	15,000	30,710	0	15,710
Sales of Documents & Merchandise	6,250	3,855	6,828	4,433
Other Receipts	2,500	21,173	11,673	30,346
Parental Responsibility-Child Support	97,500	155,877	13,741	72,118
<b>Total Revolving Funds</b>	<b>\$435,000</b>	<b>\$549,881</b>	<b>\$76,787</b>	<b>\$91,668</b>

Title XIX and Title IV-E Revenue as of November 19, 2008

Type	Annual Revenue	YTD Revenue	Revenue	In Transit	Variance
TCM	3,000,000	1,200,000	1,333,155	142,464	275,619
RBMS	5,301,000	2,088,400	2,793,117	9,596	714,313
Admin	200,000	80,000		86,755	6,755
Total IV-E	285,000	109,615		114,531	4,916
<b>Total</b>	<b>\$8,786,000</b>	<b>\$3,478,015</b>	<b>\$4,126,272</b>	<b>\$353,346</b>	<b>\$1,001,603</b>

RBMS revenue includes \$903,575 for FY-08 that was received in FY-09

Sole Source

Vendor	Date	Cost	Requestor	Division/Purpose
No Sole Source Contracts Since Last Board Meeting.				

Emergency Purchases

Date	Location	Description	Repair Cost
No Emergency Purchases Since Last Board Meeting.			

Mr. Christian stated he had the opportunity to talk by telephone with members of the finance committee prior to this Board Meeting. Through an organization called TAC Energy Solutions and the Department of Central Services, OJA has the opportunity to complete some of the capital improvements needed at our facilities. The legislature passed this opportunity to OJA that allows us, in effect, to spread these costs over a period of years. TAC has completed a study of all the major technical areas that will be affected by this Energy Conservation Program. The anticipated savings and proposed energy conservation measures will pay for these capital improvement costs.

This special program gives OJA the opportunity to make the improvements now and spread the cost over a period of years. As you know, in the past we have asked and been in the position of need concerning a new HVAC at the L.E. Rader Center, especially in the Intensive Treatment Program (ITP) Cottages. Because of this offer, we are going to start improvements now with the anticipation these will be paid for over a period of time with the savings. It is also anticipated there will be a savings of personnel costs due to the cottage bathroom modifications. These modifications are necessary under the DOJ Consent Decree. OJA appreciates the Legislature and the Department of Central Services giving us the opportunity to use this special financing.

The reason I brought this to the attention of the finance committee and then today to the Board Members is that OJA is the first state agency to take advantage of this program. If this program was not available, OJA could not make these capitol improvements. It will be a total overall project in all three facilities for a cost of somewhere in the neighborhood of \$6 million dollars spread over a period of 15 years for reimbursement.

The Board Members had no discussion or questions.

**ACTION ITEMS**

**DISCUSSION AND/OR POSSIBLE ACTION TO APPROVE THE OCTOBER 17, 2008 BOARD OF DIRECTORS MEETING MINUTES**

MOTION BY CHARLIE JACKSON WITH SECOND BY LONELIA SIMMONS TO APPROVE THE OCTOBER 17, 2008 BOARD OF DIRECTORS MEETING MINUTES AS PRESENTED.

MOTION PASSED

Voting Aye: Charlie Jackson  
Jay Keel  
Lonnie Simmons  
Edward Smith  
Gary Taylor  
George Lindley

**PRESENTATION OF THE DEVELOPMENTAL DISABILITY SERVICE DIVISION (DDSD) HOME IN WAYNE OPERATED BY SEQUOYAH ENTERPRISES, INC.**

Mr. Jim Harris, CEO of Sequoyah Enterprises, Inc., presented. This program is a fairly new program and has only been operational for two years. This is the first joint venture between OJA and DHS. Mr. Harris will also be present during Executive Session for any specific questions. The campus exists as 3 – four bed homes, with a larger central home that houses a multi-purpose classroom. These are juveniles with mental disabilities and lower than 75 IQ's. Wayne Public Schools provide a teacher to meet the educational component and needs of these young men. OJA pays the "D" rate on each bed that is \$72.60 per bed per day. This is a secure facility with a fence and is located in an isolated area.

There have been numerous problems in the past; however, since Mr. Harris came on board he has made changes in programs and especially staff. The complaints and investigations have been reduced. DDSD doesn't stop at age 18. It can be a life long service. Improvements have been initiated and the number of investigations referred to OCA has been reduced.

The Board Members asked questions and alternatives were discussed. The Board was satisfied with the improvements and changes made by Mr. Harris. Mr. Harris stated he would return at any time to discuss the home.

Ms. Dorothy Brown, Assistant Attorney General, gave advice to the Board Members before voting to convene into Executive Session.

Item 14. will be discussed in Executive Session due to confidential nature of communications between the Board and its attorneys concerning pending investigations and litigation. To discuss such in open session would seriously impair the ability of the Board to handle the pending litigations in the public's best interest.

**VOTE TO CONVENE INTO EXECUTIVE SESSION**

MOTION BY JAY KEEL WITH SECOND BY LONELIA SIMMONS TO CONVENE INTO EXECUTIVE SESSION.

MOTION PASSED

Voting Aye: Charlie Jackson  
Jay Keel  
Lonnie Simmons  
Edward Smith  
Gary Taylor  
George Lindley

**VOTE TO RETURN TO OPEN SESSION**

MOTION BY LONELIA SIMMONS WITH SECOND BY JAY KEEL TO RETURN TO OPEN SESSION.  
MOTION PASSED

Voting Aye: Charlie Jackson  
Jay Keel  
Lonnie Simmons  
Edward Smith  
Gary Taylor  
George Lindley

**POSSIBLE VOTE ON ITEMS FROM EXECUTIVE SESSION.**

There were no items requiring a vote.

**NEW BUSINESS**

There was no new business to be heard.

**ADJOURN**

MOTION BY LONELIA SIMMONS WITH SECOND BY GARY TAYLOR TO ADJOURN THE BOARD OF DIRECTORS MEETING.

MOTION PASSED

Voting Aye: Charlie Jackson  
Jay Keel  
Lonnie Simmons  
Edward Smith  
Gary Taylor  
George Lindley

The meeting was adjourned at 12:50 p.m.

Minutes approved in regular session on the 23<sup>rd</sup> day of January, 2009.

George W. Lindley  
Judge George W. Lindley, Chairman

PREPARED BY:

Linda McLennan  
Linda McLennan  
Board Secretary