

**MINUTES
OFFICE OF JUVENILE AFFAIRS
BOARD OF DIRECTORS**

September 21, 2007

BOARD MEMBERS

Present: Lonelia Simmons
Edward Smith
Gary Taylor
Linda Ware Toure
George Lindley
Charlie Jackson

Absent: Jay Keel

PRESENT FROM THE OFFICE OF JUVENILE AFFAIRS

Gary Bolin, Dorothy Brown, Gene Christian, Kevin Clagg, Jeff Gifford, Dennis Gober, Donna Glandon, Everett Gomez, J Lynn Hartman, James Johnson, Wayne Johnson, Tony Jones, Tammy Kelly, Linda McLennan, Robert Morey, Kim Sardis, Elizabeth Stewart, Shantha Varahan

OTHERS PRESENT

Shawn Black, Stella Church, Martin Hanifin, Ellen Harwell, David Ligon, Georgiana Stephens

CALL TO ORDER

Chairman Charlie Jackson called the September, 2007 Meeting of the Board of Directors of the Office of Juvenile Affairs to order at 9:10 a.m. at the Central Oklahoma Juvenile Center, 700 South 9th Street, Tecumseh, OK.

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.

DISCUSSION WITH POSSIBLE ACTION REGARDING FY-2008 BUDGET AND LEGISLATIVE GOALS.

FINANCE REPORT

Ms. Shantha Varahan, Financial Services Division Administrator, presented the Finance Report for the Month ended August 31, 2007.

FY-08 Budget Projections – As of August 31, 2007

Description	Totals
FY-2008 Budget Work Program	\$123,183,599
Year-to-Date Expenditures	(12,425,869)
Encumbrances	(62,040,868)
Balance as of August 31, 2007	48,716,862

Less: Pending Encumbrances	(5,101,763)
Less: Remaining Payroll Costs	(43,845,391)
Less: Remaining Travel/Other	(305,196)
Less: Restricted Funds	(529,092)
Balance Available	\$1,064,580

FY-08 Budget to Actual for Payroll as of August 31, 2007

	State Office	Residential Services	JSU	Totals
YTD BWP	1,054,996	4,542,193	2,985,330	8,582,519
YTD Exp	1,021,823	4,352,383	2,825,102	8,199,308
YTD Vary	33,173	189,810	160,228	383,211

State Office includes OJJDP, JAIBG, and MIS

Travel Costs Comparison to Budget as of August 31, 2007

- Agency Year-to-Date Budget \$ 51,606
- Year-to-Date Expenditures \$ 45,713
- Year-to-Date Variance \$ 5,893

General Revolving Fund Revenue Status – August 31, 2007

General Revolving Fund	Budget to Date	Receipts	In Transit	Variance
SSI and SSA Support	30,833	15,104	39,067	23,338
Income from Rent	1,868	764	948	(156)
School Lunch Program	87,156	43,697	42,706	(753)
Inter-Agency Reimbursements	1,300	446	10,647	9,793
Reimbursements – Non-Federal	5,765	664	1,365	(3,736)
Sales of Documents & Merchandise	1,882	869	3,062	2,049
Parental Responsibility Fund – Child Support	38,940	19,279	21,144	1,483
Other Receipts	15,350	5,190	11,517	1,357
Total Revolving Fund	\$183,094	\$86,013	\$130,456	\$33,375

Agency Special Funds as of August 31, 2007

- 701 Trust Fund \$ 411,724
- 702 Canteen Fund 14,995
- 703 Donation Fund 1,798
- 706 Dedicated Fund 16

Title XIX and Title IV-E Revenue as of August 31, 2007

Type	Projections for FY-08		Actual FY-08		
	Annual Revenue	YTD Revenue	Receipts	In Transit	Variance
TCM	3,000,000	540,000	493,785	43,431	(2,785)
RBMS	5,177,817	932,007	989,221	—	57,213
Admin	175,000	31,500	—	88,225	56,725
Total IV-E	280,000	48,462	81,230	54,450	87,218
Total	\$8,632,817	\$1,551,969	\$1,564,235	\$186,106	\$198,372

Sole Source

Control #	Vendor	Date	Cost	Requestor	Division/Purpose
No Sole Source Contracts since the last Board Meeting					

Emergency Purchases

Date	Location	Description	Repair Cost
08/30/07	COJC	Replace A/C & Heating Unit	\$6,065

Mr. Christian, Executive Director, presented the FY-2008 Supplemental Request and FY-2009 Budget Request.

FY-2008 Supplemental Request
\$5,499,870

L.E. Rader Programmatic issues	\$3,390,045
Operational and Program needs	\$3,280,143
Less carryover	(\$1,170,318)

FY-2009 Budget Request

Funding to Address Programmatic Issues at LERC
 \$1,182,495

L.E. Rader Programs and Services	\$1,182,495
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Employee Compensation and Retention
 \$2,878,000

Bring Classified Employees to mid-point capped at \$2,000	\$1,618,000
Shift Differential	\$ 98,000
Benefit Increase / Retirement Increase	\$1,162,000

Operational Increases
 \$3,576,293

Replacement of Agency Vehicles	\$ 200,000
Travel, fuel, rent, food, utilities, maintenance	\$3,121,935
Training / Records Storage Rental	\$ 60,000
Career Tech Skills Center for COJC	\$ 85,500
Federal Financial Participation Match	\$ 40,164
Independent Audit – A133	\$ 40,000
High Risk Transportation	\$ 28,694

Program Resources
 \$6,477,775

24 New Level E Beds for Reintegration	\$ 969,333
Level R Rate Increase	\$ 972,360
Court System Tele-Conferencing	\$ 500,000
OKDHS / OCA Investigation	\$ 400,000
Detention Services Rate Increase	\$1,400,000
30 New Detention Center Beds	\$1,287,654
OMD's Thunderbird Program	\$ 900,000
Foster Care	\$ 13,428
Homebound Alternatives to Detention	\$ 35,000

Mr. Shawn Black, Executive Director of the Oklahoma Association of Youth Services, presented the Youth Services Budget Request for FY-2009.

Youth Services
\$5,115,000

Emergency Shelter Services	\$2,515,000
Community Base Youth Services	\$2,500,000
Community Intervention Centers (CIC)	\$ 100,000

On-Time Capitol Items
\$30,289,893

Youthful Offender Facility	\$20,000,000
Institution Repairs	\$ 2,748,865
Camera / Digital Recording Upgrade	\$ 648,628
Construction of two 12-Bed Detention Centers	\$ 4,892,000
Renovate building for Mental Health	\$ 1,000,000
Information Technology	\$ 836,000
Career Tech Skills Center for COJC	\$ 164,400

MOTION BY GEORGE LINDLEY WITH SECOND BY LINDA WARE TOURE TO APPROVE THE FY-2008 SUPPLEMENTAL BUDGET REQUEST AND THE FY-2009 BUDGET REQUEST AS PRESENTED.
MOTION PASSED

Voting Aye: Lonelia Simmons
Edward Smith
Gary Taylor
Linda Ware Toure
George Lindley
Charlie Jackson

There was a 10-minute break.

Mr. Christian introduced Mr. Everett Gomez who has been appointed as the permanent Superintendent of the L.E. Rader Center in Sand Springs.

LEGISLATIVE INFORMATION

Mr. Christian discussed the possibility of upcoming legislative subject matter. One of the major current issues involves Youthful Offenders.

Current trends are showing that our secure institutions are becoming more and more for Youthful Offenders (YO) and less for juvenile delinquents. OJA is quickly approaching a point where all of the secure beds will be taken by violent YO's.

Profile of a Rader Resident - September 5, 2007

Total Number of Residents: 155
Total Number of Youthful Offenders: 63
Average Age: 17.14

Average Length of Stay at Rader: 370 days (low of 6 and high of 1,590 days)

The average resident had: 2 previous non-secure youth shelter stays

3 previous juvenile detention stays
1 previous placement facility stay

No Prior Placement - 87

Previous Placement Facilities:

<i>Specialized Community Home</i>	<i>7</i>	<i>Therapeutic Foster Care</i>	<i>1</i>
<i>Level D Facility</i>	<i>3</i>	<i>Level E Facility</i>	<i>32</i>
<i>Psychiatric Facility</i>	<i>12</i>	<i>Adventure Program</i>	<i>7</i>
<i>Regimented Training Program</i>	<i>6</i>	<i>Juvenile Institution</i>	<i>41</i>

Residents had: an average of 3.6 felony adjudications (a low of 1 and a high of 18)
an average of 1.4 misdemeanor adjudications (low of 1 and a high of 8)

Residents accounted for:

- 551 felony adjudications*
- 222 misdemeanor adjudications*
- 14 adjudications for status offenses*
- 17 adjudications for judicial citations*

These adjudications are broken down as:

<i>Crimes Against Persons</i>	<i>237</i>
<i>Sex Crimes</i>	<i>57</i>
<i>Crimes Against Property</i>	<i>314</i>
<i>Drugs/Alcohol - Distribution/Sale</i>	<i>18</i>
<i>Drugs/Alcohol - Possession of</i>	<i>51</i>
<i>Weapons - Possession of</i>	<i>26</i>
<i>Weapons - Use of</i>	<i>4</i>
<i>Traffic offenses</i>	<i>5</i>
<i>Status Offenses</i>	<i>14</i>
<i>Public Order/Public Decency</i>	<i>59</i>
<i>Judicial Citations</i>	<i>19</i>

It is for this reason that OJA needs to visit the legislation involving YO's and either revise such or look at a possible repeal of the Y.O. laws.

The state of Kentucky has enacted new Youthful Offender Laws and OJA staff has been looking at these changes. Mr. Christian requested advice and direction from the Board involving Youthful Offenders.

The Board had no objections to the Director pursuing the revising of Youthful Offender legislation. When the legislation is prepared it will be brought before the Board of Directors for approval.

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

Items V. (A) and (B) 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 GEORGE LINDLEY WITH SECOND BY GARY TAYLOR TO CONVENE INTO EXECUTIVE SESSION.

MOTION PASSED

Voting Aye: Lonelia Simmons
Edward Smith
Gary Taylor

Linda Ware Toure
George Lindley
Charlie Jackson

Ms. Dorothy Brown and Edward Smith left the meeting at 12:30 p.m.

VOTE TO RETURN TO OPEN SESSION

MOTION BY LONNIE SIMMONS WITH SECOND BY LINDA WARE TOURE TO CONVENE INTO OPEN SESSION

MOTION PASSED

Voting Aye: Lonelia Simmons
Gary Taylor
Linda Ware Toure
George Lindley
Charlie Jackson

CENTRAL OKLAHOMA JUVENILE CENTER PRESENTATION AND TOUR

Mr. James Johnson, COJC Superintendent presented a short synopsis of the program. Mr. Johnson shares his motto with ally staff at COJC.

"A hundred years from now it will not matter what my bank account was, the sort of house I lived in, or the kind of car I drove. . .but the world may be different because I was important in the life of a child."

Mr. Johnson introduced his staff present at the meeting: Gene Parsons, Deputy Superintendent, Mike Mallinson, Chief of Security, Dr. Kathy Young, Clinical Director, and Mark Wisdom, Social Work Staff.

Central Oklahoma Juvenile Center (COJC) is a medium secure co-ed juvenile treatment center for adolescents who have committed delinquent offenses and have been placed in the Office of Juvenile Affairs' custody. Within the context of the Oklahoma Juvenile Justice System, COJC is a resource for the continuum of services for adjudicated delinquent custody youth geared toward juvenile treatment. As a juvenile treatment resource, COJC functions to protect the public, intervene in the maturation and prepare youth for reintegration into their home and/or community. Thus, the goals of the program are as follows:

- A. Protection of the community.
- B. Intervention and treatment of delinquent lifestyle.
- C. The accentuation of the juvenile's personal assets.
- D. The demonstration of consistent patterns of responsible behavior, both in the institution and the community.
- E. Reduce recidivism.

COJC has 76 beds for boys and 40 beds for girls. COJC is about programs, treatment, and positive leadership and activities. Our goal is to have positive activities to occupy their time.

Mike Mallinson came to Mr. Johnson and inquired about starting an airplane club for the COJC kids. Mr. Mallinson demonstrated the remote controlled planes and explained the workings of the club. The adult members of his club are willing and anxious to help the kids at COJC.

Additional activities held on campus are a cooking class for the girls, fashion show for both boys and girls, and a quilt making class.

The Board Members and Staff were treated to a tour of the COJC campus.

DISCUSSION AND/OR POSSIBLE ACTION TO APPROVE THE JULY 20, 2007 BOARD MEETING MINUTES.

MOTION BY LINDA WARE TOURE WITH SECOND BY CHARLIE JACKSON TO APPROVE THE BOARD MEETING MINUTES OF JULY 20, 2007 AS PRESENTED.

MOTION DID NOT PASS

Voting Aye: Linda Ware Toure
Charlie Jackson

Abstaining: Lonelia Simmons
Gary Taylor
George Lindley

Absent: Jay Keel
Edward Smith

There is a mistake in the Board Members listed present and absent in the July 20, 2007 minutes. The minutes will be corrected and put on the agenda for a vote at the Board Meeting of October 19, 2007.

DISCUSSION OF CONTRACT INVOLVING THE PHIL SMALLEY BUILDING IN NORMAN.

Mr. Kevin Clagg presented the information. OJA has negotiated a contract but is not ready to disclose that contract. OJA has signed but our vender has not signed.

OJA is currently dealing with the vendor to working out the details. The agreement is for 3 years and the lessee would be providing 20 beds to OJA at not cost. In this way, the Phil Smalley Building would be utilized for its intended purpose. It has for the most part been sitting empty for the last few years.

The leaseholder will be making improvement at their own costs. The improvements are needed to meet the licensing standards and requirements. This will also generate a small amount of revenue for OJA to offset moving our storage and training center.

Mr. Christian noted the leadership James Johnson has provided here at COJC. It is a great facility and he should be applauded for his work and the work of his staff. Thanks to all for being such great hosts.

NEW BUSINESS

There is no new business for discussion.

Mr. Wayne Johnson, Assistant Attorney General, stated to the Board Members that the Executive Session was scheduled due to the discussion of the employment of a public officer and in addition the discussion of a matter where if disclosed may violate confidentiality of state and federal law.

VOTE TO CONVENE INTO EXECUTIVE SESSION

MOTION BY LONELIA SIMMONS WITH SECOND BY GEORGE LINDLEY TO CONVENE INTO EXECUTIVE SESSION.

MOTION PASSED

Voting Aye: Lonelia Simmons
Gary Taylor
Linda Ware Toure
George Lindley
Charlie Jackson

VOTE TO RETURN TO OPEN SESSION

MOTION BY LONELIA SIMMONS WITH SECOND BY GEORGE LINDLEY TO CONVENE INTO OPEN SESSION

MOTION PASSED

Voting Aye: Lonelia Simmons
Gary Taylor
Linda Ware Toure
George Lindley
Charlie Jackson

POSSIBLE ACTION ON ITEMS FROM EXECUTIVE SESSION

There were no items requiring action.

ADJOURN

MOTION BY LONELIA SIMMONS WITH SECOND BY GEORGE LINDLEY TO ADJOURN THE MEETING.

MOTION PASSED

Voting Aye: Lonelia Simmons
Gary Taylor
Linda Ware Toure
George Lindley
Charlie Jackson

Meeting was adjourned at 3:00 p.m.

Minutes approved in regular session on the 19th day of October, 2007

Charlie Jackson

Charlie Jackson, Chairman

PREPARED BY:

Linda McLennan

Linda McLennan
Board Secretary