

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

**December 16, 2005**

**BOARD MEMBERS**

Present: Jay Keel  
George Lindley  
Gary Taylor  
Lonelia Simmons  
Charlie Nobles

Absent: Charlie Jackson  
Ray Don Jackson

**PRESENT FROM THE OFFICE OF JUVENILE AFFAIRS**

Gary Bolin, Don Bray, Rhonda Burgess, Dorothy Brown, Kevin Clagg, Richard DeLaughter, Jeff Gifford, Donna Glandon, Andrea Howry, Linda McLennan, Amber Miller, Robert Morey, Rick Olderbak, Marla Parish, Richard Parish, Kim Sardis, Elizabeth Stewart, Shantha Varahan

**OTHERS PRESENT**

Jason Benskin, Shawn Black, Doug Dunley, Ellen Harwell, Barbara Hoberock, Nancy Morin, Susan Morris, Linda Shaw, Holly Webb

**CALL TO ORDER**

Chairman Charlie Nobles called the December 16, 2005 regular meeting of the Board of Directors of the Office of Juvenile Affairs to order at 10:05 a.m. at the State Office of the Office of Juvenile Affairs, 3812 N. Santa Fe, Oklahoma City, OK.

Mr. Nobles noted for the record that Ray Don Jackson had a conflict as his District Attorney's office is responsible for the Woodward County Christmas Party that is today and he could not attend this meeting. Charlie Jackson had a death in his family this week and was also not available to attend this meeting.

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

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

Chairman Charlie Nobles read the mission statement and as always admonished all to adhere to this mission statement. Mr. Nobles expressed his concern that part of this mission statement is not being fulfilled and is in hopes that today's discussion will address his concern.

**EXECUTIVE DIRECTOR'S COMMENTS**

Richard DeLaughter, Executive Director, presented. The Director said OJA is still meeting with the legislative mandated Youthful Offender Task Force. There have been two meetings since the last Board Meeting on November 21st and December 5<sup>th</sup>. The Task Force meeting on Monday, December 19 is scheduled to be the final meeting prior to writing the report to go to the legislature in January.

OJA has met with legislative staff in the past several weeks to discuss OJA's Board-Approved Budget Requests for approval in the Governor's Budget. Executive Staff has met with both House and Senate Staffs, the Office of State Finance, Mr. Scott Meacham and Ms. Claudia San Pedro to share the Board's issues as relates to the budget for next year.

The Director met with eleven other Agency Directors on November 29<sup>th</sup> for a Conference hosted by Oklahoma Public Employees Association, Office of Personnel Management and the Office of State Finance to discuss pay issues for all state employees. The Santa Claus Commission has delivered Christmas gifts to approximately 600 kids in all 3 institutions and 13 level E Group Homes. Gifts consisted of stationery.

Gary Taylor asked the Director if a representative or liaison from the Access to Justice Commission has attended or communicated with the Youthful Offender Task Force? The Director stated that Mr. Robert Ravitz, member of the Access to Justice Commission, made a presentation to the Youthful Offender Task Force.

**PUBLIC COMMENTS**

There were no Public Comments presented.

**REPORTS****LEGISLATIVE REPORT**

Marla Parish, Legislative Liaison, presented. As the Executive Director stated, OJA has attended a number of meetings with legislative groups at the Capitol. These have included interim studies on gangs, tracking and improvements to our contracting procedures. These meetings have required a vast volume of updates and material. Ms. Parish expressed her appreciation to staff for help in providing the requested documentation. Ms. Parish has also been very involved with the Youthful Offender Task Force. The meeting on Monday, December 19<sup>th</sup> will actually involve the drafting of the report. This is an open meeting and anyone is invited and welcome to attend. The meeting will be in Room 511A at the State Capitol.

Ms. Parish has been tracking a piece of federal law that is of concern to OJA, Senate Bill 1931 and House Resolution 4241. These are both consolidation bills and would have an impact on our funds from targeted case management and case management services. If these bills are passed, they would become effective January 1, 2006. It could have a negative effect on TCM collections. The Board will be updated on the status of these bills.

The Oklahoma Legislative Session is scheduled to begin the first Monday in February, which is February 6, and will adjourn on the last Friday of May.

**FINANCE COMMITTEE REPORT**

Mr. Nobles presented. The Finance Committee met this morning prior to this Board Meeting and Shanthan Varahan will be giving the financial report to the Board.

**FINANCE REPORT**

Shantha Varahan, Financial Services Division Administrator, presented the Board Finance report for the Month Ended November 30, 2005.

## FY-06 Budget Projections as of November 30, 2005

Description	Totals
FY-2006 Budget Work Program	\$114,709,951
Year-to-Date Expenditures	(39,102,089)
Encumbrances	(36,145,676)
Balance as of November 30, 2005	39,462,186
Less: Remaining Payroll Costs (Est.)	(27,108,339)
Less: Remaining Travel Budget	(409,271)
Less: OJJDP/JAIBG/Other Adjustments	(1,087,885)
Current Budget Balance Available	10,856,691

## FY-06 Budget to Actual for Payroll as of December 9, 2005

	State Office	Residential Services	JSU	Totals
YTD BWP	2,648,424	10,028,919	6,156,631	18,833,974
YTD Exp	2,381,594	9,886,893	5,978,690	18,247,178
YTD Vary	266,830	142,026	177,941	586,796

## Comparison of FY-06 Travel Costs to Budget

FY-2006 Budget	FY-2006 Actual	Total Variance	FY-2005 Actual
204,949	210,302	(5,353)	173,917

## Comparison of FY-06 Travel Costs by Category

	Mileage	Lodging/Registrations/ Per Diem	PIKEPASS/ Plane Fare	Other	Total
<b>Sub-Total</b>	<b>102,261.55</b>	<b>79,837.33</b>	<b>17,160.91</b>	<b>11,042.53</b>	<b>210,302.32</b>

Notes: PIKEPASS - \$7,719 / Plane Fare - \$9,443

Notes: Other includes Non-Employee Travel - \$5,595 / Juveniles Bus Tickets % / Interstate Compact - \$2,603 / Misc. Charges & Transportation - \$2,845

## FY-06 Revolving Fund Revenues as of November 30, 2005

	FY-2006 Budget	FY-2006 Receipts	Variance from Budget	FY-2006 Expenditures	FY-2005 Receipts
<b>Sub-Total</b>	<b>345,338</b>	<b>327,200</b>	<b>(18,138)</b>	<b>373,757</b>	<b>350,437</b>

## FY-06 Title XIX and IV-E Combined as of November 30, 2005

	FY-06 Budget	FY-06 Receipts	Variance from Budget	FY-05 Receipts
<b>Sub-Total</b>	<b>3,866,475</b>	<b>2,856,984</b>	<b>(1,009,491)</b>	<b>3,388,341</b>

Note: Additional claims totaling \$1,141,045 are in process.

## FY-06 Title IV-E as of November 30, 2005

	FY-06 Budget	FY-06 Receipts	Variance from Budget	FY-05 Receipts
<b>Sub-Total</b>	<b>262,185</b>	<b>-</b>	<b>(262,185)</b>	<b>-</b>

Note: System Issues with the billing process continue. A claim for \$75,148 was submitted in September with payment expected by February. A claim for \$500,000 was submitted in December with payment expected by April.

## FY-06 Targeted Case Management as of November 30, 2005

	FY-06 Budget	FY-06 Receipts	Variance from Budget	FY-05 Receipts
<b>Sub-Total</b>	<b>1,250,000</b>	<b>1,203,939</b>	<b>(46,061)</b>	<b>1,267,969</b>

Note: an additional \$61,965 was in transit at month-end.

## Residential Behavior Management Services as of November 30, 2005 for FY-06

	FY-06 Budget	FY-06 Receipts	Variance from Budget	FY-05 Receipts
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<b>Sub-Total</b>	<b>2,220,955</b>	<b>1,653,045</b>	<b>(567,910)</b>	<b>2,120,372</b>
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Note: An additional \$423,931 was in transit at month-end.

Note: 12 Level E and 12 Level E Enhanced Beds are not yet open.

FY-06 Title XIX – Admin as of November 30, 2005

	<b>FY-06 Budget</b>	<b>FY-06 Receipts</b>	<b>Variance from Budget</b>	<b>FY-05 Receipts</b>
<b>Sub-Total</b>	<b>133,335</b>	<b>-</b>	<b>(133,335)</b>	<b>-</b>

Note: Staff are working through some system issues regarding data used in determining the reimbursement amount. Claims totaling 80,001 are currently being processed.

Emergency Purchases

<b>Date</b>	<b>Location</b>	<b>Description</b>	<b>Repair Cost</b>
12/01/05	L.E. Rader Center	Heaters – Mercury Cottage and 3 ITP Units	\$654.88
12/07/05	L.E. Rader Center	Hot Water Tank – Venus Cottage	\$1,575.00
12/06/05	L.E. Rader Center	Heaters – Viking Collage and Education Building	Less than \$2,000.00

Sole Sources

<b>Control #</b>	<b>Vendor</b>	<b>Date</b>	<b>Cost</b>	<b>Requestor</b>	<b>Division/Purpose</b>
NO NEW SOLE SOURCES SINCE LAST BOARD MEETING					

**ACTION ITEMS**

**DISCUSSION WITH POSSIBLE VOTE TO APPROVE THE BOARD MEETING MINUTES OF NOVEMBER 18, 2005.**

MOTION BY LONELIA SIMMONS WITH SECOND BY JAY KEEL TO APPROVE THE NOVEMBER 18, 2005 BOARD MEETING MINUTES AS PRESENTED.

MOTION PASSED

Voting Aye: Jay Keel  
George Lindley  
Lonelia Simmons  
Charlie Nobles

Abstaining: Gary Taylor

**DISCUSSION WITH POSSIBLE VOTE REGARDING OJA'S RELATIONSHIP WITH YOUTH SERVICES AGENCIES AND THE CONTRACTED SERVICES PROVIDED BY SUCH AGENCIES.**

Mr. Nobles started the discussion and stated that his comments were his views and opinions and not necessarily those of the Board. Mr. Nobles said he thinks the Board of Directors has been sitting back too long and not running OJA as it should. Mr. Nobles said he takes full responsibility for this. However, it is time to step up and let the agency know what the Board wants accomplished. OJA has made a grave mistake in the relationship with Youth Services and the Oklahoma Association of Youth Services (OAYS). It is time to take giant strides to remedy the rift that has grown between these two

agencies. It is going to take interaction between this Board and youth services to reach an agreement on the direction to be taken. If youth services agencies are lost from this agency, OJA can remove prevention from the logo and from the mission statement. Mr. Nobles said he felt that OJA has gone way too far on becoming a lock-them-up and throw-away-the-key agency. Prevention has been ignored for at least the past five years because of funding reductions. It is time for OJA to move in another direction. This Board needs to do whatever is necessary to accomplish this goal, even if it requires some hard decisions.

Mr. Nobles then asked for comments from each of the Board Members.

Jay Keel – “I wouldn’t disagree with anything that has been said. I think this Board does need to do whatever is necessary to come to a solution and agreement with youth services. I strongly believe that OJA needs to be about prevention, along with the other responsibilities. However, just for the record, as I do agree with you, I want to state that this Board has publicly supported all of this agency’s actions to date. As a Board Member, I take responsibility for any shortcomings that OJA has had.”

Lonelia Simmons – “I agree with what both Board Members have said. However, education and prevention are the cornerstone and the keys. This Board needs to do whatever it takes in order for us to come together and work together with youth services because it is all about the children. We, as a Board, have to make sure that our main focus and our main goal is the children. I understand that focus has been on the detention centers because of the problems in that area. However, we also have to make sure the children and parents are receiving skills needed to be productive members of society. We may say that we are not going to save everyone, but if we can save anyone it is worth it through education and prevention. This is our hallmark, our motto. Focus needs to be on education and prevention. This Board should take whatever steps are needed to work through this problem.”

George Lindley – “I perfectly agree with what has been said. If this requires more personal Board involvement, then I would be the first to recommend such. If there is a communication problem, certainly that would help to solve it. I would pledge my personal services in anyway this Board would perceive that they would be used.”

Gary Taylor – “I can’t say no to prevention and education as being extremely important to our charge to oversee this agency. I think that it is unfortunate that a provider or set of providers like youth services and this agency that we oversee have come to the point of trying to get out from under the wing and oversight of OJA. I believe in community-based services, and this relationship needs to get better. If in combination with whatever strategies that administration and management of OJA might suggest as well as this Board, I, too, am willing to take personal responsibility and be available to do whatever is necessary to help build those bridges back.”

Charlie Nobles – “I felt that at the last Board meeting, the Director glossed over the problem with OAYS. The Director did mention OAYS, but it was done in passing and the seriousness of the problem was not realized. Today, I want to let OAYS know that this Board is solidly behind them and will do whatever it takes to put this back together.”

Mr. Nobles asked Shawn Black, Executive Director to address the Board. Mr. Black had a prepared statement that he read to the Board. “After reviewing the Five Year Strategic Plan, the recent OJA program and coordination and planning activities, future funding requests and overall agency culture, it is clear that OJA’s philosophy is now focusing on treatment services in secure facilities with a public safety emphasis. We believe that the focus of OJA no longer includes community-based prevention, education and treatment services. The Association and it’s membership is willing to take all necessary steps to ensure services are coordinated with all our federal, state and local partners and provided in the most cost effect and reasonable manner possible. Even if it means moving our state funding and oversight to a new agency.”

Jay Keel asked Mr. Black how much of this is about accountability and oversight coming as a direct result of the audit?

Mr. Black stated it goes beyond the audit. When looking at OJA’s Five-Year Strategic Plan in the area of program coordination, for example the STARS and CARS programs together, it is the conclusion of OAYS that prevention is not the direction OJA is moving. When talking about things of culture, those things just don’t happen in eight or nine months.

Mr. Nobles said Mr. Black is implying that there are no prevention funds in the Strategic Plan. Did the Board approve this Strategic Plan? Mr. Nobles said he does not recall this specific document. He requested a copy of this plan be presented to the Board Members.

A ten-minute recess was called to gather this document for distribution to the Board Members.

Each Board Member was presented the latest copy of the 5-Year Strategic Plan. Mr. Nobles asked that the Board Members familiarize and review the document. Discussion and updates will take place at the January Retreat.

MOTION BY CHARLIE NOBLES WITH SECOND BY GEORGE LINDLEY THAT THIS BOARD EXPRESS IT’S DEEP CONCERN OVER THE RIFT BETWEEN OJA AND OAYS AND AGREE TO DO EVERYTHING IN IT’S POWER TO

RECTIFY THE SITUATION AS SOON AS POSSIBLE.

MOTION PASSED

Voting Aye: Jay Keel  
George Lindley  
Lonelia Simmons  
Gary Taylor  
Charlie Nobles

**VOTE TO CONVENE INTO EXECUTIVE SESSION**

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

Voting Aye: Jay Keel  
George Lindley  
Lonelia Simmons  
Gary Taylor  
Charlie Nobles

**VOTE TO RETURN TO OPEN SESSION**

MOTION BY LONELIA SIMMONS WITH SECOND BY GARY TAYLOR TO CONVENE INTO OPEN SESSION  
MOTION PASSED

Voting Aye: Jay Keel  
George Lindley  
Lonelia Simmons  
Gary Taylor  
Charlie Nobles

There were no Executive Session items requiring a vote.

**ADJOURNMENT**

Mr. Nobles adjourned the meeting.

Minutes approved in regular session on the *12<sup>th</sup>* day of *January*, 2006.

*Charlie Nobles*  
Charles Nobles, Chairman

PREPARED BY:

*Linda McLennan*  
Linda McLennan  
Secretary to the Board of Directors