

OFFICE OF JUVENILE AFFAIRS
BOARD OF JUVENILE AFFAIRS
MEETING MINUTES

January 15, 2016

BOARD MEMBERS

Present: Tony Caldwell
Dr. Stephen Grissom
Mark Hixson
Kristin Jarman
Michael Willis
Dr. Donnie Nero

Absent: Scott Williams

PRESENT FROM THE OFFICE OF JUVENILE AFFAIRS

Dorothy Brown, J'Lynn Hartman, Jim Goble, Robert Morey, Paula Christiansen, Donna Glandon, Len Morris, Paula A. Tillison, Christina Schwartz, Tammy Kelly, Vicki Maxwell, Stacy Pederson, Melissa White, Abby McElfresh, and Travis Kirkpatrick

OTHERS

Raegan G. Qualls - OCCY, Deaven Steele – OCCY, Linda Shaw – EOYS, Ada Fox – PCJDC, Tyler Telley – eCapitol, Clifton Adcock – Oklahoma Watch, Twyla Snider – CCDC/WSC, and Robin McSpadden - ROCMND

CALL TO ORDER

Dr. Donnie Nero, Board Chairman, called the January 15, 2016 meeting of the OJA Board of Juvenile Affairs to order at 10:00 a.m., at the Centennial Building, Employee Development Center, 3815 North Santa Fe, Suite 170, Oklahoma City, OK 73118.

STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT

Ms. Tammy Kelly, Board Secretary, confirmed that the Board of Juvenile Affairs is in compliance with the Open Meeting Act.

WELCOME GUESTS

Ms. Janelle Bretten, Interim Executive Director, welcomed all guests to the OJA Board meeting and thanked them for coming.

PUBLIC COMMENTS

None

REPORTS

FINANCE REPORT

Mr. Kevin Clagg, Chief Financial Officer, presented the year to date Financial Report as of December 31, 2015, using a PowerPoint presentation.

<http://www.ok.gov/oja/2016 Board Document.html>

There was an Emergency Expenditure for an HVAC failure at Central Oklahoma Juvenile Center (COJC) at the Crisis Management Center. The expenditure was paid to American Air Conditioning and Heating for \$6,300.

Board Member, Kristin Jarman asked if the HVAC failure was the one we recently worked on or purchased. Mr. Robert Morey, Institutional Services Director, stated this particular HVAC system that failed was updated around 5 years ago.

Mr. Hixson, Chairman of the Finance Committee stated we will need to look at hiring an Auditor for the Charter School at next month's meeting. Hopefully the Finance Committee will have time to look at that and make a recommendation to the Board.

RULES COMMITTEE REPORT

[http://www.ok.gov/oja/2016 Board Document.html](http://www.ok.gov/oja/2016_Board_Document.html)

Ms. J Lynn Hartman, Director of Government Relations, gave an overview of proposed changes to the Board of Juvenile Affairs' 2016 Permanent Administrative Rules.

EXECUTIVE DIRECTOR'S REPORT

Ms. Janelle Bretten, Interim Executive Director, reported on Tuesday, January 12, 2016, Senator Kim David, Representative Pat Ownbey, Senator Rob Standridge, Seth Rott from Senator Brian Crain's office, and Canadian County Commissioner Mark Hader toured COJC and the Oklahoma Youth Academy Charter School (OYACS). Superintendent, Jerry Fry led the tour. We were glad they were able to tour the facility and we enjoyed visiting with them and sharing the positive innovative programming and education available to the youth at the facility. We greatly appreciate their ongoing support.

We discussed many topics during the tour which included our emphasis on treatment and preparing youth for a positive future, improving their education, life skills and job readiness. We also shared about COJC's partnerships with the Department of Rehabilitation Services, Gordon Cooper Career Tech, and WorkForce Investment which are vital to ensuring we are doing all we can to address the individual needs of the population we serve, that these youth are equipped with the necessary skills to be successful upon return to the community, and to prevent them from further penetrating the criminal justice system. We discussed our work toward improving family engagement and training staff in Trauma Informed Care. We talked about the Prison Rape Elimination Act (PREA) and how we passed our PREA audits thus far. We also talked about maintaining the separate gender specific girls' facility. And, we conveyed to them our plans to improve the agency's presence through strategies such as revitalizing our website and the use of social media where we are highlighting our strengths in the juvenile justice system. In addition, I discussed with them the next topic I have listed – the 50 State Forum.

This past November, Senator A.J. Griffin, Judge David Lewis of the Court of Criminal Appeals, Director Justin Jones of Tulsa County Juvenile Bureau and I attended a 50 State Forum presented by the Council for State Government's Juvenile Justice Center. At this conference, it was described to us that although the number of juveniles being placed in juvenile corrections facilities has declined, the next big challenge is making sure supervision and services in these facilities and in the communities provided that those services are reducing the likelihood youth will be arrested and end up in the adult system. They focused on four principals to assist in reducing recidivism which are the use of validated risk and need assessments, supporting programs proven to reduce recidivism and do away with the programs that don't reduce recidivism, employing coordinated approach across service systems, and tailoring system policies and programs to reflect the developmental needs of youth. We have been using a validated risk and needs assessment, the Youth Level of Service Case Management Inventory, for over a decade. Also discussed was an opportunity to apply for the Second Chance Act Grant in which funding would help states implement plans to improve outcomes for youth in the juvenile justice system. States that have such plans in place, and already meet certain criteria, are eligible to apply. We were informed at the forum that many states currently are not eligible for this grant. They just don't have the comprehensive state plan in place and although we are meeting some of the criteria, yes, we are doing some best practices and evidence based programming in tracking recidivism, we don't have a state comprehensive plan in place. But, that is going to change. Therefore, the National Re-entry Resource Center (NRRC) is providing intense technical support to assist states in developing such plans, which are required first to be selected for a site visit. The NRRC plans to select eight states for a site visit based upon letters of interest submitted by the states. Senator Griffin did submit a letter of interest and we were notified on December 22, 2015, that Oklahoma is one of the eight states selected, which is very exciting. We are

really looking forward to this site visit. It is quite an honor to have our state selected. We are currently working on setting the date and preliminary agenda. The site visit will be a one and a half day presentation to state leaders and stakeholders on what works to reduce recidivism and improve other outcomes for youth in the juvenile justice system. Best practices for measuring these outcomes, using data to guide policy, and, most importantly right now, resource allocation, and of course, the opportunity to receive the federally funded technical support through the NRRC to support our state developing a state comprehensive plan. Only four states will be selected for this technical support, but we are in high hopes our state will be selected and we will do everything we can to assist in making that happen.

Lastly, I was invited to the Judicial Oversight Committee Meeting last Friday, January 8th, and at that meeting I provided the committee with the information on the 50 State Forum. I will let them know, as well as the Board, when that site visit date is confirmed and where. We want as many people to attend as possible. We appreciate the support of the Judicial Oversight Committee.

Dr. Nero, Board Chairman, highly suggested that Board members look at the possibility of attending all or even part of the site visit.

DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF THE DECEMBER 18, 2015 BOARD MEETING

Motion by Dr. Stephen Grissom with a second by Michael Willis to approve the minutes of the December 18, 2015 Board Meeting with the addition, under new business, Dr. Stephen Grissom's request for staff to choose a date, time, and place in early February for a Board Retreat.

Voting Aye: Tony Caldwell
Dr. Stephen Grissom
Mark Hixson
Kristin Jarman
Michael Willis
Dr. Donnie Nero

MOTION PASSED

Absent: Scott Williams

DISCUSSION AND POSSIBLE ACTION TO APPROVE FINANCE COMMITTEE'S PLAN FOR BUDGET REDUCTION FY16 REVENUE FAILURE

Mr. Kevin Clagg, Chief Financial Officer, explained that this is the plan approved by the Finance Committee and has been submitted to OMES to meet our deadline earlier this month. It can be changed or it can be updated as we move forward. There are basically two sources to fulfill the cuts. FY16 appropriated funds and the balance from FY15 carryover.

There was a motion by Mark Hixson with a second by Michael Willis to approve the Finance committee's plan for Budget Reduction FY16 Revenue Failure.

Voting Aye: Tony Caldwell
Dr. Stephen Grissom
Mark Hixson
Kristin Jarman
Michael Willis
Dr. Donnie Nero

MOTION PASSED

Absent: Scott Williams

OKLAHOMA YOUTH ACADEMY CHARTER SCHOOL - ACTION ITEMS
DISCUSSION AND/OR POSSIBLE VOTE TO APPROVE FY16 ENCUMBRANCES FOR OKLAHOMA YOUTH ACADEMY CHARTER SCHOOL

<http://www.ok.gov/oja/2016 Board Document.html>

Mr. Kevin Clagg, Chief Financial Officer, explained the four items for approval. Encumbrance numbers 23-26. 1) Robotics kit at COJC for \$75.00 2) setting up a blanket encumbrance at Josten's for graduation supplies and that is \$1,500 at each campus 3) setting up a blanket encumbrance with Western Oklahoma State College for each location and 4) laptop for the Superintendent which we are charging 50% or (\$1,250) to each campus for total of \$7,575.

Motion by Mark Hixson with a second by Dr. Stephen Grissom to approve FY16 Encumbrances for Oklahoma Youth Academy Charter School

Voting Aye: Tony Caldwell
Dr. Stephen Grissom
Mark Hixson
Kristin Jarman
Michael Willis
Dr. Donnie Nero

MOTION PASSED

Absent: Scott Williams

DISCUSSION AND/OR POSSIBLE VOTE TO APPROVE OKLAHOMA YOUTH ACADEMY CHARTER SCHOOL QUARTERLY REPORT

<http://www.ok.gov/oja/2016 Board Document.html>

Janelle Bretten introduced Ms. Melissa White, Superintendent for the Charter School. Ms. White presented the quarterly report for the Oklahoma Youth Academy Charter School.

Board member, Dr. Stephen Grissom, reinforced the notion that we are extremely lucky to have Ms. White as our Superintendent.

Motion by Dr. Stephen Grissom with a second by Michael Willis to approve the Oklahoma Youth Academy Charter School quarterly report

Voting Aye: Tony Caldwell
Dr. Stephen Grissom
Mark Hixson
Kristin Jarman
Michael Willis
Dr. Donnie Nero

MOTION PASSED

Absent: Scott Williams

VOTE TO CONVENE INTO EXECUTIVE SESSION

Motion by Mark Hixson with a second by Michael Willis to convene into Executive Session

Voting Aye: Tony Caldwell
Dr. Stephen Grissom
Mark Hixson
Kristin Jarman
Michael Willis
Dr. Donnie Nero

MOTION PASSED

Absent: Scott Williams

VOTE TO RETURN INTO OPEN SESSION

Motion by Dr. Stephen Grissom with a second by Michael Willis to return to Open Session

Voting Aye: Tony Caldwell
Dr. Stephen Grissom
Mark Hixson
Kristin Jarman
Michael Willis
Dr. Donnie Nero

MOTION PASSED

Absent: Scott Williams

POSSIBLE VOTE ON ITEMS FROM EXECUTIVE SESSION

DISCUSSION AND POSSIBLE VOTE ON THE CONSIDERATION OF APPLICATIONS AND SELECTION OF CANDIDATES TO BE INTERVIEWED FOR THE POSITION OF THE EXECUTIVE DIRECTOR OF THE OFFICE OF JUVENILE AFFAIRS

Motion by Michael Willis with a second by Tony Caldwell to extend an invitation for interview for the position of the Executive Director to candidates #6 and #9 within the parameters discussed in Executive Session

Voting Aye: Tony Caldwell
Dr. Stephen Grissom
Mark Hixson
Kristin Jarman
Michael Willis
Dr. Donnie Nero

MOTION PASSED

Absent: Scott Williams

NEW BUSINESS

None

ADJOURN

Motion by Mark Hixson with a second by Michael Willis to adjourn the Board of Juvenile Affairs Meeting

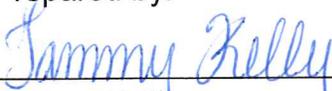
Voting Aye: Tony Caldwell
Dr. Stephen Grissom
Mark Hixson
Kristin Jarman
Michael Willis
Dr. Donnie Nero

MOTION PASSED

Absent: Scott Williams

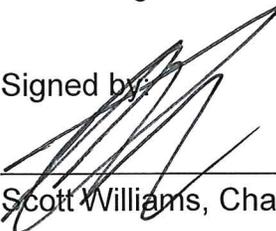
The meeting was adjourned at 11:50 a.m. Minutes approved in regular session on the 26th day of February, 2016.

Prepared by:



Tammy Kelly
Board of Juvenile Affairs Secretary

Signed by:



Scott Williams, Chairman