

**OFFICE OF JUVENILE AFFAIRS**  
**BOARD OF JUVENILE AFFAIRS**  
**MEETING MINUTES**

*March 18, 2016*

**BOARD MEMBERS**

Present:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Kristin Jarman  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis

**PRESENT FROM THE OFFICE OF JUVENILE AFFAIRS**

Janelle Bretten, Dorothy Brown, Paula Christiansen, Kevin Clagg, Jeff Gifford, Jim Goble, Dennis Gober, Donna Glandon, JLynn Hartman, Charlene Hughes, Ryan Jones, Tammy Kelly, Travis Kirkpatrick, Abby McElfresh, Carol Miller, Len Morris, Stacy Pederson, Paula Tillison, Melissa White, and Robert Morey

**OTHERS**

Katelyn Gleason - Girl Scouts, Jacqueline McDaniel, Kami Kuykendall, and Randall E. Gardner-Youth Services of Oklahoma County

**CALL TO ORDER**

Chairman, Scott Williams, called the March 18, 2016, Board of Juvenile Affairs Meeting to order at 10:02 a.m. at the OJA - Centennial Building, Employee Development Center 3815 N. Santa Fe, Suite 170, Oklahoma City, OK 73118

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

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

**WELCOME GUESTS**

Chairman, Scott Williams welcomed all guests to the Juvenile Affairs Board meeting and thanked them taking time to come.

**PUBLIC COMMENTS**

None

**REPORTS**

**EXECUTIVE DIRECTORS REPORT**

Mr. Buck, Executive Director expressed appreciation for the support and the dialogue he has enjoyed in his 34 days of tenure. As a way to help tell OJA's story, I hope you noticed as you walked in, the art work that has been displayed about the room. That artwork is extremely important because it visually tells the story about who we are and what we do. This was produced through a project at 4G and we had it moved up to the 4<sup>th</sup> Floor office, thanks to Carol Miller. We have moved that art to the front of our office suite for

a time so that guests who come and see us get a visual representation of something to represent what we do and how we serve.

Katelyn Gleason, who has joined us today, is a community program specialist from the Girls Scouts of Western Oklahoma. She oversees and provides programming for girls in schools, after school programs, public housing sites, and the Oklahoma Juvenile Center for Girls in Norman (4G). She has been with the Girls Scouts for nearly two years and prior to that worked for other non-profits and behavioral health programs.

Katelyn Gleason presented: You may wonder what Girl Scouts has to do with detention centers or public housing sites or anything like that. I'm sure when everyone thinks Girl Scouts they think cookies, camping, badges and that type of thing. That's very much a part of it, but with our community programs we really are reaching out to our community and serving areas that are underserved, like girls that aren't receiving leadership opportunities. I think of it as presenting those types of opportunities to girls that may never otherwise get the chance to receive them. That's what I love, that I get to come out to the facility in Norman every week and present. I've been coming to 4G for a year now, since last February to present the Girl Scout programming. I was a little bit unsure at first if these girls would want to do Girl Scouts. I wondered if they would get excited about this kind of programming. So, the reception that we've had and the things that we've got to do together have been really amazing. Obviously, we've done the art project, but we do Science, Technology, Engineering and Math (STEM) at the facility. We're discussing stem related careers and all of those opportunities that are available through STEM. With STEM, comes team work, a lot of team work activities that build social-emotional learning. We have also done fitness and health, those types of things. We've done career leading and mentorships and different things. We've had guest speakers come out who presented on goal-setting, learning how to prioritize, setting tasks, and developing a calendar. I think of it as life skills. Building those types of things, thinking about the future and what the next step is. I just thank you all, that you've given me the opportunity to be able to come out there and Girl Scouts that we can do these things with the girls and share that programming. So, you've all seen the art work and if you haven't had the chance to go around, there's a little script that goes with each canvas. Last year, we set out to do this project and since Girl Scouts is very girl-lead, I put it to the girls as to what kind of mediums they wanted to use. The theme they decided on and voted on was Journey of a Survivor /Solider. We couldn't decide which term we wanted so we kind of let both of them go. So, they came up with that, telling their story, putting their experiences out on the canvas to share with the public, letting everyone know what types of things they've gone through and maybe what has happened to lead them to these circumstances, and that there's hope for the future and what their plans are. So, we really sat down and talked about what other things we can express, what we can say and what other ways can we convey these messages. As you can see, it turned out amazing. If you've had a chance to read those stories and what's conveyed through the canvas, it's so powerful. We've been able to tour this artwork around to several different places and we had kick-off event at the facility last year so the girls got to experience what an art show would be like and we set up their canvases for them so they got to see everyone else's and we had a dinner and just kind of made it a special event for the girls and really acknowledged them for it. This was all them. I didn't do anything but bring the materials. They did all of this themselves. This was their ideas, their thoughts, and their skills put out onto the canvas. So, we celebrated them for that and then it moved on to an art gallery in Norman. If anyone has ever been a part of the Norman art walk that happens the second Fridays of the month, it's a pretty big event. The artwork actually got to be showcased during that, so that was kind of our kick-off into the community. It was hosted at OU in the school of Social Work and then it's been around to several different libraries: Del City, Ralph Ellison is next month, and a few others. It's gotten a huge response everywhere that it's been. I've received letters back or information from the people that I've connected with that, that hosted it. People come up to me teary-eyed and just say how powerful it is and how they are so impressed with how the girls are able to share their story and do it eloquently, in a manner that is so relatable to everyone. I don't think I would be able to put this on the canvas and make it work as well as they did. It's made a huge impact and that was our goal, to be able to share these girls' stories. We all know the state of Oklahoma and the incarceration rate for women, so to be able to get that out to the public, there's a story behind this. There's a reason and there's a person behind this. It's not a number, it's not a delinquent. It's a person that's gone through things.

Board Member Tony Caldwell thanked Ms. Gleason for participating with OJA and for her presentation. You really work with us and that show that you care. Mr. Caldwell asked staff if we considered asking for a showing at the State Capitol to see this art and allow this expression.

Ms. Gleason responded, "We discussed that last year, and tried to do something with the Capitol, but the timing just wasn't right." But, this year we definitely have the opportunity to make that happen and make the right connections. We can collaborate together to find if there's a way we can make that happen. There was a story written in the Norman Transcript whenever the art was shown at the Norman art gallery, and we've also used some of our social media to promote it any time it's been placed at a different site to let people know it's there.

Board Member, Tony Caldwell asked the Director if we could help make that happen. The Director said the point was well taken and we will figure a way to incorporate it.

Chairman, Scott Williams echoed Mr. Caldwell's sentiments. As far as an advocate for this and maybe some direction at the Capitol, Representative Munson, who used to be in leadership at the Girl Scouts was tremendous to work for. She was very, very encouraging and excited about the things that we were doing. So, just know, it goes without being said that a lot of these young ladies wouldn't have the opportunity to think about expressing themselves in this manner and to know that they can do anything. So, it goes without saying, we appreciate what you're doing. It's definitely making an impact and I would say we definitely at least have a chance at the Capitol and Representative Monson to work along beside us. I'm talking to her this week, so we're pleased.

Vice Chair, Kristin Jarman asked if when the art is finished making its tour, will it be auctioned it off or anything?

Ms. Gleason said some different options have been discussed because people have asked about purchasing the art. It was something we thought about but didn't really put a plan in place of how that would happen. We can definitely start discussing it. We will probably start the next round in April or May. I'll start working with the girls again to do a new year of this, so that's probably something we need to discuss and figure out. Mr. Caldwell suggested letting the girls choose a charity to donate the proceeds to.

Chairman, Scott Williams thanked Ms. Gleason for her time and thanked the Director for having her at the Board Meeting. This was an excellent addition to the Director's Report.

Director Buck said he would look forward to making comparable programs and youth stories a significant, regular presence at Board meetings as part of his report if it meets with the approval of the Board.

Director Buck shared about a document that was passed out to the Board. It was the graduation speech from one of our recent graduates at Manitou. Originally he prepared this on a hand written notebook paper for oral presentation and we asked his permission to go ahead and craft it and present it to you. All of the words are his; we just rearranged and inserted the punctuation for the purposes of presentation. It was really touching and you, in your role as a Board member, you have the privilege of seeing his photo and I think that's a genuine smile of someone who is very proud of the fact that he will walk out of our care with a very important life event being met.

On my tour to visit SWOJC, I had the chance to meet our second graduate. I spent a few minutes of time with him and some one on one dialogue and I just want to share with the Board, I think this is a strong endorsement of the work done by our superintendent, our principal, and our staff. This young man came to our care from one of our states more prominent school districts. He came to our care from a school district that does not lack resources. It is a school district that is routinely considered at the top of academic reports that are issued by the State Department of Education. I had the chance to visit with this young man and the point he made, and by the way the young man, I believe had a twenty-five on his ACT, so this young man is doing very well, made the point to me that in the district from which he was enrolled previously, he was always just a number and to the teachers in his care, the teachers for whom provided him instruction, it was about moving somebody for a specific grade, specific score or whatever

the case may be and he made the very specific point that with our very small but dedicated staff at SWOJC, that he felt like people invested in his future, that he mattered as an individual, not just somebody who was going to improve the district profile. That was a really important conversation for me to have because it demonstrated how valuable the school can be for those that we serve. One quick administrative update, it just dawned on me, we were only together just three weeks ago. It wasn't that long ago that we were gathering and at that time Len Morris was kind enough to do a presentation on the Executive Order and our compliance with the Executive Order relative to emails and voice mails. It's my understanding that Len has completed the beta testing and is ready to start scheduling instruction. So, look forward to us to close that out in the very near future and you will have a direct portal to the constituents that we all serve.

Board Member Mark Hixson asked if in the future we could have a letter or card that the Board can sign for each graduate. Director Buck responded, "I think that is a terrific idea and we will make sure that happens."

I want to highlight a couple of ideas on my report. I've had the opportunity to begin making my way across the state and seeing our various stake holdings and contracting partners. Tammy and I have developed a grid of all our contracting partners and she is going to be helping me try to do my very best to meet with each one of our contractors or at least touch their community one time each year. I am willing to make that commitment. It may be no more than a ten or fifteen minute visit on my way from one town to the next but I think it's very important that I have a visible representation with those who partner with us on our obligation to serve these young people.

Under Public Relations, I had the chance to do KOKC 1520 on Tuesday night with Chad Alexander. I did his drive time show in the evening and took one of our Council of State Government (CSG), consultants with me. Originally we were blocked for forty-five minute segment and they were kind enough to give us an additional fifteen so we ended up having an hour of conversation with Chad on topics that are core to our mission. I also want to comment that earlier this week I had a chance to visit Central Oklahoma (COJC) for their annual March Madness. If you've never gone to March Madness, which is the basketball tournament opportunity for the young men in our care, our two facilities participate as do some of our contracted partners and the group homes. It is an extremely well organized event and I just loved being out there and seeing how enthused the kids were and the opportunity to have an opportunity to be real high school kids for a day and to have the chance to compete, to put on a jersey, and to work as a team. So, I was very happy to see that and certainly enjoyed Superintendent Frye's hospitality that day when I had a chance to visit. I'll close out by specifically referencing the CSG 50 State Forum. For those Board members who were able to participate, thank you for coming out and demonstrating your support for that. Intensive Technical Assistance from the Council of State Governments is an extremely competitive process. They initially accepted applications. There were eight states chosen for site reviews. We were able to participate in a site review at the request of Senator A.J. Griffin and from that we understand now that at the end of March that we have to affirm our commitment to participating in a further technical assistance consultation and they will award two, maybe three of the eight states they visited for that level of investment. We're very appreciative of that. I would be very remiss if I didn't commend Janelle and J'Lynn and others. I'm certainly running the risk of omitting names. Tammy was involved, Anna was involved, Dorothy was involved and others, for the staff level it took to coordinate that. I was very proud that they were able to host them and I hope it was time well spent. On a final note, a former colleague of mine, Darcy Gruttadaro and I had a chance to have a very long phone call. She is the policy director of Child Adolescent Policy for the National Alliance on Mental Illness (NAMI) so she's one of the state's leading voices on mental illness and she does a lot of work in juvenile justice. She and I have known each other for a number of years but I wanted to articulate how much respect she has for the services that she's historically seen delivered in this state. We had a conversation about things we could do to improve but she was able to articulate, based on due diligence and research of her own, several examples that she said, "Well, I know your state is already doing this and has a great reputation for that particular deal." I think it's always nice to be able to talk to a national person who's aware of some of the things we're doing and can speak to those. So, with that, that will be my prepared remarks and I'm happy to entertain any questions.

Mr. Caldwell asked if the CSG visit was as well received in its totality as it was for the first session he attended. Mr. Caldwell asked if staff intends to follow up on the site visit with a formal request that we would like to participate. He also asked if anything else needs to be done that the Board can assist with to make that happen.

Director Buck asked Janelle to join him in answering. To your question, I was very encouraged when the day after the site visit; the consultant was very quick to send us a reminder that we now owed them a letter, which I sense was a very important point. One thing that was very clear is that the raw number of people in attendance made a significant impression on the consultants. If you looked at the opening ceremony, unfortunately I was unable to be there, it was impressive. They sent me picture images. It was a great turn out. The room was packed. I think I made the joke; they had three or four legislatives as a high in the previous state. We put twenty legislators in the room. They get that we're concerned as a state. I'll let Janelle answer your question. I do not know that it would be inappropriate (and Dorothy you may have to help me on this - I had not thought this through) if the Board might be able to do a resolution. An endorsement by the Board, either individually with letters of support or accumulatively might improve our application letter.

Ms. Bretten agreed. We will engage Senator Griffin as well as the Governor's office. We have to have certain people in part of writing this letter, contributing to this letter and signing off on it. On our letter or commitment and we'll probably have pictures of the turn out, we'll make statements about the turn out and how much this means to us, how important this is to develop this strategic state plan in order for us to continue to get these second chance act grants in the future. I believe I will need to speak with Senator Griffin on that frequently because the letter's due by March 31<sup>st</sup>. We were just informed of that.

Mr. Caldwell remarked, "I don't know if it would be inappropriate to ask our House and Senate to do resolutions to help in the process." This is an opportunity for leverage because of the budget issues that we face. I did think that you put on a first class presentation and there were a lot of people there. There are a lot of people in this state that care and this is a great opportunity.

Ms. Bretten commented, "There are a lot of people engaged in this letter and I joked with CSG a little bit about how they score us?" I told them, "Look at our turn out, we should be selected just for that." Mark Ferrente was very helpful, too. So, we'll work with him and work with everyone to come up with a great letter.

Chairman, Scott Williams echoed that. If we could get a resolution, something from the Board, something from the House, and even the Governor's office, even if we're not selected, I think it does something to the engagement and process with all of those Chambers that we're serious about what we're doing and the direction that we're going. I think those are the easier things to do. It speaks big and we collected, we share the pictures; the initial meeting with the numbers that he's already said is the largest they've had is an indication of, I think, state-wide support. It was very well done and put together and I really think we need to thank Senator Griffin and her leadership, to be able to get even some bi-partisan representatives in there. I think all of you guys did a superb job. Ms. Bretten thanked the Chairman and thanked the staff.

Director Buck apologized and asked to add an addendum to his report. We as an agency suffered an untimely loss of one of our co-workers. I had the opportunity to attend the services for Connie Schones on Tuesday morning and I had a conversation with Connie Schone's husband yesterday. We spent some time on the phone together and it was noted by him, the living tribute to his wife and the services she did that so many of her co-workers chose to be at the services to honor her life. So, it's been hard on members of our staff. Those are never good things to work through but it was a very appropriate celebration and I did want to acknowledge Ms. Schones' contribution to this agency.

Mr. Caldwell commented, "I do think it is appropriate for our Board to do something like a letter of regret to memorialize her service and her life.

The Chairman agreed and commented further, "Thank you for your leadership." I think it demonstrates what you've said from day one about what you want to do. We want to be an agency of choice and I think

the fact that you put employees first and allowed your team to handle business at the Capitol, while you attended the memorial service only speaks to the direction of which we're going and I thank you for that.

#### RULES COMMITTEE REPORT

Director of Government Relations, J'Lynn Hartman presented. Since the last time we reviewed the proposed permanent rules, I noticed a rule making attempt was filed with Secretary of State in the office of administrative rules. That happened on January 25<sup>th</sup> and also the full text was emailed to the Governor's office and our agencies Cabinet Secretary. The notice was published in Oklahoma record on February 16<sup>th</sup> and the comment period took place between February 16<sup>th</sup> and March 17<sup>th</sup>. A public hearing was held this morning at 8 a.m. We are in total compliance with everything. So, now you can vote to adopt the proposed permanent rules. I would like to thank you all for meeting today. I know that Spring Break is an issue. But because you met, we're able to electronically submit our gubernatorial and legislative review documents before April 1<sup>st</sup> which means that the legislative review can happen during this current legislative session rather than going beyond April 1<sup>st</sup>. So, the proposed permanent rules can be approved and disapproved in whole or in part by a joint or an all members resolution which would happen from the legislature and it must pass both houses and be signed by the Governor for the rules to be considered finally adopted. If the legislature fails to pass an ominous resolution prior to the end of legislative session which has happened in the last two sessions, the Governor may issue a Governor's Declaration declaring the proposed permanent rules approved and primarily adopted. I believe we should know the outcome of these rules by June 25<sup>th</sup>. There are two areas that we did change this morning.

Chairman Williams recommended going directly to those two areas so everybody has the chance to read them and we go from go there.

On page three, is the language on 136 that Director Buck issued. It doesn't have an "s" on the end of placement so we're going to add an "s". So, when you vote, know that there will be an "s" added to placement. The next change is on page seven. In 3-13-82, we're adding at the end of supervision, we're going to add as defined by O.S., Section 2-1-103 in parenthesis, we'll put eight. Ms. Hartman asked if the chair of the rules committee wished to explain further.

Vice-Chair Ms. Jarman requested this change be added to have it defined as what is alleged to be in need of supervision, because that could mean in need of supervision due to parent's actions or due to the child's actions. I just think that clears up that language as to what it means to be in need of supervision.

Ms. Hartman stated that there's one rule that can be voted on in the action items. One rule in Chapter One, several rules in Chapter Three, and one rule in Chapter Twenty-five.

#### **ACTION ITEMS**

#### **DISCUSSION AND/OR POSSIBLE ACTION TO ADOPT BY PERMANENT RULEMAKING REVISIONS TO THE ADMINISTRATIVE RULES OF THE OFFICE OF JUVENILE AFFAIRS, TITLE 377 OF THE OKLAHOMA ADMINISTRATIVE CODE**

Ms. J'Lynn Hartman, Director of Government Relations presented. The first vote would be on this Chapter One (377:1-1-5). This is simply about the Board of Juvenile Affairs corrects the Vice Chair as well as the responsibilities of the Board.

Motion by Mark Hixson with a second by Tony Caldwell to adopt by Permanent Rulemaking the Revisions to the Administrative Rules of the Office of Juvenile Affairs, Title 377:1-1-5 of the Oklahoma Administrative Code.

MOTION PASSED

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Kristin Jarman  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis

The second vote will be on Chapter Three. There's several in this chapter. (377:3-1-21, 377:3-1-25, 377:3-7-4, 377:3-11-5, 377:3-13-6, 377:3-13-81, 377:3-13-82, 377:3-13-83, 377:3-13-36, 377:3-13-89, and 377:3-13-129).

**Vote 2- Pages 3-9.**

**Title 377. Office of Juvenile Affairs  
Chapter 3 Administrative Services  
Subchapter 1. Office of the Executive Director  
Part 3. Office of the Advocate General**

377:3-1-21. Definitions [Amend]

377:3-1-25. Abuse, neglect, and caretaker misconduct of a child in OJA custody and placed in a secure facility operated by or through contract with OJA [Amend]

**Subchapter 7. Finance Department**

377:3-7-4. OJA financial system [Amend]

**Subchapter 11. Risk Management**

**Part 1. Drug Policy**

377:3-11-5 Substance screening [Amend]

**Subchapter 13. Office of Public Integrity**

**Part 1. General Provisions**

377:3-13-6. Certifications of Secure Juvenile Detention Facilities, Municipal Juvenile Facilities, and Community Intervention Centers [Amend]

**Part 7. Requirements for Community Intervention Centers (CIC)**

377:3-13-81. Structure [Amend]

377:3-13-82 General provisions [Amend]

377:3-13-83. Information gathering /reporting data [Amend]

377:3-13-86. Organization, administration, and finance [Amend]

377:3-13-89. Juvenile records [Amend]

**Part 11. Requirements for Certification of Secure Juvenile Facilities**

377:3-13-129. General emergency procedures [Amend]

Motion by Tony Caldwell with a second by Mark Hixson to adopt by Permanent Rulemaking the Revisions to the Administrative Rules of the Office of Juvenile Affairs, Title 377 of the Oklahoma Administrative Code

MOTION PASSED

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Kristin Jarman  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis

The third vote is on Chapter Twenty-five 377:25-3-2 is adding an "s" to occur.

Motion by Vice-Chair, Kristin Jarman with a second by Dr. Stephen Grissom to adopt by Permanent Rulemaking Revisions to the Administrative Rules of the Office of Juvenile Affairs, Title 377:25-3-2 of the Oklahoma Administrative Code.

MOTION PASSED

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Kristin Jarman  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis

Chairman Williams then returned to Action Item A.

**DISCUSSION AND/OR POSSIBLE VOTE TO APPROVE THE MINUTES OF THE FEBRUARY 26, 2016 BOARD MEETING.**

Board Member Tony Caldwell suggested we wait until the April meeting to vote on the February 26, 2016 minutes. It's no reflection on anyone. I know that this was the most extensive set of minutes that I've seen and we could use more time to review the minutes.

Chairman Williams stated, "That's fair and I will say that the minutes are very detailed and I really appreciate Tammy for taking the detailed minutes and we will move that item to the next board meeting.

**DISCUSSION AND/OR POSSIBLE ACTION REGARDING THE MONTHLY FINANCIAL REPORT INCLUDING POSSIBLE DISCUSSION OF EXPENDITURES, BUDGET INCREASES, REDUCTION, AND REVENUES**

Mr. Kevin Clagg, Chief Financial Officer, presented the year to date financial report as of February 2016, using PowerPoint presentation. <http://www.ok.gov/oja/2016BoardDocument.html>

Motion by Mark Hixson with a second by Tony Caldwell to approve the Monthly Financial Report including possible discussion of expenditures, budget increases, reduction, and revenues.

**MOTION PASSED**

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Kristin Jarman  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis

Board Member Caldwell recognized Mr. Clagg and thanked him for the hard work and the hours that he has put into figuring out how to meet all the special financial challenges that we've had. Mr. Caldwell shared that Mr. Clagg is committed to the agency and thanked him.

Director Buck supplemented that with a thought from today's finance committee meeting. Mr. Clagg has created an interesting tool which will allow this governing body to anticipate future trends based upon the economy. Historically, we may have had the tendency to sit back and wait and not do any proactive planning. So, he's really built a nice tool that can inform the finance committee and can inform me on what the future might look like and that way we're a little bit ahead of the appropriations process and we can look at some things and can perhaps make our planning decisions, not just at the moment but thinking about what that might mean down the road. That was a little bit extra initiative and it was a bit of a stretch and he had to make a lot of external contacts that typically wouldn't be in our spear, but he did that quite capably.

Also, with the document posted up there, I did want to call specific attention because I think I want to be able to articulate this in a public way. One of the items that we did approve in the finance committee this morning was the offering of voluntary buy out for OJA employees. That is a process that has been undertaken by the Department of Health. It's been taken on by our Oklahoma Department of Human Services. It is a process that will require coordination with OMES and other institutions so it's not something that happens immediately but I will commit to you to be clear and consistent in my communication for that opportunity for our employees. As we wrestle with a very difficult financial picture I think it's very important that we take a position that is as favorable as possible considering some of the hard decisions that must be made in the near future. Also, I did want to articulate I believe you were referring, Board Member Caldwell, to some of the patterns of some of the agencies in the past was the use of a furlough. I understand, and this is certainly before my time that this agency has actively used furloughs as a strategy and I will share in full disclosure to the Board that I wrestled with my dialogue with Kevin but that was something that came to the table, as something that I was contemplating but as we work that through, as we've had dialogue with it and with great counsel from the finance committee, I have asked to withhold a furlough as only a tool of last resort that's available to us should we reach a fiscal year and absolutely have to do additional things that we maintain that but it's not something at this

time that I'm going to put forward in a proactive manner. To that end, though I am going to go through the prerequisite filings and ask for permission for our agency to seek a voluntary furlough. A voluntary furlough has been done by other state agencies so there is record of doing this and that is a means by which employees can voluntarily step forward, forfeit their work day for the benefit of our overall budgetary situation and respect for those we serve and I will be serving notice through this commentary to the Board that I do intend to personally take part in that voluntary furlough. If I am the only person who does it, that's fine but I feel like it's in my role and my responsibility and accountability to those we serve that I share in this very difficult economic climate that our state is facing.

Chairman Williams thanked Director Buck and expressed appreciation to both the director and Mr. Clagg for their leadership. For one, if you're going to be an agency of choice. I think an agency that looks at its employees and doesn't want to put a burden on them as far as a furlough is concerned. I think that it also creates opportunities where people want to step up and buy into. This is what we're doing. This is where we're at. Thank you so much and thank you again Kevin. I think that tool is something the other state agencies will probably want to take a look at because it's very simple but it paints a really good picture.

Director Buck commented that the Legislative update is another item that is appearing on the agenda in a very different place than it has previously. Ideally, this is a conversation that we would perhaps be having in the December time frame as opposed to having it half way through a Legislative Session, but at our last Board meeting, Mr. Caldwell brought up a really interesting point regarding approval of a legislative agenda on behalf of this agency. Let me just frame this so we have an understanding why this is so important. A few minutes ago, you as a Board went through the process of voting on Administrative Rules. You have affirmatively approved those rules so that we can forward those to the Legislature. By nature, statutory change has a higher pecking order in the law than does an agency rule yet we have not proactively put a legislative agenda in front of you previously. So, I think it is best practiced that we, moving forward in the advance of a Legislative session, specifically articulate those items for which we will be requesting statutory change. I wasn't here at this time and I really appreciate the comments you've made so what I have asked today was for Ms. Hartman to put forward before you in context the four remaining agency request Bills for some sort of affirmative action if the Board so chooses relative to our position this year.

**LEGISLATIVE UPDATE WITH DISCUSSION AND/OR POSSIBLE VOTE TO APPROVE THE AGENCY'S REQUEST FOR PROPOSED STATUTORY CHANGES AS SUBMITTED TO THE LEGISLATURE, AS FOLLOWS**

Motion by Tony Caldwell with a second by Dr. Stephen Grissom to approve the agency's request for proposed statutory changes as submitted to the legislature, as follows:

2015 Legislation- carried over to 2016 Legislation – SB44 Introduced > Engrossed  
2016 Legislation –SB1069 Introduced> Engrossed, B1371 Introduced> Engrossed, SB1424 Introduced > Engrossed.

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Kristin Jarman  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis

**DISCUSSION AND/OR POSSIBLE ACTION TO ADOPT OC SPRAY TRANSITION PLAN**

Dr. Stephen Grissom noted that some of us were opposed to OC from the very beginning and I will uphold my part in that. I have always felt like OC Spray and Tasers have no place in the treatment of troubled youth, that if we're going to use those kinds of techniques, then we haven't been doing some things we should've been doing or we've been doing some things we shouldn't. Our focus needs to be on doing a better job training the staff and supporting the staff in how to work with troubled kids rather than how to inflict more pain on kids who already hurt more than they need to hurt. It would be my desire that at some point the agency would look at it that way. I think the OC Spray transition plan is a reasonable approach. We're not taking it away. It's there for emergency use. It would be my hope

that this plan, if we do a good job of implementing the steps laid out here, it would resolve in it not needing to be used. The last thing I would say is, again, compliments to Mr. Morey and his staff and to Janelle as well for taking the issues seriously and producing a reasonable plan.

Mr. Robert Morey, Institutional Services Director thanked the Board for a few moments of their time. This is a plan that was put in front of you in December. It was initially a two page document. It is a summary document and there is further information below that that actually outlines each step of the plan and what needs to take place. As Dr. Grissom said, this was a collaborative effort from the Board members, to my administrative staff, all the way down to pulling in our Psych staff, and our security staff to talk about what it would look like if we would get to a point where we would not have OC Spray. So, what you have here in front of you is a plan in the next twenty-four months to reduce and/or eliminate OC Spray.

Board member Mark Hixson asked to have a report in about six months. Chairman Williams said we can absolutely do that. I think that it makes sense adopting the whole plan but I think that at the same time, we're just going to need ongoing updates but I also think it's important, I just want to make sure I say publicly, I'm excited that we have a plan but also, I'm like Dr. Grissom to the extent, it's not necessary. This agency ran a very long time before with a couple of Directors before we had this and we did very, very well. The staff did very, very well and the injuries were very, very low. So, I think that we're naïve at best if we think that OC Spray is our answer and so I'm excited that we have a plan and people can buy into because what happens is we shift the culture and we have to get people to buy into something new when the culture didn't exist previously. So, I'm excited about the fact that we're moving in a new direction.

Motion by Tony Caldwell with a second by Kristin Jarman to adopt the OC Spray Transition Plan

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Kristin Jarman  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis

**OKLAHOMA YOUTH ACADEMY CHARTER SCHOOL**

**DISCUSSION AND/OR VOTE TO APPROVE 2016/17 ACADEMIC CALENDAR FOR THE OKLAHOMA YOUTH ACADEMY CHARTER SCHOOL**

Motion by Tony Caldwell with a second by W. Mark Hixson to approve 2016/17 Academic Calendar for the Oklahoma Youth Academy Charter School

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Kristin Jarman  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis

**VOTE TO CONVENE INTO EXECUTIVE SESSION**

Motion by Mark Hixson with a second by Tony Caldwell to convene into Executive Session

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Kristin Jarman  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis

**VOTE TO RETURN TO OPEN SESSION**

Motion by W. Mark Hixson with a second by Tony Caldwell to return to Open Session

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Scott Williams

Absent:

Dr. Donnie Nero  
Michael Willis  
Kristin Jarman

**NEW BUSINESS**

Chairman Williams asked Director Buck to prepare a resolution for the Council of State Governments for him to sign on behalf of the Board.

**ADJOURN**

Motion by Mark Hixson with a second by Tony Caldwell to adjourn the Board of Juvenile Affairs Meeting.

Voting Aye:

Tony Caldwell  
Dr. Stephen Grissom  
W. Mark Hixson  
Scott Williams

MOTION PASSED

Absent:

Dr. Donnie Nero  
Michael Willis  
Kristin Jarman

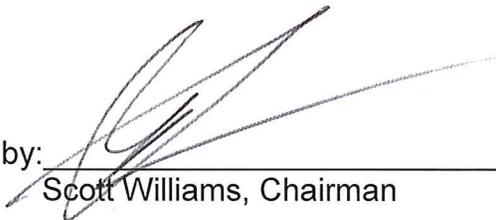
The meeting was adjourned at 12:07 p.m.

Minutes approved in regular session on the 15<sup>th</sup> of April, 2016.

Prepared by:

\_\_\_\_\_  
Tammy Kelly  
Board of Juvenile Affairs Secretary

Signed by:

  
\_\_\_\_\_  
Scott Williams, Chairman