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JUVENILE JUSTICE STATE ADVISORY COUNCIL
PREVENTION & ACCOUNTABILITY COMMITTEE MEETING

December 4, 2013
10:00 a.m. to 1:00 p.m.
Maui Youth & Family Services - Conference Room
200 Ike Drive
Makawao, Hawaii 96768

MINUTES

Present: Melinda Montgomery, Chair
Christina Andersson-Reichert, Vice-Chair
Walter "Wally" Lau
August Suehiro
Tina Winquist

Staff: Ed Chargualaf, OJJDP Program Coordinator
Leimomi Fernandes-Otake, JJ Administrative Assistant

I. Call to Order

Chair Montgomery called meeting to order at 10:06 a.m. Chair introduced guest, Jennifer Gladwin of Hale Kipa Maui. Christina Andersson-Reichert asked to add new business to the agenda for the Maui Youth & Family Services program coordinators to report on current OYS programs at 11:00 a.m. Chair asked for members to vote, approved unanimously and added as item III D.

II. Review Juvenile Justice State Advisory Council (JJSAC) Prevention & Accountability Committee September 4, 2013 Minutes **Attachment A**

Montgomery asked for review of the September 4, 2013 minutes. Andersson-Reichert motioned to approve the September 4, 2013 minutes, seconded by Wally Lau, and the motion was passed unanimously.

III. New Business

A. Providers' Accountability to SAG

1. Performance Indicators - guidelines for site visit

Chargualaf reviewed the MPD POI program report as a baseline. Stressed how to get money's worth from program and if the program is collaborating or working in silos. Lau suggested aligning report with OJJDP. Andersson-Reichert suggested to define the measurements and expectations upfront. Chargualaf noted the cultural need of Kupunas similar to growing up with aunties and uncles in the community.

Chair commented the MPD POI report does not state what it is doing and should require at least 1-2 sentences. Andersson-Reichert suggested to train on how to do the report, state the requirements, ask for 3 success stories on half a page or 2 sentences, and develop a checklist to note if included stories, if collaborated, included cultural component, if met the expectations, included financials, and etc.

Tina Winquist suggested a video report to record what the program is doing as an alternative and to include funding evaluations, so the program conducts internal evaluations to document where the outcomes should be. Lau noted that if it is collaborating, the program should also give examples such as culture, because it is not in the report; yet they may be doing it. Chair noted OYS used to have an OYS monitor, but due to the lay-offs rely solely on the reports. Winquist suggested programs that overcome despite no funding, should state their strategies to offset sustainability. For example, the program shows what does by tapping into other resources until the funding becomes available.

Chargualaf reported projects continue without reports even when reminded past due. Others may report, but missing critical information such as the impact on the community, the system flow, how many served and etc. Some files only have the contract and monies are returned because the program failed to monitor their project quarterly. Commented self-reporting is high risk because provider does not submit invoices or reports, and repeatedly return monies.

Chair mentioned as a provider, submit best guess for the proposal and funding. Suggested flexibility to change budget line items that cannot use, because of the needs change. Chargualaf currently includes OYS Fiscal manager to educate provider on the budget to make award of a grant extension ending to avoid returning monies. Andersson-Reichert meets with MYFS Finance Department quarterly to review last month finances if over or under spent. Chargualaf confirmed reason for the committee to hold the programs accountable and to obtain report summaries of numbers completed the program, numbers currently serving and where spending the monies.

Lau suggested data to reflect how program is progressing, what's happening to spend the money, where the money is going and if managing the monies. Andersson-Reichert noted some contracts require a fiscal report. Chair noted OHA and the county grants use a calculated form with percentage for each line item to know where the provider is not spending the money. Winquist suggested to include in the scope of services that project managers are to track funding and must have the ability to manage the funds in order to close the gap of returning monies. Chair

suggested a fiscal template to use as a fiscal tool. August Suehiro suggested report to include the fiscal responsibilities on next to the performance reports similar to a doctor report.

Lau inquired if given enough time, the ability to reallocate the money to another organization. Chargualaf reported an example of a program not communicating that a staff left, which should have subcontracted the services until replaced the staff versus returning the money. Winquist suggested enforcing consequences when do not spent the money, such as a 10 page report with a detail explanation.

Chargualaf mentioned working with the same agencies for the past 10 years and time to make a switch because using the same scope, the same program and repeatedly return monies. Another reason for committee to review the programs. Lau suggested if the program has a pattern, to provide funding based on a financial guideline and include corrective actions for money status; if on track or if not, to explain. Chargualaf stated have used the OYS report template and noted plans to not fund the same organizations. Action: Chargualaf to email RFP rollout.

2. Reporting Requirements - baseline report

Chargualaf distributed county data numbers to use as a baseline for funding allocation. For example, Hilo is funded, but should fund Puna because of the population growth. Lau reported Puna is the fastest growing community, but only has 3 police officers. As planners, must ask developers for other kids structure opportunities beyond a park in order to develop healthy and striving communities. Lau requested data by districts. Action: Chargualaf to obtain district numbers. Leimomi Fernandes-Otake to email Hawaii County data.

Chargualaf reported the FY13 HYCF numbers to use as a baseline when reviewing the programs; 1st is the Big Island, and 2nd is Maui. Chair noted only sent 3 youth from Kauai. Lau inquired if the 60% neighbor islands HYCF population is due to the lack of neighbor island resources.
Action: Chargualaf to email HYCF numbers.

B. Comments & Recommendations to Providers

Noted in section III A.

C. Maui Police Department Positive Outreach Intervention Program - Site Visit

To follow Prevention and Accountability Committee Meeting.

D. Maui Youth & Family Services Presentations

1. Positive Action Program – 10-13 year old youths, free program for middle school, 2 times a week to help youth feel good about self.
2. Intervention Program – Outreach & Advocacy School Referral, self-referral and Juvenile Boys & Girls after school activities to increase youth's communications.
3. Intensive Monitoring, called Ho`ala Mai – 12-17 year old youths, referred by family court and work with probation officers. Staff monitors youth 24 hours, face to face, stabilizes situations, and works with kids to become successful with meeting their probation plan.

IV. Announcements

1. PEW Foundation

Chargualaf noted PEW's focus is probation because juveniles are on probation for not obeying parents or for not attending school. Youth are setup for failure and are we doing justice. Ho`opono Mamo is to reconnect the families throughout the process. Action: Fernandes-Otake to email Ho`opono Mamo website link.

PEW noted status offenses should be treated as status offense and not go through the court system. The money should be diverted from the back end to the front end. The last emphasis is to include community based programs. Andersson-Reichert requested copy of the PEW report. Action: Chargualaf to get OYS Executive Director's approval for dissemination of the final report.

V. Next Meeting

Tentative - Wednesday, March 5, 2014 on Kauai. Action: Chair to coordinate meeting location. Chargualaf to OJJDP program providers site visits.
Tentative – Wednesday, June 4, 2014 on Hilo to site visit the Hilo Assessment Center.
Tentative – Wednesday, September 3, 2014 on Oahu (meetings return to Oahu).

VI. Adjournment

Andersson-Reichert motioned to adjourn the meeting, and seconded by Lau. There being no further discussion, the meeting was adjourned at 12:01 p.m.

Respectfully submitted,

Leimomi Fernandes-Otake

Leimomi Fernandes-Otake
Juvenile Justice Administrative Assistant