

NOTE: MEETING MINUTES ARE IN DRAFT FORMAT AND HAVE NOT BEEN APPROVED BY MEMBERS OF THE STATE ADVISORY COUNCIL ON JUVENILE JUSTICE, AS SUCH, INFORMATION IN THE MINUTES HAS NOT BEEN APPROVED FOR CONTENT AND ACCURACY.

JUVENILE JUSTICE STATE ADVISORY COUNCIL  
Department of Human Services, State of Hawaii  
Office of Youth Services

Executive Committee  
4th Quarter Video/Audio Meeting  
Hosted on Zoom  
(Copy of audio link available upon request)

Friday, August 7, 2020  
8:00AM-9:00 AM

Members Present: Delia Ulima (Chair), Tai-an Miao, Noy Worachit

Members Absent: None

Members Excused: Susan Pirsch (Vice Chair), Major J Averell Pedro,

Guests Present: None

Staff Present: Shannessy M. Ahu, John Paekukui, Josue Osegueda, Norene Machida

AGENDA ITEM	DISCUSSION	RECOMMENDATIONS/ ACTIONS/CONCLUSIONS	PERSON(S) RESPONSIBLE	DATE DUE
I. Call to order/Establishment of Quorum	<ul style="list-style-type: none"> <li>• Meeting called to order at 8:06 a.m. by Chair, Delia Ulima</li> <li>• Quorum was established</li> <li>• Introduction of attendees:               <ol style="list-style-type: none"> <li>1. Delia Ulima-Chair JJSAC, Epic Ohana</li> <li>2. Tai-An Miao-Chair of Ethnic &amp; Cultural Diversity Committee, University of Hawaii</li> <li>3. Noy Worachit JJSAC member, Chair of Youth Committee</li> <li>4. Shannessy Ahu-Federal Grants Manager, Program Specialist V, Office of Youth Services</li> <li>5. Norene Machida-Office Asst. III, Office of Youth Services</li> <li>6. John Paekukui-Compliance Monitor, Office of Youth Services</li> <li>7. Josue Osegueda-Program Specialist IV, Office of Youth Services</li> </ol> </li> </ul>	For information only	D. Ulima	
II. Consideration and Approval of Minutes for the following Meeting(s): November 14, 2019 and May 19,2020	<p>(8:16) D. Ulima</p> <ul style="list-style-type: none"> <li>• Consideration and approval for November 14, 2019 minutes.</li> </ul> <p>(8:17) S. Ahu</p> <ul style="list-style-type: none"> <li>• You have established quorum today. Noy will be counted to approve minutes.               <ul style="list-style-type: none"> <li>○ To establish quorum and approve the minutes, the people who are currently sitting on the committee,</li> </ul> </li> </ul>		D. Ulima	

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	<p>who were present, and are present can approve the minutes for November and May meetings.</p> <p>(8:18) D. Ulima</p> <ul style="list-style-type: none"> <li>Some members are not present to approve the minutes, therefore minutes for November 14, 2019 and May 19, 2020, will be moved for approval to the next meeting.</li> </ul>			
<p>III. Community Input</p> <p>[Pursuant to section 92-3, Hawaii Revised Statutes, Community Members will have 3 mins. to speak, i.e. per person, per item, or written testimony can be submitted on agenda items]</p>	<p>(8:18) No community in attendance</p>			

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<p>IV. Subcommittee Discussion:</p> <ul style="list-style-type: none"> <li>OJJDP 3-Year State Plan discussion</li> </ul>	<p>(8:19) D.Ulima <b>Review of 3 Year State Plan (Copy available upon request)</b></p> <ul style="list-style-type: none"> <li><b>GOAL 1.1.1</b> -Regularly monitor compliance reports and address any issues that arise. Has this been taking place?</li> </ul> <p>(8:21) J. Paekukui</p> <ul style="list-style-type: none"> <li>There are no violations and this goal has been accomplished.</li> </ul> <p>(8:22) D. Ulima</p> <ul style="list-style-type: none"> <li><b>GOAL 1.1.2</b>- Monitor changes in federal law and rules and advocate for effective policy.</li> </ul> <p>(8:23) J. Paekukui</p> <ul style="list-style-type: none"> <li>Major changes are being made with the Detention Homes. This work is on-going.</li> </ul> <p>(8:24) S. Ahu</p> <ul style="list-style-type: none"> <li>This year the compliance manuals must be updated due to the re-authorization.</li> <li>It would be good to keep this goal because changes occur in federal law and rules.</li> </ul> <p>(8:25) D. Ulima</p>	<p>Keep: <b>GOAL 1.1.1</b> Regularly monitor compliance reports and address any issues that arise</p> <p><b>Keep: GOAL 1.1.2</b> Monitor changes in federal law and rules and advocate for effective policy.</p>	<p>S. Ahu</p> <p>S.Ahu</p>	

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	<ul style="list-style-type: none"> <li>• Agree to keep goal 1.1.2</li> <li>• <b>GOAL 1.1.3</b>- Ensure law enforcement is effectively trained on compliance matters.</li> </ul> <p>(8:26) S. Ahu</p> <ul style="list-style-type: none"> <li>• We need to keep this goal 1.1.3 because it is necessary.</li> </ul> <p>(8:26) D. Ulima</p> <ul style="list-style-type: none"> <li>• <b>GOAL 1.2.1</b> - Develop shared knowledge among all islands regarding compliance issues</li> </ul> <p>(8:27) J. Paekukui</p> <ul style="list-style-type: none"> <li>• We need to keep this goal as changes occur often that must be communicated.</li> </ul> <p>(8:28) S. Ahu</p> <ul style="list-style-type: none"> <li>• This goal can be expanded and include presentations from diversion programs such as Ho’opono Mamo and Families as Allies at John’s annual training.</li> </ul> <p>(8:30) D. Ulima</p> <ul style="list-style-type: none"> <li>• <b>GOAL 1.2.2</b> - Develop deeper levels of expertise while building strong trust relationships</li> </ul>	<p><b>Keep: GOAL 1.1.3</b> Ensure law enforcement is effectively trained on compliance matters</p> <p><b>Keep/Expand: GOAL 1.2.1</b> Develop shared knowledge among all islands regarding compliance issues</p>	<p>S.Ahu</p> <p>S. Ahu</p>	

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	<p>(8:31) J. Paekukui</p> <ul style="list-style-type: none"> <li>This is always an on-going development. Need to keep.</li> </ul> <p>(8:32) T. Miao</p> <ul style="list-style-type: none"> <li><b>GOAL 2.1.1</b> - Review findings of Hawaii DMC report as a basis, provide status update, draw conclusions for next actions <ul style="list-style-type: none"> <li>This has not been worked on recently and will need to start up again.</li> </ul> </li> <li><b>GOAL 2.1.2</b> - Settle on committee name to best represent purpose and focus of committee. <ul style="list-style-type: none"> <li>This goal has been accomplished and can be removed.</li> </ul> </li> <li><b>GOAL 2.2.1</b> - Present current state of disparities to variety of stakeholders. <ul style="list-style-type: none"> <li>Discussed this throughout past meetings. This is the core of what our committee is doing and would like to keep this goal on-going.</li> </ul> </li> </ul> <p>(8:33) S. Ahu</p> <ul style="list-style-type: none"> <li>How can OYS best support this goal?</li> </ul>	<p><b>Keep: GOAL 1.2.2</b> Develop deeper levels of expertise while building strong trust relationships</p> <p><b>Keep: GOAL 2.1.1</b> Develop deeper levels of expertise while building strong trust relationships</p> <p><b>Remove: GOAL 2.1.2</b> Settle on committee name to best represent purpose and focus of committee</p> <p><b>Keep: GOAL 2.2.1</b> Present current state of disparities to variety of stakeholders.</p>	<p>S. Ahu</p> <p>S. Ahu</p> <p>S. Ahu</p> <p>S.Ahu</p>	

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	<p>(8:34) T. Miao</p> <ul style="list-style-type: none"> <li>• If there are relevant meetings at OYS have around youth disparities this could be shared with the committee. <ul style="list-style-type: none"> <li>○ Having stakeholders present just to the ECD committee on racial disparities was not the intention of this goal.</li> <li>○ Limitations on the committee members who are volunteers makes it difficult to meet more often to have separate meetings with stakeholders.</li> </ul> </li> </ul> <p>(8:34)</p> <ul style="list-style-type: none"> <li>• <b>Goal 2.3.1</b> - With Prevention Committee, review systems change purpose of Ho’opono Mamo, evaluate progress, determine next steps. <ul style="list-style-type: none"> <li>○ Instead of focusing on only one diversion program, Ho’opono Mamo, how can we understand all the diversion efforts that organizations and counties do to address disparities for equitable outcomes?</li> </ul> </li> </ul> <p>(8:35) S. Ahu</p> <ul style="list-style-type: none"> <li>• Ho’opono Mamo’s contract is up this year. We are waiting to see what will happen.</li> <li>• We will re-word this goal.</li> </ul> <p>(8:36) T. Miao</p>	<p><b>Re-Word: Goal 2.3.1</b> With Prevention Committee, review systems change purpose of Ho’opono Mamo, evaluate progress, determine next steps. Include a broader scope of efforts.</p>	<p>S. Ahu</p>	

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	<ul style="list-style-type: none"> <li>• <b>Goal 2.3.2</b> - With Compliance Committee members and other stakeholders, ensure accurate data is collected to measure disparities in Hawaii. <ul style="list-style-type: none"> <li>○ This is an on-going goal to keep.</li> </ul> </li> <li>• <b>Goal 2.4.1</b> - With Prevention Committee, review best/promising practice priorities and identify those that have the potential to specifically address disparities. <ul style="list-style-type: none"> <li>○ This work has not been done</li> </ul> </li> <li>• <b>Goal 2.4.2</b> - Support the development and improvement of best/promising practices that specifically address disparities. <ul style="list-style-type: none"> <li>○ This was written with the intention of collaborating with committees. Not sure how to best align this goal to rest with the Executive committee as meeting more often has been challenging</li> <li>○ It is a goal worth keeping.</li> </ul> </li> </ul> <p>(8:37) N. Machida</p> <ul style="list-style-type: none"> <li>• <b>Goal 3.1.1</b> -Collect and regularly analyze data “dashboard” that tracks the flow of youth to and through the system.</li> </ul> <p>(8:38) S. Ahu</p> <ul style="list-style-type: none"> <li>• This goal has not been completed and will check with Susan and Ana about keeping this goal.</li> </ul>	<p><b>Keep: Goal 2.3.2</b> With Compliance Committee members and other stakeholders, ensure accurate data is collected to measure disparities in Hawaii.</p> <p><b>Keep?: Goal 2.4.1</b> With Prevention Committee, review best/promising practice priorities and identify those that have the potential to specifically address disparities.</p> <p><b>Keep: Goal 2.4.2</b> - Support the development and improvement of best/promising practices that specifically address disparities</p> <p><b>Keep?: Goal 3.1.1</b> - Collect and regularly analyze data “dashboard” that tracks</p>	<p>S. Ahu</p> <p>S. Ahu</p> <p>S. Ahu</p> <p>S. Ahu</p>	



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	<p>(8:39) N. Machida</p> <ul style="list-style-type: none"> <li>• <b>Goal 3.1.2</b> - Identify gaps in supports for youth: current interests include substance abuse, COFA migrants, long term effects of diversion, afterschool programs.</li> </ul> <p>(8:40) D. Ulima</p> <ul style="list-style-type: none"> <li>• Are we keeping this goal? Can we expand on what other interests we want to look at to identify gaps?</li> </ul> <p>(8:41) S. Ahu</p> <ul style="list-style-type: none"> <li>• This is an important goal to keep. Will advise Susan.</li> </ul> <p>(8:42) N. Machida</p> <ul style="list-style-type: none"> <li>• <b>Goal 3.2.1</b> - Develop a working list of best/promising practices</li> <li>• <b>Goal 3.2.2</b> - Support the development and improvement of best/promising practices in the community.</li> </ul> <p>(8:43) S. Ahu</p> <ul style="list-style-type: none"> <li>• These goals have not been completed. ECD and P&amp;A committees have not met on this goal.</li> <li>• Now that we can use virtual platforms, the committees can hopefully meet more frequently than once a quarter, to get more things done.</li> </ul>	<p>the flow of youth to and through the system.</p> <p><b>Keep/Expand: Goal 3.1.2</b> - Identify gaps in supports for youth: current interests include substance abuse, COFA migrants, long term effects of diversion, afterschool programs.</p> <p><b>Keep: Goal 3.2.1</b> – Develop a working list of best/promising practices</p>	<p>S. Ahu</p> <p>S. Ahu</p>	

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	<ul style="list-style-type: none"> <li>• Virtual meetings will allow us to meet with community partners more often as well.</li> </ul> <p>(8:44) S. Ahu</p> <ul style="list-style-type: none"> <li>• <b>Goal 3.3.1</b> - With ECD Committee, review systems change purpose of Ho’opono Mamo, evaluate progress, determine next steps. <ul style="list-style-type: none"> <li>○ We will keep this goal and expand to include other diversion programs</li> </ul> </li> </ul> <p>(8:45) N. Machida</p> <ul style="list-style-type: none"> <li>• <b>Goal 3.3.2</b> - Develop strong systems for neighbor islands and rural Oahu</li> </ul> <p>(8:46) S. Ahu</p> <ul style="list-style-type: none"> <li>• It would be good to have a discussion with our neighbor island members on what programs are working and identify gaps.</li> <li>• Our federal funds support BIJAC East on Big Island and Hale Kipa, Youth on Probation on Kaua’i <ul style="list-style-type: none"> <li>○ We can share updated information on the amount of youth they serve, type of activities they engage the youth in.</li> </ul> </li> </ul> <p>(8:47) T. Miao</p>	<p><b>Keep: Goal 3.2.2</b> - Support the development and improvement of best/promising practices in the community.</p> <p><b>Keep/Expand: Goal 3.3.1</b> With ECD Committee, review systems change purpose of Ho’opono Mamo, evaluate progress, determine next steps.</p> <p><b>Discuss: Goal 3.3.2</b> - Develop strong systems for neighbor islands and rural Oahu</p>	<p>S. Ahu</p> <p>S. Ahu</p> <p>S. Ahu</p>	

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	<ul style="list-style-type: none"> <li>• This is a broad goal and getting feedback from members on the neighbor islands makes sense.</li> <li>• We can build up a larger step by step system               <ul style="list-style-type: none"> <li>○ If we get traction on the idea, we have on building up a panel to talk about diversion across the State, this would be one part of building stronger systems across the State.</li> <li>○ The understanding of diversion can lead to the next level of understanding and supporting youth on probation, and then the next level of youth who are involved in the system and the next step to youth detained or incarcerated.</li> </ul> </li> </ul> <p>(8:48) S. Ahu</p> <ul style="list-style-type: none"> <li>• We want to start inviting partners to present at our JJSAC meeting in February.</li> </ul> <p>(8:49) N. Machida</p> <ul style="list-style-type: none"> <li>• <b>Goal 3.3.3</b> - Expand the understanding and use of risk/protective factors.</li> </ul> <p>(8:50) S. Ahu</p> <ul style="list-style-type: none"> <li>• Will need to follow-up with Susan on what the committee has done.</li> </ul>	<p><b>DISCUSS: Goal 3.3.3</b> - Expand the understanding and use of risk/protective factors.</p>	<p>S. Ahu</p>	

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	<p>(8:51) N. Worachit</p> <ul style="list-style-type: none"> <li>• <b>Goal 4.1.1</b> - Establish baseline standards for how the JJSAC engages youth.</li> </ul> <p>(8:52) D. Ulma</p> <ul style="list-style-type: none"> <li>• As of now, we have 5 youth under 28 and 1 over 28 with experience on the youth committee.</li> </ul> <p>(8:53) S. Ahu</p> <ul style="list-style-type: none"> <li>• The Youth committee meet once this year and hopefully will start meeting more frequently.</li> <li>• Will work with Noy on their Youth Charter.</li> <li>• Will get some baseline standards for JJSAC youth involvement and identify some goals, community activities they can take part in.</li> <li>• Many webinars and training are available for the youth members.</li> </ul> <p>(8:54) N. Worachit</p> <ul style="list-style-type: none"> <li>• I have attended some of the webinars and it has been very helpful.</li> </ul> <p>(8:55) S. Ahu</p>	<p><b>KEEP: Goal 4.1.1</b> - Establish baseline standards for how the JJSAC engages youth</p> <ul style="list-style-type: none"> <li>• Work with Noy on Youth Charter</li> <li>• Baseline Standards for JJSAC youth involvement</li> <li>• Set goals and community activities to take part in</li> </ul>	<p>S. Ahu</p> <p>S. Ahu</p> <p>S. Ahu</p> <p>S. Ahu</p>	

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	<ul style="list-style-type: none"> <li>• We have a Youth Commission and will reach out to Chet about their interest in joining this committee.</li> </ul> <p>(8:56) N. Worachit</p> <ul style="list-style-type: none"> <li>• <b>Goal 4.1.2</b> - Get the full commitment of the JJSAC and OYS to youth engagement</li> </ul> <p>(8:57) D. Ulima</p> <ul style="list-style-type: none"> <li>• The youth committee will need to clarify what “full commitment” means or look like?</li> </ul> <p>(8:58) J. Osegueda</p> <ul style="list-style-type: none"> <li>• OYS has Survey Monkey as a tool which can be used to empower the youth committee to make data informed decision with surveys from other members or partners.</li> </ul> <p>(8:59) S. Ahu</p> <ul style="list-style-type: none"> <li>• This is a draft (available upon request) of the Executive Committee Charter. This is an example of what the youth charter will look like which is a supplemental to the By-Laws. <ul style="list-style-type: none"> <li>○ Will put this together and work with Noy on goals and procedures</li> </ul> </li> </ul> <p>(9:01) D. Ulima</p>	<p>Talk to Chet about the members of the Youth Commission, interest in joining the Youth Committee</p> <p><b>CLARIFY: Goal 4.1.2</b> Get the full commitment of the JJSAC and OYS to youth engagement</p>	<p>S. Ahu</p> <p>N. Worachit</p>	

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	<ul style="list-style-type: none"> <li>• <b>Goal 4.1.3</b> - Grow participation in Youth Committee               <ul style="list-style-type: none"> <li>○ This is being done</li> </ul> </li> <li>• <b>Goal 4.1.4</b> - Provide youth perspective to inform the work of other JJSAC Committee.               <ul style="list-style-type: none"> <li>○ Started this with the training on youth adult partnership or youth voice which should continue.</li> </ul> </li> </ul> <p>(9:02) S. Ahu</p> <ul style="list-style-type: none"> <li>• In the interest of time, will review and compare the State plan for any cross over topics not addressed here.</li> </ul>	<p><b>Keep: Goal 4.1.3</b> - Grow participation in Youth Committee</p> <p><b>Keep: Goal 4.1.4</b> Provide youth perspective to inform the work of other JJSAC Committee.</p> <p>Compare addressed goals with State plan goals for cross over topics not addressed</p>	<p>S. Ahu</p> <p>S. Ahu</p> <p>S. Ahu</p>	
<p>V. Old Business</p> <ul style="list-style-type: none"> <li>• Recruiting Members for Committees</li> <li>• Plan for Committee Handout</li> </ul>	<p>(9:03) S. Ahu</p> <ul style="list-style-type: none"> <li>• Recruiting members for committees will be addressed in the By-Laws and Charter which this committee can review or edit.</li> </ul>			

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	<p>(9:04) D. Ulima</p> <ul style="list-style-type: none"> <li>• The brochure will be for each committee as a communication piece for potential new members and informing others.</li> </ul> <p>(9:05) S. Ahu</p> <ul style="list-style-type: none"> <li>• After the By-Laws are voted on, we will take some of the information and place it in the brochure. <ul style="list-style-type: none"> <li>○ Need to check if pictures can be inserted into the brochure.</li> </ul> </li> </ul>			
<p>VI. New Business (open for discussion)</p> <ul style="list-style-type: none"> <li>• Committee Officers Elections</li> </ul> <p><u>Virtual Trainings:</u></p> <ul style="list-style-type: none"> <li>• 2020 Champions for Change: Leading a Backbone Organization for Collective Impact</li> </ul>	<p>(9:06) S. Ahu</p> <ul style="list-style-type: none"> <li>• Committee Officers elections is for the Chairs to know they will have elections in November along with JJSAC.</li> </ul> <p>(9:07) D. Ulima</p> <ul style="list-style-type: none"> <li>• Hopefully all the JJSAC members will be able to attend the virtual trainings, especially the annual Coalition for Juvenile Justice Annual Conference.</li> </ul>			

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<p>September 15<sup>th</sup>-17<sup>th</sup></p> <ul style="list-style-type: none"> <li>• State Relations and Assistance Division (SRAD) Annual Conference- October 6<sup>th</sup> - 8<sup>th</sup></li> <li>• Coalition for Juvenile Justice Annual Conference in Washington D.C November 18<sup>th</sup>-20<sup>th</sup></li> <li>• 2020 Youth Summit, Executing Our Power into Action-August 19, August 26, September 2, September 9</li> </ul>	<p style="text-align: center; font-size: 48px; opacity: 0.3; transform: rotate(-30deg);">DRAFT</p>			



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VII. Announcements	<p>(9:08) T. Miao</p> <ul style="list-style-type: none"> <li>• Can we follow-up on meeting with HYCF on the appropriateness of implementing Restorative Justice</li> </ul> <p>(9:09) D. Ulima</p> <ul style="list-style-type: none"> <li>• We had set-up a meeting in April at HYCF which was cancelled due to the COVID shutdown. <ul style="list-style-type: none"> <li>○ We will re-schedule a virtual meeting to include Tai-An and Noy or anyone else interested.</li> </ul> </li> </ul> <p>(9:10) S. Ahu</p> <ul style="list-style-type: none"> <li>• OYS will help to schedule a meeting with Mark and Chad of HYCF for the Executive committee.</li> <li>• Send an email of who else you would like to be included.</li> <li>• This will be an official Executive committee meeting because members are involved on behalf of JJSAC.</li> <li>• Our Director, Merton is retiring, and Bruce may be put into the position as a TA. We are not certain if any of them will be able to attend this meeting.</li> </ul>	Schedule meeting with HYCF and Executive Committee to discuss COVID Updates & Restorative Justice plans	S. Ahu	
VIII. Future Agenda Items	Topic deferred in interest of time			
IX. Next meeting	Next Meeting(s) <u>2020 Meetings</u> <ul style="list-style-type: none"> <li>• Thursday November 19, 2020</li> </ul>	For information only		

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X. Adjournment	<ul style="list-style-type: none"><li>• Motion to adjourn at 9:15 A.M. by Tai-An Miao</li><li>• Motion seconded by Noy Worachit</li></ul>	For information only		

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