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JUVENILE JUSTICE STATE ADVISORY COUNCIL  
Department of Human Services, State of Hawaii  
Office of Youth Services  
1010 Richard Street, Honolulu Hawaii 96813-2940

Youth Sub Committee Meeting  
Hosted on Zoom  
(Copy of Minutes Available Upon Request)

Friday, July 1, 2022  
11:00 a.m.-1:00 p.m.

Members Present: Anastasia Neumann, Billie-Ann Bruce, Delia Ulima

Members Absent:

Members Excused:

Guests Present: Diopilo Hardison

Staff Present: Shannessy Ahu, Norene Machida

AGENDA ITEM	DISCUSSION	RECOMMENDATIONS / ACTIONS/CONCLUSIONS	PERSON(S) RESPONSIBLE	DATE DUE
<p>I. Call to order/Establishment of Quorum</p> <ul style="list-style-type: none"> <li>• Introductions of Attendees</li> <li>• Quorum 2/3 Voting Quorum 2/2</li> </ul>	<p>(11:05) A. Neumann</p> <ul style="list-style-type: none"> <li>• Meeting called to order at 11:05am by Anastasia Neumann.</li> <li>• Quorum is established 2/3</li> </ul> <p>Introduction of Attendees</p> <ul style="list-style-type: none"> <li>• Anastasia Neumann, JJSAC member, Chair Youth Committee, EPIC OHANA</li> <li>• Diopilo Hardison, JJSAC and ECD member, We Are Oceania <ul style="list-style-type: none"> <li>○ Invited to attend by Office of Youth Services (OYS),</li> </ul> </li> <li>• Delia Ulima, Chair JJSAC, EPIC OHANA, Initiative Manager, HI HOPES</li> <li>• Billie-Ann Bruce, JJSAC member, Vice-Chair Youth Committee</li> <li>• Shannessy Ahu, OYS, Federal Grants Manager, TA Program Development Manager</li> <li>• Norene Machida, OYS, Office Assistant</li> </ul>			
<p>II. Consideration and Approval of Minutes for the following Meeting(s):</p>	<p>(11:09) A Neumann</p> <ul style="list-style-type: none"> <li>• Consideration for approval of minutes for Friday,</li> </ul>			

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<ul style="list-style-type: none"> <li>Friday, May 27, 2022</li> </ul>	May 27, 2022 <ul style="list-style-type: none"> <li>Motion to approve minutes by A. Neumann</li> <li>Motion approved by B. Bruce</li> </ul>			
III. Community Input <b>[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]</b>	(11:22) A Neumann <ul style="list-style-type: none"> <li>We welcome any community members at this time to speak</li> <li>No community in attendance</li> </ul>			
IV. Old Business: (Open for discussion) Youth Committee Recruitment <ul style="list-style-type: none"> <li>Kinai 'Eha Ponoticians</li> </ul> Youth Committee Goals/3-year State Plans <ul style="list-style-type: none"> <li>Start to schedule</li> </ul> "Youth Corner" <ul style="list-style-type: none"> <li>Presentation at JJSAC meeting, August 25, 2022</li> </ul>	(11:23) A Neumann Youth Committee Recruitment <ul style="list-style-type: none"> <li>I have not been able to reach out to Josiah about youth who may be interested in joining the committee</li> <li>Will also follow-up on Kinai 'Eha presenting at the youth corner</li> </ul> "Youth Corner" <ul style="list-style-type: none"> <li>Presentation by Billie at the August JJSAC meeting</li> </ul>	Contact Josiah at Kinai 'Eha about youth interest and presenting at the Youth Corner	A Neumann	

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	<p>(11:25) D. Ulma</p> <ul style="list-style-type: none"> <li>• It would be good to plan for the Youth Corner for the November JJSAC meeting <ul style="list-style-type: none"> <li>○ Youth engagement</li> <li>○ Video or story from or of a youth involved in the juvenile system <ul style="list-style-type: none"> <li>➤ Any organizations that serve young people can be highlighted in the Youth Corner</li> </ul> </li> </ul> </li> </ul> <p>(11:29) A Neumann</p> <ul style="list-style-type: none"> <li>• Highlighting a young person and then moving into highlighting programs is the best way</li> </ul> <p>Youth Committee Goals/3-year State Plans</p> <ul style="list-style-type: none"> <li>• We will review the goals and decide what we need to do next</li> </ul> <p>(11:30) D. Ulma Goal 3.1.1</p> <ul style="list-style-type: none"> <li>• The committee has not had a youth adult partnership or trauma informed care training which could be a goal to start on</li> <li>• EPIC has a youth adult partnership training we could share</li> </ul>			

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	<ul style="list-style-type: none"> <li>• There are national partners who can present on either topic</li> </ul> <p>(11:33) A. Neumann</p> <ul style="list-style-type: none"> <li>• Scheduling a training for new members is a good idea.</li> <li>• We can take a vote on which topic is important</li> </ul> <p>(11:35) B. Bruce</p> <ul style="list-style-type: none"> <li>• I support the idea of having a trauma informed training in November and then having a youth and adult partnership presentation after</li> </ul> <p>(11:37) A. Neumann</p> <ul style="list-style-type: none"> <li>• I agree</li> </ul> <p>(11:38) D. Ulma</p> <ul style="list-style-type: none"> <li>• Are we able to reach out as a committee to invite presenters</li> <li>• Are there any local or national partners OYS can identify to present on trauma informed care</li> </ul> <p>(11:39) S. Ahu</p>			

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	<ul style="list-style-type: none"> <li>The Committee can research and seek possible people to provide training               <ul style="list-style-type: none"> <li>OYS can do some research and put together a list of trauma informed care partners to consider</li> </ul> </li> <li>Will need prior approval to use federal funds for training</li> <li>JDAI is often viewed and has great resources for training</li> </ul> <p>(11:41) D. Ulima</p> <ul style="list-style-type: none"> <li>We can reach out to our EPIC team,               <ul style="list-style-type: none"> <li>Wilma, Wrap Teams, Sharon Simms</li> </ul> </li> </ul> <p>(11:49) A. Neumann</p> <p>Goal 3.1: Develop a functioning, active, engaged Youth Committee of the JJSAC</p> <p>Objective 3.1.2- Increase participation and membership on the Youth Committee</p> <ul style="list-style-type: none"> <li>Engage in conversations with youth who are currently involved in the juvenile justice system. Seek interest by conducting individual/group virtual interviews with youth from Hawaii Youth Correctional Facility (HYCF) and the Detention Facility</li> </ul>	Email list of trauma informed care providers	S. Ahu	

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	<ul style="list-style-type: none"> <li>Is Kinai ‘Eha a part of HYCF?</li> </ul> <p>(11:47) S. Ahu</p> <ul style="list-style-type: none"> <li>Kinai ‘Eha is a program on the Kawaioloa Campus and not part of HYCF.               <ul style="list-style-type: none"> <li>RYSE, Olomana School, Hale Kipa are programs on the Kawaioloa Campus</li> </ul> </li> </ul> <p>(11:48) D. Ulima</p> <ul style="list-style-type: none"> <li>Do the youth who participate at Kinai “Eha have juvenile justice involvement</li> </ul> <p>(11:49) S. Ahu</p> <ul style="list-style-type: none"> <li>The youth who participate at Kinai ‘Eha is either at HYCF or on parole</li> </ul> <p>(11:50) D. Ulima</p> <ul style="list-style-type: none"> <li>The Committee can decide to continue conducting interviews with youth at HYCF and follow-up on conversations made with Josiah at Kinai ‘Eha</li> </ul> <p>(11:51) B. Bruce</p>			

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	<ul style="list-style-type: none"> <li>• Of all the objectives, this would benefit the Committee to talk to youth</li> <li>• Specific area to look at and target</li> </ul> <p>(11:52) A. Neumann We have a list of objectives to follow-up on</p> <ul style="list-style-type: none"> <li>• Administrative access to Youth Committee Application on Google Docs <ul style="list-style-type: none"> <li>○ Contact Noy</li> </ul> </li> <li>• Conduct another survey</li> <li>• Follow-up with youth at HYCF if there have been any changes since the survey was conducted <ul style="list-style-type: none"> <li>○ Plans to create a posters and flyers of their rights at HYCF</li> <li>○ In-person interviews at HYCF</li> <li>○ Young woman who felt they were being treated unfairly</li> <li>○ Health aid and mental health</li> </ul> </li> </ul> <p>(11:55) D. Ulima</p> <ul style="list-style-type: none"> <li>• At the next meeting we can look at the survey questions to see if the Committee wants to update it.</li> <li>• It would be great to have in-person interviews</li> </ul>			



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	<p>(11:57) A. Neumann</p> <ul style="list-style-type: none"> <li>I will reach out to Noy about the survey questions</li> </ul> <p>Objective 3.1.2-Increase participation and membership on the Youth Committee</p> <ul style="list-style-type: none"> <li>Create a youth charter that clearly defines the purpose of the committee and roles and responsibilities of its members. Additionally, the charter will address the structure of the committee, decision-making processes, and annual meeting schedule.             <ul style="list-style-type: none"> <li>We can review the charter and consider simplifying and adding pictures and color to make it more youth appealing</li> <li>It would be great to have a folder to include information that can be referenced by members and for new members                 <ul style="list-style-type: none"> <li>➤ Youth Charter</li> <li>➤ 3-Year State Plan</li> <li>➤ Past Minutes</li> </ul> </li> </ul> </li> </ul> <p>(12:02) S. Ahu</p> <ul style="list-style-type: none"> <li>We ensure the charter and State plans are given to new members and             <ul style="list-style-type: none"> <li>These documents are emailed to Committee members</li> </ul> </li> </ul>	<p>Contact Noy for survey questions</p>	<p>A Neumann</p>	

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	<ul style="list-style-type: none"> <li>○ Creating a binder is a great idea and we can assist with putting these together</li> <li>○ It can include the PREA handbooks we left with you</li> </ul> <p>(12:03) B. Bruce</p> <ul style="list-style-type: none"> <li>● Is it possible to have a SharePoint</li> </ul> <p>S. Ahu (12:04)</p> <ul style="list-style-type: none"> <li>● I've asked the Office of Information Practices and they highly advise against it               <ul style="list-style-type: none"> <li>○ It would require oversight that can be tricky in applying</li> </ul> </li> </ul> <p>(12:06) A Neuman Youth Committee Charter</p> <ul style="list-style-type: none"> <li>● Committee Composition: Membership to the Youth Committee shall consist of 5-10 youth (15-17 years old) and young adults (18-28 years old) who have current or lived experience in the juvenile justice system or are interested in working in the juvenile justice field. The Youth Committee Officers shall consist of a Chairperson, Vice Chairperson, Secretary, and at least 2 Adult Mentors who do not have voting abilities. The</li> </ul>			

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	<p>Chairperson must be an appointed member to the JJSAC and serve as the Youth Committee representative/spokesperson to the JJSAC. Officer elections are held once every two years.</p> <ul style="list-style-type: none"> <li>• We need to recruit for a secretary and another adult mentor <ul style="list-style-type: none"> <li>○ We could reach out to JJSAC to see if anyone would be interested in being an adult mentor</li> <li>○ Are there any suggestions on recruiting another adult mentor</li> </ul> </li> </ul> <p>(12:09) D. Ulima</p> <ul style="list-style-type: none"> <li>• We have Diopilo Hardison with us today who may be interested in being a member of the Youth Committee</li> </ul> <p>(12:10) D. Hardison</p> <ul style="list-style-type: none"> <li>• I am 25 years old and have lived experience</li> <li>• Micronesians account for the biggest group in our justice system and I would like to be a voice for them</li> <li>• I was appointed to JJSAC about a month ago and a member on the ECD Committee</li> </ul>	<p>Inquire at the next JJSAC meeting if any adult is interested in being a mentor for the Youth Committee</p>	<p>A. Neumann</p>	

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	<p>(12:12) N. Machida</p> <ul style="list-style-type: none"> <li>The Committee can vote during this meeting to induct a new member to the Committee</li> </ul> <p>(12:13) A Neumann</p> <ul style="list-style-type: none"> <li>He doesn't need to fill out the application?</li> </ul> <p>(12:14) N. Machida</p> <ul style="list-style-type: none"> <li>The google docs application is another process where interested youth can apply.</li> <li>In other Committees, new members who are interested in joining are voted in at the meeting</li> </ul> <p>(12:15) A Neumann</p> <ul style="list-style-type: none"> <li>We will skip the application process and consider voting at this meeting <ul style="list-style-type: none"> <li>We would also like to offer the Secretary role</li> </ul> </li> </ul> <p>(12:16) D. Hardison</p>			

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	<ul style="list-style-type: none"> <li>I am interested in being a member of the Youth Committee but would like to sit in on several more meetings to consider the Secretary role.</li> </ul> <p>(12:17) A Neumann</p> <ul style="list-style-type: none"> <li>I motion for Diopilo Hardison to be a member of the Youth Committee</li> </ul> <p>(12:17) B. Bruce</p> <ul style="list-style-type: none"> <li>I second the motion</li> <li>All in favor</li> </ul> <p>(12:18) A. Neumann</p> <ul style="list-style-type: none"> <li>Objective 3.1.2: Seek funding to provide stipends or gift cards for youth members as an incentive. Consult with HYCF/DH Administrators on the parameters for providing monetary incentives</li> </ul> <p>(12:19) D. Ulima</p> <ul style="list-style-type: none"> <li>This is something the Committee has accomplished in the past with funding from Annie E. Casey thru EPIC OHANA</li> </ul>	<p>Diopilo Hardison is an official member of the Youth Committee and a part of the voting quorum</p>		

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	<ul style="list-style-type: none"> <li>Stipends were given to youth who participated in the HYCF Survey conducted by the Committee in 2020</li> </ul> <p>(12:20) A Neumann</p> <ul style="list-style-type: none"> <li>It would be good to consider conducting a survey at DH</li> </ul> <p>(12:21) D. Ulma</p> <ul style="list-style-type: none"> <li>This is a great idea, and we can find out who to talk to about conducting a survey</li> </ul> <p>(12:22) A Neumann</p> <ul style="list-style-type: none"> <li>Objective 3.1.2: Youth Committee members will be connected to local and national juvenile justice and other relevant professionals for mentoring and support               <ul style="list-style-type: none"> <li>This circles back to the trauma informed care we talked about</li> </ul> </li> </ul> <p>(12:23) D. Ulma</p> <ul style="list-style-type: none"> <li>Carol Matsuoka is the local connection for the national Juvenile Delinquency Alternative Initiative (JDAI)</li> </ul>	Find out who to contact to conduct a survey	D. Ulma	

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	<ul style="list-style-type: none"> <li>○ Training by JDAI Connect &amp; Center for Coordinated Assistance (CCAS) has been conducted</li> </ul> <p>(12:24) A Neumann</p> <ul style="list-style-type: none"> <li>● I had an interview with an organization on the gaps in the juvenile justice and what we can do to help youth before they touch the court system               <ul style="list-style-type: none"> <li>○ They are in the process of conducting more interviews among professionals and youth in care</li> <li>○ We can arrange a talk story session with them</li> <li>○ They are putting together a whole report on all their findings and will share this when they release it</li> </ul> </li> </ul> <p>(12:28) B. Bruce</p> <ul style="list-style-type: none"> <li>● There is much to be done and I will help with the follow-ups</li> </ul> <p>(12:29) A Neumann</p> <ul style="list-style-type: none"> <li>● Objective 3.1.3 Provide youth perspective to inform the work of other JJSAC sub-committees</li> </ul>	<p>Contact Ana to help on what needs to be done before the next meeting</p>	<p>B. Bruce</p>	

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	<ul style="list-style-type: none"> <li>Youth Committee members will participate in other sub-committee meetings when available and will advocate on important issues surrounding youth/young adults.</li> <li>At least one youth will participate in the review of federally funded contracts during the procurement process stages</li> </ul> <p>(12:30) D. Ulima</p> <ul style="list-style-type: none"> <li>These are both work in progress. <ul style="list-style-type: none"> <li>Other Committee's would be interested in having youth members participate in their meetings</li> <li>No federal contracts have been assigned for review by the Committee as well as the JJSAC</li> </ul> </li> </ul>			
V. New Business: (Open for discussion)	<p>(12:31) A Neumann</p> <ul style="list-style-type: none"> <li>We discussed doing the following:</li> <li>Reach out to EPIC, Sharon Simms and JDAI for trauma informed training</li> <li>Billie will be highlighted in our Youth Corner at the JJSAC meeting</li> <li>Reach out to Noy for the surveys</li> <li>Update surveys at next meeting to be more relevant to this time</li> </ul>			



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	<ul style="list-style-type: none"> <li>Reach out to Kinai 'Eha and DH for youth who may be interested in joining the Committee</li> <li>Create binders for the Committee</li> <li>Looking for a secretary and adult mentor</li> <li>Funding available from EPIC when we are ready to conduct the survey</li> <li>Mentoring on a local and national level</li> </ul> <p>(12:38) N. Machida</p> <ul style="list-style-type: none"> <li>OYS has a copy of the survey questions which was provided to HYCF via email, not google docs. <ul style="list-style-type: none"> <li>Don't need to contact Noy to provide this</li> </ul> </li> </ul>			
VI. Future Agenda Items/Presentations: (Open for discussion)				
VII. Next Youth Committee Meetings: <u>(2<sup>nd</sup> Friday of each month 10:00AM-12:00PM)</u> Friday, August 12, 2022 Friday, September 9, 2022 Friday, October 14, 2022	<p>(12:39) D. Ulima</p> <p>We will need to re-schedule the meeting in September due to a conflicts Ana's work schedule</p> <p>(12:40) A. Neumann</p> <ul style="list-style-type: none"> <li>Our next meeting will be scheduled on Friday, September 23, 2022</li> </ul>			
VIII. Adjournment	(12:42)			

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	<ul style="list-style-type: none"> <li>• Move to adjourn meeting at 12:42 p.m. by A. Neumann</li> <li>• Seconded by B. Bruce</li> <li>• Meeting adjourned</li> </ul>			