

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

Prevention and Accountability Standing Committee (P&A SC)  
Zoom Video/Audio Meeting  
Tuesday, February 7, 2023  
9:00 a.m.-10:30 a.m.

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The Hawaii Relay Service 711 is available to hearing impaired and deaf individuals as needed as are video phones where required.

Members Present: Rick Collins, Joe Los Banos, August Suehiro

Members Absent: Charity Dudoit

Members Excused: Vonnell Ramos

Guests Present:

Staff Present: Shannessy Ahu, John Paekukui, 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>• Introduction of Members &amp; Attendees <ul style="list-style-type: none"> <li>○ Member Resignation</li> </ul> </li> <li>• Establish Quorum (3/5)</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting called to order at 9:05 a.m. by Rick Collins</li> <li>• Quorum, 3/5 has been established</li> <li>• Introduction of Attendee <ol style="list-style-type: none"> <li>1. Rick Collins, Member JJSAC, Chair P&amp;A Committee</li> <li>2. Joe Los Banos, JJSAC Member, Vice-Chair P&amp;A Committee</li> <li>3. August Suehiro, Member P&amp;A Committee</li> <li>4. Shannessy Ahu, Office of Youth Services, Support Staff to JJSAC</li> <li>5. John Paekukui, Office of Youth Services, Compliance Monitor</li> <li>6. Norene Machida, Office of Youth Services, Office Asst</li> </ol> </li> </ul> <p>(9:07) R. Collins</p> <ul style="list-style-type: none"> <li>• Send invite to the next P&amp;A meeting to Dane Ka'ae who is a member of JJSAC and interested in becoming a member of this Committee</li> <li>• Follow-up with Vonn if he is interested in continuing as a member of this Committee</li> </ul>	<p>Add JJSAC member Dane Ka'ae to the next P&amp;A meeting</p> <p>Meet with Vonn to confirm his membership with P&amp;A Committee</p>	<p>N. Machida</p> <p>S.Ahu</p>	
<p>II. Consideration and Approval of Minutes for the following Meeting:</p> <ul style="list-style-type: none"> <li>• November 1, 2022</li> </ul>	<p>(9:33) R. Collins</p> <ul style="list-style-type: none"> <li>• To save time, request for meeting minutes to</li> </ul>			

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	<p>be reviewed before the meeting</p> <ul style="list-style-type: none"> <li>○ Any corrections will be noted</li> <li>○ Open for discussion</li> </ul> <ul style="list-style-type: none"> <li>● Consideration for approval of minutes for November 1, 2022, as is</li> <li>● Motion to approve minutes by August Suehiro</li> <li>● Motion seconded by Joe Los Banos</li> <li>● All in favor</li> </ul> <ul style="list-style-type: none"> <li>● August responsibility as the Committee secretary will be to provide meeting notes to OYS who will assist in creating a draft of minutes to be published on the DHS website</li> </ul>	<p>August to send meeting notes to Norene for DRAFT of minutes to be approved by Committee</p>	<p>N. Machida</p>	
<p>III. Community Input [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>(9:32) R. Collins</p> <ul style="list-style-type: none"> <li>● No community in attendance</li> <li>● No community input</li> </ul>			
<p>IV. Old Business (Open for Discussion)</p> <ul style="list-style-type: none"> <li>● 3-Year State Plan: <ul style="list-style-type: none"> <li>○ Goal 2.2 – Objective</li> </ul> </li> </ul>	<p>(9:35) R. Collins Objective 2.2.</p> <ul style="list-style-type: none"> <li>● Collect data on the different decision points in</li> </ul>			



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<p>V. New Business (Open for Discussion)</p> <ul style="list-style-type: none"> <li>Overview of 3-Year State Plan Discussion and consensus on understanding of and next steps for P&amp;A Committee Goals 2.1 and 2.2 on the State plan</li> <li>Review draft survey to identify program gaps</li> </ul>	<p>(9:46) R. Collins <b>Goal 2.1:</b> Objective 2.1.1 Review Crime Analysis in depth and provide/report additional suggestions/recommendations to the JJSAC</p> <ul style="list-style-type: none"> <li>Review 2021 Crime Analysis sent by Shannessy to report findings on <ul style="list-style-type: none"> <li>Decision entry point: where are they getting adjudicated</li> </ul> </li> </ul> <p>(9:47) S. Ahu</p> <ul style="list-style-type: none"> <li>We received the dataset for 2022 Crime Analysis <ul style="list-style-type: none"> <li>Beneficial to compare it with 2021</li> </ul> </li> </ul> <p>(9:48) R. Collins</p> <ul style="list-style-type: none"> <li>At the next meeting, be prepared to report the highlights and trends you find at the decision points from the Crime Analysis <ul style="list-style-type: none"> <li>Analyze and compare data from 2020 to 2022</li> <li>Start to compile a report of findings throughout the next two meetings to have something to report to JJSAC by the Committee's third meeting</li> </ul> </li> </ul> <p>Goal 2.2-Develop and implement a system to engage</p>	<p>Send 2021 and 2022 Crime Analysis report to Committee</p> <p>Review and compare trends from the period of 2020-2022 from the Crime Analysis reports and present findings at the next meeting</p>	<p>S. Ahu</p> <p>Members</p>	

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	<p>the community in identifying gaps in services and promote best/promising practices for juvenile justice programs</p> <p><b>Objective 2.2.1-</b> Identify key stakeholders involved at the decision points(s) identified in 2.1.2, including government agencies, service providers, community members, and youth.</p> <ul style="list-style-type: none"> <li>○ Develop an online/paper survey to distribute to providers to obtain relevant information regarding gaps in services and best/promising practices</li> <li>○ Develop an online survey/paper survey to distribute to youth/young adults to obtain relevant information regarding gaps in services and best/promising practices</li> <li>○ Conduct Focus groups and interviews to obtain relevant information regarding gaps in services and best/promising practices</li> </ul>			
<p>VI. Future Agenda Items: (Open for Discussion)</p> <ul style="list-style-type: none"> <li>● Finalize Survey Tool</li> <li>● Create a Dissemination Plan</li> </ul>	<p>(9:55) R. Collins</p> <ul style="list-style-type: none"> <li>● Drafted an online survey for the Committee to review (Copy available upon request)</li> </ul>	<p>Review, comment and suggest feedback on the</p>	<p>Members</p>	

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and Goal	<ul style="list-style-type: none"> <li>○ Review and provide any general comments</li> <li>○ Between now and the next meeting, revise or come up with suggestions so we can move it forward</li> </ul> <p>(10:03) J. Los Banos</p> <ul style="list-style-type: none"> <li>● Consider a question to add to the survey on where youth enter the system (i.e., by citation)</li> <li>● Where are they referred (i.e., Ho’o Pono Mamo)</li> <li>● What services are provided within the referred organization or services arranged outside of the organization <ul style="list-style-type: none"> <li>○ This could help identify any gaps in service</li> </ul> </li> </ul> <p>(10:04) R. Collins</p> <ul style="list-style-type: none"> <li>● Questions 4-7 can be collapsed to one question as it may be redundant <ul style="list-style-type: none"> <li>○ What youth-specific treatment programs, services, and/or resources does your organization provide (e.g., substance use, mental health services)?</li> <li>○ It could be directed to only youth</li> </ul> </li> </ul>	draft of survey provided by Chair		

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	<p style="text-align: center;">prevention which may force them to be more detailed</p> <ul style="list-style-type: none"> <li>• Question #9-Do you believe there are specific program and/or resource gaps in your geographic area related to healthy youth development? If so, please describe those gaps. <ul style="list-style-type: none"> <li>○ Should the question be more related towards youth involved in the juvenile justice system or more broadly as “healthy youth development?”</li> </ul> </li> </ul> <p>(10:06) J. Los Banos</p> <ul style="list-style-type: none"> <li>• A list of identified gaps from the organization or their “wish list” of needs</li> </ul> <p>(10:07) R. Collins</p> <ul style="list-style-type: none"> <li>• Table finalizing a draft of the survey until review of Crime Analysis reports is completed</li> </ul> <p>(10:09) A. Suehiro</p> <ul style="list-style-type: none"> <li>• It may be good to include in the survey how are they being funded, how are their programs being sustained <ul style="list-style-type: none"> <li>○ Grants, volunteers, etc.</li> <li>○ How is staff retention</li> </ul> </li> </ul>	<p style="text-align: center;">Review notes and come with ideas. Prepare to compose a final draft after Crime Analysis data is reviewed</p>	Members	

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	<ul style="list-style-type: none"> <li>• Open to ideas on creating a Youth Survey               <ul style="list-style-type: none"> <li>○ Our goal is to identify gaps in service and best practices which is provided by adults in their expertise</li> <li>○ What would be within their expertise to answer?</li> <li>○ To ask them what programs are “best practice” is not within their expertise, so we shouldn’t ask the same questions?</li> </ul> </li> </ul> <p>(10:12) A. Suehiro</p> <ul style="list-style-type: none"> <li>• Hawaii is a good resource               <ul style="list-style-type: none"> <li>○ Department of Justice sent monitors to Hawai’i to work with the DOE</li> <li>○ Dr. Peter Leone form the University of Maryland spent a whole day engaging with the youth</li> <li>○ We can invite him to our next meeting to provide some insight on the youth survey questions</li> </ul> </li> </ul> <p><a href="https://education.umd.edu/directory/peter-leone">https://education.umd.edu/directory/peter-leone</a></p> <p>(10:14) R. Collins</p> <ul style="list-style-type: none"> <li>• Check his availability to attend one of our meetings               <ul style="list-style-type: none"> <li>○ Advise him we would like his help and</li> </ul> </li> </ul>	<p>Reach out to Dr. Peter Leone on his availability to attend a P&amp;A meeting</p>	<p>A. Suehiro</p>	

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	<p>expertise to think through how to frame questions to help identify best practices and gaps in the State that youth can respond too</p> <ul style="list-style-type: none"> <li>○ He may have resources to provide if he is not available</li> </ul>	<p>Email August the survey and information to request for Dr. Leone's help</p>	<p>R. Collins</p>	
<p>VII. Announcements</p> <p>Upcoming Conference:</p> <ul style="list-style-type: none"> <li>• CJJ's 2023 Annual Conference May 24-26, 2023 Washington, D.C.</li> </ul>	<p>(10:23) S. Ahu</p> <ul style="list-style-type: none"> <li>• We will announce this at the next JJSAC meeting and open it up to members and committee members. <ul style="list-style-type: none"> <li>○ Send us an email if you are interested in attending</li> </ul> </li> </ul> <p>(10:25) J. Los Banos</p> <ul style="list-style-type: none"> <li>• Opportunity Youth Action Hawai'i (OYAH) is having a meeting this Friday, February 10, 2023, at the Kawaihoa campus.</li> <li>• Will find out if this meeting is open to the public and forward the invite if interested</li> </ul>	<p>Email Rick the invite to OYAH meeting if it is open to the public</p>	<p>J. Los Banos</p>	
<p>VIII. Next scheduled meetings: 1<sup>st</sup> Tuesday of every other month 9:00A-10:30</p> <ul style="list-style-type: none"> <li>• Tuesday, March 7, 2023-TBD</li> <li>• Tuesday, May 2, 2023</li> <li>• Tuesday, July 11, 2023</li> </ul>	<p>(10:25) R. Collins</p> <p>The next P&amp;A Committee meetings</p> <ul style="list-style-type: none"> <li>• Tuesday, March 7, 2023</li> <li>• Tuesday, May 2, 2023</li> <li>• Tuesday, July 11, 2023</li> </ul>			

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<ul style="list-style-type: none"> <li>Tuesday, September 5, 2023</li> </ul>	<p>(10:27) A. Suehiro</p> <ul style="list-style-type: none"> <li>Want to air on the side of caution that it will not create any problems with the good work that is being done at HYCF who OYS oversees when Dr. Leone is invited to speak</li> </ul> <p>(10:28) R. Collins</p> <ul style="list-style-type: none"> <li>Well noted and considered as we are just asking for his perspective on data</li> </ul>			
IX. Adjournment	<p>(10:29)</p> <ul style="list-style-type: none"> <li>Motion to adjourn the meeting by R. Collins at 10:30am</li> <li>Motion moved by A. Suehiro</li> <li>Seconded by J. Los Banos</li> </ul>			