

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)

Thursday, August 3, 2023
11:00AM-1:00 PM

Members Present: Vonn Ramos (Chair), Delia Ulima (Vice-Chair), Anastasia Neumann (Youth Committee Chair, Rachel McCoach (ECD Committee Chair)

Members Absent: None

Members Excused: Rick Collins (P&A Committee Chair), Major J Averell Pedro (Compliance Committee Chair)

Guests Present: None

Staff Present: Shannessy M. 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"> • Introduction of members and attendees • Establishment of quorum (4/6) 	<ul style="list-style-type: none"> • Meeting called to order at 11:06 a.m. by Chair, Vonn Ramos • Quorum established (4/6) • Introduction of attendees: <ol style="list-style-type: none"> 1. Vonn Ramos-JJSAC Chair, Executive Director, Hale Opió 2. Delia Ulíma-JJSAC Vice-Chair, EPIC Ohana, HIGH HOPES 3. Rachel McCoach, ECD Committee Chair, Drama Therapist/Creative Arts Therapist/Mental Health Clinician 4. Anastasia Neumann-JJSAC Youth Member, Chair Youth Committee, EPIC OHANA, HIGH HOPES 5. Shannessy Ahu-Federal Grants Manager, Children & Youth Specialist V, Office of Youth Services 6. John Paekukui, Compliance Monitor, Office of Youth Services 7. Norene Machida-Office Asst., Office of Youth Services 			
<p>II. Consideration and approval of minutes for the following Meeting(s):</p> <ul style="list-style-type: none"> • May 4, 2023-To Be Approved 	<p>(11:07) V. Ramos</p> <ul style="list-style-type: none"> • Quorum is established (4/6) • Consideration and approval of minutes for May 4, 2023 <ul style="list-style-type: none"> ○ Correction: Item X. Adjournment: Replace “Motion” with “Move” to adjourn by V. Ramos • Motion to approve the minutes by R. McCoach • Seconded by D. Ulíma • All in favor 			

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<p>Public Testimony and Written Testimonies Submitted</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>(11:13) V. Ramos</p> <ul style="list-style-type: none"> No written testimonies submitted 			

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IV. Subcommittee Discussion: 3 Year State Plan Updates <ul style="list-style-type: none"> • Youth • Ethnic & Cultural Diversity (ECD) • Compliance • Prevention & Accountability (P&A) 	<p>(11:14) A. Neumann Youth Committee</p> <ul style="list-style-type: none"> • No updates, we have not had meetings in a while and hope to re-establish meeting within the next several weeks <ul style="list-style-type: none"> ○ Hoping to invite young people from EPIC who would be interested in joining the Committee <p>(11:15) R. McCoach ECD Committee</p> <ul style="list-style-type: none"> • The last meeting quorum was established has been in July 2022 • Need to step down as Chair but there is no Vice-Chair to step in <ul style="list-style-type: none"> ○ Communicate with the Committee if anyone is interested ○ Put an ask out to JJSAC members to fill the Chair position <p>(11:19) D. Ulma</p> <ul style="list-style-type: none"> • Gina Budone (sp?) of CWS may be a good fit for the ECD Committee <ul style="list-style-type: none"> ○ They collect data and work on race and equity work with national partners ○ Send information to Rachel to connect ○ Would like to be invited to the next ECD meeting 			

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	<p>(11:22) J. Paekukui Compliance Committee</p> <ul style="list-style-type: none"> • Major Pedro is not available today • 1 violation for fiscal year 2022 for a juvenile held over 6 hours. <ul style="list-style-type: none"> ○ This has been corrected with the Major of the department <p>(11:23) V. Ramos Prevention & Accountability Committee (P&A)</p> <ul style="list-style-type: none"> • Rick is not able to join us but submitted updates • Chat with Dr. Leone and we discussed an initial outline for our work plan objectives of data collection to understand the prevention strengths and gaps. He's willing to work with us and will provide us with an estimate soon, which he said can be flexible. • P&A Committee met in March and meeting next week and would like for this Committee to discuss what the next steps might be so that we can move on the information • Wanting to set up a PIG with the ECD committee to ensure we capture any data needs they might have into our plan. <ul style="list-style-type: none"> ○ One question I have around that is whether I can simply contact Rachel (Chair) directly or whether there is any particular process I need to follow for the PIG. 			

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	<p>(11:24) S. Ahu</p> <ul style="list-style-type: none"> • If Rick would like to formally create a PIG, it would need to be done at the next JJSAC meeting where everyone can vote to approve. After approval, he then can ask for people to join who are on the ECD Committee or any member of JJSAC • The next steps for Rick would be to submit a proposal and scope of service to be addressed and approved by JJSAC because it will require funding and vote on the topic • We would have to put the contract together once its approved <p>(11:26) V. Ramos</p> <ul style="list-style-type: none"> • What was the resolve at the last JJSAC meeting for the PIG's? <p>(11:27) N. Machida</p> <ul style="list-style-type: none"> • The Legislative PIG has been dissolved, but the Data and Program Mapping PIG's have not <p>(11:28) D. Ulima</p> <ul style="list-style-type: none"> • If the PIG for Data has not been dissolved, can we just add new members 			

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	<p>(11:29) S. Ahu</p> <ul style="list-style-type: none"> • This can be addressed at the next JJSAC meeting because members need to be identified • Will verify with Office of Information Practice 	<p>If a new member wants to join the PIG, can it be updated within the PIG or only by the approval of JJSAC</p>	<p>OYS</p>	

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<p>V. Old Business: (open for discussion)</p> <ul style="list-style-type: none"> • JJSAC Membership Update on contacts for Legislature seat • JJSAC Brochure 	<p>(11:35) V. Ramos JJSAC Membership</p> <ul style="list-style-type: none"> • Is there are any updates on contacts for Legislature seats <p>(11:36) S. Ahu</p> <ul style="list-style-type: none"> • No updates or responses from the emails sent out • JJSAC 18 members, Cedric Gates is a hold over, Catherine Piazza did not renew her term, and several members who have not attended for a whole year <p>(11:37) D. Ulima</p> <ul style="list-style-type: none"> • No updates from the email sent to Representative Glenn Mizuno <p>(11:38) V. Ramos</p> <ul style="list-style-type: none"> • Have not followed up with Judith Clark regarding the Keiki Caucus • They are busy putting together the Children and Youth Summit and hoping to attend and reach out in person <p>JJSAC Brochure</p> <ul style="list-style-type: none"> • OYS had created a template (available upon request) <p>(11:45) S. Ahu</p>			

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	<ul style="list-style-type: none"> • It is up to the Committee if separate brochures are needed or it only one with a little information about each Committee • Carving out time during a meeting to address this would be ideal <p>(11:47) V. Ramos</p> <ul style="list-style-type: none"> • Give the Committee's the option to create something more tailored to their needs <p>(11:48) R. McCoach</p> <ul style="list-style-type: none"> • Meetings have mostly been virtual and if the brochure can be sent as a one-page file instead of a trifold • Will printing be done by each person or OYS <p>(11:50) S. Ahu</p> <ul style="list-style-type: none"> • OYS can assist in the printing as JJSAC has funds to manage bulk printing <p>(11:51) D. Ulima</p> <ul style="list-style-type: none"> • The Youth Committee created a google doc application to be used for interested youth • We use CANVA to create postcards and flyers at EPIC <p>(11:52) A Neumann</p>	<p>Assist Committee's in printing brochures</p>	<p>OYS</p>	

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	<ul style="list-style-type: none"> • Would like to create a brochure for the Youth Committee using CANVA that is inviting to the youth <p>(11:53) R. McCoach</p> <ul style="list-style-type: none"> • Use CANVA for my practice and can create a brochure for the ECD Committee • Would need to know what the requirements are because it is a State Brochure disclosure, links to information of State <p>(11:54) S. Ahu</p> <ul style="list-style-type: none"> • We can reach out to DHS Public Relations staff, Amanda Stevens, to find out what is required for JJSAC and Sub Committee brochures <p>(11:57) V. Ramos</p> <ul style="list-style-type: none"> • Can JJSAC fund the subscription to CANVA for each Committee? <p>(11:58) S. Ahu</p> <ul style="list-style-type: none"> • Funds can be used to purchase CANVA if JJSAC approves it 	<p>Connect with Amanda Stevens to find out if we are required to have certain information or disclosures in a brochure</p>	<p>OYS</p>	
<p>VI. New Business (open for discussion)</p> <ul style="list-style-type: none"> • Title II Update • Permitted Interaction 	<p>(11:59) S. Ahu</p> <p>Title II Updates</p> <ul style="list-style-type: none"> • We were awarded FY 2022 funds about \$700K for Title II. • Applying to FY 2023 and responding by August 24, 2023. • Title II fund BIJAC on the Big Island and one Kauai program 			

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<p>Group (PIG) Updates</p> <ul style="list-style-type: none"> • Legislature- (Reported 8.25.22 to JJSAC; Closed) • Data • Program Mapping 	<ul style="list-style-type: none"> • In the coming years, funding may have to change and align with our 3 Year State Plans which is due next year <p>(12:00) V. Ramos</p> <ul style="list-style-type: none"> • PIG Updates have been addressed and should be added to the JJSAC agenda 			
<p>VII. Announcements</p> <ul style="list-style-type: none"> • Upcoming Conferences: 	<p>(12:00) V. Ramos</p> <ul style="list-style-type: none"> • Annual Racial and Ethnic Disparities Conference Louisville, KY, Oct. 30-31 2023 • Heard about the VERA Institute holding a conference here <ul style="list-style-type: none"> ○ Will find out more information <p>(12:01) S. Ahu</p> <ul style="list-style-type: none"> • We will mention this at the next JJSAC meeting and open it up to any members who are interested <p>(12:03) R. McCoach</p> <ul style="list-style-type: none"> • Do we need JJSAC approval to skip the next quarter meeting for the ECD Committee while we look at how to rebuild and make the announcement at JJSAC meeting <p>(12:04) S. Ahu</p> <ul style="list-style-type: none"> • Understanding that it is not necessary but have to review the Charters to clarify 			

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	<ul style="list-style-type: none"> • You can vote on it now during this meeting and bring it too the attend of JJSAC for another vote (12:05) R. McCoach <ul style="list-style-type: none"> • I move that the ECD Committee be able to skip the meeting for the current quarter in order to establish additional membership for the future • Motion approved by D. Ulima • Seconded by A Neuman • All in favor 	Approved ECD to skip next quarter meeting	Committee	
VIII. Future Agenda Items (Open for Discussion)	(12:09) V. Ramos <ul style="list-style-type: none"> • Please reach out if there are any items to include on the agenda for the next meeting 	Committee to advise of any future agenda items for next meeting	Committee	
IX. Next meeting	(12:10) D. Ulima Next Meeting(s) 11:00am-1:00pm Thursday, November 2, 2023 Thursday, February 1, 2024 Thursday, May 2, 2024 Thursday, August 1, 2024			
X. Adjournment	<ul style="list-style-type: none"> • Move to adjourn at 12:10 pm by Vonn Ramos • Motion approved by A Neumann • Seconded by Delia Ulima • All in favor 			