

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, November 2, 2023
11:00AM-1:00 PM

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

Members Absent: None

Members Excused: Rick Collins (P&A Committee Chair), Rachel McCoach (ECD 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 (3/5) 	<ul style="list-style-type: none"> • Meeting called to order at 11:13 a.m. by Chair, Vonn Ramos • Quorum established (3/5) • Introduction of attendees: <ol style="list-style-type: none"> 1. Vonn Ramos-JJSAC Chair, Executive Director, Hale Opio 2. Delia Ulima-JJSAC Vice-Chair, EPIC Ohana, HIGH HOPES 3. Anastasia Neumann-JJSAC Youth Member, Chair Youth Committee, EPIC OHANA, HIGH HOPES 4. Shannessy Ahu-Federal Grants Manager, Children & Youth Specialist V, Office of Youth Services 5. John Paekukui, Compliance Monitor, Office of Youth Services 6. 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"> • August 3, 2023-To Be Approved 	<p>(11:15) V. Ramos</p> <ul style="list-style-type: none"> • Quorum is established (3/5) • Consideration and approval of minutes for August 3, 2023 • Motion to approve the minutes by D. Ulima • Seconded by A. Neumann • 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>(11:16) V. Ramos</p> <ul style="list-style-type: none"> No written testimonies received 			

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<p>IV. Subcommittee Discussion: 3 Year State Plan Updates</p> <ul style="list-style-type: none"> • Youth-Last meeting 7.1.2022 • ECD-Last meeting 7.11.2022 • Compliance-Last meeting 8.8.2023 • P&A-Last meeting 8.15.2023 	<p>(11:17) 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 meetings <p>(11:15) V. Ramos ECD Committee</p> <ul style="list-style-type: none"> • Effective immediately, Rachel McCoach's is resigning as the Chair for the ECD Committee <ul style="list-style-type: none"> ○ Submitted a resignation notice ○ She will remain as a member of JJSAC <p>(11:17) Compliance Committee J. Paekukui</p> <ul style="list-style-type: none"> • Major Pedro resigned as Chair for Compliance Committee as he retired from HPD. • Major Hicks will resume his duties as Vice-Chair until a new Chair is elected • 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>(11:18) V. Ramos Prevention & Accountability Committee (P&A)</p>			

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	<ul style="list-style-type: none"><li data-bbox="478 277 1289 342">• Rick is not available to join the meeting today. No updates have been submitted			

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<p>. Old Business: (open for discussion)</p> <p>JJSAC & Sub Committee Brochures</p> <ul style="list-style-type: none"> • Office of Information Practice/DHS Public Information Office Response • CANVA • Next Steps 	<p>(11:19) V. Ramos JJSAC & Sub Committee Brochures</p> <ul style="list-style-type: none"> • Shared pricing for CANVA with OYS for JJSAC and Sub Committee brochure • At Hale Opio, our staff uses CANVA to create marketing information • They offer a discount for non-profit organizations <p>(11:23) A Neuman</p> <ul style="list-style-type: none"> • At EPIC, we use the premium plan that allows for access to clip art, posters, flyers, business cards <p>(11:27) V. Ramos</p> <ul style="list-style-type: none"> • Move to purchase CANVA for JJSAC & Sub Committees • Motion approved by D. Ulima • Seconded by A. Neumann • All in favor <p>(11:28) S. Ahu</p> <ul style="list-style-type: none"> • Forwarded the email response from the Office of Information Practice (OIP) regarding questions from the last meeting about Permitted Interaction Groups (PIG) and onboarding of new members <ul style="list-style-type: none"> ○ Current PIG will need to be closed before starting a new PIG 	<p>Approved to purchase CANVA</p> <p>roc</p>	<p>S. Ahu</p>	

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	<ul style="list-style-type: none"> • Discussion with Public Information Officer for DHS regarding brochures for JJSAC and Sub Committees <ul style="list-style-type: none"> ○ She proposed to review drafts when ready and provide comments, but there is nothing that needs to be included 			
<p>New Business (open for discussion)</p> <p><u>JJSAC Membership</u></p> <ul style="list-style-type: none"> • Vonn Ramos Chair- Term ends in 	<p>(11:30)</p> <p>V. Ramos</p> <p>JJSAC Membership</p> <ul style="list-style-type: none"> • My term ends in December and due to other circumstances I will not be renewing my membership <ul style="list-style-type: none"> ○ Focus on accreditation for Hale Opio 			

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<p>December 2023</p> <ul style="list-style-type: none"> Major Pedro- Retired from HDP in September 2023, Captain M. Kunishima will apply Ms. Billie-Ann Bruce- Youth Mr. Diopilo Hardison- Youth Mr. Cedric Gates- Youth/Legislative Seat <p>JJSAC must consist of at least 15 members, Majority must not be full-time government employees (including Chair) 1/5 members are youth</p> <p><u>Sub-Committee Membership</u></p> <ul style="list-style-type: none"> Rachel McCoach- Resign as the 	<ul style="list-style-type: none"> Major Pedro has retired from Honolulu Police Department <ul style="list-style-type: none"> Captain Kunishima is considering joining JJSAC <p>(11:34) S. Ahu</p> <ul style="list-style-type: none"> Our attempts to connect with youth members Billie-Ann Bruce and Diopilo Hardison have not been successful <ul style="list-style-type: none"> They attended only a few meetings since becoming members JJSAC will need to consider replacing and bringing on more youth <p>(11:35) D. Ulima</p> <ul style="list-style-type: none"> What is the process to replace them and are they still considered a member of JJSAC <p>(11:36) S. Ahu</p> <ul style="list-style-type: none"> Based on what is written in the JJSAC By-Laws; “Notwithstanding the term of a JJSAC member shall expire upon the failure of the member, without valid excuse, to attend three consecutive meetings duly noticed to all members of the JJSAC and where the JJSAC failed to constitute quorum necessary to transact board business. The Chair or acting chair of the JJSAC shall determine if the absence of the member is excusable. The expiration of the member's term shall be effective immediately after the third consecutive unattended meeting and unexcused absence”. 			

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<p>Ethnic and Cultural Diversity Chair</p> <ul style="list-style-type: none"> Major Pedro-Resign as Compliance Chair <p><u>Youth Engagement</u></p> <ul style="list-style-type: none"> SAG Youth Engagement and SAG Training- Aide Sam Moore <p><u>2023 Title II Application Update</u> Application submitted. Initial review completed by OJJDP</p>	<ul style="list-style-type: none"> They are still on the membership roster which helps us apply for Title II grant, but it is not helpful for JJSAC in terms of quorum and participation We have been trying to connect with Anastasia to review what the Youth Committee participation would be like with only herself and Delia <p>(11:37) A Neumann</p> <ul style="list-style-type: none"> I've reached out to Cassidy with hopes she is interested in joining the Committee again Haven't been active with JJSAC and unsure of how to keep things going <p>(11:38) S. Ahu</p> <ul style="list-style-type: none"> We will send out an email to confirm a date and time to discuss how we can better support you and the Youth Committee meetings Recently visited Adult Friends for Youth and was impressed with the 25 youth groups they manage <ul style="list-style-type: none"> Would love to share ideas on their youth engagement <p>(11:43) D. Ulima</p> <ul style="list-style-type: none"> How is the Hawaii Youth Commission doing on their membership <p>(11:44)</p>	<p>Send email to Anastasia to schedule a meeting on supporting the Youth Committee</p>	<p>S. Ahu</p>	

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	<p>S. Ahu</p> <ul style="list-style-type: none"> 5 members are appointed by the Senate, 5 from the House and 5 from the Governor <p>(11:45)</p> <p>D. Ulima</p> <ul style="list-style-type: none"> Some of our youths were interested in applying for this Commission but the link Leanne sent said the applications are closed <p>(11:46)</p> <p>S. Ahu</p> <ul style="list-style-type: none"> We will follow-up with Leanne and advise on the applications being closed <p>(11:47)</p> <p>J. Paekukui</p> <ul style="list-style-type: none"> Attended a Western Region meeting and they discussed problems with SAG make-up and they plan on discussing this with OJJDP to be more flexible <ul style="list-style-type: none"> Will keep everyone updated on this progress <p>(11:48)</p> <p>V. Ramos</p> <ul style="list-style-type: none"> Rachel McCoach has resigned as Ethnic & Cultural Diversity Chair but plans to remain as a member of JJSAC <p>(11:49)</p> <p>S. Ahu</p> <p>SAG Youth Engagement and SAG Training- Aide Sam Moore</p> <ul style="list-style-type: none"> Aide is eager to help JJSAC with youth engagement 	<p>Find out from Leanne if they are still accepting applications for HYC</p>	<p>S. Ahu</p>	

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	<ul style="list-style-type: none"> • Prior to connecting with her, she was with CJJ, which is the avenue I was hoping to take to pay her for her time working with us, but she is no longer apart of CJJ <ul style="list-style-type: none"> ○ She is working with Partners in Development Foundation (PIDF) along with Tai-An ○ She would like to keep JJSAC separate from what she is doing with PIDF ○ Will reconnect with her to see how she can help JJSAC and Youth Committee ○ Need approval from JJSAC to pay her through a contract • If Shaun Kana'iaupuni did not reach out to Anastasia about getting involved, we can follow-up • We will send the recording for Delia to review since she was not able to attend the last meeting <p>(11:50) V. Ramos 2023 Title II Application Update</p> <p>(11:51) S. Ahu</p> <ul style="list-style-type: none"> • Application has been submitted and the initial review completed by OJJDP. Will keep everyone updated on the notice of award. LY was just over \$600K 	<p>Reconnect with Aide to see how she can help JJSAC and Youth</p> <p>Follow-up with Shaun on Anastasia's invite to PIDF</p> <p>Send recording of JJSAC meeting to Delia</p>	<p>S. Ahu</p> <p>S. Ahu</p> <p>N. Machida</p>	
<p>VII. Announcements</p> <ul style="list-style-type: none"> • Upcoming Conferences: <ul style="list-style-type: none"> • Justice Innovations Summit 2024 	<p>(11:52) V. Ramos Justice Innovations Summit 2024</p> <ul style="list-style-type: none"> • This may be a good opportunity for OYS and HYCF to participate and recruit for JJSAC 			

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February 16–19, 2024 University of Hawai'i at Mānoa https://justiceinnovationssummit.org/	<ul style="list-style-type: none"> This can be shared with Aide if she is interested (11:53) S. Ahu <ul style="list-style-type: none"> Will have a discussion with Leanne about attending and participating in this conference Will share the agenda with Aide SRAD Conference will be in 2024 Working on Assessment Center-Leadership Synopsis 	Discuss with Leanne about being involved with this conference	S. Ahu	
VIII. Future Agenda Items (Open for Discussion) 2020-2023 Title II – 3 Year State Plan Crime Analysis	(12:04) S. Ahu <ul style="list-style-type: none"> We are on the last year of our 3-Year State Plan New State Plan will need to be a topic on every Committee's the agenda to start working on it 			
IX. Next meeting <ul style="list-style-type: none"> Thursday, February 1, 2024 Thursday, May 2, 2024 Thursday, August 1, 2024 	(12:05) V. Ramos <ul style="list-style-type: none"> Thursday, February 1, 2024 Thursday, May 2, 2024 Thursday, August 1, 2024 (12:07) S. Ahu <ul style="list-style-type: none"> We will open up nominations for the JJSAC Chair position The next meeting will be facilitated by the Vice-Chair, Delia Ulima 			

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X. Adjournment	<ul style="list-style-type: none"> • Move to adjourn at 12:12 pm by Vonn Ramos • Motion approved by A Neumann • Seconded by Delia Ulma • All in favor 			

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