

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, May 2, 2024
11:00AM-1:00 PM

Members Present: Delia Ulima (Vice-Chair), Anastasia Neumann (Youth Committee Chair),
Rick Collins (P&A Committee Chair)

Members Excused:

Member Absent: None

Guests Present: None

Staff Present: Shannessy M. 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"> • Introduction of members and attendees • Establishment of quorum (2/3) 	<ul style="list-style-type: none"> • Meeting called to order at 11:15 a.m. by Vice Chair, Delia Ulima • Quorum established (2/3) • Introduction of attendees: <ol style="list-style-type: none"> 1. Delia Ulima-JJSAC Vice-Chair, EPIC Ohana, HIGH HOPES 2. Anastasia Neumann-JJSAC Youth Member, Chair Youth Committee, EPIC OHANA, HIGH HOPES 3. Rick Collins, JJSAC Member, Chair Prevention & Accountability Committee, Independent Consultant, Hawaii Public Health Institute, 4. Shannessy Ahu-Federal Grants Manager, Children & Youth Specialist V, Office of Youth Services 5. 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"> • March 7, 2024-To Be Approved 	<p>(11.:17) D. Ulima</p> <ul style="list-style-type: none"> • Quorum is established (2/3) • Consideration and approval of minutes for March 7, 2024 • Move to approve the minutes by D. Ulima • Motion moved by R. Collins • Seconded by A. Neumann • All in favor 			

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<p>III. 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>(11:18) D. Ulima</p> <ul style="list-style-type: none"> No written testimonies recorded or 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 (cancelled) 2.13.2024 • P&A-Last meeting 4.18.2024 	<p>11:19 A Neumann Youth Committee</p> <ul style="list-style-type: none"> • With assistance from Shannessy we have started to invite people to the next Youth Committee meeting on May 16, 2024. <ul style="list-style-type: none"> ○ Hale Kipa ○ Family Court ○ Shelters ○ HIGH HOPES Board & Partners at EPIC ○ School-Kapolei High School ○ HYCF • Stipends -\$25 an hour up to 2 hours, not to exceed \$600 per year • Reviewed 3-Year Goals and what to revamp • In person retreats once or twice a year • Google Doc-Youth Information Form <ul style="list-style-type: none"> ○ OYS assist in managing. ○ Approval to create an email for notifications • Difficulties in outer state travel for training and conferences due to pre payments with personal resources which are reimbursed later • Brochure for the Youth Committee was created by Shannessy <ul style="list-style-type: none"> ○ Color was slightly edited 			

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	<p>(11:28) R. Collins</p> <ul style="list-style-type: none"> • Should there be another channel to reach young people if they don't have an email or communicate often by email <ul style="list-style-type: none"> ○ Is email the best way to communicate with youth? ○ If an adult is making the connection for a youth, than email would be fine to use, otherwise it may not be the best way to communicate with youth <p>(11:30) A Neumann</p> <ul style="list-style-type: none"> • Plans to utilize approved social media channels to communicate has been a topic of discussion <p>(11:31) S. Ahu</p> <ul style="list-style-type: none"> • We would have to work closely with our public information officer to get approvals <ul style="list-style-type: none"> ○ OYS would maintain the social media platforms • If there is a strong push for texting or calling and having a phone we can work with our Admin to provide a phone <p>(11:34) D. Ulma</p> <ul style="list-style-type: none"> • EPIC OHANA subscribes to Zip Whip which is a service for sending and receiving text messages in a secure place 	<p>Talk to the Public Information Officer about creating a social media platform which would be managed by OYS</p> <p>Check with Admin to issue a cell phone? Services with an annual fee-Dial Pad, Zip Whip Platforms managed by OYS-Annual fee</p>	<p>S. Ahu</p> <p>S. Ahu</p>	

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	<p>(11:38) R. Collins Prevention & Accountability Committee</p> <ul style="list-style-type: none"> • Fulfilling the goals in our State plan and identifying prevention related gaps <ul style="list-style-type: none"> ○ Working on 2 survey to help understand what the current resources and gaps may be ○ Survey for youth who have had contact with the justice system from prevention programs to Hawaii Youth Correctional Facility (HYCF) ○ Survey for providers who have contracts with OYS ○ Based on the information from the surveys we can make recommendations to the JJSAC and inform OYS on any direction in the future on leveraging their resources. ○ Working with the Child & Welfare division in San Diego and other States who have done similar youth surveys ○ Providers survey is almost complete and would like to test it with the Executive Committee for feedback and to help disseminate. ○ After testing, will share with JJSAC for approval 			

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<p>V. Old Business: (open for discussion) <u>JJSAC membership vacancies</u></p> <ul style="list-style-type: none"> • Legislative Representative • JJSAC Chair <p><u>JJSAC Terms expiring 6.30.24</u> Joseph Los Banos Charity Dudoit Rachel McCoach Billie-Ann Bruce Diopilo Hardison Kristy Nishimura Judge Andrew Park</p> <p><u>Sub-committee vacancies</u> Compliance Committee Chair Ethnic & Cultural Diversity Chair</p>	<p>11:41 D. Ulima</p> <ul style="list-style-type: none"> • Nominations for a JJSAC Chair • Recruit for a legislative representative <p>11:42 S. Ahu</p> <ul style="list-style-type: none"> • Joseph Los Banos <ul style="list-style-type: none"> ○ Will not be available to serve another term for the JJSAC but will still sit on the P&A Committee • Charity Dudoit-Will not be able to serve another term • Rachel McCoach-Will not be able to serve another term • Billie-Ann Bruce-Will not be able to serve another term • Diopilo Hardison-Will not be able to serve another term • Kristy Nishimura-Will not be able to serve another term but has a replacement, Howard Chi from the Department of Education, who has applied to the JJSAC • Judge Andrew Park-Re-applied for another term • Amy Perruso applied to the JJSAC • Misty Leigh Carter-Big Island, applied to the JJSAC • Delia Ulima- 2nd term ends June 30, 2026 • Anastasia Neumann-1st term ends June 30, 2025 • Rick Collins-1st term was 1 year, 2nd term is 4 years. Term ends on June 30, 2025 <ul style="list-style-type: none"> ○ Boards & Commission plug in new members when members drop off, so your first term was only a year 			

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	<ul style="list-style-type: none"> • Each member is able to serve 2 consecutives 4 year terms <ul style="list-style-type: none"> ○ Total of 8 years <p>(11:48) D. Ulima Sub Committee Vacancies</p> <ul style="list-style-type: none"> • JJSAC-Chair • Compliance Committee-Chair • Ethnic & Cultural Diversity-Chair <p>11:49 R. Collins</p> <ul style="list-style-type: none"> • Need to re-energize and consider who can get actively involved in this work and create a better culture to thrive, maybe pandemic related • Think of specific people who would want to be actively involved and contribute to the work • Reached out to <ul style="list-style-type: none"> ○ Judge Adrienne Heely ○ Paul Tonnesen-Executive Director · Friends of the Children's Justice Center <p>11:50 D. Ulima</p> <ul style="list-style-type: none"> • We can consider going back to in-person meetings where people would have to commit their whole day <p>11:51 A Neumann</p> <ul style="list-style-type: none"> • Would like to invite Judge Shaw who replaced Judge Park to the Youth committee 	<p>Send contact information for Judge Shaw</p>	<p>D. Ulima</p>	

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	<p>(11:56) D. Ulima</p> <ul style="list-style-type: none"> • We can send a brochure or ask OYS to assist in drafting an email to Judge Heely and Paul Tonnesen <p>(11:57) S. Ahu</p> <ul style="list-style-type: none"> • JJSAC does not have a brochure that has been worked on • We can draft an email, similar to the one sent on behalf of Anastasia to the JJSAC <p>(11:58) R. Collins</p> <ul style="list-style-type: none"> • Will send the email to Judge Heely and Paul Tonnesen and copy OYS <p>(11:59) S. Ahu</p> <ul style="list-style-type: none"> • Need to have this approved by our Executive Director <ul style="list-style-type: none"> ○ Consider inserting in the “Scope of Services” participation on the JJSAC ○ Increase membership of people who do this work ○ Anyone from the organization and not necessarily the CEO <p>(12:00) R. Collins</p> <ul style="list-style-type: none"> • Agree to have them delegate someone who is doing this work 	<p>Draft email and send to Rick for people he knows whom may be interested in JJSAC</p>	<p>S. Ahu</p>	

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	(12:01) D. Ulima <ul style="list-style-type: none"> • Agree, this is a good idea 	Agree to address inserting participation on JJSAC in the “Scope of Service” on contracts	S. Ahu	
VI. New Business: (open for discussion)	(12:02) No discussions			
VII. New Business JJSAC New	(12:03) <ul style="list-style-type: none"> • No discussions 			

AGENDA ITEM	DISCUSSION	RECOMMENDATIONS/ ACTIONS/CONCLUSIONS	PERSON(S) RESPONSIBLE	DATE DUE
Applications & Recommendations				
VIII. Announcements Upcoming Conference:	(12:04) D. Ulima <ul style="list-style-type: none"> • OYS is not sending anyone to conference this year. 			
IX. Next Meeting for FY 2023-2024 <ul style="list-style-type: none"> • Thursday, August 1, 2024 • Thursday, November 7, 2024 	(12:04) D. Ulima <ul style="list-style-type: none"> • Next meeting is on Thursday, August 1, 2024 			
X. Adjournment	(12:04) <ul style="list-style-type: none"> • Meeting adjourned at 12:04pm by D. Ulima 			