

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  
1010 Richard Street, Honolulu Hawaii 96813-2940

Youth Sub Committee Meeting  
Hosted on Zoom  
(Link available upon request)

Monday, September 23, 2024  
10:00 a.m.-12:00 p.m.

Members Present: Anastasia Neumann, Andrew Sabanal, Tori Ikeda, Aponi Boyer

Members Absent:

Members Excused: Delia Ulima, Tianna-Celis Webster, DJ Hadley, Tyrik Namelo, Melissa Mayo

Guests Present:

Staff Present: Shannessy Ahu, Sheri Sagayaga, 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; Guests</li> <li>• Establish Quorum (5/8)</li> </ul>	<p>(10:08) A Neumann</p> <ul style="list-style-type: none"> <li>• Meeting called to order at 10:08 am by Chair, Anastasia Neumann</li> <li>• Quorum not established at this time</li> <li>• Sunshine Laws Reminders</li> <li>• <b>Quorum of board members must be visible</b> to other members and the public during a remote meeting. Member's brief absence from view during a meeting, such as to take a five-minute restroom break, would not cause the board to lose quorum.</li> <li>• <b>However</b>, if a board member who is needed to meet the quorum requirement will be out of view for an extended period of time or will be absent during a vote, the board should call for a recess until quorum can be reestablished.</li> <li>• Meeting is open to the public</li> <li>• Recorded and posted to the Office of Youth Services&gt; Juvenile Justice State Advisory Council (JJSAC)&gt;Meeting Minutes <a href="https://humanservices.hawaii.gov/juvenile-justice-state-advisory-council-agendas-and-minutes/">https://humanservices.hawaii.gov/juvenile-justice-state-advisory-council-agendas-and-minutes/</a></li> <li>• <b>If the audio-visual connection is lost</b>, the Sunshine Law requires the meeting to automatically recess for up to 30 minutes while the board attempts to restore the connection. If no connection is restored, the meeting will be cancelled and re-scheduled</li> </ul>			

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	<p>(10:13) A Neumann Introduction of Members &amp; Guest</p> <ul style="list-style-type: none"> <li>• Anastasia Neumann-JJSAC Member, Chair, Youth Committee</li> <li>• Andi Sabanal, Youth Member, Youth Partner, EPIC OHANA</li> <li>• Tori Ikeda, Youth Member, EPIC OHANA</li> <li>• Aponi Boyer, Youth Member, EPIC OHANA Maui, HI HOPES Youth Leadership</li> <li>• Shannessy Ahu, Children &amp; Youth Specialist, Office of Youth Services</li> <li>• Sheri Sagayaga, Children &amp; Youth Specialist, Office of Youth Services</li> <li>• Norene Machida, Office Assistance, Office of Youth Services</li> </ul>			
<p>II. Consideration and Approval of Minutes for the Following Meeting(s):</p> <ul style="list-style-type: none"> <li>• Draft of Minutes for August 26, 2024 (To be approved)</li> </ul>	<p>(10:14) A. Neumann</p> <ul style="list-style-type: none"> <li>• No quorum established to approve minutes <ul style="list-style-type: none"> <li>○ Review and hold corrections until the next meeting</li> </ul> </li> </ul>			
<p>III. Community Input [Pursuant to section 92-3, Hawaii Revised Statutes, Community Members will have 3 mins. to speak, i.e.,</p>	<p>(10:19) A Neumann</p> <ul style="list-style-type: none"> <li>• No community input and testimony received</li> </ul>			

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<p><b>per person, per item, or written testimony can be submitted on agenda items]</b></p>				
<p>IV. Old Business: (Open for discussion)</p> <ul style="list-style-type: none"> <li>• Frequency of Youth Committee Meetings</li> <li>• Juvenile Justice State Advisory Council (JJSAC) Involvement</li> <li>• Youth Corner Presentation at the Juvenile Justice State Advisory Council (JJSAC)</li> </ul>	<p>(10:20) A Neumann Frequency of Youth Committee Meeting</p> <ul style="list-style-type: none"> <li>• Move meetings to every other month</li> <li>• Allow Youth Committee members to attend JJSAC meetings</li> <li>• Cap of \$600 limit to attend meetings</li> <li>• Table until the next meeting to further discuss with other members</li> </ul> <p>(10:22) S. Ahu JJSAC Involvement</p> <ul style="list-style-type: none"> <li>• Opportunity to join the JJSAC and participate as a member of the Youth Committee <ul style="list-style-type: none"> <li>○ Sub Committee's are an extension of the JJSAC</li> <li>○ Seats are Governor appointed, application required</li> </ul> </li> </ul> <p>(10:23) A. Neumann Youth Corner</p> <ul style="list-style-type: none"> <li>• Present at the JJSAC as a new youth committee member</li> <li>• Together as a Committee to introduce ourselves</li> <li>• Individual presentation on a topic relative to</li> </ul>	<p>Place topic for discussion on next agenda</p>	<p>A. Neumann</p>	

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	juvenile justice <ul style="list-style-type: none"> <li>• Discuss at the next meeting with members</li> </ul>	Discuss Youth Corner presentation at a JJSAC	A. Neumann	
V. New Business: <ul style="list-style-type: none"> <li>• Options for Youth Committee Meetings</li> <li>• Virtual/In person Sub Committee meeting on Thursday, November 14, 2024</li> <li>• Virtual/In person Juvenile Justice State Advisory Council (JJSAC)- Robert Rules Training on Thursday, November 14, 2024</li> </ul>	(10:25) A. Neumann <ul style="list-style-type: none"> <li>• Option to attend the JJSAC meeting on November 14, 2024 for Roberts Rule training.</li> </ul> (10:26) S. Ahu <ul style="list-style-type: none"> <li>• The training will also be available remotely to attend as well as in person.</li> <li>• In lieu of a Youth Committee meeting in November, we will pay for members to attend the 1-2 hour Roberts Rule training required for all Committees and Councils</li> <li>• Members from the neighbor islands who are interested in attending in-person, will be provided travel and ground transportation</li> </ul> (10:31) A. Neumann <ul style="list-style-type: none"> <li>• Please drop in chat if you would like to participate in-person or virtually               <ul style="list-style-type: none"> <li>○ Andi Sabanal-In person</li> <li>○ Tori Ikeda- Virtually</li> <li>○ Aponi Boyer-In person</li> </ul> </li> </ul>			

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VI. Action Items & Next Steps <ul style="list-style-type: none"> <li>• Youth Committee Brochure/Flyer Assign tasks</li> </ul>	<p>(10:38) A Neumann</p> <ul style="list-style-type: none"> <li>• Break out to review the Youth Committee Brochure for:               <ul style="list-style-type: none"> <li>○ Editorials, color, youth friendly, what needs to be included, to “wordy”</li> <li>○ Fonts, background color</li> <li>○ Make changes on Canva</li> </ul> </li> </ul> <p>(11:08) A. Neumann</p> <ul style="list-style-type: none"> <li>• Concluded the information is needed and can be bullet pointed</li> <li>• Create a logo or use a color to represent the Youth Committee</li> </ul> <p>(11:09) T. Ikeda</p> <ul style="list-style-type: none"> <li>• We narrowed down About Us and Why Serve because it shared the same information and edited wording for the eligibility</li> </ul> <p>*Header* Are You Ready To Make a Difference? We’re looking for youth and young adults ages 15-28 who:  Have experience with juvenile justice or are interested in reform Have access to a computer and the internet Work well in a team Can communicate effectively through email</p>			

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	<p>Can commit to at least 1 year of service</p> <p><b>*Header* Why Join Us?</b>  The Hawaii Youth Committee is your chance to help transform the juvenile justice system!</p> <p>We make sure youth voices are heard in policy decisions  We focus on improving youth-centered services, emphasizing prevention, healing, and well-being.  We raise awareness about youth issues and provide valuable suggestions to the Juvenile Justice State Advisory Council (JJSAC).  Together, we can ensure that young voices are heard and create a more supportive, inclusive environment for future generations. Let's work towards a community where all young people can thrive!</p> <p>(11:11)  A. Sabanal</p> <ul style="list-style-type: none"> <li>• The graphics clash and a solid color background could be best</li> </ul> <p>(11:11)  A. Neumann</p> <ul style="list-style-type: none"> <li>• The Canva link will be sent to members to make changes <ul style="list-style-type: none"> <li>○ Suggest making a copy of the original and working off a copy</li> </ul> </li> <li>• Share edits at the next meeting</li> </ul>	<p>Send Canva link to members</p> <p>Review edits at next meeting</p>	<p>A. Neumann</p> <p>A. Neumann</p>	

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VII. Future Agenda Items (open for discussion) <ul style="list-style-type: none"> <li>• Review Youth Committee Charter</li> <li>• Proposed Goals and Activities for Committee</li> <li>• Application to the Juvenile Justice State Advisory Council Robert Rules Training</li> </ul>	(11:19) A Neumann Next topics we will be discussing at the next meeting <ul style="list-style-type: none"> <li>• Review Youth Committee Charter</li> <li>• Proposed Goals and Activities for Committee`               <ul style="list-style-type: none"> <li>○ What direction within the Community to effect change</li> </ul> </li> <li>• Application to the Juvenile Justice State Advisory Council Robert Rules Training</li> </ul>			
VIII. Announcements (open for discussion)	(11:20) S. Ahu <ul style="list-style-type: none"> <li>• This is the 3<sup>rd</sup> Committee meeting and we will be emailing an invoice to sign to process payment for the 1<sup>st</sup> quarter               <ul style="list-style-type: none"> <li>○ Email it back to Norene</li> </ul> </li> </ul>	Complete invoice to process payment for the 1 <sup>st</sup> Qtr	Members	
IX. Next Scheduled Meetings: Monday, October 28, 2024	(11:22) A Neuman <ul style="list-style-type: none"> <li>• Monday, October 28, 2024 10:00am-12:00pm</li> </ul>			
X. Adjournment	(11:23) <ul style="list-style-type: none"> <li>• Meeting adjourned by A. Neumann at 11:23 pm</li> </ul>			