

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 (JJSAC)
Department of Human Services, State of Hawai'i
Office of Youth Services

Juvenile Justice State Advisory Council
4th Quarter Video/Audio Meeting

Thursday, August 22, 2024
9:00AM-12:00 PM

Hosted on Zoom
(Copy of minutes available upon request)

Members Present: Delia Ulima (Vice-Chair), Rick Collins, Anastasia Neumann, Judge Andrew Park, Randi Cooper, Sarah Antone, Dane Ka'ae, Howard Chi, Misty Leigh Carter

Members Absent:

Members Excused: Shawn Kana'iaupuni, Rep. Amy Perruso

Guests Present: Captain Mikel Kunishima, Judge Adrienne Heely, Lt. Grant Nakamura, Boni Grimmel,

Staff Present: Mimari Hall, Shannessy Ahu, John Paekukui, Sheri Sagayaga, Tammi Kahookele, 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 • Establishment of Quorum 	<p>(9:04)</p> <ul style="list-style-type: none"> • Meeting called to order at 9:04 a.m. by Vice-Chair, Delia Ulima • Quorum has been established • Sunshine Laws Reminders <ul style="list-style-type: none"> • Quorum of board members must be visible 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. • However, 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. • If the audio-visual connection is lost, 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 <p>(09:05) D. Ulima Introductions of Members & Guest</p>			

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	<ul style="list-style-type: none"> • Delia Ulima-JJSAC Vice-Chair, Executive Director, EPIC Ohana, HI HOPES • Anastasia Neumann, JJSAC Member, Youth Committee Chair, EPIC OHANA • Rick Collins, JJSAC Member, P&A Chair, Hawaii Public Health Institute • Judge Andrew Park, JJSAC Member, First Circuit Family Court • Randi Cooper, JJSAC Member, Administrator, Juvenile Client Services-County of Hawai'i • Lt. Grant Nakamura, Guest, Juvenile Division, Maui Police Department • Dane Ka'ae, JJSAC Member, Prevention & Accountability member, Director of Youth Services, Maui Economic Opportunity • Captain Mikel Kunishima, Guest, Community Affairs, Honolulu Police Department • Adrienne Heely, Guest, Retired, Judge from Maui Family Court, Maui Prosecutor Office, Felony Screening Division, Ola Maui, • Boni Grimmel, Guest, Partner in Development Foundation • Sarah Antone, JJSAC Member, Catholic Charites Hawaii • Brandi Wakabayashi, Guest, Title 1, Part D Program Manager, Department of Education, 			

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	<ul style="list-style-type: none"> • Howard Chi, JJSAC Member, Vice Principal, Leihoku Elementary • Misty Leigh Carter, JJSAC Member, Disaster Division, County of Hawai'i, • Tammi Kahookele, Corrections Program Specialist, Office of Youth Services, Kawaihoa Youth & Family Wellness, Hawaii Youth Correctional • Lt. Robert Pauole, Juvenile Aid Section, Hawai'i Police Department • Cameron Clark, Guest, Policy Advocacy Clinic, UC Berkley School of Law • Mimari Hall, Program Development Officer, Office of Youth Services • Shannessy Ahu, Children & Youth Specialist, Office of Youth Services • Sheri Sagayaga, Children & Youth Specialist, Office of Youth Services • John Paekukui, Compliance Monitor, Office of Youth Services • Norene Machida, Office Asst., Office of Youth Services • 			
II. Election	(9:16)			

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<ul style="list-style-type: none"> Juvenile Justice State Advisory Council (JJSAC) Chair 	<p>D. Ulima</p> <ul style="list-style-type: none"> Nominations for the Juvenile Justice State Advisory Council Chairperson were conducted on two separate times <ul style="list-style-type: none"> One member, Mr. Rick Collins, self nominated for this seat Voting for Mr. Rick Collins will be conduct by voice votes All in favor 	<p>Mr. Rick Collins is the new Chair of the JJSAC</p>		
<p>III. Consideration and Approval of the Minutes for the following Meeting (s)</p> <ul style="list-style-type: none"> Minutes for August 24, 2023 (to be approved) Informational Only Minutes for March 28, 2024 	<p>(9:19) R. Collins</p> <ul style="list-style-type: none"> Motion for approval of minutes for August 24, 2023 Motion approved by Delia Ulima Seconded by Anastasia Neumann All in favor 	<p>Minutes for August 24, 2023, approved with no correction</p>		
<p>IV. 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>(9:20) R. Collins</p> <ul style="list-style-type: none"> Floor is open to any community member who would like to share about the work in juvenile justice. No testimonies have been submitted for reading 			

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<p>V. New Business (open for discussion)</p> <p>November JJSAC & Sub Committees Meeting -In Person</p> <ul style="list-style-type: none"> • Visit to State Capitol <p>Permitted Interaction Group</p> <ul style="list-style-type: none"> • Identify and recommend legislative goals 	<p>(9:21) R. Collins November JJSAC & Sub Committees Meeting -In Person</p> <ul style="list-style-type: none"> • Opportunity to meet members in person <ul style="list-style-type: none"> ○ Open for discussion • In contact with Rep. Amy Perruso’s office to gather details on scheduling a visit to the State Capitol <ul style="list-style-type: none"> ○ Raise awareness and energy around JJSAC having a voice as it relates to juvenile justice issues <p>(9:24) S. Ahu</p> <ul style="list-style-type: none"> • Travel arrangements, ground transportation, per diem is arranged and reimbursed by the Office of Youth Services (OYS) for JJSAC members who decide to attend in-person <p>(9:26) D. Ulima</p> <ul style="list-style-type: none"> • The in-person sub-committee meetings would be held in separate rooms prior the JJSAC meeting and open to sub-committee members to attend • It was a full day ending around 4pm 			

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	<p>(9:40) R. Collins</p> <ul style="list-style-type: none"> • Based on members feedback, we will have the next JJSAC meeting in-person, on November 14, 2024 from 11:00am-3:00pm • OYS to confirm room accommodations • Determine if sub-committee's want to meet prior <p>(9:41) A. Heely</p> <ul style="list-style-type: none"> • The idea of having an in person meeting is great and visiting the State Capital and connecting with legislatures • Is the legislatures in session <p>(9:42) R. Collins</p> <ul style="list-style-type: none"> • Is it okay for non JJSAC members to inquire about a subject of discussion <p>(9:43) S. Ahu</p> <ul style="list-style-type: none"> • As it pertains to the subject, yes this is allowed <p>(9:44) R. Collins</p> <ul style="list-style-type: none"> • The Legislation is not in session <ul style="list-style-type: none"> ○ Must draft legislation because session 	<p>Next meeting held in-person on Thursday, November 14, 2024</p> <p>Check basement room availability for in-person meeting</p> <p>Sub Committee's to discuss on meeting in-person on November 14, 2024, before the JJSAC meeting</p>	<p>R. Collins</p> <p>OYS</p> <p>Committee Chairperson/ OYS</p>	

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	<p>starts the 3rd Wed of January 2025</p> <ul style="list-style-type: none"> ○ Legislatures have only one week to introduce bills ○ Will need to identify a person to introduce bills <p>(9:46) R. Collins Permitted Interaction Group</p> <ul style="list-style-type: none"> ● Recommend opening a permitted interaction group to look at legislative goals for this coming session <ul style="list-style-type: none"> ○ Look at actions to craft into a bill that relates to juvenile justice ○ Bills to support or oppose ○ Start to meet now until the next meeting in November ● Propose to establish a Permitted Interaction Group from August 22, 2024 through November 14, 2024 ● Recommendations of legislative priorities to address our juvenile justice system to the JJSAC <ul style="list-style-type: none"> ○ Report to the Full Body <p>(9:49) R. Cooper</p> <ul style="list-style-type: none"> ● This is a good idea and I would join <ul style="list-style-type: none"> ○ Need new laws and procedures for the work we provide 			

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	<ul style="list-style-type: none"> ○ Hasn't been updated to reflect what is currently trending <p>(9:59) Judge A. Park</p> <ul style="list-style-type: none"> • Is there a downside to establishing the PIG until May 2025 <ul style="list-style-type: none"> ○ Are there time limits for PIG's to finish the work <p>(10:00) S. Ahu</p> <ul style="list-style-type: none"> • We will check with the Office of Information Practice (OIP) to advise on time limits. • Sunshine Law training, presented today will cover Permitted Interaction Groups <p>(10:01) Judge A. Park</p> <ul style="list-style-type: none"> • There may be potential for instances where a member may abstain on a particular issue that touches on something their organization is doing • I am in support of a legislative PIG and would be a member • Motion to investigate areas relevant to the Juvenile Justice State Advisory Council through potential legislation and comment on introduced bill to operate from today, August 			

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	<p>22, 2024 through May 31, 2025.</p> <ul style="list-style-type: none"> • Seconded by A. Neumann • All in favor <p>(10:05) R. Collins</p> <ul style="list-style-type: none"> • Nominate Andrew Park, Randi Cooper, and Delia Ulma <p>(10:06) Judge A. Park</p> <ul style="list-style-type: none"> • The PIG needs to be under quorum, 6/11 <p>(10:07) S. Ahu</p> <ul style="list-style-type: none"> • Will check with OIP if non-members can also join the PIG, but not counted as quorum <p>(10:08) R. Collins</p> <ul style="list-style-type: none"> • We will move to item VII on the agenda for a scheduled presentation and return to this discussion <p>(10:38) R. Collins</p> <ul style="list-style-type: none"> • Update from the Office of Information Practice on Permitted Interaction Groups <ul style="list-style-type: none"> ○ PIG can report out once ○ PIG is dissolved after the report is delivered ○ Cannot have interaction with other 	<p>Voted Investigation Permitted Interaction Group start August 22, 2024 until May 31, 2025</p> <p>Check if non-JJSAC members can join a PIG</p>	<p>Members</p> <p>OYS</p>	

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	<p>JJSAC members, only with members in the PIG</p> <ul style="list-style-type: none"> ○ Committee cannot take action on the report until the next meeting ● Based on these requirements, the PIG would be dissolved on the day the report is presented to the JJSAC and will not be able to continue through May 2025 ● The JJSAC cannot take action on the report until the next meet schedule in February ● Suggest to move the next meeting to January 2025 <p>(10:43) Judge A. Park</p> <ul style="list-style-type: none"> ● Half the bills are dead by February but it would be worth an effort to have a investigative PIG provide recommendation on legislative bills ● Would like to motion to amend the end date of the PIG to November 14, 2024 for areas relevant to the Juvenile Justice State Advisory Council through potential legislation and comment on introduced bill to operate from today, August 22, 2024 through November 14, 2024 ● Seconded by A. Neumann ● All in favor 	<p>VOTE AMENDED- Voted Investigation Permitted Interaction Group start August 22, 2024 until November 14, 2024</p>		

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	<p>(10:45) R. Collins</p> <ul style="list-style-type: none"> • Volunteers on the Permitted Interaction Group <ul style="list-style-type: none"> ○ Judge Andrew Park ○ Randi Cooper ○ Anastasia Neumann ○ Rep. Amy Perruso ○ Shawn Kana’iaupuni (Volunteered by Boni Grimmel) • Motion to approve the volunteers by A. Neumann • Seconded by D. Ulima 	<p>Approved volunteers on the Permitted Interaction Group</p> <ol style="list-style-type: none"> 1. Judge Andrew Park 2. Randi Cooper 3. Anastasia Neumann 4. Rep. Amy Perruso 5. Shawn Kana’iaupuni (Volunteered by Boni Grimmel) 		
<p>VI. Sub-Committee Reports & Updates on 3-Year Goals</p> <p>A. Executive Committee-Last meeting 8.7.24-Next meeting 11.7.24</p> <p>B. Youth Committee- Last meeting 7.19.24-Next meeting 8.26.24</p> <p>C. Compliance Committee- Last</p>	<p>(10:28) D. Ulima Executive Committee</p> <ul style="list-style-type: none"> • Vacant Chair seat on the Ethnic & Cultural Diversity Committee <ul style="list-style-type: none"> ○ No meeting since 2022 <p>(10:29) A. Neumann Youth Committee</p>			

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<p>meeting cancelled 8.13.24- Next meeting 11.12.24</p> <p>D. Prevention & Accountability Committee- Last meeting 8.19.24</p> <p>E. Ethnic & Cultural Diversity Committee- Last meeting 7.11.2022</p>	<ul style="list-style-type: none"> • Reviewed and submitted 3 Year State plans goals for the Youth Committee <p>(10:31) R. Collins</p> <ul style="list-style-type: none"> • If anyone works with youth who may be interested in joining the Youth Committee, please connect with Anastasia <ul style="list-style-type: none"> ○ Working hard to recruit more youth <p>(10:33) Compliance Committee J. Paekukui</p> <ul style="list-style-type: none"> • We haven't been able to meet as the Chair retired and the Vice-Chair has been training on the Mainland • 3 violations for 2023 <ul style="list-style-type: none"> ○ Status offender held in secure custody, counts 2 violations ○ Juvenile held beyond the 6-hour limit <p>(10:34) R. Collins Prevention & Accountability Committee</p> <ul style="list-style-type: none"> • They have a new Chair, Shawn Kana'iuapuni • We have been working on youth and provider feedback which is one of our State plan goals • We would like to beta test a survey drafted by the Committee for Providers and ask JJSAC 			

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	<p>members for their support in identifying</p> <ul style="list-style-type: none"> ○ Logistical IT error ○ Are questions clear ○ Is the survey length appropriate ○ Complete by Friday, September 6, 2024 ○ Goal is to hand out to providers to identify gaps in services <p>(10:37) R. Collins Ethnic & Cultural Diversity Committee</p> <ul style="list-style-type: none"> ● Anyone interested in becoming the Chair of this Committee, please let me know <p>(10:38) R. Collins</p> <ul style="list-style-type: none"> ● We will move back to Item V. of the agenda as we have some updates 			
<p>VII. National Institute for Criminal Justice Reform (NICJR)</p> <ul style="list-style-type: none"> ● Information sharing 	<p>(10:08) Mikaela Rabinowitz, Director of Research National Institute for Criminal Justice Reform (NICJR) Presentation available upon request</p> <p>(10:25) R. Collins</p> <ul style="list-style-type: none"> ● In your recommendations do you have 			

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	<p>suggestions on how OYS can implement (10:26)</p> <p>M. Rabinowitz</p> <ul style="list-style-type: none"> • We provide technical assistance • Support on identifying grant funding • Recommendation on resource allocation 			
<p>VIII. Office of Youth Services (OYS)</p> <ul style="list-style-type: none"> • OYS Staff Updates • SFY25 Budget <ul style="list-style-type: none"> ○ Supplemental Year of the Biennium ○ Additionally assigned GIAs • New Programs <ul style="list-style-type: none"> ○ Request for Information (RFI) ○ Request for Proposal (RFP) • Hawaii Youth Correctional Facility (HYCF) Count 	<p>(10:49)</p> <p>M. Hall</p> <p>OYS Staff Updates</p> <ul style="list-style-type: none"> • We are delighted to have Sheri Sagayaga join OYS • We continue to recruit and hire for vacant position <ul style="list-style-type: none"> ○ We have an emergency hire and intern starting in 2 weeks ○ We continue to recruit for critical positions, Accountant and Administrator Officer position <ul style="list-style-type: none"> ✓ Waiting to receive a list of qualified applicants ✓ This is under the control of Department of Human Resource Development (DHRD) <p>SFY25 Budget</p> <p>Supplemental Year of the Biennium</p> <ul style="list-style-type: none"> • State fiscal year started in July 2024 			

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	<ul style="list-style-type: none"> • This is the supplemental year of Biennium 2025 <ul style="list-style-type: none"> ○ Budget level usually remain the same <p>Additionally assigned GIAs</p> <ul style="list-style-type: none"> • Gained 7 grant in aid recipients assigned to OYS <ul style="list-style-type: none"> ✓ Beginning the allotment process and moving to contract phase to on-board • Working with Department of Human Resources to identify what the budgets and legislative priorities will be <p>New programs and existing</p> <ul style="list-style-type: none"> ○ Several contracts expiring and will begin the request for information (RFI) and request for proposal (RFP) ○ Categories for re-procurement <ul style="list-style-type: none"> Outreach & Advocacy Intensive Mentoring Program Diversion Counselling Teen Court Independent Living Program Emergency Shelter HYCF & Judiciary Program <p>HYCF Count Boy/Girls</p> <ul style="list-style-type: none"> • HYCF population as of the first half of August 			

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	<p>was 24 and mid August dropped to 21 (10:54) R. Collins</p> <ul style="list-style-type: none"> Is there a timeline of when the proposals will be starting <p>(10:55) M. Hall</p> <ul style="list-style-type: none"> Discussion are taking place and likely by the beginning of the year 			
<p>IX. Training Office of Information Practice (OIP) Sunshine Law Basic Training Video</p>	<p>(11:01) R. Collins</p> <ul style="list-style-type: none"> Mandatory Sunshine Law Training required for all council members <p>(Training video available upon request)</p> <p>(11:52) R. Collins</p> <ul style="list-style-type: none"> For the sake of time, we will pause the training and send the link to complete watching the last 15 minutes of the training 	<p>Complete the last 15 minutes of the Sunshine Law Training video</p>	<p>Members</p>	
<p>X. Future Agenda Items (open for discussion)</p> <ul style="list-style-type: none"> Review JJSAC By-Laws Training on Robert's Rules Legislative Presentation Eliminate financial penalties 	<p>(11:52) R. Collins</p> <ul style="list-style-type: none"> Are there any other agenda items to add for the next meeting Review JJSAC By-Laws Training on Robert's Rules 			

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against youth in Hawai'i justice court	<ul style="list-style-type: none"> • Legislative Presentation Eliminate financial penalties against youth in Hawai'i justice court 			
XI. Action Items & Next Steps (open for discussion)	<p>(11:53) R. Collins</p> <ul style="list-style-type: none"> • Anyone interested in joining the JJSAC, please reach out to Shannessy <ul style="list-style-type: none"> ○ Email dropped in chat 			
<p>XII. JJSAC FB Meetings FY:2024-2025</p> <p>Meeting invites will be sent after each meeting to accept and save the dates to your calendar.</p> <p>Meetings are held from 9:00A-12:00P</p> <p>Thursday, November 14, 2024 (1st Q) Thursday, February 20, 2025 (2nd Q) Thursday, May 22, 2024 (3rd Q) Thursday, August 21, 2025 (4th Q)</p>	<p>(11:54) R. Collins</p> <ul style="list-style-type: none"> • Next meeting on Thursday, November 14, 2024 (1st Q) 			
XIII. Adjournment	<ul style="list-style-type: none"> • Move to adjourn the meeting at 11:55am by R. Collins • Motion to adjourn by A. Park • Seconded by A. Neumann • All in favor 			