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

Ethnic & Cultural Diversity (ECD) Standing Sub Committee
Zoom Video/Audio Meeting
Wednesday, May 7, 2025
11:00 a.m.-12:00 p.m.

NOTICE: Should you need this or any notice in an alternate format, please e-mail: DHSCivilRightsBox@dhs.hawaii.gov. The Hawaii Relay Service 711 is available to hearing impaired and deaf individuals as needed as are video phones where required.

Members Present: Adrianne Heely-Caires, Paul Tonnessen, Malia Malufau

Members Absent: None

Members Excused: Misty Carter

Guests Present: None

Staff Present: Sheri Sagayaga, John Paekukui, Norene Machida

AGENDA ITEM	DISCUSSION	RECCOMMENDATIONS/	PERSON(S)	DATE
L Call to Ouden/Establishes and of	(44.02)	ACTIONS/CONCLUSIONS	RESPONSIBLE	DUE
I. Call to Order/Establishment of	(11:03)			
Quorum	A Heely Caires			
 Meeting protocol for 	 Meeting called to order at 11:03 a.m. by 			
audiovisual communication	Chair, Adrianne Heely Caires			
 Introduction of Members and 	 Sunshine Law requires members to 			
Guest	be on camera			
 Establishment of Quorum (3/4) 				
	 Introduction of Members 			
	1. Adrianne Heely Caires, JJSAC Member, Chair			
	of the Ethnic & Cultural Diversity (ECD)			
	Committee			
	2. Paul Tonnessen, JJSAC Member, Ethnic &			
	Cultural Diversity (ECD) Committee Member			
	3. Malia Malufau, JJSAC Member, Vice-Chair			
	Ethnic & Cultural Diversity (ECD) Committee			
	4. Sheri Sagayaga, Office of Youth Services,			
	Children & Youth Specialist			
	5. John Paekukui, Office of Youth Services,			
	Compliance Monitor			
	6. Norene Machida, Office of Youth Services,			
	Office Asst.			
	 Quorum is established (3/4) 			

AGENDA ITEM	DISCUSSION	RECCOMMENDATIONS/	PERSON(S)	DATE
		ACTIONS/CONCLUSIONS	RESPONSIBLE	DUE
 II. Consideration and approval of minutes for the following meeting: Draft of Minutes for April 2, 2025 (To be approved) 	 (11:09) A. Heely Caires Consideration and approval of minutes for April 2, 2025 Motion to approve minutes as presented by P. Tonnessen Seconded by M. Malufau All in favor 	Minutes for April 2, 2025, approved	Members	
III. Public Testimony and Written Testimonies Submitted:	(11:10) A. Heely Caires			
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]	No public and written testimonies received.			

AGENDA ITEM	DISCUSSION	RECCOMMENDATIONS/	PERSON(S)	DATE
		ACTIONS/CONCLUSIONS	RESPONSIBLE	DUE
 IV. Subcommittee Discussion: Sub Committee Charter Committee Charter Overview and Committee Composition Committee Members Roles and Responsibilities Ethnic and Diversity Committee Procedures 	 (11:11) A. Heely Caires Committee Charter Overview and Committee Composition Suggest amending the composition amount of members for the Ethnic and Cultural Diversity Committee, with a focus on ensuring it has a minimum of 4 members instead of 6. 			
	(11:12) P. Tonnessen			
	 (11:13) P. Tonnessen Motion to amend the charter to change the Committee Composition from no fewer than 6 to no fewer than 4 Seconded by M. Malufau All in favor Motion carried 	All in favor to amend the Charter Committee Composition	Members	
	(11:16) A. Heely Caires Committee Members Roles and Responsibilities			

AGENDA ITEM	DISCUSSION	RECCOMMENDATIONS/ ACTIONS/CONCLUSIONS	PERSON(S) RESPONSIBLE	DATE DUE
	 The duty of the Secretary is open for nominations. Would like to nominate Misty Carter. Are there any objections? If none, OYS will advise Misty and confirm her acceptance or decline of this nomination Ethnic and Diversity Committee Procedures Are there any amendments needed for the Committee procedures? 	Advise Misty Carter of her nomination as Secretary of the ECD Committee	OYS	
	Since none, it will be kept the same			
V. National Racial & Ethnic Disparities	(11:24)			
 (RED) Discussion: State Updates on Racial & Ethnic Disparities (R/ED) 	 S. Sagayaga Working on the Title II State of Hawai'i plan for Racial and Ethnic diversity (R/ED) 			
 Highlights & Concerns Shared from other States 	 Working with other states on what type of projects they are doing Michigan is building relationships with members of the Lansing Empowerment 			
	Network; networking and visiting counties; partnership with program evaluators; data review and analysis and connecting that to			
	sharing with impacted systems and professionals; volunteer work with Lansing schools			
	Data translators – relationships with data keepers and messengers of data to different			

AGENDA ITEM	DISCUSSION	RECCOMMENDATIONS/	PERSON(S)	DATE
		ACTIONS/CONCLUSIONS	RESPONSIBLE	DUE
	audiences, decision makers, and youth			
	serving system professionals			
	 May need help in providing who our 			
	stakeholders are			
	(11:28)			
	A Heely Caires			
	At the next meeting members can provide			
	this information or email it to you.			
	(11:29)			
	P. Tonnessen			
	 Ho'oikaika.com has a list of all the different 			
	agencies			
	Maui Director's Association website also has			
	all the agencies listed there			
	(11:32)			
	M. Malufau			
	We have a Ho'o Lokahi program for children			
	who are remove from their parents.			

AGENDA ITEM	DISCUSSION	RECCOMMENDATIONS/ ACTIONS/CONCLUSIONS	PERSON(S) RESPONSIBLE	DATE DUE
VI. Next scheduled meetings: Next Meeting for FY 2024-2025 (1st Wednesday of each month) Wednesday, June 4, 2025 Wednesday, July 2, 2025 Wednesday, August 6, 2025 Juvenile Justice State Advisory Council (JJSAC) Meetings FFY:2024-25 Thursday May 22, 2025 Thursday, August 28, 2025	 (11:33) P. Tonnessen I will be on vacation on June 4th and will not be able to attend the next meeting. (11:34) A Heely Caires We will move the meeting to the following week on Thursday, June 12, 2025 from 11:30am-12:30pm August 28, 2025 will be an in-person JJSAC meeting at the Kawailoa campus. 	Next ECD meeting scheduled for Thursday, June 12, 2025 from 11:30am-12:30pm	Members/OYS	
VII. Adjournment	 (11:53) Motion to adjourn the meeting at 11:38 a.m. by P. Tonnessen Seconded by M. Malufau Motion carried by A. Heely Caires 			