

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, October 28, 2024
10:00 a.m.-12:00 p.m.

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

Members Absent:

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

Guests Present:

Staff Present: Shannessy Ahu, Sheri Sagayaga, Norene Machida

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|--|---|---|--------------------------|-------------|
| <p>I. Call to order/Establishment of Quorum</p> <ul style="list-style-type: none"> • Introduction of Members & Guests • Establish Quorum (5/8) | <p>(10:08) A Neumann</p> <ul style="list-style-type: none"> • Meeting called to order at 10:02 am by Chair, Anastasia Neumann • Quorum established (5/9) Sunshine Laws Reminders • 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. • Meeting is open to the public • Recorded and posted to the Office of Youth Services> Juvenile Justice State Advisory Council (JJSAC)>Meeting Minutes https://humanservices.hawaii.gov/juvenile-justice-state-advisory-council-agendas-and-minutes/ • 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 | | | |

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| | <p>(10:03) A Neumann Introduction of Members & Guest</p> <ul style="list-style-type: none"> • Anastasia Neumann, JJSAC Member, Chair, Youth Committee • Andi Sabanal, Youth Member, Youth Partner, EPIC OHANA • Tori Ikeda, Youth Member, EPIC OHANA • Aponi Boyer, Youth Member, EPIC OHANA Maui, HI HOPES Youth Leadership • Melissa Mayo, Youth Member, EPIC OHANA Hawaii • Shannessy Ahu, Children & Youth Specialist, Office of Youth Services • Sheri Sagayaga, Children & Youth Specialist, Office of Youth Services • Norene Machida, Office Assistance, Office of Youth Services | | | |
| <p>II. Consideration and Approval of Minutes for the Following Meeting(s):</p> <ul style="list-style-type: none"> • Draft of Minutes for August 26, 2024 (To be approved) | <p>(10:11) A. Neumann</p> <ul style="list-style-type: none"> • Consideration of minutes for August 26, 2024 <ul style="list-style-type: none"> ○ Motion to approve minutes without corrections by A. Sabanal ○ Seconded by T. Ikeda ○ Motion carried by A. Neumann, all in favor | | | |
| <p>III. Community Input [Pursuant to section 92-3, Hawaii Revised Statutes,</p> | <p>(10:12) A Neumann</p> <ul style="list-style-type: none"> • No community input and testimony received | | | |

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| <p>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>IV. Old Business:</p> <p>Frequency of Youth Committee Meetings</p> <ul style="list-style-type: none"> • JJSAC 1st Qtr Mtg November 14, 2024 (11am-3pm) • 4 Quarterly JJSAC Meeting (3 hours) • 6 Youth Committee Meetings (2 hours) <p>Juvenile Justice State Advisory Council (JJSAC) Involvement</p> <ul style="list-style-type: none"> • Observe • Role on the Council • Voting rights as a member of JJSAC <p>Youth Corner</p> <ul style="list-style-type: none"> • Presentation at the Juvenile Justice State Advisory Council (JJSAC) | <p>(10:13)</p> <p>A Neumann</p> <p>Frequency of Youth Committee Meeting</p> <ul style="list-style-type: none"> • 10 meetings a year <ul style="list-style-type: none"> ○ 4-JJSAC meetings ○ November, February, May, August ○ Allow youth committee members to attend and be paid • Youth Committee meetings <ul style="list-style-type: none"> ○ 6 times a year ○ Every other month • Paid to attend both the JJSAC and Youth Committee meetings <ul style="list-style-type: none"> ○ Cap of \$600 <p>Juvenile Justice State Advisory Council (JJSAC) Involvement</p> <ul style="list-style-type: none"> • Opportunity to join the JJSAC and participate as a member of the Youth Committee <ul style="list-style-type: none"> ○ Sub Committee's are an extension of the JJSAC ○ Seats are Governor appointed, application required <p>(10:18)</p> | | | |

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| | <p>S. Ahu</p> <ul style="list-style-type: none"> Youth Committee member will be paid to attend the JJSAC meetings, but would not be able to vote unless they become a member <p>(10:23) A. Neumann Youth Corner</p> <ul style="list-style-type: none"> Introduce yourself to members of the JJSAC for the November meeting and why we do this work <p>(10:24) S. Ahu</p> <ul style="list-style-type: none"> At the next quarterly meeting in February, we can add this to the agenda <ul style="list-style-type: none"> Advised the Chair if youth committee members attend the November meeting, introductions can be done during the sub-committee updates <p>(10:25) A. Neumann</p> <ul style="list-style-type: none"> We can plan what we want to do during the February 2025 JJSAC meeting at our next meeting | | | |
| <p>V. New Business: Youth Committee Meeting</p> <ul style="list-style-type: none"> Juvenile Justice State Advisory Council (JJSAC)- Robert Rules | <p>(10:26) A. Neumann</p> <ul style="list-style-type: none"> Option to attend the JJSAC meeting on November 14, 2024 for Roberts Rule training. <p>(10:26)</p> | | | |

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| <p>Training on Thursday, November 14, 2024 Emerging Leaders Committee</p> <ul style="list-style-type: none"> • Application • Deadline: November 1, 2024 | <p>S. Ahu</p> <ul style="list-style-type: none"> • The training will also be available remotely to attend as well as in person. • In lieu of a Robert’s Rule training for the Youth Committee, we will pay for members to attend the 1-hour Roberts Rule training required for all Committees and Councils • Members from the neighbor islands who are interested in attending in-person, will be provided travel and ground transportation <p>(10:31)</p> <p>A. Neumann</p> <ul style="list-style-type: none"> • Please drop in chat if you would like to participate in-person or virtually <ul style="list-style-type: none"> ○ Andi Sabanal-In person ○ Tori Ikeda- Virtually ○ Aponi Boyer-In person ○ If other members are not available to attend, we can inform JJSAC during the sub committee updates on providing a time on the agenda at the next meeting for youth committee introductions <p>Coalition for Juvenile Justice’s 2025 Emerging Leaders Committee</p> <ul style="list-style-type: none"> • Opportunity to apply for this Committee and network with other youth • Deadline to apply is Friday, November 1, 2024 | <p>Follow-up with other members if they will be attending the JJSAC meeting</p> | <p>Chair/OYS</p> | |

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| | <ul style="list-style-type: none"> • Mission and Purpose: The Emerging Leaders Committee aims to provide a platform for young professionals and passionate individuals to contribute to and influence juvenile justice reform. The committee focuses on fostering leadership skills, offering opportunities for meaningful engagement, and supporting innovative approaches to juvenile justice challenges. <p>Key Responsibilities:</p> <ul style="list-style-type: none"> • Policy Development: Contribute to discussions and the development of policy recommendations on juvenile justice issues. • Advocacy: Support and engage in advocacy efforts to promote effective juvenile justice reforms. • Networking: Connect with other emerging leaders, experts, and stakeholders in the field. • Project Participation: Engage in various projects and initiatives that align with the committee's goals and objectives. <p>Benefits of Joining:</p> <ul style="list-style-type: none"> • Skill Development: Gain valuable experience and enhance your leadership and advocacy skills. • Professional Growth: Build a network of peers and mentors in the juvenile justice field. • Impact: Play a significant role in shaping policies | | | |

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| | <p>and practices that affect young people in the justice system.</p> <ul style="list-style-type: none"> • Pay: Members are paid at a rate of \$25/hour. | | | |
| <p>VI. Action Items & Next Steps</p> <p>Youth Committee Brochure/Flyer</p> <ul style="list-style-type: none"> • Review edits | <p>(10:38) A Neumann</p> <ul style="list-style-type: none"> • Review the edits and finalize <ul style="list-style-type: none"> ○ Changed photo on front of flyer to be approved ○ Highlighted in red where changes to the editorial can be shortened or removed ○ Need to update the information on meeting times <ul style="list-style-type: none"> ✓ Youth Committee Meetings, every other month, January, March, May, July, September, November ✓ JJSAC meetings quarterly, November, February, May and August <p>(10:43) S. Ahu</p> <ul style="list-style-type: none"> • Anastasia email will be removed as it is an EPIC email and replaced with the email we created internally hawaiijsac@gmail.com <p>(10:45) A. Neumann</p> <ul style="list-style-type: none"> • We narrowed down About Us and Why Serve | <p>Youth Committee meetings every other month JJSAC meetings quarterly</p> <p>Replace Anastasia email on the flyer with the JJSAC email</p> | <p>Members</p> <p>Chair</p> | |

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| | <p>because it shared the same information and edited wording for the eligibility</p> <p>(10:46) A. Sabanal</p> <ul style="list-style-type: none"> • About Us is fine but the Why Serve seems repeditive <p>(10:47) A. Neumann</p> <ul style="list-style-type: none"> • We will take this time to individually review and provide and changes you would like by 11:02 am. <p>(11:03) M. Mayo</p> <ul style="list-style-type: none"> • Why Serve <ul style="list-style-type: none"> ○ Help transform the lives of young people in the justice system and create real change. ○ Have Your Voice Heard: Share your experiences and opinions with leaders to shape policies that directly impact youth ○ Build a Supportive Community: Work together with other young leaders to create a safe and understanding environment where youth can thrive ○ Address Important Issues Now: Tackle urgent issues that affect you and other young people, making sure they get the attention they deserve | | | |

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| | <ul style="list-style-type: none"> ○ Shape the Future for Youth: Help build a foundation for future generations, creating a community that values youth development and success. <p>(11:09) T. Ikeda</p> <ul style="list-style-type: none"> • About Us <ul style="list-style-type: none"> ○ The Hawaii Youth Committee empowers young people to shape the juvenile justice system. We are dedicated to enhancing youth experiences by raising awareness and advocating for key issues, prioritizing prevention, healing, and overall well-being. Together, we provide valuable insights that drive meaningful change for our community. <p>(11:10) A. Neumann</p> <ul style="list-style-type: none"> • Review information for “Who is eligible to serve on the youth committee” and “Frequency of Meeting” sections <ul style="list-style-type: none"> ○ The only eligibility is Youth & Young Adult ages and previous or current juvenile justice ○ The other eligibilities noted is not requirements and can be removed and changed. ○ “The ideal candidate” introduction sounds | | | |

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| | <p>too professional</p> <ul style="list-style-type: none"> ○ Separate eligibility and requirements ● Frequency of Meeting <ul style="list-style-type: none"> ○ 6 Youth Committee meetings per year ○ Jan-Mar-May-July-Sept-Nov ○ 4 Juvenile Justice State Adviosry Council (JJSAC) per year ○ Feb-May-August-Nov <p>(11:16) M. Mayo</p> <ul style="list-style-type: none"> ● Adding in a trait such as a “leader in the community” can be helpful <p>(11:25) A. Neumann</p> <ul style="list-style-type: none"> ● The changes worked on will be sent to members to review and consider color changes. ● The Canva link was sent to members to make changes at the last meeting <ul style="list-style-type: none"> ○ Suggest making a copy of the original and working off a copy ● Share edits at the next meeting | <p>Send flyer to members to review and consider color changes</p> | | |
| <p>VII. Future Agenda Items (open for discussion)</p> <ul style="list-style-type: none"> ● Review Youth Committee Charter ● Proposed Goals and Activities for Committee | <p>(11:27) A Neumann</p> <p>Topics to be discussed at the next meeting</p> <ul style="list-style-type: none"> ● Review Youth Committee Charter ● Proposed Goals and Activities for Committee` <ul style="list-style-type: none"> ○ Work on goals in the new 3-Year State plan | | | |

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| <ul style="list-style-type: none"> • Officer Positions <ul style="list-style-type: none"> ○ Vice-Chair ○ Secretary | <ul style="list-style-type: none"> ○ What we would like to do in the Community • Officer Positions <ul style="list-style-type: none"> ○ Review roles of each position ○ Consider nominations | | | |
| VIII. Announcements (open for discussion) | (11:30) A Neumann <ul style="list-style-type: none"> • No announcements | | | |
| IX. Next Scheduled Meetings: <ul style="list-style-type: none"> • Thursday, November 14, 2024 Juvenile Justice State Advisory Council • Youth Committee Meeting <ul style="list-style-type: none"> ○ December 2024 ○ February 2025 ○ April 2025 • Juvenile Justice State Advisory Council <ul style="list-style-type: none"> ○ February 2025 ○ May 2025 ○ August 2025 | (11:31) A Neuman <ul style="list-style-type: none"> • The quarterly JJSAC meeting will be held on Zoom and in person on November 14, 2024 <ul style="list-style-type: none"> ○ Anastasia Neumann-In Person ○ Andi Sabanal-In Person • Youth Committee Meeting <ul style="list-style-type: none"> ○ Monday, January 2, 2025 11:00am-1:00pm ○ Monday, February 3, 2025 10:00am-12:00pm ○ Monday, April 7, 2025 10:00am-12:00pm • JJSAC Quarterly Meeting <ul style="list-style-type: none"> ○ February 27, 2025 9:00am-1:00pm | Meetings scheduled for January, February and April 2025 for Youth Committee and JJSAC | Members | |
| X. Adjournment | (11:52) <ul style="list-style-type: none"> • No quorum established • Meeting adjourned by A. Neumann at 11:52am | | | |

FINAL