

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
1st Quarter Video/Audio Meeting
Hosted on Zoom
(Copy of audio link available upon request)

Monday, November 10, 2025
1:00PM-2:30 PM

Members Present: Rick Collins (Chair), Representative Amy Perrusso

Members Excused: Delia Ulima (Vice-Chair), Adrienne Heely Caires, Shawn Kana'iaupuni

Member Absent: Lt. Geoffery Hicks

Guests Present: Andrew Sabanal

Staff Present: Shannessy Ahu, Norene Machida

AGENDA ITEM	DISCUSSION	RECOMMENDATIONS/ ACTIONS/CONCLUSIONS	PERSON(S) RESPONSIBLE	DATE DUE
<p>I. Call to Order/Establishment of Quorum</p> <p>Meeting protocol for audiovisual communication</p> <p>Introduction of Members and Guest</p> <p>Establishment of Quorum (4/6)</p>	<p>(1:06)</p> <p>R. Collins</p> <ul style="list-style-type: none"> • Meeting called to order at 1:06 p.m. by Chair, Rick Collins • No quorum established, informational only discussions • Introduction of members and guests: <ol style="list-style-type: none"> 1. Rick Collins, JJSAC Chair, Independent Consultant, Hawaii Public Health Institute 2. Representative Amy Perruso, JJSAC Member, Chair, Policy Committee, Hawai'i State House of Representatives - Majority Whip, House District 46 3. Andrew Sabanal-JJSAC member, Youth Committee member, Youth Partner, EPIC OHANA 4. Shawn Kana'iaupuni, JJSAC Member, Prevention & Accountability Chair, President & CEO, Partners in Development Foundation 5. Shannessy Ahu, Children & Youth Specialist, Office of Youth Services 6. Norene Machida-Office Assistant, Office of Youth Services 			
<p>II. Consideration and approval of minutes for the following Meeting(s):</p> <p>May 1, 2025-To Be Approved</p> <p>Review action items</p>	<p>(1:09)</p> <p>R. Collins</p> <ul style="list-style-type: none"> • Consideration and approval of minutes for May 1, 2025 tabled until the next meeting 			

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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>(1:10) R. Collins</p> <ul style="list-style-type: none"> No public testimonies recorded or received by the Office of Youth Services 			

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<p>IV. Old Business: (open for discussion)</p> <p>Draft of Budget for JJSAC (attached): Review and Approve</p>	<p>(1:12) R. Collins Draft of Budget for JJSAC</p> <ul style="list-style-type: none"> • Youth Council Incentives <ul style="list-style-type: none"> ○ Incentive payments for youth participation in JJSAC ○ \$600 per youth X 7 youth ○ \$4,200 total • JJSAC In-Person Full Body Meetings <ul style="list-style-type: none"> ○ Room and travel expenses related to an in-person full body meeting. ○ The JJSAC proposes to meet in-person two times this year (November 2024, August 2025) - \$5,000 per meeting • State Advisory Groups (SAG) Subscriptions <ul style="list-style-type: none"> ○ Memberships: Zoom, Survey Monkey etc, ○ \$800 total • Training Opportunities <ul style="list-style-type: none"> ○ Travel and registration related to attendance at a national training or conference. ○ Travel and registration expenses for one JJSAC member to attend the CJJ National Conference \$5,000 • Suggested a tiered approach where general youth committee members could get up to \$600, with chair and vice chair positions receiving additional compensation <ul style="list-style-type: none"> ○ Andi and Shannessy collaborate on developing formal recommendations for youth incentives and how many hours add to next meeting agenda ○ Reach out to Shawn and Delia who do youth work 	<p>Additional compensation for Chair and Vice Chair positions Recommendations and justifications for hours and compensation for the Chair & Vice Chair roles</p>	<p>Chair A Sabanal S. Ahu</p>	<p>Next Meeting scheduled for 2.5.26</p>

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<p>JJSAC Membership & Recruitment</p> <p>Executive Committee Charter (attached) Review and last recommended changes</p>	<p>(1:47) Compliance Committee S. Ahu</p> <ul style="list-style-type: none"> • Lt. Hicks was not available to attend to give and update • Our team is currently in the busy season of facility checks on the neighbor islands and Oahu <p>(1:48) Youth Committee A Sabanal</p> <ul style="list-style-type: none"> • Attended a conference in Minnesota along with youth committee member T. Ikeda and made connections with youth committees from other states • Expressed desire to recruit more youth members and create more diverse representation <p>(1:49) R. Collins</p> <ul style="list-style-type: none"> • Report out to the JJSAC what was learned, connections and visions for the future of youth and any recommendations <p>(1:50) Policy Committee A Perruso</p> <ul style="list-style-type: none"> • Discussions with Director Yamane and OYS <ul style="list-style-type: none"> ○ The current legislative environment and strategic approach for the upcoming session. ○ Department of Human Services (DHS) is currently overwhelmed with SNAP and Medicaid issues, resulting in no new bills or budget requests being submitted by the department 	<p>review and consideration at the next meeting</p> <p>JJSAC AGENDA: Add Consideration of support for Kawaioloa Leases</p> <p>JJSAC AGENDA: Add Sub Committee report on the Youth Justice in Action Conference, attended October 14–16, 2025, in Minneapolis, Minnesota</p>	<p>Chair</p> <p>Chair</p>	

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	<ul style="list-style-type: none"> • Focus legislative policy on supporting True Cost Coalition to support providers who work within the justice system. • Recommendation to support the True Cost Coalition rather than introducing new bills • Coalition's purpose: Ensure service contracts keep pace with actual costs of providing services • Systemic issue identified: Some contract amounts haven't been updated since 1996 • Need for basic wage increases to keep pace with inflation was emphasized • Modernizing the contracts <p>Legislative Initiatives Updates: Policy Direction</p> <ul style="list-style-type: none"> • The committee will formally recommend participation in the True Cost Coalition at the next JJSAC meeting <ul style="list-style-type: none"> ○ Will provide a comprehensive report on their work and current recommendations ○ Consider JJSAC becoming a member <p>(1:56) R. Collins</p> <ul style="list-style-type: none"> • Acknowledged the systemic issue of outdated contract amounts in his work contracts noting some haven't changed since 1996 • JJSAC to decide on supporting bills under the True Coalition rather than supporting individual bills recommended by the Policy Committee <p>(2:05) A Sabanal Hawai'i Youth Correctional Facility (HYCF) & Kailua Family &</p>	<p>JJSAC AGENDA: Add Recommendation and Participation in the True Cost Coalition</p>	<p>Chair</p>	

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	<p>Wellness Center Tour Feedback</p> <ul style="list-style-type: none"> • Participation and Observations: Limited attendance: Only three members participated in the Hawaii Youth Correctional Facility tour • Cultural considerations discussed regarding ensuring diversity in programming • Suggestion for aesthetic improvements to better promote rehabilitation <p>(2:06) R. Collins</p> <ul style="list-style-type: none"> • Appreciate all the planning and staff involved to make the meeting and tour a success • We can add this to the agenda and have a brief discussion about having another in-person meeting in 2026. <p>(2:08) JJSAC Membership & Recruitment S. Ahu</p> <ul style="list-style-type: none"> • Need to recruit more youth to become a JJSAC member to be in compliance with the Juvenile Justice Reform Act (JJRA) of 2018 • One youth to five adults is required. We have only one youth who is a member of the JJSAC, Andi, and fourteen adult members <p>(2:09) R. Collins</p> <ul style="list-style-type: none"> • Discuss requirements of JJRA and recruitment of youth membership <p>(2:10) S. Kana'iaupuni</p> <ul style="list-style-type: none"> • Would like to pick up on the discussions of re-structuring 	<p>JJSAC AGENDA: Add Hawai'i Youth Correctional Facility (HYCF) & Kawaiiloa Family & Wellness Center Tour and the next in-person meeting in 2026</p> <p>JJSAC AGENDA: Add Youth Membership & Recruitment</p>	<p>Chair</p> <p>Chair</p>	

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	<p>the Committee's</p> <ul style="list-style-type: none"> ○ P&A only has 2 members ○ ECD has not met for several months <p>(2:11) R. Collins</p> <ul style="list-style-type: none"> ● Should this be a decision made within the Committee and does it make sense or is it a State Advisory Group (SAG) requirement to have these standing committees ● Does the Committees need to be redesigned <p>(2:13) A Sabanal</p> <ul style="list-style-type: none"> ● Establishing a quorum is a problem ● Joining committees such as P&A and ECD and Compliance and Policy <p>(2:14) R. Collins</p> <ul style="list-style-type: none"> ● The only committees we need to keep is Executive and Compliance Committee <p>(2:15) S. Ahu</p> <ul style="list-style-type: none"> ● Every Committee is important, especially Compliance because they work with law enforcement and courts ● Merging the P&A & ECD Committee would be acceptable because their charter's purpose and goals similarly align <p>(2:16) A Sabanal</p> <ul style="list-style-type: none"> ● The Policy committee was created at the last JJSAC meeting to discuss legislative initiatives. Will this committee still have to meet after the recommendations 			

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	<p>to the JJSAC</p> <p>(2:17) R. Collins</p> <ul style="list-style-type: none"> • We can have this discussion with the JJSAC and within each Committee <ul style="list-style-type: none"> ○ Pick up from the August 2025 meeting discussions ○ Prioritize strategies and structures <p>Executive Committee Charter: Review and last recommended changes</p> <ul style="list-style-type: none"> • Will review and suggest any recommended changes at the next Executive meeting 	<p>JJSAC AGENDA: Add Re-Structure of Sub Committees</p> <p>Review Executive Committee Charter and Changes recommended</p>	<p>Chair</p> <p>Chair</p>	
<p>VI. Future Agenda Items: (Open for Discussion)</p>	<p>(2:21) R. Collins</p> <ul style="list-style-type: none"> • This will be kept for future agenda discussions 			
<p>VII. Next Meeting for FY 2025-2026</p> <ul style="list-style-type: none"> • February 5, 2026 • May 7, 2026 • August 6, 2026 • November 5, 2026 	<p>(2:22) R. Collins</p> <ul style="list-style-type: none"> • Next Executive Committee meeting is scheduled for Thursday, February 5, 2026 			
<p>VIII. Adjournment</p>	<p>(2:22)</p> <ul style="list-style-type: none"> • Meeting adjourned at 2:22pm by R. Collins 			

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