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*Governor*



**Richard Whitley**  
*Director*

# The Children's Justice Act Task Force

Division of Child and Family Services- Family Programs Office

Dylan Nall

March 12, 2024



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**Department of Health and Human Services**

*Helping people. It's who we are and what we do.*



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# Welcome

- 1. Call to order**
- 2. Roll call**



# Initial Public Comment

**3. Initial Public Comment (*Discussion only: Action may not be taken on any matter brought up under this agenda item until scheduled on an agenda for action at a later meeting*)**

- . To provide public comment, telephonically, dial 775-321-6111. When prompted to provide the conference ID, enter 899206185#. If providing public comment during the Teams Meeting, unmute your microphone prior to speaking. Persons making a comment will be asked to begin by stating their name for the record and to spell their last name.*



# Review The Children's Justice Act Task Force Goals

## 4. For Information: *Review the Children's Justice Act Task Force goals*

- Review the Children's Justice Act Task Force goals as a reminder to the Task Force of their focus.



# Goals of the CJA Task Force

## 4. Goals of the CJA Task Force

**Goal 1:** Provide child protection workers and stakeholders “front end” specialty, discipline specific and advanced training. Training should be prioritized, but not limited to, training requirements of CARA and JVTA Program Improvement Plans, child protection model assessments, ICWA, sexual abuse, domestic violence, forensic interviewing, trauma-informed practices, substance use and co-occurring mental health disorders and training needs identified in collaboration with Court Improvement Program. *(ABC)*

**Goal 2:** Support the implementation of the Commercially Sexually Exploited Child (CSEC) Model Coordinated Response Protocol and provide training and support for the formation of Multidisciplinary Teams (MDT) and Task Forces. *(ABC)*

**Goal 3:** Support the establishment of new Children’s Advocacy Centers (CACs) or other multidisciplinary team approaches and improve the capacity of existing CACs to provide a multidisciplinary response for victims of child sex abuse and exploitation, physical abuse, and child victims with disabilities. Activities may include the development of a strategic action plan for project implementation, identification of rural health care providers, investigation of funding opportunities for infrastructure and operating costs, and the use of telehealth and telemedicine statewide. *(AB)*

**Goal 4:** Fund technology requests to improve the investigation, assessment and prosecution of child abuse and neglect through use of latest technology and to support use of new and existing training technologies. *(AB)*

**Goal 5:** Identify new or needed changes to policy, regulation and/or legislation to meet requirements of federal program improvements plans and other federal and state initiatives. Support training and policy needs related to new or revised policy, regulation, and legislation. *(C)*



# Children's Justice Act Task Force Bylaws

## **5. For Possible Action: Children's Justice Act Task Force Bylaws**

- Review the current bylaws (last updated in 2020).
- Discuss and recommend possible revisions of the Bylaws to present to the Children's Justice Act Task Force.
- *Public Comment will be allowed during discussion of this action item before a vote is taken.*



# Final Public Comment

**6. Final Public Comment (*Discussion only: Action may not be taken on any matter brought up under this agenda item until scheduled on an agenda for action at a later meeting*)**

- . To provide public comment, telephonically, dial 775-321-6111. When prompted to provide the conference ID, enter 899206185#. If providing public comment during the Teams Meeting, unmute your microphone prior to speaking. Persons making a comment will be asked to begin by stating their name for the record and to spell their last name.*





# Adjournment

## **7. Adjournment**

- Thank you for your time and commitment to improving services for children and youth in Nevada.



# **State of Nevada**

## **Children's Justice Act Task Force**

# **Bylaws**

**STATE OF NEVADA - CHILDREN’S JUSTICE ACT TASK FORCE  
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## Article I – Name

- 1.1 Name.** The name of this advisory body shall be the State of Nevada Children’s Justice Act Task Force (hereinafter “Task Force”).

## Article II – Authorization

- 2.1 Authorization.** The Children’s Justice Act (CJA) Task Force is authorized by the Child Abuse Prevention and Treatment Act (hereinafter “CAPTA”) Section 107, 42 USC 5106c.

## Article III – Mission Statement

- 3.1 Mission Statement.** The Task Force is a multi-disciplinary body of public and private agencies and individuals, committed to the protection of children to address child abuse and neglect as a statewide and community problem requiring community solutions. Our mission is to provide systems improvement through interdisciplinary and interagency collaboration by reforming state processes for responding to child abuse and neglect.

The Task Force is also responsible for completing a State Study at three-year intervals and developing policy and training recommendations to the State in specific categories outlined in CAPTA Section 107 and in Section 3.1 herein.

## Article IV – Purpose, Duties and Responsibilities

- 4.1 Purpose.** The Task Force shall work with the State of Nevada to support policy changes, training and reform regarding abuse and neglect cases as well as direct grant funding to develop, establish, and operate programs designed to improve:
- 4.1.1** The assessment and investigation of suspected child abuse and neglect cases, including cases of suspected child sexual abuse and exploitation, in a manner which limits additional trauma to the child and the child’s family;
  - 4.1.2** The assessment and investigation of cases of suspected child abuse-related fatalities and suspected child neglect-related fatalities;
  - 4.1.3** The investigation and prosecution of cases of child abuse and neglect, including child sexual abuse and exploitation; and
  - 4.1.4** The assessment and investigation of cases involving children with disabilities or serious health-related problems who are suspected victims of abuse or neglect.
- 4.2 Advisory Role.** The Task Force shall make policy and training recommendations to organizations, offices, or entities on the issues of child maltreatment as needed.

**4.3 Task Force Responsibilities.** The Task Force’s responsibilities are as follows:

- 4.3.1** Participate in the three-year assessment process to comprehensively evaluate the State’s investigative, administrative and judicial handling of cases of child abuse and neglect, including child sexual abuse, as well as cases involving suspected child-maltreatment related fatalities and cases involving a potential combination of jurisdictions. The Task Force must make policy and training recommendations to improve the child protection system based on its assessment. The development of the three-year assessment will be a strategic process with efforts to include stakeholders, both internal and external to the Task Force. Input from administrators, field workers, and consumers will be sought.
- 4.3.2** Determine the priorities that will guide the subgrant award process as well as inform CJA’s purpose.
- 4.3.3** Make recommendations regarding policy issues. The Task force may submit to policy makers proposed improvements consistent with its mission or recommendations, In order to make a recommendation on a policy issue the matter must be presented to and approved by the Task Force.
- 4.3.4** Ensure effective planning. The Task Force must actively participate in periodic planning processes and assist in implementing and monitoring resulting recommendations.
- 4.3.5** Monitor and strengthen programs and services. The Task Force’s responsibility is to determine which programs are consistent with Task Force recommendations and monitor the effectiveness of those programs.
- 4.3.6** Build a competent Task Force. The Task Force has a responsibility to articulate prerequisites for candidates, orient new members, and periodically and comprehensively evaluate their own performance.
- 4.3.7** Ensure ethical integrity. The Task Force is ultimately responsible for adherence to grant conditions and ethical norms. Task Force members should recognize and disclose conflicts of interest. Task Force members shall not communicate with potential grantees regarding pending applications nor communicate with existing grantees in manners related to grant administration.
- 4.3.8** Enhance the organization's public standing. The Task Force should clearly articulate CJA’s mission, accomplishments, and goals to the public and garner support from the community.
- 4.3.9** Participate in Task Force meetings. All Task Force members must make efforts to regularly attend quarterly Task Force meetings.

**4.3.10** Actively contribute skills, expertise, and knowledge to Task Force. Members must serve on committees and working groups as needed. Members should attend professional development programs relevant to the purpose and goals of the Task Force.

**4.3.11** Review the annual federal application and other required reports as requested.

**4.3.14** Approve CJA funding for sub-grant awards.

**4.4 Task Force Serves as a Citizens Review Panel-** The CJA Task Force also serves as one of the three required Citizens Review Panels authorized by CAPTA Section 106(c)(4)(A)(i) and NRS 342B.396. CRP's are established to improved child protective services at the state and local levels. CRP's may function as a part of other committees already in existence. Also, Panels have flexibility in determining how to proceed, identifying projects or activities that interest and best support each panel's areas of expertise.

The Panels assists the DCFS and local county agencies to continually assess the services provided to Nevada children and families by:

**4.4.1** Examining the policies, procedures and practices of State and local child protection agencies, and

**4.4.2** Reviewing specific cases, where appropriate. In addition, consistent with section 106(c)(4)(A)(iii) of CAPTA

**4.4.3** Examine other criteria that it considers important to ensure the protection of children, including the extent to which the State and local CPS system is coordinated with the title IV-E foster care and adoption assistance programs of the Social Security Act

**4.4.4** This provision also authorizes the panels to review the child fatalities and near fatalities in the State

#### **Article V – Required Areas for Use of CJA Grant Funds**

**5.1 Recommendation Categories.** Children's Justice Act (CJA) grants shall be used to implement Task Force recommendations in the following three categories subject to the limitations in subsection 5.1.4:

**5.1.1 Assessment and Investigation of cases of child abuse and neglect.** Investigative, administrative, and judicial handling of cases of child abuse and neglect, including child sexual abuse and exploitation, as well as cases involving suspected child-maltreatment-related fatalities and cases involving a potential combination of jurisdictions, such as interstate, federal-state, and state-tribal, in a manner which reduces the additional trauma to the child victim and the victim's family and which also ensures procedural fairness to the accused;

- 5.1.2 Innovative approaches.** Experimental, model, and demonstration programs for testing innovative approaches and techniques which may improve the prompt and successful resolution of civil and criminal court proceedings or enhance the effectiveness of judicial and administrative action in child abuse and neglect cases, particularly child sexual abuse and exploitation cases and cases involving children with disabilities or serious health-related problems, including the enhancement of performance of court-appointed attorneys and guardians ad litem for children, and which also ensure procedural fairness to the accused; and
- 5.1.3 Process improvement.** Reform of state laws, ordinances, regulations, protocols and procedures to provide comprehensive protection for children from abuse, including sexual abuse and exploitation, while ensuring fairness to all affected persons.
- 5.1.4 Limitations.** Supporting child abuse prevention programs or treatment services is not an appropriate use of CJA funds.

## **Article VI - Membership**

**6.1 Mandatory Membership.** The Task Force shall be composed of individuals with knowledge and experience relating to the criminal justice system and issues of child physical abuse, child neglect, child sexual abuse and exploitation, and child maltreatment related fatalities. In accordance with the federal program instructions, the Task Force shall include members representing the following disciplines:

- 6.1.1** Law Enforcement Community
- 6.1.2** Criminal Court Judge
- 6.1.3** Civil Court Judge
- 6.1.4** Prosecuting Attorney(s)
- 6.1.5** Defense Attorney(s)
- 6.1.6** Child Advocate(s) (Attorneys for Children)
- 6.1.7** Court Appointed Special Advocate Representative(s)
- 6.1.8** Health Professional(s)
- 6.1.9** Mental Health Professional(s)
- 6.1.10** Child Protective Service Agencies
- 6.1.11** Individual(s) experienced in working with children with disabilities
- 6.1.12** Parents and Representative(s) of Parent Groups
- 6.1.13** Adult survivor of child abuse or neglect\*; and
- 6.1.14** Individual(s) experienced in working with homeless children and youth (as defined in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a)).

*\*While the language in CAPTA describes this category of Task Force members as “adult former victims of child abuse and neglect,” the Task Force has consulted with the individual representing this category and determined a designation that provides a more meaningful and empowering way to describe their experience and role on the Task Force, particularly for use in public events or public facing documents.*

**6.2 Advisory or Collaborative Membership.** The Task Force shall have the discretion to also seek to include non-voting advisory or collaborative members representing the following disciplines:

**6.2.1** Children’s Advocacy Centers

**6.2.2** Indian Child Welfare

**6.2.3** CJA Alumni

**6.2.4** Juvenile Services

**6.2.5** Education

**6.2.6** Court Improvement Program

**6.2.7** Court Improvement Councils

**6.2.8** Rural Multidisciplinary Teams

**6.2.9** Victim Advocates

**6.2.10** Other Individuals Deemed Appropriate by Task Force

**6.3 Member Diversity.** So far as may be possible, the Task Force should strive to attain members who bring diverse perspectives and reflect varied ethnicities and genders, as well as the various geographic communities located in Nevada. The Task Force should also strive to include members who are broadly representative of the community, including members who have expertise in the prevention and treatment of child abuse and neglect.

**6.4 Member Recruitment and Selection.** Potential new members shall be identified by the Chair, Task Force members, and/or DCFS staff. Candidates shall be vetted by the CJA Task Force Coordinator or Chair, and then officially recommended by the Chair or DCFS Task Force Coordinator to the DCFS Administrator, who makes the final appointment of new members.

This process applies to all membership categories except for individuals representing child protective service agencies and the Deputy Attorney General (DAG) assigned to DCFS. Child protective service agencies from the three child welfare jurisdictions shall determine which representatives participate on the Task Force and assign staff accordingly. Likewise, the Attorney General (AG)’s Office shall determine which DAG is assigned to DCFS, and this representative shall fill the prosecuting attorney position.

**6.5 Provision for Remote Participation.** Task Force members may participate in meetings by teleconference or webinar at the discretion of DCFS, especially when individuals reside in rural areas and cannot feasibly attend an in-person meeting.

**6.6 Vacancies.** Vacancies in membership shall be filled as soon as practical if necessary to maintain statutorily required representation as set out in Section 7.1 using the nominating process described in Section 7.5. The same procedures will be followed for other vacancies, as determined necessary by the Membership Committee.

**6.7 Proxies.** A member may designate a proxy from the same membership category for any meeting. If a voting Member is not able to attend a meeting, the Member is strongly encouraged to designate a proxy for that meeting. Advance notice must be given in writing to the Chairs and/or staff for the CJA Task Force. Electronic mail is acceptable. Proxies may not represent CJA Task Force members for more than 50% of meetings held within a calendar year. Proxies may vote on behalf of the CJA Task Force member they represent. A voting Member is not required to use the



same proxy at each meeting.

- 6.8 Non-Discrimination.** The CJA Task Force shall not discriminate in any regard with respect to age, race, creed, color, sex, sexual orientation, marital status, religion, national origin, ancestry, pregnancy, parenthood, custody of a minor child, physical disability, or mental disability

## **Article VII – Officers and Elections**

- 7.1 Officers.** Officers of the Task Force shall consist of one (1) Chair and one (1) Vice-Chair.
- 7.2 Duties.** The Duties of the Chair and Vice-chair include the following:
- 7.2.1** Guiding and leading the Task Force toward its goals;
  - 7.2.2** Presiding at Task Force meetings;
  - 7.2.3** Approving the written agenda for meetings of the Task Force.
  - 7.2.4** Appointing committees and committee chairs as provided by these bylaws;
  - 7.2.5** Overseeing federally required assessments.
- 7.3 Vice Chair.** The Vice-Chair shall preside at meetings in the absence of the Chair and perform other duties as may be assigned by the Chair or be necessary in the absence of the Chair.
- 7.4 Term and Election.** Officers are elected for a three (3) year term of office. Each officer serves until the election of a successor. Elections shall be held at the first regularly scheduled meeting falling on or after October 1 at the end of the current officer’s three (3) year term. Election shall be upon majority vote of Task Force members present. Officers may be re-elected.
- 7.5 Qualifications/Limitations.** To the extent possible, officers should represent different disciplines from the mandatory representation (7.1) to ensure Task Force leadership reflects a multidisciplinary perspective. Employees of the Division of Child and Family Services (DCFS) shall not serve as officers to prevent a conflict of interest in the leadership of the Task Force.
- 7.6 Vacancies.** Any vacancies in office during an unexpired term shall be filled by an election of the Task Force and the person elected shall hold office for the remainder of the unexpired term of office.
- 7.7 Nominating Subcommittee.** A Nominating Subcommittee established by the Task Force may nominate candidates for open office positions, or Task Force members may make nominations from the floor. Each office shall be voted upon separately. If more than two nominees are selected for a single office, the lowest vote recipient shall be eliminated during each round of voting necessary until only two nominees remain. Nominees for offices who receive a majority vote for the office available shall be declared elected to that office, effective within 30 days of the meeting at which the election occurred.

## **Article VIII- Committees and Subcommittees**

- 8.1 General.** The Task Force may establish standing committees and subcommittees if determined to be necessary to meet the duties and responsibilities of the Task Force.

- 8.2 Appointment.** The Chair and Vice-Chair shall designate and appoint committees or subcommittees of the Task Force as deemed necessary. Non-Task Force members may be appointed to any committee or sub-committee at the discretion of the Task Force. Task Force members are expected to serve on committees as needed.
- 8.3 Standing Committees.** The Task Force may maintain standing committees such as an Executive Committee, Membership Committee, and/or Training Committee.
- 8.4 Powers.** Committee or subcommittee members appointed by the Chair shall have power and authority to make decisions only as specifically assigned by a majority of a quorum of the Task Force at any regular or special meeting of the Task Force. Committee or subcommittee chairs and/or support staff shall be responsible for keeping minutes of meetings and reporting on activities to the Task Force as a whole.
- 8.5 Removal.** The committee or subcommittee chair and/or member may be removed at the direction of the Task Force Chair, with agreement by DCFS or by a majority of a quorum of the Task Force at any regular or special meeting of the CJA Task Force.
- 8.6 Term of Office.** Each member of a committee or subcommittee shall serve a term of one year, unless the committee or subcommittee is sooner terminated or unless a member is removed from such committee or subcommittee.
- 8.7 Vacancies.** Vacancies in the membership of any committee or subcommittee may be filled by appointment made in the same manner as provided in the case of the original appointments.

## **Article IX- Meetings**

- 9.1 Frequency of Meetings.** The Task Force shall schedule at least four (4) meetings a year, with additional meetings called by the Chair, if necessary. A meeting schedule with at least three (3) future meeting dates set shall be established at the beginning of each federal fiscal year. The Chair shall establish meeting dates in consultation with the Task Force. Meetings may be cancelled by DCFS in consultation with the Task Force Chair. Special meetings of the Task Force may be called by any member by notifying the State staff, and such meeting shall be scheduled within 30 days of the request being made.
- 9.2 Open Meetings.** All meetings of the CJA Task Force shall comply with the requirements of the State of Nevada Open Meeting Law, contained in NRS Chapter 241. A Public Comment item shall be included on each agenda to allow members of the public to address the Committee.
- 9.3 Agendas.** Agendas shall be developed by support staff in cooperation with the Chair. Required notification of action items, public comment, and agenda posting shall comply with the requirements of the State of Nevada Open Meeting Law, contained in NRS Chapter 241.
- 9.4 Meeting Records and Minutes.** State staff shall perform the functions of Secretary to the Task Force, including keeping a record of the proceedings of the Task Force (Minutes), keeping the

organization's official membership roll, and maintaining records based upon federal and State record retention requirements.

- 9.5 Quorum.** The presence of a simple majority of voting Task Force members shall constitute a quorum as defined in NRS 241.015. Voting shall occur only when a quorum is present. A majority vote of the members present is required to carry a motion or take action.
- 9.6 Conflict of Interest.** Members shall abstain from voting on issues that relate to a possible conflict of interest, e.g., funding to a program in which they are a salaried employee or a member of the governing or advisory board. A record of abstentions shall be part of the minutes. Members shall not use their position on the Task Force to influence other members, or the Task Force as a whole, to award funding or give privileges, preferences, exemptions, or advantages to specific agencies or programs with which they are directly employed or affiliated. Members must disclose their employment or affiliation with specific agencies or programs when business related to such agencies or programs is set before the Task Force for deliberation.
- 9.7 Attendance.** Meeting attendance is required for each member of the Task Force for at least 50% of the meetings scheduled within a calendar year. If any member or designee does not attend three (3) consecutive, regularly scheduled meetings of the Task Force, without good cause shown, the unexcused absences may constitute ground for removal from membership. The Task Force may then fill the resulting vacancy.

#### **Article X – Confidentiality**

- 10.1** Task Force members shall not disclose sensitive information obtained as a result of the grant award and monitoring process or the content of Task Force deliberations regarding grant approval. CJA staff shall act as sole contact with grantees and prospective sub grantees regarding pending applications and approved grant activities.

#### **Article XI – Miscellaneous**

- 11.1 Amendments to Bylaws.** These bylaws may be amended upon majority vote of the Task Force membership at a duly announced meeting at which a quorum is present, provided that proposed amendments are distributed to members at least ten (10) days in advance of the meeting.
- 11.2 Removal from Membership.** When a member has a third unexcused absence within a calendar year, the Chair will send a notification letter to the member that the CJA Task Force intends to take action to request removal and replacement of the member at the next regularly scheduled meeting. At that meeting, the member will have an opportunity to refute the action or the CJA Task Force will proceed with the removal and replacement process. The removal and replacement process shall be a simple majority vote to recommend the removal of the member and request that a replacement be made by the DCFS Administrator based on CAPTA Section 107 membership requirements.
- 11.3 Travel and Per Diem.** Reimbursement for travel and per diem costs at State rates shall be processed by support staff to the CJA Task Force for each eligible member, and drawn from the travel funds budgeted as part of the CJA Task Force's biennial budget.
- 11.4 Governance.** Task Force meetings shall be conducted in accordance with the most current version of Robert's Rules of Order unless otherwise specified by these bylaws.