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**NEVADA STATE JUVENILE JUSTICE COMMISSION
PLANNING AND DEVELOPMENT COMMITTEE MEETING
MINUTES
June 13, 2013**

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Call to Order

The meeting was called to order by Chairman Coppa at 10:36 a.m.

Roll Call – Dan Coppa

Members Present: Michael Beam, Dan Coppa, Elizabeth Florez, Steve McBride, Lonnie Wright

Members Absent: John Hambrick, Jack Martin, Fernando Serrano

Staff Present: Pauline Salla, J. Alice Mueller

Public Present: Jason Kolenut

Public Comment and Discussion

There was no public comment.

Review of Official Minutes from April 25, 2013 Meeting

There was a minor change made to the minutes of April 25, 2013. Commissioner Florez moved to approve the April 25, 2013 minutes as corrected, with a second from Commissioner Coppa. The motion was passed by the Committee. .

Medicaid Room and Board Funding Update – Pauline Salla

- Final review of SFY 2012
- Review of SFY 2013 First Three Quarters Summary

This was handled in two sections. The first section was the final review of the State Fiscal Year 2012. There are still three jurisdictions which will have carryover; they are 6th Judicial (Humboldt, Pershing and Lander Counties), Washoe County and White Pine County. It was thought that Clark County would also have carryover, but from their last report it was determined that they would have spent down their amount. Jason Kolenut was consulted about

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the remaining carryover and determined that as long as the amount was off of our books, they would be free to spend it. The jurisdictions are to submit plans on how they are going to expend it to Specialist Salla by the end of June. They will continue to report until the amount is completely expended.

Commissioner Wright joined the committee at 10:46 a.m.

For the State Fiscal Year 2013, this is the final quarter of the funding cycle. Once again, there are a couple of jurisdictions with money remaining on their books. The SFY ends on June 30th, with the fourth and final quarterly reports due on July 15th. A current balance was requested so that it could be processed and the State Fiscal Budget closed out. Those counties with carryover will be submitting plans on how they propose to spend the carryover. The money will be tracked until fully expended.

This is the end of the first two year cycle for the Medicaid Room and Board funding. The program was started from scratch and some of the jurisdictions were concerned about the amount they were allocated. Many chose to save the money rather than come up short. Things should go smoother in the next cycle with many new community based programs being implemented. Tracking of the funds will continue, with additions and revisions of programs performed as needed. The amounts for the new cycle, which begins on July 1st, should be similar to the 2012-2013 amounts. The breakdown is based on school age population for the jurisdictions, with the rural areas, excluding Washoe County, receiving an additional \$5,000 dollars. As with the previous cycle, the jurisdictions have a choice in how they request the amounts. That is, they can request the full amount, half or a quarter of the funds.

Commissioner Coppa requested that the Fourth Quarter Reports and all succeeding reports have an alphabetized abbreviations section. This could address the common abbreviations listed in the Medicaid Room and Board Summary such as N/A, PTSD, ADHD, NOS, ADD and JSO. Although most individuals may already know what these stand for, it is always best to be clear.

PREA Tool Kit Update– Pauline Salla

This is the third draft of the PREA Tool Kit which has been reviewed by three people from the Statewide PREA Workgroup. They have been going over it standard by standard to make sure all issues are addressed. There will be another meeting of the Statewide PREA Task Group which will be giving final feedback next week. This final version should be available for review and approval at the July Planning and Development Meeting. Specialist Salla would like to have it approved and implemented statewide by August 1st, 2013. The toolkit does not need to be submitted to OJJDP for approval, but it will be forwarded to the Moss Group. They work with the National PREA Resource Center and their recommendation is being sought since they provide technical assistance.

A question was asked about getting the toolkit out to the facilities for feedback. Specialist Salla explained that the chiefs from all detention facilities have a representative on the statewide task group. They have been encouraged to review the template before it is implemented statewide. Different judicial districts have had differing levels of participation. Churchill, Clark, Washoe, Caliente, NYTC, 6th Judicial and Spring Mountain have all been actively involved. The others have been given a copy of the templates and invited to participate.

A question was asked about the Zero Tolerance Policy. Emergency personnel, like firemen are exempt but everyone else must at the minimum sign the Zero Tolerance Policy. The facility decides what is required, if that means an individual needs to watch a ten minutes film, then

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that is required. A judge would not be kept from entering the facility because they were not PREA trained.

Clarification was requested on several sections. When an employee is terminated, a report is filed. Clarification on who receives and retains these reports was requested. In regards to the Disciplinary Hearing Committee, who, what, when, where, why and how. Where it talks about background checks, the breadth of both individuals involved and the extent of the checks was discussed. A broader policy with both was considered more desirable. Specifics about privacy in locations where strip searches are conducted were addressed. It was suggested that either no specific forensic hospital be noted, or make it clear that the facility has discretion in selecting a qualified hospital.

There was quite a bit of discussion on individuals who were to be isolated. In the current legislation, SB 107 dealt with this topic in more detail. The facilities are currently very close to what the new law will require. This section will be brought into compliance with SB107 once the final version of the bill is out.

Further clarification was requested on who could look at detention files, who receives third party reports of sexual abuse, where staff will report sexual assaults, and who is to be granted confidential access to a detainee. Other topics requiring clarification were the confidentiality of grievance reports, a written assurance of final agency decisions, the deposition of complaints, and the reassignment of staff on administrative leave.

Garrity v New Jersey was discussed by the committee. It was thought that it would be desirable to have an example in the toolkit. Commissioner Florez agreed to provide one from Washoe County.

In continuing clarifications, it was felt that a note should be made that administrative investigations were separate and independent of criminal investigations. In discussing segregated housing, who is allowed contact with the individual? Research is needed to determine if a youth's attorney should be notified in cases of abuse. In the annual training of staff on PREA, it needs to specify that this applies to all staff. Where it mentions that in the intake process the orientation will be read, language appropriateness that is Spanish or English needs to be mentioned. Finally, the actual functional level of learning should be addressed under both victim and perpetrator information.

The PREA Toolkit will again be reviewed at the next Planning and Development meeting. The final review copy for approval will be mailed out to the committee members.

Review the Juvenile Justice Commission Orientation C.D. – Pauline Salla

A deadline for updates was discussed with August 1st designated as the last day to received changes. It was determined that once all changes were in, it would only take a couple of days to complete production of the C.D.s. They should be ready to distribute to the new commissioners at the August Quarterly Meeting.

2012 Governor's Report– Pauline Salla

Two options were suggested for the 2012 Governor's Report. The first option involved a total revamp of the report with Commissioner Coppa providing an outline. The second option was to update the 2011 report with new information, stats, and recommendations. The intent of the second option was to provide some relief to Specialist Salla while still complying with the Federal regulations and the Commissions Bylaws. The deadline for the report is the November Juvenile Justice Commission Meeting.

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Audit Information, Elko and White Pine Counties– Pauline Salla

The audit of Elko and White Pine Counties was postponed due to a very severe case of stomach flu. The comptroller sent in the White Pine information, where it appears that the expenditures were put towards the wrong budget item. Both Specialist Salla and Manager Lynette Gust's records matched, so the information is being forwarded onto the comptrollers.

It is felt that Elko might actually have some left over funds. Commissioner Coppa requested that Jason Kolenut accompany Specialist Salla on the audit of Elko County. They are looking at doing the audit sometime after the Fourth of July holiday.

Michael Beam called in at 11:44 a.m.

Grantee Updates– Pauline Salla

OJJDP has recently undergone a reorganization resulting in the JABG, Formula and Medicaid Room and Board award letters being a little late. Our award letters have gone out, and the additional funds have been RFPed out. The Federal Fiscal Year 2011 EUDL award is receiving an additional estimated \$80,000 dollars in funds. Kathy Bartosz is working with OJJDP on this.

Update on job announcement for part-time contractor– Pauline Salla

This is the Compliance Monitor Position which is having the qualifications reclassified. The existing job description was not bringing in individuals who were familiar with auditing facilities with compliance issues. Several other states were contacted, with Colorado and Oregon providing useful information on items that should be included in the qualifications. Specialist Salla is working closely with personnel so that it can be opened up as soon as it is approved.

Commissioner Coppa requested that a copy of the job description be sent to the committee members before it is opened up. This would allow them to both review and make suggestions as to things that might be added.

New Business– Dan Coppa

Commissioner Coppa suggested a unifying name for the Juvenile Justice Commission Grants. Since Leon Franklin is no longer serving on the commission, but was one of the original members of the Commission and on the Grant Review Committee, it was suggested that this be named after him. It could be called the I. Leon Franklin Juvenile Justice Grants Program. This would not change the grants, which would still be JABG, Formula, EUDL etc., but would be a way to commemorate his service. This suggestion could go to the full commission at their quarterly meeting or perhaps even be done unilaterally.

Commissioner McBride suggested a summarized proposal reformation. It will be on the agenda for the next Planning and Development Meeting.

Comments from Public

There were no comments from the public.

Set Time, Date and Agenda for Next Meeting

The next Committee Meeting was scheduled for Thursday July 18, 2013 at 10:00 a.m. This will be a regular video conference with the following agenda.

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Agenda:

Medicaid Room and Board for 2013

PREA Tool Kit

2012 Governor's Report

Update of the Juvenile Justice Commission Orientation C.D.

Audit information from Elko County and Ely in White Pine County

Update on job announcement for part time contractor in southern Nevada

Naming of the I. Leon Franklin Juvenile Justice Grants Program

Adjourn

Commissioner Florez moved that the Planning and Development Meeting be adjourned with a second from Commissioner McBride. The meeting was adjourned at 11:56 a.m. by Chairman Coppa.