

BRIAN SANDOVAL
Governor

STATE OF NEVADA

AMBER HOWELL
Administrator

STEVE MCBRIDE
Deputy Administrator

PAULINE SALLA
Juvenile Justice Programs Chief

MICHAEL J. WILLEN
Director
Department of Health and Human Services



**DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF CHILD AND FAMILY SERVICES
NEVADA STATE JUVENILE JUSTICE COMMISSION**

4126 Technology Way, 3rd Floor

Carson City, NV 89706

Telephone: (775) 684-4429 • Fax: (775) 684-4455

**NEVADA STATE JUVENILE JUSTICE COMMISSION
PLANNING AND DEVELOPMENT COMMITTEE MEETING
MINUTES
October 24, 2013**

DRAFT

Call to Order

The meeting was called to order by Chairman Coppa at 10:02 a.m.

Roll Call – Dan Coppa

Members Present: Dan Coppa,

Members Present by Phone: Michael Beam, Lisa Morris Hibbler, John Martin, Paula Smith,
John Martin, Elizabeth Florez

Members Excused: John Hambrick, Steve McBride, Fernando Serrano

Staff Present: Ross Armstrong Deputy Attorney General, Pauline Salla, J. Alice Mueller

Public Comment and Discussion

Chairman Coppa welcomed the two new members of the Planning and Development Committee Paula Smith and Dr. Lisa Morris Hibbler. He mentioned that it was a pleasure to have them join and wished that it would be a worthwhile experience for them.

There was no public comment.

Review of Official Minutes from September 19, 2013 Meeting

There were no corrections or omissions to the minutes of September 19, 2013. They were approved as submitted.

Governor's Report for 2012 – Pauline Salla

The Governor's Report is usually submitted to the Full Juvenile Justice Commission at the November Quarterly Meeting. There were no corrections, changes or modifications noted. Commissioner Martin made a motion to approve and Commissioner Beam seconded the motion. The committee then voted and accepted the Nevada Juvenile Justice Commission Annual Governor's Report for 2012. A bound and tabbed copy will be made available to the Full Juvenile Justice Commission members for the November Quarterly Meeting.

DRAFT

Commissioner Coppa mentioned that there would be some reformatting changes made to the 2013 Governor's Report. He is looking towards a different approach with some items eliminated and others moved into the appendices.

Medicaid Room and Board Summary – Pauline Salla

The quarterly reports were due from the jurisdictions on October 15th. There were some jurisdictions that had to do revisions on the performance measures delineated in the reports. One of these, Elko had neglected to use the templates and had reported on their mandatory measures in narrative form. It was felt that it would be best to have them redo it using the template. Chief Mike Pederson has recently undergone back surgery, so they were allowed a bit more time to complete the quarterly report. The templates used are not new. They have been used by the jurisdictions previously and all that is required is for them to be filled out.

Eureka, Humboldt, Lander, Lincoln and Pershing Counties are still utilizing last year's money so what was submitted was actually a fifth quarter report on the State Fiscal Year 2013 funds. In order to keep the two years separate, they were not included in the 2014 First Quarter Summary. The State Fiscal Year 2013 Summary will continue to change as these jurisdictions finish spending out their funds. The final version of the 2013 Summary will not be available until all the funds have been spent. There is no way to determine precisely when this will occur, but when it does, the final State Fiscal Year 2013 Summary will be presented to the committee. It was decided to present this quarterly rather than at every meeting.

Storey County is just beginning their program in October, so it also did not fall within the first quarter. They actually do not have any youth that would access the Medicaid Room and Board per diem, so they have a positive youth program for high risk youth in the Virginia City and Lockwood area. This involves tutoring, volunteering opportunities and substance abuse prevention.

PREA Tool Kit Update– Pauline Salla

Last month a technical assistance request was made thru the PREA Resource Center to have the MOSS Group reimbursed for reviewing the PREA Tool Kit. They responded that the MOSS Group would not have the time to review the template due to previous technical assistance requests.

Dave Gaspar from the PREA Resource Center identified the VERA Institute of Justice as another group who would be available for the review. There was a conference call with the VERA Institute and they received our templates. Both Dave Gaspar and VERA were very impressed that Nevada with a bifurcated system, that is our counties operate probation while the state operates parole and the correctional facilities, was able to roll out the statewide templates. VERA is working on a scope of work right now. This will be reviewed to ensure that all are on the same page. This technical assistance will come thru OJJDP.

The current templates have been sent out statewide. The juvenile detention facilities and the state correctional facilities are making them specific to their facilities. The jurisdictions are aware that if any help is needed with training staff on policies and procedures, then can send a request to Specialist Salla. She will set up time to go over them with the staff. These include details about the policies, the standards and what hot spots to look out for.

DRAFT

The scope of work with the VERA Institute should be available by the December Planning and Development meeting. If it should come in earlier, it will be disseminated to the committee members.

Specialist Salla also mentioned a DVD which was made available to the facilities as part of the tool kit. This is the Breaking the Silence a video about preventing the sexual abuse of minors. It is put out by the Catholic Diocese and does have some faith based sections. The facilities are free to determine which sections to use. Generally it is to be used during orientation, which is the reception and classification process. It covers topics ranging from what constitutes sexual abuse and harassment, who to report to, how to report and zero tolerance.

The distribution copies of the PREA posters were available for review. They specify the Nevada Juvenile Justice Commission, the Juvenile Justice Programs Office and Zero Tolerance. The posters are laminated so that they can be put up with double sided tape and are not easily torn. There was also a memo to the chiefs and directors which was to accompany the posters. Some of the posters had already been distributed to NYTC (Nevada Youth Training Center) and Leighton Hall in Winnemucca. Some had also been brought to distribute in Washoe County. They are being taken and dropped off at the various facilities as audits are being performed. The female posters will not be used at NYTC and Red Rock Academy at Summit View since they are all male facilities. There was some discussion about contacting Arizona to see if more versions of the posters were available. The finished posters will be on display at the Quarterly Full Juvenile Justice Commission Meeting in Las Vegas in November.

The facilities have sent in the names and contact information for their PREA coordinators and assistants. There will be monthly phone conferences with updates on individuals as changes occur. So much training is involved with becoming a coordinator, that frequent changes are not anticipated. Also, word has just come in that the PREA audit tool has been finalized with approval thru the Department of Justice and OJJDP. The PREA Resource Center has moved back the date for having certification by the governor from November of 2013 to the spring of 2014.

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

There has been some delay in getting the job announcement out due to the federal government being closed. The personnel representative has been contacted in regard to clarification on the position. The good news is that there is carry over funding. This will allow the person to be utilized more from the start since the audits are a bit behind. Usually 33 1/3 of the facilities need to be audited per year. At this point, about 70% of the southern Nevada facilities need to be audited in order to catch up.

New Business– Dan Coppa

It was decided to bypass the month of November for a meeting since the Quarterly Full Juvenile Justice Commission Meeting would take place on Thursday November 21, 2013. With the next meeting due in December, Commissioner Coppa wished to discuss the new aspects of the Open Meeting Law which come into effect on January 1st, 2014. Although we already post on the Division of Child and Family Services website, the state of Nevada is also planning on having a central website where all public notices would be posted. Ross Armstrong will be attending a meeting on this topic in the near future and agreed to update the committee at the next meeting.

DRAFT

Comments from Public

There were no comments from the public.

Set Time, Date and Agenda for Next Meeting

The next Committee Meeting is scheduled for Thursday December 12, 2013 at 10:00 am. This will be a videoconference with the following agenda.

Agenda:

Medicaid Room and Board Funding Update, SFY 2014

PREA Tool Kit, feedback from the VERA Institute of Justice

Compliance Monitor Job Description update

Open Meeting Law public notice postings.

Three Year Plan identifying priorities at the Quarterly February JJC Meeting

Adjourn

The meeting was adjourned at 10:45 a.m. by Chairman Coppa.