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

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**NEVADA STATE JUVENILE JUSTICE COMMISSION
PLANNING AND DEVELOPMENT COMMITTEE MEETING**

MINUTES

April 28, 2016

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Call to Order

The meeting was called to order by Chairman Coppa at 10:03 a.m.

Roll Call – Dan Coppa

Members Present: Dan Coppa

Members Present by Phone: Jack Martin, Paula Smith

Members Excused: Michael Beam, Elizabeth Florez, Lisa Morris Hibbler, Steve McBride, MariaJose Taibo-Vega, Kim Wanker

Staff Present: Ross Armstrong (Deputy Administrator DCFS), Chief Leslie Bittleston, Tirzah Fagan (Deputy Attorney General)

Staff Present by Phone: J. Alice Mueller

Members of the Public present by Phone: Ben Bianchi

Public Comment and Discussion

There were no public comments.

Formula Grant Application– Leslie Bittleston

This meeting's main purpose was a review of the Federal Formula Grant Application which was recently released by the Office of Juvenile Justice and Delinquency Prevention (OJJDP). The Three Year Plan covering 2015-2018 was submitted last year, however the annual update covers performance measures along with current data. This application covers the period from October 1st, 2016 to September 30, 2017. A draft of the latest Formula Grant Application was presented to the Committee.

One of the changes requested by Eric Stansbury, our state advisory person, was a way for OJJDP to know that the State Advisory Group (SAG) accepts the application and is committed to its implementation. It was decided that a signature acknowledgement page, signed by the SAG chair (Kirby Burgess), would suffice. This would state that the SAG committee had voted on the application, the date of the vote and a statement that they were committed to the implementation of sub-grants. The acknowledgement page will be the new page three of the application.

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The Committee members were asked if they had anything to add or change in the application. Some items were brought up for clarification or changes. Other sections would be better with explanations and footnotes as appropriate.

Requests for Proposals (RFP) – Leslie Bittleston

This was submitted to the Committee, because of time constraints. There was not enough time to wait for SAG approval before submission. OJJDP released the grant application late to the states which has pushed the time line. There is a desire to get this out to those wishing to tender applications, in addition to making them aware of new performance measure requirements.

As presented at the March 17, 2016 meeting, the 198 page document details what performance measures are required for various program areas. In an attempt to make this easier for the applicants, Chief Bittleston has created separate grant reporting sheets for the top four program areas. Each program area form has the mandatory measures noted in bold and then a list of additional performance measures from which two are to be selected.

The RFP will go out to potential sub-grantees Monday May 2, 2016. To facilitate filling out these applications, Chief Bittleston will be conducting a conference call around the middle of May to address any questions that may arise. More conference calls will be conducted if the need arises. The sub-grantees will have until June 3rd to return the applications and a grant review committee meeting has already been scheduled for June 15 through 17, 2016 at the Reno Youth Parole office.

Going forward, after October 1st, 2016, sub-grantees will be held to more stringent reviews of their data. OJJDP is not being lenient with Nevada, so there is a need to be better stewards over the funds received. If appropriate data is not provided, the requests will be returned with an explanation that better data is required before funds are released.

New Business– Leslie Bittleston

There was no new business presented to the committee at this time.

Comments from Public

There were no statements from the public.

Set Time, Date and Agenda for Next Meeting

The next Committee Meeting is scheduled for Thursday June 30, 2016 at 10:00 am. This will be a videoconference. No agenda was set for the meeting at this time.

Adjourn

The meeting was adjourned at 10:32 a.m. by Chairman Coppa.