



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF CHILD AND FAMILY SERVICES  
4126 TECHNOLOGY WAY, SUITE 300  
CARSON CITY, NV 89706  
Telephone (775) 684-4400 • Fax (775) 684-4455  
dcfs.nv.gov

Nevada State Juvenile Justice Oversight Commission  
Data Committee  
May 22, 2019

Meeting Minutes

**Call to Order:** JJOC Data Committee Member Brigid Duffy called the meeting to order at 2:01 PM.

**Roll Call:**

In person: Commissioner Ross Armstrong

Via Phone: Commissioner Brigid Duffy, Commissioner Jo Lee Wickes, Commissioner Gianna Verness, Commissioner Pauline Salla-Smith.

Public: Katie Brubaker – DCFS, Krystal Castro – DCFS, Leslie Bittleston – DCFS, Kayla Landes – DCFS, Jennifer Simeo - DCFS

**Public Comment:** None

**Meeting Minutes:**

Commissioner Brigid Duffy: Our big item today is going to be the committee goals. We were handed those or provided those at the last meeting of the full commission. I don't know if anybody has their documents from the full commission with them, but they tasked us with 4 goals. Those being 1. A Reporting Policy or develop policy for reporting requirements in the use of the YLS and I have Commissioner Jo Lee Wickes on the sub-committee. And then references page 20 of the Strategic Plan. And then the second one is Caseload Pro, which I think is kind of a funny task for us because we have, I don't know who will have control over implementation of Caseload Pro, but I don't know if it's any of the 3 chairs of this committee. Ross is that you?

Commissioner Ross Armstrong: Well, Caseload Pro doesn't exist anymore, so I think we're good with that one. So, I think Tyler Supervision. I think Katie knows more about what that means but my guess and then she'll correct me because I'll probably be wrong, is just talking about, especially needing to be able to have the state get all the data from the counties so that we can then do the analysis that the law requires. That shifted to our responsibility and we just need to access. So, I think that's it, but Katie can fix that if I screwed it up.

Katie Brubaker: You are correct and I'm hoping that through this committee we can make sure that we've got all the data measurement points in there so if that means going back in Caseload Pro as a group again and having them walk through or having Leslie walk through the screens to make sure that everything we're talking about is in Caseload Pro that's kind of how I see that particular goal as well.

Commissioner Brigid Duffy: Ok. I feel like it's been so long since we've even finished our original work to get to this point. And then our third one is Performance Rating, which is counties for hard annual performance rating based upon approved performance measure. Which references page 26 of the Strategic Plan. And then the fourth one is how are we going to make sure we are collecting data from each county. There is no reference to part of the Strategic Plan on that one. So, today I just want to kind of go through the 4, these 4 items that are our final tasks and then see what we need to do to start ensuring that we complete them and that there basically assigning things out as we need that, pulling together all the information that we already have out there, some of our other goals that we met and then coming back prior to the next full commission meeting and figuring out where our report's going to be and how we handle the next step. So, the reporting policy, page 20 of the Strategic Plan. And it tells us that we need a policy to guide the use and implementation of the tools including, who uses the tool, how often the tool is used and outline the training requirements of the tool. And then develop the policy reporting, for reporting requirements for the use of the tool. Is the Risk Assessment Committee handling that first one Katie? The policy to implementation of the tool?

Katie Brubaker: That is correct and those are, the one for counties is complete at this time.

Commissioner Brigid Duffy: Ok, so each county has their policies completed?

Katie Brubaker: There is a model policy for counties for the state and then each county then, after they've included those minimum pieces have been able to add things that are specific to their county.

Commissioner Brigid Duffy: Ok, so then our task is to establish the process requirements and timing for the county, state and facilities. To have data current in the tools for JJOC to report to the governor.

Katie Brubaker: Yes.

Commissioner Brigid Duffy: Ok. Alright and Commissioner Ross Armstrong, you and I had a brief conversation about this. But not a meeting. But a brief conversation.

Commissioner Ross Armstrong: Right.

Katie Brubaker: Through Katie.

Commissioner Brigid Duffy: I just kind of feel like at a lost, just because I'm not in control of state policy and whatever our new case management system is. So how do we establish a process, requirements and timing for counties.

Commissioner Ross Armstrong: Well, I know that, I think if you. One is kind of like, what do we want to know about the tool. On page 38 it talks about the performance measures that we agree in the Strategic Plan in terms of reporting the tool. I think that's a good start. There might be some others. The percent increase and decrease in overall risk score from the initial YLS and to any YLS assessments. The percent increase and decrease in the risk score. So, I think that, well I guess, here's my question. Maybe for staff. So, we're going to, part of AB 472 requires us to adopt regulations. Some of those regulations live in 62H. Which is all the data reporting regulations. So, I think some of the some of the basic stuff can go in there. But it looks like we decided, the commission decided that they want to know basically you know you better have the kids first YLS in there and the kids last

YLS in there so you can compare the change over the case, right. Did what we do, like if 50% of our probation kids have zero change in YLS than we need to be working on something with our probation programming. You know if 50% of parole kids have an increase in their risk over their life span then parole is hurting. So, I think we just need to make sure that these elements get into any requirements in 62H and then ensure that there's programming within Tyler Supervision that allows for that type of capture. Like I know where we're still working on getting the YLS into Tyler Supervision. And so, I think it'll be just a question in the programming piece. Are you able to track youth's overall score and the scores for each domain so that then a report could be written that says okay you know what is the percentage in change in each of those domains for each jurisdiction?

Commissioner Brigid Duffy: Right.

Commissioner Jo Lee Wickes: We're talking about this and in my brain the YLS has to be done and included in a report that the court uses to enter orders for disposition. It has to be done every six months. I believe it's supposed to be done if there's major changes in the kid's life or in, you know, something happens that really affects the need for a change in the case plan. But you know, one of the things I'm wondering is whether or not anybody anticipated probation who wants to terminate a kid in less than 6 months. Doing another YLS like Ross says we have the first and we have the last because I don't think it happen very often, but I believe that probation in Washoe county would like to get some kids terminated from probation in less than six months. And I don't think they're legally required to do a YLS. And I'm sure their going to love us telling them that they have to do one if there's going to be a request to terminate successfully or unsuccessfully in less than six months without a second YLS.

Commissioner Ross Armstrong: I would imagine in those cases. Your right, there's no requirement that a YLS be done prior to discharge. My sense is that is such a small number that that would come up as a you know not applicable. And as the DCFS in the county staff begin to make sure those reports are written in Tyler Supervision that those would be identified somehow. That you know, one half of 1% of the youth only had one YLS score. And that it's likely because they, they didn't get a second one because of the length of time on supervision. Or there was some other major intervening thing that meant there was no second YLS.

Commissioner Brigid Duffy: Well, Jo Lee, so what you said is every six months they have to have a YLS?

Commissioner Jo Lee Wickes: Yep.

Commissioner Brigid Duffy: Ok, right. Yeah so that captures most of them.

Commissioner Jo Lee Wickes: Yes, I would agree with you Ross.

Commissioner Ross Armstrong: I guess one thing that would be helpful for us at DCFS to know is some feedback. In my mind those YLS data points you would only be pulling on say closed cases. And you would look at the first one and the last one. You wouldn't necessarily analyze everything in between. I think that would get super messy. But if you were able to say if the case is closed you take a look at the first one and the second one. I'm just thinking about the computer report writing and how they go get their data. Like I don't know that all the peaks and valleys that may occur in the life of the case are all that critical to us at this point. Maybe the total number of YLS a youth received would be a helpful datapoint. But I think it would be most helpful to just take a look at the cases that have ended and see what that change is in the overall score and in each domain.

Commissioner Brigid Duffy: Got it. I mean if the kid gets one YLS and the probation department terminates them at 4 months or whatever and we never see the kid again. I guess that's good.

Commissioner Gianna Verness: I tend to agree with Ross. I think those kids only have one YLS. They are probably going to be the outliers that we don't see very much of. But also, probably important to keep, if we can. Kids that

are on probation or supervision less than 6 months but I also like his idea of the first and the last and the total number of YLS administered because we have, I need a fair number of kids that are on probation for a substantial period of time that would be interesting to see who those kids are.

Commissioner Brigid Duffy: And whether or not we really need to keep them on probation that long.

Commissioner Gianna Verness: And also, what the difference in the YLS from the first to the last. How many were administered. I don't know. If there's any way to track new referrals I think that's probably one of the biggest risk factors for continuing on probation for an extended period of time, obviously.

Commissioner Jo Lee Wickes: I think there's going to be wide variability. So, let's say that the kid's on probation and they get some new referrals that are on [?]. I think there's going to be wide variability across the state and even in departments as to whether or not that even triggers another YLS. Especially if counties start absorbing the cost. It may not trigger. Maybe they'll go "well it's just an MIT" or maybe they'll say "well, this is the fourth misdemeanor in a month, maybe now we need to send it up to the DA for possibly filing or maybe at least do a YLS to see if we're effectively managing this case". I don't know. I think there's going to be some variability where you know, what event trigger a re-assessment if it's not statutorily required.

Commissioner Ross Armstrong: Do you happen to recall Jo Lee, I don't, it's been a while since we've done the YLS policy, maybe Katie you recall. But I thought we kind of put some guardrails in that policy about what a significant life event was because, I don't. I think we were all kind of an agreement like if this kid gets a traffic ticket, we don't need to do another YLS. But if it's like a gross misdemeanor or above or something like that.

Katie Brubaker: There was some language in there, but I would have to dig through and get it right now.

Commissioner Pauline Salla Smith: I have it up. Well, I have our up which, we didn't want to get real specific on life-changing event but what we did discuss was if it's going to increase, if we're going back to ask for a higher level of supervision or there's a program like a placement somewhere that that's an automatic redone and if there's a life event such as a death in the family, a severe injury something that really just touches every aspect of the youth's life. A new charge if it's if it's a higher level. If they have a new felony that would potentially trigger it. But we didn't get so specific on that in the policy because we wanted to leave some discretion to the probation department.

Commissioner Brigid Duffy: I just totaled up Clark County. They just sent it to me. And it's the 180 days from disposition and 180 days after until probation's over. And then re-assessments prior to any level of care change including reintegration to the community from residential placement. And if there is a new petition filed for the youth under supervision, if the last YLS is older than 90 days at a minimum. And then everything, every other re-assessment conducted earlier than 180 are left to the discretion of the probation office. That's what Clark has written up. So that's not going to be the same across the state. Except for the statutory 180.

Commissioner Jo Lee Wickes: So, if we take Ross's and Gianna's suggestion that we require the first YLS and the last YLS and the total number of YLS given that gives us the long-term picture. Because it will give us the first and the last and avoid all the middle bumps and valleys and it will give us an idea of how many YLS were done.

Commissioner Brigid Duffy: Ok. I like that idea.

Commissioner Ross Armstrong: And then I think to I mean in ,you know we collect it a lot of data or pull it from the County's and so just in my mind initially since you asked me to take a look at this Brigid, is that I think it will be interesting as we report that to the full commission to have breakdowns by jurisdiction and by gender. I don't

know if there are other ones, we would want to do cross tabs so to speak on out of the gate. Or start with those two and go from there. I guess I would open that up for discussion on this one too are there other ways to cross, criss-cross the data and look at different populations to see if there's any trans, in my mind, let's say you have Humboldt County and 98% of the girl population has a reduction in their YLS risk and you have Lyon County and 0% of their girls have a reduction in there YLS risk from start to finish. Then Lyon County might want to pick up the phone and call Pauline and say hey what are you doing for girls it looks like it's working.

Commissioner Brigid Duffy: Right.

Commissioner Pauline Salla Smith: Can I ask a question about that Ross?

Commissioner Ross Armstrong: Yep.

Commissioner Brigid Duffy: Go ahead.

Commissioner Pauline Salla Smith: Because right now Tyler supervision, when we input our YLS that we can run a report under assessments that brings up all of our YLS stuff. But it doesn't, I'm not sure and I'd have to go back and look at mine. If it breaks it down to those data points that you're speaking to. So as a jurisdiction and I'm sure the other jurisdictions will have this question. If we're going to change the data points of how the report you need for the YLS, that's going to probably change how the report is pulled from Tyler supervision. So, unless the state is paying for that to be reprogrammed that's going to fall on jurisdiction.

Commissioner Ross Armstrong: Yeah, no I think the state would pay for that reporting and programming and work it all in the background because it will be tied to the individual youth and so we should be able to do crosscutting reports that way.

Commissioner Brigid Duffy: Ok.

Commissioner Ross Armstrong: And my understanding as we haven't requested any of those broad reports because it's not in the system yet and so we will, we can take this committee's feedback into mind when we make a request for those reports.

Commissioner Pauline Salla Smith: I can run a report of the kids I give the YLS now. Like I can just see if I want to see how many MAYSI's I've given if I want to see how many YLS's I've given I can pull that basic information.

Commissioner Ross Armstrong: Does it give you a percentage of the YLS's you've given that score very high?

Commissioner Pauline Salla Smith: Oh, it breaks it down per. That's what I'm saying, it breaks it down per youth. So, I can have youth AB who scored moderate. Youth C who scored low. You know, so it pulls all that up, but it doesn't have the other data points at least I'm thinking of when I run my reports it doesn't. Like I know if they're male or female right, because there my kids. But other people who run those reports, it's not broken down by 50 girls got a YLS, out of that 50, 2 were low, you know, blah blah blah it doesn't do it, that, those specific data points but I can tell you how many I've given and what level they came out.

Commissioner Ross Armstrong: Yeah, we can get that those ones. We'll have that report requested at the state level for when, for this reporting requirement. If I'm remembering AB472 correctly there is that big shift to like just give the state access to your data and then the states responsible for producing the reports and so we can make sure that happens in the background and that will not be a cost-push down to the County's.

Commissioner Brigid Duffy: Yeah, that our 4<sup>th</sup> requirement. We have to say how are we going to make sure we're collecting data from each county.

Commissioner Ross Armstrong: Right.

Commissioner Brigid Duffy: Ok, so as far as the reporting requirements in the use of the tools I think so far. Well, I'm going to make a motion that we recommend that we require the first and the last YLS as well as the total number of YLS's given to a child.

Commissioner Jo Lee Wickes: Can we back up for one minute. I don't know but I'm wondering if we should include a way to verify that a YLS is being done for every kid where a petition is filed before we go to disposition. In other words, should we include something that says that the agencies, the judicial district are compiling with the law. Because I have a little bit of trepidation that when all of the costs of that shift to the county. You know for instant, Clark County, the policy that you read to us Brigid said if you are getting a new felony and one is more than 90 days old, we're going to do another one. Well, assuming that they're sending another to you, which under the law I think they have to. I assuming you filed a petition, it doesn't matter who recent that YLS was. Under the law you filed a new petition they have to do a new one. And so, I just wonder if there's going to be Drift from what the law requires. Based on a whole bunch of factors. Like, oh gosh we just did one 30 days ago so, or you know it's so recent we really shouldn't be spending our money that way. And drifting from what the intent of the law was. So in terms of a data point it might be important for us to know that everybody's following the law as written whether they like it or not and frankly there's some people who don't really like the idea that they have to do a YLS on some of those lower level cases that are coming to court. So, I think before we start running around collecting, well this is what the data shows I think it's important for us to know that the data is solid in terms of the laws being followed. Now I don't know if there's an easy way for the county to do that and Pauline you can weigh in. I can't think of an easy way off the top of my head to do that but the truth is I think they should be required to tell us, are you following the law and if you're not on what percentage or numbers of cases are you not doing it.

Commissioner Brigid Duffy: So, I agree with you Jo Lee. I think that, and my desire to make that motion was really just that I could cross this one off my list, but I wasn't ready to move on from our important policies. So, if we could talk about for a second on that motion and go back and discuss what you are talking about and then decide if we can break that down and format that into a motion for reporting policies that.

Commissioner Gianna Verness: Is there any desire or interest to see the average length of time between by YLS's given? Because, like in the scenario that Jo Lee's talking about. We may have some kids that are getting them much more frequently than 6 months and that may correlate to their risk assessment. You know, their risk level. Does anyone think that might be an irrelevant data point also. If we see kids that have 4 or 5 in a year as opposed to 2. Am I wording that so it makes sense? Because those are the kids that I really want to see. The ones that are having them more frequently.

Commissioner Brigid Duffy: It makes sense to me. You are just saying, going back to Pauline. Kid A, kid B, kid C. If you just run the report on kid A you want to see how many YLS's they've had in their course of being a juvenile.

Commissioner Gianna Verness: Yeah, like the average length of time between YLS's for that individual might be significantly and it could be tied to the services their being given. I don't know. Maybe I'm getting to far into the weeds. But whatever we're doing for that kid may not be working and the frequency of the YLS being given may be one of our greater tip offs.

Commissioner Brigid Duffy: Or it could us that the kids we gave them to more frequently were more successful.

Commissioner Gianna Verness: Right, it could go both ways. Absolutely. I don't know what that could show but I think it might be important.

Commissioner Brigid Duffy: An interesting factor to me in talking about the YLS and when it has to be administered given more frequently that tells us there's a lot more triggers going on. Any thoughts Pauline or Ross?

Commissioner Ross Armstrong: I, as long as I guess my, it may be a technically question for Tyler supervision, if it records the date the YLS was completed in the system. But I think what we would be able to do is I think we could manipulate the data if we know the first one and the last one and the total number they received. Then we can probably also do a length of case and do the, figure out a way to do the report to do that math.

Commissioner Pauline Salla Smith: I'm just I'm running a quick I'm just running a quick report right now to see what it looks like. So, if you can bear with me for a minute.

Commissioner Brigid Duffy: Ok. So then let's wait on Pauline but talk about what Jo Lee raised which is how do we develop the policy to ensure that the counties are following the law. So, to me I visualize it as kid A and matching up how many times that kid had a disposition hearing. And matching that up to how many times that kid had a YLS that coincided to the dispositional hearing. Right?

Commissioner Jo Lee Wickes: I would think that those would go hand-in-hand.

Commissioner Ross Armstrong: So, the commission did establish a number of performance measures that they mandated through Page 36 through 38 in the Strategic plan. And it does require that for every youth that receives a disposition that the county has to enter the assessed risk level from the YLS and so I would imagine a report could be run for data that's missing and you could determine then what the percent of non-compliant folks were.

Commissioner Brigid Duffy: Ross which page is, what page are you on?

Commissioner Ross Armstrong: 37.

Commissioner Brigid Duffy: 37, ok.

Commissioner Ross Armstrong: There's youth disposition indicators in the section of the Strategic plan and it has, it looks weird because it's formatted weird. It has all these things underneath the child's educational background I don't think that's supposed to be indented over but you know it would run a report that says for these 100 kids that have a disposition only 75 have a have a risk level entered which is either an indicator of non-compliance with the law or poor data entry. And either one should be brought to the attention of the commission.

Commissioner Brigid Duffy: Ok.

Commissioner Jo Lee Wickes: So, I thought that already has to be reported.

Commissioner Ross Armstrong: Well that's what's in the Juvenile Justice Oversight Commission Strategic Plan. And our next steps as DCFS is going to be to adopt a Nevada Administrative Code over the summer to help implement that strategic plan. And so, we are able to adopt all of these data points into those Nevada administrative code and make that enforceable.

Commissioner Brigid Duffy: Right.

Commissioner Pauline Salla Smith: Let me know when you're ready for an update.

Commissioner Brigid Duffy: I'm read Pauline.

Commissioner Pauline Salla Smith: So, this is really cool. Depending on which data points you select when you run your report. I would send them to you but has all my kid's names on it. Under each one of my kids it actually has the date the YLS was completed. What their score was on that date and so if they've had three YLS's since they've been with us one is identified underneath them with the date and the score.

Commissioner Brigid Duffy: So, each one of those kids has the date that they had it and the score that they got.

Commissioner Pauline Salla Smith: Yes. And then for us it has if they were handled informally. They were in supervision and consent. Formal probation. Drug court. Yeah it tracks that too.

Commissioner Brigid Duffy: Ok. Do you have ones that have more than one?

Commissioner Pauline Salla Smith: Oh yeah! I sure do I'm looking at one that has 4.

Commissioner Brigid Duffy: Wow.

Commissioner Jo Lee Wickes: So probably realistically any county or any probation department could run that report, black out the kid's name, circle the first and the last. And easily total the score and they've just met the three things that we've talked about. Which is first, last and total number of YLS given. And it's pretty easy is what your saying.

Commissioner Pauline Salla Smith: It's clear on this report. It would be great if within Tyler supervision, if other people, if we're going to be running data for like system reform or to identify trends, if we can just work with Tyler supervision to run this report for the state without personal identifying information. Because you're going to know which ones the first and which ones the last because it has it in chronological date underneath that kid.

Commissioner Jo Lee Wickes: Ros do you think that would work from the state's perspective because really all you have to do is look at the first the last and count the total.

Commissioner Ross Armstrong: Yes, and I, we, I believe have gotten data share agreements with almost all the counties. I think there's maybe one or two who I guess don't want any of their Community Corrections block grant. But, so

Commissioner Pauline Salla Smith: That's accurate. You don't have Humboldt County's yet. That's not accurate, my DA's just you know.

Commissioner Ross Armstrong: Oh, the DA's. I love me some Winnemucca DA's.

Commissioner Pauline Salla Smith: Got a little bit concerned, but we're working through them.

Commissioner Ross Armstrong: So, once we have all that access. We'll have access on the backend Jo Lee and so ideally the county probation department doesn't have to do anything except their ordinary course of business. And we do all that in the background from DCFS and pull the aggregated report without any personally identifying information for use by the commission.



Commissioner Gianna Verness: I have a quick question Pauline. Did I hear you say that there's no way on the report to break it down by say, ethnicity or anything like that.

Commissioner Pauline Salla Smith: Not how it's set up right now. I mean, I can tell gender just because of my kid's name right. But if it's not broken down on this report because this is called an assessment history report. And so, it doesn't break it down by ethnicity or gender as it is right now in my in my Tyler supervision, I don't know other jurisdictions. Maybe if they pay for a different kind of report yet. Mind does not break it down like that.

Commissioner Gianna Verness: Ok.

Commissioner Brigid Duffy: Ok, so we have. So, I think what I'm hearing from Pauline is that, Jo Lee, we should be able, or from Ross, excuse me. We should be able to ensure who's following the law because our regulations are going to require this to occur and then we'll be able to somehow run a report to see that every child that went to disposition. But we have to ask Tyler, whatever their called now. Tyler Supervision. If we can run that report. That shows that every child that went to disposition had a YLS. And that the, based upon what Pauline said, we'll be able to see the average time between YLS's because the way it's running the report currently, it shows you the total number of YLS's and there in chronological order. Right Pauline? So that answers Gianna's question. Or to Gianna's point. So, you'll see the total number and the average time between each of them. But we don't have, we need to talk to Tyler about breaking them down by jurisdiction and by gender. Right?

Commissioner Ross Armstrong: Correct. When we have them create the report, we'll, I mean the score is tied to an individual number in the individual kid in the system. And so, they can, I mean the report will do what we ask it to do. It can pull by, you know, race, age, zip code, whatever we need. And so, I think we start with those initial data points for the cross-cutting ones we can add more as we find it relevant.

Commissioner Brigid Duffy: Ok. Right. So, my motion is still open out there. Which is to require the first and last YLS report and the total number in-between.

**Motion:** Require the first and last YLS report and total number in-between.  
**By:** Commissioner Brigid Duffy  
**Second:** Commissioner Ross Armstrong  
**Vote:** Unanimous

Commissioner Brigid Duffy: Ok, so the motion passes and we'll report that out to the full commission. And then I think what we need to do next, which was kind of what Ross has suggested is we need to get back with Tyler supervision to see, to look at our performance measures and ensure that their system can capture and put in a report. Of course, I believe we'll be able to capture the sex, age, race, poverty level. And this would only be for kids that receive a disposition. And that kind of takes us to the Caseload Pro implementation phases. So, who's over Tyler, why did Caseload Pro change its name?

Commissioner Ross Armstrong: They got purchased.

Commissioner Brigid Duffy: Ok. So, now we roll out with Tyler supervision. That's the name of the case management system?

Katie Brubaker: Correct.

Commissioner Brigid Duffy: Ok. Is it a whole different crew of people or is it the same people we've been working with?

Katie Brubaker: It's all of the same people with the addition of the few folks with the promise of more to come so that we can get done faster.

Commissioner Brigid Duffy: Ok

Katie Brubaker: We also, DCFS is also having standing, weekly meetings with Tyler so that we can get real-time updates about what's going on and so I can work with them about the addition of these reports. Ideally it would be nice to have them finish actually putting the YLS in the system before giving them additional tasks. So that they, I don't want to spread them any thinner than they are because we would like to have at least one thing complete.

Commissioner Brigid Duffy: Alright so, maybe what we need to do. How long do you think before they have the YLS in place?

Katie Brubaker: Although I have been saying any time now for the past year, I was told last week by the end of May.

Commissioner Brigid Duffy: Oh, that's this week! Next week, nice.

Katie Brubaker: We're one step further. People are actually testing the YLS in the system so that's much better news than a year ago.

Commissioner Brigid Duffy: So perhaps what we do Katie and the rest of the sub-committee is after that gets in place perhaps, I don't know. Ross is on this committee and since DCFS is already on the committee I need to figure out all these performance measures that we have on pages 37 and 38 of the Strategic Plan. Which ones we can actually put into Caseload Pro to get those reports. So, especially, specifically ones we were really into like the number of detention hearings within 72 hours, number of dispositions in 60 days. Is victim or victim's family present at disposition. So, legal representation. So how are we going to, will they be able to help I get those areas to be able to capture that data right.

Katie Brubaker: I can certainly have an offline conversation with them and then if this committee want's I can schedule our next meeting to include like we did the last time with a presentation from them so we can actually see what things look like.

Commissioner Brigid Duffy: Ok.

Leslie Bittleston: I can answer that question already. Within Caseload Pro there is a screen called the hearings screen. The hearing screen does include check boxes for prosecutor present, defense attorney present, family member present. So that's already within Caseload Pro but I also want to caution everybody that just because that stuff is in Caseload Pro doesn't mean it's being filled out regularly or properly. So, I am still struggling with DCFS staff to enter data correctly and properly so we can pull those reports. But that stuff is in there, but I also want to say we have no access to court data. So, we have to rely on the probation offices to update that hearing screen for us to have that data. If they don't update it or put information in that hearing screen, I'm not going to be able to run the data.

Commissioner Jo Lee Wickes: ross is that something that the regs can handle?

Commissioner Ross Armstrong: Well the regs can require it. I think a key element when we take a look at the reporting that we do to the commission or in the regs themselves is to have a report of that error rate or some type

of analysis in that point. Because you know, data quality were dealing with this in the Child Welfare realm with our Federal Program Improvement Plan is your data quality is poor and it's not your system it's your, it's human error and so what can you do around training and the importance of data. I've always been a big believer that once people start to see what you use the data for that they start to understand the importance more than if it's just like oh yeah you got to do this paperwork type of thing. But that's going to be a real County Probation just and parole management of staff. One of the things, and so we may not put it in reg we'll probably just have to explore a little bit about what kind of error data can be pulled out of Tyler. But looking further down the road for this committee is like really once those data regs get approved, you know, taking a look at having this committee really advise County Probation departments and Parole and the county camps you know with either a data analysis tool kit or some sort of some sort of training and assistance in how they should be using the data so that the error rate goes down. But I will note a desire to know what the error rate is and see if we can put it in reg, if it makes sense and talk with Tyler Supervision on that.

Commissioner Brigid Duffy: That's always the struggle. Well I don't know about other counties but is it in vision that we'll be able to have technology in the courtroom or it can be. You know, instead of have probation officers writing everything on pieces of paper then they have to go back to their office and input it. Would there be the ability to have a laptop in each courtroom to be able to do it in real time.

Commissioner Pauline Salla Smith: I can speak to our, are PO's have iPads and have the ability to do it right in court.

Commissioner Brigid Duffy: Ok.

Commissioner Ross Armstrong: Tyler Supervision is a web-based application so as long as they have access that way, they should be good to go.

Commissioner Brigid Duffy: Ok so maybe that will be better. So, we'll have that with our next meeting Katie. You will help us to arrange to have Tyler Supervision here and we can go through all of our different performance measures and have that conversation with them. Then we can make that report back to the full commission, right?

Katie Brubaker: Sound good. I'll do that.

Commissioner Brigid Duffy: Ok. Our third thing is counties providing annual performance reporting based on approved performance measures. Page 156 of our Strategic Plan. If your following along with your Strategic Plan. Will be able to report performance measures requiring AB472 with the ability to develop reports in the Caseload Pro system. So that kind of goes back up to completing the implementation of Caseload Pro we just discussed. Establish standard procedures measuring outcomes for a child based on jurisdiction of the juvenile court. Every county will have an annual score card for the key performance measures related to the juvenile justice system. And establish performance target by a county. Oooo. So, I guess, it's really hard to wrap my mind. I don't create the policies for the county so. For the county's juvenile justice agencies. But I mean just looking at standard procedures for measuring outcomes for a child subject to the jurisdiction of the juvenile court. So, I, I'm honestly kind of a loss on what we're supposed to do there.

Commissioner Gianna Verness: On page 37 it talks about the county performance measures if I'm reading this correctly. So, if I read this correctly 37 are the performance measures that we're supposed to be standard, established in the standard procedures. Or am I reading that incorrectly. Because measures outcomes are. How do we quantify measuring outcomes?

Commissioner Ross Armstrong: I don't believe it's in the oversight or in the commission strategic plan but somewhere in my brain I'm thinking we developed the annual scorecard would look like or this committee did

previously and it's somewhere out there and attachments if it's not in the actual strategic plan. Does that sound accurate to somebody. So, I think we've developed the scorecard and we would just like the risk assessment committee has done with the YLS develop up a model policy procedure for pulling that. Like how often should you be looking at your scorecard. Should you be developing plans based on your scorecard. That type of thing.

Commissioner Brigid Duffy: So, the key performance measures being what Gianna pointed out on page 37 are some of them right. Percentage of youths who complete family assessment. Who participate in CFT's? Whose case plan includes family participation. Who completed survey's? Cases diverted. So those are all of the performance measures for that scorecard? I don't recall seeing a scorecard Ross.

Katie Brubaker: The scorecard was developed with, On Strategy. When we were working on our strategic plan and I forget the date that it was approved by the full commission, but it did go last year so I can send an email with that for everyone. It's a separate document that's not in the Strategic plan I believe.

Commissioner Brigid Duffy: So, the scorecard already exists and then we just need to be able to put those into a system so we can see their percentages. And then the performance targets by county. That would be 100% of our youth to have a case plan that includes family participation. I mean do we, I don't know how, if it's by county it seems like the county should be coming up with those targets.

Commissioner Ross Armstrong: I agree with that and I think you have to start with a baseline on their first scorecard and say okay we have 25% of our case plans involve family involvement and so next year we want to be at 30 and 35 the year after that. And I think the suggestion to the co-chairs of the full commission would be and we'll figure out the timing of this but much like we're having a facility focused meeting in September that one of the meetings that the commission has every year and the County's know it's that meeting every year so we try to get everything coordinated before that focuses in on those Department data performance measures.

Commissioner Brigid Duffy: So, we need to get a copy of that scorecard.

Katie Brubaker: As soon as I get back to my desk, I will send that out to everyone.

Commissioner Brigid Duffy: Ok. So then once we have the scorecard then we'll remind the full commission of the scorecards and talk about our next steps being that each individual county is going to have to come up with their targets. And take Ross's suggestion that they have a meeting at the county right. That's what you are saying Ross?

Commissioner Ross Armstrong: Yes.

Commissioner Brigid Duffy: Alright, thank you Katie. And then finally how are we going to make sure we are collecting data from each county.

Commissioner Pauline Salla Smith: Counties are so cool their going to totally report.

Commissioner Brigid Duffy: Yeah, there not suspicion of that at all. Right Jo Lee.

Commissioner Jo Lee Wickes: I believe that's true for some of the counties.

Commissioner Brigid Duffy: So, I mean if it's in regulation that they have to report it or it's in statute that they have to report it I guess what it comes down to is what is the penalty if they don't report it.

Commissioner Ross Armstrong: There are provisions and I think we're working on a policy here at DCFS in terms of the statute allows us to withhold money if they don't cooperate with the data requirements. And so, we're working on that policy here about the process of how we would withhold money from the County's. Their rights to appeal and challenge that determination and all of that so that I believe is, will also be part of the regulations.

Commissioner Brigid Duffy: Well there you go. So, we don't even have to come up with that. It's already there. Take away their money. Do I need to hear from anybody else before I kind of wrap back up our big agenda item which was agenda item number 4? So, for agenda item number 4, just to recap it for everybody. I will take to the full commission and report that we're going to have our vote for requiring first, last and total number of YLS's. That we are going to have a meeting with Tyler Supervision to talk about all of the different performance measures that we have developed over the last year. And ensure that they are able to capture all that conveniently and clearly in a system or in their system. We are going to have a scorecard distributed to us by Katie so that we can take a look at it and then make some recommendations to the full commission that the counties basically follow that scorecard. Get a baseline of their percentage of cases that are meeting the requirements of that scorecard and then figure out how they want to look at their improvement based upon county by county decisions and recommend that they schedule some sort of regular meeting for the county to go through all of their different types of percentages for improvements. And then in order to make sure we are collecting other counties are collecting reporting data. We are going to, the state's going to make sure the regulations have the penalties within them that the statute already has which is a penalty of money if they do not follow through with the data requirements. Is there anything else I missed in my notes? So, item number 5, any new business? I think we've got a little bit of new business around the new Tyler system. And then I already sort of did agenda item number 6 which is discuss and decide upon the next steps. The only task I'm assigning to committee members, which isn't really a committee member but is to our fantastic Katie. Is getting us the scorecard and scheduling the next meeting to have a representative from Tyler Supervision there. We need to look at our next meeting date and time. Katie can you remind when the next full commission meeting is?

Katie Brubaker: Friday, June 14<sup>th</sup>.

Commissioner Brigid Duffy: Oh, it's coming up. So, we probably won't be able to get another meeting in, our next meeting in before then at all. Since its summertime coming up do we want to start looking at a date in July to reconvene.

Commissioner Jo Le Wickes: Are we going back to full commission meetings that are actually every other month? Is that at least the plan as we know it?

Katie Brubaker: So, after June we're going back to quarterly meetings. The reason that we had in April meeting was there was some request in March and then we wanted to have a meeting at the legislature just to show our faces so that's why we had May. But unless something happens at the June full commission our next meeting after that is until September 13<sup>th</sup>.

Commissioner Brigid Duffy: Ok, so let's go into August then.

Commissioner Ross Armstrong: That sounds great.

Commissioner Brigid Duffy: Anybody on vacation that they know of the first week of August, the second week of August? Why don't we just do the week of the 19<sup>th</sup>, just to be safe. So how about the 21<sup>st</sup>.

Commissioner Ross Armstrong: I'm out the 21<sup>st</sup>. I can do the 20<sup>th</sup>.

Commissioner Brigid Duffy: Same time, 2:00p to 4:00ish.

Yes

Katie Brubaker: Did we actually skip number 5? I did I'm Number 5 which was a review of the draft regulations.

Commissioner Brigid Duffy: Number 5 on the agenda?

Katie Brubaker: So, number 5 on the agenda says for information only. For Leslie review draft date of regulations and there were two knacks that were attached to the materials.

Commissioner Brigid Duffy: Oh, my number 5 is new business.

Katie Brubaker: Brigid I'm wondering if you have the draft agenda that I sent to you and then I added something to it.

Commissioner Brigid Duffy: Oh, okay. Is Leslie here. I heard her.

Leslie Bittleston: I'm here.

Commissioner Brigid Duffy: Ok, so can you read me the agenda item again Katie?

Katie Brubaker: Says for information only. Draft regulations. Review draft data regulations.

Commissioner Brigid Duffy: And you said that's somehow connected to the agenda?

Katie Brubaker: So, if you go to the DCFS website where all the JJOC meetings are hosted and click on the materials that will link to a Google share Drive where all the materials exist.

Commissioner Brigid Duffy: Ok, let me pull that up on my computer and then I'll have Leslie go through it.

Katie Brubaker: You should also be able to open your calendar invite for this meeting and it'll take you there quicker. I posted a couple links.

Commissioner Brigid Duffy: Ok, got it. Everybody else ready?

Leslie Bittleston: So, we're going to start with the draft regulations 62b 6:15. So, if you can pull up the 62b draft regulations. Just to let you know anything in black. So, if you have a color copy, you'll see black and blue. Black is already existing Knack that's already there. And blue is all new stuff. So, going through 62B basically what I did with this is I went through the Strategic plan and went through page by page and added things to the snack per the Strategic plan. So, the first things that I added were three new definite excuse me four new definitions. Risk and needs assessment defined. Individualize case plan defined. Mental Health screening defined, and gender identity defined and then we fast forward to the next page about 3/4 down on the next page where it says maintenance of data pertaining to rates of recidivism. And this isn't going to stay in the actual regulation, but I have in parentheses Strategic Plan page 616. So, you know where I'm at. Basically, so this is just talking saying that counties have to gather data regarding the rates of recidivism per the definition that was approved in the Strategic Plan. Going onto screening assessment in case planning

Commissioner Jo Lee Wickes: I hate but what I'm looking at says the first of 9 but I can only see 2 pages.

Leslie Bittleston: Jo Lee the 1 of 9 is actually 62H. We are on 62B. There are 2 draft regulations. The 62B should be one of, oh, it doesn't have page numbers. It's five pages.

Commissioner Ross Armstrong: No, the actual Google drive it doesn't have it completely downloaded.

Commissioner Jo Lee Wickes: It doesn't. It only has the first page of the 62B so we can't see anything beyond the first page that says general provision and 62H.

Commissioner Ross Armstrong: So, well this would be my recommendation because we need to get moving on these before our next meeting. I think what we can do is make sure that these get emailed out to the data committee and I think Leslie your explanation that when they get the full document and if they look at the front page on one they can understand where the regs come from in that parentheses part that says so they cross reference with the Strategic plan to see where that comes. I mean I have some of my own comments about there's some stuff in B I think should be moved over to H, but this is just to explain the process. We wanted to make sure that this data committee got this especially as it relates to NAC chapter 62 H. We will be putting together we're not allowed to do rule making during the legislative session and so when we hit the magic date where we can start to do it, we'll begin that process for these regulations. We wanted to give this committee a preview of The Language so if you have comments ahead of time to get those in. The formal rulemaking process will require the first step is a public Workshop which will be it has to follow open meeting law. We'll all sit around and look at the drafts and make some changes and then it gets drafted and then there's a public hearing further down the line where they're officially, we take more formal public comment. Make any last changes and then they go to adoption and to the Legislative Counsel Bureau for review. So, in terms of data if you see something that's missing if you see something you think is worded wrong. Get that feedback to Leslie really by the end of the legislative session by like that first week in June. So, as we get ready to distribute the documents for the public workshop, they already have your comments and feedback in them.

Leslie Bittleston: And just to kind of give you an overview of the difference between 62B and 62H. 62 B is more practice and 62H is data collection. So, when you are going through the full drafts just remember that 62B is practice and 62H is data collection.

Commissioner Brigid Duffy: Okay.

Commissioner Jo Lee Wickes: Thank you

Leslie Bittleston: Your welcome.

Commissioner Brigid Duffy: It's nice to see our definition of recidivism in there.

Commissioner Ross Armstrong: And when I read the regulations I always try to ask, ok with this provision who is being required to do what and that helps me figure out if the regulation is sufficient to be adopted and will give clarity knowing that the folks that are reading these will be our juvenile justice partners and so if you if you kind of read them in that frame of mind it can be helpful to figure out what they really mean.

Commissioner Brigid Duffy: So, 2 is required to do what. Got it. Alright, anything else Leslie, for today?

Leslie Bittleston: No that's it. I think everybody on the phone has my direct email. I prefer, if it's easier for you track changes just because I can see what's being changed in questions because it if you have questions than it may help me clarify language so it's cleaner. So that's the best way to and just email it directly to me and I'll make sure everything that I get back is included in incorporated before we go to public workshop.

Commissioner Brigid Duffy: Okay. So, by the first week in June after the session is over.

Leslie Bittleston: Correct.

Commissioner Brigid Duffy: Alright, ok. Katie did I miss anything else on the updated agenda?

Katie Brubaker: You got it all.

Commissioner Brigid Duffy: Ok great. Alright, anything else from the committee members?

Commissioner Ross Armstrong: No just congratulations on 151.

Commissioner Brigid Duffy: Woohoo, I know, finally. We're in a good place now.

Commissioner Ross Armstrong: Fingers crossed.

Commissioner Brigid Duffy: Ok, thanks you all I'm going to adjourn the meeting. I don't have to vote on that right?

Commissioner Ross Armstrong: No, you can just hang up on us.

**Public Comment: None**

**Meeting adjourned at 3:14 PM.**