



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  
State Advisory Group Planning  
Committee Meeting 04/12/18**

**Meeting Minutes**

**Call to Order:** Co-Chair, Kierra Bracken called to order at 2:03 pm.

**Roll Call:**

**Via Phone:** Pauline Salla-Smith, Kierra Bracken, Paula Smith, Jackie Periott, Katie Hickman

**Absent:** Mayra Rodriguez-Galindo, Patrick Schreiber

**Staff Present:** Leslie Bittleston, Kayla Landes, John Lum

**Guests:** Rex ? from the ACLU

**Public Comment:** None

**Title II Formula Grant Application – Leslie Bittleston**

Specialist Leslie Bittleston previously sent the entire SAG Planning Committee the entire application prior to the meeting. She explained that the application process has been changed by OJJDP. In the past, the entire application including appendices could be one document, but now, there are to be separate documents for the project abstract, application, and each appendix.

- 1) Reviewed Project Abstract – Maximum 400 words. Made a slight word change.
- 2) Reviewed Narrative/Application – Maximum is 40 pages. This application must include the following: Juvenile Justice System Description, Youth Crime Analysis, the State's Goals and Objectives, SAG Oversight for the selection of Sub-Grants, Activities and Services, Participation from Units of Local Government, Collecting and Sharing Juvenile Justice Data, Youth Records and Confidentiality, Employee Training, Compliance with the JJDP, Plan for Collecting and Reporting JJ Data, and State Staff who will oversee the Title II Formula Grant. Made clarifications to dates and data within the application.

- 3) Appendix A – Performance Measure Data by Formula Program Area to be funded by the state. No changes.
- 4) Appendix B&F – Budget and budget narrative for the Formula Grant. No Changes.
- 5) Appendix C – Passthrough Waiver for Subgrantees – not needed by Nevada. No Changes.
- 6) Appendix D – State Advisory Group Requirement – Include all members, with details who are appointed to the SAG. Made sentence changes for clarification and added Paula Smith’s role on the Federal SAG.
- 7) Appendix E – Rural Exception document signed by the Juvenile Justice Specialist. Ms. Salla Smith clarified that the state’s jails/lockups that are meet the rural exception requirement are included with the Compliance Report. This was confirmed. No Changes.
- 8) Appendix G - Compliance and DMC Plans – verification by the state that both the DMC data and Compliance Report have been submitted. Specialist Bittleston clarified that annual DMC Data must be uploaded in a federal platform call the Relative Rate Index. No Changes.
- 9) Appendix H – Relative Rate Index Statistics. Once the data from the state is input into the Relative Rate Index, statistical data is available on disproportionality. No Changes.
- 10) Appendix I – OJJDP’s 28 program assurances which must be met to receive grant funding. Specialist Bittleston explained that the page number/s must accompany each assurance so OJJDP can verify where the assurance is address in the application or appendix. No Changes.
- 11) Appendix J – Outline of State Program Staff. Ms. Salla recommended minor changes to this appendix.
- 12) Appendix L, M, N – These were not included in the information sent to the committee. Specialist Bittleston provided an overview of each appendix and their purpose. In essence, these appendices are statements that the state has training in placed for staff who work with both adults and juveniles, that the state submitted the 2017 compliance report, and that the state was found to be in compliance for the 2016 compliance year. These documents must all be signed by the administrator of the Division.
- 13) Appendix N – This appendix is similar to Appendix I in that the state must address these areas in the application. No Changes.

The group discussed the State Advisory Group (SAG), JJOC in Nevada, requirements to identify any potential problem areas so they can be addressed. There are potentially too many local or jurisdictional government officials on the SAG since there are juvenile public defenders, juvenile prosecutors, and juvenile judges, which are all employees of counties. There was discussion around the need for these individuals on the SAG. The SAG does have non-voting members who are educators, school officials, and university researchers that provide valuable insight. The SAG will be looked at, and possible corrected by October 2018.

Vote: Ms. Bracken moved to accept the entire Formula Grant Application and Appendices, with

the changes discussed to the Full SAG/JJOC on May 11, 2018. Ms. Hickman seconded. Motion passes unanimously.

### **Annual Governor's Report**

This is the next item on the agenda. Specialist Bittleston has begun this task and will have a draft by the next SAG Planning Committee Meeting. Specialist Bittleston asked the group if there are any specialist requests for this report. Ms. Salla stated that the items reported annually should be sufficient.

### **Next Steps:**

- Presentation of the Formula Grant Application + all appendices to the JJOC for a vote on May 11, 2017.
- Annual Governor's Report Draft for the next SAG Planning Committee

**Public Comment:** None

**Adjourned:** Meeting adjourned at 3:10 pm.