



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  
And the  
Advisory Committee of the Nevada Oversight Commission  
April 13, 2018**

**Meeting Minutes**

**Roll Call:**

**Attendees:** Commissioner Judge Egan Walker, Ms. Katie Brubaker, Senator James Ohrenschall, Ms. Leslie Bittleston, Mr. John Munoz, Commissioner Jo Lee Wickes, Dr. Lisa Morris Hibbler, Commissioner Scott Shick, Commissioner Brigid Duffy, Commissioner Frank Cervantes, Mr. Darin Imlay, Commissioner Pauline Salla-Smith, Ms. Commissioner Kelly Wooldridge, Commissioner Kiera Bracken, Commissioner Jack Martin, Ms. Leslie Bittleston, Mr. Mike Wilden.

**Public Comment:** None

**Meeting Minutes:**

Commissioner Frank Cervantes: At the last full Commission meeting we agreed that we would roll out the evidence-based matrix to members of the Association of Juvenile Justice Administrators. We held a telephonic meeting last week and introduced the information to them. Since that time, their department has created a new draft version of an evidence-based matrix that the Commissioner sent back to JAJA members this morning. They will be presenting that next Thursday at the sub-committee meeting in Las Vegas. It is a version of the original one, but it's also merged with some language that Co-Chair Commissioner Joey Orduna Hastings had sent and so it's a hybrid of that with some of the stuff that they thought in concept might be more specific to Nevada as far as a matrix. It's a little more user-friendly.

Commissioner Kelly Wooldridge: There's a half-day training session in Las Vegas on Thursday for the Strategic Planning Committee. The hope is that they get most of it done and then they can get the plan written up.

Commissioner Judge Egan Walker: The Strategic Planning Committee has come so very far in such a very short period of time. He is proud and pleased.

Commissioner Scott Shick: I echo Commissioner Judge Egan Walker's praise and recommend an excellent article about evidence-based services. It's published by the Nation Council of Juvenile Justice Family Court Journal: Volume 68, No. 4, Caught in the Act, States Doing Some Things Right in Juvenile Justice.

Commissioner Brigid Duffy: We have completed sections 1.11 through 1.22. To meet the upcoming deadline, I will be coming to Reno for an open working session on April 27<sup>th</sup>. I welcome any and all interested parties to come and listen and give opinions.

Commissioner Kelly Wooldridge: We are working with Gina Vincent who will be writing the implementation plan for the YLS and the policy writing around the use of the assessments and the training. The subcommittee needs to have a 4-hour working session to roll out their implementation plan. We threw some dates around and settled on the afternoon of May 8<sup>th</sup>.

John Munoz: We had a meeting two days ago. We did not have a quorum, but we decided that we would just discuss a few items. We added a fifth member to our group, Mr. Emmanuel Torres, who comes to them from the north through Youth Parole. We are also reaching out to another potential member from the south and hopefully we will have an update and that young man will be appointed by the next meeting in May. We had a tour of the Bernadini facility and a presentation of Caseload Pro at that time. It was very informative. And then we had our first meet and greet at Commissioner Joey Orduna Hastings barbecue establishment with her family. We requested in the past to have some of our Youth Committee members be added to other sub-committees so they can be aware of and observe and participate in some of the decision making that goes on in those committees as opposed to just hearing about it after the fact. Ms. Bellows is working on a draft of where some of those members could go to based on what their interests are and availability. We also talked about having other state employees be part of those other sub-committees as well. Right now, it is just county employee representatives.

Commissioner Brigid Duffy: Do you mean more state representation on all sub-committees?

John Munoz: Yes, absolutely. I knew DCFS would come up with their own policies, but all of this really is going to align at some point in time between the counties and the state, so if decisions are going to be made at that point in time I think it's only appropriate that state representation is there to observe and assist and give feedback as well.

Commissioner Kelly Wooldridge: I would be happy to be at the Data Sub-committee meetings.

Commissioner Judge Egan Walker: As a point of order to everyone, Commission members and the public, if anyone thinks there is a critical person or persons missing from any subcommittee, please reach out to Kelly or Joey or myself so that we can gerrymander, and that's not always a bad term, the constituency of each of the sub-committees so that it is balanced. The expectation of all of them on the Commission, and the expectation of the Governor, is that if you're on the Commission that you will keep your ear to the ground so that as the issues arise, whether you're on the sub-committee or not, you raise that issue either with the sub-committee or the Commission as a whole.

Commissioner Kierra Bracken: We met yesterday to review and approve the Formula Grant Application. We also reviewed the Compliance Monitor Report that was already submitted. We requested to review the valid court order numbers that were reported in the Compliance Monitor Report and checked with OJJDP if a revised report can be submitted. We are also going to follow up if the Planning Committee tasks needed to be added to the work plan. We did have a question for the JJOC and that's if the Formula Grant Application needs to be approved by the Full Commission and can it be added to the next agenda?

Commissioner Judge Egan Walker: I have not decided, but I would favor a “yes” to having the Commission as a whole vote on and support the application from the State of Nevada because I fear they are going to have challenges as a state that gets very, very limited funding from the Federal Government through the office Juvenile Justice and Delinquency Prevention. We are going to have some challenges continuing that going forward.

Commissioner Scott Shick: I support that view, as did Commissioner Frank Cervantes and Commissioner Jack Martin.

**Motion:** Full Commission will vote on the State Advisory Group Committee application for funding for the State of Nevada at the next Commission meeting.  
**By:** Commissioner Scott Shick  
**Second:** Unidentified speaker  
**Vote:** Unanimous

Commissioner Judge Egan Walker: Commissioner Joey Orduna Hastings drafted the proposed By Laws of the Oversight Commission entirely on her own. All the comments were favorable and thumbs-up.

**Motion:** Approve By-laws of the Oversight Commission  
**By:** Commissioner Scott Shick  
**Second:** Commissioner Fran Cervantes  
**Vote:** Unanimous

Katie Brubaker: Our weekly email blasts from the evidence-based practice resource center just started. If anyone didn't get it, let me know. Our website is in construction and should be up for view by the next meeting. We've reached out and will be identifying people to attend a full-day session for reviewing what our evidence-based practice resource center is going to be conducting a survey and they are going to be talking about those results in this day-long session. And that will be at the beginning of June. We will also be creating a shared vision and mission and to decide on a name for this center. Other agenda items will include deciding on long-term strategies for the evidence-based practice resource center and training and technical assistance as well as how we are going to roll out evidence-based practices across the state. And finally, ongoing funding and sustaining the center. We are currently looking at a few different options to do this, and unfortunately, there's no good news.

Commissioner Scott Shick: What is the cost associated with the project:

Katie Brubaker: We are actually waiting for them to send that information as well about what we think we will need to sustain this ongoing.

Commissioner Kelly Wooldridge: I have some links of what other resource centers look like. The majority of them are tied to universities so we will need to have some discussion internally at DCFS about the funding issues.

Commissioner Judge Egan Walker: One of the areas in which the Commission is going to have to figure out a way to move forward is to fund this resource center. And so, the contemplation is that there would be an ask for private money dollars from foundations or other folks. Some Commission members can make that direct ask or be a party to it. The Judicial Officers can't, for example, so they're going to have to be fairly strategic about it. Once the Commission, in collaboration with the National Council, decides what it is they want, is it a brick and mortar item, is it a virtual item that lives only in the Cloud, what exactly is this, then we can act.

Assemblyman Ohrenschall: Commissioner Judge Egan Walker can you ever envision an evidence-base resource center down in Las Vegas:

Commissioner Judge Egan Walker: It just needs to be a statewide thing and the great majority of the kids and other things are in Clark County. It's just the truth of the matter.

Katie Brubaker: Talked everyone through some of the AB 472 priorities moving forward.

**Priority One:** The Strategic Plan. The group has established a bi-weekly, 90-minute meeting, and these meetings have been used to establish names and priorities and have focused initial efforts on defining a flexible working definition of evidence-based practices. Two half-day working sessions have also been planned for April 19<sup>th</sup> and May 17<sup>th</sup> where the Committee will determine if that definition matrix can be voted on and taken here to JJOC. Time will also be used to decide on the JJOC's role and expectations in the process while drafting the entire strategic plan.

**Priority Two:** The second priority is being called the DCFS Roadshow. Part of our responsibility is to engage and educate community providers, staff, Judges, District Attorneys, Public Defenders and other stakeholders on the reforms outlined in AB472. There is a current working implementation guide and PowerPoint that will be reviewed and enhanced and then it will be taken from jurisdiction to jurisdiction.

**Priority Three:** The third priority is related to data and performance measures. The Data Sub-committee's priority is to develop a set of performance measures to address their approved definition of recidivism as well as a plan for data evaluation quality assurance. There is a three-hour working session scheduled for the afternoon of April 27<sup>th</sup>. Once established and approved, this information can be included into the Strategic Plan as well as policy moving forward.

**Priority Four:** The next priority is related to Caseload Pro. The priority for Caseload Pro will be to finish data conversion for DCFS as well as counties. Caseload Pro is bringing on a second developer and additional support staff to address the time constraints as outlined in their work plan. DCFS has data testers who are going through converted data to validate internal information and then providing feedback directly to Caseload Pro. Training on Caseload Pro will be again the same week as the site going live. Another priority for them is to program the Risk Assessment Tool, the YLS into Caseload Pro, and that will happen after May BLE approval. By-weekly meetings are currently held with Larry and Caseload Pro that updates so progress can be reported

Commissioner Judge Egan Walker: We are very far behind in the Caseload Pro area. Washoe County hasn't even started yet. How are things in Clark County?

Commissioner Jack Martin: Their data is migrated over, but because of the timeline for DCFS to spend that money, they voluntarily stepped behind so that data conversion could happen for the rest of the counties to get that money. So, they could have been live, but the last month they decided to slow it down so everybody else could get in.

Commissioner Kelly Wooldridge: I have been exchanging emails with Larry Stanton about this, and he is writing a new implementation plan, and he has also been asked to identify somebody besides him to contact since he's hard to get a hold of. They will be meeting with him weekly, and he's bringing on more staff to get this done.

Commissioner Jack Martin: This might be unfair criticism. They've been really satisfied with their roll out. I volunteer to give them a call.

Katie Brubaker:

**Priority Five:** The next priority is with respect to risk assessment and the mental health screening. There are three fantastic pilot counties identified. They volunteered and those are Washoe, Carson and Douglas. They will be providing their policies related to their current risk assessment and mental health screening tools, predispositions, community supervision and case planning. Individuals from each county who also need training on the YLS and the MAYSI have also been identified.

**Priority Six:** Priority six is with respect to quality assurance, and that is the Correctional Program Checklist that was selected. They are going to be training four individuals to be certified in this tool, and that consist of a four-day training that will happen the last week of June. And it's two days of classroom, one day of a mock session which they will be holding at Summit View, and then a final day of actually scoring the instrument, report writing and a written exam. Certification of the QA instrument will happen within the first six months after that training and consists of an actual site visit which will be given directly to that site and scored by our vendor.

Commissioner Kelly Wooldridge: I want to clarify that the law says that the JJOC does quality assurance for the state, the three state correctional institutions, and then the county youth camps, so that's what this tool will be used for.

Commissioner Judge Egan Walker: Who did they use to develop this or how did they come to this conclusion on a particular measuring device?

Commissioner Kelly Wooldridge: It's out of a university and it's an evidence-based tool. They worked with CSG to identify it and they actually chose this one because the Nevada Department of Corrections is using it.

**Priority Seven:** The last priority is the evidence-based practice resource center which the group received an update on the previous agenda item.

Commissioner Judge Egan Walker: I want to remind everyone that when the plan started, there was almost no blue or green for Nevada- it was mostly yellow and red. And now? Just the opposite.

Commissioner Jack Martin: Commissioner Kelly Wooldridge would it be possible to send a couple folks from Clark County, not on her dime, but on his dime, so they can build in some of that quality assurance into their daily operational practices in Clark and have some local subject matter experts? Could they tag onto that training?

Commissioner Kelly Wooldridge: I will check and get back to you.

Leslie Bittleston: The DCFS Implementation Team has been kicking it into high gear over the last month or two. They've made a lot of progress in a couple of different areas. 1) We've developed a draft training plan for all of the staff that they hope to finalize very soon and have the DCFS staff trained in every aspect of what AB 472 is doing, how it affects them, in May and June. 2) DCFS and Internal Implementation Team worked on some foundation policies. These policies will be ready to drop those decision in and get those moving for DCFS. The policies that they have foundation drafts for are the ability to withhold funding from evidence-based standards, violations of parole and revocations, placement of youth committed to DCFS, family engagement plan, court findings prior to commitment, individualized case planning and discharge planning, out of state placement, release of information and length of stay.

Commissioner Judge Egan Walker: The chief driving force behind the hard work of the Commission is the Governor. This is the Governor's Commission. This is not Commissioner Judge Egan Walker's Commission or Commissioner Joey Orduna Hasting Commission or Commissioner Scott Shick or Commissioner Frank Cervantes's Commission. It's the Governor's Commission. And so, his hand is very much on the tiller. CSG is pretty blunt with the Commission about areas of concern they may have, and that bluntness is okay. Outside of these Commission meetings there's a lot of work that goes on and a lot of conversation all the way up to the level of the Governor about how much this Commission is doing and still needs to do.

Commissioner Scott Shick: I thought all the things that we do, that restitution, the victim awareness, they do a darn good job of trying to create a conscience on behalf of the juvenile before them in respect to their actions, what that impact may be on the community, on a family, on the culture of a particular community. They should be proud of the jurisdictions and the state, parole for the accountability that they do get from their kids.

Commissioner Judge Egan Walker: I want to remind everyone that the next meeting is scheduled for Friday, May 11, 2018 at 1:00 pm.

### **Public Comment and Discussion**

Governor Sandoval's Chief of Staff, Mr. Mike Willden, gave the Commission a real pep talk. He used sports analogies, rousing language, and many superlatives. The bottom line was that the Governor thinks they have done a terrific job: They picked their assessment tools, they picked a data processing tool, they've got their resource center going, they've started training and observations, they're vetting practices and procedures. They are doing one fine job.

**Motion:** Adjourn  
**By:** Commissioner Scott Shick  
**Second:** Unidentified speaker  
**Vote:** Unanimous