



**Nevada State Juvenile Justice Oversight Commission**  
***Data Performance***  
**Committee Meeting**  
**March 23<sup>rd</sup>, 2020 at 2:00 pm**

**Meeting Minutes - DRAFT**

**Roll Call-** Leslie Bittleston took roll call and confirmed that quorum was made.

**(VOTING MEMBERS)**

**Present by Phone:** Chair Brigid Duffy, Gianna Verness, Ross Armstrong.

**Absent:** Pauline Salla-Smith, Ryley Harris, Scott Shick

**(NON VOTING MEMBERS)**

**Present by Phone:** Ali Banister

**(STAFF)**

**Present by Phone:** Leslie Bittleston, Jennifer Simeo, Kathryn Roose, Kayla Landes, Kayla Dunn

**(PUBLIC)**

**Present by Phone:** None

**Public Comment:** None

**Meeting Minutes:** Commissioner Brigid Duffy, Chair, called the meeting to order at 2:10 pm.

Brigid Duffy: Okay, thank you everyone for joining us so we can get some business in during our shut down time. Also, my apologies because I have had to cut my staff from sixty-two to sixteen. So im covering some duties myself so I have been very busy. I have not had much time to prep for our meeting today. But I do see we are up for public comment. Anyone for public comment? Hearing none we will move to agenda item number four, Update on Data Reports. Leslie I will turn it over to you. I have our score card and performance summary, everyone should have that in their materials.

Leslie Bittleston: Yes. This is Leslie for the record. I hope I got everyone on this phone call when I sent out the materials. So im looking at two things, the 2019 score card and the list of reports. So when looking at the score card compared to the reports that DCFS has pending, I just wanted to let the group know that there are a lot of things outlined in the 2019 scorecard for the state and for the counties that we may not be able to get until some of these reports are completed. If you pull up the excel spreadsheet titles "DCFS Customizations List Updated", in tab one, there is a tab called "DCFS Phase One" and you'll see a list of reports there. These reports have already been quoted to DCFS and DCFS has already found funds to pay for these reports. Some of these reports are DCFS specific. For example, the top one that says "In-Home Active Youth Parole Under 18". "Summary of Incidents" that is facility specific. "Facility Visitation" etc, so they're kind of all over the place. Of note to this group would be the last two, which says "DMC Report Additions" and "DMC Report Individual County Configurations". Whats important here is to let this group know that every year I send out a DMC(Disproportionate Minority Contact) Report, to each of our counties. This report requests data on points in time. For example, an arrest or referral, broken down by race and gender. This is purely a numbers report. There is no identifying information in this report. So this report goes out and each county will provide, for example, the total number of arrests they had in a twelve month

period broken down by race and broken down by gender. This is a report that has gone out for many years. When the new score card came out, there were additional items that I looked at the way we were reporting and felt that the DMC Report would be a good place to add some additional data measures. For example; rearrests, supervision level, other things that were required by the counties. So I updated the DMC Report template and provided it to Caseload Pro which is now Tyler Supervision, and they created a new report. That report is now done; however, each county collects things a little bit differently and they call things a little bit differently. There is no consensus currently on what a referral is. However since this is mostly federal data on the referral side, I have requested that counties use the federal definition of what a referral is. Which means any youth referred to the juvenile court. So with that being said, the Caseload Pro staff needed time and funding to talk to each individual county in order to configure the report in such a way that it pulls the data correctly and breaks the data down correctly, and we are currently in that stage right now. I have not spoken to my Tyler Supervision person the past two weeks, I am meeting with him tomorrow. But he has already reached out to two or three counties and is in the process of getting those counties configured. This is going to be a long process, and I do not believe I will be able to get those report additions until the end of this year. Counties are required to send that data to me every December.

Ross Armstrong: I understand there's not a Tyler Supervision report that can be pulled but the requirement is still there, so did the counties send you their score cards data from last year or are all counties in violation of the law?

Leslie Bittleston: I did not get any score card data from any counties but I did not send it out either. I did send out the annual DMC Report but I did not send out a score card to each county and ask them to fill it in. So with that being said, my question to this group would be do I need to send out that score card separately and require that they turn it in?

Brigid Duffy: I think that we should require them to turn it in, because the law requires them to turn it in. I think we hoped that, looking back in time, that we may have been further along in Tyler Supervision. Because each of the counties calls their data something different, like what you said about there not being a consensus on what's a referral. I remember our conversations and discussing how each county is so different and how different they fill out their score cards because they all look at things differently. But I guess since we're not much closer to getting that done in Tyler Supervision we should have them still follow the law and have them get that score card out.

Ross Armstrong: Yes I agree with that. This is Ross for the record. Not only because it's the law but because I think it's critical to get that base lined data because it will really show where we were before the full implementation of the YLS and uphold the requirements of the law. I think it's critical to get that base line year data in. Knowing that there may be some different definitional pieces for different things, it's still important to be able to tell that part of the story.

Leslie Bittleston: And also I did ask on this year's DMC Report Template for counties to provide things like: poverty level, household composition for arrested youth, etc. And whereas some of the counties provided it, some of them wrote back and said they had no means to track it. So in saying that we should send out this report card to each county, I may very well get back "Unable to Track". So I just wanted everyone to know that.

Brigid Duffy: Okay. Thank you Leslie for this and thanks for the attachment. Just for my clarification, im looking at the attachment, on page three. That lists all of the performance measures that this group had determined we would want to look at for the state, correct? I just want to be sure im reading this right.

Leslie Bittleston: Are you looking at the FY19 score card?

Brigid Duffy: Yes.

Leslie Bittleston: Okay, my page three is the Strategic Planning Overview.

Brigid Duffy: Correct. So on that page three it says data performance measures, and when I read that it looks like all the things that we determined over the course of our time together. As in the performance measures that we want looked at. Right?

Leslie Bittleston: Right.

Brigid Duffy: Okay. And then the rest of this report will be put into the county by county, all of the performance measures?

Leslie Bittleston: Right. Also if you look at page three or "DCFS Phase Three", in that customization list updated. There is a report titled "DCFS JJ Report" and that report is specific to what's on the very right of that box you're talking about. That is youth specific data. That is a report that I have to create. Youth specific data has been required to be sent to this office for a long time. However, it has not been sent for- from what I was told when I took this position which was four and a half years ago- is that counties don't have a data base or a way to track it. So I don't think we are going to get anything out of youth specific, and what I mean by youth specific is its following the youth from referral to case closure. Following that one kid with whatever happened to them. So we are supposed to be getting that and I haven't been receiving that in the four years ive been here. I do have a report in the works which is in phase three. I have provided a template to Tyler Supervision but it has not yet been quoted so I don't have the cost of that.

Brigid Duffy: Okay. I see.

Leslie Bittleston: I just want to make sure we are in two different buckets. Bucket number one is just purely numbers and getting data from the counties that are just purely numbers. Bucket number two is that youth specific data that follows one kid from referral to case closure.

Brigid Duffy: Okay. Anyone have any other questions for Leslie on four dot one FY19 score card and performance summary review? And you kind of crossed in to the Tyler Supervision reports as well.

Leslie Bittleston: Yes.

Brigid Duffy: There's nothing we can really cross walk right now on performance measures and data reports.

Leslie Bittleston: No. There's really nothing we can cross walk. I mean, in my mind, if we get the reports that we're requesting I think we'll be ninety percent there.

Brigid Duffy: Okay. When is our next JJOC meeting? If anyone knows off the top of their heads before I look at my calendar.

Kayla Dunn: April 19<sup>th</sup>, I believe.

Leslie Bittleston: 17<sup>th</sup>.

Kayla Dunn: 17<sup>th</sup>. Excuse me.

Brigid Duffy: I know I was so concerned about spring break and now no one is getting one anyway. Alright. Under agenda item number five, new business. Like I said when I started the introductions and welcome, I don't have any new business to discuss at this time. I apologize, I kind of dropped the ball on that one just because I've been having to do other things over the last few weeks. But I will make sure that I've gone over the tasks as assigned by the JJOC by our next meeting. I can make sure we're covering everything that they want us to cover. I won't take up much more of your time unless anyone has any new business to discuss. I'd like to talk about a future date. Leslie, in regards to the score cards, between now and the next full JJOC meeting you're going to request score cards from each of the counties?

Leslie Bittleston: Yes I will.

Brigid Duffy: And we won't really have much other data until, by your estimation, the end of this year? To be able to cross walk.

Leslie Bittleston: We do have some data and I absolutely can present what we do have at the JJOC. For example: I do have referral data, arrest data, disposition data. I do have some of that which I am happy to present at the JJOC, but I don't have any recidivism data. So there are some things that are missing. I can present what I have, or I can wait and present a fuller picture when I have more information. That would be up to you or up to the group, madam chair.

Brigid Duffy: I don't know if the group has any opinion, but I would rather wait until we have more information rather than just piecing together what we do have.

Leslie Bittleston: Okay.

Ross Armstrong: That would be good to be able to say what your deadline is for that. It can be sent out or posted to the JJOC website after that deadline. Then the only thing that I have for open discussion is to confirm, Leslie, the status of the new NAC related data. I believe the Legislative Council Bureau was having them weekly drafted before the public hearing, but I just think that would be good for this group to know that is in weekly progress.

Brigid Duffy: Okay great.

Leslie Bittleston: Yes, both NAC 62b and NAC 62h have been drafted and are currently with LCB. I have not received either one of them back from LCB. We were in the final stages. I was working with a LCB attorney and were in the final stages of completing 62b before the state offices were shut down. So we're probably a little bit behind, and we have not yet met on 62h. What happens when the attorney meets with me is she goes over questions that she has and I provide what thinking of the agency is and she makes sure that everything is conducive with each other. That's her role. So anyway I just wanted you to know it's in its final stages but I don't have that final draft yet, and that's 62b. 62h we have not yet met on and she has not sent me another meeting request, so unknown when we will meet on that one.

Gianna Verness: Brigid, it's Gianna. I just had a question. When you were referring to going over the tasks or upcoming goals, are you referring to the reorganization that we went through?

Brigid Duffy: Yes.

Gianna Verness: Do you need any help with that? I have those handy, but do you need any help with that?

Brigid Duffy: Well I don't have them handy which is why I feel so unprepared, because ive been stuck in court. So that's what I need to look at and make sure that I steer this committee in the direction of what we need to do. So I will have to pull them out of my folder and make sure im covering everything each meeting.

Gianna Verness: Do you want me to forward an email to you really quick so you have them handy and you don't have to dig?

Brigid Duffy: That would be great. Thank you. Alright, then the next JJOC on the seventeenth. I don't know about yours, but my office wont be back to normal until the twentieth when my staff is supposed to report back. So I would think we should schedule our next meeting, does May sound good to everyone? Leslie? For a little more information? How long do you give them to do the score cards, the counties?

Leslie Bittleston: I usually give them between thirty and forty five days to provide it to me.

Brigid Duffy: Okay so lets pick a date in May. Gianna, what are the days that work best for you? I know there are certain days of the week that work better.

Gianna Verness: Tuesdays tend to be a bit sticky, but other than that we can make it work.

Brigid Duffy: Okay, hopefully we will all be back to normal. Our return day is the 16<sup>th</sup> for right now, but I could be wrong. So how about Wednesday, May 20<sup>th</sup>?

Gianna Verness: Looks good.

Leslie Bittleston: Do you want to keep it at the same time, at 2:00 pm?

Brigid Duffy: That's fine for me. Ross?

Ross Armstrong: Yes. I have a one on one but I can be in the loop with that.

Brigid Duffy: Perfect. Okay, thank you. DCFS staff, you will send out the invite. I will do a report. Are we doing the same report that we used to for the JJOC?

Leslie Bittleston: Yes we are, and when the report is done- I don't know if you have Kayla Dunn's email address?

Brigid Duffy: I do.

Leslie Bittleston: Okay. It goes to Ms. Dunn.

Brigid Duffy: Okay. I will get that report out in time for our April meeting and I will get it to Kayla at least a week in advance.

Leslie Bittleston: Alright, thank you.

Brigid Duffy: Okay thank you very much everyone, it was nice to hear everyone.

Leslie Bittleston: You as well.

Meeting Adjourned at 2:30pm.

