



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
Meeting Minutes
May 10, 2018**

Meeting Start Time: Commissioner Salla-Smith at 2:01pm

Roll Call:

Pauline Salla-Smith, Kierra Bracken, Paula Smith, Jaqueline Pierrott, Katie Hickman, Kayla Landes Landes, Katie Brubaker, John Munoz, Ricardo Saldano, Taylor Moreno, Specialist Leslie Bittleston.

Quorum Met: Yes

Public Comment: None

Commissioner Pauline: Let's move to the Formula Grant Monitoring Policy draft.

Specialist Leslie Bittleston: Okay, I sent out a packet to all members. In the zip drive is the "Formula Grant Monitoring Policy". With the AB 472 DCFS has been pushing to get policies in place for what we do. I started this a year ago, it has not been followed up with. I revised and wanted to present it to this group first before I put it in the normal DCFS review process. Basically, the premise of this policy is how the state will monitor any sub-grantee that will get money from the Formula Grant. Sub-grantees could be a County entity nonprofit, just anyone applying for the grant. How the state reviews the sub-grantees.

(Asks Commission) Questions you want me to address with this?

Commissioner Pauline: I am assuming the policy meets the assurances of our grant, right? It is included?

Specialist Leslie Bittleston: Yes and No, sub-grantees are required to present performance measures or assurances to the state. This is more of going out to the grantees and doing either an on sight visit of the sub-grantee or desk audit to make sure they are in compliance with the basic grant requirements.

Commissioner Pauline: It includes what we are monitored on that is required by the grant?

Specialist Leslie Bittleston: Yes

Commissioner Pauline: Any questions from members? Comments.

Commissioner Kierra: I have no questions or comments.

Commissioner Pauline: Anyone else?

Specialist Leslie Bittleston: What I would plan on doing if this group recommends going forward I will put it through the regular DCFS review process. And I am not sure if it needs to go through the JJOC. That is a Pauline and Kierra question.

Commissioner Pauline: I am not sure it needs to go through the JJOC because this is really a DCFS policy right?

Specialist Leslie Bittleston: Right

Commissioner Pauline: I think tomorrow during our meeting we could let them know there is a draft and ask if anyone wants to see it and Leslie can forward it to them. My recommendation is to move forward with it, to the DCFS review process.

Specialist Leslie Bittleston: Okay

Commissioner Pauline: The DAG is going to take a look at it also right?

Specialist Leslie Bittleston: Right that is part of the DCFS process for DAG to look at it. I gave you all the first look then it will go to DAG within the DCFS review process. Also, there are a few documents that go with this policy the first is the Civil Rights Questionnaire, which is kind of modified but it is right out of OJJDP basically saying people providing funds through the grant don't discriminate. The other document, the second, is the Financial Review doc, part of the policy looking at the financial portion. The Program Review Document what is looked for programmatically. All of that goes with the policy.

Commissioner Paula S.: When can people apply for this grant? Is it open now?

Specialist Leslie Bittleston: No, it is not open now. Normally, the period to submit is in June. This year will be in July. The grant process starts October 1st.

Commissioner Paula S: Thank you.

Commissioner Pauline: Any other questions from any other members? Can we get a motion to move forward to the DCFS review process? Anyone want to make a motion?

Commissioner Paula S: [I] make a motion to move the Formula Grant Monitoring Policy to move forward to the JJOC.

Specialist Leslie Bittleston: (correcting motion) DCFS review process.

Commissioner Paula S: Yes, DCFS review process.

Specialist Leslie Bittleston: There you go.

Commissioner Katie H: [I] second.

Commissioner Pauline: Moved in second, anymore discussion? All those in favor say “I”.

Commissioners: I (agreeing)

Commissioner Pauline: Any oppose? (no comments). Motion carried.

Specialist Leslie Bittleston: Great

Commissioner Pauline: SB 107 state fiscal year 2018 summary.

Specialist Leslie Bittleston: I sent everyone a document titled, “SB 107 Summary doc 5/10/2018”. Please open, for those of you who don’t know, it is just referring to the uses of room confinement in our state correction facilities and Juvenile Detention Facilities. Room confinement is any kid that is removed from programming or regular activities and placed in their room or separate area for period of time. Questions? (no comment). Page one is the uses of room confinement in state correction facilities, that would be NYTC, Caliente, and Summit View. We go by state fiscal year with this, so you will see numbers for each month and facility. The last month was March, 72 instances of room confinement. The chart below shows more details of the amount of time kids were in confinement. It takes a summary of all of those months and puts those times next to the hours. So state fiscal year would be 17 to date which is through March. July- March 216 instances of 0-2 hours. That is how to read that. On page two is the same info but for youth detention facilities. Same concept of the previous chart as you can see on the right-hand side there is 6 instances of youth in confinement for more than 72 hours. Kayla Landes gets this data, you have anything to say about those kids, or did you find anything concerning in those reports of those kids?

Kayla Landes: At least 2 kids of 3 I know of, were sick. One had MRSA and one had lice, so those were pretty self-explanatory.

Specialist Leslie Bittleston: If we did not get a report we need to request. We just need to verify that they tried to get the kid out before the 72 and what the reason was of why they didn’t.

Unknown Commissioner: I think with the MRSA, well quarantine is a little different. If they were medically deemed, that could be noted. Quarantine due to medical issues is different.

Kayla Landes: That is good to know because that was on there, “Medical Quarantine”.

Unknown Commissioner: And they must do that so its not like confinement for behavior.

Specialist Leslie Bittleston: So we may need to edit that data and take those kids off Kayla Landes.

Kayla Landes: You want to remove them completely or keep them with a note.

Unknown Commissioner: I would not remove them I would just add notes of that.

Specialist Leslie Bittleston: Got it.

Kayla Landes: Okay, I will go back and put those notes on there than.

Commissioner Pauline: Before we go on. Did other people join us?

Commissioner Katie H: My call dropped I just called back in.

Specialist Leslie Bittleston: Going to page three this is a summary of the last 3 state fiscal years to give an idea of trend of room confinements. 15, 16, 17, and 18. Eighteen is not a full year, the others are. So, this report is not completed until we get that info from the unfinished year. Showing what has been happening the past few years with confinement.

Commissioner Pauline: That graph shows us the increases?

Specialist Leslie Bittleston: Right, I noticed that too, with 2018 not even being complete yet we are almost on Detention side and Corrections side almost up to them already and we still have three months.

Commissioner Pauline: Do we know the contributing factors of that? I think the important thing with SB 107 was a lot of training and give facility options that they could implement besides room confinement. Maybe we should look at that again. It won't hurt to consider another training and giving them options to implement.

Specialist Leslie Bittleston: I agree, I have addressed this with Correction facilities I was told there is more behavior issues and fights, I don't know if that is happening on Detention side. I am curious to know if these are truly behavior changes or in fact just trainings we could implement to staff.

Kayla Landes that is on our to do list.

Commissioner Pauline: Okay

Specialist Leslie Bittleston: That is it for SB 107 is there questions? Let's move to the Block Grant.

Commissioner Pauline: We are done with SB 107? Let's move to State Fiscal Year 2018 CCP Block Grant.

Specialist Leslie Bittleston: (Talking to Commissioners) In your packet there is a doc called, "State Fiscal Year 2018 CCP Block Grant." For those of you who are new, the CCP Block Grant is a block amount of state gen funds earmarked every year for the Juvenile Justice System. The grant is roughly 2.3 million dollars, separated and split in NV 17 counties, based on the number of school aged kids in their county, so kids enrolled in school. When you look at the first page the amount awarded is the amount each county received. The total below, 2,349,807 dollars and then split among the counties based on school age enrollment of kids. It has been in place since 2011 I believe. Right Pauline?

Commissioner Pauline: Since 2001, it has just had name changes.

Specialist Leslie Bittleston: Okay so a long time. The premise of this funding is to help counties them provide front end services to kids in the system. Counties use it for placement, diversion, there are a lot of different uses for the funding. It ties with AB 472 and the Evidence Based practices and standards, AB 472 says this funding will be tied to only programs and services that meet Evidence Based standards going forward. Make sense?

Commissioner Pauline: Question. Does that mean that, there is no longer the ability to use this money for a per diem Medicaid placement? Correct?

Leslie Bittleston: To me a Medicaid placement in an RTC is evidence based. Right you are asking in an RTC?

Commissioner Pauline: Well it could be something other than an RTC, what about a group home that takes Medicaid.

Specialist Leslie Bittleston: I am not sure, we haven't talked about the Group Home thing. This funding can be used, you know AB 472 gives you 25% here 50% here 75% this year there is a phase in approach. You can continue to use this funding on anything you are using now, just that gradual phase in. We will find out about the Group Home. As long as the Group Home is proven effective I don't see the problem, because that would be considered Evidence Based standards. Good question, we will look into. Back to the graph, you can see the amount awarded, the amount requested. Most counties have requested all or most of their money, some counties do report data on total amount served, number of completion or unsuccessful completion, total of Mental Health diagnosis or Substance Abuse diagnosis. So, if that data is reported it is captured here. Page 2 every county reports on race and age. So the total that were served these funds I do separate based on race and age to give it an outline of what kids are getting help with funding. The first chart is race, almost half is White, another big chunk is Hispanic, or Latino and another chunk is African American, and the little chunks are other minorities. The next page is age, as you can see a majority are kids 13-15 served with these funds. The last page is male to female breakdown. So, we have 72% male and 25% female. That mirrors what we see already in the CRJ system. Questions?

Commissioner Kierra: I have a question about the first page. I was curious for amount rewarded and requested and remaining amount. Is this chart saying a county requested less money and we gave them more? I do not understand the chart.

Specialist Leslie Bittleston: First column is amount rewarded, look at Elko. They requested \$53421.20 so far this year they only requested \$40,000 they have \$13,355 they can still request from me. Make sense? So, it shows what they were awarded, what they requested and what they have left. Any other Questions?

Commissioner Kierra: Makes sense, thank you.

Commissioner Paula: I have a question, On the last page it says drug related offense. Is it Youth possession or do you know what types of drugs kids are using these days?

Specialist Leslie Bittleston: I do not. It is a check mark, when I get the charges, which only a few counties report to me on, If it says sale or possession I mark it in drug related, and I do not ask what drug it is.

Commissioner Paula: Thank you.

Commissioner Pauline: We all have the same template to be reporting on right?

Specialist Leslie Bittleston: Yes, but not all counties report. Some request money upfront and wait six months and then report data to me.

Commissioner Pauline: Okay but at the end of the fiscal year, unless they use the money for staff training on Evidence Based program or using it for youth we have to report on all the areas on the template, right?

Specialist Leslie Bittleston: Right

Commissioner Pauline: Okay, so at the end of the year you should be able to fill this in right?

Specialist Leslie Bittleston: Right and being the end of the fiscal is June the last report I would get would be July, this wouldn't be completed until August. Any other questions on CCP Block Grant?

Commissioner Pauline: Alright, let's move to the Governors Report draft.

Specialist Leslie Bittleston: Okay, so also in your folder at the top is the "2017 Governors Report". This is required for the Formula Grant we are required to do the report each year to show what has happened in the last year in relation to the Formula Grant. We include what is going on with the sub-grantees compliance and all we talked about. This year, with AB 472, I tried to gear it to address both areas. The first part is talking about all the Formula Grant stuff, and requirements. Talking about disproportionate minority contact points and race of those contact points. I forgot to page number this, I apologize. As you go through I talk about compliance which is Formula Grant. As we get to the back, I did not finish the Risk Assessment or Mental Health which is highlighted. I start talking about AB472 related stuff. If you want me to overview page by page I will, or another way?

Commissioner Pauline: When is this due?

Specialist Leslie Bittleston: Not sure when, I believe for Formula Grant requirements it is usually due in April. Last year it was not done until June. AB 472 has a date I am not sure of right now. I think if it is done by June we are safe.

Commissioner Pauline: So, as a committee we have time to go through this and provide feedback?

Specialist Leslie Bittleston: Yes, that might be best this is a lot of info. I could be missing things or address something more than once. The one area I did not complete is the selected Risk Assessment and Mental Health screening I did not have time to finish that for you guys.

Commissioner Pauline: Any members have questions on this?

Commissioner Kierra: I need time to go through it, I just got it.

Commissioner Pauline: I agree, committee members okay with reviewing this and providing feedback so we can discuss at our next meeting?

Specialist Leslie Bittleston: That is a good idea, read through it and provide me with a copy either with tract changes or questions and I can get those on a new draft for next month's meeting.

Commissioner Jackie: That is a great idea.

Commissioner Paula: I think that is a good idea too. Anyone else?

Let's put it on the agenda on next month's meeting. We will provide feedback to Leslie prior so we can have a clean draft for the next meeting.

Specialist Leslie Bittleston: Sounds like a plan.

Commissioner Pauline: Anything else on the Governor's report? Let's move to the Formula Grant Fund.

Specialist Leslie Bittleston: The 4th one down is the "Formula Grant Funds Repurpose" document. We talked a lot about the EB Resource center. There are funds in AB 472 specific for the EB Resource Center, about \$150,000 was to be used within the first year of the bill. July 1- June 30th is the first year. The contract the vendor has for our EB Resource center ends June 30th, there is no funding beyond June 30th. The vendor is just getting started with their work. I was asked by our administrator, Ross, to look at the Formula Grant to see if there was any savings over the past few years, any money for the Resource Center. I am not the only one that was asked, other

grants were asked to look at their finances as well. I met with my financial guy Brian, from Vegas, via phone, we talked about if there was cost savings what were they. This document shows cost savings we were able to identify in the Formula Grant. Grants are good for three years. The Eleventh Judicial was awarded money to provide services, in 2016, did not have enough youth to provide services so, they didn't request all their money, and they sent money back to the state, about \$15,000. Same occurred with the Fifth Judicial, also a grantee, they did not request 3500 of the money they received because they did not have enough youth to spend money on. In 2016, not a lot of applications were received, we had extra money to send out but no applications to award. That first part is \$36,000 the second chart we found some other costs savings that we did not spend. In 2015 instead of someone traveling to eastern NV, we requested that state staff in that area do some compliance checks for us, we saved money there, by not sending someone way out of their way. Then in 2016-17 we had a state staff person, Kayla Landes, we were able to save money on traveling, now we have more staff. We have a contractor in Vegas, I'm in Carson, and Kayla Landes is in Reno.

Brian and I found \$60,000 in, we call "Cost Savings". I am proposing today, to re-invest the \$60,000 in cost savings into the NV Evidence Based Resource Center through a one-time sub grant so to speak, due to cost savings. I want you to know where the cost savings was coming from and that I want to re-invest to the center. Questions?

Commissioner Pauline: I am confused as to why an existing agency that is taking over the EB Center, what is the funding for?

Specialist Leslie Bittleston: Funding for the Center. The Nevada Coalition of Juvenile Justice was awarded the funds to begin the Center. They started, and will not be completed, is that what you are asking? What the money is for?

Commissioner Pauline: The agency doing it, is already established, right? Is it NCJJ or another?

Specialist Leslie Bittleston: NCJJ, they are established vendor, they have funding streams and all. When AB 472, the Appropriation piece was put together assuming the vendor for the Center would secure funding on their own for continuation. Funds in the AB 472 were just startup funds. The vendor was told to secure other funding, no grants have been available, or funds, the Center told us it is hard to get private donations when there is not already money here. That is why we were asked to find funds.

Commissioner Pauline: I am confused on what the whole project is then. Maybe a discussion for the full commission. Because we aren't creating new EB curriculum, but instead we are just gathering right?

Specialist Leslie Bittleston: They must secure a location to house this, I believe it will be the NCJJ website, some funding is for IT pieces and things that will help them secure and upload somewhere on their website. Part of these funds would go there.

Katie Brubaker: The list we got from the Resource Center for phase two of funding is:

- Continue fundraising for sustainability.

- Affirming identified EB practices to be used state wide, per the commissions five-year strategic plan.

- Identify required training and trainers for identified EB practices or programs.

- Developing tools for quality assurance assessment of programs.

- Developing jurisdictions specific service matrices.

- Implementing state-wide training plans.

- Continue to provide and document training and tech assistance.

- Developing regional report cards.

- Designing and implementing an EB Practice Resource Center process evaluation.

Continue to augment resources available on the website.
Identify and empower data champions throughout NV
Project Management

Commissioner Pauline: Project Management is like the overhead?

Katie Brubaker: Yes

Specialist Leslie Bittleston: The premise of this money is to re-invest the money to the Center due to the fact that it was savings, just to assist with phase two.

Commissioner Pauline: Is there a specific amount they are asking for and this is just a portion of it? Or is \$60,000 cover the whole state too.

Katie Brubaker: 60,000 is only a portion, phase two is \$150,000.

Specialist Leslie Bittleston: I was going to save that for next month's SAG meeting. We are talking internally if we want to provide an addition sub grant to NCJJ in the next Formula Grant application of the \$90,0000 which would complete the \$150,000 in phase two. I will prepare info on that for next month's meeting. To show what it would look like to add the 90,000.

Katie Brubaker: We are looking for additional outlets for securing funding

Commissioner Pauline: Thank You. That is one of the concerns of the other Chiefs and Directors who receive formula funding for direct services. It is already not that much money to be sub granted out. For Humboldt we get a nice chunk, we do 20 hours of programming a week, if we lose that that would take away programming. I am happy to hear we are looking at other options for funding. The EB Resource Center would help us with provide direct services, they aren't direct service.

Specialist Leslie Bittleston: Right, the way I justified using the grant money within the Formula Grant is under the Juvenile Justice System Improvement Program Area.

Commissioner Pauline: I understand. It scares me if I lose direct service money that effects our kids in the long run.

Specialist Leslie Bittleston: That is next month's discussion of what each sub-grantee gets and if we need to sub grant a portion out to NCJJ. This month is just cost savings and using it to help with phase two of the Center.

John Munoz: Pauline, I want to assure you that I hear your concerns, we have shared concerns. We are exploring alternatives. We know that you and the other Chiefs and Administrators depend and use this money and cannot afford to lose it. We are trying to be transparent and explain to everyone what we are looking at to fund this.

Commissioner Pauline: Thank you.

John Munoz: Again, we understand that you guys use this all the time and have a purpose for this money. We have to do our due diligence because the state is responsible for finding funding. We must explore alternatives. If people have ideas, please share. The idea of getting private donations to fund this, is not very realistic. So, we are looking for ways to pay for this with the least amount of impact on counties.

Commissioner Pauline: Thank you. I was thinking a discussion, even at NAJJA, about each jurisdiction if the EB Resource Center will be providing training to us and in the curriculum identified, maybe we can throw it out there to the jurisdictions. If the state provides training could all the jurisdictions have a portion of it to the center. Let's all rally together and find funds, instead of Formula money that is RSVP'd out.

John Munoz: It is helpful when the group comes up with ideas rather than have the state tell us what to do. We don't want to make these decisions for everyone, but the states have these responsibilities, I think getting jurisdictions together is a great idea.

Commissioner Pauline: I can initiate conversations with the other jurisdictions on that.

John Munoz: Thank you.

Commissioner Pauline: Leslie you want us to approve the \$60,000?

Specialist Leslie Bittleston: Yes, I am asking this group to approve it as well as JJOC to approve it. Either you can talk about it tomorrow or I can.

Commissioner Pauline: Any commissioners have thoughts on this?

Commissioner Kierra: Do we have to vote today?

Specialist Leslie Bittleston: Yes, we have to vote today, because it is on the JJOC tomorrow as well. The funding ends for this vendor on June 30th. They are pending our decision before they send in an outline on the program, so we can approve and sub grant money to them. They need money July 1st.

Commissioner Pauline: Anything else? The motion would be to move it to the full JJOC for more discussion.

Commissioner Paula: I agree, have an open discussion on this at the JJOC meeting.

Commissioner Pauline: Let's move it to the JJOC. The motion to move this money is only the \$60,000, right?

Specialist Leslie Bittleston: Right the \$60,000 I identified through a series of costs savings. That is what I am asking this group.

Commissioner Kierra: I motion to move this topic to the full commission meeting tomorrow.

Commissioner Jackie: I second that motion.

Commissioner Pauline: Moved and seconded anymore discussion? All those in favor say "I".

Commissioners: Agree

Commissioner Pauline: Any oppose? Move to commission for final approval. Now to the **VTO**.

Specialist Leslie Bittleston: Yes, per our last discussion, we went over and validated the number of VCOs for the last compliance year. Kayla Landes jump in if needed. I reached out to OJJDP, our compliance monitor, Alyssa Rumsey she was non-committal if she would accept a revised VCO report. She would look at the submitted report

and if she would allow a revision of the VCO. Right now, there is no confirmation if we can resubmit our VCOs. Kayla Landes has info on this.

Kayla Landes: What was reported was 29 VCOs and actually only had 5 I went back through with the county to work on a checklist from OJJDP to get verification that we do have 5 and to show that if OJJDP wants clarification or proof that it's the correct number. So, I am working with the counties.

Specialist Leslie Bittleston: When I pulled data to read it pulled from various years. When I pull data again I will be sure to check that first. If we have to stick with the 29 VCOs it won't put us out of compliance. It did not put us out of compliance on our rates or our de-institutionalization of status offenders or jail removal or anything. If it is 29 or 5 it won't affect the rates.

Commissioner Pauline: Well if we go with 5 it decreases the DSO rates, right? Because those are valid court order counts.

Specialist Leslie Bittleston: The VCOs were not included in the DSO rate. Our state law says a status offender should be released within 24 hours, a court order can call for an additional 24 hours, they are not included in the DSO rate. And I did not include them, so 29 or 5 won't adjust it at all.

Commissioner Pauline: Questions?

Specialist Leslie Bittleston: We can go over this again too, later. With Compliance OJJDP scheduled a compliance audit with the state. Tina Borner from OJJDP is doing an audit the week of July 16th. She will send out a letter with details.

Commissioner Pauline: No Alyssa? Tina is one of the compliance monitors.

Specialist Leslie Bittleston: I was contacted by Tina, I asked her if she was coming alone and she said yes.

Commissioner Pauline: Anything else on compliance? Committee members good?

Commissioners: Yes

Public Comment: None

Adjourned at: 3:06pm by Commissioner Pauline Salla-Smith