



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

## PUBLIC NOTICE

### MEETING OF THE NEVADA STATE JUVENILE JUSTICE OVERSIGHT COMMISSION

### STATE ADVISORY GROUP PLANNING MEETING

#### AGENDA

**DATE:** Thursday, August 9, 2018

**TIME:** 2:00 PM

**LOCATION:** Phone Conference

**TELECONFERENCE LINE:** 1-888-557-8511

**ACCESS CODE:** 4395904

- *Items may be taken out of order, may be combined for consideration by the public body, and/or may be pulled or removed from the agenda at any time to accomplish business in the most efficient manner.*
- *“For Information” items are informal in nature and may include discussion and ideas*
- *“For Possible Action” items may be voted on or approved by members of the commission.*

#### AGENDA

1. **Call to Order** – Kierra Bracken, Pauline Salla-Smith
2. **Welcome and Introductions (Roll Call)** – DCFS Staff
3. **Public Comment and Discussion** (*Action may not be taken on any matter brought up under this Agenda item until scheduled on an Agenda for a later meeting*)
4. **For Possible Action:** Review and Approval of Outstanding Minutes – Kierra Bracken, Pauline Salla-Smith
  - Review and approve meeting minutes from 2/8/18

- Review and approve meeting minutes from 3/8/18
- Review and approve meeting minutes from 4/12/18
- Review and approve meeting minutes from 5/10/18

**5. For Information: Compliance Audit - Leslie Bittleston**

- Preliminary Results

**6. For Possible Action: Grant Review Process– Leslie Bittleston**

- Determine grant reviewers and how grant applications will be reviewed

**7. For Information: SB 107 – Leslie Bittleston**

- Update on Room Confinement Data (attachment)

**8. For Possible Action: Discuss and Decide Upon Next Steps – Kierra Bracken, Pauline Salla-Smith**

- Assign Tasks to Committee Members (if needed)
- Specify Agenda Items for the Next Meeting
- Confirm Next Meeting Date/Time

**9. Public Comment and Discussion *(Action may not be taken on any matter brought up under this Agenda item until scheduled on an Agenda for a later meeting)***

**10. Adjourn**

**CHAIRPERSON MAY CALL FOR A BREAK AT THEIR DISCRETION**

We are pleased to provide special accommodation assistance to persons with disabilities who wish to attend. Notify Katie Brubaker in writing at the Division of Child and Family Services, 4126 Technology Way, 1<sup>st</sup> Floor, Carson City, NV 89706, or by calling (775) 684-7965 no later than three (3) business days prior to the meeting date. Supporting materials may be obtained at the above address or by contacting Katie Brubaker at (775) 684-7965.

**This notice and Agenda has been sent to be posted at the following locations, in accordance with NRS Chapter 241:**

**State of Nevada- Division and Child Family Services**

Website- [http://dcfs.nv.gov/Programs/JJ\\_OC/2018\\_Agendas\\_and\\_Minutes/](http://dcfs.nv.gov/Programs/JJ_OC/2018_Agendas_and_Minutes/)

**State of Nevada- Nevada Public Notices**

Website- [www.nv.gov](http://www.nv.gov)

1. Leslie Bittleston, Division of Child and Family Services, 4126 Technology Way, 3rd Floor, Carson City, NV 89706
2. Nevada Youth Parole Bureau, 751 Ryland Street, Reno, NV 89502
3. Grant Sawyer Building, 555 Washington Avenue, Las Vegas, NV 89101
4. Elko Juvenile Court, 665 W. Silver Street, Elko, NV 89801

**THIS NOTICE AND AGENDA HAS BEEN SENT TO THE FOLLOWING LOCATIONS:**

5. Clark County District Attorney, 601 North Pecos Road, Las Vegas, NV 89101
6. Division of Child and Family Services, 475 W. Haskell St. #7, Winnemucca, NV 89445

Notices are also sent to all Juvenile Probation Departments, Youth Camps, and Youth Correctional Centers

POSTED: August 2, 2018



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**Nevada State Juvenile Justice Oversight Commission  
Advisory Group Planning Committee  
February 8, 2018**

**Meeting Minutes **DRAFT****

**Welcome and Introductions.** Chair Pauline Salla-Smith called the meeting to order at 2:00 PM.

**Roll Call:** Pauline Salla-Smith, present, Myra Rodriguez, not present, Jackie Pierrott, present, Patrick Scriber, not present, John Lambros, not present, Katie Hickman, present.

**Others:** Leslie Bittleston, Kayla Landes

Ms. Bittleston said we have four out of seven in attendance. That is a quorum is the chair counts herself a voting member. If not, it is three out of six and that is not a quorum.

Chair Salla-Smith said we can do our information items not sure if there is Commission voting for the subcommittees. Ms. Bittleston said normally we make sure there is more than half and we allow the voting.

Chair Salla-Smith stated that there are no action items

**Public Comment**

None.

**DCFS Update – Leslie Bittleston,**

Ms. Bittleston relayed information from a call she participated on with OJJDP this morning. OJJDP is our federal partner that works with us on the Title II Formula Grant and the Juvenile Justice Delinquency Prevention Act. This call provided two areas of interest to the state.

1) The Formula Grant Application should be released within the next two weeks. Instead of state compliance with the four core requirements, OJJDP requires the grant application to address all 28 requirements in the Title II Formula Grant Solicitation. It will be a lot of work on the state's part. OJJDP said if even one of the 28 is not sufficiently addressed, then the grant funds may be frozen. This was mentioned in a call with the state one or two months ago – that OJJDP was going to be stricter. Ms. Bittleston will have to pull her copy of the JJDPA and figure out what those 28 areas are.

2) Notified Chair Salla-Smith that the state will receive an audit from OJJDP by September of this year. It will cover how the state does their compliance monitoring to ensure that youth in the criminal justice system remain safe.

Ms. Bittleston suspects OJJDP will want to meet with this committee.

One SAG requirement is that the SAG chair cannot be a full-time government official. We will have to present Joey as our chair of the overall big Commission instead of Judge Walker.

She provided three documents. The first one is called Summary of SB107 Room Confinement. She reviewed the summary.

They are only tracking the numbers of confinements but will have to do in-depth analysis because of the increase.

Chair Salla-Smith asked Ms. Bittleston to send out SB107 language to the committee members so they can understand what we are looking for. It helps explain the intent of the law, which she explained.

Ms. Bittleston reviewed the second document titled 2018 Community Corrections Partnership Block Grant Stats. This grant is a block amount of money that comes from the state of Nevada that is from general funds. It is roughly \$2.3 million and is split between the counties based on school population. She hopes to refine the report with the Data and Measures Subcommittee as they work through their performance measures.

The last document is the Compliance Year 2017 Update. Numbers have changed for the better since the report that was distributed, so she referred to the new document. She explained what compliance means. She stated the number of facilities that were reviewed. She reviewed the percentage of surveys that were returned. They need to do some education of new providers.

The compliance report was originally due to the feds 2/28/18. They decided to push out the due date, but it was not provided yet.

Chair Salla-Smith stated that we also have the summary of what the responsibility for this committee is. Did everyone receive the State Advisory Planning Committee Duties – February 8, 2018? This is the summary for federal. Members had not received this document. It can be sent out afterwards. This will be the main focus of what the committee is tasked with from the JJOC.

Ms. Bittleston reviewed the duties of the subcommittee. She will send that document out and send out links to the both the Juvenile Justice Delinquency Act and the Title II Formula Grant. It would behoove everyone to read it. She reviewed the four core requirements.

The Formula Grant application has not been released yet. State staff will write this application in its entirety, but it will be sent to the members for their review and approval.

Chair Salla-Smith said as we progress in the next few months, this committee's responsibilities

will start to increase.

**Overview of Strategic Plan Requirements – Alexis Tucey, Director’s Office**

Ms. Tucey was not in attendance.

Ms. Bittleston is not sure Ms. Tucey has updated the work plan for this new committee.

**Next Steps**

- **Set Date and Time for Next Meeting**

Chair Salla-Smith suggested holding the meeting in one month, which would be March 8, 2018. Will it work for everyone to hold the meeting on the 8<sup>th</sup> of each month? Ms. Bittleston suggested the second Thursday of every month. The meeting will be held beginning at 2:00 PM.

The Chair will prepare the Committee report and she will forward it to Sarah.

**Public Comment.**

None.

**Adjourn.** Chair Salla-Smith adjourned the meeting at approximately 2:47 PM.



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**Nevada State Juvenile Justice Oversight Commission  
State Advisory Group Planning  
Committee Meeting 03/08/18**

**Meeting Minutes **DRAFT****

**Call to Order:** Co-Chair, Pauline Salla-Smith called to order.

**Roll Call:**

**Via Phone:** Co-Chair Kierra Bracken, Paula Smith, Jackie, Katie Hickman

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

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

**Public Comment:** None

**DCFS Update**

Specialist Leslie Bittleston has sent information to all members of this committee via email. The Formula Grant Application was released by the Office of Juvenile Justice Delinquency Prevention (OJJDP). This grant comes out every year with funding available for all 50 states if eligibility requirements are met. Nevada receives about \$400,000 from the grant annually. Ms. Bittleston shared modifications to the Formula Grant, explaining additional requirements for states that have not previously used the process. OJJDP has 28 special conditions that states must meet to be eligible for funding. In the Formula Grant Application, states must provide examples and/or proof of how these 28 conditions are being used statewide.

Pauline Salla-Smith verified that a valid court order is still in effect.

Specialist Bittleston assured that it is; however, there is a checklist that must be used to verify validity.

Pauline Salla-Smith shared that OJJDP is really focused on habitual status offenders because we, as a state, cannot detain them more than 24 hours before or after a court hearing. The valid court order allows for a Probation department to assist in taking a youth offender to court, where services and attempted services are brought to the forefront. If there is no delinquent charge, the judge then admonishes them in court and completes the document during that court hearing. For example, if a youth is brought to court for a status offense such as runaway, a judge has the opportunity to remind the youth that if any charges of the like are brought to the court in the future, that valid court order is used for the youth offender.

There has been some effort to eliminate or minimize use of valid court orders.

Specialist Bittleston shared a second document that further explained the 28 conditions. All conditions must be in place to receive or be awarded Grant funding. If funding is awarded and conditions are not met, counties and/or the state of Nevada would be responsible to pay those funds back or have their funds frozen. Specialist Bittleston has been asked to provide more detailed budget information in the Formula Grant Application.

Co-Chair Pauline Salla-Smith clarified what information is trying to be obtained.

Specialist Bittleston advised the need for a list and explanation of 32 program areas, an indication of the money per program area, with percentage of money and total dollar amount spent in each area. There will need to be assurances (statements) around the funding, stating that 100% of funding will be spent on program areas. Specialist Bittleston also shared concerns of being mandated to hold 5% of total funding in order to reduce probation officer caseloads.

Co-Chair Salla-Smith advised to reach out for clarification on states meeting best practice, ratios, and caseloads.

Specialist Bittleston created a Survey Monkey, to be filled out by statewide stakeholders and JJOC members, in efforts to focus on the most important program areas. The top four areas in need, according to the survey sent out are: Mental Health Services, Aftercare and Reentry, Community Based Programs, and Alternatives to Detention. With the provided information, Specialist Bittleston will focus most of the Grant funding into these four program areas.

Specialist Bittleston plans to have a draft of the Formula Grant prepared for this Committee, by the next meeting.

### **Update Strategic Plan Requirements**

Alexis Tucey, our Project Manager, has accepted a new position and will be vacating her position with the JJOC. There will be further updates when a new person is announced as her

replacement.

**Next Steps:** Date for next meeting: April 12, 2018 at 2:00pm.

**Public Comment:** None

**Adjourned:** by Co-Chair Pauline Salla-Smith at 2:34pm, seconded and moved by all committee members.





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**Nevada State Juvenile Justice Oversight Commission  
State Advisory Group Planning  
Committee Meeting 04/12/18**

**Meeting Minutes **DRAFT****

**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.



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**Nevada State Juvenile Justice Oversight Commission  
and the  
Advisory Committee of the Nevada Oversight Commission  
Meeting Minutes **DRAFT**  
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, 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 1<sup>st</sup>.

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 gets this data, you have anything to say about those kids, or did you find anything concerning in those reports of those kids?

Commissioner Kayla: 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.

Commissioner Kayla: 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.

Commissioner Kayla: 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.

Commissioner Kayla: 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 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 4<sup>th</sup> 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 30<sup>th</sup> is the first year. The contract the vendor has for our EB Resource center ends June 30<sup>th</sup>, there is no funding beyond June 30<sup>th</sup>. 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, 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 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 \$90,000 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 30<sup>th</sup>. 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 1<sup>st</sup>.

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 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 has info on this.

Commissioner Kayla: 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 16<sup>th</sup>. 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



**State of Nevada**  
**Department of Health and Human Services**  
**Office of Community Partnerships and Grants**  
**Request for Application**

**SFY 18**

## Opportunity Summary

## Program Requirements

## Award Overview TimeLine

Event	Date/Time
Grant opportunity announced	
Deadline for submission	
Evaluation period (approximate time frame)	
Announcement of awards	
Program start date	
Remaining two-thirds of award released	
Program end date	

## Questions?

Contact the State Grant Office (775) 684-0156 or [grants@admin.nv.gov](mailto:grants@admin.nv.gov)

## Application Instructions

- An application packet, which includes this application and the required data sources, is available for download at <http://grant.nv.gov>.
- The completed application package consists of three sections and a checklist.
- Late and/or incomplete applications will not be scored.
- The total possible score for the entire application is 100.

### Section I – Application Form (20 points)

Each letter below corresponds to a field in the application that all applicants must complete. Missing information or unchecked boxes on the application form will result in an incomplete application.

- Organization Type.** Check the type of organization that is requesting funds.
- Geographic Area of Service.** Check only one type of geographic area and provide a brief description of that area (up to 100 words). Applicant organizations that serve more than one geographic area within Nevada are encouraged to submit multiple applications.
- Applicant Organization.** Enter the official name of the agency submitting the application. The address refers to the physical and mailing address of the applicant agency (the 9-digit zip code is required). DPBH will consider the application incomplete if the Federal Tax ID field is incomplete.
- Project Point of Contact.** This field refers to the identified person at the applicant organization that the State Grant Office will contact with follow-up questions about the application. This is also

the person DPBH will contact with questions about quarterly reports, monthly financial claim forms, etc.

- E. **Fiscal Officer.** Enter the name of the person who will manage the fiscal requirements of the proposed project, if awarded. The Fiscal Officer must be someone other than the Project Point of Contact.
- F. **Subcontracting of Services.** Some organizations subcontract services to a health organization or consultant, such as a community health nurse. If the applicant provides these services directly, check the **No** box, and continue to field H. Otherwise, confirm by checking the **Yes** box and entering the contact information for the subcontractor.
- G. **Key Personnel.** Key personnel are employees, consultants, subcontractors, or volunteers who have the required qualifications and professional licenses to provide services. List all such personnel in the provided table, adding additional rows as necessary. Include an up-to-date résumé and a copy of all required licenses for each person as an addendum to the application.
- H. **Services to Be Provided by Applicant.** These specified services are the grant-funded activities allowed by the legislation. Check the box next to all services that will be provided during the project period.
- I. **Non-Allowed Services Provided by Applicant.** Some organizations provide services in addition to the list in section H. If the applicant does not provide additional services, check the **No** box, and continue to field J. Otherwise, confirm by checking the **Yes** box and name the additional services provided. Read and confirm the next two statements to provide assurances that any awarded grant funds will not be used for the services disclosed in this section or any other service not specified in section H.
- J. **Third-Party Payers of Services.** Some organizations bill third-party payers (e.g. insurance companies) for some services. If the applicant does not bill any third-party payers, check the **No** box, and continue to field K. Otherwise, confirm by checking the **Yes** box and for each third-party payer organization and provide the specified financial information for the applicant's most recent, complete reporting period. Add rows to the table, if necessary.
- K. **Current Funding.** Some organizations receive funding (e.g. Federal grant dollars, foundation grants, donations, etc.) for services. If the applicant does not receive funding, check the **No** box, and continue to field K. Otherwise, confirm by checking the **Yes** box and for each funding source, provide the name, type of funding, project period end date, and whole dollar amount. Add rows to the table, if necessary.
- L. **Certification by Authorized Official:** The administrator, director, or other official ultimately responsible for this project/program must sign this document.

## Section II – Narrative (60 points)

- This Section has five (5) fields assigned different numbers of points.
- The Statement of Need (field 3) must be substantiated with data. Two data sources have been provided in the digital application packet: (1) the 2017 Nevada Rural and Frontier Health Data Book, Eighth Edition (Data 1), and (2) *2016 Nevada Female Population 15-44 by County* (Data 2). The instructions below provide the specific PDF page number for each piece of requested data.
- Use Arial 11-point font on single-spaced pages with one-inch margins.



<b>Field Name</b>	<b>Scoring Points</b>	<b>Page Limit</b>	<b>Instructions</b>
1. Overview	5	½ (half)	<ol style="list-style-type: none"> <li>1. Introduce the applicant organization and its role in providing services, including any subcontractor(s) as necessary.</li> <li>2. Provide up to three (3) brief examples of the organization's successes.</li> <li>3. Describe the application's desired outcome.</li> </ol>
2. Availability and Accessibility of Services	15	1 (one)	<ol style="list-style-type: none"> <li>1. Describe the geographic area and community the applicant organization serves.</li> <li>2. Detail the availability of services within that geographic area.</li> <li>3. Describe how methods of available transportation within that geographic area affect access to services.</li> </ol>
3. Statement of Need	20	1 (one)	<ol style="list-style-type: none"> <li>1. Establish the degree of need within the geographic area for services to persons who would otherwise have difficulty obtaining such services by providing and creating context for the following data: <ol style="list-style-type: none"> <li>(a) The rate of poverty (<i>Data 1</i>, p. 56)</li> <li>(b) The rate of health insurance coverage (<i>Data 1</i>, p. 79)</li> <li>(c) The rate of uninsured population under the age of 65 (<i>Data 1</i>, p. 81)</li> <li>(d) The rate of females of child-bearing age (<i>Data 2</i>, p. 1)</li> </ol> </li> <li>2. Provide details and additional data (see <i>Data 1</i> pp. 102, 105-104) as needed to thoroughly establish the degree of need within the community.</li> </ol>
4. Goals and Objectives	10	1 (one)	<ol style="list-style-type: none"> <li>1. Describe the organization's goals and objectives to meet the geographic area's needs.</li> <li>2. Provide the projected number of services that will be provided, either in clients/patients served or services provided with these grant funds. Note that these projections must match the Budget Narrative (Section III-2).</li> </ol>
5. Methods of Accomplishment	10	1 (one)	<ol style="list-style-type: none"> <li>1. Describe the plan to achieve the outlined goals and objectives. Include how, who, where, and when these goals and objectives will be achieved.</li> <li>2. Explain what measurements will be used to report on the program's success.</li> </ol>
Total for Narrative	60		

### Section III – Budget (20 points)

- This Section has two (2) fields assigned the same number of points.
- Use Arial 11-point font on single-spaced pages with one-inch margins.

<i>Field Name</i>	<i>Scoring Points</i>	<i>Page Limit</i>	<i>Instructions</i>
1. Proposed Project Budget	10	½ (half)	Use the provided table and designate a whole dollar amount for the seven (7) budget categories, or use a zero (0) to indicate that no funds are being requested. Add these numbers to get the sum of the total amount of funding requested for the project period.
2. Budget Narrative	10	2 (two)	Provide justification for each non-zero budget category. Include projections of services to be provided and/or clients/patients to be served over the project period and the associated cost rate to justify the funding request. This should align with the Narrative's Goals and Objectives (Section II-4) and Methods of Accomplishment (Section II-5).
Total for Budget	20		

## Overview of Certifications and Assurances

By signing the Application Form (Section I-L) of the Department of Health and Human Services application, the applicant certifies:

1. The project described in this application meets all the requirements of the governing legislation.
2. All information contained in the application is correct.
3. The appropriate coordination with impacted organizations, including subcontractors, took place.
4. The applicant will read, understand and comply with all provisions of the governing legislation and all other applicable federal and state laws, current or future rules, and regulations.
5. The applicant further understands and agrees that any award received as a result of this application is subject to the grant conditions set forth in the Statement of Grant Award.

## Submission Instructions

- The grant application deadline is
- Submit the signed, completed application with résumés and licenses of key personnel in a single PDF document to [gmu@dhhs.nv.gov](mailto:gmu@dhhs.nv.gov) (receipt confirmation will be provided).
- Submitting a paper copy of the application is **not** required. Applicants without access to email may send their completed application to:

Department of Health and Human Services  
ATTN: Office of Community Partnerships and Grants  
4126 Technology Way, Ste 102  
Carson City, NV 89706

## Tips

- Read the application instructions carefully.
  - Ask for clarification, if needed.
  - Submit applications early to allow for any necessary revisions.
  - Respond to all sections of the application.
  - Brevity is required. Observe page limits. Any pages over the page limit will not be reviewed.
  - Follow stated formatting guidelines.
  - Use only whole dollar amounts.
  - Ensure budget figures are mathematically correct.
  - Use data provided in the application packet.
- Spell out acronyms at initial use. Eliminate jargon whenever possible.

# Application: Section I

Application Form – 20 points

**A. Organization Type**

Local Government Agency       501(c)(3) Nonprofit

**B. Geographic Area of Service**

<input type="checkbox"/> Town/City	
<input type="checkbox"/> County	
<input type="checkbox"/> Region	

**C. Applicant Organization**

Name		
Mailing Address		
Physical Address		
City		NV
Zip (9-digit zip required)		
Federal Tax ID#	(xx-xxxxxxx)	

**D. Program Point of Contact**

Name		
Title		
Phone		
Email		
Same mailing address as section B? <input type="checkbox"/> Yes <input type="checkbox"/> No, use below address information		
Address		
City		NV
Zip (9-digit zip required)		

**E. Fiscal Officer**

Name		
Title		
Phone		
Email		
Same mailing address as section B? <input type="checkbox"/> Yes <input type="checkbox"/> No, use below address information		
Address		
City		NV
Zip (9 digit zip required)		

**F. Subcontracting of Services**

Does your organization subcontract its services? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Subcontractor		
Mailing Address		
Physical Address		
City		NV
Zip (9-digit zip required)		
Federal Tax ID#	(xx-xxxxxxx)	

**G. Key Personnel**

Name	Title	Licensed?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

**H. Non-Allowed Services Provided by Applicant**

Does your organization or its subcontractors offer services other than those specified in section H? <input type="checkbox"/> Yes, specified below <input type="checkbox"/> No	
Services	
Do you agree that Services AB397 Grant funds, if awarded, will not be used by your organization or its subcontractors to provide any services other than those specified in section H? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you agree to implement policies and procedures as necessary to ensure that any non-allowed services disclosed in this section (I) are not paid for using Services AB397 Grant funds, if awarded? <input type="checkbox"/> Yes <input type="checkbox"/> No	

**I. Third-Party Payers of Services**

Does your organization or its subcontractors bill any third-party payers (e.g. insurance companies) for services? <input type="checkbox"/> Yes, specified below <input type="checkbox"/> No			
Third-Party Payers	Period	Billables Received (\$)	Percentage of Operating Income(%)

**J. Current Funding**

Funding	Type	Project Period End Date	Amount Awarded(\$)

## K. Certification by Authorized Official

As the authorized official for the applying agency, I certify that the proposed project and activities described in this application meets all requirements of the legislation governing the grant as indicated by AB397 and the certifications in the Application Instructions; that all the information contained in the application is correct; that the appropriate coordination with affected agencies and organizations, including subcontractors, took place; that this agency agrees to comply with all provisions of the applicable grant program and all other applicable federal and state laws, current or future rules, and regulations. I understand and agree that any award received as a result of this application is subject to the conditions set forth in the Statement of Grant Award.

Name (type/print)

---

Phone

---

Title

---

Email

---

Signature

---

Date

---

# Application: Section II

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Application Narrative - 60 points

Begin typing below each field header.

1. **Overview** (1/2 page)
2. **Availability and Accessibility of Services** (1 page)
3. **Statement of Need** (1 page)
4. **Goals and Objectives** (1 page)
5. **Methods of Accomplishment** (1 page)



**1. Proposed Project Budget (1/2 page)**

Category	Amount Requested (\$)
Medical and Health Personnel	
Consultant/Contract Personnel	
Other Personnel	
Subcontracted Services	
Medical Supplies	
Medical Equipment	
Other	
<b>Total Funding Requested (\$)</b>	

**2. Budget Narrative (1-2 pages)**

Applicant Name: \_\_\_\_\_

**BUDGET NARRATIVE-SFYXX**

**Total Personnel Costs** including fringe **Total: \$ -**

List staff, positions, percent of time to be spent on the project, rate of pay, fringe rate, and total cost to this grant.

	<u>Annual</u> <u>Salary</u>	<u>Fringe Rate</u>	<u>% of Time</u>	<u>Months</u>	<u>Amount</u> <u>Requested</u>
<u>Name of Employee (if known, otherwise state new position),</u> <u>Title of position &amp; Position Control Number</u>					\$0

\*Insert details to describe position duties as it relates to the funding (specific program objectives)

	<u>Annual</u> <u>Salary</u>	<u>Fringe Rate</u>	<u>Time</u>	<u>Months</u>	<u>Amount</u> <u>Requested</u>
<u>Name of Employee (if known, otherwise state new position),</u> <u>Title of position &amp; Position Control Number</u>					\$0

\*Insert details to describe position duties as it relates to the funding (specific program objectives)

	<u>Annual</u> <u>Salary</u>	<u>Fringe Rate</u>	<u>Time</u>	<u>Months</u>	<u>Amount</u> <u>Requested</u>
<u>Name of Employee (if known, otherwise state new position),</u> <u>Title of position &amp; Position Control Number</u>					\$0

\*Insert details to describe position duties as it relates to the funding (specific program objectives)

	<u>Annual</u> <u>Salary</u>	<u>Fringe Rate</u>	<u>Time</u>	<u>Months</u>	<u>Amount</u> <u>Requested</u>
<u>Name of Employee (if known, otherwise state new position),</u> <u>Title of position &amp; Position Control Number</u>					\$0

\*Insert details to describe position duties as it relates to the funding (specific program objectives)

\*Insert new row for each position funded or delete this row.

**Total Fringe Cost \$ - Total: \$ -**

# Application: Checklist

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Print and sign the completed application. Complete this checklist prior to scanning/submitting.

## Section I: Application Form

- All boxes are checked to indicate the correct answer.
- All fields are completed according to instructions on pp.
- Certification is signed.

## Section II: Narrative

- Section II-1: Overview* covers three points according to instructions on p. 3.
- Section II-2: Availability and Accessibility of Services* covers three points according to instructions on p. 3.
- Section II-3: Statement of Need* includes required data from *2018 Nevada Rural and Frontier Health Data Book* and *2016 Nevada Female Population 15-44 by County*.
- Section II-4: Goals and Objectives* includes projected number of services provided or clients/patients served.
- Section II-5: Methods of Accomplishment* includes the measurements of success.
- Page limits have not been exceeded.
- Arial 11-point font has been retained.
- One-inch margins have been retained.

## Section III: Budget

- Section III-1: Proposed Project Budget* reflects whole dollar amounts or zeros for each category.
- Section III-1: Proposed Project Budget* is mathematically correct.
- Numbers in the *Proposed Project Budget* match numbers in the *Budget Narrative*.
- Justifications in *Section III-2: Budget Narrative* match the projected number of services provided or clients/patients served in *Section II-4: Goals and Objectives*.
- Page limits have not been exceeded.
- Arial 11-point font has been retained.
- One-inch margins have been retained.

## Application Submission

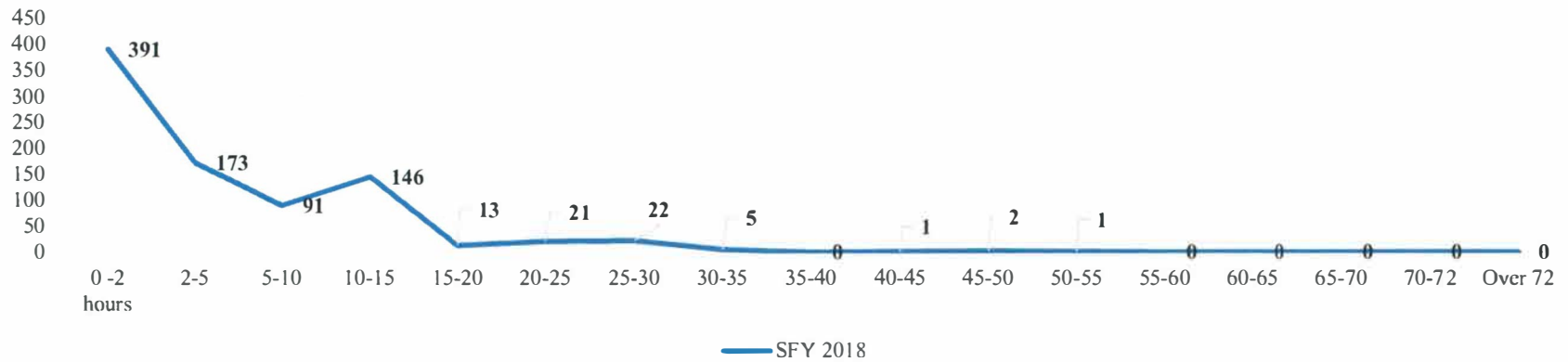
- Include résumés and copies of licenses of key personnel (including subcontractors).
- A single PDF will be emailed no later than

## SB 107 SUMMARY DOCUMENT SFY 2018

**State Youth Correctional Facilities:** Nevada Youth Training Center (NYTC), Caliente Youth Center (CYC) , and Summit View Youth Center (SVYC)

Facility	July 2017	Augus2017	Sep. 2017	Oct. 2017	Nov. 2017	Dec. 2017	Jan. 2018	Feb. 2018	March 2018	April 2018	May 2018	June 2018
Nevada Youth Training Center	18	11	32	47	46	58	22	44	50	32	102	67
Caliente Youth Center	21	15	31	15	25	15	15	13	18	32	8	16
Summit View	3	8	2	8	2	9	4	4	4	37	17	26
<b>Total</b>	<b>42</b>	<b>34</b>	<b>65</b>	<b>70</b>	<b>73</b>	<b>82</b>	<b>41</b>	<b>61</b>	<b>72</b>	<b>101</b>	<b>127</b>	<b>109</b>

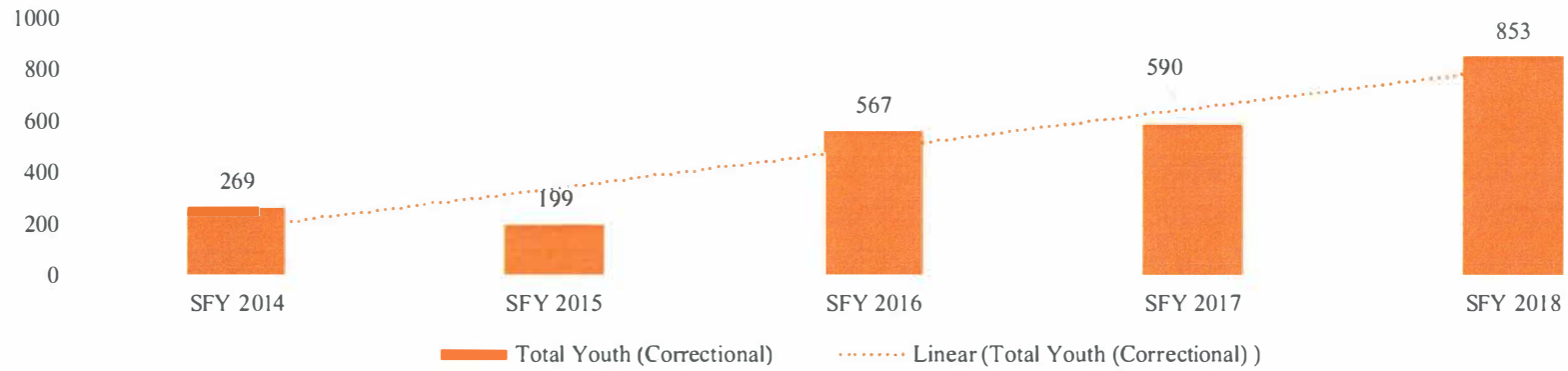
### Summary SB 107 Time In Confinement Youth Correctional Facilities SFY 2018



Forty-six (46) percent of instances of room confinement are two (2) hours or less; and ninety-four (94) percent are 15 hours or less.

**SB 107 SUMMARY DOCUMENT  
SFY 2018**

**Total Instances of Room Confinement by Fiscal Year (Correctional)**



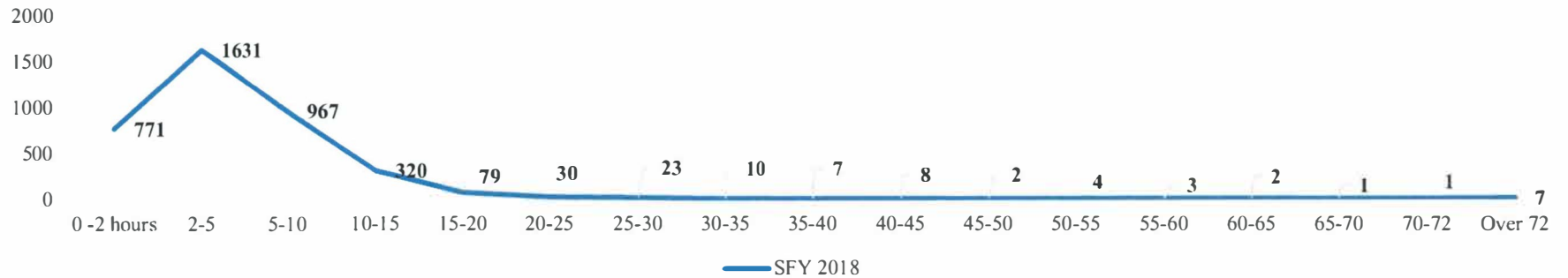
There is a forty – five (45) percent increase in the uses of room confinement from SFY 2017 to SFY 2018; and fifty (50) percent increase from SFY 2016 to SFY 2018.

## SB 107 SUMMARY DOCUMENT SFY 2018

**Youth Detention Centers:** Clark County Juvenile Detention, Jan Evans, Teurman Hall, Northeastern Juvenile Facility (Elko), Leighton Hall, Douglas County Juvenile Detention, and Murphy Bernadini.

Location	Facility Name	July 2017	August 2017	Sep. 2017	Oct. 2017	Nov. 2017	Dec. 2017	Jan. 2018	Feb. 2018	March 2018	April 2018	May 2018	June 2018
Carson City	Murphy Bernadini	5	3	4	6	7	4	6	9	11	10	27	14
Reno	Jan Evans	72	124	96	80	106	88	85	93	82	106	112	67
Elko	Northeastern Juvenile Facility	1	0	1	1	12	4	0	0	11	1	0	0
Winnemucca	Leighton Hall	0	0	0	0	0	0	0	0	0	0	0	0
Las Vegas	Clark County Juvenile Detention	175	208	248	267	218	207	145	193	181	214	291	224
Stateline	Douglas County Juvenile Detention	0	0	0	1	0	0	0	0	0	0	0	0
Fallon	Teurman Hall	5	1	0	1	6	6	5	0	5	2	4	0
<b>Total Youth</b>		<b>258</b>	<b>336</b>	<b>349</b>	<b>356</b>	<b>349</b>	<b>309</b>	<b>241</b>	<b>295</b>	<b>290</b>	<b>333</b>	<b>434</b>	<b>305</b>

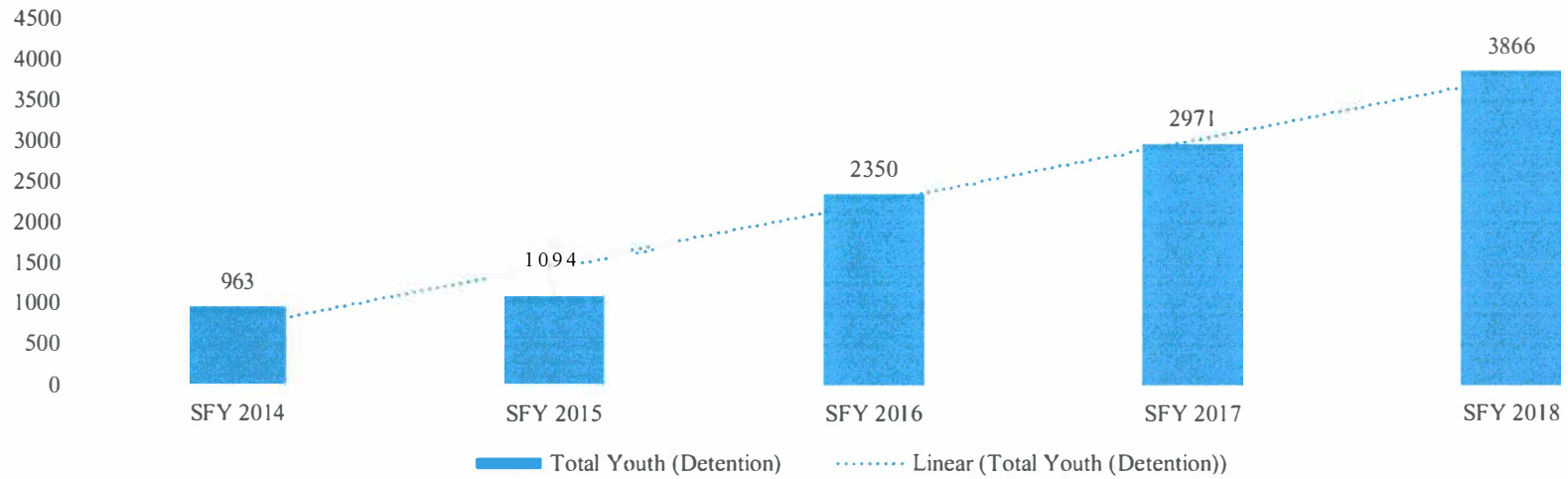
**Summary SB 107 Time in Confinement Youth Detention Facilities  
SFYt2018**



Forty-two (42) percent of time in confinement is between two (2) and five (5) hours; and ninety-five (95) percent are less than 15 hours.

**SB 107 SUMMARY DOCUMENT  
SFY 2018**

**Total Instances of Room Confinement by Fiscal Year (Detention)**



There is a thirty (30) percent increase in the uses of room confinement from SFY 2017 to SFY 2018; and a sixty-five (65) percent increase from SFY 2016 to SFY 2018.