



State of Nevada

**BYLAWS OF THE
JUVENILE JUSTICE OVERSIGHT COMMISSION**

Adopted: 11.9.2018

Amended: 5.27.2025

Effective: 8.4.2025

Article I

Name

Section 1.1 – Name

The Juvenile Justice Oversight Commission (JJOC) was established pursuant to Governor Brian Sandoval's Executive Order of 2017 and reflects the intent of Assembly Bill 472 (Section 4) passed during the 79th Session of the Nevada Legislature (2017), codified in NRS 62B.600.

Article II

Mission/Duties and Powers/Role/Organizational Support/Place of Business

Section 2.1 – Mission

The Nevada Juvenile Justice Oversight Commission serves as a collaborative forum to evaluate and strengthen laws, policies, and programs impacting children, youth, and families. The Commission is committed to promoting accountability, equity, and evidence-based practices while advocating for effective, developmentally appropriate services that support public safety and youth success throughout the State. The Nevada Juvenile Justice Oversight Commission serves as a collaborative forum to evaluate and strengthen laws, policies, and programs impacting children, youth, and families.

Section 2.2 – Powers

Juvenile Justice Oversight Commission – Statutory Authority and Powers

The Nevada JJOC is established under NRS 62B.600. Created to provide statewide leadership in juvenile justice reform, the Commission advises and supports the effective implementation of evidence-based practices, data-driven decision-making, and compliance with state and federal requirements for juvenile justice systems.

Powers and Responsibilities under NRS and Federal Requirements include:

- Oversight of State and Local Juvenile Justice Systems: The JJOC monitors the implementation of the statewide Juvenile Justice Reform Act, including the use of validated risk assessment tools and the alignment of services with evidence-based standards (NRS 62B.625 & 62B.630).
- Adoption of Performance Measures and Data Reporting: The Commission establishes standardized performance measures and ensures agencies report data to evaluate outcomes related to youth rehabilitation, recidivism, and public safety (NRS 62B.610).
- Monitoring of Facility Licensing and Quality of Care: The Commission monitors the licensing and quality of care in state and local facilities that house justice-involved youth to ensure safety, legal compliance, and developmental appropriateness (NRS 62B.620).
- Strategic Planning: The Commission is responsible for the development of the 5 Year Strategic Plan (NRS 62B.615).
- Title II Formula Grant-JJDP Act: The Commission provides input and recommendations for the Title II Formula Grant under the Juvenile Justice and Delinquency Prevention Act (JJDP), including the development and ongoing updates of the Three-Year State Plan (34 U.S.C. §11133) and the Racial and Ethnic Disparities (RED) Plan submitted as part of the Title II application.

The JJOC is composed of stakeholders from across the juvenile justice continuum, including representatives from the judiciary, law enforcement, child welfare, mental health, education, community organizations, and youth or family advocates.

Section 2.3 – Role

Juvenile Justice Oversight Commission (JJOC) – Role and Statutory Authority

Established under NRS 62B.600 the JJOC is the statewide body responsible for guiding and overseeing the implementation of juvenile justice reform in Nevada. The JJOC is charged with:

- Evaluating and improving laws, policies, and practices affecting justice-involved youth
- Establishing performance measures and ensuring accountability across agencies
- Developing and monitoring the state’s five-year strategic plan for juvenile justice improvement
- Promoting the use of evidence-based programs and services aligned with best practices
- Providing recommendations for legislation and system reform
- Monitoring statewide compliance with federal and state mandates regarding juvenile justice including review and updates of the State’s Three-Year Plan for Title II Formula Grant.

The Commission is composed of multidisciplinary stakeholders and serves as Nevada’s lead coordinating body for juvenile justice oversight and reform.

Section 2.4 – Organizational Support

Support Role of DCFS

Pursuant to the enabling statute and reform mandates, the Division of Child and Family Services (DCFS) provides staff support to facilitate the work of the JJOC. While DCFS does not direct the Commission’s decisions, it is responsible for certain administrative functions:

- Preparing and distributing agendas and providing all necessary materials necessary for deliberation and decision-making
- Creating and publishing meeting minutes as required by Nevada's Open Meeting Law (OML)(Nevada Revised Statute Chapter 241).
- Overseeing preparation and submission of the state's three-year plan (34 U.S.C. §11133) upon review by the JJOC
- Serving as the fiscal agent for grants, funding, and expenditures related to the Commission's work.

Section 2.5 – Place of Business

The Commission may designate places of business as necessary, with the intent of rotating meetings statewide to represent diverse regional perspectives. To accommodate travel and scheduling, Commissioners may attend meetings in person or by virtual means.

Article III Responsibilities

Section 3.1 – Responsibilities

The Commission's responsibilities, as outlined in NRS 62B.600 and Federal law (34 U.S.C. §11133), include:

- Overseeing and guiding the state's juvenile justice system to ensure reform efforts are maximized
- Performing all duties imposed by law and executive order
- Developing and approving the State's compliance and juvenile justice plans
- Providing regular reports and recommendations to the Governor and Legislature
- Ensuring compliance with the Juvenile Justice and Delinquency Prevention Act core requirements
- Fostering cooperation of Nevada juvenile justice administrators to maximize effectiveness and improve outcomes across jurisdictions

Article IV

Membership/Appointment/Vacancies/Terms/Resignation/Compensation/Conflict of Interest

Section 4.1 – Membership

The Commission shall consist of 25 voting members appointed by the Governor pursuant to NRS 62B.600:

- (a) Two members nominated by the Senate, who are not members of the Senate or public officers.
- (b) Two members nominated by the Assembly, who are not members of the Assembly or public officers.
- (c) Two members nominated by the Supreme Court, who are not judges, justices or public officers.
- (d) The Administrator of the Division of Child and Family Services or his or her designee.
- (e) The Deputy Administrator of Juvenile Services of the Division of Child and Family Services or his or her designee.

- (f) Three members who are directors of juvenile services, one each of whom must represent a county whose population:
 - (1) Is less than 100,000.
 - (2) Is 100,000 or more but less than 700,000.
 - (3) Is 700,000 or more.
- (g) Two members who are district attorneys.
- (h) Two members who are public defenders.
- (i) One member who is a representative of a law enforcement agency.
- (j) Two members who are representatives of a nonprofit organization which provides programs to prevent juvenile delinquency.
- (k) One member who is a volunteer who works with children who have been adjudicated delinquent.
- (l) Six members who are under the age of 24 years at the time of appointment.

Section 4.2 – Other Membership Requirements per Federal Law

Pursuant to 34 U.S.C. §11133:

- A majority of members (including the Chair and Vice Chair) must not be full-time government employees
- At least one-fifth of members must be under the age of 28 at the initial appointment
- The JJOC may include such other members as required by Federal law
- At least three members must have prior juvenile system involvement or be parents of such youth, if feasible

Section 4.3 – Appointment Vacancies

Persons appointed to the Commission may appear before the Governor or his/her authorized representative(s) and shall qualify by taking an oath of office to faithfully perform the duties of a member of the Commission.

In case of a vacancy on the Commission through death, resignation, disqualification, removal, or other cause, the Governor, as the appointing authority will fill any vacancy and may consider recommendations by the Commission.

Section 4.4 – Term of Office

Per NRS 62B.600 Commissioners shall be appointed to a two-year term and may be reappointed for successive two-year terms thereafter. Commissioners appointed to fill an unexpired term shall serve until the expiration date of that term or until a successor is appointed. Commissioners shall hold office at the pleasure of the Governor.

Section 4.5 – Resignation

All Commissioners shall have the right to resign from the Commission. All such resignations, giving thirty days' notice, shall be addressed to and forwarded to the Governor with a copy to the Chair of the Commission.

Section 4.6 – Compensation

Commissioners serve without compensation but are entitled to standard per diem and travel reimbursement under Nevada state law pursuant to NRS 62B.600.

Youth members may receive stipends based on meeting duration as approved by the JJOC. The compensation is provided through Title II Formula Grant funding.

Section 4.7 – Conflict of Interest

Commissioners shall comply with Nevada's Ethics in Government Act (NRS Chapter 281A) and Federal conflict of interest standards under 34 U.S.C. §11133(a)(3)(D)(vii). Commissioners must disclose any financial interest in matters before the Commission and abstain from related discussions and votes.

Article V Meetings/Quorum/Regular/Special/Attendance/Business/Minutes/Voting/Agenda Development

Section 5.1 – Definition of Meetings

All public bodies including the Commission exist to aid in the people's business. It is the intent that Commission actions and deliberations be taken openly in compliance with Nevada's Open Meeting Law.

A meeting is defined as a gathering of members of a public body at which a quorum is present to deliberate toward a decision or to take action on any matter over which the public body has supervision, control, jurisdiction or advisory power.

Section 5.2 – Regular Meetings

The membership of the JJOC shall meet quarterly (no less than four times a year). The schedule may change upon the majority vote of the Commissioners. All Commissioners shall be given written notice no less than ten (10) days prior to such a meeting and said notice shall state the time and place of the meeting and the agenda all in accordance with the Nevada OML. All meeting materials can be found on the DCFS website. Materials may be made available in hard copy upon request.

Section 5.3 – Special Meetings

Special meetings of the Commission shall be held whenever called by the Chair of the Commission or by ten (10) or more Commissioners upon their written request. The purpose of the meeting shall be stated in the call. The Nevada Open Meeting Law shall govern such special meetings.

Commissioners shall be given notice of each special meeting of the Commission by mail, by telephone, or by other electronic means ten (10) days prior.

Section 5.4 – Attendance

Commissioners who, without providing prior notice to the Chair, are absent from two consecutive Commission meetings, or who miss three or more meetings within a calendar year, may be subject to review under the attendance policy at the discretion of the Chair.

In the event a commissioner is consistently absent, the Chair shall notify the appointing agency to request reaffirmation of the appointment or designation of an alternate representative.

Commissioners serving pursuant to statutory mandate shall not be removed by the commission; however, concerns regarding attendance may be reported to the appointing authority.

To accommodate travel and scheduling, Commissioners may attend meetings in person or by virtual means.

Section 5.5 – Business

Unless otherwise indicated in the notice thereof, all business may be transacted at any quarterly or special meetings of the Commission. Nevada OML governs the preparation and content of all Commission agendas. Failure to adhere to agenda requirements will result in a violation pursuant to NRS 241.035.

Section 5.6 – Minutes

Nevada Public Records Law requires written minutes to be kept by the Commission of each meeting held regardless of whether the meeting was open or closed to the public. Nevada Public Records Law governs the preparation and content of all minutes pursuant to NRS 241.035.

Section 5.7 – Voting

Each Commissioner shall be entitled to one vote on any matter of general business before the Commission. Proxy voting is not permitted as it is incompatible with the essential characteristics of a deliberative body.

Secret ballots are not permitted under the Open Meeting Law. The OML is satisfied if a vote is by roll call, show of hands or any other method whereby a commissioner's vote is made known to the public.

Section 5.8 – Quorum

A majority vote is required to adopt a motion or to elect to office.

Section 5.9 – Agenda Development

Nevada Open Meeting Law requires that all meetings of public bodies be open and public. Agendas must be clearly written, identifying all topics for discussion and any items on which the Commission may take action.

Input from all JJOC members is crucial for ensuring each member has an equal voice, and that all ideas are considered. This collaborative approach fosters a sense of ownership and ensures that diverse perspectives are considered.

The Executive Committee shall be responsible for collaboratively drafting meeting agendas, incorporating input received from JJOC members.

JJOC members may submit agenda item recommendations through any of the following methods:

- During Full Commission meetings, members will be provided with the opportunity to propose agenda items for future meetings.
- During meetings of any committee to which the member belongs.
- By directly contacting any member of the Executive Committee with agenda recommendations.

- Committee Chairs shall solicit and consider input from their respective committee members when proposing items for inclusion on the agenda.

DCFS Juvenile Justice Programs Office:

The assigned staff member shall be responsible for establishing and communicating deadlines for agenda item submissions to the JJOC. The staff member shall ensure that a draft agenda is submitted to the assigned DAG for legal review prior to posting. The DAG shall have the authority to review and identify any agenda items that may conflict with Nevada OML and may require modifications to ensure compliance.

The DAG shall communicate any identified legal or procedural concerns to the Division of Child and Family Service (DCFS). DCFS will then communicate these concerns to the JJOC Chair for resolution. DCFS may make edits to submitted agenda items for the purposes of clarity and proper formatting. Any substantive changes to agenda items must be discussed with the JJOC Chair prior to finalization.

Upon approval of the DAG, the assigned staff shall post and distribute the agenda along with any supporting materials no later than three working days prior to the scheduled meeting, in accordance with Nevada OML requirements.

Article VI Officers/Duties/Nominations/Terms/Removal

Section 6.1 – Officers

The officers shall include one Chair, appointed by the Governor and a Vice-Chair voted upon by the Commission.

Section 6.2 – Duties of the Chair

The Chair shall:

- Preside over all meetings of the JJOC and the Executive Committee or designate another member to preside in their absence.
- Serve as an ex-officio member of all committees, unless otherwise determined by the Commission.
- Appoint all committee Chairs, and members of the Commission's committees.
- Attend conferences, training, and other professional development activities to remain current on matters related to juvenile justice oversight and the Commission's goals and responsibilities.
- In collaboration with the Executive Committee, participate in the identification, nomination, and orientation of potential new Commission members.
- Represent the Commission in external engagements as needed and serve as a primary liaison with state and national juvenile justice organizations.
- Perform other duties as necessary to support the effective operation of the Commission.
- The Chair is prohibited from making or seconding any motion before the Commission.
- The Chair will remain impartial while presiding; however, on the rare occasion that the Chair believes his/her input is critical on the merits of a pending question or statement, the Chair may designate a Chair Pro-Tempore from the membership to act as Chair until the question has been disposed.

- The Chair will ensure the submission of the Commission's agenda to the DCFS Juvenile Justice Programs Office in a timely manner pursuant to OML.

Section 6.3 – Duties of the Vice-Chair

The Vice Chair shall:

- Perform the duties of the Chair in the Chair's absence, including presiding over meetings of the JJOC and the Executive Committee.
- Support the Chair in the oversight and coordination of committees, including assisting with communication, scheduling, and monitoring committee activities.
- Serve as an ex-officio member of all committees, unless otherwise directed by the Chair.
- Assist the Chair in the appointment process of committee Chairs and committee members, as needed.
- Participate in conferences, training, and professional development activities to remain informed on issues related to juvenile justice oversight and Commission priorities.
- Serve as a member of the Executive Committee.
- Assist the Executive Committee and Chair in identifying and orienting potential new Commission members.
- Carry out other duties as assigned by the Chair or by majority vote of the Commission.

Section 6.4 – Duties for members.

Each JJOC member will attend the quarterly full commission meetings and miss no more than three meetings a year without good cause. If a member misses more than three without showing good cause, as approved by the Chair, that member's removal from the JJOC may be sought.

Each JJOC member shall be assigned to at least one committee. If a member cannot attend a meeting, they must notify the committee chair in advance.

Section 6.5 – Removal

In the event of absence or inability of any officer to act, the Commission may delegate the powers or duties of such officer to any other member of the Commission in accordance with Nevada's OML.

The Commission may remove any officer, agent or employee whenever, in its judgment, the best interests of the Commission shall be thereby served, as approved by the Governor.

Should a Commissioner be removed or become unable to serve, the Governor will be the appointing authority.

Section 6.6 – Appointments

The Governor is the appointing authority for any vacancies that may arise.

Article VII

Committees/Definition/Standing-Composition/Duties/Meetings

Section 7.1 – Definition

There are two types of committees-standing and special:

1. Standing committees have continuing existence.

2. Special committees may cease to exist as soon as they have completed a special task or assignment.

Section 7.2 – Authority

Per the Nevada Board and Commission Manual, the JJOC may establish sub-committees to research, review, and/or make recommendations. All sub-committees are subject to Nevada OML.

Section 7.3 – Standing, Special Committees, Appointment and Composition

The Chair shall appoint Commissioners to standing and special committees:

1. Standing committees are appointed by the Chair and include representatives from the Commission. Committees are public bodies in their own right, which means they must follow all the OML requirements applicable to public bodies.
2. Special committee appointees shall be no less than three (3) Commissioners and no more than five (5) Commissioners.
3. Standing and special committee chairpersons or the Commission Chair may call meetings in accordance with Nevada's OML.
4. All committees must bring any action items before the full JJOC for approval.

Standing Committees are as follows:

1. Data Performance and Measurement Committee
2. Youth Committee
3. Planning and Development Committee
4. Strategic Planning Committee
5. Executive Committee

Section 7.4 – Duties

Data Performance and Measurement Committee

Purpose

The Data Performance and Measurement Committee is established to develop and oversee standardized procedures for collecting, analyzing, and reporting juvenile justice data across Nevada. This includes the establishment of uniform definitions and reporting mechanisms to track performance measures, such as recidivism rates.

Duties

The Committee shall:

- Develop and implement uniform data collection and reporting procedures for juvenile justice agencies statewide.
- Establish clear definitions for key performance indicators, including recidivism, to ensure consistency in reporting.
- Monitor and evaluate data to assess the effectiveness of juvenile justice programs and interventions.

- Provide data-driven recommendations to the JJOC for policy and program improvements.
- Ensure compliance with state and federal data reporting requirements.

Youth Committee

Purpose

The Youth Committee is established to ensure that the perspectives and experiences of youth are incorporated into the decision-making processes of the JJOC. The Committee provides a platform for youth to actively participate in shaping policies and programs that affect them.

Duties

The Committee shall:

- Advise the JJOC on issues affecting youth within the juvenile justice system.
- Engage with peers to gather input and feedback on juvenile justice policies and programs.
- Participate in the development and review of initiatives aimed at improving outcomes for youth.
- Promote youth involvement in community-based programs and services.
- Conduct outreach and education efforts to raise awareness about juvenile justice issues among young people.

Planning and Development Committee

Purpose

The Planning and Development Committee is tasked with planning and the development of policies and programs to improve the juvenile justice system in Nevada. This includes coordinating efforts among various stakeholders to implement reforms and enhance service delivery.

Duties

The Committee shall:

- Assist in the development of the Three-Year Plan as required by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) pursuant to 34 U.S.C. §11133. Review the final draft of the Three-Year Plan prior to its submission to OJJDP. Report any recommended revisions or concerns regarding the plan to the full Juvenile Justice Oversight Commission (JJOC) for consideration and action.
- Coordinate with state and local agencies to implement evidence-based programs and practices pursuant to NRS 62B.635.
- Identify and secure funding opportunities to support juvenile justice initiatives.
- Monitor the implementation of reforms and provide progress reports to the JJOC.
- Engage with community stakeholders to ensure that planning efforts are inclusive and responsive to local needs.
- Monitor and provide education on legislation that includes the juvenile justice system and reform efforts.
- Review and approve grant applications supported by the federal Juvenile Justice Reform Act of 2018 or any subsequent reauthorizations.

Strategic Planning Committee

Purpose

The Strategic Planning Committee is established to oversee the implementation and progress of the Commission's strategic plan pursuant to NRS 62B.615. This includes monitoring key milestones, ensuring alignment with statutory goals, and promoting continuous quality improvement within Nevada's juvenile justice system.

Duties

The Committee shall:

- Monitor implementation of the Commission's strategic goals and objectives.
- Review and evaluate progress reports to assess outcomes and system improvements.
- Recommend updates or modifications to the strategic plan as needed.
- Identify and elevate systemic juvenile justice issues for consideration by the full Commission.
- Support interagency collaboration to advance strategic priorities and best practices.

Executive Committee

Purpose

The Executive Committee is established to address urgent matters that require consideration outside of regular full Commission meetings. In addition, it ensures the Commission follows policies, regulations, and ethical standards.

Composition

This committee is composed of the JJOC Chair, Vice Chair, and all Committee Chairs. Except when the Chair determines that immediate action is required, the full JJOC membership shall be notified of the scheduling of any Executive Committee meeting in accordance with Nevada OML. In case of an emergency, the full JJOC will be notified as soon as possible. Any member of the Executive Committee may request a meeting of the committee at any time.

Duties

The Committee shall:

- Meet at least 15 days prior to all quarterly meetings to draft the agenda after receiving input from membership and the Juvenile Justice Specialist.
- Assist the Chair in developing policy goals that are relevant and actionable that align with the JJOC's mandates, to be presented to the full JJOC for consideration and possible action.
- Shall not overrule any decisions made by the full JJOC.
- Review bylaws on an annual basis.
- Review Executive Order as needed.
- Ensure the proper orientation of new members
- Coordinate duties of committees to ensure there is no unnecessary overlap.

Section 7.5 – Committee Meetings

Standing and special committee meetings will be open and public with proper notice given and in accordance with Nevada's OML.

Section 7.6 – Committees

The JJOC Committees are a creation of the Commission created to efficiently address the Nevada Revised Statutes and the core requirements under the JJDP Act and magnify the expertise of the Commission Members. As needed, community members may be added to the committees as subject matter experts. All committee members will adhere to Nevada OML.

Section 7.7 – Agenda Development

Committee Chairs will develop their committee's agendas in the time frame required by OML. Once written, the agendas will be submitted to the JJOC Chair for submission to the DAG for review. Once approved by the DAG, the Chair will submit the agenda along with any materials in a timely manner to the Juvenile Justice Programs Office for posting and distribution.

Section 7.8 – Selection of Committee Vice Chairs

Each committee may elect to select a Vice Chair by majority vote. The role of the Vice Chair will be to perform the duties of the Committee Chair in their absence.

Article VIII Parliamentary Authority

Section 8.1 – Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Commission in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, Nevada Open Meeting Law and any special rules of order the Commission may adopt.

Article IX Amendment of Bylaws

Section 9.1 – Amendment of Bylaws

These Bylaws may be amended at any regular meeting of the Commission by a two-thirds vote, provided that the amendment has been submitted in writing at the previous regular or special meeting.

Article X Dissolution

Section 10.1 – Dissolution

Upon dissolution of the Commission, Commissioners shall, after paying or making provision for the payment of all the liabilities of the Commission, transfer and convey all assets of the Commission to DCFS.

Article XI Savings Clause

Section 11.1 – Savings Clause

Should any provision contained in these Bylaws, or any amendments thereafter, be found to be unlawful or contrary to public policy by any court of competent jurisdiction, or in any way in irreconcilable conflict with JJDP Act Public Law 93-415 (or any rule or regulation incidental thereto having the effect of law), or any authority having jurisdiction in such matters, said decision or ruling shall in no way be construed so as to affect any of the remaining provisions of these Bylaws or any amendments thereto.

Article XII Nondiscriminatory Policy

Section 12.1 – Membership and Officers

The Commission does not discriminate on the basis of race, color, religion, sex, age, national origin, physical disability or sexual orientation with respect to membership or election to the position of officers of the Commission.

Section 12.2 – Admission

The Commission does not discriminate on the basis of race, color, religion, sex, age national origin, physical disability, or sexual orientation with respect to membership or election to the position of officers of the Commission's services.

Section 12.3 – Equal Opportunity Employer

The Commission is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, age, national origin, physical disability, or sexual orientation with respect to employment. The Commission is committed to equal opportunity and full compliance with all applicable nondiscrimination laws.

Article XIII Miscellaneous

Section 13.1 – Fiscal Year

The fiscal year for the JJOC shall begin on July 1 and end on June 30 of the following year. All financial planning, budgeting, reporting, and related activities shall be aligned with this annual fiscal cycle.

Section 13.2 – Seal

The Commission shall adopt the seal of the State of Nevada to be used in all places in its matters as seals are generally used.

By These Present:

The Undersigned, organized and existing under the laws of the State of Nevada and originally approved on this 9th day of November in the year 2018, does hereby certify that the foregoing amended and restated Bylaws, consisting of (13) articles, were duly adopted as the Bylaws of said Commission by appropriate resolution of the Commissioners of the Nevada Juvenile Justice Oversight Commission on this 4th day of August in the year 2025.

ADOPTED, REVISED, AND APPROVED this 4th day of August 2025.

DeVere Karlson
Chair of the Juvenile Justice Oversight
Commission

Pauline Salla
Chair of the Planning & Development
Committee of the Juvenile Justice Oversight
Commission

Elizabeth Florez
Chair of the Strategic Planning Committee
of the Juvenile Justice Oversight
Commission

Brigid Duffy
Chair of the Data Performance Committee
of the Juvenile Justice Oversight
Commission