

REINVESTMENT SUBCOMMITTEE

OF THE JJOC

Minutes

January 22, 2019 at 8:30 am
KDOC, Secretary's Conference Room

Members Present:

Judge Delia York, Kathy Armstrong, Megan Milner, Melody Pappan

Members via Phone:

Kevin Emerson

Members Absent:

Laura Blake Bors, Max Mendoza

Visitors:

Mike Fonkert from Kansas Appleseed

Committee Support:

Jennifer Christie, CJI

Karyl-Ann Roehl

The meeting began at 8:47 am. Attendance was taken and the results are shown above.

Approval of Minutes from 12/03/2018 Meeting

The minutes were approved. K-A will send out another copy of these minutes to everyone.

Parent Engagement

- **Review Contacts**

We looked over the list of people suggested to be in our focus group. Everyone has been contacted about being in our focus group. Our plan is to: 1) create an outline of the guide and invite focus group members to help us know what to write about for each section; 2) write the guide based on the information from step 1, then invite the focus group back to review the draft; 3) invite other people to review the draft to ensure we have good, useable, understandable information. This includes the JJOC. We are doing the guide with parents involved from the beginning.

- **Outline of Family Guide**

We looked at sample guides from other states. They included visuals, bulleted points, good headings and indices. We want to refrain from being too wordy. Kathy said their agency surveyed their foster families for feedback. We talked about a survey and decided it would be helpful. The plan is to ask Community Corrections and Court Services Officers to send the survey out to ten (10) families who are parents of youth on their caseload. We will also send some to intake offices. Jen will develop questions for the survey by 02/04/2019. "I Don't Know" will be an answer option on most questions. We will also ask if the youth has been involved in the CINC system. We will need a Spanish version of this survey too.

We will use Melody's handout, *Developing a Family Guide Handout*, from November of 2018 as the beginning outline to our guide. (Copy attached on the last page of these minutes.)

- **Family Collaboration Coordinator Job Description**

Melody's Family Collaboration Coordinator is a county employee, recruited from the courts. Offenders with High or Moderate YLS scores may be referred to Melody's FE Coordinator. The person in the position must be able to work well with State employees. It is Melody's vision each JD will

have a dedicated person for Family Engagement. Good report and relationship skills are required. We may want Community Corrections and/or Court Services to assist in hiring this person. Issues with the youth are directed to the youth's supervision officer. Parents feel like they have been heard.

Jen said we should pilot FE tasks prior to rolling out to the entire state. JS will oversee the pilot. She recommends we ask the JJOC to procure reinvestment funds for five (5) positions, at a salary of about \$50,000 each, for a total of about \$300,000.00.

We need to determine our base lines and outcome measurements. We will want to track parental attendance at court proceedings and other appointments. We will want to track if the youth was successful or unsuccessful. Melody and Megan will work on potential outcome measures.

- **Training Curriculums for Juvenile Justice Professionals and a Parent Program**

Melody knows of a one-day training in Texas. Mike talked with Crittendon and they sent him a proposal for a three-day training led by a KC affiliate. The cost is \$6,300.00 per training. Judge York asked if we could observe a training. Mike will find out. Megan asked what a one-day training looks like. Mike will inquire.

Melody asked if we should be hiring the State Family Engagement Coordinator person(s) now so they can be involved in the planning and training we are doing. Megan will look in to what FTEs she may have available. She might have a position already that can take this on. She has staff interested in this. Megan is not certain the person hired could oversee Court Services staff. Judge York suggested we give Amy a heads up we are talking about this. KDOC would transfer funds to OJA for their position.

Our Subcommittee will recommend the following to the JJOC:

1. We want to hire two (2) statewide Family Engagement Coordinators as soon as possible.
2. We want to pilot family engagement processes in five (5) judicial districts, hiring one FE Coordinator for each district, for a total of five (5). Funds to hire these people will come from KDOC. Job descriptions for the judicial district hires will provide an idea of what we want in candidates. The job descriptions for the two (2) statewide positions will read the same, yet will be different than the job descriptions for the local FE Coordinators.

Megan will get the salary range for CCIs and CCIs across the state.

Kevin will get the salary range for the CSIs and CSIs.

Megan and her staff have looked in to the Parent Project and are ready to purchase the services. These are five-day trainings with up to 60 people in each training. Megan believes we would schedule at least three (3) trainings. We would have to find locations for these trainings, and we are tasked with providing breakfast and lunch as well. We will check into the legalities of providing food. Melody said Walmart and Dillon's provide food for her parenting sessions. KA will get a list of venues to Megan.

JCAB Technical Assistance

- **KAG and JJOC Responsibilities Regarding JCABs & JCAB Facilitator Job Description**

Megan handed out the list of responsibilities for a JCAB Facilitator position in Central Office. Some are required by statute and some are informal responsibilities. It can be tough to get new positions for the agency approved. Megan is considering this and the status of existing positions.

- **KAG Partnership with KSU/Ft. Hayes and KU**

Megan reported the KAG has partnered with KSU, KU and Ft. Hays State to come up with community engagement strategies. They are looking to engage stakeholders at the local level to discuss

juvenile justice processes from start to finish. The result will be the development of a toolkit to be used statewide. The KAG may want to collaborate with the JJOC. They are in a limited number of communities now and are using study circles to engage people. The toolkit looks good so far. Megan can let us know when KU comes to present at the KAG meeting. She could also ask Brock to give the JJOC a presentation if we would like him to. Megan thinks the next KAG meeting is 02/27/19. She will check the date and send it out. She will also talk to Brock about presenting at the JJOC 02/04/19 meeting.

Other

- **Court Services YLS Data**

Jen has requested the Court Services YLS data.

- **CSO Manual**

Kevin sent out an electronic copy of the CSO manual a couple of weeks ago. It was last updated in 2016. Their website was also updated.

- **Report on Community Corrections Interviews**

Mike gave the highlights of his interviews with community corrections staff. They are:

1. No good placement options for youth with out-of-home placement options so limited. Sometimes, the victim is in the home, so offender is unable to return there. They have a need for the right kind of placement in these circumstances.
2. Family engagement and family support is a need;
3. Old Law youth being sentenced differently than new law youth;
4. No accountability of the courts; uneducated attorneys, and some counties do not allow IIPs;
5. Delays to admission to PRTF can take months and months;
6. Getting youth programming accomplished in such short probation periods;
7. High and low-level youth are handled well, while it is a struggle to handle medium-level youth offenders.

Judge York said probation youth sometimes do nothing with their programming and just wait out the probation period. There are no technical violations anymore. Probation seems meaningless and the youth are just a step away from adult jail. The intent of the reform was to prevent youth from ending up in adult court, yet there is no consequence for non-compliance. We hope family engagement strategies will yield better results. Graduated Sanctions training for judges would be helpful.

Regional collaboration with stakeholders is being tried by one district. Maybe there needs to be more of this so we are all operating on the same page. Very few had tangible solutions to these problems.

- **Public Proposals for Reinvestment Funds**

It has been suggested we invite the public to submit proposals for services and programs for offenders to be paid for with reinvestment funds. This would give stakeholders an opportunity to use and try out their ideas. The proposals would have to meet best practices called for in statute. People could make suggestions and KDOC/JS could implement the idea. We would hope these proposals would be creative and a chance to try new things. They may even be an economic or vocational opportunity for youth.

Agenda for Next Meeting

We will have updates on the topics discussed today. KA will send out a Doodle for the scheduling of two (2) meetings, one in February and one in March.

ASSIGNMENTS:

JEN

1. Jen will develop questions for the survey of parents with youth involved in the system.
2. Jen will let Amy know we are talking about Family Engagement Coordinator positions.

MEGAN

1. Melody and Megan will begin work on potential outcome measures.
2. Megan will get the CCI and CCII salary ranges.
3. Megan will verify the date of the next KAG meeting and send it out.
4. Megan will ask Brock to come to the JJOC meeting on 02/04/19 to talk about the KAG's project.

MIKE

1. Mike to see if we can observe a Crittendon training session and he will learn more information about a one-day training session.
2. Mike will copy KA on the Crittendon proposal.

KEVIN

1. Kevin will get the CSI and CSII salary ranges.

KA

2. KA will provide Megan with a list of training venues.

Developing a Family Guide Handout

Melody Pappan, Cowley County – 11/16/2018

Family Advocates and Juvenile Justice System should collaborate to develop a “Family Guide” that can be tailored and expanded for use by each local jurisdiction

- The purpose of the guide is to help families understand the juvenile justice system and to prepare them to work closely with juvenile justice staff to promote positive outcomes for their children.
- People outside of juvenile justice do not know the terminology or the process of how the system works.
- It should be emphasized that it is only a guide and that each child’s experience is unique based on many factors including: needs of the juvenile, nature of the offense (e.g., whether injury or damage was done), prior arrests or adjudications, and potential risk to other people or property.

The guide should include the following, as a minimum:

- definitions and descriptions of all juvenile justice programs and processes, so the family will know what is going to happen to their child as they go through the system from the time of arrest to case termination;
- a list and description of people the family and youth will meet in the juvenile justice system and ways in which the family, juvenile probation, and juvenile court can work together to help the youth be successful;
- a bill of rights and responsibilities for everyone involved, including the family, the juvenile, probation, and the court;
- a flow chart showing the steps from arrest to case closure; and
- general ways that the family can be an advocate for their child, for example: (1) attending court and meetings with the youth, (2) keeping a file with all documents related to their child’s case and notes on who they speak with, scheduled hearings, and other dates, and (3) maintaining a working phone number and promptly returning phone calls to juvenile justice professionals.

The guide should be available in multiple languages, in print, and online. It might also be beneficial to have short videos for families with limited reading ability.

It is recommended that a committee or focus group be created to develop the guide.

- This committee should be comprised of professions from the many agencies involved in the juvenile justice system including but not limited to: Juvenile Judge, District/County Attorney, court services, Juvenile community Corrections, juvenile defense, mental health and DCF.
- It should also be a collaborative effort between family advocates and the juvenile justice system. Having family advocates on the committee will ensure that the guide is comprehensive and understandable to the target population.