



State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

Board of Juvenile Affairs and Board of Oklahoma Youth Academy Charter School

**BOARD OF JUVENILE AFFAIRS
AND
BOARD OF OKLAHOMA YOUTH ACADEMY CHARTER SCHOOL
SPECIAL MEETING AGENDA**

January 29, 2025

2:00 p.m.

Office of Juvenile Affairs

MC Connors Building

2501 North Lincoln Boulevard, Suite 500

Oklahoma City, OK 73105

Meeting will be broadcast via Zoom, see link below, Meeting ID: 160 231 0574 and Passcode: 531922.
<https://www.zoomgov.com/j/1602310574?pwd=LS0nbvbo4boAJxRIY9ehVbqebUi4fX.1>

Documents presented to the board today are available at the link labeled board packet under the Wednesday, January 29, 2025 meeting on the [OJA website](https://oklahoma.gov/oja/board-of-directors/board-meetings.html) (<https://oklahoma.gov/oja/board-of-directors/board-meetings.html>).

Board member attending virtually:

Mr. Bart Bouse, 2204 Southwest Main Street, Woodward, Oklahoma 73801, phone number 580-256-1285.

For Virtual Public Comment – Please sign up with Audrey Rockwell ***no later than 1:30 p.m. Wednesday, January 29, 2025,*** at audrey.rockwell@oja.ok.gov. Please include your name. If you are speaking on behalf of an organization, please include the organization's name, and the method you will be joining the meeting in person or on Zoom. Public comments will be limited to three (3) minutes per person.

- I. Call to Order and Recording of Members Present and Absent – Ms. Karen Youngblood, Chair
- II. Public Comments (Public comments will be limited to three (3) minutes per person) – Ms. Karen Youngblood, Chair
- III. Board Action Items
 - A. Election of the 2025 Board of Juvenile Affairs Chair, pursuant to [10A O.S. 2-7-101\(G\)\(1\)](#)
 - B. Election of the 2025 Board of Juvenile Affairs Vice Chair, pursuant to [10A O.S. 2-7-101\(G\)\(1\)](#)
 - C. Discussion and/or possible vote to approve a Chair for the Rates and Standards committee, pursuant to OAC 377:1-1-8
 - D. Discussion and/or possible vote to amend and/or approve the proposed minutes for the December 17, 2024 board meeting

***Note:** The Board may, at its discretion, discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or choose not to discuss any item on the agenda.

****Note:** The Executive Director, pursuant to [10A O.S. § 2-7-101\(B\)\(3\)](#), is an ex officio member of the Board, but shall be entitled to vote only in case of a tie vote.

IV. Presentation on proposed amendments to the Office of Juvenile Affairs Administrative Code – Ms. Laura Talbert, Chief Legal Officer, and Ms. Audrey Rockwell, Board Secretary

- A. Public comment on proposed amendments – comments will be limited to no more than a combined total of sixty (60) minutes
- B. Discussion and/or possible vote to amend and/or adopt permanent rule amendments, find proposed rule language [here](#)

1. Amendments to Chapter 1. Function and Structure of the Office of Juvenile Affairs

- a. Subchapter 1. Function and Structure of the Office of Juvenile Affairs
- i. 377:1-1-1. Purpose [AMENDED]
 - ii. 377:1-1-5. Board of Juvenile Affairs [REVOKED]
 - iii. 377:1-1-6. Rates and Standards Committee [REVOKED]
 - iv. 377:1-1-7. Legal Base for Rates and Standards Committee [REVOKED]
 - v. 377:1-1-8. Rates and Standards Committee membership [REVOKED]
 - vi. 377:1-1-9. Conduct of Committee meetings [REVOKED]
 - vii. 377:1-1-10. Public hearing regarding a fixed rate [REVOKED]
 - viii. 377:1-1-11. Executive Director [AMENDED]

- b. Subchapter 3. Board of Juvenile Affairs
- i. 377:1-3-25. Purpose[NEW]
 - ii. 377:1-3-26. Board Composition [NEW]
 - iii. 377:1-3-27. Rates and Standards Committee [NEW]
 - iv. 377:1-3-28. Conduct of Committee meetings [NEW]
 - v. 377:1-3-29. Board meeting in which the Board may vote for a fixed rate [NEW]

2. Amendments to Chapter 3. Administrative Services

- a. Subchapter 1. Office of the Executive Director, Part 3. Office of the Advocate General
- i. 377:3-1-20. Legal basis [AMENDED]
 - ii. 377:3-1-21. Definitions [AMENDED]
 - iii. 377:3-1-23. Job duties [AMENDED]
 - iv. 377:3-1-24. Staff [AMENDED or REVOCATION]
 - v. 377:3-1-25. Abuse, neglect, and caretaker misconduct of a child in OJA custody and placed in a secure facility or other facility operated by or through contract with OJA [AMENDED]
 - vi. 377:3-1-26. Advocate General procedures during an abuse, neglect, or caretaker misconduct investigation for other than OJA secure institutions [AMENDED]
 - vii. 377:3-1-27. OJA grievance policy [AMENDED]
 - viii. 377:3-1-28. General Grievance Procedure [AMENDED]
 - ix. 377:3-1-31. Monitoring and evaluation [AMENDED]
 - x. 377:3-1-32. Notice to the Executive Director [REVOKED]
 - xi. 377:3-1-33. Coordination with other OJA divisions [REVOKED]
 - xii. 377:3-1-34. Coordination with other monitoring entities [REVOKED]
 - xiii. 377:3-1-35. Conflict of interest [REVOKED]

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- xiv. 377:3-1-36. Mandatory annual review of rules [REVOKED]
- b. Subchapter 3. Office of General Counsel Services, Part 1. General Provisions
 - i. 377:3-3-1. Purpose [REVOKED]
 - ii. 377:3-3-2. Legal base [REVOKED]
 - iii. 377:3-3-3. Duties and responsibilities [REVOKED]
- c. Subchapter 5. Office of Human Resources Management, Part 1. Overview of the Office of Human Resource Management
 - i. 377:3-5-1. Purpose [REVOKED]
 - ii. 377:3-5-2. Duties & Responsibilities of the office of Human Resources Management [REVOKED]
- d. Subchapter 5. Office of Human Resources Management, Part 3. Personnel Management
 - i. 377:3-5-12. The Office of Juvenile Affairs promotional plan [REVOKED]
 - ii. 377:3-5-13. Office of Juvenile Affairs Services Fair Labor Standards Act [REVOKED]
- e. Subchapter 7. Finance Department
 - i. 377:3-7-1. Legal basis and purpose [AMENDED]
 - ii. 377:3-7-2. Purpose [REVOKED]
 - iii. 377:3-7-3. Regulatory authority [REVOKED]
 - iv. 377:3-7-4. OJA financial system [REVOKED]
- f. Subchapter 9. Office of Policy, Part 7. Policy and Accreditation
 - i. 377:3-9-40. Legal basis [AMENDED]
 - ii. 377:3-9-41. Purpose [REVOKED]
 - iii. 377:3-9-42. Public hearings [REVOKED]
 - iv. 377:3-9-43. Availability of OJA rules, policies, and procedures [AMENDED]
 - v. 377:3-9-44. Petitions for the promulgation, amendment, or repeal of rules [AMENDED]
- g. Subchapter 13. Office of Public Integrity, Part 1. General Revisions
 - i. 377:3-13-1. General purpose, legal basis and authority [AMENDED]
 - ii. 377:3-13-2. Internal affairs investigations [AMENDED]
- h. Subchapter 13. Office of Public Integrity, Part 3. Requirements for Secure Juvenile Detention Centers
 - i. 377:3-13-43. Staff requirements [AMENDED]
 - ii. 377:3-13-44. Security and control [AMENDED]
- i. Subchapter 13. Office of Public Integrity, Part 7. Requirements for Community Intervention Centers
 - i. 377:3-13-88. Personnel [AMENDED]

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- j. Subchapter 13. Office of Public Integrity, Part 11. Requirements for Secure Care [Amended]
 - i. 377:3-13-123. Provisional certification [REVOKED]
 - ii. 377:3-13-144. Security and control [AMENDED]

V. Announcements/comments

VI. Adjournment

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