



State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

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

Meeting Minutes

February 16, 2021

Board Members Present via Videoconference

Sidney Ellington

Amy Emerson

Janet Foss

Stephen Grissom

Mautra Jones

Timothy Tardibono

Jenna Worthen, virtual

Karen Youngblood

Absent

Sean Burrage

Call to Order

Chair Youngblood called the February 16, 2021, the Board of Juvenile Affairs and Board of Oklahoma Youth Academy Charter School Zoom meeting to order at 9:02 a.m. and requested roll be called.

Public Comments

No public comment.

Presentation on the Oklahoma youth service agencies COVID-19 youth shelters

Dr. Peter Messiah, OAYS Chief Executive Officer, and Ms. Shanna Rice, Southwest Youth and Family Services Chief Executive Officer and OAYS Board President, spoke about the creation and work of the COVID -19 youth shelters.

Mr. Tardibono: Thank you Shanna and Peter. I had a question about the funding mechanism but you covered it.

Dr. Jones lost connectivity from approximately 9:27 a.m. to 9:29 a.m., quorum was maintained.

Judge Foss lost connectivity from approximately 9:30 a.m. to 9:48 a.m., quorum was maintained.

Secretary Rockwell: Yes, we are moving items. I am doing a quick quorum check due to power outages.

Minutes for the January 19, 2021 Board Meeting

Dr. Jones moved to approve with a second by Dr. Emerson and Mr. Tardibono

Aye: Ellington, Emerson, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Absent: Burrage and Foss

Minutes for the January 19, 2021 Board Meeting approved.

Dr. Ellington lost connectivity from approximately 9:32 a.m. to 9:40 a.m. upon return you could see but not hear, quorum was maintained during loss.

Mr. Clagg discussed the attached presentation.

Discussion and/or possible vote to approve change order NGF-071 to Flintco contract – Fencing and landscaping/ sidewalk between the two north parking lots \$19,798

Dr. Grissom moved to approve with a second by Dr. Jones

Chair Youngblood: Dr. Ellington voted in the affirmative visually, it was verbalized the affirmative vote, and Dr. Ellington confirmed visually the vote.

Aye: Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Absent: Burrage and Foss

Change order NGF-071 to Flintco contract – Fencing and landscaping/ sidewalk between the two north parking lots \$19,798 approved.

Discussion and/or possible vote to approve change order NGF-072 to Flintco contract – Secure area around intake building emergency generator/ transformer \$6,040

Dr. Grissom moved to approve with a second by Dr. Emerson

Chair Youngblood: Dr. Ellington voted in the affirmative visually, it was verbalized the affirmative vote, and Dr. Ellington confirmed visually the vote.

Aye: Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Absent: Burrage and Foss

Change order NGF-072 to Flintco contract – Secure area around intake building emergency generator/ transformer \$6,040 approved.

Mr. Clagg discussed the attached presentation.

Discussion and/or possible vote to approve the year-to-date OJA Finance Report

Dr. Jones moved to approve with a second by Ms. Worthen

Chair Youngblood: Dr. Ellington voted in the affirmative visually, it was verbalized the affirmative vote, and Dr. Ellington confirmed visually the vote.

Aye: Ellington, Emerson, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Absent: Burrage and Foss

The year-to-date OJA Finance Report approved.

Mr. Clagg discussed the attached presentation.

Discussion and/or possible vote to approve the 2020-2021 year-to-date Oklahoma Youth Academy Charter School Finance Report

Dr. Jones moved to approve with a second by Ms. Worthen

Chair Youngblood: Dr. Ellington voted in the affirmative visually, it was verbalized the affirmative vote, and Dr. Ellington acknowledged visually the vote.

Dr. Emerson lost connectivity from approximately 9:42 a.m. to 9:54 a.m. upon return you could hear but not see, quorum was maintained during loss.

Aye: Ellington, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Absent: Burrage, Emerson, and Foss

The 2020-2021 year-to-date Oklahoma Youth Academy Charter School Finance Report approved.

Discussion and/or possible vote to approve modifications to the FY2021 encumbrances for the Oklahoma Youth Academy Charter School

N/A

Discussion and possible vote to enter executive session

Not required.

Discussion and possible vote to return to Regular Session

N/A

Discussion and/or possible vote on items arising from Executive Session

N/A

Director Holt discussed the attached presentation.

Discussion and/or possible vote to endorse the proposed 2021 OJA Legislative Agenda

Ms. Worthen: If the recommendation is 14, why are we choosing 12? Do we feel strongly one way or the other?

Director Holt: The original ask was 10, per the graph I showed you. Senator Garvin decided to make it 12, after the bill was filed, the national report came out for 14. I believe, 14 would be more difficult to pass. I would proud of the state if we could get 12 this year with movement towards 13 and 14 as OJA gets stronger on prevention and intervention. You hope 12 is a good compromise.

Ms. Worthen: Thank you, this is what I suspected. I hope we can move towards 14.

Dr. Grissom: I strongly encourage the 12. We have had in the past, 9 year olds that needed treatment. It is wholly inappropriate to put a 9 year old in OJA placements. If we can get the 12, I will be ecstatic. From a legal perspective, you have the in need of supervision category, which leans toward DHS involvement, which they may not like. However, in bureau counties, that may be different. This may stimulate better programming for 10 and 11 year olds. We need to do at any opportunity to inform others about how government services and programs impact treated youth, along with mixing populations always goes bad for the younger kids because the older kids exert power. We need to do the best job of separating different levels of sophistication and development to prevent issues.

Director Holt: If we have a child adjudicated at 11 or 12 year olds we are going to look at serving them in the community or treating them in the appropriate mental health placement. This bill doesn't really change what we would offer the child.

Mr. Tardibono: I have questions about HB1992 and SB742 related to Manitou, did you say both of the legislators are supportive.

Director Holt: Yes, these are their bills. They came to me, they have visited the facility. Section C and D just give the agency the ability to expand programming.

Mr. Tardibono: Do we have to follow sight and sound separation with DOC inmates treated on the grounds? I know the contract would be brought to the Board, but I have concerns.

Director Holt: Yes, these would be youth who are DOC inmates but are chronologically under the age of 18, so sight and sound would not be an issue. DOC spends a lot of money to keep them sight and sound separate. This would allow DOC/ OJA to offer programming available to our youth on campus, who are similar in age and crime.

Mr. Tardibono: That is extremely helpful. I only see 4 of us.

Chair Youngblood: Dr. Jones is on but camera is off. Dr. Emerson and Judge Foss have rejoined by phone, so we still have quorum. I appreciate your diligence.

Mr. Tardibono: I suggest we propose to vote and move to any additional questions.

Ms. Worthen: I appreciate your questions Tim, and I agree with his suggestion. I appreciate the robust legislation.

Chair Youngblood: Thank you both for your comments. I agree with Tim's suggestion. Any further questions? Seeing none, I need a motion.

Ms. Worthen moved to endorse the proposed legislative agenda with a second by Dr. Grissom

Aye: Ellington, Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Absent: Burrage and Ellington

2021 OJA legislative agenda endorsed.

Director's Report

Director Holt: I am not going to jinx it. I just want to give a shout out to the staff on campus and on screen along with my gratitude for not only working through a pandemic but now a snow storm, supported by the best Board in the state.

Announcements/ comments

Chair Youngblood: From the Board to the staff, thank you for hanging in there and for your time today.

New business

N/A

Adjournment

Dr. Grissom moved to adjourn with a second by Judge Foss

Aye: Emerson, Foss, Grissom, Jones, Tardibono, Worthen, and Youngblood

Nay:

Absent: Burrage and Ellington

Chair Youngblood adjourned the meeting at 10:24 a.m.

Minutes approved in regular session on the 16th day of February, 2021.

Prepared by:

Signed by:

Audrey Rockwell
Audrey Rockwell (Apr 20, 2021 12:34 CDT)

Audrey Rockwell, Secretary

Karen Youngblood
Karen Youngblood (Apr 20, 2021 12:33 CDT)

Karen Youngblood, Chair









Feb. 2021 board minutes

Final Audit Report

2021-04-20

Created:	2021-04-20
By:	Audrey Rockwell (Audrey.rockwell@oja.ok.gov)
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"Feb. 2021 board minutes" History

-  Document created by Audrey Rockwell (Audrey.rockwell@oja.ok.gov)
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NEXT GENERATION FACILITY

Change orders under consideration

Summary of Proposed Change for Consideration

No	Description	Amount
#71*	Change fencing, provide landscaping and sidewalk/paths between the two north parking lots	\$19,798
#72*	Change fencing around generator/transformer to restrict access and improve security	\$6,284

The last slide of this presentation represents items on hold and will not be considered at this Board Meeting. These items are presented to be comprehensive and transparent.

*Work either completed or commenced with Building Subcommittee approval in order to avoid significant delay in project and/or increase in cost.

#71 – FENCING AND LANDSCAPING/SIDEWALK BETWEEN
THE TWO NORTH PARKING LOTS
\$19,798

- This change order is to upgrade the area between our 2 parking lots at the entrance to the facility. This is the strip of land recently purchased. There is currently a fence on both sides of the property. This fence will be removed. We have already installed a new gate at the entrance to the previous owner's property. As a condition of the sale we agreed to allow the previous owner ingress and egress rights to and from her current property. We will improve the appearance and will install a walkway across the property to allow employees that park in the North parking lot to walk across to the facility entrance so they will not have to walk in the street to get to the entrance. We will install landscaping, stone pavers with paver edge, and a 6 foot wide paver walkway with steps into the retaining wall.

**#72 – SECURE AREA AROUND INTAKE BUILDING
EMERGENCY GENERATOR/TRANSFORMER
\$6,040**

- This issue is regarding the Intake Building (Building A). There is a very large generator/transformer on the northeast corner of this building. The current design has a fence on the north side of this generator unit. That fence location will make this unit accessible to the inside of the facility and to the residents. It will be possible for residents to climb this unit and possibly jump to the roof of the intake building. This proposed change will move the fence to the south of the unit and will fence it out of the center of the facility and will prohibit residents from accessing the unit.

FLINTCO CONTRACT CHANGE ORDER SUMMARY

Original Contract Amount	\$46,011,073	%
Change Order Capacity (10%)	\$4,601,107	100%
Change Orders To-Date (Board Approved)	2,900,834	63.05%
Current Change Order Request	25,838	.562%
Total Change Orders To-Date if Current Proposals Are Approved	2,926,672	63.61%

PENDING ISSUES

Summary of Change Orders On Hold and/or Waiting on Additional Information or Revisions

No	Description	Amount
#29	Renovation of Gym and Admin Building – on hold	\$949,027
#37	Clear and cleanup overgrowth around west access road	\$23,427
#48	Window blinds for Intake Offices	\$5,205
#49	Fire protection at the existing gym/school	\$16,500
TBD	Retaining Wall and Landscaping behind Swimming Pool	\$125,000
TBD	Temporary Fencing Upgrade for Phase two	<u>\$175,000</u>
	Total Note: Adding this total with both COs approved and pending approval this is 91.7% of CO Capacity	\$1,294,159

Office of Juvenile Affairs Board of Director's Meeting

February 16, 2021

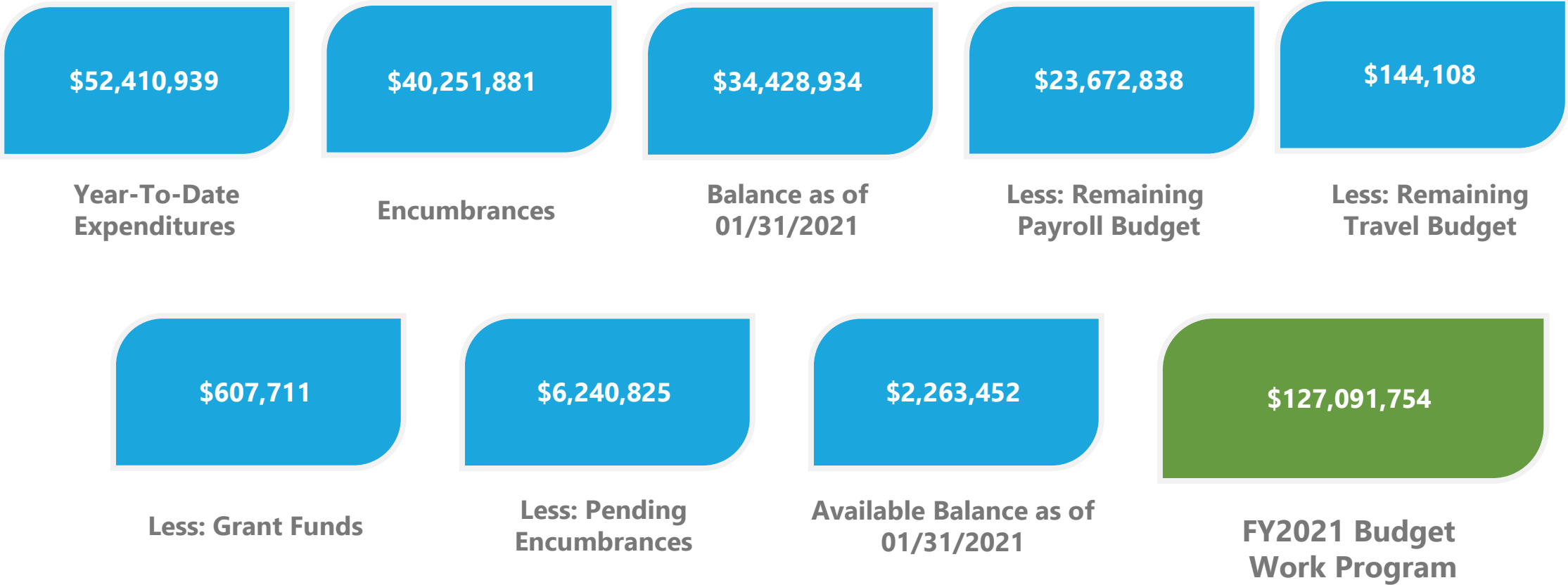


OKLAHOMA



FY-2021 Operation/Capital Budget Projections

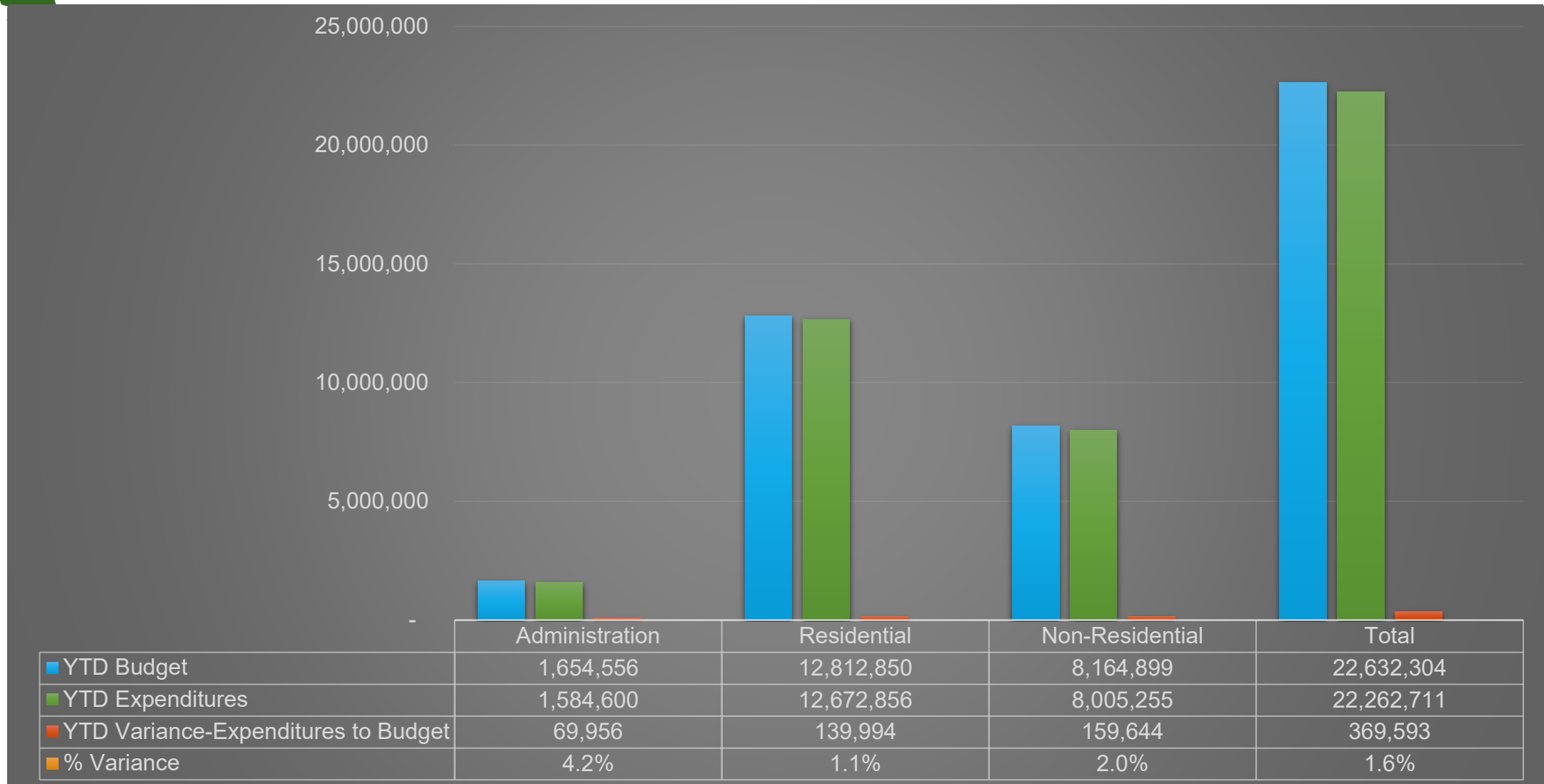
As of: January 31, 2021





FY2021 Payroll Costs

As of: January 31, 2021



General Revolving Fund Revenue

As of: January 31, 2021



	FY-21 Budget	Budget to Date	Receipts	In-Transit	Over (Under) Budget
Revenue Source					
SSI and SSA	\$ 85,000	\$ 49,583.33	\$ 37,426	\$ -	\$ (12,157)
Income from Rent	5,586	3,259	7,037		3,779
Charter School State Aid/Grants	1,302,770	759,949	488,965	206,321	(64,664)
School Breakfast/Lunch/Snacks Program	200,000	116,667	89,535	12,790	(14,342)
Refunds & Reimbursements <small>(includes COVID-19)</small>	5,056,803	2,949,802	3,529,883		580,082
Sales	9,816	5,726	18,708		12,982
Child Support	172,000	100,333	113,898		13,564
Other Receipts	22,000	12,833	49,979		37,146
Total Revolving Funds	\$ 6,853,975	\$ 3,998,152	\$ 4,335,430	\$ 219,111	\$ 556,389

Federal Grants Revenue

As of: January 31, 2021



Source - FFP Revolving Funds

Projected
Annual
Revenue

Projected
YTD
Revenue

Actual
Revenue

In-transit

Variance

FFP Revolving Fund	Projected Annual Revenue	Projected YTD Revenue	Actual Revenue	In-Transit	Variance
Residential Behavior Management Services (RBMS)	\$ 6,739,000	\$ 3,931,083.33	\$ 4,412,421	\$ -	\$ 481,338
Targeted Case Management (TCM)	2,400,000	1,400,000	1,264,835		(135,165)
IV-E Shelter	106,120	61,903	31,213	45,396	14,705
Indirect Cost Reimbursement (OHCA)	122,795	71,630	-	95,322	23,692
Grants (Formula)	658,214	383,958	13,234	213,088	(157,636)
OSDH-Youth Pregnancy & Parenting	129,900	75,775	27,148	57,824	9,197
DAC-RSAT	184,650	107,713	40,062	27,437	(40,214)
CARES (COVID-19)		-	224,491	-	224,491
Total	\$ 10,340,679	\$ 6,032,063	\$ 6,013,403	\$ 439,067	\$ 420,408



700 FUND ACCOUNTS

As of: January 31, 2021

TRUST FUND

Established to account for all the funds a juvenile received or expended while in OJA custody.

****Cash Balance as of 01/31/2021 was \$10,440**

DONATION FUND

Established to account for all the funds a juvenile received or expended while in OJA custody.

Cash Balance as of 01/31/2021 was **\$1,325**

701

702

703

704

CANTEEN FUND

Established to account for all the funds a juvenile received or expended while in OJA custody.

Cash Balance as of 01/31/2021 was **\$11,743**

VICTIM RESTITUTION FUND

Established to account for all the funds a juvenile received or expended while in OJA custody.

Cash Balance as of 01/31/2021 was **\$21,890**

SOLE SOURCE PURCHASES

As of: January 31, 2021



None to Report



EMERGENCY PURCHASES

As of: January 31, 2021

None to Report

Oklahoma Youth Academy Charter School (OYACS)



Board of Director's Meeting
February 16, 2021





Oklahoma Youth Academy Charter School Combined Statement of Revenue, Expenditures and Fund Balances School Year 2020-2021 as of January 31, 2021		OJA General and Revolving Funds	Fund 25000	Totals as of 1/31/2021	COJC (972)	SOJC (975)	Total
Revenues							
	State Aid	\$ -	\$ 402,473.69	\$ 402,473.69	\$ 201,236.84	\$ 201,236.85	\$ 402,473.69
	Title I N&D		40,163.91	40,163.91	23,792.38	16,371.53	40,163.91
	Title IA		6,638.04	6,638.04	3,319.02	3,319.02	6,638.04
	IDEA-B COVID		2,638.35	2,638.35	1,359.15	1,279.20	2,638.35
	IDEA-B Flowthrough		4,045.08	4,045.08	2,022.54	2,022.54	4,045.08
	Title IV-A LEA		1,368.00	1,368.00	684.00	684.00	1,368.00
	Textbooks/Ace Technology		4,242.05	4,242.05	2,121.03	2,121.02	4,242.05
	Child Nutrition Program _Breakfast		31,653.04	31,653.04	14,151.52	17,501.52	31,653.04
	Child Nutrition Program _Lunches and Snacks		57,881.56	57,881.56	25,881.50	32,000.06	57,881.56
	Refunds		721.38	721.38		721.38	721.38
	Office of Juvenile Affairs **	941,640.68		941,640.68	526,978.40	414,662.28	941,640.68
	Total Revenues	\$ 941,640.68	\$ 551,825.10	\$ 1,493,465.78	\$ 801,546.38	\$ 691,919.40	\$ 1,493,465.78
Expenditures							
	Payroll Expenses	\$ 907,156.74	\$ 513,415.24	\$ 1,420,571.98	\$ 761,844.07	\$ 658,727.91	\$ 1,420,571.98
	Training and Travel	600.00		600.00	300.00	300.00	600.00
	Operational Expenses	26,510.76	105,147.06	131,657.82	67,877.88	63,779.94	131,657.82
	Equipment and Library Resources	6,216.68	74,573.31	80,789.99	31,526.84	49,263.15	80,789.99
	Professional Fees	1,156.50		1,156.50	180.00	976.50	1,156.50
	Total Expenditures	\$ 941,640.68	\$ 693,135.61	\$ 1,634,776.29	\$ 861,728.79	\$ 773,047.50	\$ 1,634,776.29
	Excess of Revenues Over (Under) Expenditures	\$ -	\$ (141,310.51)	\$ (141,310.51)	\$ (60,182.41)	\$ (81,128.10)	\$ (141,310.51)
	Fund Balances July 1, 2020	-	344,854.98	344,854.98	174,402.93	170,452.05	344,854.98
	Fund Balances 2020-2021 School Year	\$ -	\$ 203,544.47	\$ 203,544.47	\$ 114,220.52	\$ 89,323.95	\$ 203,544.47
	**OJA Funds						
	Fund 19001	\$ 9,131.95					
	Fund 19101	\$ 932,508.73					
		\$ 941,640.68					



Office of Juvenile Affairs
Oklahoma Youth Academy
Encumbrances for Approval - School Year 2020-2021
February 2021 Board Meeting

None to Report



QUESTIONS?

End of Board Finance Reports



OKLAHOMA
Juvenile
Affairs



Office of Juvenile Affairs Legislative Updates

February 16, 2021

Rachel Canuso Holt, J.D.
Executive Director

HB1162

Representative Osburn

OJA Request Bill

SECTION 1. AMENDATORY 74 O.S. 2011, Section 840-5.15, is amended to read as follows:

B. In addition to offices, positions and personnel that are unclassified pursuant to Section 840-5.5 of this title, the Office of Juvenile Affairs may place a maximum of ~~forty-one (41)~~ sixty-two (62) employees in the unclassified service.

HB1992 and SB742

Representative Caldwell & Senator Kidd

HB1992 AMENDATORY Section 3, Chapter 337, O.S.L. 2017 (10A O.S. Supp. 2020, Section 2-7-620):

SB742 - A new section of law to be codified in the Oklahoma Statutes as Section 2-7-621 of Title 10A:

A. The Office of Juvenile Affairs may contract for or operate group homes of any level at the Southwest Oklahoma Juvenile Center campus located in Manitou, Oklahoma.

B. The Office of Juvenile Affairs may contract with other state agencies to allow for the placement of children or young adults in the custody of a state agency to reside and participate in any identified contracted or operated program or facility of the Office of Juvenile Affairs.

C. The Office of Juvenile Affairs may contract with any tribal nation or agency or department of the federal government, in consultation and approval by the Governor and the Attorney General, to allow for the placement of children and young adults in the custody of the tribal nation or an agency or department of the federal government to reside and participate in any identified contracted or operated program or facility of the Office of Juvenile Affairs.

HB2311

Representative Lawson

Request by OCCY's Detaining Youth Task Force (HB3214 in 2020)

- Juvenile detention facilities shall be the default placement for all juveniles.
- Any child who is at least fifteen (15) years of age who is charged with murder in the first degree may be detained in an adult jail or lockup if it is certified to hold juveniles sight and sound separate from the adult population.
- Codifies factors to hold a juvenile in an adult facility adopted in the Juvenile Justice and Delinquency Prevention Act (JJDP) reauthorization in 2018 that are effective December 2021.
- There is room in the juvenile detention system for youthful offenders and juveniles accused of Murder I currently in adult jails and many are currently being safely detained in juvenile detention centers where their physical, mental and educational needs are appropriately addressed.

JJDPA Criteria for Kids in Adult Jails (actual language)

(i) not later than 3 years after the date of enactment of the Juvenile Justice Reform Act of 2018, unless a court finds, after a hearing and in writing, that it is in the interest of justice, juveniles awaiting trial or other legal process who are treated as adults for purposes of prosecution in criminal court and housed in a secure facility—

(I) shall not have sight or sound contact with adult inmates; and

(II) except as provided in paragraph (13), may not be held in any jail or lockup for adults;

(ii) in determining under clause (i) whether it is in the interest of justice to permit a juvenile to be held in any jail or lockup for adults, or have sight or sound contact with adult inmates, a court shall consider—

(I) the age of the juvenile;

(II) the physical and mental maturity of the juvenile;

(III) the present mental state of the juvenile, including whether the juvenile presents an imminent risk of harm to the juvenile;

(IV) the nature and circumstances of the alleged offense;

(V) the juvenile's history of prior delinquent acts;

(VI) the relative ability of the available adult and juvenile detention facilities to not only meet the specific needs of the juvenile but also to protect the safety of the public as well as other detained youth; and

(VII) any other relevant factor; and

Factors Continued

(iii) if a court determines under clause (i) that it is in the interest of justice to permit a juvenile to be held in any jail or lockup for adults—

(I) the court shall hold a hearing not less frequently than once every 30 days, or in the case of a rural jurisdiction, not less frequently than once every 45 days, to review whether it is still in the interest of justice to permit the juvenile to be so held or have such sight or sound contact; and

(II) the juvenile shall not be held in any jail or lockup for adults, or permitted to have sight or sound contact with adult inmates, for more than 180 days, unless the court, in writing, determines there is good cause for an extension or the juvenile expressly waives this limitation;

Source: [JJDP Act p. 26-27](#)

HB2312

Representative Lawson

Request by the Professional Committee on Juvenile Competency (HB3215 in 2020)

- Amends 10A O.S. §§2-2-401.1 through 2-2-401.7.
- Adds youthful offenders to the Juvenile Competency Act.
- Corrects the issue of which test/instruments/assessments to be used for youthful offenders when a competency evaluation is ordered.
- Allows OJA to file a Motion to Intervene to raise the issue of competency for any juvenile or youthful offender in OJA custody.

HB2317

Representative Lawson

Request by OCCY's Detaining Youth Task Force (HB3211 in 2020)

- A new section of law to be codified as Section 2-3-105 of Title 10A:
- The Oklahoma Commission on Children and Youth shall administer a grievance process to be utilized by children detained in an adult jail, adult lockup, adult detention or other adult facility.
- Grievances shall be directed to the Commission's Office of Juvenile System Oversight for investigation, resolution and referral to the appropriate agency if deemed necessary, including, but not limited to, the State Department of Health.
- The Office of Juvenile System Oversight shall have the authority to investigate complaints, including, but not limited to, the following: placement, treatment, psychological services, social services, educational services, recreation, abuse, neglect or misconduct, cleanliness and hygiene, and routine problems with employees, contractors or other incarcerated persons within the facility.

HB1799 and HB1952

Representative Miller and Representative Cruz

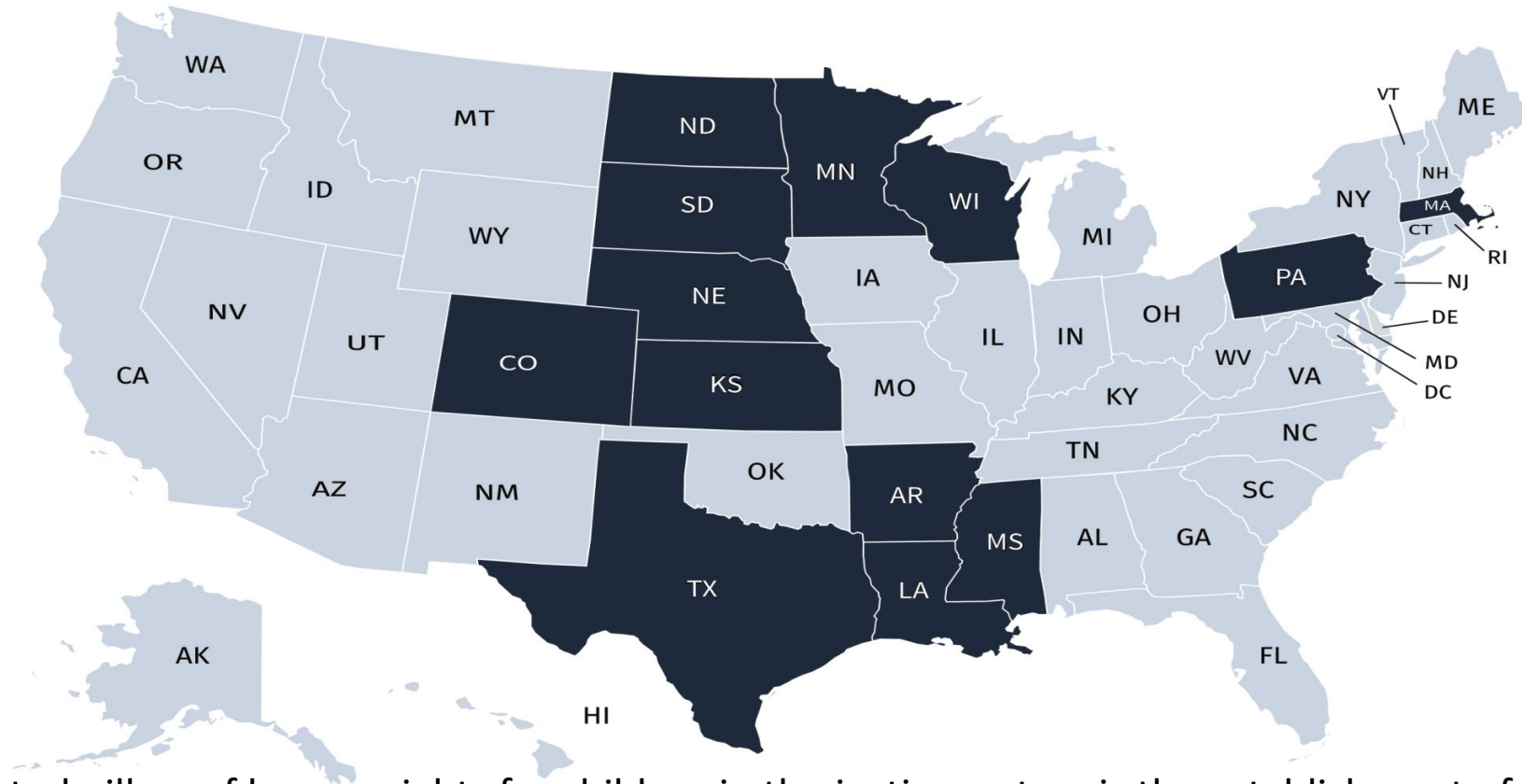
- Amends 10A O.S. §2-6-109.
- The bills ease the process of expunging certain juvenile court records upon request of the child, the parent, the legal guardian, or the child's attorney.

SB217

Senator Garvin

- Amends definition of a “delinquent child”.
- Establishes the minimum age for delinquent adjudication to 12 years old.
- Oklahoma is the one of the few states in the region without a statutorily-established minimum age for adjudication.
- National Juvenile Justice Network (NJJN) has a national campaign to raise the minimum age for trying children in juvenile court to 14 years old. [NJJN](#)
- Follows Oklahoma’s progression from creation of the Juvenile Competency Act in 2015 and [HB1282](#) in 2020 limiting the use of secure juvenile detention for children under 14 years of age.

States with a Minimum Court Age (at least 10)



One of the central pillars of human rights for children in the justice system is the establishment of a minimum age of criminal culpability. While the U.N. Convention on the Rights of the Child (CRC) has encouraged states to set the age at 14, our review of state laws around the United States revealed that only a minority of states set a minimum age of at least 10, with Massachusetts being the only state to set a minimum age of 12.

Unfortunately, 37 states and the District of Columbia have failed to meet this standard.

Source: [Human Rights for Kids 2020 National State Ratings Report](#)



Questions?





State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

Rachel Canuso Holt, interim Executive Director

FEBRUARY 2021 BOARD UPDATE

OJA Operations

1. COJC visit
2. SWOJC visit
3. OMES workforce training – Succession Planning
4. LOS Policy Academy: Technical Assistance, Team Meetings
5. CJA Winter Business Meeting – presenter on LOS panel

Partner Engagement

1. Keith Reed, Deputy Commissioner, Oklahoma State Department of Health
2. District Attorney Council (DAC) meeting – presented OJA and legislative updates
3. One Workforce Oklahoma – Special Populations Subcommittee Meeting
4. Unite Us Portal Meeting
5. Dr. Peter Messiah, OAYS
6. Annette Jacobi, Oklahoma Commission on Children and Youth (OCCY)
7. Joe Dorman, Oklahoma Institute for Childhood Advocacy (OICA)
8. Kathryn Brewer, DAC
9. HEC Cabinet meetings – Legal Peer Group, Legislative Peer Group, Agency Directors
10. District Attorney Steve Kunzweiler, District 14

Legislative & Executive

1. Oklahoma House, Appropriations Subcommittee for Human Services (Teams)
2. Oklahoma Senate, Appropriations Subcommittee for Health & Human Services
3. Senator Paul Rosino
4. Senator Chris Kidd
5. Senator John Haste
6. Senator Julia Kirt
7. Senator Julie Daniels
8. Senator Jessica Garvin
9. Senator Carri Hicks
10. Senator Jo Anna Dossett
11. Senator Roger Thompson
12. Senator George Young
13. Representative Trey Caldwell
14. Representative Mark Lawson
15. Representative Nicole Miller
16. Representative Jose Cruz
17. Representative Cyndi Munson
18. Representative Jadine Nollan
19. Representative Randy Randleman

Shelley Waller, Community Based Services Deputy Director
Board Report for February 16, 2021
Contacts and Activities for January 2021

- **TEAMS Meetings**

- Coordinated, planned and participated in three (3) District Supervisor and Community Based Services Leadership Team meetings
- Coordinated, planned and participated in one (1) statewide (DS, ADS, CBS) Leadership Team meeting
- Participated in three (3) Executive Team meetings
- Participated in seven (7) Executive Placement and Case Staffing meetings for high acuity and/or high-profile cases
- Participated in three (3) Personnel Strategies meetings
- Participated in three (3) JJS Support Team meetings
- Participated in one (1) Level E standardization of forms, RBMS and ITSP meeting
- Participated in two (2) OJA Data Governance meetings
- Participated in one (1) Unite Us meeting with Ed Long
- Participated in one (1) OJA Lunch & Learn
- Participated in one (1) Transitional Living & Independent Living workgroup with Kevin Clagg
- Collaboration meeting with Paula Christiansen on OJA website
- Participated in one (1) OJA Administrative Services meeting
- Participated in one (1) Pre-planning meeting with Abby McElfresh and Paula Tillison

- **ZOOM Meetings**

- Participated in two (2) Length of Stay (LOS) Policy Academy meetings/training
- Participated in one (1) TCM possible expansion meetings to discuss juvenile bureau participation with Canadian County JB
- Participated in two (2) Grand Staffing's with Level E providers
- Participated in two (2) treatment and behavioral health meeting with OJA Chief Psychologist, Dr. Paul Shawler and Director of Behavioral Health, Shel Millington
- Participated in the Oklahoma Juvenile Detention Association (OJDA) monthly meeting
- Attended the January OJA Board Meeting via ZOOM
- Attended the OJA House and Senate Budget Hearings via legislative website
- Participated in one (1) meeting to discuss presentation planning with the Behavioral Health Team

- **Conference Calls**

- Participated in weekly conference calls with each District Supervisor
- Participated in one (1) conference call with a group home provider
- Participated in six (6) conference calls with varying CBS staff to provide coaching and consultation

- **Training**

- Attended the "Leadership and Culture Change" webinar



- Attended the “Keeping Kids Out of Isolation and Engaged During COVID” webinar
 - In collaboration with Abby McElfresh and Paula Tillison, provided Progressive Discipline Training for CBS Leadership Team (DS, ADS and CBS staff)
 - Attended the OJA Problematic Sexual Behavior (PSB) panel discussion
- **Weekly in-office visits to the State Office**



State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

Janelle Bretten, Director of Strategic Planning and Engagement

Board Report-February 2021

- **Pregnancy Assistance Fund (PAF) Grant**
 - Final report and invoice sent to the Oklahoma State Department of Health.
 - Worked with Jennifer Minton to provide article on PAF and the Nurturing Parents curriculum for OJA's February Mental Health Minute. Article also included story from OJA's Nurturing Parents facilitator Kayla Pennington, who provides the parenting program at Southwest Oklahoma Juvenile Center.
- **Children's State Advisory Workgroup (CSAW)**
 - Continue to co-chair CSAW meetings and attend subcommittee meetings to advance work relating to sustainability of Community Hope Centers, trauma informed care, and focus on upstream prevention strategies. Team continues weekly updates to Secretary Brown on progress in sustaining and enhancing Community Hope Centers.
 - Recent CSAW agenda included presentation on Oklahoma's application to join Thriving Families cohort, which aims to redesign child welfare into child and well-being network. U.S. Children's Bureau, Casey Family Programs, Annie E. Casey Foundation, and Prevent Child Abuse America collaborated to launch national effort.
 - Agenda also included presentation on status and design of the Managed Care System. Discussed Oklahoma Complete Health providing managed care for children in the custody of child welfare and OJA.
 - Represented OJA at monthly Systems of Care State Advisory Team meeting.
- **Trauma-Informed Care (TIC) Task Force**
 - Led Trauma Informed Care (TIC) Practices Workgroup, which is now an arm of CSAW. Reviewed plan outlined in TIC Strategy Report and began discussion on outlining next steps.
 - Introduced our new cross-systems coordinator and shared how she will support the TIC work.
- **Attitudes Related to Trauma Informed Care (ARTIC) Scale**
 - We successfully rolled-out our organizational trauma assessment to state office staff. Assessment will be conducted with field staff the end of February and then secure care staff.
- **Youth Level of Service/Case Management Inventory**
 - Nine new OJA employees completed YLS/CMI training through virtual platform.
 - Attended meeting in regards to Targeted Case Management pilot project in Canadian County Juvenile Bureau. Our team will be conducting YLS/CMI training for their probation staff as part of project plan.
- **Length of Stay (LOS) Policy Academy**
 - Continued participation with team in reviewing final action plan and participation in technical assistance meetings.
- **Tribal Liaison**
 - JOLTS profile training and access forms completed by designees of the five tribes to support their juvenile justice work and response to McGirt ruling.



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Janelle Bretten, Director of Strategic Planning and Engagement

- **Governor's Interagency Council on Homelessness (GICH)**
 - Attended GICH Executive team meeting and planned for next GICH main meeting.
 - Attended GICH Southwest and Norman/Cleveland County Continuums of Care Discharge Planning Forum and presented information on work of the GICH Employment, Education, and Training subcommittee.
- **In-depth Technical Assistance (IDTA): Develop Cross-System Policy and Practice Strategies to Support Pregnant Women with Substance Use Disorders, Their Infants and Their Families**
 - Attended monthly meeting. Agenda included discussion on vision, guiding principles, definitions and Oklahoma's flow chart for OK Family Care Plan.
- **Oklahoma Family Network (OFN) Advisory Meeting**
 - Represented OJA at meeting. Agenda included setting collaborative goals for the year. OFN informs and connects individuals with special health care needs and disabilities, their families and professional to services and supports in their communities. They are involved with Systems of Care CSAW and State Advisory Team, as well as local coalitions. Discussed possibility of them presenting at one of the weekly JJS support meetings about their services and advocacy.
- **OJA Employee Engagement Survey-Action Plan**
 - Worked with Michael and Paula T. on draft action plan in response to OJA's results from state employee engagement survey. Shared and discussed plan with Executive Team. Will continue work with team on next steps.
- **OJA Standing Meetings**
 - Attending weekly data governance and JJS Support meetings.



State of Oklahoma
OFFICE OF JUVENILE AFFAIRS
Residential Placement Support

Carol Miller, Deputy Director Residential Placement Support

Board Report – February 2021

January 1st to 31st activity

Releases (5) from Secure Care

January 2021

Intakes (3) for Secure Care

Paroles: COJC – 1, SWOJC – 0

Intakes COJC – 2, SWOJC – 1

Court Release: COJC- 0, SWOJC – 2

Bridged to DOC: COJC – 0, SWOJC – 1

Step Down: COJC- 1, SWOJC - 0

Central Oklahoma Juvenile Center (COJC) facility events

- Virtual religious services is provided through Life Church and Transformation Church.
- Virtual visitation and phone calls with parent/guardians continues to address barriers to success.
- Community resident was taken on staff pass on COJC property to go fishing in the COJC pond.

Southwest Oklahoma Juvenile Center (SWOJC) facility events

- Residents communicate with mentors and bible study leaders by letters and virtual visitation.
- Sermons from Life Church are viewed on each Unit's DVD player.
- Virtual Visitation and family phone contact continues to be facilitated with family counseling sessions included.

Division Leadership Activities

- Performance based Standards (PbS) facility improvement plans based on outcomes for COJC and SWOJC reviewed and approved.
- Attended Guardians RFID Demo for the install at Next Generation Campus.
- Monitored development of Next Gen. Leadership Academy for Mid-Level Supervisors and creation of Training Cottage.
- Held weekly TEAMS meetings with Division staff to ensure quality coverage of all liaison and oversight duties.
- Attended Shawnee Forward's Workforce Meeting to keep abreast of job and networking opportunity for Next Gen. Campus.
- Met weekly with Facility Superintendents to address goals and facility issues.
- Participated in Council on Juveniles Justice Administrators (CJJA) Facility Director/Superintendent Training focusing on implementation of Staff Wellness initiative.
- Participated in CJJA Length of Stay Virtual Policy Academy Technical Assistance Call for .
- Participated in CJJA presentation on Leadership and Culture Change.
- Attended demonstration of the new security system for the Next Generation Campus.
- Coordinated information presentation of CuraLincs in the moment support and mental health care for OJA staff in an effort to support OJA staff and their families.

Collaboration with participating State Agencies

Department of Rehabilitative Services (DRS) – COJC DRS embedded staff reports for 2020 he provided the following services:

- Served 23 new clients with DRS services from COJC
 - 27 residents participated and earned a total of \$17,000 in the paid work study program.
-



State of Oklahoma
OFFICE OF JUVENILE AFFAIRS
Residential Placement Support

Carol Miller, Deputy Director Residential Placement Support

- Drivers training – DRS paid \$22,900.00 for 10 residents to participate. 8 residents obtained driver's license.
- DRS assisted financially \$7400.00 in Vocational/College assistance.
- Clothing and transportation assistance – DRS paid \$3570.00
- How can OJA support DRS efforts with OJA youth? Provide Independent living facilities.

Department of Human Service (DHS) DDS services for Developmentally Disabled youth - DDS continues to assist with placement and services for qualifying residents as they transition from secure care into the community by providing appropriate services as referred by OJAs Chief Psychologist Paul Shawler.

Department of Mental Health DMHSAS –

- COJC embedded DMH staff provides linkage to services for youth transitioning into the community from secure care while providing services through his COJC resident case load.
- Federations of Families (FOF) – Federation of Families assist with providing support for families of secure care residents in order to improve family engagement through improved visitation rates. Due to COVID19 these support efforts are completed virtually.

COVID19 in Secure Care Update ending Jan 31, 2021

COJC Staff-

- Total Number of Employees who have quarantined at Home due to COVID-19: 166
- Total Number of Employees who have been quarantined on more than one occasion: 55
- Total Number of Employees who have Tested Positive for COVID-19: 25
- Total Number of Staff who have been hospitalized due to COVID-19: 1
- Total Impact of COVID-19 in Lost Work Days 2020 to 2021: 1,574

SWOJC Staff -

- Total Number of Employees who have quarantined at Home due to COVID-19: 65
- Total Number of Employees who have been quarantined on more than one occasion: 16
- Total Number of Employees who have Tested Positive for COVID-19: 30
- Total Number of Staff who have been hospitalized due to COVID-19: 2
- Total Impact of COVID-19 in Lost Work Days 2020 to 2021: 3,956.63

Secure Care Residents

COJC – 0 (1 positive 2/7/21)

SWOJC – 13 positive

COVID precaution efforts

During the month of January, all units at SWOJC were quarantined due to COVID exposures. COVID19 protocols for staff/residents were tested at SWOJC with the confirmation of 13 positive residents. Results of teamwork to prevent further spread was successful and SWOJC has returned to normal programming. Increased amounts of PPE's were used. State Office replenished supplies during the month. The Medical Departments continue to take the residents and staff temperatures daily at both facilities. The facilities continue to monitor PPE supplies and evaluate cleaning supplies in combating this crisis. Trane installed the Phenomenal Aire System at SWOJC and installation at COJC is forthcoming in efforts to improve air quality. Both facilities are COVID19 Vaccination Providers through the Oklahoma State Department of Health and enrolled to the CDC and at some point will receive the vaccine.
