NAJJA
Nevada Association of Juvenile Justice Administrators

Minutes from the
August 16, 2016 Meeting
Douglas County Probation, Tahoe Visitor Center, 169 Highway 50
Stateline, NV

Present: Ben Bianchi, Steve Calabrese, Frank Cervantes, Leslie Bittleston, Pauline Salla, Elizabeth Florez, Tami Richardson, Scott Shick, Lucy Sei, Wendy Garrison and John Kelly

On telephone: Jack Martin, Tom Metscher, Randy Shelley and Mike Pedersen

1. Call to Order: President Bianchi called the meeting to order at 10:15 a.m. on August 16, 2016.

2. Roll Call: Ms. Florez called roll and reported there wasn’t enough members for a quorum. Able to proceed with meeting but cannot vote. Ms. Salla questioned the quorum issue and stated it wasn’t in the bylaws that you couldn’t vote without a quorum. Quorum pertains to open meeting laws which NAJJA is not subject to. Can always table items that would require input from members that aren’t present. Mr. Bianchi acknowledged membership is now at 28 from 30 due to recent retirements. Mr. Bianchi stated they would move forward with the agenda and take action as they saw fit.

3. Approval of the Minutes from the May 3, 2016: Mr. Cervantes made a motion to approve minutes, Ms. Salla seconded that motion, and the minutes were approved.

4. Treasurer’s Report- for possible action: Mr. Shick reported the balance as of 7/31/16 was $8,537.99. Last thing purchased was a plaque. There have been no additional expenditures. Looking at sex offender training through Washoe County on 9/22/16 from 9:00 a.m. to 4:00 p.m. Hoping to hold training at the Eldorado Casino or Silver Legacy. Training is open to all jurisdictions. There will be a fee associated with the training. Mr. Cervantes acknowledged that the committee previously approved the fee. What Mr. Cervantes needed at this time was a tentative head count of who would be attending the training as lunch would be provided. Mr. Cervantes will send something out regarding the training and requested those who intended on attending to RSVP. Robert Stuyvesant will be presenting the training and is charging a fee for his time but no cost to anyone attending. Mr. Bianchi acknowledged that Mr. Stuyvesant’s fee had already been approved at previous meeting and the committee just needed to take action to pay.

   a. Meeting & training expenditures- for possible action: Mr. Bianchi explained that the item was placed on the agenda to get members thoughts on using NAJJA money to cover travel expenses to the meetings and lunch. Mr. Shick believed it was a bad idea to use money for those purposes. Mr. Metscher agreed with Mr. Shick and acknowledged that the reason he attended the meetings by phone had more to do with his caseload than the travel expense.

5. Detention Standards Update: Ms. Florez reported that the detention standards were moving on to a public hearing on 9/7/16, from 1:30 p.m. to 3:30 p.m. Mr. Armstrong will be chairing hearing. Ms. Florez and Mr. Cervantes will be present for hearing. This is an opportunity for the public to weigh in on standards. If adopted, detention supervisory staff will need to be trained on the use of the standards
and thereby train their staff. If adopted, it will be one more thing the detention centers will be responsible for training out. The contents of it are not the question. It’s merely that the detention standards adopted by the Juvenile Justice Commission would be something they would need to be trained on in each detention center. Ms. Richardson questioned who would train the supervisors. Ms. Florez responded and indicated that it would just be the detention administrators who received the training and then they would be responsible for sharing that knowledge with detention staff. It was Ms. Garrison’s understanding that facilities would be required to participate in the training even though they weren’t detention centers, questioned if that was still the case. Ms. Florez was not certain as to whether that had changed but acknowledged that issue required future clarification. Currently, they are listed as detention standards. Ms. Salla pointed out that there were different standards for the camps and the State facilities. Ms. Garrison stated that the location in the Statute applied to everyone. Ms. Florez would seek further clarification on the matter. Ms. Florez inquired with Mr. Martin as to whether or not this would apply to Spring Mountain. Mr. Martin intends on applying it to Spring Mountain.

6. **Intrastate Compact- for possible action, Anne Connor:** Ms. Connor explained why item was placed on the agenda. Ms. Connor is responsible for handling any youth coming into the State of Nevada from outside or going outside of Nevada. An intrastate case is where a juvenile is put on probation in one county and parents reside in a different county within the State of Nevada. Intrastate cases have always been handled informally. Ms. Connor provided an example of what could happen when policies aren’t in place for handling intrastate matters. There needs to be a better method in place for handling intrastate compact cases. Even though Ms. Connor doesn’t handle intrastate matters, suggested using standard forms approved under the compact and just remove the ICJ portion. Everyone should be aware when a juvenile who is on probation in one county, is residing in another county. The jurisdiction where the minor is on probation should notify the jurisdiction where minor will be residing. It was Mr. Bianchi’s understanding that the jurisdictions were already doing that by way of letter. Mr. Cervantes acknowledged that it doesn’t always work like that with intrastate cases as every letter doesn’t have the same information behind it. Mr. Cervantes suggested NAJJA revise the compact forms, using intrastate language. Once the form is drafted and the jurisdictions have agreed to it, adopt it as the intrastate form and distribute it to all the counties. Ms. Connor already sent the compact form to Washoe County and they did what Ms. Connor suggested with the form. Ms. Florez is working on updating the language to ensure that it fits with what they are attempting to accomplish. Once Mr. Cervantes approves the form, Ms. Florez is willing to share it with all the Chiefs. Mr. Bianchi agreed with the proposal to have a standardized form and he requested Ms. Florez provide Washoe’s revised form to all the chiefs and the item be placed on the agenda for next meeting to make it a standard policy of intrastate. Mr. Cervantes pointed out there have been issues in the past when a juvenile who is on an intrastate compact commits a violation in the county that is providing courtesy supervision. Mr. Schick acknowledged that original jurisdiction is responsible for handling those violations. Ms. Connor acknowledged revised form should give supervising county authority to handle violations. Mr. Bianchi advised that the committee would take no action at this point and the issue would be revisited at next meeting, with possible vote.

7. **Adam Walsh Update:** Mr. Shick reported that the AG’s committee on sex offender registration recently met and indicated that Adam Walsh is stayed again. The department is receiving some aggressive phone calls regarding Adam Walsh Law. Back on Megan’s law. Moving forward on juvenile piece approved in last session. West Duncan from AG’s office who is on the committee does support this law; it’s just a matter of getting someone to sponsor it. This will be a juvenile specific bill that will go back through legislation. The back and forth is becoming frustrating to many. Some are requesting to do away with Adam Walsh all together. Does not believe legislation will go along with that. Hopeful ACLU will not
interfere. Douglas County is operating under old statute now. Washoe County operates by whatever is in the NRS. Judge Walker’s position is to abide by the law and send everything to the repository to make the decision. Churchill County does that as well. Mr. Bianchi opened up the floor for comments and discussion. Ms. Connor clarified that registration under the interstate compact is not driven by registration in the home state; it is driven by an equivalent offense in the receiving state.

8. **Silver State Administrators**: Mr. Calabrese outlined why item was placed on agenda and acknowledged that he believed Silver State was good for networking. Sought committee’s opinion on whether detention managers and directors should meet on a regular basis to discuss day to day operations and hot topics. Ms. Richardson advised it was decided previously that all detentions members would meet regularly. Shortly after the sub-committee was formed, Ms. Salla sent out an email to all detention managers and directors and had very little response. Ms. Florez confirmed that Silver State Institutions Committee was in the bylaws and was a subcommittee from NAJJA. Ms. Salla volunteered to take the lead when the subcommittee was first formed but was willing to pass it on to Mr. Calabrese. Years ago it was the practice that Silver State would meet after the NAJJA meetings. Silver State was active all through PREA. Mr. Cervantes believed that there should be some distinction between Silver State and NAJJA and that emails regarding Silver State issues should only go to members on the subcommittee. Mr. Calabrese acknowledged there were seven facilities within the state. Ms. Salla acknowledged that previously they included the camps and the state facilities. Mr. Cervantes questioned if the subcommittee should consist of only detention managers and directors. It was agreed that the support network between detention facility managers and directors was a good idea and the subcommittee should only consist of detention managers and directors at this time. Mr. Bianchi volunteered Carson’s detention manager to participate in subcommittee. Mr. Shick volunteered his detention supervisor to participate in subcommittee. The new detention standards have some significant changes in particular categories. Silver State has also been used to talk about LCB requirements. Mr. Calabrese requested permission to reach out to other detention managers and directors to arrange meeting. Permission was granted. Mr. Calabrese will report back at next NAJJA meeting. Mr. Bianchi questioned if there were any concerns regarding the matter. Ms. Garrison expressed that she felt out of place when she attended those meeting previously. The only time Ms. Garrison found those meetings useful was when they conducted the peer evaluations. Mr. Cervantes suggested inviting other facilities to the Silver State meetings when topics arise that concern those facilities.

9. **Council of State Governments (CSG)**: Mr. Shick reported on what took place at the last meeting. Recidivism rates were addressed and how data was collected and what was being measured. Discussions were held at the meeting regarding programs that were being used and assessments to get low risk juveniles out of the system. Next meeting is in October 2016. Mr. Shick questioned committee as to whether any rural jurisdictions were willing to share their data with council. Ms. Salla and Ms. Richardson were willing to share data. Washoe County has been sharing their data with the council. Mr. Cervantes gave his opinion on what he believed the council was looking for. Mr. Cervantes indicated that there was a distinct difference between Southern Nevada and Northern Nevada and rural communities and encouraged the jurisdictions to voice that economy and locations need to be taken into consideration when setting up standardized assessments and interventions. Mr. Martin acknowledged that he was already moving in that direction and looking at a validated risk tool. Clark County has already built a response grid for violations of probation and now looking to build another tool to deal with the voluminous amount of intake referrals they receive each year. Mr. Martin suggested legislation not dictate what the validated tool will be but dictate that each jurisdiction has a tool. The end goal is to have a bill draft and codify some of it in the statute. Mr. Cervantes
acknowledged that the various jurisdictions have already implemented and installed some of the practices CSG is looking to implement. A concerted effort is being made to figure out how the jurisdictions send juveniles where they do and why. Mr. Bianchi inquired with Mr. Martin if there was any discussion about connecting to the legislation about not being allowed to put juveniles in state custody on technical violations and requiring a new petition. Mr. Martin acknowledged there was some discussion about that but it didn’t get that specific. However, everyone agreed that too many juveniles were being committed to the State. Mr. Martin didn’t believe that what CSG is proposing will have much effect on Clark County as Clark County is already moving in that direction. All were in agreement that it would be the rural areas that would be most affected.

10. **NAJJA web-page – for possible action:** Ms. Florez reported on the website and acknowledged there have been some challenges in developing it. It has been a struggle getting information from each jurisdiction. Most of the work has been taking place under the member list tab and that tab still requires a lot more work. Believed the member list should have some uniformity. Ms. Florez has spent many personal hours working on the website and is at an impasse with this project. Website has come a long way but still requires more work before feeling confident with the public viewing it. Website is time consuming and a lot for one person to manage. Developer can only work with the information he is given. Requested clarification from committee on what the expectations are for the website. A discussion was held among the committee members that were present regarding the value in continuing with the website. Mr. Bianchi suggested a motion be made to create a subcommittee to oversee website. Mr. Martin acknowledged that a subcommittee for the website had already been created at a prior meeting. Ms. Florez is willing to remain on the website subcommittee but needs participation from the individual jurisdictions. Ms. Florez expressed concern with putting something on the website that doesn’t have full support from all jurisdictions. Website will require regular maintenance and the individual jurisdictions will need to be responsible for providing their updates to the website designer or a subcommittee member. Mr. Martin suggested simplifying the website and making it more educational. The website should just contain a contact list and no pictures. All were in agreement that the brunt of the website should not fall solely on Ms. Florez. The question is who will be responsible for maintaining the website with the updated information that is approved by the NAJJA committee. If someone drops off the committee, it should be the Chief’s responsibility to inform the person who is updating the website. Suggestions were made to mimic California’s juvenile justice website. The subcommittee currently consists of Ms. Florez, Mr. Martin and Mr. Armstrong. Mr. Metscher volunteered to join the website subcommittee. Ms. Florez was in favor of simplifying website. Mr. Martin has a person who can take the grind of the website off of Ms. Florez.

11. **Legislative updates:** Mr. Shick reported the legislative committee on child welfare and juvenile justice is going to meet next week and submit the request for community based program and front-end program funding for each jurisdiction. Will be discussing juvenile sex offender registration at meeting. Looking at modifying the bills that pertain to breast feeding, registration of juveniles, open and gross lewdness and the maintenance and release of juvenile justice information by certain agencies. Mr. Cervantes addressed NRS 62H.025 and acknowledged that subsection O was added. A second sentence came out to amend subsection O. Mr. Cervantes pointed out what the bill is attempting to correct in the Statute. Mr. Martin indicated that the conversation started when it was brought up that he couldn’t share information with local law enforcement because the law prohibited it. Mr. Martin voted against it as it was way to limiting. Mr. Martin would rather the statute list what can’t be shared. Mr. Cervantes provided an example of how this statute can hinder probation and law enforcement. Committee agreed that it didn’t work to limit what information can be released between law enforcement agencies. Mr.
Martin had no issue with the first part of subsection O but was in disagreement with the second part. Mr. Cervantes acknowledged that NRS 62G.170 allows the director to given information out as necessary. Mr. Cervantes has used that provision in the past to release information. Second part of subsection O ties the hands of the reporting agencies. Mr. Shick inquired if the committee was endorsing the first sentence of subsection O. Mr. Bianchi acknowledged that the committee is in agreement with the first sentence but disagrees with the second sentence. If everyone is in agreement, Mr. Shick can notify Stephanie that the committee can live with the first sentence but would like the second sentence removed. Ms. Florez addressed how she interpreted the first sentence of subsection O and the concerns she initially had when she first read it. Ms. Salla reads it as either/or and acknowledged that this is just draft language and can change once finalized. Committee is in agreement to Mr. Shick talking with Stephanie about subsection O and addressing NAJA’s concerns.

12. Regional Status Reports from Juvenile Justice Chiefs and Directors:

Frank Cervantes (2nd Judicial District, Washoe) – Washoe had a fairly mild summer. No issues at this time.

Tami Richardson (10th Judicial District, Churchill) – Doing well in Churchill. Had an extremely mellow summer. Going to be losing a probation officer to DMV. 2016 Wilderness Program went well.

Pauline Salla (6th Judicial District, Humboldt) – Humboldt is good.

Lucy Sei (WNRYC) – WNRYC continues to undergo changes. In the process of creating a home data collection system. Already built logic model. Now have variables to measure and quantify valid data collection. Should be inputting data by the end of the year to determine if what they are doing works. It was helpful to write down their mission statement, their vision and what they hope to accomplish. Doing monthly training with staff. Outlined what the vision is for the treatment facility. Huge on training and teaching what it is to self-regulate and to use internal controls. In a correctional setting there is a great deal of external controls that stay in place until the juvenile completes the program. Their facility is treatment based and not correctional based. Juveniles are given more freedom at WNRYC but there is constant staff monitoring. Staff at WNRYC have to participate and engage with the clients and can’t just sit back and watch. Regular individual and family therapy. Alcohol and drug counselors are on staff. There is a huge difference between corrections and treatment. There is a lot more monitoring and feedback. Facility is staff centered and treatment centered. No peer centered coaching going on. Still point system and level system. Treatment is approximately 4 months. It is about identifying priorities so that juveniles can be successful in outpatient.

Ann Conner – Will be traveling for business the week of August 22, 2016, and working remotely.

Wendy Garrison (CSYC) – Had PREA audit. Had ten corrective actions. Finished all but two. Computer programmer has been revamping their data system and how they process the juveniles in electronic form. CSG has access and has provided feedback. Currently have open positions. Have one issue before AG’s office. No longer allowed to carry Epipens due to law change. This presented an issue for their Wilderness Program. CSYC staff does not feel comfortable going into the wilderness without carrying an Epipen. This issue may require a legislative change. School has recently started in Douglas County. CSYC had summer school and now has started the 2016/2017 school year. John Kelly is the assistant director at CSYC.
Ben Bianchi (1st Judicial District, Carson City/Storey) – Scott Davis retired. Recently restructured the organizational chart, eliminating a deputy chief position. We now have a detention manager and a senior JPO. Ryan Felix is the detention manager and he will be a member of NAJJA. Currently have an open JPO position. Detention Population was up during the summer months and was high on the girls’ side. The 2016 Wilderness Program went well and seemed to be very affective. Wilderness graduation is set for 8/17/16.


Jim Kingera (DCFS, Youth Parole) – not present

Ross Armstrong (DCFS, Juvenile Services) – not present.

Lynette Gust (7th Judicial District, Lincoln, Eureka & White Pine) – not present.

Craig Tippens (11th Judicial District, Pershing, Lander & Mineral) – not present.

Tom Metscher (5th Judicial District, Nye/Esmeralda) – School started last week. Had a spike in violent offenses. Meeting with CaseloadPro on 8/16/16. Still attempting to work the terms of the contract with CaseloadPro. School starts in about two weeks.

Mike Pederson (4th Judicial District, Elko): Things are going well in Elko. Nothing new to report.

Roger Sayre (3rd Judicial District, Lyon) – not present.

Jack Martin (8th Judicial District, Clark) – no longer present.

Leslie Bittleston: Only thing aware of under Mr. Armstrong’s purview is the NAC update and the hearing on 9/7/16 which have already been discussed.

13. New Business:

- Draft Community Corrections Partnership Policy, Qrtly Report, and Report Instructions (Community Corrections Partnership Block Grant Policy Draft July 2016, Qrt Report Form, Qrt Report Instructions): Ms. Bittleston reported on the Community Corrections Partnership Block Grant formally known as Medicaid Room and Board. There are a lot of questions regarding what the money is for and where it comes from. Based on conversations with Mr. Armstrong, it was determined that the money would be better explained in a State wide policy. There have been some counties who have built the money up over a three year period of time and have never used it. A draft policy of the grant was distributed to the committee. Mr. Bianchi and other committee members indicated that they did not receive it. Ms. Florez will send it out. Requested the counties review the policy and come up with questions and/or suggestions. A set of instructions was also developed for the quarterly report form. Mr. Bianchi directed committee members to review policy once distributed, provide direct feedback and item will be placed on the next agenda. Ms. Bittleston would like for it to be a collaborative policy. It is Ms. Bittleston’s understanding that if the money is not used, it has to be returned. Ms. Bittleston
acknowledged the problem is the counties keeping the money and not spending it. Ms. Sella acknowledged that most grants are obligated or liquidated. Ms. Richardson inquired if the money could be rolled over to the next year. Ms. Bittleston stated that going forward, after the second year, the money cannot rollover and most come back to the State. Ms. Bittleston requested everyone provide feedback by 9/2/16. Ms. Florez will send everyone an email letting them know when feedback is due.

- **Juvenile Justice Data needs – Excel Spreadsheet and Word Document (NAC 62 H County Data & County JJ Data Cheat Sheet):** Ms. Bittleston addressed NAC 62 H and acknowledged that there is a lot of data that is supposed to be forwarded from the counties to the state. State is responsible for informing all stakeholders what the state data looks like. The creation of the CSG has really exposed the state’s shortcomings with data. One of the five positions taken away from Humboldt has been approved again. In the process of recruiting for this position. Need to remember to submit data quarterly pursuant to 62 H. There are two requirements, one for system data and one for sex offender data. Ms. Bittleston has not received any sex offender data since she has been in her current position. CSG advised there may be some changes to NAC data requirements. Ms. Sella inquired if anyone else was going forward with CaseloadPro. Ms. Richardson is looking at it but currently doesn’t have the budget to go forward with it at this time. Ms. Bittleston indicated that Youth Parole was onboard with CaseLoadPro if they got a grant but grant wasn’t approved. Washoe County is sticking with JCATS. CaseLoadPro is working well for Douglas County.

14. **Next Meeting Date:** Next meeting will be held in Washoe County on November 16, 2016 at 10:00 a.m.

15. **Adjournment:** Meeting adjourned at 12:25 pm.

Respectfully submitted,

Ben Bianchi