

**Meeting Minutes - *DRAFT***  
**South Dakota Council of Juvenile Services**

**Wednesday, September 22, 2010**

**Cedar Shore Resort, Chamberlain, SD**

**Council of Juvenile Services Members Present:** Carol Twedt, Mike Leidholt, Aaron McGowan, Nancy Allard, Janine Kern, Doug Herrmann, Grant Walker, Karen Jeffries, JC Chambers, Kaylee DeNeui, Jo Vitek, Vic Erlacher, Susan Randall, Liz Heidelberger, Michael Zellmer.

**Council of Juvenile Services Members Absent:** Ella Rae Stone, Virgena Wieseler, Gib Sudbeck, Tanner Starr, Beth O'Toole

**Others Present:** Jodi Kirschenman, Joy Erlenbusch, Kevin McLain

1. WELCOME, INTRODUCTIONS, and REVIEW of AGENDA

Chair Carol Twedt called the meeting to order at 10:05 AM on September 22nd, 2010. Chair Twedt welcomed everyone to the meeting, with a special welcome to new member Michael Zellmer. Introductions were made. Chair Twedt then requested additions or changes to the agenda. Susan Randall requested "TAG Directories" be added under the New Business agenda item and Janine Kern requested to add FASD Directories under this agenda item as well.

2. APPROVAL OF JUNE 2010 MEETING MINUTES

Susan Randall expressed concern over the wording in the June minutes under number twelve. Discussion ensued. *Susan Randall moved to amend the minutes to say, "The Tribal Advisory Group (TAG) sent a letter to Senator Bradford suggesting that a summer study by the State-Tribal Relations Committee, which is a legislative committee, be conducted to address the juvenile justice needs and outcomes of Native American youth in South Dakota."*, seconded by Karen Jeffries. *Motion carried.*

*Mike Leidholt moved to approve the June 2010 meeting minutes as amended, seconded by Janine Kern. Motion carried.*

3. BUDGET STATUS REPORT

The 2007 Formula Grant budget has a remaining balance of \$6,795.02 in the system improvement budget category. Staff anticipated using this money for the JDAI National Conference in October but the money will expire September 30<sup>th</sup>. Staff requests to move this amount to jail removal, DSO, and sight & sound separation as a 40/40/20 percent split in order to expend the balance in full. *Mike Leidholt moved to transfer the money as recommended, Doug Herrmann seconded. Motion carried.*

The 2008 Formula Grant budget is expected to be expended by December 31, 2010 and the projected expenses show it will be expended by this time. No formal action is requested at this time. Kevin McLain noted that the CJS authorized an allocation of \$10,000 to the juvenile justice system handbook, which is printed by the South Dakota Voices for Children. This authorization took place in December 2009 but the money has not been utilized. McLain asked Susan Randall if this money is still needed or if it can be allocated for other uses. Randall indicated that it is still needed. The edits are being made to the new draft handbook and the final product will be completed by December 31, 2010.

4. COUNTY REIMBURSEMENT PROGRAM UPDATE

Jodi Kirschenman reviewed the upcoming changes to the county reimbursement program that the Council approved at their last meeting. The changes include removing the electronic monitoring program from the reimbursement program and add it to the juvenile detention alternatives initiative; not reimburse for status offenders, even those in violation of valid court order, in detention; and limit funding accessed by any one county to \$20,000/year. Staff sent notice to the effected counties this summer. In November, revised reimbursement program descriptions and claim forms will be distributed and posted on the DOCs' web page.

5. NATIVE AMERICAN PROGRAMS UPDATE

Jodi Kirschenman reviewed the NAP projects and budget that ended June 30, 2010, as well as the final performance measures reported by each of the active Tribes to close out the 2010 grant cycle. Site visits have been conducted with three of the four Tribes. Flandreau's site visit has yet to be scheduled. Cheyenne River, Flandreau, Sisseton Wahpeton, and Standing Rock have all received their FY2011 NAP awards, with Flandreau the only Tribe that has submitted reimbursements to date.

6. CJS SUBCOMMITTEE STATUS REVIEW

The Council reviewed the membership and charge of subcommittees that were appointed and in existence for some time, which include the Executive Committee, the DMC Committee, the Tribal Advisory Group, the Juvenile Justice Records Committee, the Compliance Monitoring Committee, and the Ad Hoc Legislative Committee. The Council also reviewed bylaws article ten that relates to committees. Mike Leidholt said the bylaws are very clear on the responsibilities of the committees, with Janine Kern adding that she doesn't feel the bylaws need to be changed.

Discussion ensued on the various committees. Janine Kern suggested a discussion of membership at the next DMC Committee meeting and work to ensure that local DMC Committee representation is appointed to the statewide DMC committee. Joy Erlenbusch will work on the DMC membership and updating the appointments.

When discussing the Juvenile Justice Records Committee, Doug Herrmann indicated he has attended at least three national conferences where South Dakota's legislation regarding records sharing is a model. Kern agreed, saying great progress has been made but there is still a lot of work to do. The Council decided a new committee can be developed in the future if need be. ***Karen Jeffries moved to abolish the Juvenile Justice Records Committee, the Compliance Monitoring Committee, and the Ad Hoc Legislative Committee; Nancy Allard seconded. Motion carried.***

7. JDAI UPDATE

Joy Erlenbusch and Jodi Kirschenman provided updates for the two JDAI pilot sites, Minnehaha County and Pennington County. Bart Lubow from the Annie E. Casey Foundation visited the two pilot sites July 26-27<sup>th</sup> and participated in the local steering committee meetings. Mr. Lubow verbally informed the pilot sites of South Dakota being awarded \$50,000 from AECF in a subgrant. A budget was provided to the AECF for review, with the understanding that the Casey foundation will draft a Letter of Agreement for CJS Chair Twedt's signature.

System Assessment Interviews are being scheduled with members of each subcommittee. Stephanie Vetter and AECF Consultant Doug Mitchell will be conducting the interviews on October 18<sup>th</sup>-19<sup>th</sup> in Pennington County and October 20<sup>th</sup>-21<sup>st</sup> in Minnehaha County.

The National JDAI Conference will be held October 4-6<sup>th</sup> in Kansas City. Five members from each pilot site will be attending the conference. Minnehaha and Pennington are in the process of having their MOU's signed, and they are also in the process of hiring a local JDAI coordinator for their projects. November 16-17<sup>th</sup> is scheduled for the JDAI Fundamentals training in Chamberlain.

The budget was reviewed. Twedt addressed the gap of funding in Minnehaha County and that the AECF money is one time money. Janine Kern discussed the need for counties to use their savings from the initiative and use it toward the salaries, as opposed to shifting the savings elsewhere. Several Council members voiced their pleasure with the project followed by discussion.

8. DMC UPDATE

Joy Erlenbusch reviewed the budget closeout for SFY10 DMC projects as well as the progress reports submitted by the subgrantees. Discussion ensued on the various DMC projects. Janine Kern suggested revisiting the projects again at the end of the contract year because there is potential for a lot of changes in the next six to twelve months with the implementation of Juvenile Detention Alternatives Initiatives (JDAI) in local jurisdictions.

9. DMC CULTURAL TRAINING UPDATE

The initial DMC Cultural Training took place in June for Minnehaha County as a pilot training to Court Services Officers, Juvenile Corrections Agents and detention personnel. Pennington County's pilot training took place in August. Training evaluation summaries were provided to the Council to review the training feedback. Based on the evaluations from the Minnehaha training, some training components were tweaked and improved upon for Pennington County's training.

Joy Erlenbusch said the training committee will be brought back together to determine such factors as the next steps, evaluate and refine the training, the next trainees, and location. JC Chambers offered to help with planning and to look at many of the impressive training models out there. Susan Randall requested an update at the next meeting. Mike Leidholt suggested setting up a regional training for law enforcement once the training is refined and then approach the training academy to get their input on how this training coincides with their current curriculum. From there, offer the training to first line supervisors and field training officers to get their buy-in before it's presented to all law enforcement. Discussion ensued. The training committee will meet, make recommendations to the Council for their next meeting. It is understood that the training will need to be refined for each audience with the next target audience being the remaining Court Service Officers, Juvenile Corrections Agents and detention personnel. Randall suggested that when the third replication of the refined training take place, that one or two law enforcement people attend the refined training to see how it's going and whether they think it will work, as it's packaged, for law enforcement.

#### 10. FY10 CJS ANNUAL REPORT

The FY2010 Council of Juvenile Services Annual Report is in progress. Janine Kern and Susan Randall offered to review the draft report when it's available. ***Susan Randall moved to allow the Executive Committee to approve the final report; Janine Kern seconded. Motion carried.*** Jodi Kirschenman will provide quotes to the Executive Committee regarding costs of printing. Report copies will be distributed the same as last year with the addition of the pilot JDAI steering committees. Electronic copies will be provided as last year with the offer of a hard copy upon request. Therefore, extra copies will be printed. The final report will also be available on the Department of Corrections website.

#### 11. TAG UPDATE

The TAG is meeting next week Tuesday following the Indian Education Conference sponsored by the Department of Education in Oacoma. Brendan Johnson, U.S. Attorney, will discuss his Community Prosecution Initiative as a major focus of the meeting. Carole Cochran has again produced a *Kids Count* data book for each of the nine tribes that she will be distributing to the tribes by disk and hard copy. Susan Randall provided an updated Tribal Juvenile Justice directory to the Council.

Randall provided a brief update on the State-Tribal Relations Committee Presentation. Tom Magedanz is the LRC staff person and contact for that committee. Through CJS's approval last time, a CJS briefing to the State-Tribal Relations Committee will be presented based on information in the 2009 CJS Annual Report. Randall was contacted about being on the agenda but the next meeting is in Sisseton with a site visit scheduled. It was decided that when the Committee holds a meeting in Pierre, then a CJS presentation will be scheduled on that agenda.

Jodi Kirschenman submitted a TA request to OJJDP on July 9<sup>th</sup> on behalf of the TAG. August 5<sup>th</sup>, OJJDP notified Kirschenman to indicate the TA request was denied because grant writing is not a type of TA that OJJDP SRAD typically fulfills. OJJDP laid out three recommendations which included submitting a TA request to OJJDP's Tribal Youth Program to seek out TTA; attend the Sustainability Webinar currently scheduled for November 2010; and to utilize the "Resource Library" at NTTAC to see materials on grant writing. Kirschenman submitted the TA request to the Tribal Youth Program but still has not heard back on the status of the request.

#### 12. OLD BUSINESS

Susan Randall revisited the compliance update that was given at the last meeting and questioned what the specifics were on the violations and how the follow-up on violations was being handled. Since this information was finalized and submitted to OJJDP based on feedback during the last meeting, a detailed compliance summary was not scheduled to be included on the current meeting's agenda. Joy Erlenbusch agreed to revisit the information, provide information, and follow-up with Nancy Allard on cases contained within the 2009 Compliance Report.

Mike Leidholt gave an update on South Dakota's newest juvenile services center that opened in May in Hughes County. This center is attached to the jail with sixteen beds, eight secure and eight non-secure. There are two people per shift and a supervisor for a total of nine people employed there. Most recently there were eleven kids, with Mellette County being the largest user.

#### 13. NEW BUSINESS

Janine Kern attended a two day training in Pierre earlier this month. The Chiesman Foundation for Democracy, Inc. received a significant federal grant to fund a Fetal Alcohol Spectrum Disorder Center in Rapid City. Kern indicated that more than 100 people attended the training each day and the curriculum was phenomenal. She handed out a FASD directory which contains a pre-diagnosis and post-diagnosis list of services across the state. She urged the CJS not to take their eye off FASD as its prevalence is larger now in South Dakota than ever before and an opportunity to make great strides forward. The next workshop is scheduled for January 2011 in Rapid City.

#### 14. SCHEDULE NEXT MEETING

The next meeting is scheduled for Wednesday, December 15, 2010 in the Sioux Falls/Brandon area. Jodi Kirschenman will secure a meeting space and rooms and then send out notice to the Council. The Council also chose mid-March for a meeting in Pierre or Chamberlain, and early June in the Rapid City area.

#### 15. WRAP-UP AND ADJOURN

***Karen Jeffries moved to adjourn; Victor Erlacher seconded. Motion carried.*** Meeting adjourned at 2:10 P.M.

*Recorded by Jodi Kirschenman, Juvenile Justice Specialist*