

Minutes

**Board of Juvenile Justice
and
DJJ Board of Education
Thursday, June 21, 2001
2 Peachtree Street, NW
DHR Board Room, 29th Floor
Atlanta, Georgia 30303**

Roll Call

Board Members Present: Violet Bennett, Emmett Bryant, Jr., Mary Linda Duncan, Susan F. Dunwody, David C. Evans, Lois Frank, William J. Shellem, Jr., John E. Wiggins, Mary E. Wilhite

Advisory Members Present: Judge Gregory Adams

DJJ Staff Present: Frank Berry, David Clark, Thomas Coleman, Doug Engle, Mary Esposito, Art Sands, Coy Satterfield, Gwen Skinner, Jaci Vickers, Lena Wilson

Other: Normer Adams, Georgia's Association of Homes and Services; Aaron Estis, KPMG Consultant; Chad Hoffecker, Attorney General's Office; Ellyn Jaeger, National Mental Health Association of Georgia; Ron Martz, Atlanta Journal/Constitution; Jeff Minor, Office of Planning and Budget

Opening Remarks

Chairman Evans opened the meeting with a greeting. He noted the presence of a quorum of the Board and presented the minutes of the May 24, 2001 meeting for approval. Vi Bennett moved that the minutes be approved and Emmett Bryant seconded the motion. The minutes were approved by unanimous vote.

Commissioner's Report

Introduction

Commissioner Martinez greeted the Board and other attendees. He thanked them, once again, for taking time out of their busy schedules to attend the meeting.

Media Coverage

Commissioner stated that there have been several stories in the press about the agency on which he would like to comment:

Patrice Peart

Commissioner informed the Board about the tragic circumstances of Patrice Peart. On Monday, June 11th, her body was discovered after she failed to report to work. Patrice worked directly in the Commissioner's Office on Commissioner's correspondence and policy.

Her death was particularly painful for staff and grief counseling was provided for all staff through the Employee Assistance Program.

Detention of Blind Student

In South Georgia, a young blind man was detained in one of the RYDCs. He was sentenced to the 90 – day program and transported to the Department with his cane. The cane was taken away because it could be used as a weapon. The young man was found to have an I.Q. of 64. Commissioner believes that youth with such disabilities are better served in placements other than secure settings. He commended staff that worked diligently in finding an alternative placement for him.

Metro RYDC

Last week, Fox 5 publicized a story about the Metro RYDC. They focused on 'old news', dredging up 1999 and 2000 evaluations about the facility. As noted to the reporter, but not prominently mentioned, Commissioner believes that Metro RYDC is considerably improved from previous days. The reporter also failed to mention that the evaluations were initiated by the Department. Though there remains much to be done, he is happy with the direction in which it is going. Commissioner hopes, in the near future, to have a Board meeting take place at Metro RYDC.

Operations

Community Corrections

- All of the District Directors positions have been advertised. There are 55 applicants. Interviews and hiring should be concluded by July 15, 2001.

The Department is in the process of doing a national recruitment for the position of Regional Administrator of Region III. Since this Regional Administrator will be responsible for metro Atlanta, someone experienced in the development of programs for inner city youth is sought.

- Renovations have begun on the houses at Lorenzo Benn YDC to create a 25 bed emergency shelter for males. The RFP to operate this program was awarded to Psychotherapeutic Services. The program should be operational by September 2001. This program will be an alternative placement for youth.
- Tomorrow, Gwen Skinner and Commissioner Martinez are scheduled to meet with various Superior Court judges. The purpose is to discuss plans for regionalization and how it will affect their judicial circuit lines. Commissioner is optimistic that any concerns they may have will be alleviated.

Program Services

- *Office of Behavioral Health Services*

Effective July 1st, the Division of Program Services will be restructured to coincide with the regionalization of services within the Department. Commissioner believes that, by default, the Department became the mental health system. Therefore, some changes had to be made which focused on developing a continuum of services. Most specifically, the Office of Mental Health Services will become the Office of Behavioral Health Services, thereby positioning itself to address and provide for the full range of issues faced by the Department and that Office.

Youth under custody of DJJ are extremely diverse and exhibit a high prevalence of mental health, substance abuse and behavioral problems. These challenges will be better addressed through the reformatted Office. Increased focus will be placed on administration, oversight and coordination, and collaboration with other state agencies, local resources and private providers.

Effective July 1st, Mr. Frank Berry will assume the position of Director of the Office of Behavioral Health Services. Commissioner Martinez introduced Frank Berry and asked that he give the Board some background information of his work experience. He wanted the Board to be aware that Mr. Berry's experience was in correlation with the mandate of the MOA. Mr. Berry indicated that he has extensive experience in

developing systems of care for adolescents with serious emotional disturbances. Through his leadership, the Office will institute a full coordination of services as part of a total multi-discipline treatment approach.

Mr. Martinez indicated that Dr. Ron Koon will assume the role of Consultant to coordinate statewide quality assurance and staff development in the area of behavioral health services. His goal will be to raise the level of staff skill, training and performance.

□ *Office of Nursing Services*

The Office of Planning and Budget has approved a request to exempt the nurse/medical positions from the statewide hiring freeze. Therefore, the Department can move forward in two directions. First, the Department can continue to recruit and hire nurses that are needed. Secondly, the Department can make requests through the budget process for additional nurse positions. Failure to address the overall shortage of nurses will hinder efforts to meet the requirements of the MOA.

□ *Office of Education*

The Office of Education has done quite well and has announced two key accomplishments. First, they have completed and implemented a program that allows a student to obtain a high school diploma in vocational education. Additionally, they are completing the process that allows a student to obtain a high school diploma in college prep. The diploma will bear the state seal and be issued by the "State of Georgia High School".

Human Resources

The Department continues to make progress toward the transfer of the Wrightsville YDC to the Department of Corrections. October 1, 2001 is still the target deadline and the Department is expected to meet it. Approval has been given to implement a reduction-in-force on that campus for all positions. Staff has been notified of this decision and the timeframes. All persons who have not located employment with DJJ, the DOC or other state agency will be separated at the close of business on September 30th.

Other Meetings

- Commissioner Martinez, along with other staff members, attended the Annual Conference of the Georgia Juvenile Services Association in Savannah. The meeting was well attended and excellent workshops were held. One in particular was presented by Judge Frank Orlando with the Annie E. Casey Foundation.
- Last week, Commissioner and Executive Managers met with Dr. Jim Austin and his staff, as well as Judy Preston of the U.S. Department of Justice. The meeting was held at the Capitol and Governor Barnes and his staff sat in on a portion of it. Mutual interest in coming from under the MOA was the main focus of discussion, although other issues were also discussed. Commissioner thought the meeting was successful and he is expecting the next report from the Monitor to be positive.

Policy

Highlights of policies published since the last board meeting include:

Policy Number	Subject
8.17	Escape
8.21	Electronic Monitoring in Facilities
8.23	Transportation of Youth
14.1.5	Jail Monitoring
14.1.6	Status Offender Detention Monitoring
15.1	Basic Rights and Responsibilities of Youth
16.1	Youth Behavior Management
16.4	Positive Incentives
16.7	Time Limits for Youth in Rooms
20.2	Treatment Plan/Plan of Care

These policies are available on the Intranet or by hard copy. Commissioner informed the new members that, previously, the Department operated with several policy manuals directed at the different areas of the agency. He stated that at this time the goal of having a single policy manual was now 70% complete.

Conclusion

Commissioner concluded his comments.

Chairman Evans asked if there were any questions or comments.

Judge Gregory Adams asked what the size of the Behavioral Health Services Unit would be. Dr. Coleman responded that the unit positions would not increase significantly. The only difference would be the addition of five Regional Coordinators in the field. Commissioner Martinez stated that the intent of reorganizing this unit is to be able to better manage the budget for health care. Currently, it is difficult to determine where monies are being utilized. The DJJ education program was used as a model for the new Behavioral Health Services Office. The Department will request additional resources to help facilitate operations.

Judge Adams also wanted to know at what percent of compliance is the Department in regards to the MOA mandate; are we more in compliance now than we were six months ago. Commissioner Martinez responded that the issue is basically overcrowding. He stated that if overcrowding could be reduced, then compliance with the MOA would be met. Dr. Austin and his staff have been very complimentary of the education program, even though there are not enough clerks in the field. There are still concerns about appropriate mental health placements.

Judge Adams asked if the Behavioral Health Services Unit would help with appropriate placements. Commissioner stated that the Department hopes to do better assessments and provide better outpatient services to youth. The agency also hopes to provide acute in-patient care to stabilize kids in crisis. The judge asked if the assessments would be completed in the short-term. Commissioner stated that the goal is to make a determination within the first few hours of detainment.

Lois Frank asked if judges were provided with mental health background information prior to a child's hearing. Judge Adams responded that information is provided within 72 hours. Intake workers or investigators basically will only provide what a child was initially detained for.

Bond Resolutions

David Clark, Director
Office of Construction and Engineering

The issuance/sale of bonds is a result of a capital outlay budget request submitted last August (2000). The request has gone through the approval process from the Governor to the Office of Planning and Budget (OPB) and has been approved by the Legislature.

This resolution authorizes the Commissioner to communicate with the Georgia State Financing Commission, to ask them to sell these bonds on behalf of DJJ and make them available to DJJ for capital improvements.

There are two categories of bonds, resulting in two resolutions: five-year bonds and twenty-year bonds.

Chairman Evans asked for a motion approving the resolutions for the sale of bonds. Emmett Bryant moved that the resolution for a 5-year bond be adopted. Mary Linda Duncan seconded the motion and the resolution was approved.

Lois Frank wanted to know if details of how the monies from the sale of the bonds would be expended were available. Chairman Evans explained that the funds from the bond sales would be used for items that were identified last year and that she would be provided with the information.

The twenty-year bonds have more sub-categories and include the modernization and repair of housing units at Augusta, repair and improvements on other campuses, plus a long list of general repairs at all facilities. Bill Shellem moved to approve the 20-year bonds. Vi Bennett seconded the motion. The resolution was approved.

Strategic Planning

Doug Engle, Director
Consultant
Office of Technology & Information Services

Aaron Estis,
KPMG Consulting

Doug Engle greeted the Board and expressed his pleasure at being able to address them. He introduced Aaron Estis who would later present some of the details of the Department's strategic plan.

Mr. Engle explained that the Governor's Office, the Office of Planning and Budget (OPB), the Merit System, and Georgia Technology Authority (GTA) require each agency to submit an annual strategic plan. The Merit System requires a workforce plan, which is a 2-year product that links the workforce into the strategic goals. GTA requires an annual strategic plan that links technology and telecommunications into the strategic goals. He stated that the plan is not a complete product, as yet, but is a living document.

Mr. Estis gave a summary of the process that was used to produce the agency's strategic plan. The first step involved interviews with each member of the Executive Team. These interviews resulted in the agency's mission statement. Secondly, they met with a larger group, about 30 people, in program operations to define and link the initiatives to the organizational goals. Finally, they had a work-force planning meeting to develop the strategic goals of the Department.

The strategic goals of the Department are grouped into four categories:

- helping youth achieve their highest potential
- having a safe/protected public
- managing for success
- investing in people

Chairman Evans wanted to know how many hours were spent developing the plan. Mr. Estis responded that initially 210+ hours had been spent in the development and later upwards of 250 hours. Mr. Evans stated that he was aware that it was a long, arduous process that is ongoing and changing.

Lois Frank wanted to know what was the agency's objective relative to the violent offender. Mr. Engle responded that the objective would be to develop programs. She also expressed concern that the mission statement should include "returning youth back into society better able to cope and be productive." She viewed this as being part of the mission of the Department. Susan Dunwody agreed that the goal of reducing recidivism should be included. She suggested that the key phrase be "rate of return." Mr. Engle and Mr. Estis stated that they would review the suggestions.

John Wiggins stated that of the established goals that the agency has developed, the reality is that most of them will probably not be accomplished.

Concluding this discussion, Chairman Evans adjourned the regular meeting of the Board to convene the meeting of the DJJ Board of education.

DJJ Office of Education

Coy Satterfield, Director
Office of Student Support Services

Funding

Mr. Satterfield spoke in reference to a request for a School Improvement Grant. He stated that in a consolidated effort for funding, the basis of the request was a system-level, comprehensive school improvement plan and Board approval to apply is required. This year the funds total \$77,000.00. These funds will basically be used in three ways:

- Support social skills curriculum – provide ½ credit to students towards their graduation requirement. They are currently utilizing two programs – Thinking for Change and Pathways.
- Replace a portion of 260 computers that are being used in the Computer Curriculum Corporation (CCC) Program.

- Support the curriculum team that develops remedial programs in math.

Last year DJJ received a \$150,000.00 school improvement grant. The DOE is no longer giving those funds away. As a formality, the Board was asked for its permission to allow the DJJ Office of Education to apply for these funds.

Chairman Evans asked for a motion to give the DJJ Office of Education permission to seek these funds. A move was made by John Wiggins and seconded by Lois Frank. Permission to seek these funds was approved by unanimous vote.

Ms. Bennett brought to the attention of the Board that the motion for funding was for \$77,000.00. She asked that a new motion be made to amend the amount to \$77,105.00. Ms. Bennett moved that the funding amount be amended. Mr. Bryant seconded the motion. The amended amount was approved.

Approval of School Calendar

The DJJ Office of Education is asking for approval to correlate its school calendar for the year 2001-2002 to that used around the state by the Georgia DOE.

Bill Shellem moved that the Board approve the 2001-2002 School Calendar. Vi Bennett seconded the motion. By unanimous vote, the calendar was approved.

Chairman Evans adjourned the meeting of the Office of Education. The regular meeting of the DJJ Board was reconvened.

Chairman's Report

David C. Evans, Board Chair

Mr. Evans informed the Board that normally, there is not a meeting in the month of July due to conflicting schedules. As such, he asked for a vote to hold the next meeting on August 23, 2001. The date was approved by the Board.

Mr. Evans also informed the Board that between today's date and August 23, 2001, it is hoped that Committee meetings will take place. Jaci Vickers and her staff will work hard to establish a time and location to have good, productive meetings.

Adjournment

Asking for questions and comments and hearing none, Mr. Evans adjourned the meeting of the DJJ Board.

Approved by:

David C. Evans, Chairman
Board of Juvenile Justice

Orlando L. Martinez, Board of Juvenile Justice Commissioner
& Superintendent, DJJ Board of Education

Emmett Bryant, Jr., Secretary
Board of Juvenile Justice