

**Board of Juvenile Justice  
Thursday, June 23, 2005  
11:30 a.m.**

**3408 Covington Highway  
2<sup>nd</sup> Floor, Boardroom  
Decatur, Georgia 30032**

**Opening Remarks**

J. Daniel Shuman, Acting Chair

Mr. Shuman called to order the June 23, 2005 meeting of the Board of Juvenile Justice and DJJ Board of Education. He then acknowledged the audience and asked for introductions. After introductions, he asked for the Pledge of Allegiance to be recited and to observe a moment of silence. He also asked that Sheriff Donnie Haralson and our Service men and women overseas be considered in the moment of silence. Afterwards, he asked for Roll Call.

**Roll Call**

Lena Wilson took Roll Call.

**Board Members Present:** Lois Frank; Van R. Herrin; Elizabeth G. Lindsey; William B. McQueen; Judy C. Mecum; Daniel A. Menefee; Dr. Edwin A. Risler; J. Daniel Shuman; Sandra H. Taylor; Mary E. Wilhite

**Advisory Board Members Present:** Judge Quintress Gilbert; Judge Ellen McElyea

**DJJ Staff Present:** Albert Murray, Commissioner; Spiro Amburn; Dr. Thomas L. Coleman; Ericka Davis; Nina Edidin; Gordon Fisher; James Frazier; Steve Herndon; Dr. Paul Jones; Jeff Minor; Marilyn Reaves; Rob Rosenbloom; Dr. Thomas O'Rourke; Coy Satterfield; James Taylor; Sher're Walton; Lena Wilson

**Others:** Asenith Dixon, Senate Research Office; Michelle Townes, Assistant Attorney General; Curtis D. Baxter, Ed.D., T.I.P.S. Consulting; John Reid, Y.M.C.A.

After Roll Call, Ms. Wilson announced that a quorum of the Board was present. Mr. Shuman called for a motion to approve the minutes from the May 26, 2005 Meeting of

the Board of Juvenile Justice. William McQueen made a motion to approve the minutes; the motion was seconded by Daniel Menefee, and carried.

Mr. Shuman then called for the Commissioner's Report.

## Commissioner's Comments

Albert Murray, Commissioner

### **Opening Remarks**

Commissioner Murray greeted Chairman Shuman and members of the Board. He stated that it was good to be back at Central Office after spending the last 3 months on the road having meetings around the state. He stated that he hoped the experience has been as productive and beneficial to the Board as it has been to him and other DJJ staff. He stated that we have had the opportunity to see a lot of Georgia and get a different perspective on what we do. He stated that the visit last month to the Department of Corrections' facility at the Reidsville State Prison was especially significant and noteworthy. He continued that it was a good experience for him and for the Board members who were able to attend to visit two of our facilities in middle Georgia and, after having toured the adult prison, to get a different perspective on how important our work is at DJJ. He indicated that he was amazed at the number of staff that had never been in or toured an adult prison. He stated that they commented to him that it was quite a life changing experience for each of them and that it was a real eye-opening experience that gives new value and definition to what we do in juvenile corrections.

Commissioner stated that while there we saw a large operation that manages more than 1200 inmates. This experience makes us more even more committed to do a good job on the juvenile side so that we can, hopefully, have an impact on the prison population.

Commissioner expressed his thanks to Chairman and Mrs. Shuman for their efforts on coordinating the barbeque and the tour and luncheon with Warden Hugh Smith, and added that those who did not get a chance to attend missed a treat. He again thanked Mr. and Mrs. Shuman for their hospitality at their farm which, in his opinion, was one of the best events he has attended since he was appointed Commissioner. He expressed how good it was to meet in an informal setting, after hours, to talk with and get to know each other better. He stated that Senator Tommie Williams, Senator Jack Hill and Representative Terry Barnard attended the barbeque, along with Mr. Shuman's colleagues on the Tattnall County Commission and other community leaders, DJJ staff and members of the press who also attended the Board meeting the following day. He indicated that it was a very nice affair.

Commissioner ended his opening remarks and proceeded with the following report:

### **Operations Division**

- Since our last board meeting the Clayton RYDC has been added to the list of those facilities that have successfully completed a verification tour by the U.S. Department of Justice (USDOJ). Clayton passed their inspection with flying colors. The auditors were very complimentary of our center, the staff and specifically our Director, Debbie Alexander. Earlier the USDOJ conducted verification tours of the DeKalb and Marietta RYDCs. Each of these three facilities did extremely well. Although a number score was not given at the exit conference, the auditors were very complimentary of the work done at these facilities.

Commissioner shared that later this afternoon, he will participate in the exit interview at the Macon YDC where the auditors have been all week. He indicated that this is the first long term facility to have an inspection conducted by the DOJ in a facility that serves females and the first facility that has the short term program component. He stated this would give the DOJ a different look at DJJ, and that all indications are that we have, once again, done well, but he will wait for official word from the DOJ later this afternoon.

Commissioner stated that this process continues to move at a great pace and that on July 26, 2005, the DOJ will return to Georgia and conduct a tour of the Bill Ireland YDC, which will be the largest facility to date. He stated that this will be an extremely significant visit and he expects that staff there will be as ready as staff at Macon and other facilities of the Department.

Commissioner continued that he has received notice from the DOJ that the verification tours will conclude on October 3, 2005. At that time, he stated, tours would have been conducted at ten (10) DJJ facilities. Shortly after this time, it is hoped that the Department receives word that the Department can close out the MOA and be removed from oversight by the DOJ.

- Detention population remains a constant focus of the Operations Division but we are starting to see a statewide reduction in detention population. Some centers remain over capacity but efforts will continue to assist them with moving population to less crowded facilities, when appropriate, in order to maintain the population below 120% capacity as mandated by the DOJ.
- The Division has worked successfully during the year to come in on budget for the Level of Care process. This budget covers the youth who are placed in out of home placements. The pressure that implementing the LOC system placed on our budget early in the year caused us to reevaluate how youth are placed and for how

long. This continuing effort by community staff has paid off and will be carried forward into the new budget year. Funding for these placements is still an issue and we are identifying the gap between the service needed and our financial ability to place. We always want to make the best treatment decision for youth but must do so within the money allocated to us.

- The Operations Division manages several grants that they pursued and received during the year. They are the Reentry and Project Safe Neighborhoods grants which we reported to you at previous board meetings. These programs are up and running in the Metro Atlanta area. They focus on youth coming out of the YDCs and out of home placements and help them to reintegrate into the community and home. A new grant is being applied for through the Criminal Justice Coordinating Council. This grant request is to establish positions for a Victims Advocate process in the Division Office. The new Victims Rights Bill passed this year has further given us reason to focus our efforts on victims and we think that this will be a good start. Rob Rosenbloom made a presentation on some avenues for Board involvement in Victims issues that we would still like to pursue with the Board's approval. We have a concern as reflected in our commitment to Balanced and Restorative Justice that we take into account the needs of the victim, the offender and the community. Commissioner stated that in our role as juvenile professionals, we need to look at ways to embrace and support victims of juvenile crimes.

## **Program Services Division**

### **Campus Operations**

- Campus Operations has embarked on two initiatives to assist the Department in reducing crowding in the RYDCs. In February 2005, the DJJ Interdisciplinary Council began an initiative to review YDC youth for early release consideration. It was determined that committed youth were staying in the YDC an average of 24 months despite the Department's option to review after the legally mandated 12 months of secure confinement. Youth eligible for the release must be within 60 days of their minimum release date or a designated felon who has served the legally mandated 12 months in restrictive custody. This initiative will allow DJJ to effectively manage bed space by petitioning the release of youth who meet the stated criteria while demonstrating exemplary behavior at the YDC, and helps to control the facilities' population. The goal remains to make sure that every effort is made to rehabilitate and provide good programming and services for those youth in our care.
- Within the past 12 months special efforts have been made to move the YDC population to 105% capacity. We were able to do this and still provide a good

program and manage the population. Although this could not be done across the board due to specialized beds in the YDC system, we were able to reach that capacity in YDCs such as Sumter, Macon, Savannah River Challenge, McIntosh, and Crisp.

### **Office of Behavioral Health**

- Dr. Shawn Allen, the DJJ Lead Psychiatrist, attended the American Psychiatric Association Annual Meeting in Atlanta at the Georgia World Congress Center on May 21<sup>st</sup>-26<sup>th</sup>. Dr. Allen will also conduct a quarterly training session for DJJ Psychiatrists in August to convey the specific information that was relevant to the youth within our system.
- Assistant Deputy Commissioner Steve Herndon attended the June 3<sup>rd</sup> Community Forum on Community Care for Behavioral Health and Developmental Disabilities sponsored by the Governor's Commission for a New Georgia. The hearing was for the Task Force members to receive public comment about public mental health services in Georgia. A significant note of the hearing was that one of the speakers was Juvenile Court Judge Tom Rawlings who referenced DJJ as a significant provider of mental health services in Georgia and also discussed the need for improved services and access to care to children in the state. The scope of the Task Force is to define what Mental Health, Developmental Disabilities and AD Services delivery systems should look like and how the services should be delivered.

### **Office of Medical Services**

- Substantial improvements have been made in filling nursing vacancies at all RYDCs and the majority of the YDCs. Staffing is one of the key criteria's of the MOA that DJJ has had to address. Our challenge and difficulty has been hiring and retaining nursing staff. We are starting to have some success in recruiting nurses in most areas of the state with the special assistance of human resources and budget staff. We are still utilizing the resources of agency contract nurses to help support our staffing needs. Commissioner stated that he is not sure what has caused our success in this area but hopes that it is long lasting.
- The Interagency Case Management Program (formally the Rome Pilot Project) is moving forward to develop a model for duplication across the state. This has been a successful program, of which Dr. Michelle Staples-Horne has been heavily involved. Dr. Staples-Horne is attending meetings with the Cobb County Board of Health, the Community Service Board for Behavioral Health Services and other state level DHR participants to explore the feasibility of expanding the program into Cobb County. It is hoped that the program will be replicated in other parts of the state so that they can benefit from the concept.

## **Legislative Update**

The first meeting of the Juvenile Law Commission was held on Friday, June 17th. This committee was established during the last legislative session to rewrite the juvenile code. Commissioner Murray, along with executive management level staff, attended the meeting. This was an organizational meeting to establish formal procedures for conducting business and for members to share their primary issues and concerns regarding the code re-write. Commissioner stated that the meeting was a productive one and was well attended. Senator Hamrick is the Chairman of this committee. During the meeting a decision was made to establish three sub-committees which will meet regularly to examine the code and develop proposed changes for the full commission to consider.

The three topic areas and sub-committees are:

1. Deprivation-Has not met but will do so next week (chaired by Eric John)
2. Delinquency: Pre-Trial Timelines and Procedures (chaired by Bob Keller) and;
3. Delinquency Post-Trial, Sentencing, Disposition and Serious Offenders (chaired by Pete Colbenson)

The time allowed for this process is six months to one year. This will require many meetings throughout the next few months in order to be timely. The last time the Georgia juvenile code underwent a major rewrite was in 1971 which was conducted over a period of three years, according to research conducted by DJJ staff. He stated that most of what we need to do can be done but, it could be that the committee may have to realize that some parts of the code rewrite may need to be bumped into next year, but for now we are working on getting it done within the next 6-12 months.

Commissioner Murray and staff will be participating on each sub-committee. In addition, two DJJ Board Members – Elizabeth Lindsey and Dr. Ed Risler, were selected by Governor Perdue to serve on the Commission, along with Judge Ellen McElyea, who was selected by her peers to represent the Juvenile Court Judges. DJJ is well represented on the Commission. Commissioner Murray expressed his pleasure with these appointments and stated that the Board will be kept informed of the progress.

## **Other Announcements**

- From June 14-16, the Office of Investigations and Apprehensions provided training and requested information to a visiting delegation from the Tennessee Division of Juvenile Justice regarding the role of the Apprehensions Unit. Commissioner Murray was asked by Deputy Commissioner Steve Hornsby, of the Tennessee DJJ, if he could bring a delegation with him to look at our Apprehensions Unit. The delegation included the Deputy Commissioner, Executive Director, Director of Internal Affairs, and the Inspector General of the Tennessee DJJ. They were also provided an overview of the Department by the

DJJ Executive Team, as well as, information on Georgia statutes and departmental policies pertaining to the functions of the Office of Investigations & Apprehensions. Commissioner expressed his belief that we provided them with some good information on DJJ, in particular, the Apprehensions Unit. Commissioner thanked Ronnie Lane and members of the Apprehensions Unit for taking leadership in this initiative.

- On June 10<sup>th</sup>, Commissioner Murray attended the first DJJ Management Development Training graduation at Sidelines Grill in Kennesaw. This program was developed through a collaborative agreement between DJJ, Career Concepts and the A. L. Burruss Institute, Kennesaw State University. Commissioner, along with Dr. Carol Pierannunzi, Director of the A.L. Burruss Institute of Public Service and Dr. Lana Wachniak, Associate Dean of the College of Humanities & Social Sciences, both from Kennesaw State University, served as speakers for the event. There was a presentation ceremony following the keynote addresses in which each graduate received a certificate for successful completion of 16 months of management training. There were 22 DJJ graduates of the program. The training they received will be invaluable as they carry out their duties as managers for DJJ.

Commissioner stated that this was a very good event that provided an opportunity to talk with staff of Kennesaw State University and thank them for their participation in this project.

Commissioner concluded his remarks and asked for questions or comments.

Mr. William McQueen stated that the Commissioner mentioned some reduction in the detention population. He asked Commissioner if he could tell the Board what was done, if known, and where it might lead in the future. Commissioner responded that James Frazier, Assistant Deputy Commissioner of Operations was present and felt that he or Rob Rosenbloom, the Deputy Commissioner, would be able to more adequately address the inquiry. He deferred to Mr. Rosenbloom.

Mr. Rosenbloom stated that there are actually two factors involved: the seasonal rise in population in the fall and in the spring and the end of the school term. He stated that the Department spends a lot of time during these periods trying to find alternatives to detention, using shelters and making the best effort to have only youth who are at the highest risk in detention. The combined effort is the reason we are seeing the drop in population.

Hearing no other questions or comments, Chairman Shuman injected that he wanted to make a comment. He stated that he thinks we are throwing a 'no hitter' on the visiting teams of the MOA visits. He stated that he thinks it is wonderful and hopes that we can continue to do that. He added that it would be a significant day when we are able to be removed from the MOA.

## **Overview: Office of Legislative Services**

Spiro Amburn, Director

Mr. Amburn greeted the members of the Board and stated that he would take just a few minutes to talk about the Office of Legislative Services. He distributed a handout to the Board to reference.

Mr. Amburn began by stated that as the Director [of the Office of Legislative Services], he reports directly to Commissioner Murray and that he is currently the only member of that Office.

Mr. Amburn stated that his responsibility is to serve as DJJ's primary representative and liaison on all legislative outreach and government relations. He added that his office ensures that DJJ's best interest is represented on all matters that relate to public policy, department policy and state law; works closely and collaboratively with DJJ executive staff and others as necessary; and, briefs the Commissioner on all matters relating to the General Assembly and special interest groups.

He stated that this position is part communication and part government relations; essentially, relationship building. The position is made up of three basic areas; prioritization, legislative outreach, and communication. Mr. Amburn briefly touched on some areas under these categories and stated that he would not be able to do his job to the extent that he does if not for the support he receives from the staff of the department. He added that he relies heavily upon them for information.

Continuing, Mr. Amburn stated that later this summer we will submit our official legislative proposals, along with our budget proposals, to the Governor's Office for review. He stated that out of this process we will get some direction as to where we will go the next legislative session. He stated that since this is a carryover year, any legislation that did not pass last session will be alive this coming session.

Mr. Amburn stated that relationship building is a key component of his job. Being the primary point of contact for the General Assembly where they know they can turn whether for answers to questions, constituency concerns, or information on population. He stated that he also works together with Ericka Davis, Director of Public Affairs on different issues.

He stated that a lot of communication is involved, including dissemination of information. The Juvenile Code Rewrite is an example of the types of things the Office of Legislative Services coordinates ensuring that the Department is at the table when these important issues are considered.

Referencing the second page of the handout, Mr. Amburn stated that this chart is a basic illustration of how a Bill becomes law and that the Board can use it to familiarize themselves with the legislative process. After the conception of an idea, it then has to

pass through fifteen steps, the first of which is presentation to Legislative Counsel. He stated that anything can happen prior to step fifteen (bill signed by Governor). At the end of this process, the Governor may sign the bill or do nothing and the bill becomes law. The Governor may veto the bill, which requires two-thirds of members of each house to override. Acts and other laws enacted at the session are printed in the *Georgia Laws* series. Also, Acts are incorporated into the Official Code of Georgia Annotated. An Act becomes effective the following July 1<sup>st</sup>, unless a different effective date is provided in that Act.

At this point Mr. Amburn stated that he is open to any questions.

Dr. Edwin Risler stated that he appreciates the hard work he has done and that he had done an outstanding job this past year.

Chairman Shuman asked for a contact number where Mr. Amburn could be reached. Mr. Amburn stated that he would be sure to provide him with the information.

Commissioner Murray injected that when he was appointed, we had no legislative liaison and the session was about to convene. He stated that the first year, we had to ‘wing it’ through the session and we did ok, but it has made a world of difference to have a legislative director, one individual, to lead our team. He has devoted most of his time to relationship building which has led us to not only introduce legislation, but we were able to get our bill passed. He added that Senate Bills 135 & 136 almost passed and that we are well ahead of the game and may be able to pass these two pieces of legislation during the next session, one of which has to do with a speedy trial for juveniles and the other has to do with bail.

## **Overview: Office of Public Affairs**

Ericka B. Davis, Director

After greeting everyone, Ms Davis stated that she will try to be brief with her presentation. She distributed an outline of the duties of the Office of Public Affairs and began by stating that she was excited about talking about the functions of the Office. She stated that the OPA is a small unit of five, two of which are part-time positions. The unit consists of herself as Director, Public Relations and Information Specialist II, Secretary III, Constituent Service Specialist (29 hour), and Public Information Specialist (29 hour).

### ***Public Information***

- Directs projects for community and public awareness.
  - Duties includes: writing and editing news releases, facilitating a Speakers Bureau from field staff, and defining goals and expected outcomes or results of

campaigns. OPA is currently in the process of working on a prevention media campaign called 'Right Choices'.

- Directs media relations efforts and manages press conferences, including crisis communication initiatives.
  - Duties includes: verifying the accuracy of news stories and responses, writing and editing news releases for special briefings, news conferences or publications, arranging news conferences, responding to questions or inquiries from the press and scheduling/arranging personal interviews of DJJ management officials.
- Assists departmental and division management with special projects and activities.
  - Duties includes: Pulling together participants for special presentations, quarterly staff meetings, legislative committee meetings; assists with putting together quarterly reports; demonstrates a thorough knowledge of DJJ policies and programs in preparing speech material, correspondence, news releases and statistical data; distribution of information; responds to specialized inquiries.
- Manage the production of publications and information; compiles, writes and edits information for publications.
  - Duties includes: writing, editing and producing DJJ Newsletters, brochures, fact sheets, etc.; distribution of publications to appropriate parties; takes and selects appropriate photographs for publications; oversees printing production and performs inspections of jobs in progress to ensure established standards are met; develops and maintains current and accurate lists of information sources and contacts.
- Designs and maintains the DJJ Internet web site using technical and design skills.
  - Duties includes: works with the Office of Technology and Information Services (OTIS) on the layout and presentation of significant segments of the web site; upload finalized documents onto the web for public view; apply technical skills using web page publishing software programs to manipulate, restructure and enhance current web pages.
- Responds to routine and more complex inquiries from the general public or direct them to the appropriate source.
  - Duties includes: responding to questions and providing timely and accurate written or verbal responses, including inquiries from non-profit organizations and students at varying levels of the education system.

### ***Board Services***

- Arranges the planning of all monthly Board meetings, training workshops, conferences, and appointments for the Board with the Governor's Office.

- Ensure that new appoints are posted on the web site with photo and bio; send out orientation manual;
- Initiates agenda which is set with the approval of the Commissioner and Board Chairman; distribute meeting information and materials prior to meeting date; record/document and prepare Board minutes, prepare travel documents associated with Board activities; prepare registration and arrange travel and lodging, as necessary.

### ***Constituent Services***

- Serves as representative to the Commissioner for constituent and departmental issues.
  - Support function for the Commissioner's Office, responding to constituents' questions and concerns, including employees and youth in the care and custody of the Department;
  - Prepares speeches for speaking engagements for Commissioner and other management level staff, if needed;
  - Tracks constituent inquiries throughout the resolution process.

### ***Additional Duties***

- Prepares and delivers speeches. Serves as the public information provider on a statewide basis. Participates on councils, committees, boards and meetings as needed.
- Coordinates special projects and or special events to the Department.
  - Coordinate special events such as facility openings and dedications; conferences and workshops (Annual Girls' Summit with Georgia Women's Legislative Caucus; professional conferences (Council of Juvenile Correctional Administrators and Georgia Legislative Black Caucus workshops; coordinate tours for the First Lay of Georgia and Legislators

Ms. Davis concluded her presentation and asked for questions.

Daniel Menefee asked if talking points were available for Board members. In response, Ms. Davis stated that OPA could prepare talking points as long as the event is where a Board member was speaking on behalf of DJJ or in their capacity as a Board member and the target audience and subject matter were provided. She noted that a 'Speaker's Request Form' was available on the web site and that this form would need to be completed and submitted and comments will be tailored for that specific event.

Chairman Shuman complimented Ms. Davis and her group for the services they provide. This compliment was greeted with affirmations from the Board.

At this point, Chairman Shuman called for a break.

After the break Chairman Shuman called for a motion to adjourn the regular meeting of the Board to convene the meeting of the DJJ Board of Education. Daniel Menefee moved to adjourn the meeting, the motion was seconded by Mary Wilhite and the motion was carried.

### **Update: DJJ Board of Education**

Thomas O'Rourke, Ed.D, Associate Superintendent

Dr. O'Rourke greeted everyone and noted that there were three major areas he wanted to address:

#### ***School Calendar***

Referencing the handout distributed earlier, he pointed out the first item in the folder which was the school calendar. He stated that as part of the accreditation process, we [DJJ] are responsible for providing a calendar for DOE requirements. He informed Board members that because they also function as the school board, they would have to approve the calendar.

Dr. O'Rourke stated that he would briefly discuss items on the calendar so that the Board would be familiar with what they would be voting to approve. He noted that there were two 90-day Semesters (Aug. 05 – Dec. 05; Jan. 06 – May 06); a 40-day summer program; state holidays; planning days; two state conferences (required), one in the fall and the other in the spring; and, testing days. He added that we are a part of the state-wide testing program and as such, we will be tested whenever tests are given in any other school system. He then asked the Board's approval of the calendar so that it could be posted on the Intranet and provided to all the appropriate persons in our school program. Daniel Menefee moved to approve the calendar and Sandra Taylor seconded the motion. The motion was carried.

#### ***SACS Update***

Dr. O'Rourke iterated that we are accredited by the Southern Association of Colleges and Schools, which is a great accomplishment and speaks well of our overall program. He stated that this summer, members of the association will be visiting our 34 sites to affirm our accreditation. He stated that they will be looking at our standards to ensure that we are in compliance with all of the SACS standards. Currently, they have visited four sites and today they are touring the Ireland YDC.

At the end of these visits, a report will be given to each facility director and a final report that covers our overall accreditation will be submitted to the Commissioner. He stated that report will include standards compliance, recommendations, and commendations.

### ***Character Education***

Dr. O'Rourke stated that at the last meeting the Board had questions about life skills and social skills. He stated that these are part of the integrated education taught in our system. He introduced Dr. Paul Jones who is the Curriculum Director for DJJ. He also noted that Coy Satterfield, Director of Student Support Services and the Transition Program would also address the Board.

After greeting everyone, Dr. Jones stated that Character Education is imbedded throughout the curriculum and as the new curriculum is written, the character education components are added. As an example he referenced the handout, specifically the Eighth Grade - Cap 3. He stated that character education issues are highlighted in red, and discusses the benefits of having good character. He pointed out that this was a generic example but noted that there are others that are more specific. In Physical Science - Cap 1, it begins by stating that, "*This is a violence, alcohol, tobacco and other drug use prevention and character education activity. Follow the instructions below.*" He iterated that this is part of the Cap. He stated that there are seven different areas that they draw from for character education and that they are interwoven throughout the curriculum.

Dr. Jones stated that Cap 1 begins with a Life Skills Course and can be offered at any grade level. Typically, this would not be repeated unless the repetition was called for by an IEP or student support team requirement.

Career Preparation is also offered as a curriculum course. Dr. Jones stated that they incorporate all the different areas so that it is not just a classroom activity, but a part of the student's entire process. He added that education and transition ties together and that while education is going on in the classroom, it is also concurrent with transition. He then introduced Coy Satterfield who would present the transition portion to the Board.

Mr. Satterfield referenced a poster placed in the Board Room. The theme was "Think Exit at Entry" that depicts the transition model. He stated that the poster was shared with the Board at a previous meeting. The diagram on the poster guides the viewer from a student's intake phase through their exit phase of the transition model which net out the outcomes. He stated that if the students are actively involved as participants in the academic and vocational program, their outcomes will be a local school enrollment, a high school diploma, or a GED. They will be prepared for the workplace and will be adequately equipped to move on to adult and technical colleges located throughout the state of Georgia. He added that they are dually enrolled in these colleges while they are with us, so enrollment is very simplistic for the youth to go right into the DTAE (Department of Technical and Adult Education) schools.

Transition Initiative - He stated that transition is an interagency collaboration, meaning that our role is to provide a comprehensive academic and vocational educational program for all the youth under our care. He stated that we signed a Memorandum of Understanding several years ago which has enabled us to have a collaborative relationship with DTAE, whereas, they provide the teachers who actually teach on our campuses, all of the vocational programs as well as the GED programs we provide for the youth. The Department of Labor (DOL) has been instrumental in providing us with a grant that actually yielded the seed money for the pilot of the transition program which began at the Eastman YDC. They also brought a training module to the campus of the Augusta YDC and provided on-site job readiness and employment skills to our youth.

Mr. Satterfield stated that parents play an integral part in this process and are involved from the very beginning and throughout. The 'parent' is sometimes someone other than a Mom or Dad, but some other relative like a Grandmother or Aunt or Uncle. Mr. Satterfield stated that we are looking forward to working closely with TANIF and the Vocational Rehabilitation Center, both of which are organizations that are able to provide assistance to our youth.

He stated that DJJ involves the parent and encourage active student participation and ownership which is very important. He stated that when a child signs up to be a part of the transition program, he or she has personal responsibility in terms of their behavior management, dedication to academics, and their vocational involvement in the classes.

Mr. Satterfield stated that the transition program prepares the student for transition from school to work in three ways:

- Career Counseling
- Job Readiness Skills
- Job Retention Skills

He stated that each of our students leave the facility with a portfolio. The portfolio will have a diploma/GED, letters of reference and resumes, work habits, and a competency certificate. This portfolio will be instrumental in helping the advocates on the outside to prepare and bridge the gap for the youth's transition back into the community and hope that during their reintegration they would go on to become productive citizens.

Mr. Satterfield summarized the program as:

- Students and parents are part of the planning process from entry to exit
- Students receive training in character, life skills, job skills, and interview skills
- All students leave with a portfolio and continue to be assisted in the field by their JPPS and other advocates

He stated that when youth "Think Exit at Entry" they leave with positive attitudes.

Mr. Satterfield completed his presentation and asked for questions or comments. There

were no questions but compliments were given on the PowerPoint Presentation.

At this point, Dr. O'Rourke thanked Dr. Jones and Mr. Satterfield for their presentations. Addressing the Board, he stated that the intent of the presentation was to give some insight into what they were doing in terms of providing character education, job skills, transition skills, life skills, and social skills which are integrated into the entire program. Dr. O'Rourke then opened the floor for questions or comments.

Referencing the training calendar that was just voted on, Van Herrin asked if we were under the same mandates as the Georgia Performance Standards (GPS) was last year and inquired how training for teachers were progressing. Dr. O'Rourke stated that we have a different format than regular schools. Dr. Jones injected that in other public school systems throughout Georgia, teachers are doing what is called 'unpacking the standards'. With us, because we actually write the curriculum, the Caps, and the classroom activities for the students, we're unpacking at the Central Office Level. He stated that he is working with the consultants to unpack and is also negotiating to have someone from the state department to come to the conference to share some of the process that has already been done. This is planned for the fall conference. Adding to that, Dr. O'Rourke stated that we re required to meet the Georgia Performance Standards (GPS) that was changed from Quality Core Curriculum or QCC. Mr. Herrin stated that he was just trying to fathom how the department could tackle such a monumental task. Dr. O'Rourke stated that it is always challenging but we do have the luxury to bring them all together twice a year, plus doing training as well.

Dr. O'Rourke concluded the Education Update and Chairman Shuman asked for a motion to adjourn the meeting of the DJJ Board of Education. Lois Frank moved to adjourn the meeting, Dr. Risler seconded the motion and the motion was carried.

At this point Chairman Shuman stated that he erred earlier and would like the record to reflect that Judge Ellen McElyea asked to be dismissed during the break. He then asked for the report of the Board Nominating Committee.

### **Board Nominating Committee**

Van R. Herrin, Chairman

Mr. Shuman introduced Mr. Van Herrin, Chairman of Board Nominating Committee and asked if said committee had selected a slate of officers to serve for the term of July 2005 through July 2007 [sic] (June 2007). Mr. Herrin responded in the affirmative stating that they met on June 26<sup>th</sup> and the committee would like to recommend J. Daniel Shuman as Chairman, Mary E. Wilhite as Co-Chair, and Dr. Edwin A. Risler as Secretary. Ericka Davis, Director of Public Affairs asked for a correction on one of the titles. She stated that the position named as Co-Chair should be Vice Chair. Chairman Shuman then asked if there were other nominations on the floor for the officers (taking a moment for each position). Hearing none he continued that the slated nominees would stand and he closed

the nominating process. He stated that the official vote will be cast at the July meeting.

### Chair's Comments

J. Daniel Shuman, Acting Chair

#### **Announcements**

Mr. Shuman announced that the next scheduled Board meeting will have only the July election on the agenda because the meeting will be comprised of our school board training. This training is required by Georgia law for all school boards. New Board members must have their twelve (12) hours of orientation training completed within one year of election or appointment. Veteran members who have received this training must still have six (6) hours of training yearly as required by law which will be incorporated into this training. The training will be tailored to meet the specialized needs of the Board. The training will be conducted by the Georgia School Boards Association (GSBA).

The training is scheduled for all day on Thursday, July 28, 2005 at DJJ Central Office from 9:00 a.m. until 4:00 p.m. He asked Ms. Davis if this was still the schedule. Ms. Davis affirmed the information and added that because they serve as a school board and we are SACS accredited, we have to be sure that we have to adhere to all the requirements of the law. She stated that because Mr. Herrin serves on a school board in his county, he is excused from the orientation portion of the training as well as those members who have completed the regular orientation training last year. She stressed that they are ***not required*** to repeat the new member portion of the training but ***they are*** required to receive their annual six hours of training so that we can quickly come into compliance after the new appointments. She stated that July 28<sup>th</sup> will be a day long event dedicated to the regular meeting of the Board and refresher training and Wednesday, July 27<sup>th</sup> will be a half day from 12:00 p.m. until 4:00 p.m. for new member orientation. She also noted that this will put us in a position to have just a one day event next year for the annual training.

In order to clarify the schedule, Chairman Shuman inquired if those members who are traveling from long distances should arrive at Central Office at 12:00 p.m. on Wednesday, the 27<sup>th</sup> and then everyone arrive at 9:00 a.m. on Thursday, the 28<sup>th</sup>. He also inquired if meals would be served. Ms. Davis answered in the affirmative, stating that the meetings will be working lunches throughout and we will have information available on lodging for those who will require it.

Asking for and hearing no other questions or comments a motion to adjourn was solicited from the Chair. Mary Wilhite moved to adjourn the meeting, Daniel Menefee seconded the motion, and the motion was carried.

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J. Daniel Shuman, Acting Chair  
Board of Juvenile Justice

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Albert Murray  
Commissioner

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Dr. Ed Risler, Acting Secretary  
Board of Juvenile Justice