

Maine Juvenile Justice Advisory Group

EXECUTIVE MINUTES

March 28, 2014



Paul R. LePage
Governor, State of Maine

Bartlett H. Stoodley, Chair
Edwin P. Chester, Esq. Vice Chair

I. Roll Call:

Present: Edwin Chester, Esq., Dalene Dutton, Jacinda Goodwin, Pender Makin, Barry Stoodley, JJAG Chair, Christine Thibeault

Absent: Mark Boger, Nickole DeMerritt, Carla Knapp, Margaret Longsworth, Lisa Sandy, Jonathan Shapiro, Paul Vestal

Staff: Jason Carey, Staff Assistant, Kathryn McGloin, Juvenile Justice Specialist

The JJAG Meeting was called to order by Barry Stoodley, Chair, at 12:30 P.M.

II. Minutes:

The minutes for the February 28, 2014 JJAG meeting were approved after amending a misspelled name.

Motion: To approve the February 28, 2014 Executive Minutes

Moved: Christine Thibeault/Ned Chester

Action: Approved

III. Executive Meeting Schedule:

The Executive Committee will hold its meetings on the fourth Friday of each month from 9:00 to 11:30 am on the off full JJAG meeting days (March, June, September and December). Most meetings will be held electronically however a room will be reserved.

On months where the JJAG holds a regular meeting the Executive Committee will meet from noon to 2:30 pm.

Any member of the JJAG may request a special meeting of the Executive Committee or ask to be placed on the agenda. Contact Barry Stoodley.

IV. JJ Specialist Business:

2012-2013 Budget – The combined budget FY 2012 and FY 2013 was presented. Decisions will need to be made as funding flows into programming areas.

Brenda Baker, JJAG accountant, will attend a future meeting to explain the accounting. Unused funds must be returned to OJJDP. The FY 2014 Budget outline was distributed for quick study. This document features a breakdown of program

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The mission of the Maine Juvenile Justice Advisory Group is to advise and make recommendations to state policy makers and to promote effective system level responses that further the goals of the Juvenile Justice and Delinquency Prevention Act

areas, State match, federal shares, and total funds. Committees are asked to put forth recommendations for the 3 Year Plan Update so the Update may inform the funding process. Committees will identify gap areas and draft proposals for funding based on need. On approval from the Executive Committee it will go to the full JJAG for ratification.

Committee Co-Chairs are asked fill in funding boxes in the FY 2014 Budget for the Title II Formula Grants Program and bring them to the attention of Executive Committee for approval. The full JJAG must ratify.

V. Coalition for Juvenile Justice (CJJ) Conference, June, 2014:

Christine Thibeault, Dalene Dutton, Pender Makin, Barry Stoodley, and Kathryn McGloin will attend.

Barry suggests booking hotel rooms right away to have rooms in the conference hotel. He also suggests that no other arrangements be made. Says that staff will take care of registration to the conference.

The CJJ meetings begin on Thursday so participants can fly in on Thursday morning. The first event starts at 10:45. At the end of the conference, Saturday, at 2:45, participants can return.

There is an option to stay longer/go earlier than what has been approved. Airfare will be paid but any activity outside of the conference itinerary will not receive per diem compensation. In other words your hotel and food will not be covered beyond that of the CJJ Conference.

FACJJ (Federal Advisory Committee on Juvenile Justice) will have a listening session at the CJJ Conference.

VI. Budget & Finance Committee:

It is the responsibility of the Executive Committee to review decisions that have been made, in this case, about the funding of subgrantees.

Trekkers has asked that the JJAG reconsider all or part of the upcoming reduction to its grant, based on the fact that they will be unable to expand with the funding at 50%.

There was some discussion and then a vote whether or not to make an exception for the Trekkers funding.

The Executive Committee has reviewed this request and cannot change the outcome.

VII. By-Laws:

The mission of the Maine Juvenile Justice Advisory Group is to advise and make recommendations to state policy makers and to promote effective system level responses that further the goals of the Juvenile Justice and Delinquency Prevention Act

Kathryn provided a working update to the by-laws and distributed them during this Executive Committee meeting. It's a composite of the current by-laws plus recommendations received from committees and excerpts from other SAG by-laws.

Please bring your copies of by-laws update to the next Executive Meeting.

VIII. Guest Speakers - Presentations:

There was a review of the JJAG's list of guest speakers and these few were selected:

- Dorothy Foote – Wayfinder School
- Dalene – Communities That Care
- Pender Makin – The Real School

There was discussion of holding the June meeting at the REAL School and having a presentation on Communities That Care.

IX. JJAG Three Year Plan Update:

Committee Needs & Assessments Statement – Committees should supply the Executive Committee with needs and problems statements as soon as possible.

XI. Other:

Nominating Committee – The Nominating Committee holds a list of current members. As positions come to term and new members are identified for the Governor's approval the Committee will nominate people who fill the requirements of the Act.

The Nominating Committee will make a recommendations to the Executive Committee regarding members who are not attending meetings or not participating in the work of the JJAG.

The Nominating Committee is promoting that the JJAG wants people who are enthusiastic to get involved, do the work, and be on a committee.

There will be a description of who is on the board and a proposal of how to manage those who are not actively participating. Once members have been identified, the Nominating Committee will make suggestions regarding the issue. The JJAG will develop a list of potential members.

Finance – Financial management will be a function of the Executive Committee with Kathryn. Christine and Jacinda have agreed to work as financial advisors. A financial report will be provided at each meeting. Kathryn and Brenda Baker will determine the best form for reporting. This methodology will ensure that all financial matters are

brought before the Executive Committee for review.

The Title II Federal Grant requires a 10% match in the Planning & Administration line. Due to the reduction in funding (\$200,000 in FY 2012 & FY 2013) the match amount of \$40,000 does not cover the expenses in this line. These expenses cannot be entered in any other line. Kathryn will address the issue with the Department of Corrections.

Barry stated that part of the JJAG's responsibility in Statute is to keep Corrections informed.

XII. Adjourn:

The meeting adjourned at 2:30 p.m.

The next meeting will be April 25, 2014 at the Maine Criminal Justice Academy from 9:00 AM to 12:00 PM.