



Juvenile Justice Advisory Group

Executive Committee

9.26.2014		2:00 p.m. to 3:30 p.m.		The REAL School, Falmouth, ME	
Members		Mark Boger, Ned Chester, Nickole DeMerritt, Dalene Dutton, Jacinda Goodwin, Carla Knapp, Margaret Longworth, Pender Makin, Jonathan Shapiro, Barry Stoodley, Lisa Sandy, Christine Thibeault			
Attendees		Barry Stoodley, Chair; Edwin Chester, Esq., Vice Chair; Nickole DeMerritt; Pender Makin; Sgt. Jonathan Shapiro; Christine Thibeault, Esq., Kathryn McGloin, JJ Specialist; Jason Carey, staff			
Approval of July 25, 2014 Minutes					
Discussion		To approve the July 25, 2014 Executive Minutes			
VOTE?					
Conclusions					
Action Items		Person		Deadline	
Old Business – JJAG Bylaws					
1 hour 10 minutes		Barry			
Discussion		The floor opened for a discussion of JJAG bylaw updates. Collective changes to the JJAG’s bylaws were reviewed and accounted for. Members are asked to review and make note of areas in the bylaws that jump out so they may be added to the final draft that will be presented at the October 24 th Executive Meeting. The final draft will be up for recommendation and offered for final approval with the full JJAG. The bylaws should be finalized and voted on at the Regular December JJAG meeting – this will be a major agenda item for December 5 th .			
Conclusions		Updates to the JJAG bylaws were thoroughly discussed. Final draft of bylaws due at Oct. 24 th Exec Meeting.			
Action Items		Person		Deadline	
Identify, note, and finalize necessary updates to JJAG bylaws		All		10/23/14	
Old Business - Committee Concerns					
5 minutes		Barry			
Discussion		Establishing a regularly scheduled time for subcommittee meetings is paramount to moving the JJAG forward. Each subcommittee may adopt the old regular JJAG meeting schedule as their own for the sake of convenience – making use of an older, more familiar pattern should help with transitional scheduling problems. Subcommittee meeting minutes should be written monthly and sent to Kathryn - to be added to the body of full JJAG minutes.			
Conclusions					
Action Items		Person		Deadline	

Tri-State Meeting 10/6/14 – Results of Member to Member Calls		
5 minutes	Kathryn	
Discussion	Member to member calls have been made. Eight members will attend the upcoming Tri-State Advisory Group Meeting: Pender Makin, Barry Stoodley, Ned Chester, Christine Thibeault, Nickole DeMerritt, Dalene Dutton, Kathryn McGloin and Jason Carey.	
Conclusions		
Action Items	Person	Deadline

Financials		
10 minutes	Kathryn	
Discussion	<p>2013 Formula Grant Encumbrances were discussed and some expenses will be shifted back and paid out of the 2011 extension.</p> <p>JABG has some available funding from 2011 and 2012. 2013 JABG has yet to be touched.</p> <p>The Executive Committee voted to cover the \$7,522 gap in the JJ Specialist pay by using the JABG 5% administrative expenses allocation.</p> <p>DiCap and StaCap were covered and explained.</p>	
Conclusions	<p>Motion to cover gap in JJ Specialist Salary by drawing from the JABG 5% administrative expenses allocation.</p> <p>Ned Chester moved, Christine Thibeault second, passed unanimous</p>	
Action Items	Person	Deadline

Grant Making		
5 minutes	Kathryn	
Discussion		
Conclusions		
Action Items	Person	Deadline
N/A		

Compliance Position		
5 minutes	Kathryn	

Discussion	The Compliance Position should be filled in the next month or two.	
	The DMC component may be removed from the job description if the Department does hire a DMC Coordinator to allow the position to focus more closely on Compliance.	
Conclusions		
Action Items	Person	Deadline
PREA & Application For Lost Funding		
5 minutes	Kathryn	
Discussion		
	The PREA reallocation grant, written mostly by Jason, was submitted and the \$6,947 will be used to buy lapel cameras. The cameras will be used in juvenile facilities where there are no ceiling or wall-mounted cameras. This funding also allows for purchasing the necessary software which integrates GPS technology as well as some training.	
Conclusions		
Action Items	Person	Deadline
Committee Reports: DMC		
20 minutes	Co-Chairs	
Discussion	N/A	
Conclusions		
Action Items	Person	Deadline
Committee Reports: Systems Improvement		
20 minutes	Co-Chairs	
Discussion		
Conclusions		
Action Items	Person	Deadline
Committee Reports: Training & Education		
20 minutes	Co-Chairs	
Discussion		

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Conclusions		
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Action Items	Person	Deadline

Committee Reports: Youth Engagement		
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20 minutes	Co-Chairs	
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Discussion		
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Conclusions		
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Action Items	Person	Deadline

Committee Reports: Marketing & Outreach		
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20 minutes	Co-Chairs	
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Discussion		
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N/A		
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Conclusions		
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Action Items	Person	Deadline

Committee Reports: Nominating		
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20 minutes	Co-Chairs	
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Discussion		
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Conclusions		
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Action Items	Person	Deadline

Maine Juvenile Justice Campaign		
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10 minutes	Ned & Christine	
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Discussion		
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Conclusions		
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Action Items	Person	Deadline

New Guidance on Jail Removal & Separation

15 minutes	Kathryn	
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Discussion		
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A meeting has been set with Administrator Listenbee to hear, via phone bridge, the concerns about the upcoming New Guidance on Jail Removal & Separation/Monitoring Universe. The telephone meeting has been scheduled for October 14th in the afternoon. The call is set to 45 minutes in duration.

Conclusions		
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Action Items	Person	Deadline

The National Council on Crime and Delinquency (NCCD) policy brief

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Discussion		
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Conclusions		
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Action Items	Person	Deadline

3 Year Plan

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Discussion		
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This is NOT the 3 Year Plan UPDATE. This is the JJAG's new 3 Year Plan. The task is large. Please act early.

Conclusions		
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Action Items	Person	Deadline

Chairs and co-chairs of committees will discuss for the next meeting which areas to which their committees will take responsibility.	Committee Chairs and co-chairs	11/28/14
Other Business		
Discussion		
Conclusions		
Action Items	Person	Deadline