



State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

Board of Juvenile Affairs and Board of Oklahoma Youth Academy Charter School

BOARD OF JUVENILE AFFAIRS

AND

BOARD OF OKLAHOMA YOUTH ACADEMY CHARTER SCHOOL

AGENDA

March 16, 2021

9:00 a.m.

Zoom Teleconference

<https://zoom.us/j/99961119282?pwd=THRaeW5xM1A0RnRKN1FaVHhpajk5QT09>

Meeting ID: 999 6111 9282

Password: 864745

Dial in: +1 346 248 7799 US (Houston) or +1 312 626 6799 US (Chicago)

The regularly scheduled Board of Juvenile Affairs meeting is being held virtually in accordance with the Open Meeting Act, 25 O.S. § 307.1(C) (see [SB1031](#) (2/10/21)).

Board members appearing through videoconference are Dr. Sidney Ellington, Dr. Amy Emerson, Janet Foss, Dr. Stephen Grissom, Dr. Mautra Jones, Timothy Tardibono, Jenna Worthen, and Karen Youngblood.

If connection is lost at any time during this meeting, the meeting will be stopped and reconvened once connection is reestablished. Board members may reestablish connection through the teleconference number if at any time their video connection is lost.

If connection cannot be restored after thirty (30) minutes, the meeting will be stopped and a special meeting will be scheduled.

Documents presented to the board today are available at the link labeled board packet under the Tuesday, March 16th meeting on the [OJA website](#) (<https://oklahoma.gov/oja/board-of-directors/board-meetings.html>).

For Virtual Public Comment – Please sign up with Audrey Rockwell ***no later than 8:30 a.m. on Tuesday, March 16, 2021*** at audrey.rockwell@oja.ok.gov. Please include your name. If you are speaking on behalf of an organization, please include that name, and the method you will be joining the meeting. Public comments will be limited to three (3) minutes per person.

For Virtual Public Comment on Administrative Rules – Please sign up with Audrey Rockwell ***no later than 8:30 a.m. on Tuesday, March 16, 2021*** at audrey.rockwell@oja.ok.gov. Please include your name. If you are speaking on behalf of an organization, please include that name, and the method you will be joining the meeting. Public comments will be limited to three (3) minutes per person.

- I. Call to Order and Recording of Members Present and Absent – Ms. Karen Youngblood, Chair
- II. Public Comments – Ms. Karen Youngblood, Chair
- III. Video of performances at the Southwest Oklahoma Juvenile Center's (SWOJC) Black History Celebration, A.E., K.H., and SWOJC staff will discuss their performances

***Note:** The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.

****Note:** The Executive Director, pursuant to [10A O.S. § 2-7-101\(B\)\(3\)](#), is an ex officio member of the Board, but shall be entitled to vote only in case of a tie vote.

- IV. Director’s Report, a report to the board of agency activities regarding advocates/ programs, public relations, community-based services, residential placement support, pandemic response, legislative agenda, and other meetings – Ms. Rachel Holt, Executive Director

- V. Board Action Items
 - A. Approval of minutes for the February 16, 2021 board meeting

 - B. Presentation on proposed amendments to the Office of Juvenile Affairs Administrative Code – Ms. Audrey Rockwell, Board Secretary, and Mr. Jaremy Andrews, Administrative Programs Officer, Office of Public Integrity
 - a. Public comment on proposed amendments – comments will be limited to no more than a combined total of sixty (60) minutes

 - b. Discussion and/or possible vote to adopt permanent rule amendments
 - i. Amendments to Chapter 1. Function and Structure of the Office of Juvenile Affairs
 - 1. 377:1-1-1. Purpose [AMENDED]
 - 2. 377:1-1-2. Legal Basis [AMENDED]
 - 3. 377:1-1-3. Description of the Office of Juvenile Affairs ~~(OJA)~~ [AMENDED]
 - 4. 377:1-1-5. Board of Juvenile Affairs [AMENDED]
 - 5. 377:1-1-6. Rates and Standards Committee [AMENDED]
 - 6. 377:1-1-7. Legal Base for Rates and Standards Committee [AMENDED]
 - 7. 377:1-1-8. Rates and Standards Committee membership [AMENDED]
 - 8. 377:1-1-9. Conduct of Committee meetings [AMENDED]
 - 9. 377:1-1-10. Public hearing regarding a fixed rate [AMENDED]
 - 10. 377:1-1-11. Executive Director [AMENDED]

 - ii. Amendments to Chapter 3. Administrative Services
 - 1. 377:3-9-40. Legal basis [AMENDED]
 - 2. 377:3-9-41. Purpose [AMENDED]
 - 3. 377: 3-9-42. Public hearings [AMENDED]
 - 4. 377: 3-9-43. Availability of OJA Rules, policies, and procedures [AMENDED]
 - 5. 377: 3-9-44. Petitions for the promulgation, amendment, or repeal of rules [AMENDED]

 - iii. Amendments to Chapter 3. Administrative Services Subchapter 13. Office of Public Integrity
 - 1. Amendments to Part 1. General Provision
 - a. 377:3-13-2. Office of Public Integrity’s internal affairs investigations [AMENDED]
 - b. 377:3-13-6. Certification of Secure Juvenile Detention Facilities, Municipal Juvenile Facilities, and Community Intervention Centers [AMENDED]

 - 2. Amendments to Part 3. Requirements for Secure Juvenile Detention Centers
 - a. 377: 3-13-35. Legal basis [AMENDED]
 - b. 377: 3-13-37. Organization, administration and finances [AMENDED]
 - c. 377: 3-13-38. Policy and procedure manual [AMENDED]
 - d. 377:3-13-39. Admission procedure and criteria [AMENDED]
 - e. 377:3-13-42. Juvenile rights [AMENDED]
 - f. 377:3-13-43. Staff requirements [AMENDED]
 - g. 377:3-13-44. Security and control [AMENDED]
 - h. 377:3-13-45. Program and services [AMENDED]

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- i. 377:3-13-46. Physical plant or facility [AMENDED]
- j. 377:3-13-47. Food service, sanitation and hygiene [AMENDED]
- k. 377:3-13-48. Safety and emergency [AMENDED]

- 3. Amendments to Part 11. Requirements for Certification of Secure Juvenile Facilities
 - a. 377:3-13-127. Physical Plant Requirements [AMENDED]

- VI. Update on the Next Generation Campus Project – Facilities Subcommittee and Mr. Kevin Clagg, Chief Financial Officer
 - A. Discussion and/or possible vote to approve change order NGF-073 to Flintco contract – Convert records room to “secure records storage” removal of cabinets and other items \$3,069
 - B. Discussion and/or possible vote to approve change order NGF-075 to Flintco contract – Relocate TV service at each day room \$5,146
 - C. Discussion and/or possible vote to approve change order NGF-076 to Flintco contract – Convert two observation rooms to offices \$13,999
 - D. Discussion and/or possible vote to approve change order NGF-077 to Flintco contract – Remediate climbing hazard on exterior of cottages \$62,453
- VII. Reports and Possible Action Items
 - A. Discussion and/or possible vote to approve the year-to-date OJA Finance Report – Mr. Kevin Clagg, Chief Financial Officer
 - B. Discussion and/or possible vote to approve an emergency purchase up to \$70,000 for the Central Oklahoma Juvenile Center (COJC) for the purchase and installation of a 60 KW Power Generator for Lyda – Mr. Kevin Clagg, Chief Financial Officer
- VIII. Oklahoma Youth Academy Charter School (OYACS) Reports and Possible Action Items
 - A. Discussion and/or possible vote to approve the 2020-21 year-to-date Oklahoma Youth Academy Charter School Finance Report – Mr. Kevin Clagg, Chief Financial Officer
 - B. Discussion and/or possible vote to approve modifications to the FY2021 encumbrances for the Oklahoma Youth Academy Charter School – Mr. Kevin Clagg, Chief Financial Officer
 - C. Oklahoma Youth Academy Charter (OYACS) School Administration Report – Ms. Melissa White, Director of Education, and Ms. Leticia Sanchez, Principal
- IX. Announcements/comments
- X. New business; as authorized by [25 O.S. § 311\(A\)\(9\)](#)
- XI. Adjournment

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