



State of Oklahoma

# OFFICE OF JUVENILE AFFAIRS

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

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Meeting Minutes

October 10, 2024

## Board Members Present

Bart Bouse

Amy Emerson

Janet Foss

Stephen Grissom

Karen Youngblood

## Board Members Absent

Colleen Johnson

Timothy Tardibono

Les Thomas Sr.

Jenna Worthen

## Call to Order

Chair Youngblood called the October 15, 2024 Board of Juvenile Affairs and Board of Oklahoma Youth Academy Charter School meeting to order at 10:05 a.m. and requested a roll call.

## Public Comments

There were no public comments.

## Discussion and/or possible vote to amend and/or approve the proposed minutes for the September 10, 2024 special board meeting

Mr. Bouse moved to approve with a second by Dr. Emerson

Aye: Bouse, Emerson, Foss, Grissom, and Youngblood

Nay:

Abstain:

Absent: Johnson, Tardibono, Thomas, and Worthen

The proposed minutes for the September 10, 2024 special board meeting approved.

## Discussion and/or possible vote on proposed dates for the 2025 Board of Juvenile Affairs meeting schedule

Mr. Bouse moved to approve the proposed schedule for the 3<sup>rd</sup> Tuesday of the month with a second by Dr. Emerson

Aye: Bouse, Emerson, Foss, Grissom, and Youngblood

Nay:  
Abstain:  
Absent: Johnson, Tardibono, Thomas, and Worthen

The proposed 3<sup>rd</sup> Tuesday approved for the 2025 Board of Juvenile Affairs meeting schedule.

Director's Report, a report to the board of agency activities regarding advocates/ programs, public relations, community-based services, residential placement support, legislative agenda, and other meetings

Interim Director Talbert gave a quick verbal update recognizing new staff and staffing changes and giving some staff shout outs.

Discussion and/or possible vote to award, and/or adjust proposed award of Juvenile Detention Improvement Revolving funds to the Oklahoma County Juvenile Detention Center to for building unit divider walls in the amount of \$39,894.75

Mr. Bouse moved to approve with a second by Judge Foss

Aye: Bouse, Emerson, Foss, Grissom, and Youngblood  
Nay:  
Abstain:  
Absent: Johnson, Tardibono, Thomas, and Worthen

The proposed award of Juvenile Detention Improvement Revolving funds to the Oklahoma County Juvenile Detention Center to for building unit divider walls in the amount of \$39,894.75 approved.

Update on the Next Generation Campus Project

CFO Clagg discussed the attached update.

Discussion and/or possible vote to amend and/or approve the proposed year-to-date OJA Finance Report  
CFO Clagg gave the Board additional information on the attached finance report.

Mr. Bouse moved to approve with a second by Dr. Grissom

Aye: Bouse, Emerson, Foss, Grissom, and Youngblood  
Nay:  
Abstain:  
Absent: Johnson, Tardibono, Thomas, and Worthen

The proposed year-to-date OJA Finance Report approved.

Discussion and/or possible vote to amend and/or approve the proposed 2024-25 year-to-date, FY2025, Oklahoma Youth Academy Charter School Finance Report

CFO Clagg gave an update on the attached Oklahoma Youth Academy Charter School finance reports.

Mr. Bouse moved to approve with a second by Dr. Grissom

Aye: Bouse, Emerson, Foss, Grissom, and Youngblood

Nay:

Abstain:

Absent: Johnson, Tardibono, Thomas, and Worthen

The proposed 2024-25 year-to-date, FY2025, Oklahoma Youth Academy Charter School Finance Report approved.

Discussion and/or possible vote to amend and/or approve the proposed 2024-25, FY2025, encumbrances for the Oklahoma Youth Academy Charter School

There were no proposed modifications.

Oklahoma Youth Academy Charter (OYACS) School Administration Report

Superintendent White gave a verbal update.

Discussion and possible vote to enter executive session, as authorized by [25 O.S. § 307](#)

N/A

Discussion and possible vote to return to regular session

N/A

Discussion and/or possible vote on items arising from executive session

N/A

New Business

N/A

Announcements/ comments

Interim Director Talbert: I do have one comment. I forgot to mention this in my talking points. I need to give a shout out to all our staff. Our exec team has been phenomenal in doing everything they can to in getting me up to speed and the rest of the staff has been more than supportive and more than willing to help out on absolutely anything. So big thank you to everyone. I cannot say that enough because it is to look past that and there is no way anyone can be successful in this chair without everyone's support, and they have provided it at every turn. So big thank you to them.

Chair Youngblood: Big appreciation on behalf of the Board for the seamlessness that the team has obviously lifted together to make it work. Genuinely appreciative of that.

Adjournment

Chair Youngblood adjourned the meeting at 10:26 a.m.

Minutes approved in regular session on the 19<sup>th</sup> day of November, 2024.

Prepared by:

Signed by:

*Audrey Rockwell*  
Audrey Rockwell (Dec 5, 2024 15:23 CST)  
Audrey Rockwell, Secretary

*Karen Youngblood*  
Karen Youngblood (Dec 5, 2024 15:23 CST)  
Karen Youngblood, Chair










# proposed - Oct 2024 minutes

Final Audit Report

2024-12-05

Created:	2024-12-03
By:	Audrey Rockwell (Audrey.rockwell@oja.ok.gov)
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Transaction ID:	CBJCHBCAABAA56III62wPr1I4ei458TbJC4T6eqQJo7o

## "proposed - Oct 2024 minutes" History

-  Document created by Audrey Rockwell (Audrey.rockwell@oja.ok.gov)  
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-  Document emailed to karen.youngblood@oja.ok.gov for signature  
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-  Email viewed by karen.youngblood@oja.ok.gov  
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-  Signer karen.youngblood@oja.ok.gov entered name at signing as Karen Youngblood  
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**Board of Juvenile Affairs  
Voting Record**

Date: 10/15/2024	
Item I - Recording of Members Present and Absent	
Meeting convened at <u>10:05 a.m.</u>	
Member	Present/ Absent
Bouse	Present
Emerson	Present
Foss	Present
Grissom	Present
Johnson	Absent
Tardibono	Absent
Thomas	Absent
Worthen	Absent
Youngblood	Present

Date: 10/15/2024
Meeting adjourned at <u>10:26 a.m.</u>

**Board of Juvenile Affairs**  
**Voting Record**

Date: 10/15/2024	
Vote to amend and/or approve the proposed minutes for the September 10, 2024 special board meeting	
Motion By: Bouse	
Second: Emerson	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Absent
Thomas	Absent
Worthen	Absent
Youngblood	Yes

Date: 10/15/2024	
Motion to approve the schedule for the 3rd Tuesday of the month	
Motion By: Bouse	
Second: Emerson	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Absent
Thomas	Absent
Worthen	Absent
Youngblood	Yes

**Board of Juvenile Affairs**  
**Voting Record**

Date: 10/15/2024	
Vote to award, and/or adjust proposed award of Juvenile Detention Improvement Revolving funds to the Oklahoma County Juvenile Detention Center to for building unit divider walls in the amount of \$39,894.75	
Motion By: Bouse	
Second: Foss	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Absent
Thomas	Absent
Worthen	Absent
Youngblood	Yes

Date: 10/15/2024	
Vote to amend and/or approve the proposed year-to-date OJA Finance Report	
Motion By: Bouse	
Second: Grissom	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Absent
Thomas	Absent
Worthen	Absent
Youngblood	Yes



**Board of Juvenile Affairs**  
**Voting Record**

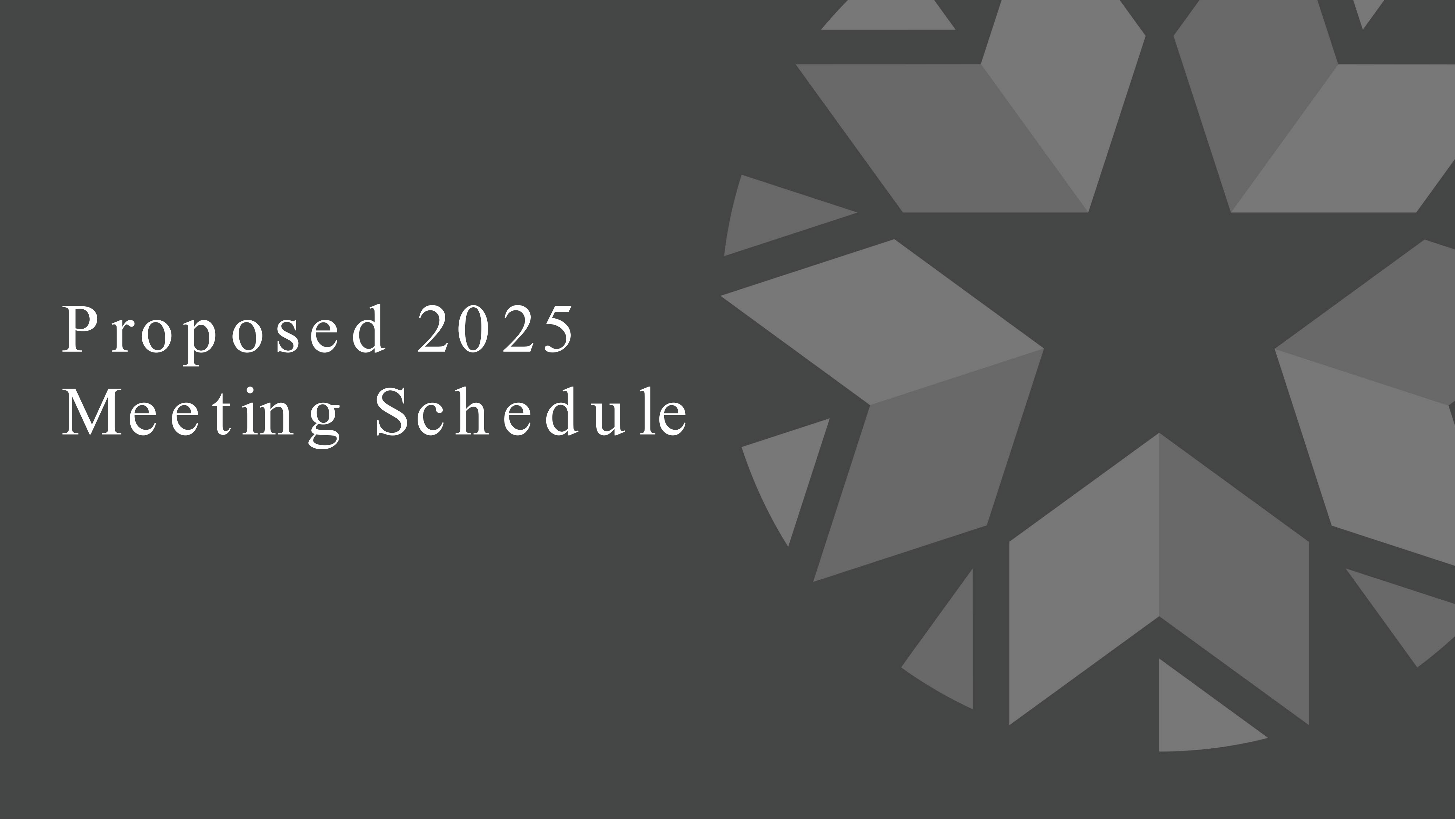
Date: 10/15/2024	
Vote to amend and/or approve the proposed 2024-25 year-to-date, FY2025, Oklahoma Youth Academy Charter School Finance Report	
Motion By: Bouse	
Second: Grissom	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Absent
Thomas	Absent
Worthen	Absent
Youngblood	Yes

Date: 10/15/2024	
Motion By: Motion	
Second: Second	
Member	Vote
Bouse	Vote
Emerson	Vote
Foss	Vote
Grissom	Vote
Johnson	Vote
Tardibono	Vote
Thomas	Vote
Worthen	Vote
Youngblood	Vote

October 15, 2024

# *Board of Juvenile Affairs Meeting*





Proposed 2025  
Meeting Schedule

## Proposed 2025 Meeting Schedule

### Third Tuesday

January 21

February 18

March 18

April 15

May 20

June 17

July 15

August 19

September 16

October 21

November 18

December 16

### Third Wednesday

January 15

February 19

March 19

April 16

May 21

June 18

July 16

August 20

September 17

October 15

November 19

December 17

### Third Thursday

January 16

February 20

March 20

April 17

May 15

June 19

July 17

August 21

September 18

October 16

November 20

December 18



# Director and Staff Reports



**Community Based Services and Juvenile Services Unit  
Board Report for October 2024  
Contacts and Activities for September 2024**

▪ **Division Statistics**

- 2,314 active cases...1,285 court involved including 443 youth in OJA custody.
- 384 new referrals-287 male and 97 female...average age 15.34
- 8,191 individual contact notes documented in JOLTS.
- 260 intakes were completed during the month.
- 38 youth activated and/or monitored by GPS.
- 61 placement requests were made during the month: 43 to Level E, 5 to secure care, 3 to Specialized Com Home, 6 to own home and 4 to independent/transitional living.
- 39 placements were made including 33 to Level E and 6 to secure care.
- A total of 26 youths paid \$3,134.81 restitution and other fees.

○ **Deputy Director Greg Delaney Activities**

- Participated in Executive staff meetings.
- Reviewed placement recommendations/participated in executive staffing's for high acuity and/or high-profile cases.
- Participated in meetings with CBS program staff and District Supervisors
- Participated in Personnel Strategy meetings with supervisory staff.
- Participated in Independent/Transitional living placement staffings.
- Attended the Bi-weekly Finance and Administration meeting.
- Attended the Monday Morning Meeting
- Attended a weekly detention meeting.
- Attended the OJA Board meeting.
- Attended a YO court hearing in Comanche County.
- Made a visit to the Ardmore TLP program.
- Made a visit to the Cleveland County Detention Center
- Made a visit to the Lighthouse Group Home.
- Made a visit to the Oklahoma County Detention Center.
- Made a visit to the Pott County Detention Center.
- Made a visit to Scissortail Pointe and R. Cornelius.
- Attended the District 6 staff meeting in Ft. Cobb.
- Attended a meeting with the National Center for Competent Adoption.
- Attended the New Worker Training academy.
- Made a visit to the Creek County Detention Center.
- Attended the OJA Parent Advisory Committee meeting.

## **Division Activities**

- **Assistant Deputy Director Jeremy Evans:**
  - Participated in weekly TLP staffing's.
  - Team meeting on Georgetown Youth in Custody.
  - Weekly staffing on TLP homes.
  - Weekly detention center meetings.
  - Reviewed all placement worksheets.
  - Visited a shelter in Ardmore.
  - Participated in executive case staffing's.
  - Attended District 6 meeting at Ft. Cobb
  - Visited Creek Co. Detention Center.
  - Trained at NWA academy.
  - Visited Weatherford TLP.
  
- **JSD Program Assistant Administrator Jennifer Thatcher:**
  - 38 youth receiving GPS monitoring.
  - Met with BI Incorporated for GPS Demo and a follow up meeting, Met with Buddy Inc. about their GPS program.
  - Assisted District 5 and 6 with GPS activations and instillations.
  - Assisted with District 3 Interviews.
  - Attended weekly TLP Review Staffing meetings.
  - Made a Tulsa County Juvenile Detention site visit.
  - Conducted 2 OPI/RBMS Audits.
  - Conducted the Dash SCH Annual audit.
  - URC requests – 3 Step Down URC request, 2 Step Down Approval notifications, 1 extension.
  - No appeals for September.
  - Approved 3 restitution applications.
  
- **Placement Program Manager Rex Boutwell:**
  - Staffed numerous placement worksheet and participated in case staffings.
  - Reviewed 54 placement worksheets.
  - Published the OJA weekly waiting list report.
  - Visited Tulsa detention center on 9-20-24.
  - Attended District 6 meeting, Fort Cobb 9-18-24.
  - Participated in New worker academy and a CBS executive meeting 9-26-2024.

- **JSD Federal Funding Program Field Rep Jennifer Creecy:**
  - Processed 770 Targeted Case Management claims.
  - Engaged in various emails and calls with JSU and Bureau staff regarding the TCM Program.
  - Attended Lunch and Learn and Monday Morning Meetings.
  - Attended a CBS state office staff meeting.
  - Visited Tulsa County Juvenile Detention Center.
  - Attended an HHS workshop regarding services to incarcerated youth.
  - Met with OPI to discuss quality assurance measures as they pertain to Informal Adjustments.
  - Provided monthly report to supervisors regarding overdue TCM entries.
  - Performed TCM quality assurance audits.
  
- **JSD Detention Program Manager Gene Carroll:**
  - Made Unannounced visit to Creek County Detention Center.
  - Made Unannounced visit to Canadian County Detention Center.
  - Made Unannounced visit to Garfield County Detention Center.
  - Attended three (3) meetings in reference to the Tulsa County Detention Facility on September 5, 19, and 26.
  - Monitored dashboard in reference to detention center bed denials for the month of September 2024 for possible funding review and taking detention beds offline.
  - Reviewed all Critical Incidents reported and followed up if needed.
  - Returned all emails and phone calls.
  - Reviewed all Monitor and Liaison reports and followed up if needed.
  - Attended meeting with Creek County Detention Director in Bristow, OK in reference to the Monitor/Liaison Program.
  - Scheduled TEAM Meeting for Monitors/Liaisons to discuss any issues encountered, go over expectations, and take questions/suggestions to improve the program on October 7, 2024.
  - Confirmed the current Monitors/Liaisons assigned to each detention facility.
  - Attended CBS State Office Team meeting.



## **District Highlights from District 1 Supervisor Jerry Skinner**

ADS Chris Walker-Incoming referrals remain consistent in all Counties. Total caseload up by 11 from September. New Administrative Technician, Madison Brown, has been helping to streamline operations. She has been assisting JSU by receiving all new referrals and entering them into JOLTS. She has also remained busy scanning and uploading documents into case files, which has freed the caseworkers up to spend more time conducting other case-working activities.

Having newly acquired FFT in Woodward and Ellis Counties, workers are submitting referrals for all relevant youth. This service is a much-needed resource for Northwestern rural Oklahoma. Positive feedback was received on two different workers this month. First, this ADS was approached by Woodward attorney Rick Yohn, who stated that McKenzie St. Clair was doing excellent work advocating for the needs of Woodward youth. His direct quote was, "You'll be losing a great asset if McKenzie ever leaves OJA." This feedback was regarding the tremendous effort McKenzie showed to help locate in-patient treatment for a youth in detention.

Second, Blaine County Judge, Allison Lafferty, approached this ADS and reported that Layce Smith is quote, "the best OJA worker Blaine County has ever had. She is always on time, her reports are well done, and she is so pleasant."

This is high praise on both accounts and both workers will most certainly be pleased to hear that their efforts have been noticed.

ADS Rita Holland-Moore-I have survived another month of being a supervisor and I may be getting the hang of it. We have just received an application for the JJS position that is available in Texas County, and we are excited about her. We will interview her next week. Fingers crossed for us please.

We continue to receive valuable assistance from HUB, FFT, PSC, etc., that provide valuable assistance to our families. They provide us with monthly reports and our clients continue to benefit from their services.

I was notified last week that Teresa Barnes and Robbie Wayman, founders of Crossroads will be presented with the Children's Champion Award on October 10, 2024, at the Annual Chamber of Commerce Banquet. This is a well-deserved award for these two. Crossroads has been a blessing to many families in the Panhandle. Most recently they have assisted a family in Cimarron County, whose child is on OJA's caseload, to make repairs on the home and clean and mow their yard. They have also provided financial assistance as well as assist the family to locate other agencies that can assist them to get food and pay for utilities.

This last bit of information I will share is about the Texas County Juvenile Detention Facility. This comes to my mind almost every time I have difficulties with Woodward County Detention. I was wondering what was being done with the building because it is just sitting vacant. I found

out that the land that the detention center was built on was donated by Tri-County Electric with the understanding that if the building were to ever sit vacant for over one year, Tri-County Electric could reclaim it and sell it. Which is what they did. Tri-County sold the land and the detention center to C&R Tire which sits next to the detention center for \$30,000. They haven't done anything with it, and no one knows if they intend to.

ADS Belinda Hannon-Canadian seems to be progressing at a steady pace meanwhile Kingfisher has exploded and seems to be a whirlwind of one thing or another going on. Kingfisher had an ADA change at the end of September. They will now be covered by the Canadian County ADA's.

The Canadian County Threat Assessment MDT Team is continuing to meet. They did meet in September however I was unable to attend the staffing. Canadian Coalition is back on track and meeting monthly.

Canadian County Detention Liaison visits continue. Numbers have been low but with the youth recently detained there were some behaviors that were not conducive to detention.

The shelter in Canadian County did not have any OJA youth in there for the month of September. Briar Workman has been assigned as the new liaison.

Kingfisher MCART is still going strong. Continuing to meet monthly. We were able to work with the team last month to get the assistance for a youth that had been in detention about 60 days and get her into DHS Custody for assistance.

FFT is moving along in Canadian and Kingfisher Counties. We have had some good success with the referrals that we have made.

JJS Gabi is our CARS liaison. She continues to meet with CARS monthly to check progress and to ensure both parties are still working together successfully. JJS Jaz had a long-term youth finally dismissed this month and she was able to take him to eat lunch before his dismissal. JJS Briar had a youth that participated in a bowling contest and won some prizes. He also had his first legit court involved youth and participated in his first court review to dismiss the youth successfully.

ADS Rhonda Smith-JJS Jeff Riley is continuing to train and get used to his job position. JJS Jessica Seigars continues to participate in the Sooner Success and Drug and Alcohol Coalition. JJS Chad Mittelstet is part of the Domestic Violence Coalition and JJS Lyndsay Clarkson works with CART and YFS. JJS Melissa Jones got counseling set up for a non-supervised youth and their family.

ADS Carlos Sanchez-Medina-JJS Clinton helped a kid on his case load attend a local Vo-Tech. Clinton had a couple of gift cards from an old HUB referral that parents and youth refused to go to Walmart to get clothes for their kids. He made another referral for a different youth and was

able to use the cards to get food and other household items for a youth currently going to college. Kay County made three referrals for the FTO program through Northern Oklahoma Youth Services.

ADS Carlos continues to attend a community team meeting every second Wednesday of the month. This meeting includes local agencies/school staff/local tribes/health dept that provide services for the community. We use this meeting to help our kids and families involved with us access different services in Kay County.

Kay Co. cases have increased over the last few months. Everyone in an office is averaging twenty-five cases in JOLTS and eight to ten ITSP in CMS.

### **District Highlights from District 2 Supervisor Tracie Goad**

Notably, District 2 staff have over 700 hours of training completed since January 2024. District 2 staff made 3 HUB referrals in June, and 12 FFT referrals. District 2 staff completed 30 Hope Assessments.



On September 12, 2024, DS Tracie Goad, Amber Miller, and JJS III David Zelnick attended the groundbreaking ceremony for the new Rogers County Youth Services Building.

JJS Carol Schraad-Dahn continues to provide liaison services for detention and group homes. Ms. Schraad-Dahn completed and submitted the Craig County Detention liaison report, it was reviewed, approved, and sent on. DS Goad participated in several weekly meetings regarding Tulsa County Detention. Reviewed and approved both the monitor report for TCDC and the liaison reports for Craig Co detention and Tulsa County Detention.

DS Tracie Goad has several emails and phone calls with Dante Willis, Director of Welch Skills Center.

### **District Highlights from District 4 Supervisor Blaine Bowers**

On September 25, 2024, Payne County OJA held its Second Annual HUB Day. On HUB Day, Payne County OJA invites OJA Representatives from the OJA HUB, OJA FFT, and members of the Hope Navigator team to visit the office. We invite families that have been referred to these programs, and families that could potentially benefit from visiting with the representatives.

The families can meet their respective representatives and visit with the other representatives to identify if we could help with other potential needs. This year we had special guests for HUB Day. We had a representative from Meridian Technology's GED department and House Representative John Talley. In addition, we had roundtable discussions, to explore new ideas and issues, and of course we ate. This year was a Taco Bar.

### **District Highlights from District 5 Supervisor Ron Coplan**

Districts 5 and 7 held a joint meeting for the purpose of additional ARTIC training on September 10, 2024. The meeting was held at the Pittsburg County Health Department in McAlester. There were a few District 5 staff that were unable to attend this meeting, and were scheduled to attend the Districts 2 and 4 training scheduled for October 2, 2024 in Tulsa.

We continue to encounter difficulties with detention contracts. At present Muskogee County has one contract with the Woodward Detention Center. There are no detention centers in the region that will contract with Muskogee. We will continue to advocate with OJDA to get additional contacts for Muskogee County.

OPI completed audits on four counties within District 5 during September. The Counties were Adair, Cherokee, Sequoyah, and Muskogee County. Only the Muskogee audit resulted in a finding. Measures are being taken to correct the issue identified.

We have several staff that were invited to attend the Children's Court Improvement Conference by their Juvenile Judge. All names have been submitted and lodging arrangements made. I think it speaks well that the Judges believe their local OJA staff are instrumental in the Court process and are viewed as valued colleagues that are necessary for any discussions regarding improvements of Juvenile Court.

### **District Highlights from District 6 Supervisor Heath Denney**

On September 4th, I along with Greg Delaney, Shel Millington, Jaremy Andrews, Comanche County Assistant District Supervisor, Levi Schartzler, and Oklahoma County Assistant District Supervisor, Melissa Cupp attended a Youthful Offender Review on youth, P. J., in the Comanche County District Court. This review hearing was the result of an adult sentence reversal from the Oklahoma Court of Criminal Appeals where Comanche County had previously sentenced P. J. as an adult on April 17, 2024. In consideration of the adult sentence reversal, the Comanche County District Court ended up dismissing the youthful offender case considering P. J. had successfully completed two OJA placements (COJC and Welch Skills Center) and had since done very well after being placed back in the home.

On September 5th, I along with Greg Delaney, Jeremy Evans, Shel Millington, Kevin Clagg, Amber Miller, and Randy Sheppard received a tour of the new edition to the Transitional Living Program in Ardmore. Community Youth Services of Southern Oklahoma Residential Services Director, Brandi Pierce, provided a tour of the new youth shelter, and provided a tour of the old youth shelter that has been remodeled to serve as a Transitional Living Program. The Transitional Living Program was up and running the following week.

On September 18th, a District 6 Staff Meeting was held at the Caddo-Kiowa Tech Center in Ft. Cobb. Updates and Q & A Sessions were held with Greg Delaney, Jeremy Evans, Rex Boutwell, and Kevin Clagg. After lunch, Apryl Owens provided training on Family Engagement. Randy Sheppard provided training on HUB and Transitional Living Programs. Jackson County Assistant District Supervisor, Jenny Olson, ended the day with a training on Detention Screening.

On September 25th, a second round of Transportation Officer interviews were held at the Comanche County Juvenile Services Office in Lawton. This is a position that has remained vacant for over a year, and a position that has also been somewhat challenging to fill. District 6 Transport Officer, Marlene Roberts, Comanche County Juvenile Justice Specialist III, Celeste Marlow, and District Supervisor, Heath Denney, served on the interview committee. Unfortunately, only one candidate appeared for an interview, and the committee unanimously felt the candidate would not be a good fit for the position. The first round of interviews was held earlier this year with only two candidates appearing for interviews, and neither candidate appeared to be a good fit for the position. For now, the position will remain open with the possibility of relocating the position from Chickasha to Lawton with the hope of attracting a larger pool of applicants.

On September 26th, I along with Programs Manager, Jennifer Thatcher, and Jackson County Juvenile Justice Specialist III, Robby Evans, participated in the annual audit of the Dash

Specialized Community Home in Altus. Youth's files were audited, the facility's policy was reviewed, residents were interviewed, and a tour of the home was conducted. Other than a few issues in the home that need some minor repairs, the Dash Home did well on the audit. Nathaniel and Mary Dash have contracted with OJA since 1998 in providing a Specialized Community home for our custody youth. The Dash's started off being a home for boys, switched to girls for a few years, and are now back to being a home for boys. The Dash's provide a valuable service and obviously have a great deal of experience in providing care for OJA's youth.

On September 23rd – 27th, the first week of the fall New Worker Academy was held at the OJA State Office. From District 6, Jackson County Assistant District Supervisor, Jenny Olson, and Comanche County Juvenile Justice Specialist III, Austin Sadler, served as trainers for the academy, along with two Assistant District Supervisors from District 7, Bobbi Foster, and Dotti Brandon. All involved have restructured the academy and made it into an excellent training opportunity for our new juvenile justice specialists. Attendees have many positive things to say about how helpful the academy is. The second week of the academy will be October 7th – 11th.

### **District Highlights from District 7 Supervisor Rodney McKnight**

For the month of September 2024, District 7 served approximately 212, with 143 having a legal status of a deferred filing to custody. Contact notes totaled 959 with 79 being TCM eligible. Out of the 143 youths, there are 95 supervised cases with 14 being OJA Custody youth and 2 Dual Custody youth. We currently have 7 kids in various placements. There are 8 youths in secure detention, 7 being pre-adjudicatory juveniles with one youth awaiting placement.

District 7 activities for the month of September 2024 includes, monthly MDT meetings, liaison visits to JDC and YS Shelters, CARS staffing's, drug coalition, graduated sanctions and several online trainings.

Referrals increase this month, with a total of 56 referrals for the month of September, compared to 49 the month before, with a total of 34 intakes completed. Most referrals consisted of property and drug offenses with a few violent crimes happening throughout the district. FFT referrals are leveling off, currently, District 7 has 2 youths referred and/or participating in that program. HUB referrals had a total of 7 families referred in the month of September. Total amount of restitution collected in September was \$265.00.

September 10, Districts 5 and 7 had a dual meeting which took place in McAlester, at the Pittsburg County Health Department. The meeting covered ARTIC training, with Janelle Bretten, Kheri Smith, Apryl Owens, and Hunter Stevens presenting. This is the first combined district meeting that we have had in a very long time. It was nice to get together with co-workers that I haven't seen in some time. The training provided good information and updates

on how far we have come in being a Trauma Informed Agency. Everyone seemed to like the training and the facilities where it was held. Janelle and her crew also provided pizza and drinks for everyone, which was very generous.

The first week of New Worker Academy took place from September 23-27 with ADS Bobbi Foster, ADS Dotti Brandon and District 6 ADS Jenny Olson conducting the training. District 7 had 3 new workers in attendance, Bobby Chamberlain (Pontotoc), Shelby Laxton (Pontotoc), and Jennifer Rizzo (Bryan). The second week of NWA will take place October 7-11.

District 7 currently has two caseworker positions open in McCurtain and Pushmataha Counties. Interviews are currently being scheduled with the hope that we have good candidates applying. Finding potential candidates and retaining them has seemed to be an issue over the last year, in District 7. Hopefully, we find the right people to fill these much-needed positions.



Community Based Youth Services Unit

**Amanda Leonhart, Community Based Youth Services Program Administrator**

- Attended or assisted in 4 staffing's for Dual Custody Youth, including placement and post placement discussions.
- Conducted an internal staffing for 24 dual custody with JSU staff across the state.
- Reviewed and processed:
  - 118 Youth Services Claims
  - 16 Counseling Retention Claims
  - 5 Training Claims
  - 5 Training Requests
  - 1 Unique Need Claim
  - 4 Unique Need Requests
  - 52 Juvenile Bureau Service Request Forms for CARS
- Participated in Office of Client Advocacy Program Review for 3 Reports.
- Provided Technical Assistance 26 times to YSAs.
  - 11 TA for JOLTS Issues
  - 5 TA for Rate Definition and Documentation
  - 7 Hiring and Retention Request or Billing Inquiries
  - 3 Shelter TA
- Facilitated and participated in 3 CBYS/CMU weekly meeting.
- Attended the Monday Morning Meeting on 4 occasions.
- Attended Rates and Standards Meeting with YSAs.
- Attended the OJA Board Meeting virtually.
- Attended a meeting with Moore Youth and Family Services assisting with claim submission and billing.
- Provided a joint training with OJA IT Jamie Sherman for Choctaw/Pushmataha/McCurtain County Youth Services, Inc.
- Updated the YSA Shelter Director list as requested by OCA/OHS.
- Worked with Finance/CMU to distribute carryover funding to YSA for FY24.
- Attended a Botvin meeting with ODMHSAS to continue to offer training and curriculum to YSA.
- Attended a meeting with OHS, to plan a shelter provider meeting jointly in October.
- Attended the Benefit Lunch and Learn and attended Workday Training.
- Presented with Roger Wills at New Worker Academy.
- Worked with Finance to complete the KPM report for FY26.
- Logged 2 FY24 Audits and 2 FY24 Management Reports.
- Completed a request to finance to increase Great Plains Youth and Family funding for expanding service in the 7-county catchment.
- Assisted JSU staff with securing 3 shelter beds with YSAs.



### **Roger Wills, Technical Assistance Program Training Coordinator**

- Attended in 4 Monday morning meetings.
- Teams meeting with Counseling Inc.
- Attended 1 YSA office hour meeting.
- Attended Open House for Great Plains YS, Woodward Resource Center and met with Becky Carty on COPE program, received email providing information that was requested.
- Attended 3 CYS/CMU standards weekly meetings.
- Attended 1 Rates meeting.
- Teams Training for Choctaw / Pushmataha / McCurtain YS.
- Attended Groundbreaking RCYS in Claremore.
- Attended Groundbreaking for Marie Detty Youth and Family Services.
- Meeting at State Office for YSA review with Shel Millington, Constanzia Nizza and Amanda Leonhart.
- Participated in Teams Lunch and Learn.
- New Worker Academy provided training on Youth Services, shelters, CARS policy and procedures.
- Phone calls and emails with Panhandle YS to provide support, assistance, and information to help with their goal of changing school policies on suspension.
- Phone call with Frontline Family Solutions Mindy Bellack for update on audit and annual report.

### **Juvenile Justice and Delinquency Prevention Unit**

#### **David McCullough, JJDP Compliance Manager**

- Received and Filed 30 Juvenile Logs from Adult Detention facilities.
- Met with 4 Sheriff's Departments to review procedures for handling youth under 18 to ensure compliance is followed.
- Reviewed 36 Jail Contacts JSU Case Note entries.
- Developed FFY2024 Core Requirement Log and Monitoring Universe.
- Met with CIC to problem-solve possible DSO concerns with status and non-offending youth.
- Met with new YEL member for orientation to Youth Researcher position with NIJ Study.
- Followed up on report of youth under 18 placed in County jail.
- Participated in 5 meetings for Youth Summit planning.
- Reviewed Youth Summit schedule and refreshment arrangements.
- Contacted 4 potential presenters for Youth Summit.
- Corresponded with Florida JAC staff regarding their use of Community Intervention Centers and reviewed policies.
- Reviewed JJDP Act language regarding secure detention facilities.

- Drafted final memo detailing findings of CIC review.
- Scheduled on-site Inspection for DOC prison for sentenced youth.
- Reviewed Detention and CIC dashboards for possible violations.
- Met twice with Deputy Director and Supervisor over changes in supervision.
- Registered for OJJDP Fall Conference.
- Compiled list of Oklahoma OJJDP attendees.
- Sent Mission Critical letter to supervisor and administrators.
- Downloaded hallmarks of Restorative Justice reports for use as guideposts in program development.
- Contacted OCCY trainer to discuss possibility of connecting Strategic Sharing training with YEL and FAC participants.
- Discussed state response to trafficked and exploited youth with Deputy Director.
- Updated 2024 Court Holding and Jail Inspection forms.
- Prepared for CIP Conference Listening Panels.
- Scheduled pre-panel visits to meet youth.
- Met and discussed Compliance work and goals with supervisor.
- Provided final Performance Measures for supervisor approval.
- Completed LE by County list for Compliance.

### **Effective Positive Interactions with Oklahoma Youth 2023-2024 Training Project**

- Completed CLEET training hours submission.
- Completed EPIY Training certificates for 2024 attendees.
- Received and processed training reimbursement claims.
- Worked on EPIY outcomes and Project Summary report.
- Completed project master attendance list.
- Discussed next steps with Youth Specialist diversion grant in Tulsa Schools.
- Provided final Performance Measures for supervisor approval.
- Gathered data to report on Performance report.

### **Title II Formula Grants**

- Received and filed Delinquency Prevention grant Closeout submissions.
- Reviewed and approved FFY Summary Performance Reports.
- Reviewed data of PAYA modules and compared rates of offending among two groups of attendees.
- Attended 2 Meetings with Youth Specialist subgrantee to review process of making diversion referrals for services instead of court involvement.
- Approved 4 claims for reimbursement.
- Provided 2 agencies with JOLTS Logon Process form.

- Attended Office of Civil Rights EEOP webinar to ensure practices are in compliance with subgrantee standards.
- Met with agency directors regarding Year 2 vision and goals.
- Reviewed Tribal RFA release
- Responded to Native RFP questions.

### **Youth Services**

- Reviewed qualifications for 3 prospective employees prior to agency hire to vet training.
- Completed 37 JOLTS Logons, Level changes, and Deactivations.
- Assisted agency with responding to school suspension problem, provided them with program solution used in the past

### **OJA Admin Activities**

- Completed August Activity Report.
- Added to draft of Gang Intervention Specialist Rate and Service profile.

### **William White, State Racial and Ethnic Disparity Coordinator and Compliance Support Specialist**

- Completed and submitted the July 2024 PARS report to Laura Broyles and Kim Gray.
- OJA Monday Morning Meeting with Alison Humphrey.
- Attended the EPIY with David McCullough and Jill Ruggiero.
- OCR attended the Training and Monitoring Discussion with Laura Broyles and David McCullough.
- Met with Pastor Theodius Manning Founder and director the TASK Mentoring Program the status for Pathway Pilot partnership with community renewal in Oklahoma County Oklahoma at COJC.
- Met with Gerald Scott founder and director for the star foundation to update him on the process for the continuum of care grant.
- Met Brandon Dyer director for community renewal about the status for Pathway Pilot partnership with community renewal in Oklahoma County Oklahoma at COJC.
- Met with Kheri Smith for the Curriculum Discussions for Hope at COJC.
- Lunch & Learn: Benefits meeting - OJA HR Team.
- OJA Monday Morning Meeting with Allison Humphries.
- Meeting with Sharon Millington.



State of Oklahoma  
**OFFICE OF JUVENILE AFFAIRS**  
**Residential Placement Support**

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*Carol Miller, Deputy Director Residential Placement Support*

## **Board Report October 2024**

September 1<sup>st</sup> to 30<sup>th</sup> 2024 activity

### **Releases (3) from Secure Care**

**September 2024**

### **Intakes (6) for Secure Care**

Step Down to Transitional Independent Living Programs – 2

Case Dismissed, released at court due to aging out – 1

Current Census as of September 30, 2024: 54 residents

### **Central Oklahoma Juvenile Center (COJC) facility events**

- Staff and residents enjoyed a cookout for the Labor Day holidays and additional recreational activities such as movies, dominoes, volleyball, football, and kickball.
  - Labor Day break from school allowed the recreation department to hold additional recreational activities for youth.
  - Community phase residents enjoyed a day staff pass to go bowling in Shawnee.
  - COJC residents will be receiving surveys on Safety to identify areas for development through the Facility Improvement Plan.
  - The fully staff recreational department has added additional incentives which have resulted in all units practicing football drills without incident. Research has concluded sports-based initiatives have the clearest empirical support to approach violence prevention.
  - The COJC music therapy program and its benefits to the youth population was spotlighted in an OJA podcast segment.
  - 15 COJC staff including Zoey the OJA therapy dog voluntarily participated in the 2024 Tecumseh Frontier Days Parade to provide community support and recruitment for staffing levels.
  - Voluntary voter registration initiated for all COJC youth over the age of 18.
  - General Staffing held with residents and staff celebrating employee of the month.
  - Behavioral Health Clinicians, Music Therapist and Drug and Alcohol Counselors conducted the following: 224 individual sessions, 9 Music Therapy groups, 34 Music Therapy individuals, 24 family sessions, 119 family contacts were made via phone or email, and in person, 38 DBT Skill Group, 09 Staffing's, 23 Substance Abuse Groups, 40 Substance Abuse individuals, 13 A&D assessments made, 06 Intake Screening, and 26 Suicide Risk Assessments.
  - Social Services conducted the following: 208 individual session, 06 Initial Treatment Plans, 66 Treatment Plans Reviews, 02 Parole Review Hearings, 151 JSU Contacts, 16 Gang Intervention Groups, 16 Independent Living Groups, and 0 Parenting Groups due to all youth who are a parent completing the program.
  - Jimmy Rogers former running back for New Orleans Saints and Youth Services Mentor facilitates gang group awareness to COJC residents weekly.
  - Leadership dinner held for Community and Leadership phase youth was served in the Canteen.
  - Resident/family engagement visitation for September – 59 in person visits with a total of 138 visitors, 106 virtual visits and 401 phone calls.
  - During the month of September, 59 Volunteers donated 41.07 hours of mentoring, bible study and religious services to COJC residents.
  - Volunteers for September included Antioch Community Church, Waterloo Baptist Church, Powerline Baptist Church, Life Church Switch, St Johns, Pioneer Library Group, Bible Study, Mr. Brewer music program, POPs, Ms. Coopers Bible Study and Kairos Torch mentoring program.
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*Carol Miller, Deputy Director Residential Placement Support*

- Religious services and bible studies were offered by community volunteers for all residents who want to participate.
- St Johns Church celebrated resident birthdays.
- Tecumseh Pioneer Library group have volunteered to assist with the Christmas talent show.
- Welcome new Chief Psychologist Susan Schmidt.
- Dialectical Behavior Treatment (DBT) skills training continues for all staff in September with three-hour increments until each employee completes 30 hours of training. Direct Care staff continue to participate with program and treatment staff in resident DBT groups.
- RCS Stay was spotlighted for utilizing DBT skills during a walk and talk at the school. A youth was feeling stressful about an upcoming phase promotion. RCS Stay reminded the youth to utilize his GIVE DBT Skill when talking to staff and choosing words when asking for help on what he can improve on to reach his phase.
- Second half of Nurturing Parent training was held with participants from secure care.

**Division Leadership Activities**

- Performance based Standards Coach Janice Shallcross visited COJC for the annual visit to review outcome measures and data collections.
  - Attended the OCCY Strengthening Youth Custody & Transition Services Advisory Committee.
  - Completed weekly walk throughs of COJC units to provide open dialogue and support for residents and staff.
  - COJC PREA Audit Final Report confirming COJC met all standards was submitted to Governor Stitt's Office as required by the PREA Management Office, U.S. Department of Justice.
  - Participated in the OJA Family Advisory Committee meeting to discuss reentry and family engagement.
  - Participated in the Center for Improving Youth Justice (CIYJ) Pre-Data Collection Distance Learning Webinar to prepare for the upcoming data collection in October.
  - Recorded a podcast segment on the pathway COJC paved toward the Barbara Allen Hagen Award to be shown on the Monday morning meeting later in the year.
  - Reviewed outcomes of the OPI financial review audit for corrective action plan to deficiencies.
  - Joined and contributed during the Technology Meeting with Information Technology (IT) Department with Len Morris to ensure all efforts are on track to implement and utilize technology within COJC.
  - Met bi-weekly with Director Cartmell and Interim Laura Talbert.
  - Assistant Deputy Director Melissa Shaw facilitated reviews of treatment team meetings, grand staffing's, and treatment plan staffing's to ensure fidelity and quality of processes. As areas of deficiency are identified, a meeting is held to review and correct.
  - Participated in the September DBT training at COJC.
  - Attended OYAC graduation for 3 COJC youth.
  - Provided Oklahoma State Dept. of Health (OSDH) update on Confinement Grant COVID mitigation progress in COJC, detentions and group homes.
  - Secure Care, group homes and detentions centers continue to experience a rise in positive COVID cases among youth and staff. COJC confinement grant nurses provided supplies to eliminate the possibility of exposure to all placements.
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*Carol Miller, Deputy Director Residential Placement Support*

- Provided OSDH with monthly update for the OMMA grant providing substance use prevention and education in COJC, public schools, and nonprofits. COJC grant Drug and Alcohol Counselors are preparing for red ribbon month in October to promote awareness of substance use.
- Participated in the Septembers Dialectical Behavior Treatment (DBT) virtual skills training sessions.
- Held weekly TEAMS meetings with Division staff to ensure quality coverage of all liaison and oversight duties to ensure we are working toward division and agency goals.
- Attended the State Charitable Campaign event at the Capitol Complex.
- Continue to facilitate Juvenile Handbook review for 2024 with infusion of DBT skills and Hope language.
- Participated in the Council of Juvenile Justice Administrators Deputy Director Casual Chat.
- Met weekly with COJC Superintendent to address goals, facility issues and full implementation of COJC Next Generation Campus upgrades.
- Participated in weekly OJA Executive Team meetings with State Office Leadership.
- Participated in weekly placement staffing's for OJA custody youth.
- Attended the September Board of Juvenile Affairs meeting.
- Participated in the OJA Parent Advisory Committee.

**Recruitment and Retention Efforts**

- COJC September Employee of the Month is RCS Christopher Leyton.
- COJC Wellness Challenge began this month with a weight loss challenge. Grand prize will be awarded to the winner in October through Employee Support Group fund raiser earnings.
- Employee Assistance Program and Support Linc Flyers were placed at locations throughout COJC notifying staff of assistance that is available after stressful incidents.
- General Staff Meeting held and announced Employee of the month, employee birthdays and employment anniversaries.
- Employee Council Meeting held to discuss any identified issues and seek possible solutions to give staff a voice and be heard.
- COJC employee support group COMPASS continue to sell COJC t-shirts, hoodies, and jackets to raise money to assist in supporting staff members.
- COJC employee support group COMPASS will be held a silent auction to raise money to assist in supporting staff members in need and facility staff support functions.
- Leadership Academy held for new staff to discuss facility culture, role modeling, rapport and relationship building.
- Digital billboards remain in Midwest City, Nicoma Park and vinyl billboards located in the Shawnee area.
- COJC recruiter participated in the Central Oklahoma Workforce Career Expo and promoted job openings for motivated job seekers eager to explore new career opportunities in juvenile justice.
- COJC recruiter participated in the Rose State College Job Fair to connect with and recruit job seekers in the local community interested in working at COJC.

**Agency Collaborations in Secure Care**

- Oklahoma Department of Career and Technology Education (Career Tech) –
    - Career Tech. Automotive Shop Students are actively attending classes and receiving certificates of participation.
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*Carol Miller, Deputy Director Residential Placement Support*

- Department of Rehabilitative Services (DRS) –
  - DRS embedded staff Michael Rolerat is at COJC weekly to assist residents in enrolling in DRS Services. DRS follows youth into the community to assist with life skills.
- Department of Mental Health and Substance Abuse (DMHSAS) –
  - Chuck Fletcher of the Evolution Foundation through their contract with DMHSAS visited COJC in September to assist parents in overcoming barriers to in person visitation.
- Central Oklahoma Workforce Innovation Board (COWIB) –
  - Workforce Work Study Program is for residents come into COJC with a diploma or GED or while at COJC have graduated or received their GED.
  - A total of 10 graduates are in the Workforce Innovation and Opportunities Act (WIOA).
  - The work program is currently working on landscaping, mowing, trimming, and watering.
- DRS/OYACS/OCCY/OJA School to Work paid work program –
  - Residents who are currently enrolled in OYACS at COJC work onsite at COJC and receive pay through DRS reimbursement.
  - Program provides youth with a work resume, birth certificate, State ID, and financial support upon parole from COJC.



COJC staff and Zoey the OJA therapy dog volunteered to participate in the 2024 Tecumseh Frontier Days Parade to spread the message into the community of our exceptional commitment to improving the lives of young people!

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# OKLAHOMA JUVENILE AFFAIRS

Janelle Bretten, Director of Strategic Planning and Engagement

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## October 2024 Board Meeting

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### Month of September 2024:

- **Science of Hope Initiative**
  - Please see the additional attached report from Kheri.
  - Participated in ongoing planning for Hope group sessions with COJC residents.
  - We met with Len to review hope data report.
  - Kheri and I met with a youth who was involved in hope groups at COJC to see if he would participate in October Hope Navigator Summit. He has agreed to participate and share his story.
  - Kheri and I met with Hope team at OHS for updates on OJA plans for Hope Navigator Summit.
  - Kheri and I, alongside OHA hope team, met with representatives from Union Public Schools to hear about their hope science work.
  - Ongoing strategic planning weekly meetings with Kheri. Meetings included draft plan on infusing hope science into OJA recruitment and curriculum development for COJC hope groups. Preparing JSU new worker academy, the Hope Navigator Summit, and JSU District trainings.
- **Family Engagement**
  - Please see the additional attached report from Apryl.
  - Ongoing strategic planning meetings with Apryl, including preparation for district trainings and delivery of parenting curriculum to COJC and group homes.
  - Attended September Family Advisory Council meeting. Constanzia and Alison presented on the Georgetown Youth in Custody re-entry capstone project.
  - Apryl, Kheri, and I are participating in Youth in Custody capstone project subcommittees for hope, family engagement and re-entry.
- **Training Department**
  - Please see additional attached reports from the Training Unit.
  - New Training Director hired and has start date of October 7, 2024.
- **Attitudes Related to Trauma Informed Care (ARTIC) Trauma Informed Organizational Survey**
  - Our team conducted training for combined District 5 and 7 to include agency mission, vision, and core values; trauma informed care; family engagement; and hope science. This training is in preparation for our final survey.
- **JSU New Worker Academy**
  - Kheri and I presented 1<sup>st</sup> day of academy and reviewed OJA's mission, vision, and core values, as well as intro to hope science.
- **Resilient Oklahoma Hub Workgroup**
  - Attending monthly meetings to roll-out structure for resources network/hub through the Resilient Oklahoma website to provide trauma informed care technical assistance and support.
- **Interagency Council on Homelessness Oklahoma (ICHO)**
  - Attended bimonthly meeting. Agenda included discussion on subcommittees and assignment of those who wanted to serve on those subcommittees.
- **OCCY Strengthening Youth Custody & Transition Services Advisory Committee**
  - Attended bimonthly meeting. Agenda included OJA presentation by Constanzia and Alison on our Youth in Custody re-entry capstone project.
- **OJA Standing Meetings**
  - Executive Team, OJA Board meetings, Executive Team Quarterly Recharge, Rates and Standards, JSU Monday morning meetings, and Lunch and Learn Benefits meeting.



The Family Engagement portion has been moving right along and working on some of the objectives that have been pivotal in getting us to our next steps. In the month of September, we were very intentional about getting out to the different Districts and to provide training to JSU staff, stake holders and community partners. We also broadened our knowledge and not only identified areas that are preventing some family engagement, but also came up with some partnerships that may assist in overcoming some barriers to engagement and promote success.

- 9/4/24 through 9/6/2024- I attended an evidence-based parenting curriculum virtual training that allowed us to address some of the barriers of our families and how to facilitate and give insight in a therapeutic setting while addressing and tracking data through a pre and post-test.
- Monday Morning Meetings were attended for training and information purposes to further knowledge
- Attended District 5&7 meeting in McAlester to train on all the collective efforts of what the agency is doing with Family Engagement, HOPE and organizational trauma informed assessment. At these meetings we can identify what specifically is going on in these districts/counties and address some of the concerns and also hear feedback about what is going well.
- Attended the District meeting in Ft. Cobb to train on Family Engagement and the OJA resources page. Also were able to identify some of the needs in some of the counties involving FFT, gangs and barriers to family engagement in the Comanche Co.
- Attending meetings with Supervisor Janelle Bretten to discuss follow up from the previous counties visited and the upcoming trainings.
- Participated in initial meeting about the Georgetown Youth in Custody Certificate Program and how all will play in different parts to helping OJA focus on reentry practices.
- Attended Wednesday Lunch and Learn training.
- Meeting with Supervisor Janelle Bretten in regard to the FAC meeting on 9/26/24@5pm
- Led FAC (Family Advisory Council Meeting) meeting where information was shared in reference to the Georgetown Youth in Custody Certificate Program and how Family Engagement will play a major role in reentry and planning.
- Working on wrapping up some of the parts of use of evidence-based parenting curriculum: dissemination, training certificates, collaboration with Level E's and COJC. Following up on some networking meetings such as with OCCY on the Family Advisory Council. Future travel to other districts and new worker trainings, follow up on presenting on the Monday Morning Meeting on the JSU survey on Family Engagement, etc.

Kheri Smith, Hope Ambassador

- Hope Ambassador training meeting with Dr. Hellman.
- Meetings with Janelle.
- Meetings with Michele to organize and lead hope projects.
- Attends monthly NEAR Science Mentor Meeting.
- Ongoing follow-up and monitoring of Hope Score Pilot completed 30 day follow up with DS's.
- Onboarding hope training new COJC staff. (Hunter)
- Meetings for creation of content for MMM.
- Co-host Monday Morning Meetings to deliver created content.
- Podcast filming content creation, organization, and filming.
- HN's continue meeting monthly to nurture and practice the science of hope. (Michele)
- Meetings and collaboration with Laura and Mentoring Central (ongoing).
- Meeting for Youth in Custody Certificate.
- Several meetings to review recruiting material, generated ideas and a timeline.
- Youth Led Summit planning meetings with Laura.
- Met with CAM for empathy simulation story creation.
- Hope navigator summit planning meetings.
- Weekly meetings with COJC HN supervisor.
- Hope and organizational trauma informed care training with Districts 5 and 7.
- Hope navigator meetings with District's 1, 3, 6, 4, 2 for planning their hope trainings for organizational trauma informed care assessment and Hope.
- Several meetings and research on creating hope curriculum for COJC staff including interagency collaboration with DHS.
- Met with OK Family Services about hope in Level E group homes, then met with them and Dr. Pharris to discuss pathways to move forward with their agency becoming hope centered.
- New Worker Academy introducing OJA culture and hope.
- Supported Payne County HN at HUB Day!
- Reviewed YLS/CMI submission
- DBT training.
- Juvenile Probation Transformation from Annie E. Casey (x2)

# Central Oklahoma Juvenile Center Training Breakdown September 2024

## MANDATORY Refresher Training Information:

Total Mandatory Classroom Training Hours for September:	985
Total Mandatory Computer Based Training Hours for September:	39
Grand Total Mandatory Training Hours for September:	1024

*136 Staff participated in September Training for 2024 (Mandatory and Non, In-Service, In-person, online, etc.)*

*29 Staff have COMPLETED All Refresher Training for 2024 (10% complete)*

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## ORIENTATION Training Information:

Total Orientation Classroom Training Hours for September:	1058
Total Orientation Computer Based Training Hours for September:	0
Grand Total Orientation Training Hours for September:	1058

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## OYACS Training Information:

Total OYACS Classroom Training Hours for September:	3.00
Total OYACS Computer Based Training Hours for September:	4.50
Grand Total Training Hours for September:	7.50

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## IN-SERVICE Training Information:

Total Classroom In-service Training Hours for September:	37
External/Non-Facility In-Service Training for September:	14
Grand Total In-service Training Hours for September:	51

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## SUPERVISORY Training Hours:

Grand Total Supervisory Training Hours for September: 1146

## September Care & Custody Management System (CCMS) Training:

<i>CCMS Hours</i>	<b># of Students</b>	<b># Credit hours</b>	<b>Total Class Hours</b>
Orientation Day 1	8	8	64
Orientation Day 2	8	8	64
Orientation Day 3	8	8	64
Re-Certs Day 1	6	8	48
Re-Certs Day 2	5	8	40
Totals	35	40.00	280
<b>Total # CCMS Hours</b>	280		

**CCMS Recertification Percentage Completed:**

40%
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**Total # of Students who attended CCMS in September.  
(Orientation and Refresher):**

14
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## GRAND TOTAL of Training Hours:

**Grand Total Training Hours for September:**

2136
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**Total Training Hours for NON-COJC Employees for September:**

14
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**Total Courses for September:**

90
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**Total Course Hours for September:**

246
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**Total Participants for September:**

216
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## State Office and District Training September 2024 Training Report

<b>Location:</b>	<b>Training Hour Totals:</b>	<b>Supervisory Training Hour Totals:</b>	<b>Grand Training Hour Totals:</b>
State Office	282.75	239.5	282.75
District 1	92.5	103.25	103.25
District 2	56.25	75	75
District 3	79.5	73.75	79.5
District 4	75.58	107.42	107.42
District 5	409.25	134	409.25
District 6	218.75	137	218.75
District 7	309.5	165.75	309.5
<b>Totals:</b>	<b>1524.08</b>	<b>1035.67</b>	<b>1524.08</b>



Juvenile Detention  
Improvement  
Revolving Fund

# Juvenile Detention Revolving Fund

## 10A O.S. § 2-7-401 – Juvenile Detention Improvement Revolving Fund

A. There is hereby created in the State Treasury a revolving fund for the Office of Juvenile Affairs to be designated the "Juvenile Detention Improvement Revolving Fund". The fund shall be a continuing fund, not subject to fiscal year limitations, and shall consist of all monies appropriated to the Juvenile Detention Improvement Revolving Fund and monies which may otherwise be available to the Office of Juvenile Affairs for use as provided for in this section.

B. All monies appropriated to the fund shall be budgeted and expended by the Office of Juvenile Affairs for the purpose of providing funds to counties to renovate existing juvenile detention facilities, to construct new juvenile detention facilities, to operate juvenile detention facilities and otherwise provide for secure juvenile detention services and alternatives to secure detention as necessary and appropriate, in accordance with state-approved juvenile detention standards and the State Plan for the Establishment of Juvenile Detention Services provided for in Section 2-3-103 of this title. The participation of local resources shall be a requirement for the receipt by counties of said funds and the Department shall establish a system of rates for the reimbursement of secure detention costs to counties. The methodology for the establishment of said rates may include, but not be limited to, consideration of detention costs, the size of the facility, services provided and geographic location. Expenditures from said fund shall be made upon warrants issued by the State Treasurer against claims filed as prescribed by law with the Director of the Office of Management and Enterprise Services for approval and payment.

# Applications for FY2025

## Divider Wall

- Building Divider Walls for 3 of the units
- Assists with behavior management
- Limits property damage
- Creates a better atmosphere for all youth

## Oklahoma County Juvenile Detention Center

OJA Request	\$39,894.75
County Match (15%)	\$7040.25
Total	\$46,935.00





Next Generation Campus  
Phase III Update



# Next Generation Campus Update Independent Living Home

- Upgrading interior & exterior
- Installing fiber for internet connection
- Installing cameras
- Installing fire protection system

# Next Generation Campus Update HR Building

**HR building will be  
demolished by December 1<sup>st</sup>**

**New office building will be  
designed**



# Next Generation Campus Update Multi-purpose Building Site

**Design document being  
created for 2-16 bed units**

**Design process will continue  
for 3 months**

- **Family Visitation Unit**
- **Music Therapy Unit**
- **Fitness Center**
- **Recreation Center**
- **Security Unit**

# Next Generation Campus Update School Administration Building Upgrade

- **New Windows Completed 6/7/24**
- **New Roof Completed 6/17/24**
- **New Doors Will Be Installed Soon**
- **New Desks and Tables Installed in School Classrooms**





# Next Generation Campus Update Staff Hall

- **Replace Heat & Air System**
- **Install New Roof Completed on 10/7/24**
- **Metal Awning on Front of Building Completed 7/3/24**
- **Replace Doors & Windows (Contract Approved)**
- **Upgrade Interior of the Building**



Next Generation Campus Update  
Swimming Pool Upgrade

**Repair and Paint Expterior**

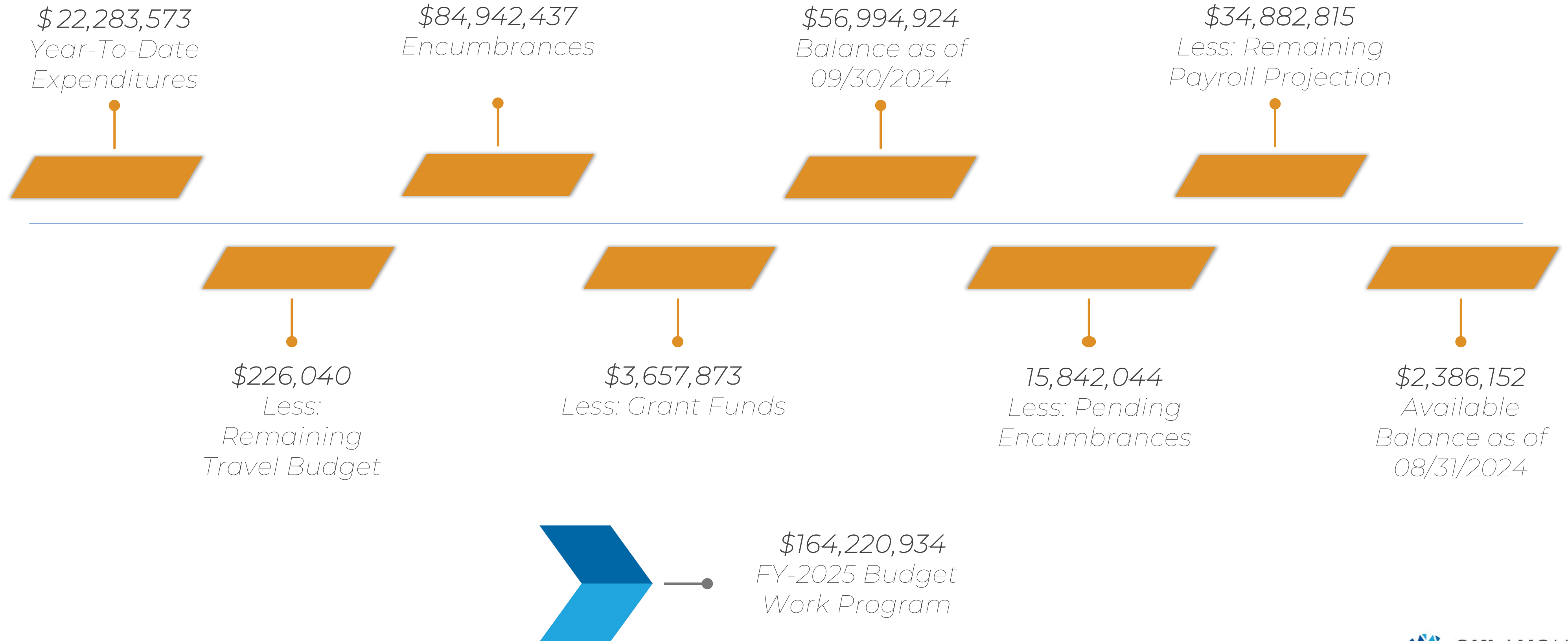


# OJA Finance Report

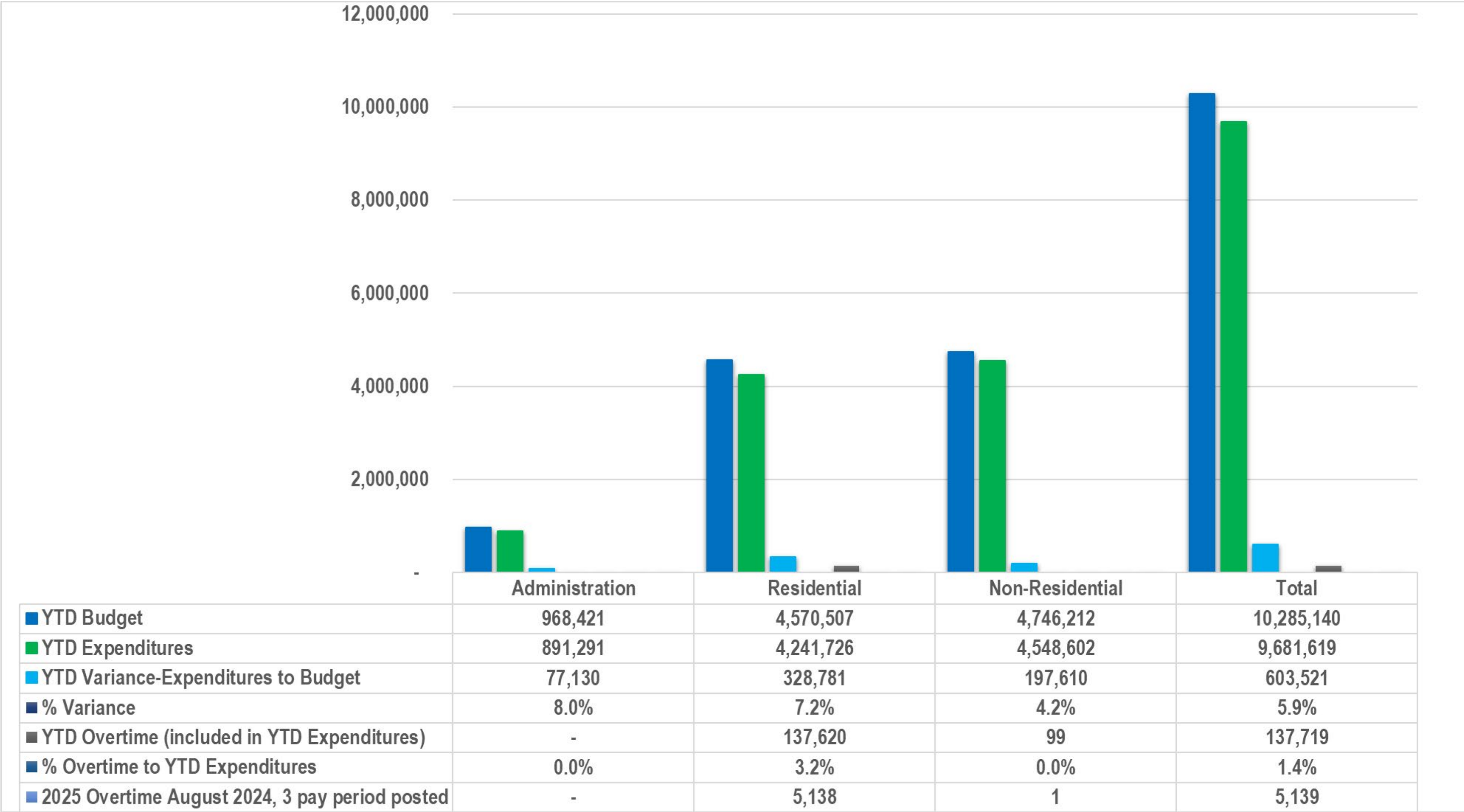


# FY-2025 Operation/Capital Budget Projections

As of 09/30/2024



# BR-2025 Payroll Budget to Actual Year to Date As of 09/30/2024



*FTE Budget To Actual  
For FY2025 as of 09/30/2024*

FTE Budget for FY2025 (6 payrolls processed)

520.00

Actual Paid

507.52

Variance

12.48

# FY-2025 Payroll Overtime

As of 09/30/2024

Quarter FY 25	No. of Pay Period	Administration		Residential Services		JSU/Community Services		Total Overtime	Total Overtime
		Hours	Amount	Hours	Amount	Hours	Amount		
1	6	.	.	10,284	137,620	4	99	10,288	137,719
2		.	.	.	.	.	.	.	\$0
3		.	.	.	.	.	.	.	\$0
4		.	.	.	.	.	.	.	\$0
<b>Total</b>	<b>6</b>	.	\$0	<b>10,284</b>	<b>\$137,620</b>	<b>4</b>	<b>\$99</b>	<b>10,288</b>	<b>\$137,719</b>
<b>Full Time Equivalent (FTE)</b>				<b>21.42</b>		<b>0.01</b>		<b>21.43</b>	

# FY-2025 Revolving Funds Revenue Projection

As of 09/30/2024

Receivable Source	FY-25 Budget	Budget to Date	Receipts	In-Transit	Over (Under) Budget
SSI and SSA	\$ 100,000	\$ 25,000	\$ 22,007		\$ (2,993)
Income from Rent	17,802	4,451	\$ 4,451	717	717
Charter School State Aid/Grants	500,000	125,000	\$ 393,771		268,771
School Breakfast/Lunch/Snacks Program	57,213	14,303	\$ -	13,151	(1,152)
Sales	75,000	18,750	\$ 578		(18,172)
Child Support	150,000	37,500	\$ 45,351		7,851
Other Receipts	45,000	11,250	64,895		53,645
<b>Total Revolving Funds</b>	<b>\$ 945,015</b>	<b>\$ 236,254</b>	<b>\$ 531,052</b>	<b>\$ 13,868</b>	<b>\$ 308,666</b>

Reimbursements and Refunds	FY-25 Budget	YTD Expenses	Receipts	Outstanding Reimbursements	Variance to YTD Expenses
DHS Safety Shelter, OMMA/OSDH Rehabilitation Drug and Alcohol Services, Miscellaneous Refunds	\$ 5,779,320	\$ 300,174	\$ (997,950)	\$ 1,298,124	\$ -
<b>Total Revolving Funds Revenue</b>	<b>\$ 6,724,335</b>	<b>\$ 536,428</b>	<b>\$ (466,898)</b>	<b>\$ 1,311,992</b>	<b>\$ 308,666</b>

# FY-2025 Federal Funds Revenue Projections As of 09/30/2024

Federal Fund (FF) Program Fund	Projected Annual Revenue	Budget to Date	Actual Revenue	In-Transit	Receipts Variance to Budget
<b>FF Fixed Rates Reimbursements from Other State Agencies</b>					
Residential Behavior Management Services (RBMS) *	\$ 6,100,000	1,525,000	447,996	1,331,801	\$ 254,797
Targeted Case Management (TCM) *	1,700,000	425,000	151,517	500,000	\$ 226,517
IV-E Shelter	155,000	38,750			\$ (38,750)
Indirect Cost Reimbursement (OHCA)	100,000	25,000	-	55,184	\$ 30,184
<b>Total FF Fixed Rates Reimbursements From Other State Agencies</b>	<b>\$ 8,055,000</b>	<b>\$ 2,013,750</b>	<b>\$ 599,513</b>	<b>\$ 1,886,985</b>	<b>\$ 472,748</b>
<b>FF Cost Reimbursements from OJJDP/Other State Agencies</b>	<b>FY-25 Budget</b>	<b>Expenditures Reports</b>	<b>Receipts</b>	<b>Outstanding Reimbursements</b>	<b>Receipts Variance to YTD Expenses</b>
Direct Federal Grant, OJJDP Formula	\$ 1,723,639	\$ 106,958	\$ -	\$ 106,958	\$ -
DAC-RSAT	225,000	46,649	14,326	32,323	-
Detection and Mitigation of COVID-19 in Confinement Facilities	1,761,100	223,178	\$0.00	223,178	(0)
State Recovery Fund (ARPA)	14,772,531	1,738,953	2,169,115	-	430,162
<b>Total FF Cost Reimbursements from OJJDP/Other State Agencies</b>	<b>\$ 18,482,270</b>	<b>\$ 2,115,737</b>	<b>\$ 2,183,440</b>	<b>\$ 362,459</b>	<b>\$ 430,162</b>
<b>Total Federal Fund (FF) Program Fund</b>	<b>\$ 26,537,270</b>	<b>\$ 4,129,487</b>	<b>\$ 2,782,953</b>	<b>\$ 2,249,443</b>	<b>\$ 902,910</b>

\*On October 10, OJA and DHS met with Oklahoma Complete Health to finalize an addendum to our existing provider agreement contract to specifically include TCM and RBMS rates, which will fix the issue of our claims being denied and stuck in-transit.

# 700 Fund Accounts

As of 09/30/2024

## Trust Fund - 701

Established to account for all the funds a juvenile received or expended while in OJA Custody

\*\*Cash Balance as of 09/30/2024  
\$8,973.19

## Trust Fund - 703

Established to account for all Donated funds received/expended. These funds are used for the benefit of the juvenile

\*\*Cash Balance as of 09/30/2024  
\$1,325.33

## Canteen Fund - 702

Established to account for all the funds at canteens located at COJC. Proceeds from the canteen are used for the benefit of the juvenile.

\*\*Cash Balance as of 09/30/2024  
\$10,468.77

## Trust Fund - 704

Established to account for all funds received from OJA's Victim Restitution Program

\*\*Cash Balance as of 09/30/2024  
\$9,528.31

# The Oklahoma Economy

## **Current to Prior Month Comparison:**

September receipts from all sources – decrease by \$1.493M/1.0%

## **Monthly Comparison Current to Previous Year:**

Revenue is 17.6M/1.2% higher than Sept. 2023

## **12 Month Rolling Comparison:**

Gross receipts total 16.97B, down 173.18M/1.0%. There would be a gain except for GPT (-431.7M)

## **Oklahoma Business Conditions Index:**

August 48.0 – 4th Month Below 50

Oklahoma Exports for 2024 up 1B for same period as 2023

## **Unemployment:**

Oklahoma: 3.4% - .1% decrease (August) National: 4.2% .1% decrease (August)

## **Consumer Price Index:**

Annualized at 2.5% (smallest increase since February 2021)



# Emergency Purchases As of 09/30/2024

<i>EMR#</i>	<i>Date</i>	<i>Vendor</i>	<i>Description</i>	<i>Location</i>	<i>Amount</i>
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*None to Report*

# Sole Source Purchases As of 09/30/2024

<i>Sole Source#</i>	<i>Date</i>	<i>Vendor</i>	<i>Description</i>	<i>Location</i>	<i>Amount</i>
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*None to Report*



# Oklahoma Youth Academy Charter School (OYACS)

School Board Meeting  
October 15, 2024

Finance  
Report



Oklahoma Youth Academy Charter School Combined Statement of Revenue, Expenditures and Fund Balances School Year 2024-2025 as of September 30, 2024	OJA General and Revolving Funds	Fund 25000	Totals as of 9/30/2024	OYACS-COJC (972)
<b>Revenues</b>				
Foundation/Salary Incentive (State Aid)	\$ -	\$ 38,620.69	\$ 38,620.69	\$ 38,620.69
School Security (376)		183,829.62	183,829.62	\$ 183,829.62
Alternative Ed Grant (State Aid - 388)		-	-	\$ -
Flowthrough and ARP IDEA (621 + 628)		-	-	\$ -
ARP ESSER III (795)		122,936.68	122,936.68	\$ 122,936.68
Redbud School Funding Act (State Aid - 318)		-	-	\$ -
Title I N&D (531)		10,654.04	10,654.04	\$ 10,654.04
Title IA (511)		21,187.78	21,187.78	\$ 21,187.78
Title IIA (541)		-	-	\$ -
Title IVA (552)		-	-	\$ -
Title VB (587)		-	-	\$ -
Textbooks/Ace Technology (State Aid - 333)		3,210.76	3,210.76	\$ 3,210.76
Child Nutrition Program _Operation/Admin Cost		-	-	\$ -
Child Nutrition Program _Breakfast (764)		3,974.88	3,974.88	\$ 3,974.88
Child Nutrition Program _Lunches and Snacks (763)		8,037.12	8,037.12	\$ 8,037.12
Child Nutrition Program _State Matching (385)		-	-	\$ -
Refunds (TRS)		597.42	597.42	\$ 597.42
Office of Juvenile Affairs **	434,922.26	-	434,922.26	434,922.26
<b>Total Revenues</b>	<b>\$ 434,922.26</b>	<b>\$ 393,048.99</b>	<b>\$ 827,971.25</b>	<b>\$ 827,971.25</b>
<b>Expenditures</b>				
Equipment and Library Resources	\$ 53,255.50	\$ 271,976.27	\$ 325,231.77	\$ 325,231.77
Operational Expenses	31,794.28	83,601.63	115,395.91	115,395.91
Payroll Expenses	347,371.00	118,885.24	466,256.24	466,256.24
Professional Services	690.00	-	690.00	690.00
Training and Travel	1,811.48	-	1,811.48	1,811.48
<b>Total Expenditures</b>	<b>\$ 434,922.26</b>	<b>\$ 474,463.14</b>	<b>\$ 909,385.40</b>	<b>\$ 909,385.40</b>
Excess of Revenues Over (Under) Expenditures	\$ -	\$ (81,414.15)	\$ (81,414.15)	\$ (81,414.15)
Fund Balances July 1, 2024	-	254,801.96	254,801.96	254,801.96
Fund Balances 2024-2025 School Year	\$ -	\$ 173,387.81	\$ 173,387.81	\$ 173,387.81
<b>**OJA Funds</b>				
	COJC (972)			
Fund 19301_19311	\$ 261.39			
Fund 19401	\$ 36,203.49			
Fund 19501	\$ 352,887.38			
Fund 20000	\$ 45,570.00			
	<b>\$ 434,922.26</b>			

Proposed  
Modifications  
to  
Encumbrances



# OKLAHOMA YOUTH ACADEMY CHARTER SCHOOL REQUEST FOR 2024-2025 ENCUMBRANCES

School  
Administration  
Report







# QUESTIONS