



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  
September 10, 2024

## Board Members Present

Bart Bouse  
Amy Emerson  
Janet Foss  
Stephen Grissom  
Timothy Tardibono  
Les Thomas Sr. (arrived at 10:15 a.m.)  
Jenna Worthen  
Karen Youngblood

## Board Members Absent

Colleen Johnson

## Call to Order

Chair Youngblood called the September 10, 2024 Board of Juvenile Affairs and Board of Oklahoma Youth Academy Charter School meeting to order at 10:13 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 August 20, 2024 board meeting

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

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

Nay:

Abstain:

Absent: Johnson and Thomas

The proposed minutes for the August 20, 2024 board meeting approved.

Mr. Thomas arrived at 10:15 a.m.

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

Director Cartmell ran through his report, highlighted the hiring of Allison Humphrey as Reentry Director, FFT expansion, and the grant from the Arnall Foundation to expand FFT services to the Oklahoma County Juvenile Bureau. For the future, the focus will be on several projects expanding music therapy, partnership with OCCC, creating and expanding training and awareness centered on human trafficking, a partnership with the Oklahoma Arts Council for art therapy, looking to create and expand group homes that focus on specialized treatment areas, and expanding OYACS beyond COJC. I am excited about the future of this agency, and this Board.

Chair Youngblood: I am going to take a point of privilege, because we usually save comments to the end, and use this point of the agenda and apply to the Director's report and comments. A lot of times everyone is gone after executive session and a lot of people miss our comments. Although, it was 11 short months, it is 11 long months. You stepped in behind 2 long serving directors and personnel in our organization. That is not easy to do. Especially when you haven't come up through the system like they both had. It was a bit of a shock for all of us. Yet, it has been an amazing blessing for this organization, for the kids, for us as a board, and for the team. There is an adage about leadership, you are even born with it or you're not. I don't believe that. I believe leadership is trained. I do believe that some have us has a certain amount of hutzpah to be a leader; you have the courage to make decisions; you have the character to remain consistent, predictable, and reliable; and you have the intellect to surround yourself with people that have the same passion, drive, and vision at the end of the day. In 11 months, I feel like the traction you have put in for us has moved us forward way farther than 11 months' worth of time. I think you set very high challenges and you took a lot of that from the Board. Saying OK, this is the expectation I will meet it and I will match you. I've seen that in the spark from the staff and the empowerment it feels that they feel empowered to be part of the team. You've made some decisions about some team members that haven't been easy, but they were the right thing for the organization. The organization was always the defining point. So, while we only had you for 11 months, we don't lose you from the state or to the private sector. We are still going to have you around, but we will miss you and we will miss the progress that you have started us on. We appreciate the progress others are going to step into. In 11 months, those are pretty big shoes to feel. I applaud you for that and for what you have done.

Discussion and possible vote to amend and/or approve the Criteria for the State Plan for Youth Service Agencies

Director Cartmell reminded the Board this is the same plan from last month, we are just bringing it off the table, to allow for more time to review.

Chair Youngblood: Absolutely correct. I applaud you and the team for the about face, the time and intentionality, our partners for their work. Are there any comments or questions?

Mr. Tardibono: I want to verify we have the correct version in addition to the redline versions showing the edits.

Director Cartmell: Yes, that is correct.

Mr. Tardibono moved to approve with a second by Ms. Worthen

Aye: Bouse, Emerson, Foss, Grissom, Tardibono, Thomas, Worthen, and Youngblood

Nay:

Abstain:

Absent: Johnson

The Criteria for the State Plan for Youth Service Agencies approved.

Discussion and possible vote to amend or approve the proposed FY2026 Budget Request

Director Cartmell gave the Board additional information on the attached request.

Dr. Grissom: The history of that desert for that population, I started at Hissom and then I moved to Rader on both sides, there was a lot of it does not belong here or here for reasons A, B, and C. It was partially solved for a short time but there is such a long history, I would choose to see a new relationship with DHS rather than this step. I get why neither agency wants to hand that, but we need to come together so we can serve that population. It is in desperate need of help. I like having it on the budget and I like the acknowledgement that there is more than one agency involved. It will take the work of the Legislators to take action.

Director Cartmell: I think if they chose to give that funding to OJA for that purpose. I have all the confidence in Shel and Kevin that we would serve the kids in our system. That is probably a gross underestimate.

Dr. Grissom: It seems like that should be what the revised Laura Dester center was supposed to do but that didn't seem to work out well.

Ms. Worthen: Have we had any indication on what the Governor will be saying about budget this year?

Director Cartmell: I spoke with Josh Cockroft, the Secretary of State, about the budget about a very modest ask on behalf of the agency. The Governor is going to looking for flat budgets anything that goes behind that, he will be asking the agencies to justify their requests. I walked Josh through all 3 issues.

Ms. Worthen: How did it go?

Director Cartmell: He absorb the information. The agency will be having their budget meeting in a couple of weeks, and I will be part of that. I am not turning off this agency as I transfer to DHS.

Ms. Worthen: Will Rick Rose be part of that?

Director Cartmell: I assume so.

CFO Clagg updated the Board on the budget process and how the agency got to the proposed budget.

Chair Youngblood: I applaud you for the process to not only look at what we would like to do going forward but what we can readjust. Well done.

Ms. Worthen moved to approve with a second by Judge Foss

Aye: Bouse, Emerson, Foss, Grissom, Tardibono, Thomas, Worthen, and Youngblood

Nay:

Abstain:

Absent: Johnson

The proposed FY2026 Budget Request approved.

Discussion and/or possible vote to award, and/or adjust proposed award of Juvenile Detention Improvement Revolving funds to the Garfield County Juvenile Detention Center for kitchen updates and repairs in the amount of \$5,355.00

Dr. Grissom moved to approve with a second by Ms. Worthen

Aye: Bouse, Emerson, Foss, Grissom, Tardibono, Thomas, Worthen, and Youngblood

Nay:

Abstain:

Absent: Johnson

The proposed award of Juvenile Detention Improvement Revolving funds to the Garfield County Juvenile Detention Center for kitchen updates and repairs in the amount of \$5,355.00 approved.

Update on the Next Generation Campus Project

CFO Clagg discussed the attached update.

Chair Youngblood: Very good Kevin. I appreciate that approach. I know that you are always watching and identifying every penny. Your approach of fiscal responsibility coupled with the approach of the design committee really watches our promise and commitment for 144 bed capacity if needed and giving the flexibility of meeting to be able to meet today's needs without programming permanently for today's needs so that we can make changes for tomorrow are greatly appreciated. We appreciate your watchful eye on it. Comments?

Judge Foss: I sat in on the meeting, and all kinds of things were coming to mind. I am wondering if instead of being left with an empty shell, while not build a cottage similar to what we have to be designed to use for other things it looks to me that were we are moving, is we are building a school I don't see putting that kind of money into and at some point, ripping it all out. My feeling is if you design a school, it will be permanent. I think we might want to reverse the process and build a dorm and remodel it to be used for a school. I don't know, I think we have a lot to consider.

CFO Clagg: As we work with the architects, we will challenge the architects to address those concerns. Their solution is to build a rectangle building with internal walls that can be taken out and replaced if needed. We will work with our consultants; they work for us.

I didn't get that feeling when I was there.

CFO Clagg: We will make that clear. I think we can work through the process and come up with some solutions to propose to the Board.

Chair Youngblood: I enjoy hearing that. I was looking at the program statement. The primary purpose of the facility house, visitation, education. I am glad to see we have that on our radar. I have great faith in Kevin but even greater faith in our committee. I am glad we are reworking that for our needs. I think we are on the same page. I applaud that you are going to keep sending it back until we get what works for OJA.

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. Tardibono: What is working at COJC that is allowing people to stay longer in what tends to be a very transitional position?

CFO Clagg: I can mention a couple of things and other people in the room may want to add to it. We do have incentives, which creates a bigger candidate pool that allows us to pick and choose. The other thing is we have a new, state of the art facility. Those employees are seeing that and are feeling better and safer. We still have a way to go but those are the things that, I consider, the main reasons turnover has slowed down.

Ms. Miller: I just wanted to say, the safer environment, like Kevin was saying, is people stay longer. Which has given us more experienced staff which is invaluable. By creating the safer environment, is the biggest reason for less turnover. In addition to better staff communication. We now have the 3 shifts come in 15 minutes early to improve communications between the shifts; but that contributes to overtime.

CFO Clagg: I think overtime is an important investment; don't ever let me yell at you about that.

Dr. Grissom: My observation to, and I think this really needs acknowledgement, you have developed a good leadership team in that facility and that matters greatly. That contributes to people staying because they have more trust and more support from their leadership. I think that needs to be acknowledged.

Ms. Youngblood: As difficult as it was to close of SWOJC, the maximizing of our synergies and energy and effort supporting all one, exactly the promise we made to the Legislature, that we can be better with one facility is starting to show that all the focus can be in one area.

CFO Clagg continued with the presentation.

Mr. Bouse moved to approve with a second by Ms. Worthen

Aye: Bouse, Emerson, Foss, Grissom, Tardibono, Thomas, Worthen, and Youngblood

Nay:

Abstain:

Absent: Johnson

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

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

Discussion and/or possible vote to amend and/or approve the proposed 2023-24 year-to-date, FY2024, Oklahoma Youth Academy Charter School Finance Report

Ms. Worthen moved to approve with a second by Mr. Bouse

Aye: Bouse, Emerson, Foss, Grissom, Tardibono, Thomas, Worthen, and Youngblood

Nay:

Abstain:

Absent: Johnson

The proposed 2023-24 year-to-date, FY2024, Oklahoma Youth Academy Charter School 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

Ms. Worthen moved to approve with a second by Mr. Bouse

Aye: Bouse, Emerson, Foss, Grissom, Tardibono, Thomas, Worthen, and Youngblood

Nay:

Abstain:

Absent: Johnson

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.

Discussion and/or possible vote to amend and/or approve the proposed 2024-25, FY2025, Estimate of Need and 2023-24 Financial Statement for the Oklahoma Youth Academy Charter School  
CFO Clagg discussed the attached report.

Ms. Worthen moved with a second by Dr. Emerson

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

The proposed 2024-25, FY2025, Estimate of Need and 2023-24 Financial Statement for the Oklahoma Youth Academy Charter School approved.

Oklahoma Youth Academy Charter (OYACS) School Administration Report  
Superintendent White discussed the attached report.

Discussion and/or proposed vote to amend and/or approve the Oklahoma Youth Academy Charter School Annual Dropout and Student College Remediation Report

Ms. Worthen moved to approve with a second by Dr. Grissom

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

The Oklahoma Youth Academy Charter School Annual Dropout and Student College Remediation Report approved.

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

Mr. Bouse moved with a second by Ms. Worthen

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

Board entered executive session at 11:06 a.m.

Discussion and possible vote to return to regular session

Chair Youngblood confirmed that there were no actions or votes taken in executive session but there is an item to arise from executive session.

Mr. Tardibono moved with a second by Mr. Bouse

Aye: Bouse, Emerson, Foss, Grissom, Tardibono, Thomas, Worthen, and Youngblood

Nay:

Abstain:

Absent: Johnson

Board returned to regular session at 12:23 p.m.

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

Chair Youngblood: The Board did not take any action or votes in executive session. There is an agenda item arising from executive session that is item VII(B). I will make the motion that based on the continued building of an excellent executive team and standing on the strong foundation of the incredibly dedicated, competent, compassionate team of employees throughout OJA, the Board moves to appoint Laura Talbert as the interim executive director effective Monday, the 16<sup>th</sup> of September, 2024 with a second by Worthen.

Aye: Bouse, Emerson, Foss, Grissom, Tardibono, Thomas, Worthen, and Youngblood

Nay:

Abstain:

Absent: Johnson

Laura Talbert appointed as interim executive director.

Announcements/ comments

Dr. Emerson: I want to wish Director Cartmell the best. Excited to see what the future holds and glad Oklahoma is not losing him.

Adjournment

Chair Youngblood adjourned the meeting at 12:25 p.m.

Minutes approved in regular session on the 15<sup>th</sup> day of October, 2024.

Prepared by:

Signed by:

*Audrey Rockwell*  
Audrey Rockwell (Oct 17, 2024 11:34 CDT)  
Audrey Rockwell, Secretary

*Karen Youngblood*  
Karen Youngblood (Oct 17, 2024 08:08 CDT)  
Karen Youngblood, Chair






# proposed - Sept 2024 minutes

Final Audit Report

2024-10-17

Created:	2024-10-15
By:	Audrey Rockwell (Audrey.rockwell@oja.ok.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAV5H5wVFrLIouJ84SFpwO33aUSaQdQ9B

## "proposed - Sept 2024 minutes" History

-  Document created by Audrey Rockwell (Audrey.rockwell@oja.ok.gov)  
2024-10-15 - 4:47:39 PM GMT
-  Document emailed to karen.youngblood@oja.ok.gov for signature  
2024-10-15 - 4:47:43 PM GMT
-  Email viewed by karen.youngblood@oja.ok.gov  
2024-10-17 - 1:08:23 PM GMT
-  Signer karen.youngblood@oja.ok.gov entered name at signing as Karen Youngblood  
2024-10-17 - 1:08:51 PM GMT
-  Document e-signed by Karen Youngblood (karen.youngblood@oja.ok.gov)  
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**Board of Juvenile Affairs  
Voting Record**

Date: 09/10/2024	
Item I - Recording of Members Present and Absent	
Meeting convened at <u>10:13 a.m.</u>	
Member	Present/ Absent
Bouse	Present
Emerson	Present
Foss	Present
Grissom	Present
Johnson	Absent
Tardibono	Present
Thomas (arrived 10:15 a.m.)	Present
Worthen	Present
Youngblood	Present

Date: 09/10/2024
Meeting adjourned at _____

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

Date: 09/10/2024	
Vote to approve the proposed minutes for the August 20, 2024 board meeting	
Motion By: Foss	
Second: Bouse	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Absent
Worthen	Yes
Youngblood	Yes

Date: 09/10/2024	
Vote to approve the Criteria for the State Plan for Youth Service Agencies	
Motion By: Tardibono	
Second: Worthen	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

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

Date: 09/10/2024	
Vote to approve the proposed FY2026 Budget Request	
Motion By: Worthen	
Second: Foss	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

Date: 09/10/2024	
Vote to award of Juvenile Detention Improvement Revolving funds to the Garfield County Juvenile Detention Center for kitchen updates and repairs in the amount of \$5,355.00	
Motion By: Grissom	
Second: Worthen	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

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

Date: 09/10/2024	
Vote to approve the proposed year-to-date OJA Finance Report	
Motion By: Bouse	
Second: Worthen	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

Date: 09/10/2024	
Vote to approve the proposed 2023-24 year-to-date, FY2024, Oklahoma Youth Academy Charter School Finance Report	
Motion By: Worthen	
Second: Bouse	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

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

Date: 09/10/2024	
Vote to approve the proposed 2024-25 year-to-date, FY2025, Oklahoma Youth Academy Charter School Finance Report	
Motion By: Worthen	
Second: Bouse	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

Date: 09/10/2024	
Vote to approve the proposed 2024-25, FY2025, Estimate of Need and 2023-24 Financial Statement for the Oklahoma Youth Academy Charter School	
Motion By: Worthen	
Second: Emerson	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

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

Date: 09/10/2024	
Vote to amend and/or approve the Oklahoma Youth Academy Charter School Annual Dropout and Student College Remediation Report	
Motion By: Worthen	
Second: Grissom	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

Date: 09/10/2024	
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

**Board of Juvenile Affairs  
Voting Record**

Date: 09/10/2024	
Item Vote to Enter Executive Session Board entered Executive Session at <u>11:06 a.m.</u>	
Motion By: Bouse	
Second: Worthen	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

Date: 09/10/2024	
Item Vote to return to Regular Session Board returned at <u>12:23 p.m.</u>	
Motion By: Tardibono	
Second: Bouse	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes



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

Date: 09/10/2024	
Vote to appointment Laura Talbert as interim executive director	
Motion By: Youngblood	
Second: Worthen	
Member	Vote
Bouse	Yes
Emerson	Yes
Foss	Yes
Grissom	Yes
Johnson	Absent
Tardibono	Yes
Thomas	Yes
Worthen	Yes
Youngblood	Yes

Date: 09/10/2024	
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

September 10, 2024

# *Board of Juvenile Affairs Meeting*



# Director's Report





**OKLAHOMA**

OFFICE OF JUVENILE AFFAIRS

Jeffrey Cartmell, Executive Director

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**SEPTEMBER 2024**

**BOARD UPDATE**

**OJA Operations**

- Interviewed candidates for the OJA Director of Reentry
- Attended the Interagency Hope and Family Well-being meeting
- Met with the Attorney General's office re: Human Trafficking
- Spoke at the Residential Care provider meeting
- Spoke at the Downton OKC Rotary meeting

**Partner Engagement**

- Met with Senator Paul Rosino and Senator Todd Gollihare
- Met with Senator John Haste
- Met with Representative Brian Hill
- Met with Representatives Melissa Provenzano, Suzanne Schreiber, Stan May, Monroe Nichols, John Waldron, Chris Banning, Meloyde Blancett, and Amanda Swope
- Met with Emily Crouch and Adam Maxey from Oklahoma State Chamber
- Attended the quarterly JJOAC meeting



# OKLAHOMA JUVENILE AFFAIRS

Laura Broyles, Director

Office of Standards for Prevention and System Improvement

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## Director Report

The Office of Standards for Prevention and System Improvement provided technical assistance and support to contractors, community partners, colleagues, residential providers, law enforcement agencies, other state juvenile justice agencies, youth, siblings, and their parents.

During August, the Compliance team and Ms. Broyles met with Muskogee-Creek Nation to discuss the opportunities for Title II Formula grant funding for Indian Tribe programming designed to support and strengthen delinquency prevention programming and juvenile justice system infrastructure within tribal nations. Muskogee-Creek Nation participated in the Effective Police Interactions with Youth training and are interested in the law enforcement training for a Youth Specialist, diversion programming funds, and additional tribal youth funding.

On August 19<sup>th</sup>, Tulsa Public Schools reached out through email to share a story with a SAG funded contractor and our compliance team. Below is an excerpt from the email highlighting the impact of the law enforcement training, *Effective Practices for Positive Interactions with Oklahoma Youth*.

*"Buckle up because I am about to give you the most surprising before and after story.*

*This morning, Officer ... , asked me if he could talk to me to debrief about 2 situations he encountered working his other job as security services for Walmart.*

*He had 3 juvenile shoplifters who were stealing clothing. Walmart's position is that they involve Tulsa Police Department (TPD) and prosecute all offenses. However, he intervened and pointed out that school starts tomorrow and that it was only clothing which made him wonder about their situation. TPD agreed but only if they could sort [out information] that the juveniles would not provide. Our Officer called Jason (TPS Officer) then leveraged the agency sharing MOU and pulled school records to get Grandma there. He then talked to her about needs and resources. Jason also responded because these students are from his site, and they made a follow up mentorship plan as well!*

*Later, that night a 17-year-old special needs student that is very known to us destroyed an electronic display then fell to the ground being "out of control" Our officer stated that cameras were at the ready from other shoppers who thought they were about to capture poor police behavior. Instead, he stated, "I was thinking about those classes". He thought "brain development, dopamine and serotonin" He got floor level, eye level and asked him if he wanted to eat. The student then followed him to [the] office, he used our system to locate mom who was frantically looking for him.*

*He then asked me, "if this is the stuff, is this the way to do it"*

*I responded with stunned silence and nods. Then heaped on the praise to him...*

*Put this jewel in your crown! 3 of our high school students will be in class instead of custody tomorrow and you were a large part of that path."*

*Email from TPS PD*

As the Compliance team worked closely with law enforcement and community stakeholders to implement training on effective interactions with youth and the JJDP Act, our Community-Based Youth Services staff worked diligently to support youth service agencies to expand services, strengthen their current programming, and problem solve challenges. In August, one YSA partner mailed a card with the following feedback:

*"Dear OJA Friends,*

*We were delighted to see Roger at our recent Ribbon Cutting for the new Mind and Motion Fitness Center and Youth Shelter. We appreciate your support."*

*YSA Executive Director*

OJA will continue to work intentionally to strengthen and support community-based providers as their service provision significantly contributes to the decline in youth offending, incarceration, and system involvement. This director was recently asked why the trend for youth crime has steadily declined and the response was and will continue to be that the Oklahoma Legislature invests over twenty million dollars for prevention and intervention services to deter youth from crime and improve the safety of communities. Evidence-based interventions means they are effective. With the funding of evidence based and evidence informed services that mitigate risk and strengthen protective factors, youth are no longer penetrating the deepest parts of the system without any hope of rehabilitation. In fact, many are kept in the communities with services and supports and never re-offend. The YSA network has become a significant protective factor for Oklahoma youth. OJA Program staff will continue to work with YSAs to provide evidence based and evidence informed interventions, including innovative ideas that promote the establishment of protective factors in their communities.

Ms. Broyles and CBYS staff met with new Executive Director, Dr. Amara Lett and former Executive Director Lisa Williams at Moore Youth and Family Services (MYFS) to learn about the proposed SFY 2025 - 2026 programming. The innovative proposals of Dr. Lett impressed programming staff and OJA looks forward to working with MYFS as this new innovative pilot programming moves forward creating protective factors and resources for the youth and families in their catchment area.

Ms. Courtney Dukes, interim Executive Director of Tri-City Youth and Family and Executive Director of Youth Services of Bryan County met with DS Jeremy Andrews, Director Laura Broyles, Administrator Amanda Leonhart to begin the implementation of community at risk services through Tri-City Youth and Family. This new resource

for Tri-City will prevent system involved youth from traveling long distances from rural Oklahoma County to access services.

During the month of August, Ms. Broyles completed the Department of Justice Office of Civil Rights (OCR) Methods of Administration (MOA) desk audit checklist as requested by OCR and submitted to Legal for review and submission. The 2024 Title II Formula solicitation and compliance reporting was completed and submitted to the Office of Juvenile Justice and Delinquency Prevention as required. Modifications were requested in early September; all have been completed and resubmitted for final consideration. Meetings were held with OJJDP in preparation of the mandatory conference to be held in November in Washington DC. Ms. Broyles, along with two OJA SAG Youth Emerging Leaders, will serve as guest speakers. All three are presenting during different venues. Both young adults are presenting in their new roles as Research Interns for the American Institute for Research. Ms. Broyles is presenting on the use of data to guide program implementation. All three presenters are invited guest speakers.

Meetings with Metro Technology staff occurred to consider their conference space for youth advisory council training during SFY 2025. In addition, the STAAR Foundation graduation for the Pathway to Excellence program was attended and steps taken internally to finalize execution of a contract for the OJJDP Building Local Continuums of Care award.

Coordinated and participated in meeting with Executive Director of Building Roots Foundation, Demetrius Bell, Reentry Director, Alison Humphrey and Workforce Development Specialist, Joi Horsford to learn about the youth work opportunities and family housing options through the foundation. Mr. Bell is the new Executive Director and is a current SAG member. This will be an excellent opportunity for OJA youth and families.

Additional administrative meetings, activities, and responsibilities occurred throughout August. The Office of Standards for Prevention and System Improvement continues to dedicate time and attention to serving the needs of communities, service providers, staff, and consumers.

### **Laura Broyles, Director** **August Summary of Activities**

- Participated in weekly Executive team meetings
- Participated in weekly Contracts Monitoring Unit, Finance, and Programs Meeting
- Met with Deputy Director Shel Millington
- Participated in American Institute for Research Bi-Weekly Meetings
- Connected with Youth Applicants for AIR to ensure applications and resumes submitted for Intern Research positions
- Met with GPYFS and Finance to begin planning technical assistance and support

- Met with CAM Project Staff for Post Award procedures
- Met with CBYS staff to discuss shelter site visit criteria
- Met with District 7 staff regarding need for CARS services
- Met with Muskogee-Creek Nation and Rep. Swope regarding Lighthorse Police Department Youth Specialist opportunity and Title II Formula grant funding opportunities
- Worked on Request for Proposals for subgrants for Title II funding for Indian Tribe Programs
- Participated in Mentoring Central Presentation
- Participated in Strategic Project Management Meetings
- Reviewed and analyzed progress, funding, and needs and prepared waiver requests and extension requests for JJDP funding for multiple awards
- Participated in YSA Office hours
- Attended OJA Board Meeting
- Presented on Reimbursement process for youth and parents
- Met with Contractor Jill Ruggiero on Quarterly Performance Reporting
- Coordinated and Linked MYFS to contact at Epic Charter Schools for youth in need of virtual education
- Reviewed and approved or denied CBYS Budget Revision Requests
- Worked on Youth Summit Plans
- Participated in Supervisors Performance Review Training
- Completed Performance Reviews for all employees
- Presented the Youth Summit Plans at Group Home Meeting
- Participated in Peer-to-Peer Meeting facilitated by OJJDP TA Provider
- Met with Dr. Chan Hellman to discuss possibility of incorporating Hope Science into Youth Advisory Council work; scheduled follow-up meeting for early September
- Reviewed Hiring and Retention Requests and prepared approvals

## **Community Based Youth Services Unit**

### **Amanda Leonhart, Administrator**

#### **August Summary**

- Attended or assisted in 5 staffing's for Dual Custody Youth, including placement and post placement discussions
- Reviewed and processed:
  - 114 youth services claims
  - 14 Counseling Retention claims
  - 2 training claims
  - 3 training requests
  - 2 Unique Need claims



- 2 Unique Need requests
- 22 Juvenile Bureau service request forms for CARS
- Reviewed with CMU 4 Budget Revision for YSA
- Participated in Office of Client Advocacy Program Review for 2 reports
- Provided Technical Assistance 31 times to YSA
- Facilitated and participated in 4 CBYS/CMU weekly meetings
- Attended JSU Monday Meeting on 3 occasions
- Attended the Mentoring Launch with Oklahoma Commission of Children and Youth
- Attended Rates and Standards meeting with YSA
- Attended and participated in the AIR planning meeting.
- Attended the OJA Board meeting virtually
- Attended a meeting at Moore Youth and Family Services
- Attended a meeting with Tri-City Youth and Family Services about CARS services
- Attended a meeting with District 7 supervisor about YSA services in the area
- Attended Performance Review training for supervisors
- Updated the YSA director phone list and distributed to OJA staff
- Assisted Payne County Youth Services with issues on Retention billing
- Assisted Youth Services in Canadian County with billing for group services

## **Roger Wills**

### **August Summary**

- Attended four Monday morning meetings
- Attended one YSA office hour meeting
- Participated in meeting to discuss and plan shelter visits
- Attended four internal meetings with the Contract Monitoring Unit and Finance department
- Attended one Rates and Standards meeting with YSAs
- Participated in one Mentoring Central meeting with OCCY
- Participated in one AIR meeting
- YSA Rates meeting
- YSA update meeting
- Attended Ribbon cutting for Payne County Youth Services Shelter workout facility
- Provided technical assistance to Marie Detty Youth Services onsite, through phone calls, and email to assist with cleaning up JOLTS data and provide technical assistance with JOLTS.
- Met with District 7 DS to address YSA needs / issues
- Teams meeting with Jamie Sherman to discuss JOLTs and referrals for Youth Services for Creek County and JSU

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

### **David McCullough**

#### **State Compliance Manager**

- Received and filed 32 Juvenile Logs from Adult Detention Facilities
- Met with ADS to discuss ongoing issues with county jail refusing to hold youth due to Jail Removal Violations during 2023
- Reviewed 41 Jail Contacts JSU Case Note entries
- Completed Compliance Data 2023 Certification for DSO, Jail Removal, and Separation Core Requirements
- Reviewed Oklahoma Race and Ethnicity data across 9 decision points for 2023
- Identified areas of disparities at local (municipal and County) levels
- Confirmed improvements in disparities in all 4 target areas during FFY2023
- Assisted 4 Police Departments with Discussion and review of youth processing and handling policies
- Provided Compliance Dashboard Data to Chief of Operational Excellence for OJA Data reports
- Completed 2023 Monitoring Universe
- Completed 2023-2024 Inspection Log
- Completed Non-Reporting Jails Report with Plan for Improvement
- Certified Compliance Data Accuracy and Adolescent Training documents
- Completed 2024 Update of state Compliance Monitoring Manual
- Uploaded state statutory language detailing use of 6-Hour and ICJ Exceptions to JJDP Act
- Identified trends and patterns apparent from Compliance data
- Filed Compliance Monitoring Plan Update
- Reviewed 44 Jail Contacts in JOLTS to Rule Out Jail Removal or Separation Violations
- Reviewed JOLTS Possible DSO Violation Dashboard to Rule Out DSO Violations
- Reviewed Racial and Ethnic Disparities Plan update for 2024
- Prepared Core Requirement and Youth Specialist Grant PowerPoint presentation for District 2 Annual Training
- Presented on work of JJDP Unit to District 2 Annual Meeting
- Completed Title II OJJDP Submission of all FFY2023 Data and Reporting-Compliance Maintained
- Participated in 9 department planning and coordination meetings
- Attended Citizens for Juvenile Justice Board Quarterly Meeting
- Scheduled a meeting with Ok County CIC to discuss response to Status Offenders and Non-Offenders
- Assisted Director with Youth Summit planning ideas

- Examined local police compliance data to identify areas of challenge or issues in handling of youth
- Met with TASK Director for next steps to work together on Mentoring project
- Assisted Director with Waiver Funding Request and Extension of Lapsing Funds request to OJJDP
- Completed all Juvenile Detention data and identified growing challenges with low-level and first-offense detentions
- Attended project meeting with Muscogee Creek Nation law enforcement and State Representative to discuss unmet needs of tribal youth and lack of resources
- Reviewed Model Indian Juvenile Code to identify national-level best-practices that can be implemented in the state in partnership with tribes
- Assisted community youth with questions about his juvenile experience
- Researched federal websites Grant opportunities for Gang Intervention programming to send to TASK Director
- Attended CLEET presentation on School Safety Assessments
- Reviewed state statutory language on CICs
- Worked on Oklahoma Reform Report for NIJ Study
- Researched juvenile justice legislative changes made during the 2000s
- Processed plans for State Advisory Group Fall/Winter Retreat
- Discussed YEL plans for Fall, Youth Researchers
- Identified SAG members requested for the OJJDP Fall National Conference representing the 50-Year Anniversary of the JJDP Act
- Provided OJJDP “Deemed Critical” letter for administrative approval of conference attendance
- Met with Board Member of “Building Roots Foundation” regarding housing and job training for youth
- Met with Manager of “Course for Change” regarding the implementation of a running mentorship program in OKC that resembles the Run the Streets program that began in Bartlesville in early 2000s

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

- Provided 3 Days of Training to 41 law enforcement professionals representing 3 agencies
- Participated in 3 local Diversion Team planning meetings
- Updated EPIY Performance Measures for 3 aspects: EPIY training outcomes, youth specialist diversion teams, and youth Positive Development outcomes
- Attended project meeting with Muscogee Creek Nation law enforcement and State Representative to discuss unmet needs of tribal youth and lack of resources
- Assisted Tulsa Public Schools Police Department with contact information for 2 Mentoring agencies operating in Tulsa area

- Met 4 times with national trainer to revisit project strengths, areas needing data to justify further investment, and administrative review of priorities with possible expiration of funds
- Completed EPIY Master Attendance list 2020-2024
- Completed CLEET training hours entry for all 2024 participants
- Completed and sent Certificates for EPIY attendees Jan-April 2024 attendees
- Met with Director 3 times to identify changes in role and status of EPIY and Youth Specialist projects regarding available funds and performance data needed to justify any additional future investments
- Prepared documents and materials for EPIY Training days
- Met with Tulsa Schools Police Department Training managers to debrief about training and discuss impact of training days as school year begins
- Compiled data from Evaluations and developed outcome report

### **Formula II Grants**

- Updated Closeout Document package to include Suitability to Work with Youth confirmation
- Reviewed Civil Rights documentation and compliance assurances for all subgrantees
- Updated Subgrant folders for hard copy filing project
- Provided Youth Specialist Grant Application to Durant Police Department
- Attempted to arrange budget and project planning meeting in Bryan County
- Developed Project and Budget outline to use as an example for Bryan County
- Met with JSU Manager/Hope Ambassador to coordinate meetings and correspondence at the local level
- Compiled total youth served numbers from all subgrant projects for the fiscal year, provided to Director
- Confirmed Grant Contract signed with Rogers County Sheriff
- Accessed updated OMB Financial Capability Form to future grant applications
- Filed 4<sup>th</sup> Quarter Performance Reports and Grant Summary Reports
- Reviewed subgrantee Performance Measures to ensure progress being made reflects the purpose from the grant proposals
- Reviewed and approved final subgrant claims for fiscal year
- Provided grant Closeout Documents to subgrantees
- Reviewed Native RFP draft post-legal approval-identified critical required elements that were removed or replaced that necessitate further work, elongating the process and delaying this division's ability to offer and award federally-funded grants

**William White**

**State Racial and Ethnic Disparity Coordinator and Compliance Support Specialist**

- Attended the OJJDP National R/ED - ECD Committee Monthly Meeting.
- Attended Meeting on the Process for Reimbursement of Youth and Parent Partnership Rate-current process training by Laura Broyles.
- Met with David McCullough to review the status of the recent and upcoming EPIY training and final OJJDP compliance report.
- Communicated with Community Partner on Status of Pilot Project within Shawnee School District
- Met and participated in review of strategic planning with Laura Broyles to review the status of racial and ethnic disparities, compliance of the core mandates, the status of the Shawnee School District grant, and the new organization changes at OJA.
- Attended and completed my Performance Review conducted by Laura Broyles.

**Projects Unit (Workforce Development)**

- Provided translation services during 7 FFT sessions.
- Provided translation services during 5 individual counseling sessions at Cornerstone.
- Provided translation services during 2 family therapy sessions at Cornerstone and Lighthouse.
- Provided translation services during 1 psychological evaluation testing.
- Obtained 18 birth certificates and 11 State ID's for youth in group homes.

**Workforce HUB Meetings with JSU Staff**

- HUB meeting with JSU James Sims, Caddo County, regarding assisting the youth's family with electricity service payment.
- HUB referral meetings with JSU Nishe', Oklahoma County Butler, regarding assisting youth with school clothes and shoes for the new school year.
- HUB Referral meeting with JSU Jordyn Wheeler, Oklahoma County, regarding assisting youth with vocational program interests and employment opportunities.
- HUB Referral Meeting with JSU Miranda Adam, Hughes County, regarding assisting youth with possible rental assistance.
- HUB Referral meeting with JSU Maurine Rhinehart, Comanche County, regarding assisting youth with driver's education and securing state identification.
- HUB Referral meeting with JSU Teresa Barnes, Texas County, regarding possible assistance for the youth's family with moving costs.
- HUB Referral meeting with JSU April Collom, Tillman County, regarding assisting youth with travel and clothing needs.
- HUB Referral meeting with JSU Sue Brown, Woodward County, regarding assisting youth with school clothing and supplies for the new school year.
- HUB Referral meeting with JSU Melissa Wilson, McCurtain County, regarding assisting with the cost of GED testing and vocational training needs when the youth is ready to access HUB support.
- HUB Referral meeting with JSU Michael Connella, Rogers County, regarding assisting youth with the cost of driver's education through Ingram Driving School.
- HUB Referral meeting with JSU Nicole Allcorn, Garvin County, regarding securing gas card to aid transportation to attend doctors' appointments, etc.
- HUB Referral meeting with JSU Layce Smith, Blaine County, regarding possible rental assistance for the youth's family.
- HUB Referral meeting with JSU Wendi BurgundGrant regarding assisting with utility services and rental of a U-Haul so that family can move their items from Arkansas to Tulsa.

### **Team & Partner Meetings/Training, etc.**

- Attended OJA Monday Morning Meetings.
- Attended Division Quarterly Meeting at State Office.
- Attended Re-Entry Staffing Meetings for youth in group home placements.
- Attended HUB Unit meeting @ Norman Detention Center.
- Attended Transition Age Youth- LC-ATE- Emerging Adult Justice Project Part 1 &2 Zoom training.
- Completed a meeting with Katherine Morrison and the youth interested in participating in the STARR program once they leave COJC.
- Attended youth's Pivot Tiny Homes move-in orientation.
- Attended NAMI Lunch and Learned entitled- **The Importance of Cultural Awareness / Competency in Treating BIPOC Survivors** - By Shar' Dae Lewis, M A L P C - S.
- Attended Georgetown Capstone Project, certificate training geared towards re-entry of Juveniles in Washington DC.
- Attended weekly TLP Review committee for placement of OJA custody youth.
- Attended DAC grant monitoring at State Office
- Attended Grow with Google meeting at the Oklahoma County Detention

### **Supportive Services**

- Assisted JSU Mark Cristiano, Payne County, with paying for youth to attend several pastry decorating courses at Meridian Technology Center.
- Assisted JSU April Collom, Tillman County, with assistance to help youth secure school clothing and supplies for the upcoming school year.
- Assisted JSU, Erik Rankin, Pottawatomie County, with purchasing food and clothing for youth who recently entered transitional living.
- Scheduled youth at COCJ to secure their learner's permit.
- Assisted JSU, Cristi Carpenter, Seminole County, with purchasing youth's vital record (BC).
- Assisted JSU, John McClellan, Murray County, with assisting the youth's family with payment of partial rent, electric and water utility bills.
- Assisted JSU, Mark Cristiano, Payne County, with paying youth to attend driver's education through Cowboy Driving School.
- Assisted JSU, Ebonie Rhone, Oklahoma County, with purchasing a watch for youth to time themselves as they work on math problems and keep track of the time throughout the day.

- Assisted JSU, Patricia Gragg, Creek County, with delivering an AC unit to a family. The order was sent to the wrong family, so WFDS assisted in tracking and delivering the unit to the worker.
- Assisted JSU, Noelle Waller with securing an Uber card to assist the youth's parent with transportation to attend court hearing for youth.
- Assisted JSU, April Collom, with purchasing clothing items and gas card assistance to aid in youth's transportation to home in Arkansas and youth required.
- Assisted JSU, Ravon Ellis with purchasing training tools (coveralls and welding helmet) for youth to attend a local vo-tech program.
- Assisted JSU, Nishe' Butler, with purchasing school clothes and supplies for the new school year.
- Assisted JSU, Ravon Ellis, Cleveland County- youth with state ID.
- Assisted JSU, Kelli Clinton, Ottawa County- family with personal items.
- Assisted JSU, Cathi Neal, Garvin County- family with rental assistance.
- Assisted JSU, David Zelnick, Rogers County- youth with Job Corp Placement.
- Assisted JSU, Gabrielle Cole, Kingfisher County- youth with personal items.
- Assisted JSU, Kevin Reidy, Cleveland County- youth with TLP Placement.
- Assisted JSU, Sierra Rachon, Oklahoma County- youth with TLP Placement.
- Assisted JSU, Tiffany Boyd, Oklahoma County- youth with TLP Placement.
- Assisted JSU, Andrea Hill, Oklahoma County- youth with TLP Placement.
- Conducted two Transitional Meetings at Scissortail Plus for youth discharging the program.
- Conducted two Transitional Meetings at Lighthouse PSB for youth discharging the program.
- Conducted three Transitional Meetings at Cornerstone for youth discharging the program.
- Assisted JSU, April Collom, Tillman County with youth's clothing.



## September 2024 Board Meeting

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### Month of August 2024:

- **Science of Hope Initiative**
  - Please see the additional attached report from Kheri.
  - Kheri and I attended a meeting with Tammy Williams, OHS, to begin planning for the next Hope Navigator Summit to be held in October.
  - Participated in team meetings to plan schedule and agendas for upcoming Science of Hope group sessions with COJC residents.
  - Ongoing strategic planning weekly meetings with Kheri. Meetings included discussions on infusing hope science into OJA recruitment materials.
- **Family Engagement**
  - Please see the additional attached report from Apryl.
  - Ongoing strategic planning meetings with Apryl.
  - Working with Laura and Kevin on pathways to support our family advisory council.
- **Training Department**
  - Please see additional attached reports from the Training Unit.
  - Training Director role pending. Interviews are being conducted in August.
  - Met with COJC leadership, HR, and training team to make changes to monthly COJC training and calendar of classes to streamline training. All agreed and the new schedule begins in September.
- **Attitudes Related to Trauma Informed Care (ARTIC) Trauma Informed Organizational Survey**
  - Ongoing planning for final survey roll-out including training that will target subscales toward improving benchmarks.
  - Our team is scheduled in all 7 JSU districts to conduct training.
- **Oklahoma Community of Practice (CoP): Developing and Sustaining Effective Parent Advisory Committees**
  - Attended quarterly meeting.
- **ODMHSAS Planning and Advisory Council (PAC) Meeting**
  - Represented OJA at bi-monthly meeting. The agenda included review of block grant mini application and vote on letter of support.
- **Children's State Advisory Work Group**
  - Represented OJA at the monthly Systems of Care State Advisory Team meeting. The agenda included a presentation on Big Brothers and Big Sisters.
- **OK Bridges Coalition**
  - Attended presentation to learn more about Bridges Out of Poverty Initiative and Getting Ahead classes.

- **OKC Children's Behavioral Health Community Coalition Meeting**
  - Attended monthly meeting. The agenda included presentation on the Oklahoma City Youth Action Board, Live Free OKC, and Red Rock program presentation.
- **Justice Assistance Grant Board (JAG)**
  - Served as OJA designee at JAG meeting. Agenda included review of upcoming grant application information.
- **Byrne SCIP Crisis Intervention Advisory Board**
  - Served as OJA designee at the meeting. Agenda included review of grant applications.
- **Resilient Oklahoma Hub Workgroup**
  - Attended meeting to plan for developing structure for resources network/hub that will be connected to the new Resilient Oklahoma website and serve as technical support for those implementing trauma informed care initiatives across the state.
- **OJA Standing Meetings**
  - Executive Team, OJA Board meetings, Executive Team Quarterly Recharge, Rates and Standards, JSU Monday morning meetings, and Lunch and Learns.
- **Training/Conferences**
  - Completed online training series, Transforming Juvenile Probation through the Annie E. Casey Foundation. Requested team to review this training for potential use with new hires.
  - Attended employee performance review trainings.

### **Kheri Smith - The Science of Hope**

- Hope Ambassador training meetings 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.
- Held monthly hope group on each unit at COJC, recapping what we have discussed and administering hope scale.
- Onboarding hope training new COJC staff. (Hunter)
- Received results from Dr. Hellman on COJC staff on hope, burnout, and post-secondary stress scores and shared it with COJC leadership.
- Meetings for creation of content for MMM. Reviewed and finalized 2 podcast edits. Met with presenters for August and September.
- Co-host Monday Morning Meetings to deliver created content.
- Completed suggestions for infusing hope into the Sample Parent Packet that goes out to parents after youth are placed at COJC. Submitted it to Janelle for feedback, need to meet to follow up.

- HN's continue meeting monthly to nurture and practice the science of hope. (Michele)
- Meetings and collaboration with Laura and Mentoring Central (ongoing).
- Follow-up meeting for Youth in Custody Certificate.
- Several meetings to review recruiting material, generated ideas and a timeline.
- Meeting with local law enforcement for EPIY local programming (partnership with Laura)
- Hope navigator summit planning meetings.
- Weekly meetings with COJC HN supervisor.
- Presented to hope to group homes.
- DBT training.
- Juvenile Probation Transformation from Annie E. Casey (x2) review

### **Family Engagement, Apryl Owens**

- Attended Monday Morning Meetings and trainings.
- Attended a virtual meeting with Clinical Director at Grand Mental Health in Ponca City in reference to PSB and other resources as follow-up to JSU district meeting discussions.
- Presented on Family Engagement at District 2 Meeting in Claremore
  - Presented OJA's Youth and Family Resources Page
  - Discussed and identified some barriers to Family Engagement in District 2
  - Provided potential resources to address barriers.
- As follow-up to visiting with Shel regarding PSB resources, visited with OU Child Study Center to inquire about PSB statewide providers and resources to add to the OJA resources website page.
- Meetings and planning for future training on Family Engagement for the districts and JSU.
- Completed mandatory trainings for in house training hours.
- Reviewed new articles and publications in-regards to Family Engagement and how the principles might apply to OJA
- Working on facility family visits project. Met with support team to strategize how to identify those that may have barriers to family engagement, how to track the data within the agency. and identify ways to get families more involved.

# Central Oklahoma Juvenile Center Training Breakdown August 2024

## MANDATORY Refresher Training Information:

Total Mandatory Classroom Training Hours for August:	673
Total Mandatory Computer Based Training Hours for August:	27
Grand Total Mandatory Training Hours for August:	700

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

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

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## ORIENTATION Training Information:

Total Orientation Classroom Training Hours for August:	1281
Total Orientation Computer Based Training Hours for August:	0
Grand Total Orientation Training Hours for August:	1281

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## OYACS Training Information:

Total OYACS Classroom Training Hours for August:	123
Total OYACS Computer Based Training Hours for August:	2
Grand Total Training Hours for August:	125

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## IN-SERVICE Training Information:

Total Classroom In-service Training Hours for August:	84
External/Non-Facility In-Service Training for August:	9
Grand Total In-service Training Hours for August:	93

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## SUPERVISORY Training Hours:

Grand Total Supervisory Training Hours for August: 764

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

<i>CCMS Hours</i>	<i># of Students</i>	<i># Credit hours</i>	<i>Total Class Hours</i>
Orientation Day 1	12	8	96
Orientation Day 2	12	8	96
Orientation Day 3	12	8	96
Re-Certs Day 1	16	8	128
Re-Certs Day 2	14	8	112
Totals	66	40.00	528
<b>Total # CCMS Hours</b>	528		

<b>CCMS Recertification Percentage Completed:</b>	28%
<b>Total # of Students who attended CCMS in August. (Orientation and Refresher):</b>	28

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### GRAND TOTAL of Training Hours:

<b><u>Grand Total Training Hours for August:</u></b>	2205
<b><u>Total Training Hours for NON-COJC Employees for August:</u></b>	15
<b><u>Total Courses for August:</u></b>	96
<b><u>Total Course Hours for August:</u></b>	230
<b><u>Total Participants for August:</u></b>	166

## State Office and District Training August 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	371.75	301.75	371.75
District 1	318.75	129.25	318.75
District 2	237.75	195.25	237.75
District 3	55.25	46.5	55.25
District 4	74.97	41.82	74.97
District 5	84	80.5	84
District 6	154	142	154
District 7	196.75	62	196.75
<b>Totals:</b>	<b>1,255.47</b>	<b>999.07</b>	<b>1,255.47</b>



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

**Division Statistics**

- 2,367 active cases...1,292 court involved including 452 youth in OJA custody.
- 362 new referrals-249 male and 113 female...average age 15.55
- 8,493 individual contact notes documented in JOLTS.
- 159 intakes were completed during the month.
- 36 youth activated and/or monitored by GPS.
- 45 placement requests were made during the month: 29 to Level E, 5 to secure care, 1 to Specialized Com Home, 8 to own home and 2 to independent/transitional living.
- 31 placements were made including 23 to Level E and 6 to secure care and 2 to independent/transitional living.
- A total of 29 youths paid \$6,915.43 restitution and other fees.

**Deputy Director Activities**

- Participated in Executive staff meetings.
- Reviewed placement recommendations/participated in executive staffings 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.
- Received an updated computer.
- Made a visit to Lighthouse Group Home.
- Made a visit to Lighthouse PSB Group Home.
- Made a visit to Cornerstone Group Home.
- Attended a meeting regarding the upcoming New Worker Academy.
- Attended a meeting regarding changes to JOLTS and Group Home entries.
- Attended a meeting with Jim Harris of People Inc. regarding Group Home services.
- Conducted a DS/CBS staff meeting.
- Attended a meeting regarding the new Norman Transitional Living program.
- Attended a meeting with OU Health Science team and Lighthouse PSB staff.
- Attended a meeting regarding a potential contract with Synergy sitting service.
- Attended an OYACS GED graduation ceremony via TEAMS.

- Made a visit to Tulsa detention.
- Attended a meeting with Tulsa Youth Services regarding the TLP program.
- Made a visit to the Lawton Boys Group home.
- Attended the HR performance review seminar.
- Attended a meeting with the OK Attorney General's Office regarding human trafficking.

## **Division Activities**

- **Assistant Deputy Director Jeremy Evans:**
  - Participated in weekly TLP staffings.
  - Met with Jim Harris, People Inc., to possibly open another group home.
  - Attended CBS/DS staff meeting.
  - Participated in weekly detention staffing.
  - Toured the new TLP home in Norman.
  - Met with OUHSC at Lighthouse to continue the discussion on them providing PSB treatment at the group home.
  - Attended a Youth in Custody Certificate Team meeting at the state office.
  - Made a site visit to the new PSB SCH home in OKC.
  - Attended an OJA & OAG meeting regarding Human Trafficking.
  - Conducted a Level E group home meeting at the state office.
  - Assisted with interviews for the ADS supervisor job in OK. County.
  - Attended the Mustang talent show.
  - Reviewed all placement worksheets.
  - Participated in grand staffings and executive staffings.
- **JSD Program Assistant Administrator Jennifer Thatcher:**
  - GPS – 36 juveniles being supervised.
  - GPS – Coordinated with BI Incorporated for a new GPS demo.
  - Assisted Districts 5 and 2 with GPS activations and installations.
  - Assisted with District 3 Interviews.
  - Made a Tulsa County Juvenile Detention site visit.
  - Conducted 2 OPI/RBMS Audits.
  - Received 7 Step Down request and 1 Step Down Approval notification.
  - Weekly transitional living program case Staffings.
- **Placement Program Manager Rex Boutwell:**
  - Held numerous staffings regarding placement worksheets.
  - Reviewed 50 placement worksheets.
  - Published the OJA weekly waiting list report.
  - Visited Tulsa detention center on 8-08-24.



- Attended level E provider meeting 8-27-24.
- **JSD Federal Funding Program Field Rep Jennifer Creecy:**
  - Processed 629 TCM 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 CBS staff meeting.
  - Attended Princeton's CMS Guidance Webinar regarding Medicaid and CHIP services to incarcerated youth.
  - Visited Tulsa County Juvenile Detention Center.
  - Processed parole requests.
  - Attended an HHS workshop regarding services to incarcerated youth.
  - Attended Performance Review Seminar.
- **JSD Detention Program Manager Gene Carroll:**
  - Made Unannounced visit to Creek County Detention Center.
  - Made Unannounced visit to Canadian County Detention Center.
  - Participated in a PMP review process.
  - Attended five (5) meetings in reference to the Tulsa County Detention Facility on August 1, August 8, August 15, August 22, and August 29, 2024.
  - Followed up and sent requested documentation in reference to detention center bed denial for the month of August 2024 for funding review.
  - Reviewed all Critical Incidents reported and followed up if needed.
  - Reviewed all Monitor and Liaison reports and followed up if needed.
  - Attended meeting with District Supervisors and CBS Staff on TEAMS.
  - Participated in monthly ZOOM meeting with OJDA Detention Members.
  - Attended TEAMS meeting with new secondary liaison at Cleveland County Detention Center in reference to duties.

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

ADS Belinda Hannon reports for Kingfisher and Canadian counties. Activity in Kingfisher continue to increase while Canadian remains a bit slower.

The Canadian County Threat Assessment Team continues to conduct their monthly meetings. Belinda states referrals keep coming in and the group can assess and provide direction and services as needed. She reports efforts are underway to create a State level team and that OJA will be asked to provide a representative to the team.

Belinda reports that OCA referrals related to Mustang Treatment Center increased during August. OCA is actively reviewing the referrals. Belinda reported the youth are communicating their concerns with OJA staff. Belinda and her staff are monitoring the program weekly.

Belinda reports the Garfield County Detention monitoring is going well. JJS III Gabi Cole is providing the monitoring and does a good job of reporting the issues. Belinda reports there is a continual hiring of staff, but they do not stay very long resulting in constant turnover at the detention center.

Custer County ADS Chris Walker reports his staff remain steadily involved in the community. JJS III Luzella Brown serves as vice-president of the Summer Playground Inc Board; volunteers at Eastside Academy, an after-school program for at risk youth; President of local church committee Dressing for Success which assists members of the community in preparing resumes as well as coaching for job interviews. Luzella is also actively working on the creation of a mentoring program for youth in collaboration with local school officials to provide learning Opportunities, establish positive adult role models, and assist youth in becoming students and citizens. Chris also reports all his Custer staff continue to participate in the Custer/Washita multi-disciplinary team meetings. He further reports JJS II Layce Smith serves as a board member on the Parent Teacher Organization, and she serves her local community by delivering food for Meals on Wheels.

Chris reports on a huge success story. Blaine County youth J.B. was successfully dismissed from court supervision on August 28, 2024. J.B.'s transformation since his initial involvement with OJA is remarkable. During his time with OJA he accrued charges in five different jurisdictions. In his first court appearance he was so physically aggressive he had to be restrained by deputies and removed from the courtroom. He was detained on eight separate occasions totaling 158 days. He was placed in three level E programs totaling 231 days. He struggled with severe substance abuse, physical aggression, inability to follow directives as well as other delinquent behaviors. FFT services were initiated for the youth and family and the youth began to show remarkable improvement in all areas of his life. Currently, he is living drug/alcohol free lifestyle, maintaining full time employment, attending classes at a local tech center, and abiding by the law. Chris reports the youth now carries himself with better posture and much more self-confidence, speaks in a clear and courteous manner, and maintains eye contact during interaction with others. Most notable is J.B.'s ability to smile.

Texas County ADS Rita Holland-Moore reported August yielded an upbeat in activity. Staff continued with Hub referrals for items such as gas, food, utilities etc. She also reports families continue to meet with Jetty counseling services for FFT. Rita stated progress reports are made available to them monthly which proves helpful in keeping up with client/family progress. Rita explains the FFT families report they find the service to be of value to them as it helps them learn communication skills and better ways to respect each other.

Rita and JJS Teresa Barnes were able to meet with Ashley Hartley of Southwestern Oklahoma Development Authority as well as Panhandle Services for Children to discuss the Guymon school district's suspension policy. Rita explained Guymon school district has the highest suspension rate of all schools within the area with 90% of suspensions being for substance misuse. The group was able to meet with school superintendent, Asst. Superintendent and Principal to review their policy. The group was able to present data to the school officials which was a bit surprising to them when looking at real numbers. The school officials requested some time to review the data and asked that another meeting be held mid-September.

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

During the reporting period, various administrative tasks were diligently attended to. Notably, District 2 staff have over 700 hours of training completed since January 2024. District 2 made 8 HUB referrals in June and 3 FFT referrals and completed 30 Hope Assessments.

JJS Carol Schraad-Dahn completed and submitted the Craig County Detention liaison report, it was reviewed, approved, and sent on. I 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. One youth was transported to Grand Mental Health Crisis Center for assessment, and one was transported and placed at Willow Crest.

A young woman at Mustang Treatment Center was transported via her therapist to Integris Hospital. She was determined to meet criteria and was held until the next morning when a bed was found at Parkside in Tulsa. The JSU worker drove from Miami, Ok to Oklahoma City where she sat with this youth. She then followed her to Tulsa and sat another five hours while awaiting the intake process for Parkside.

Darius was originally referred on 06/05/23 for He's had no referrals since and has not had other issues while under supervision.

Candace Keahtigh, JJS II, would like to tell you about D.G. a 16-year-old youth referred to OJA on June 5, 20223 for Destruction of Property which involved him using a brick to smash a taillight on a vehicle. This was his first referral to OJA, and he was subsequently placed on a deferred adjudication, and ordered to pay \$1495.00 in restitution to the victim. Candace reports that he has a fierce determination to forge his own path. With an unyielding spirit and a vision for the future, D.G. has turned his passion into a business venture, all thanks to the generous support he received through a HUB referral donation. D.G.'s journey began with a simple idea: to start a pressure washing business that would serve his local community.

Recognizing the potential to provide a valuable service while also building his own career, D.G. knew he needed the right tools to turn his dream into reality. That's where the referral donation came into play.

With the funds provided, D.G. was able to purchase a high-quality power washer, a crucial piece of equipment for his new business. This generous contribution has not only equipped him with the necessary tools to get started but has also served as a tremendous boost to his confidence and entrepreneurial spirit.

The impact of the donation extends beyond just the equipment. For Darius, it's more than just a power washer; it's a symbol of the support and faith that others have in his vision and abilities.

As he embarks on this exciting new chapter, D.G. is focused on providing exceptional service to his clients, growing his business, and giving back to the community that has supported him. His dedication and hard work are a testament to the power of youthful ambition and the positive change that can be achieved with the right support.

D.G.'s story is a shining example of how a single act of kindness can help turn aspirations into achievements. With the power washer in hand and a heart full of determination, D.G. is ready to make his mark and inspire others to pursue their own dreams.



### **District Highlights from District 3 Supervisor Jeremy Andrews**

August began with OJA workers in Oklahoma County attending an appeal hearing to advocate for a youth who successfully completed all aspects of his treatment and rehabilitation. The hearing served as a continued reminder of the important role our agency has in not only holding youth accountable to their treatment, but also our role as advocates and a support system for youth who have worked to make positive changes to better themselves and those around them.

Oklahoma County staff along with state office staff also had the opportunity to sit down with the leadership team for the Oklahoma County Juvenile Bureau to discuss a proposal to expand prevention services to non-OJA Custody Youth in Oklahoma County. This proposal was made possible through a grant awarded to OJA through from the Arnall Community Fund at the Oklahoma City Community Foundation. The Arnall Community Funds at Oklahoma City Community Foundation have granted \$1,542,472.00 to the Oklahoma Office of Juvenile Affairs (OJA). The funds will be distributed to OJA over a three-year period to enhance access to Functional Family Therapy (FFT) in Oklahoma County, providing vital support to youth and their families across Oklahoma County, while also reducing out-of-home placement costs. Following this meeting, DS Jeremy Andrews was able to go present at the Citizens for Juvenile Justice Board Meeting and explain the planned expansion and access to resources for youth.

District staff were also able to go meet with staff at PIVOT to see the ongoing improvements made possible through ARPA funding to their shelter.

Meanwhile, Cleveland County JSU staff were able to meet with Moore Youth and Family Services staff along with the new executive director. It was a great opportunity for our two teams to get together to ensure ongoing communication and collaboration.

August also brought with it the official opening of a new Specialized Community Home in Oklahoma County. This program "Crowder SCH" will work with a targeted population of male youth, from 13-18, with Illegal or Problematic Sexual Behaviors. DS, Jeremy Andrews along with Deputy Director, Shel Millington were able to meet with OU's Health Science Center to coordinate services so that all youth placed at the new SCH will be assessed and receive targeted PSB-CBT treatment based on their needs and tailored to function within a SCH setting.

We welcomed a new worker in Oklahoma County. Alexandra Walker started as a Juvenile Justice Specialist. She recently graduated college and comes to us with a passion for working and improving the lives of young people.

Meanwhile we also completed interviews for an open Assistant District Supervisor position in Oklahoma County. Andrea Hill current Juvenile Justice Specialist III in Oklahoma County was selected and will be taking over for Leonardo Lee who is retiring after over 28 years of service.

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

We had an ICJ case in Haskell County that got very complicated. The young lady was found in Haskell County by the US Marshalls, it was believed she was a victim of human trafficking. The state of Arkansas had issued a pick-up order for alleged juvenile offenses in Arkansas and she was in the custody of the Arkansas Juvenile Authority. To further complicate the case, she was also under the custody of Oklahoma Human Services. She was returned, via the ICJ process to Arkansas, but she will return to Oklahoma after she completes placement in Arkansas.

Several our staff were invited to attend the Children's Court conference by their local Judges. It shows how much respect and confidence Judges have for our staff.

We had a young man from Seminole County attempt suicide while in Pott. County Detention. He was transported to the ER and our staff had to sit with him in the hospital. His worker had sat with him for two days, and her supervisor Mitch Parker for one day. I sent out a plea for assistance and the response was overwhelming. Almost every District, and COJC had responded offering to help. We developed a weeklong schedule of volunteers from across the state. Every inpatient facility within the state refused to take him. Fortunately, a facility in North Texas finally agreed to take him. I was really impressed with the willingness of OJA staff to give of their time to help a fellow worker, and a young man that was experiencing considerable mental health issues.

We were able to replace one of our highest mileage vehicles for new one. We should save considerable dollars for fuel. We traded in a high mileage vehicle that didn't get anywhere the miles per gallon that our new small SUV gets.

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

On August 12th, John Chmiel started his first day with OJA as the new Juvenile Justice Specialist assigned to Stephens County (Duncan). John was already known to several OJA Workers in the Lawton and Duncan area since he was a CARS Counselor with Marie Detty Youth & Family Services. Mr. Chmiel fills a position that has remained vacant since 2018 but is now needed due to steadily increasing caseloads.

On August 26th, Keith Costick started his first day with OJA as the new Juvenile Justice Specialist assigned to Grady County. Prior to joining OJA, Keith spent several years working with juveniles in the State of Texas both in state government (Texas Juvenile Justice Department) and in a private residential setting. Mr. Costick fills the vacancy left behind by Chris Thompson who retired on August 1st.

Also starting her first day with OJA on August 26th was J.J. Sheward, who is the newest Juvenile Justice Specialist assigned to Jackson County. J.J. is known to many in Southwest Oklahoma due to her prior position with the Oklahoma Department of Human Services – Child Abuse and Neglect Hotline. Ms. Sheward fills the vacancy that was left by Krista Haynie’s departure in June.

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

For the month of August 2024, District 7 served approximately 222, with 126 having a legal status of a deferred filing to custody. Contact notes totaled 943 with 68 being TCM eligible. Out of the 126 youths, there are 69 supervised cases with 12 being OJA Custody youth and 2 Dual Custody youth. We currently have 8 kids in various placements. There are 9 youths in secure detention, 9 being pre-adjudicatory juveniles with no youth awaiting placement.

Referrals increase this month, with a total of 49 referrals for the month of June, compared to 48 the month before, with a total of 30 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 3 youths referred and/or participating in that program. HUB referrals had a total of 9 families referred in the month of August. Total amount of restitution collected in August was \$746.31.

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

Garvin County caseworkers Nicole Allcorn and Cathi Neal was able to attend the Crimes Against Children Conference in Dallas, TX from August 12<sup>th</sup> thru 16<sup>th</sup>. Both caseworkers reported that the conference was very informative, and they were able to make several contacts, during the trip.

ADS Bobbi Foster, Dotti Brandon and Jenny Olson met twice in August to continue planning for the NWA in September and also for the development of the Back-to-Basics curriculum that is being implemented throughout the districts. Once again, I can’t emphasize enough the hard work they have done for JSU and this agency, along with completing their own responsibilities within their designated areas.

Most everyone is preparing for the new school year. We’ve a few caseworkers that have been asked by their local schools to address teachers and administration about JSU and the programs that we offer. Caseworkers are addressing FFT, HUB, First Offender, and general information about the processes of JSU and our responsibility to the public.







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**Residential Placement Support**

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*Carol Miller, Deputy Director Residential Placement Support*

## **Board Report – September 2024**

August 1<sup>st</sup> to 31<sup>st</sup> 2024 activity

### **Releases (6) from Secure Care**

**August 2024**

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

Paroled – 2

Step Down to Transitional Living Program – 1

Case Dismissed, released at court – 1

Released from OJA Custody to court supervision - 1

Transferred to the Dept of Corrections - 1

Current Census as of August 31, 2024: 51 youth on facility.

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

- The end of August brought in the Labor Day weekend with a cookout for staff and residents. Recreation Activities included Volleyball, dominoes, movies, and football.
- Telemundo telecommunications filmed the magic of the COJC the music therapy program and show cased the benefits to youth of music therapy.
- OYACs authorizing Board member Dr. Rebecca Wilkinson completed a site visit at COJC.
- COJC Community Phase youth and recreation staff enjoyed a fishing trip to the COJC ponds.
- General Staffing held with residents and staff. Staff members were recognized for their participation in achieving the Barbara Allen Hagen Award.
- Blood Drive was held at COJC to assist in community support efforts.
- 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 new Canteen.
- Resident/family engagement visitation for August – 63 in person visits with a total of 142 visitors, 108 virtual visits and 356 phone calls.
- During the month of August, 63 Volunteers donated 24.68 hours of mentoring, bible study and religious services to COJC residents.
- Volunteers for August included Antioch Community Church, Life Church Switch, St Johns, Free Will Baptist Church, OKCreative group, Pioneer Library Group, Bible Study, Mr. Brewer music program, POPs, Ms. Coopers Bible Study and Kairos Torch mentoring program.
- Religious services and bible studies were offered by community volunteers for all residents who want to participate.

### **Secure Care Treatment Program Updates**

- COJC Treatment Program updates are implemented by OJA Director of Behavioral Health Shel Millington.
  - Dialectical Behavior Treatment (DBT) skills training continues for all staff in August 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.
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*Carol Miller, Deputy Director Residential Placement Support*

- RCS Choate was spotlighted for utilizing DBT skills during a walk and talk at the school. RCS Choate helped the resident utilize their DBT skills and then helped the resident speak with the teacher about the assignment that had led to his frustration and escalation.
- In conjunction with ODMHSAS, COJC will be sending staff to the Teen Matrix training.

**Division Leadership Activities**

- Attended the Center for Improvement in Youth Justice (CIYC) State Coordinator Training in Nashville, TN. Assistant Deputy Director Melissa Shaw will be assuming the duties of the state coordinator.
  - Received the Barbara Allen Hagen Award with the COJC Leadership Team and Director Cartmell at the CIYC awards banquet. Two COJC youth were spot lighted during the banquet as finalist in the 2024 kids got talent contest.
  - Deputy Director Carol Miller was featured in the CIYC 20 profiles for the CIYC 20<sup>th</sup> Anniversary series.
  - Completed weekly walk throughs of COJC units to provide open dialogue and support for residents and staff.
  - 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.
  - Assisted with discussions regarding the COJC Music therapy program overview for Kevin Evans, Executive Director of Western Plains Youth & Family Services.
  - Participated in COJC Hope updates and next steps meeting with OJA Hope Ambassador.
  - Participated in OJA State Office Finance visit to COJC to discuss physical plant, technology, and financial reviews.
  - Shared with staff the link of the CIYJ filming at COJC which chronicled our steps toward improvement that was shown at the awards ceremony prior to receiving the Barbara Allen Hagen Award in Nashville.
  - Toured COJC with Judge Sid Brown and shared many stories of COJC and OJA history.
  - Met bi-weekly with Director Cartmell.
  - 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.
  - Attended OYAC graduation for 2 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 are experiencing 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.
  - Provided OSDH with monthly update for the OMMA grant providing substance use prevention and education in COJC, public schools, and nonprofits.
  - Attended the Multipurpose Building Design Committee meeting at COJC.
  - Participated in the August 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.
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- 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.
- Attended the Youth in Custody Certificate Program Team Meeting at OJA State Office.
- Participated in the Oklahoma Community of Practice: Developing and Sustaining Effective Parent Advisory Committees webinar.
- Participated in the OJA New Staff Orientation discussion for COJC staff.
- 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.
- Joined in the HR Performance Review Seminar for Supervisors.
- Met with COJC and State Office Technology staff as part of the Technology Committee Meeting.
- Reviewed the OPI licensing requirements for the new Transitional Living Home to be created at COJC.

**Recruitment and Retention Efforts**

- COJC August Employee of the Month is RCS Drew Summers.
- 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.
- COJC newly added recruiter/retention staff is ensuring expedited scheduling of interviews for potential new hires to fill vacant positions.
- 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 sold COJC t-shirts, hoodies, and jackets to raise money to assist in supporting staff members.
- COJC employee support group COMPASS will be holding a silent auction in September to raise money to assist in supporting staff members in need.
- 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.

**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.
  - Department of Rehabilitative Services (DRS) –
    - DRS embedded staff Michael Rolerat is at COJC weekly to assist residents in enrolling in DRS.
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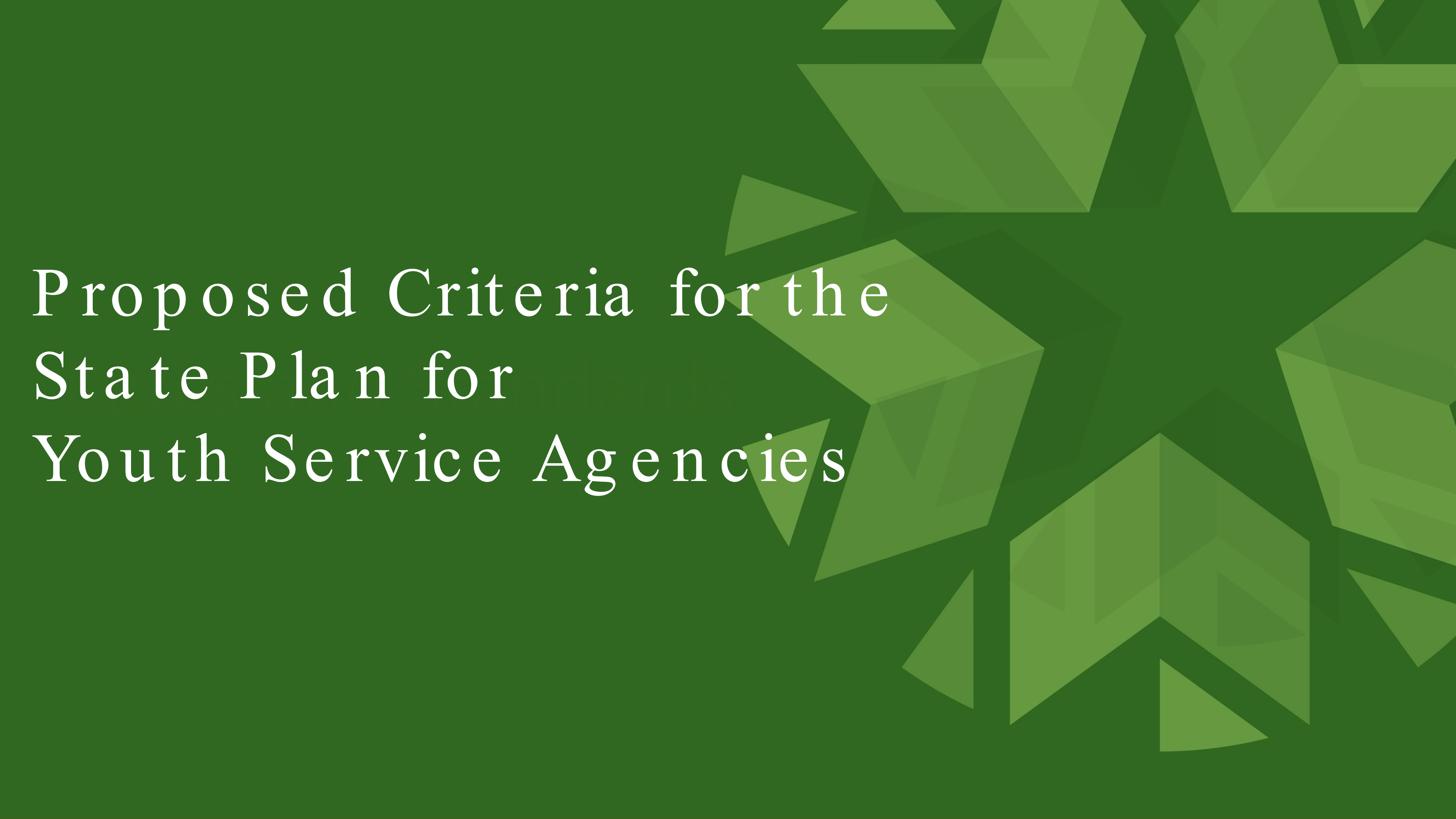
*Carol Miller, Deputy Director Residential Placement Support*

- DRS follows youth into the community to assist with life skills, currently there are 4 former COJC youth living in the Independent Living Home in Weatherford with DRS services being provided.
- Department of Mental Health and Substance Abuse (DMHSAS) –
  - In conjunction with ODMHSAS, COJC will be sending staff to the Teen Matrix training.
  - Chuck Fletcher of the Evolution Foundation through their contract with DMHSAS visited COJC in August to assist parents in overcoming barriers to in person visitation.
  - OJA and DMHSAS to announce the open embedded staff position and participate in interviews with DMHSAS to fill the position.
- 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 5 graduates are in the Workforce Innovation and Opportunities Act (WIOA).
- 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.



OJA received the Prestigious Barbara Allen Hagen Award at the Center for Improving Youth Justice Banquet in Nashville, Tennessee.

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Proposed Criteria for the  
State Plan for  
Youth Service Agencies

### **Draft Criteria for the State Plan for Youth Service Agencies**

In accordance with [10A O.S. § 2-7-306](#), “[t]he State Plan (Plan) for Youth Services Agencies shall be adopted in accordance with criteria approved by the Board of Juvenile Affairs after full consideration of any recommendations of the Department of Human Services and the Oklahoma Association of Youth Services. The criteria and plan adopted by the Board shall designate community-based Youth Services Agency (YSA) Service Areas that will serve as the primary catchment area for each Youth Services Agency...”

#### **1. Needs Assessment**

The Plan shall define the requirements of the Needs Assessment to promote statewide consistency and to provide a method to maximize the ability to meet the most critical needs of the communities. A Needs Assessment shall be detailed enough to achieve consistency while considering specific local needs.

- a. A Needs Assessment may include input from relevant and appropriate community stakeholders, including, but not limited to:
  - i. Schools,
  - ii. Churches,
  - iii. Non-profit organizations,
  - iv. Healthcare providers,
  - v. Juvenile justice workers, and
  - vi. Law enforcement.
  
- b. Data Sources to consider during review of community needs may include state and local data provided from state agencies such as:
  - i. State Department of Education,
  - ii. Department of Health,
  - iii. Oklahoma Healthcare Authority,
  - iv. Oklahoma Human Services,
  - v. Oklahoma Department of Mental Health and Substance Abuse Services,
  - vi. Oklahoma Commission on Children and Youth,
  - vii. Department of Corrections, and
  - viii. Office of Juvenile Affairs.

#### **2. Data Collections**

The Plan shall promote actions with maximization of information and data to determine specific inputs and resulting outcomes to ensure that funding is being utilized efficiently. The Plan will follow federal and state statute regarding the privacy of those receiving services.

### 3. Allocation Formula Methodology

The Plan be developed giving full consideration to input from OAYS and shall outline methodology to create an allocation formula for assigning funding and other resources by Catchment Area. The Plan shall be consistent with current contracts between OJA and YSAs. It is the intent of OJA not to reduce any YSA's current funding level notwithstanding a budget shortfall or significant deficiencies with contract performance.

#### a. Children's Emergency Resource Center (CERC)

- i. The Plan shall have a method/formula to determine the most efficient and effective way to provide a statewide system of CERC beds. The method/formula shall review historical utilization and any factors that may impact future need.

#### b. Non-Shelter Services

Allocation for YSA contracts will be determined by a formula which considers, by catchment area, the following elements:

- i. Designation – a base amount to cover basic needs,
- ii. Population,
- iii. Education – dropout rates, truancy considerations,
- iv. Referral Volume and/or Crime Statistics,
- v. Poverty Level and Unemployment,
- vi. Special Allocations – matching funds, innovative pilot projects, etc., and
- vii. Resource Desert - level of resource scarcity within catchment area.

#### c. New Funds

The Plan shall contain a general description on how OJA will fairly and equitably distribute any increases in appropriated dollars designated for YSAs.

### 4. Methodology for establishment of primary or to modify primary catchment areas, establishing service contracts to cover all catchment areas and process for updates and changes.

#### a. Primary Catchment Areas

It is the intent of OJA that historical catchment areas will remain in place. This does not preclude OJA's ability to make adjustments to catchment areas to remedy significant deficiencies in service provision within particular catchment areas. These will be assigned to YSAs through a Request for Proposal process that considers, at a minimum, the following:

- i. historical performance,
- ii. quality of needs assessment,
- iii. efficient utilization of resources,
- iv. ability to track and demonstrate outcomes, and

- v. financial viability.
- b. Modifications to Primary Catchment Areas
    - i. Catchment deserts defined and identified
    - ii. Give existing provider a probationary period to remedy the ongoing situation
    - iii. Voluntary De-designations
    - iv. OJA will consult with surrounding YSAs to determine a course of action to address community needs.
    - v. Include utilization of needs-based criteria.
  - c. Vacated Catchment Areas  
To the extent it is otherwise permitted, an RFP will be utilized to assign vacated catchment areas, with preference given to the most qualified YSA.
5. Criteria for designation/de-designation of YSAs  
Follow criteria established by Oklahoma Statute and Oklahoma Administrative Code.
6. Change/update process for Plan – Next Steps
- a. Any changes to the Draft Criteria for the State Plan for Youth Service Agencies created by or in conjunction with OJA staff shall be placed on the next available Board of Juvenile Affairs meeting agenda for consideration.
  - b. If approved by the Board, the draft will be distributed to OAYS, DHS and YSAs for input.
  - c. In the communication to partners informing them of the Plan review, as approved by the Board, OJA will communicate the 60 calendar days to review period and set a date, time, and location, including a virtual option, for a meeting to provide comment and input on the Criteria and/or Plan review. Following that meeting, OJA shall meet internally and make any changes to the Criteria and/or Plan OJA deems appropriate. Communication shall be sent to partners informing them of what, if any, changes were made. If requested, OJA will hold an additional meeting with partners to discuss. This second meeting shall occur at least 10 days before the item is placed on an OJA Board meeting agenda.
  - d. Annual opportunity to review state plan, which shall include meaningful comment period with OAYS, YSAs and DHS.





### Draft Criteria for the State Plan for Youth Service Agencies

In accordance with [10A O.S. § 2-7-306](#), “[t]he State Plan (Plan) for Youth Services Agencies shall be adopted in accordance with criteria approved by the Board of Juvenile Affairs after full consideration of any recommendations of the Department of Human Services and the Oklahoma Association of Youth Services. The criteria and plan adopted by the Board shall designate community-based Youth Services Agency (YSA) Service Areas that will serve as the primary catchment area for each Youth Services Agency...”

#### 1. Needs Assessment

The Plan shall define the requirements of the Needs Assessment to promote statewide consistency and to provide a method to maximize the ability to meet the most critical needs of the communities. A Needs Assessment shall be detailed enough to achieve consistency while considering specific local needs.

- a. A Needs Assessment may include input from relevant and appropriate community stakeholders, including, but not limited to:
  - i. Schools,
  - ii. Churches,
  - iii. Non-profit organizations,
  - iv. Healthcare providers,
  - v. Juvenile justice workers, and
  - vi. Law enforcement.
- b. Data Sources to consider during review of community needs may include state and local data provided from state agencies such as:
  - i. State Department of Education,
  - ii. Department of Health,
  - iii. Oklahoma Healthcare Authority,
  - iv. Oklahoma Human Services,
  - v. Oklahoma Department of Mental Health and Substance Abuse Services,
  - vi. Oklahoma Commission on Children and Youth,
  - vii. Department of Corrections, and
  - viii. Office of Juvenile Affairs.

#### 2. Data Collections

The Plan shall promote actions with maximization of information and data to determine specific inputs and resulting outcomes to ensure that funding is being utilized efficiently. The Plan will follow federal and state statute regarding the privacy of those receiving services.

### 3. Allocation Formula Methodology

The Plan be developed giving full consideration to input from OAYS and shall outline methodology to create an allocation formula for assigning funding and other resources by Catchment Area. The Plan shall be consistent with current contracts between OJA and YSAs. It is the intent of OJA not to reduce any YSA's current funding level not withstanding a budget shortfall or significant deficiencies with contract performance.

- a. Children's Emergency Resource Center (CERC)
  - i. The Plan shall have a method/formula to determine the most efficient and effective way to provide a statewide system of CERC beds. The method/formula shall review historical utilization and any factors that may impact future need.
- b. Non-Shelter Services

Allocation for YSA contracts will be determined by a formula which considers, by catchment area, the following elements:

  - i. Designation – a base amount to cover basic needs,
  - ii. Population,
  - iii. Education – dropout rates, truancy considerations,
  - iv. Referral Volume and/or Crime Statistics,
  - v. Poverty Level and Unemployment,
  - vi. Special Allocations – matching funds, innovative pilot projects, etc., and
  - vii. Resource Desert - level of resource scarcity within catchment area.
- c. New Funds

The Plan shall contain a general description on how OJA will fairly and equitably distribute any increases in appropriated dollars designated for YSAs.

### 4. Methodology for establishment of primary or to modify primary catchment areas, establishing service contracts to cover all catchment areas and process for updates and changes.

- a. Primary Catchment Areas

It is the intent of OJA that historical catchment areas will remain in place. This does not preclude OJA's ability to make adjustments to catchment areas to remedy significant deficiencies in service provision within particular catchment areas. These will be assigned to YSAs through a Request for Proposal process that considers, at a minimum, the following:

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  - ii. quality of needs assessment,
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- v. financial viability.
  - b. Modifications to Primary Catchment Areas
    - i. Catchment deserts defined and identified
    - ii. Give existing provider a probationary period to remedy the ongoing situation
    - iii. Voluntary De-designations
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    - v. Include utilization of needs-based criteria.
  - c. Vacated Catchment Areas
    - ~~v. To the extent it is otherwise permitted, a RFP will be utilized to assign vacated catchment areas, with preference given to the most qualified YSA.~~
5. Criteria for designation/de-designation of YSAs  
Follow criteria established by Oklahoma Statute and Oklahoma Administrative Code.
6. Change/update process for Plan – Next Steps
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  - d. Annual opportunity to review state plan, which shall include meaningful comment period with OAYS, YSAs and DHS.

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### **Draft Criteria for the State Plan for Youth Service Agencies**

In accordance with [10A O.S. § 2-7-306](#), “[t]he State Plan (Plan) for Youth Services Agencies shall be adopted in accordance with criteria approved by the Board of Juvenile Affairs after full consideration of any recommendations of the Department of Human Services and the Oklahoma Association of Youth Services. The criteria and plan adopted by the Board shall designate community-based Youth Services Agency (YSA) Service Areas that will serve as the primary catchment area for each Youth Services Agency...”

#### **1. Needs Assessment**

The Plan shall define the requirements of the Needs Assessment to promote statewide consistency and to provide a method to maximize the ability to meet the most critical needs of the communities. A Needs Assessment shall be detailed enough to achieve consistency while considering specific local needs.

- a. A Needs Assessment may include input from relevant and appropriate community stakeholders, including, but not limited to:
  - i. Schools,
  - ii. Churches,
  - iii. Non-profit organizations,
  - iv. Healthcare providers,
  - v. Juvenile justice workers, and
  - vi. Law enforcement.
  
- b. Data Sources to consider during review of community needs may include state and local data provided from state agencies such as:
  - i. State Department of Education,
  - ii. Department of Health,
  - iii. Oklahoma Healthcare Authority,
  - iv. Oklahoma Human Services,
  - v. Oklahoma Department of Mental Health and Substance Abuse Services,
  - vi. Oklahoma Commission on Children and Youth,
  - vii. Department of Corrections, and
  - viii. Office of Juvenile Affairs.

#### **2. Data Collections**

The Plan shall promote actions with maximization of information and data to determine specific inputs and resulting outcomes to ensure that funding is being utilized efficiently. The Plan will follow federal and state statute regarding the privacy of those receiving services.

### 3. Allocation Formula Methodology

The Plan shall outline methodology to create an allocation formula for assigning funding and other resources by Catchment Area. The Plan shall be consistent with current contracts between OJA and YSAs.

#### a. Children's Emergency Resource Center (CERC)

- i. The Plan shall have a method/formula to determine the most efficient and effective way to provide a statewide system of CERC beds. The method/formula shall review historical utilization and any factors that may impact future need.

#### b. Non-Shelter Services

Allocation for YSA contracts will be determined by a formula which considers, by catchment area, the following elements:

- i. Designation – a base amount to cover basic needs,
- ii. Population,
- iii. Education – dropout rates, truancy considerations,
- iv. Referral Volume and/or Crime Statistics,
- v. Poverty Level and Unemployment,
- vi. Special Allocations – matching funds, innovative pilot projects, etc., and
- vii. Resource Desert - level of resource scarcity within catchment area.

#### c. New Funds

The Plan shall contain a general description on how OJA will fairly and equitably distribute any increases in appropriated dollars designated for YSAs.

### 4. Methodology for establishment of primary or to modify primary catchment areas, establishing service contracts to cover all catchment areas and process for updates and changes.

#### a. Primary Catchment Areas

These will be assigned to YSAs through a Request for Proposal process that considers, at a minimum, the following:

- i. historical performance,
- ii. quality of needs assessment,
- iii. efficient utilization of resources,
- iv. ability to track and demonstrate outcomes, and
- v. financial viability.

#### b. Modifications to Primary Catchment Areas

- i. Catchment deserts defined and identified
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- iii. Voluntary De-designations
  - iv. OJA will consult with surrounding YSAs to determine a course of action to address community needs.
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### Draft Criteria for the State Plan for Youth Service Agencies

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The Plan be developed giving full consideration to input from OAYS and shall outline methodology to create an allocation formula for assigning funding and other resources by Catchment Area. The Plan shall be consistent with current contracts between OJA and YSAs. It is the intent of OJA not to reduce any YSA's current funding level not withstanding a budget shortfall or significant deficiencies with contract performance.

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## Audrey Rockwell

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**From:** Jeffrey Cartmell  
**Sent:** Tuesday, August 20, 2024 6:31 AM  
**To:** Peter Messiah; Kevin Clagg  
**Cc:** Herb McSpadden  
**Subject:** Re: [EXTERNAL] Talking Points

Peter and Herb,

Thank you for the opportunity to review the language you all are recommending my Board consider at today's meeting. Frankly, I don't believe all the language is necessary and, in large part, reflects mistrust from your membership towards OJA. That said, I have provided the following to my Board. This includes the language you all sent yesterday evening and OJA's recommended changes to same.

-Jeffrey

### 3. Allocation Formula Methodology

#### Original

The Plan shall outline methodology to create an allocation formula for assigning funding and other resources by Catchment Area. The Plan shall be consistent with current contracts between OJA and Youth Service Agencies.

#### Updated

The Plan will be developed giving full consideration to input from OAYS and shall outline methodology to create an allocation formula for assigning funding and other resources by Catchment Area. The Plan shall be consistent with current contracts between OJA and Youth Service Agencies. It is the intent of OJA not to reduce any YSA's current funding level notwithstanding a budget shortfall or significant deficiencies with contract performance.

#### OAYS Suggestion

The Plan **will be developed with input from OAYS and** shall outline methodology to create an allocation formula for assigning funding and other resources by Catchment Area. The Plan shall be consistent with current contracts between OJA and Youth Service Agencies. **It is the intent of OJA not to reduce any agencies current funding level notwithstanding a budget shortfall.**

#### OJA Proposed

The Plan **will be developed with input from OAYS and** shall outline methodology to create an allocation formula for assigning funding and other resources by Catchment Area. The Plan shall be consistent with current contracts between OJA and Youth Service Agencies. **It is the intent of OJA not to reduce any YSA's agencies current funding level notwithstanding a budget shortfall or significant deficiencies with contract performance.**

### 4(a) Primary Catchment Areas

#### Original

N/A – all new language

#### Updated

It is the intent of OJA that historical catchment areas will remain in place. This does not preclude OJA's ability to make adjustments to catchment areas to remedy significant deficiencies in service provision within particular catchment areas.

OAYS Suggestion

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OJA Proposed

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**4(d) Vacated Catchment Areas**

Original

N/A – new language

Updated

To the extent it is otherwise permitted, an RFP will be utilized to assign vacated catchment areas, with preference given to the most qualified youth services agencies.

OAYS Suggestion

When feasible, an RFP will be utilized to assign vacated catchment areas to the most qualified youth services agencies.

OJA Proposed

To the extent **When** it is otherwise permitted, an RFP will be utilized to assign vacated catchment areas, **with preference given** to the most qualified youth services agencies.

Get [Outlook for iOS](#)

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**From:** Peter Messiah <pjmessiah@oays.org>  
**Sent:** Monday, August 19, 2024 5:15:54 PM  
**To:** Jeffrey Cartmell <Jeffrey.Cartmell@oja.ok.gov>  
**Cc:** Herb McSpadden <hmcspadden@rcys.org>  
**Subject:** [EXTERNAL] Talking Points

Jeffery,

I wanted to give you a heads-up that I will be making public comments at tomorrow's OJA Board of Directors meeting. I've attached the key points I'll be addressing on behalf of the Association. If you have any questions or need further clarification, please feel free to reach out to me or Herb.

Thank you for the opportunity to collaborate on this.

Peter

Dr. Peter John A. Messiah  
Executive Director/CEO  
The Oklahoma Association of Youth Services

## Draft Criteria for the State Plan for Youth Service Agencies

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Proposed FY2026  
Budget Request

# FY2026 Budget Request Proposal

Priority Number	Request Name	Brief Description	FY 2026 Est. Funding Request (State Appropriation \$)
1	Level E Group Home	Level E Group Home: Rate revision to remain comparable with the Oklahoma Human Services programs and address increased labor costs. Seeking to expand services to address specialized populations such as programming for females, exploited youth, and substance use.	\$ 5,029,865.00
2	SAP Adjustment	Equalization with other agencies and market adjustment of RCSs and field staff.	\$ 1,607,216.00
		<b>Total</b>	<b>\$ 6,637,081.00</b>
<p>OJA has expanded Functional Family Therapy (FFT) into 73 counties with the goal of statewide access and sustainability. OJA is actively collaborating with the Oklahoma Health Care Authority to establish a Medicaid rate for FFT services with a tentative launch date of July 2025. OMMA awarded OJA funding which has covered the majority of FFT services. The OMMA award is set to end on June 30, 2026. OJA is at risk of losing \$2M/year from OMMA that assisted in sustaining FFT efforts in the state.</p>			
3*	Access to treatment and resources for youth with developmental/intellectual delays	Access to treatment and resources for a focused population: Establish preventative and reintegration services targeted towards the needs of youth with developmental delays and/or lower intellectual functioning.	\$ 1,490,679.00
<p>*This funding request is critical but funds may need to go to the Department of Mental Health and Substance Abuse, Oklahoma Health Department or Oklahoma Department of Human Services or Oklahoma. OJA will take the funds and operate a program but may not be the most appropriate agency for such.</p>			





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

## Kitchen Update and Repairs

- Current sink is no longer meets Health Department standards
- Removing cabinets to expand the sink
- Replace existing sink with a 3 compartment sink
- Add a hand washing sink
- Installation of new faucets

## Garfield County Juvenile Detention Center

OJA Request	\$5,355.00
County Match (15%)	\$945.00
Total	\$6,300.00



Next Generation Campus  
Phase III Update

# Next Generation Campus Update

## 1. School Administration Building

- a. New Windows Completed 6/7/24**
- b. New Roof Completed 6/17/24**
- c. New Doors Will Be Installed Soon**
- d. New Desks and Tables installed in Classrooms**

## 2. Staff Hall

- a. Replace Heat & Air System**
- b. Install New Roof**
- c. Metal Awning on Front of Building Completed 7/3/24**
- d. Replace Doors & Windows – Contract has been issued**
- e. Upgrade Interior of The Building**

## 3. Independent Living Home

- a. Upgrading interior & exterior**
- b. Installing fiber for internet connection**
- c. Installing cameras**
- d. Installing fire protection system**

## 4. Multi-Purpose Complex

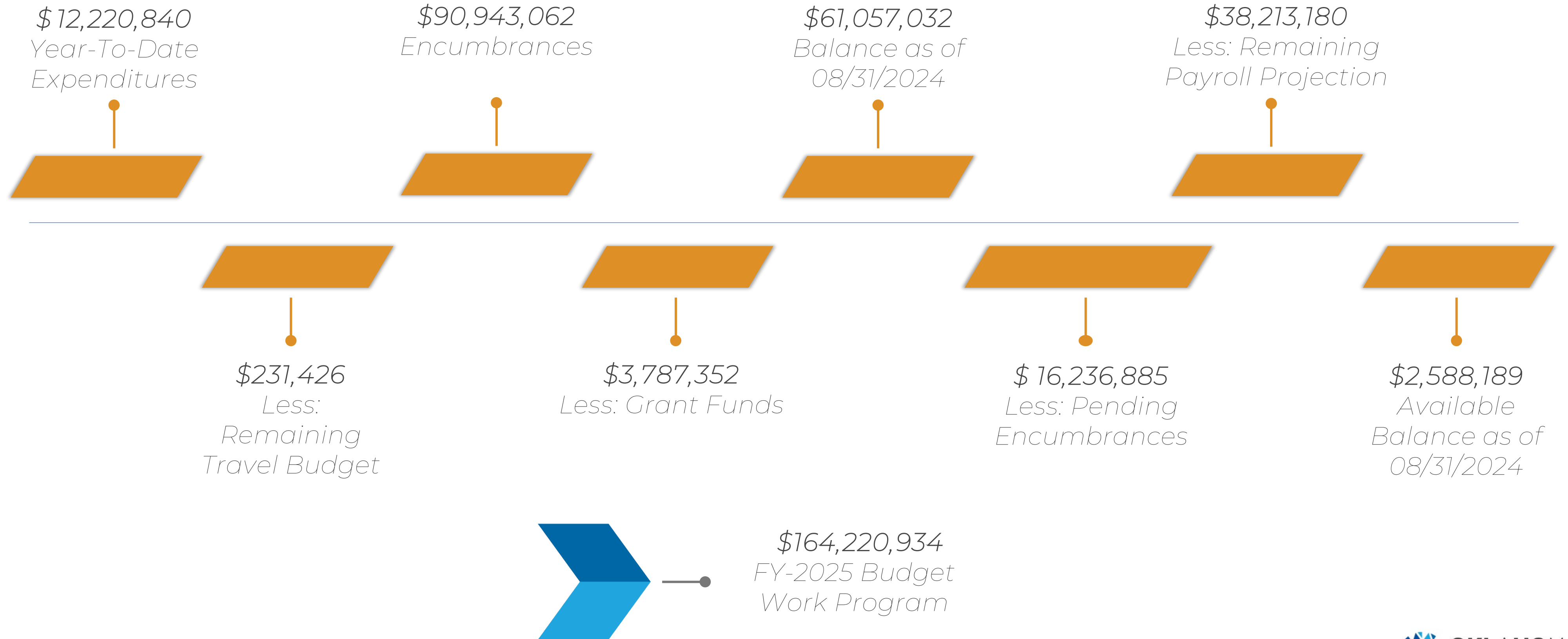
- a. Held first design committee meeting (more on next slide)**
- b. Initial design concepts will be submitted by Sept. 1st**
- c. Design Committee will review and revise design concepts**
- d. Design process will continue for 3 months**



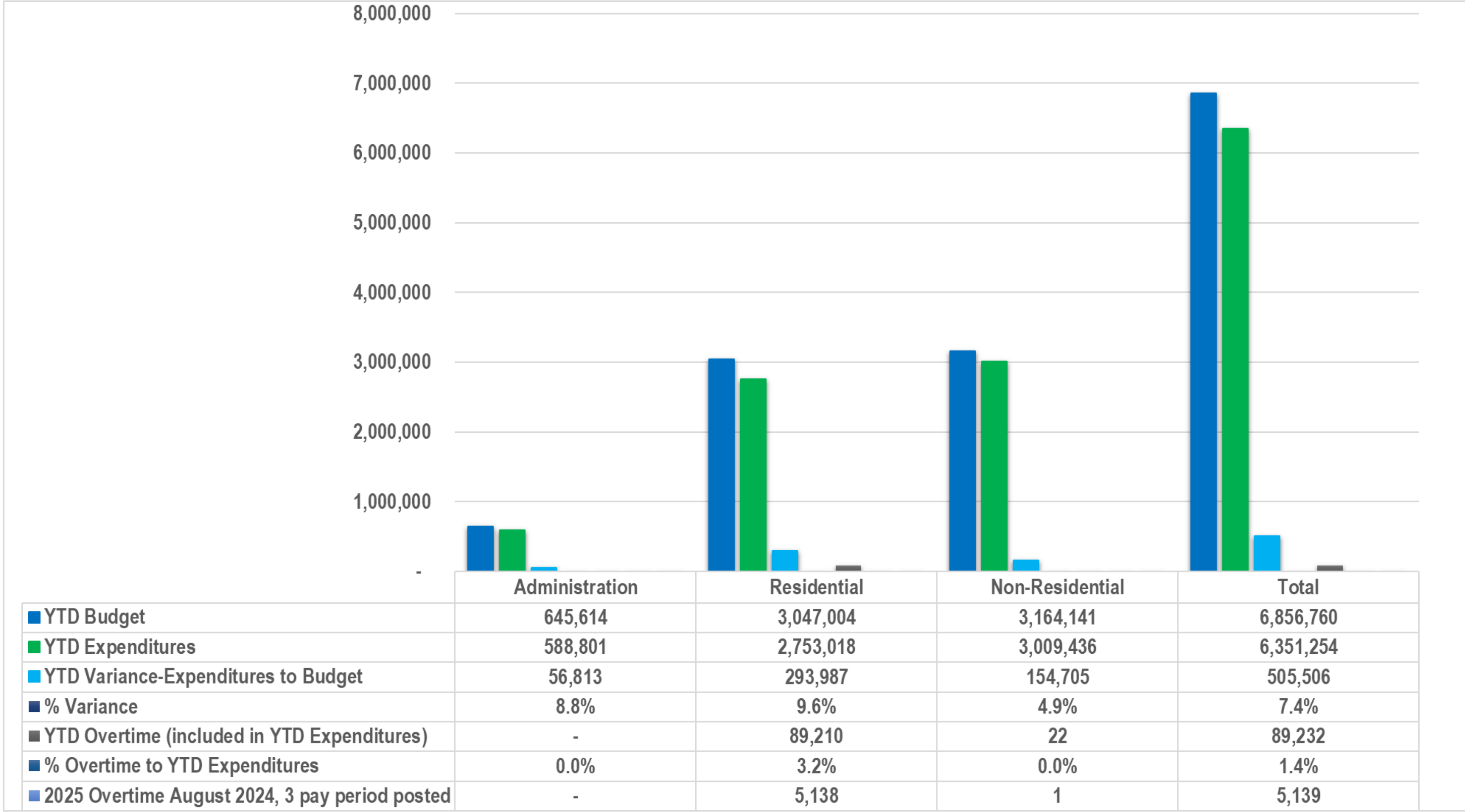
# OJA Finance Report

# FY-2025 Operation/Capital Budget Projections

As of 08/31/2024



# BR-2025 Payroll Budget to Actual Year to Date As of 08/31/2024





*FTE Budget To Actual  
For FY2025 as of 08/31/2024*

FTE Budget for FY2025 (4 payrolls processed)

520.00

Actual Paid

502.29

Variance

17.71

# FY-2025 Payroll Overtime

Quarter FY 25	No. of Pay Period	Administration		Residential Services		JSU/Community Services		Total Overtime	Total Overtime
		Hours	Amount	Hours	Amount	Hours	Amount		
1	4	-	-	6,516	89,210	1	22	6,517	89,232
2		-	-	-	-	-	-	-	\$0
3		-	-	-	-	-	-	-	\$0
4		-	-	-	-	-	-	-	\$0
<b>Total</b>	<b>4</b>	-	\$0	<b>6,516</b>	<b>\$89,210</b>	<b>1</b>	<b>\$22</b>	<b>6,517</b>	<b>\$89,232</b>
<b>Full Time Equivalent (FTE)</b>				<b>20.36</b>		<b>0.00</b>		<b>20.36</b>	

# FY-2025 Revolving Funds Revenue Projection

As of 08/31/2024

Receivable Source	FY-25 Budget	Budget to Date	Receipts	In-Transit	Over (Under) Budget
SSI and SSA	\$ 100,000	\$ 16,667	\$ 16,462		\$ (205)
Income from Rent	17,802	2,967	\$ 2,967	717	717
Charter School State Aid/Grants	500,000	83,333	\$ 393,771		310,437
School Breakfast/Lunch/Snacks Program	57,213	9,536	\$ -	13,151	3,616
Sales	75,000	12,500	\$ 218		(12,282)
Child Support	150,000	25,000	\$ 19,211		(5,789)
Other Receipts	45,000	7,500	2,590		(4,910)
<b>Total Revolving Funds</b>	<b>\$ 945,015</b>	<b>\$ 157,503</b>	<b>\$ 435,218</b>	<b>\$ 13,868</b>	<b>\$ 291,584</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	\$ 241,981	\$ 0	\$ 241,980	\$ -
<b>Total Revolving Funds Revenue</b>	<b>\$ 6,724,335</b>	<b>\$ 399,483</b>	<b>\$ 435,219</b>	<b>\$ 255,848</b>	<b>\$ 291,584</b>

# FY-2025 Federal Funds Revenue Projections *As of 08/31/2024*

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	1,016,667	213,701	831,801	\$ 28,835
Targeted Case Management (TCM)	1,700,000	283,333	122,770	149,720	\$ (10,843)
IV-E Shelter	155,000	25,833			\$ (25,833)
Indirect Cost Reimbursement (OHCA)	100,000	16,667	-	49,408	\$ 32,741
<b>Total FF Fixed Rates Reimbursements From Other State Agencies</b>	<b>\$ 8,055,000</b>	<b>\$ 1,342,500</b>	<b>\$ 336,471</b>	<b>\$ 1,030,929</b>	<b>\$ 24,900</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	\$ 52,164	\$ -	\$ 52,164	\$ -
DAC-RSAT	225,000	37,033	14,326	22,707	-
Detection and Mitigation of COVID-19 in Confinement Facilities	1,761,100	166,206	\$0.00	166,206	(0)
State Recovery Fund (ARPA)	14,772,531	927,501	1,238,682	-	311,181
<b>Total FF Cost Reimbursements from OJJDP/Other State Agencies</b>	<b>\$ 18,482,270</b>	<b>\$ 1,182,904</b>	<b>\$ 1,253,008</b>	<b>\$ 241,077</b>	<b>\$ 311,181</b>
<b>Total Federal Fund (FF) Program Fund</b>	<b>\$ 26,537,270</b>	<b>\$ 2,525,404</b>	<b>\$ 1,589,479</b>	<b>\$ 1,272,006</b>	<b>\$ 336,081</b>

# 700 Fund Accounts

As of 08/31/2024

## Trust Fund - 701

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

\*\*Cash Balance as of 08/31/2024  
**\$5,422.56**

## 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 08/31/2024  
**\$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 08/31/2024  
**\$10,496.20**

## Trust Fund - 704

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

\*\*Cash Balance as of 08/31/2024  
**\$9,528.31**

# The Oklahoma Economy

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

August receipts from all sources – decrease by \$78.5M/17.6%%

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

Revenue is 24.2M/1.9% higher than August 2023

## **12 Month Rolling Comparison:**

Gross receipts total 16.95B, down 304.4M/1.8%. There would be a gain except for GPT

## **Oklahoma Business Conditions Index:**

May is 49.3 – 3rd Month Below 50

## **Unemployment:**

Oklahoma: 3.5% - .1% increase (July) National: 4.3% .2% increase (July)

## **Consumer Price Index:**

Increase by .2% (July) 2.9% increase for 12-month period (smallest increase since March 2021)

# Emergency Purchases As of 08/31/2024

<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 08/31/2024

<i>Sole Source#</i>	<i>Date</i>	<i>Vendor</i>	<i>Description</i>	<i>Location</i>	<i>Amount</i>
<i>Ss25-001</i>	<i>08/22/2024</i>	<i>STAAR Foundation</i>	<i>Review and Evaluation of programs</i>	<i>OJJDP</i>	<i>\$330,000</i>



A large, stylized starburst graphic composed of various shades of blue geometric shapes, including triangles and polygons, radiating from the center of the page. The background is a solid dark blue.

# Oklahoma Youth Academy Charter School (OYACS)

School Board Meeting

August 20, 2024

Finance  
Report



Oklahoma Youth Academy Charter School Combined Statement of Revenue, Expenditures and Fund Balances School Year 2023-2024 as of August 31, 2024	OJA General and Revolving Funds	Fund 25000	Totals as of 08/31/2024
<b>Revenues</b>			
Foundation/Salary Incentive	\$ -	\$ 183,447.00	\$ 183,447.00
Alternative Ed Grant		76,754.78	76,754.78
Flowthrough and ARP IDEA		29,858.13	29,858.13
Redbud School Funding Act		29,225.66	29,225.66
Title I N&D		100,732.71	100,732.71
Title IA		57,799.21	57,799.21
Title ID School Improvement		61,135.14	61,135.14
Title IIA P541		1,500.00	1,500.00
Title IVA		10,000.00	10,000.00
Title VB P587		6,072.84	6,072.84
Textbooks/Ace Technology		3,697.16	3,697.16
Child Nutrition Program _Operation/Admin Cost		6,161.41	6,161.41
Child Nutrition Program _Breakfast		55,566.12	55,566.12
Child Nutrition Program _Lunches and Snacks		100,521.28	100,521.28
Refund		293.90	293.90
<b>Office of Juvenile Affairs **</b>	<b>1,345,151.66</b>		<b>1,345,151.66</b>
<b>Total Revenues</b>	<b>\$ 1,345,151.66</b>	<b>\$ 722,765.34</b>	<b>\$ 2,067,917.00</b>
<b>Expenditures</b>			
Equipment and Library Resources	\$ 98,799.10	\$ -	\$ 98,799.10
Operational Expenses	42,272.20	137,280.55	179,552.75
Payroll Expenses	1,197,741.57	721,558.60	1,919,300.17
Professional Services	-	5,720.00	5,720.00
Training and Travel	6,338.79	-	6,338.79
<b>Total Expenditures</b>	<b>\$ 1,345,151.66</b>	<b>\$ 864,559.15</b>	<b>\$ 2,209,710.81</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ (141,793.81)</b>	<b>\$ (141,793.81)</b>
<b>Fund Balances August 1, 2023</b>	<b>-</b>	<b>396,595.77</b>	<b>396,595.77</b>
<b>Fund Balances 2023-2024 School Year</b>	<b>\$ -</b>	<b>\$ 254,801.96</b>	<b>\$ 254,801.96</b>
<b>**OJA Funds</b>	<b>COJC (972)</b>		
Fund 19301_19311	\$ 23,158.40		
Fund 19401	\$ 1,321,993.26		
	<b>\$ 1,345,151.66</b>		

<b>Oklahoma Youth Academy Charter School Combined Statement of Revenue, Expenditures and Fund Balances</b> <b>School Year 2024-2025 as of August 31, 2024</b>	<b>OJA General and Revolving Funds</b>	<b>Fund 25000</b>	<b>Totals OYACS-COJC (972) as of 08/31/2024</b>
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<u>Revenues</u>			
<b>Foundation/Salary Incentive</b>	<b>\$ -</b>	<b>\$ 38,620.69</b>	<b>\$ 38,620.69</b>
<b>School Security 376</b>		<b>183,829.62</b>	<b>183,829.62</b>
<b>Title I N&amp;D 531</b>		<b>10,654.04</b>	<b>10,654.04</b>
<b>Title IA 511</b>		<b>21,187.78</b>	<b>21,187.78</b>
<b>ARP ESSER III 795</b>		<b>122,936.68</b>	<b>122,936.68</b>
<b>Textbooks</b>		<b>3,210.76</b>	<b>3,210.76</b>
<b>Child Nutrition Program _Breakfast</b>		<b>3,974.88</b>	<b>3,974.88</b>
<b>Child Nutrition Program _Lunches and Snacks</b>		<b>8,037.12</b>	<b>8,037.12</b>
<b>Office of Juvenile Affairs **</b>	<b>272,839.94</b>	<b>272,839.94</b>	<b>272,839.94</b>
<b>Total Revenues</b>	<b>\$ 272,839.94</b>	<b>\$ 665,291.51</b>	<b>\$ 665,291.51</b>
<u>Expenditures</u>			
<b>Equipment and Library Resources</b>	<b>\$ 53,255.50</b>	<b>\$ 265,610.99</b>	<b>\$ 318,866.49</b>
<b>Operational Expenses</b>	<b>31,045.02</b>	<b>58,930.02</b>	<b>89,975.04</b>
<b>Payroll Expenses</b>	<b>186,924.14</b>	<b>118,885.24</b>	<b>305,809.38</b>
<b>Professional Services</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Training and Travel</b>	<b>1,615.28</b>	<b>-</b>	<b>1,615.28</b>
<b>Total Expenditures</b>	<b>\$ 272,839.94</b>	<b>\$ 443,426.25</b>	<b>\$ 716,266.19</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ 221,865.26</b>	<b>\$ (50,974.68)</b>
<b>Fund Balances July 1, 2024</b>	<b>-</b>	<b>254,801.96</b>	<b>254,801.96</b>
<b>Fund Balances 2024-2025 School Year</b>	<b>\$ -</b>	<b>\$ 476,667.22</b>	<b>\$ 203,827.28</b>
<b>**OJA Funds</b>	<b>COJC (972)</b>		
<b>Fund 19311_19411</b>	<b>\$ 37,429.56</b>		
<b>Fund 19501</b>	<b>\$ 189,840.38</b>		
<b>Fund 200</b>	<b>\$ 45,570.00</b>		
	<b>\$ 272,839.94</b>		

Proposed  
Modifications  
to  
Encumbrances



OKLAHOMA YOUTH ACADEMY CHARTER  
SCHOOL  
REQUEST FOR 2024-2025 ENCUMBRANCES

Proposed  
Estimate of Needs  
and  
Financial  
Statement

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Estimate of Needs for 2024-2025  
 Board of Education of Oklahoma Youth Academy Charter School  
 District No. J-1  
 County of Oklahoma, State of Oklahoma

Source	Estimated Amount
3210 Foundation and Salary Incentive Aid	\$429,118.73
3400 State - Categorical	\$3,210.78
3600 Other State Sources of Revenue	\$1,360,000.00
4200 Disadvantaged Students	\$201,860.00
4300 Individuals With Disabilities	\$30,000.00
4400 No Child Left Behind	\$16,000.00
4500 Grants-In-Aid Passed Through Other State/Intermediate Sources	\$161,100.00
6110 Cash Forward	\$254,801.96
<b>Total Estimate of Needs</b>	<b>\$2,456,091.47</b>



**Financial Statement of the Fiscal Year 2023-2024**  
**Board of Education of Oklahoma Youth Academy Charter School**  
**District No. J-001**  
**County of Oklahoma, State of Oklahoma**

Schedule 1: Current Balance Sheet for June 30, 2024	
	Amount
<b>ASSETS:</b>	
Cash Balances	\$254,801.96
<b>TOTAL ASSETS</b>	<b>\$254,801.96</b>
<b>LIABILITIES AND RESERVES:</b>	
Cash Fund Balance June 30, 2024	\$254,801.96
<b>TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE</b>	<b>\$254,801.96</b>

Financial Statement of the Fiscal Year 2023-2024  
Board of Education of Oklahoma Youth Academy Charter School  
District No. J-1  
County of Oklahoma, State of Oklahoma

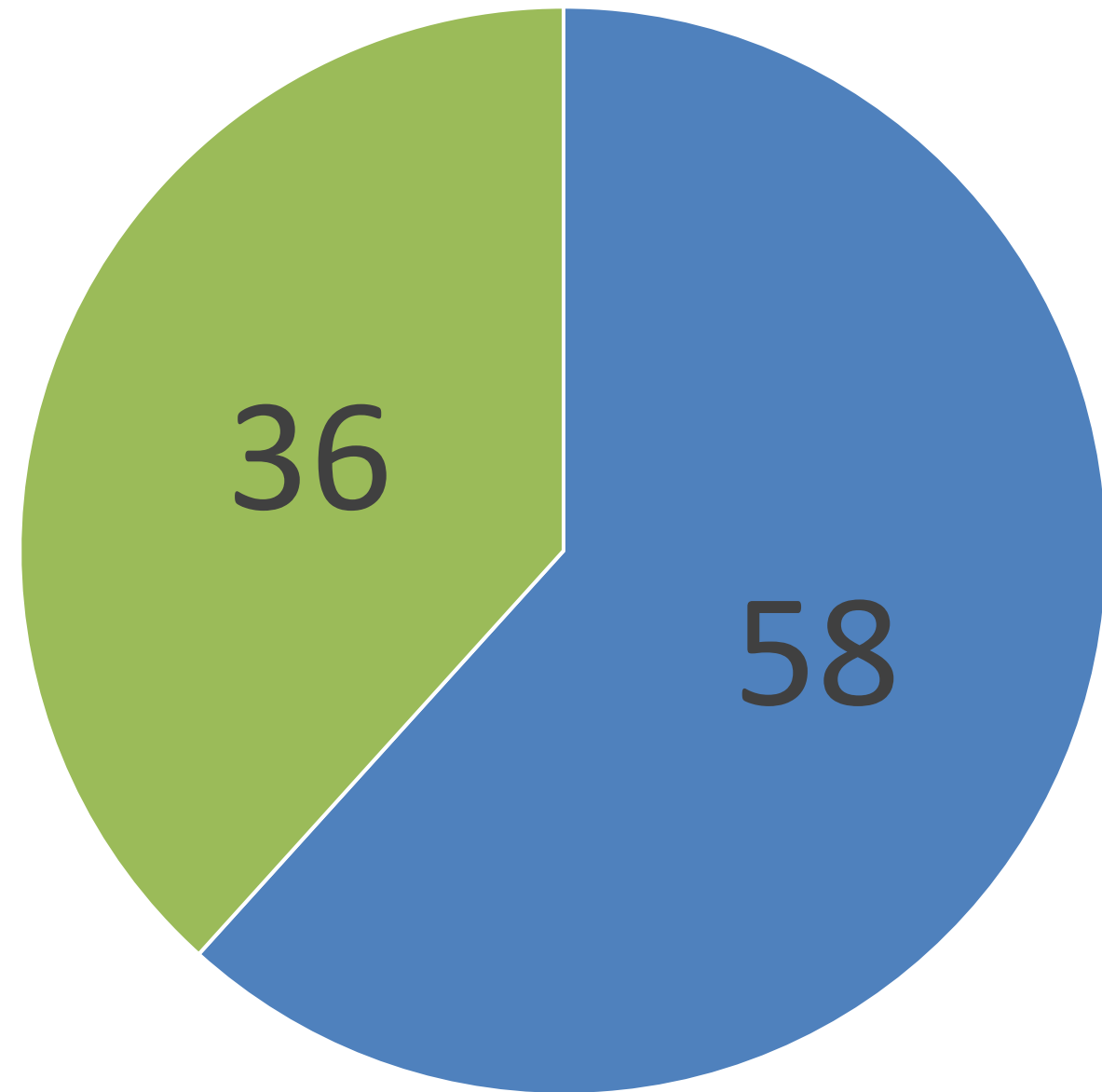
Statement of Fund Balance as of June 30, 2024	
<b>REVENUE AND OTHER INCOME:</b>	Amount
1600 Other Local Sources of Revenue	\$293.90
3210 Foundation and Salary Incentive Aid	\$183,447.00
3300 State Aid - Competitive Grants - Categorical	\$76,754.78
3400 State - Categorical	\$32,922.82
3600 Other State Sources of Revenue	\$1,345,151.66
3700 Child Nutrition Program	\$1,166.58
4200 Disadvantaged Students	\$221,167.06
4300 Individuals With Disabilities	\$29,858.13
4400 No Child Left Behind	\$16,072.84
4700 Child Nutrition Programs	\$161,082.23
6110 Cash Forward	\$396,595.77
<b>TOTAL REVENUE AND OTHER INCOME</b>	<b>\$2,464,512.77</b>
<b>EXPENDITURES:</b>	
1000 INSTRUCTION	\$1,518,687.01
2100 Support Services - Students	\$7,376.20
2200 Support Services - Instructional Staff	\$89,637.18
2300 Support Services - General Administration	\$219,882.94
2400 Support Services - School Administration	\$185,788.19
2500 Support Services - Business	\$18,806.35
3100 Child Nutrition Programs Operations	\$169,532.94
<b>TOTAL EXPENDITURES</b>	<b>\$2,209,710.81</b>
<b>CASH FUND BALANCE</b>	<b>\$254,801.96</b>

School  
Administration  
Report



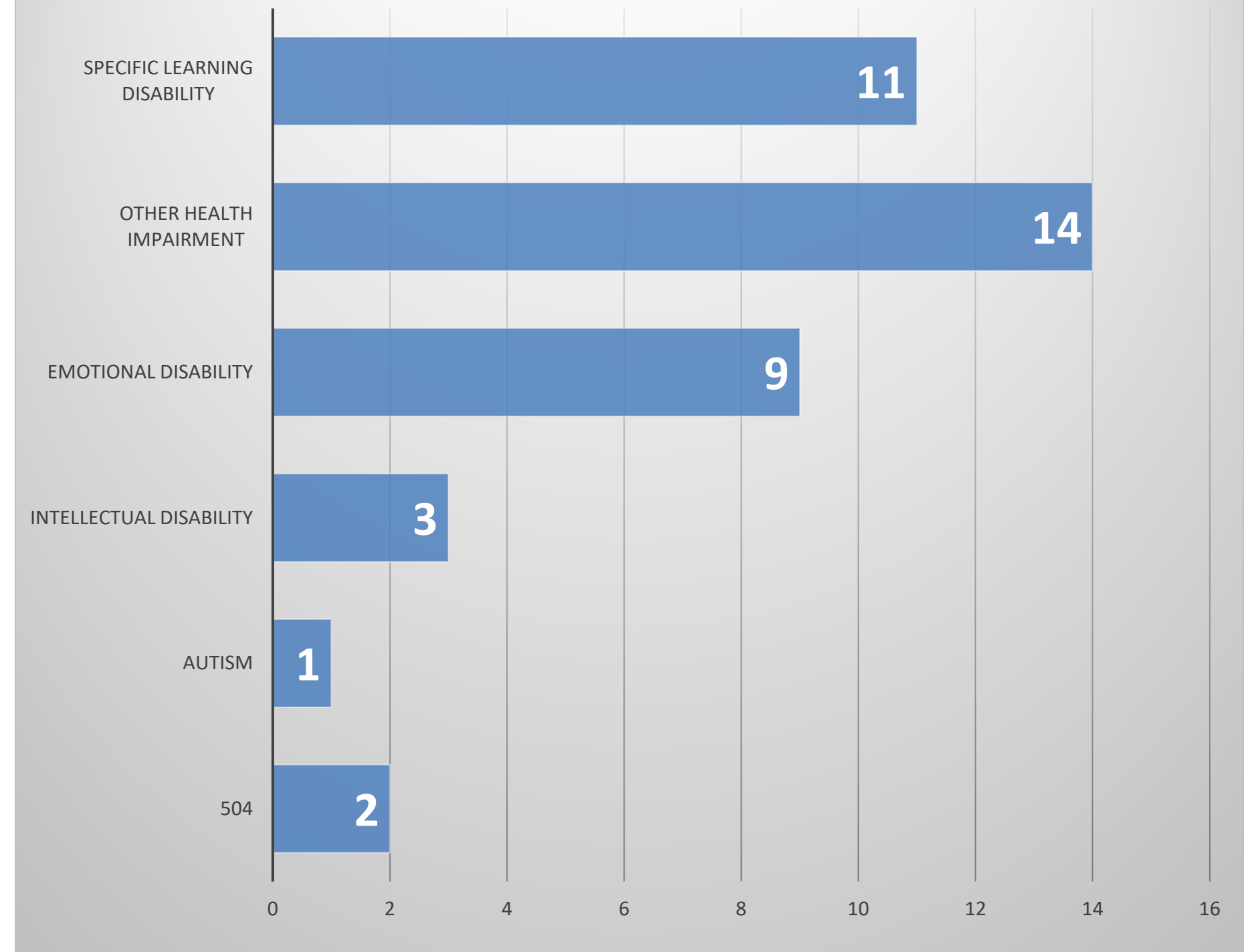
# Special Education Statistics

TOTAL ENROLLMENT - 94



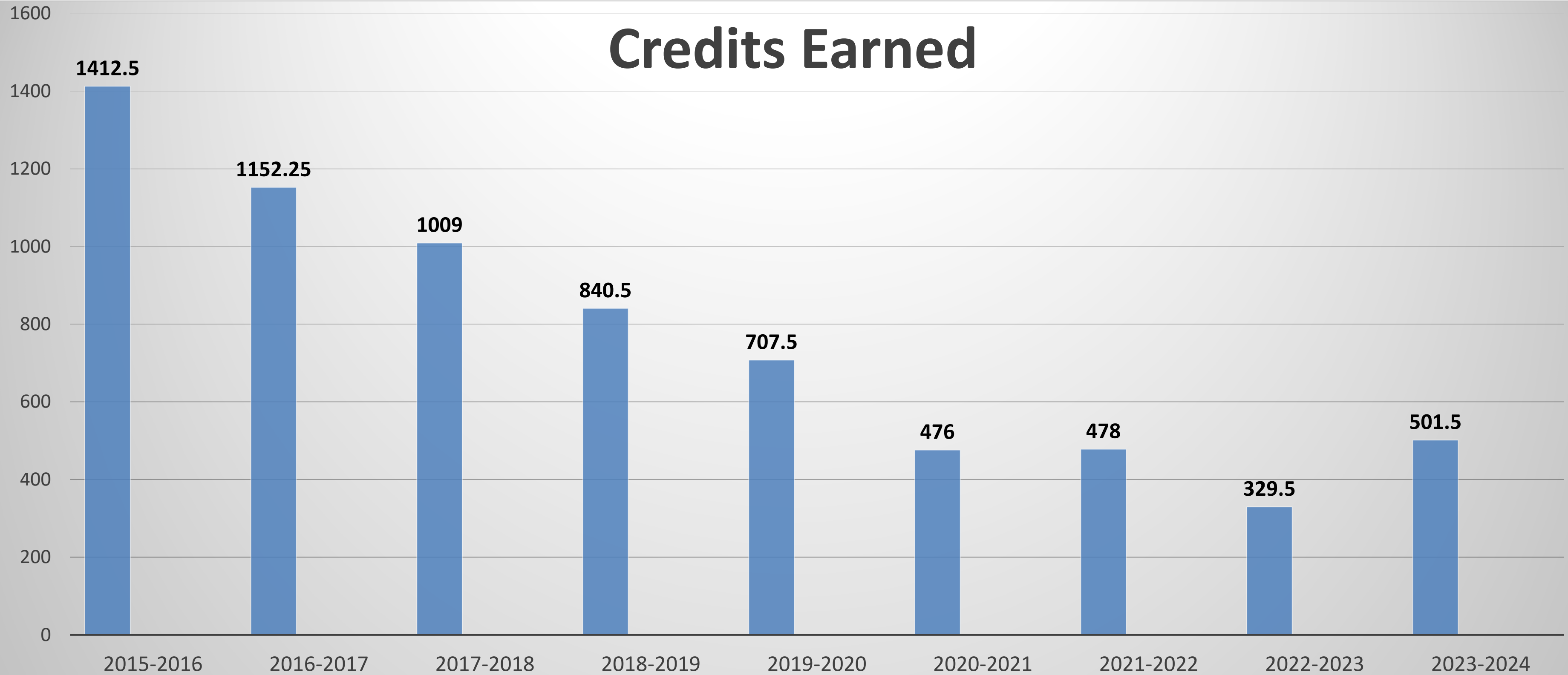
■ Non Spec Ed ■ Special Ed

Special Education Breakdown

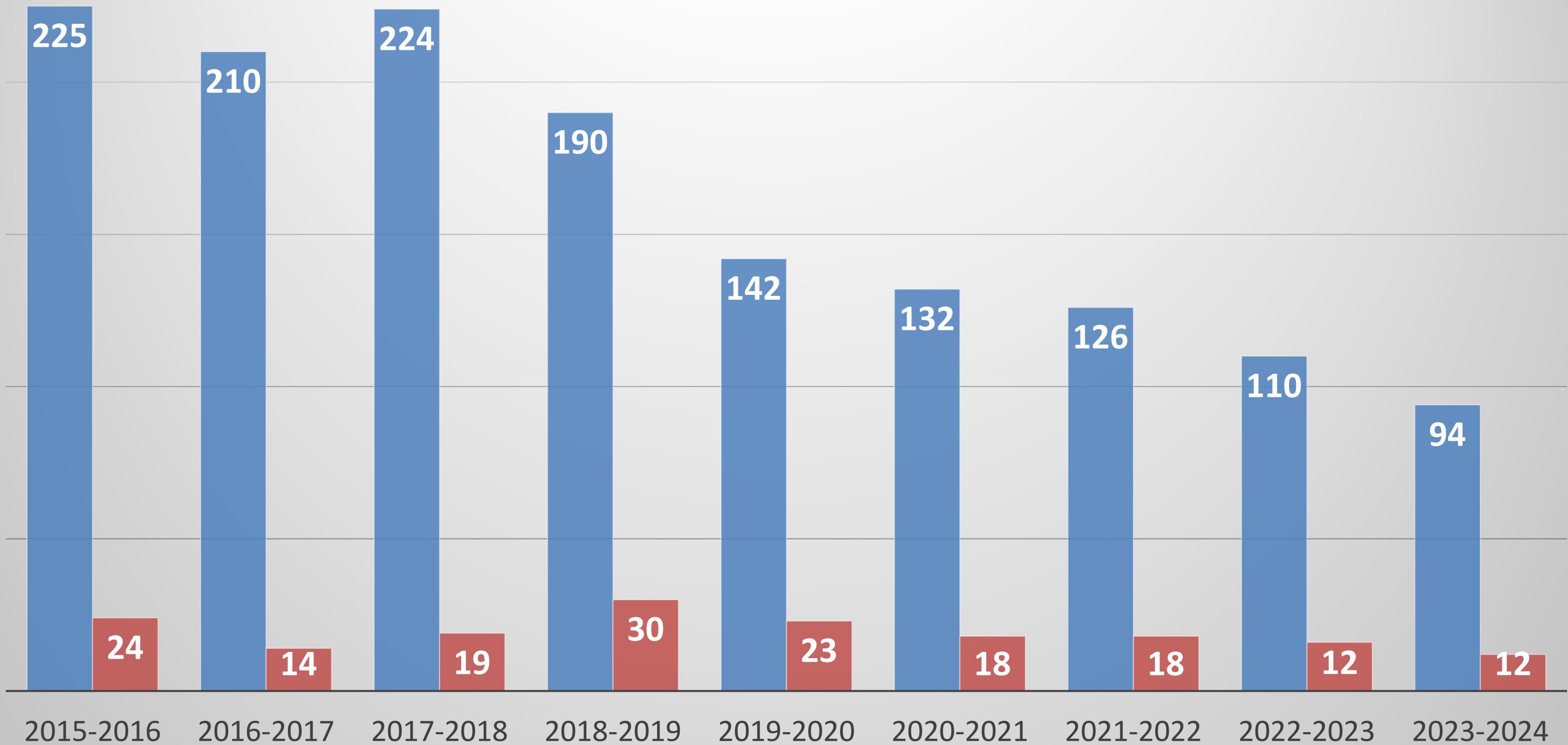




# Credits Earned



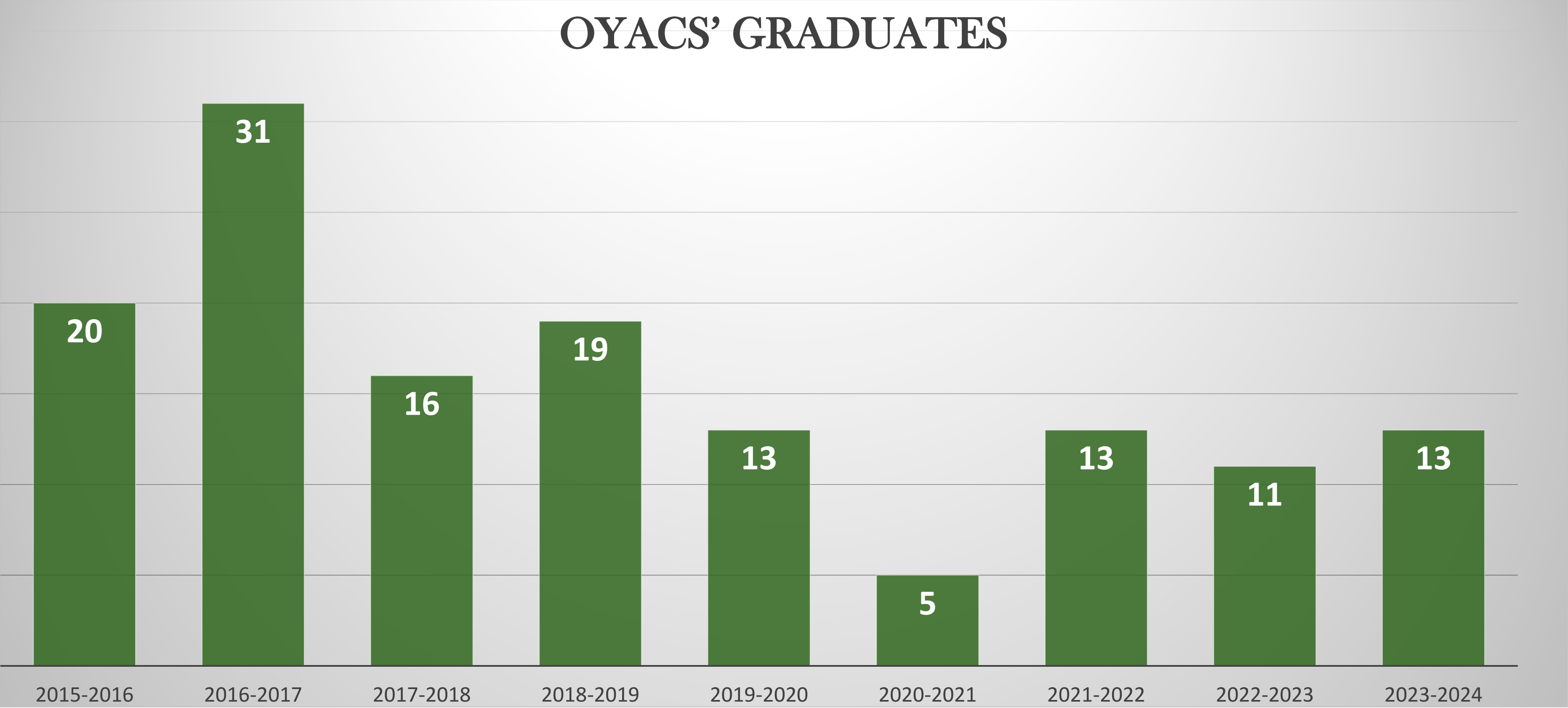
# Enrollment / Dropouts



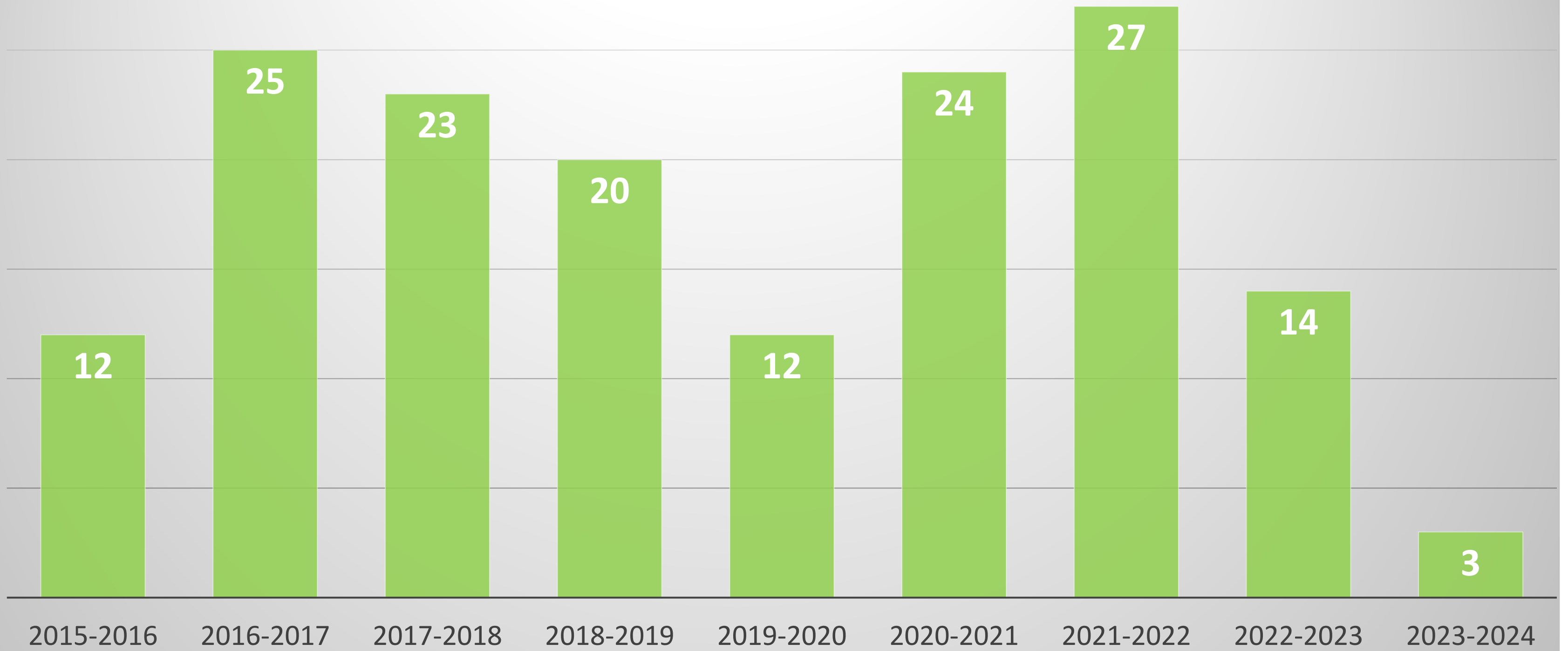
■ Enrollment ■ Dropouts



# OYACS' GRADUATES



# GED





# Online School Information

TOTAL ENROLLMENT - 10

CURRENTLY ENROLLED - 3

GRADUATED - 3

DROPPED - 4



# Driver's Education

- Our goal is to have all our students go through the class before they leave the facility.
- The students must be in the class 30 hours.

*Passing Test  
2023-2024*

**37**

# OSHA Certified

## Students Certified

2021-21

2022 – 46

2023 – 28

2024 - 43





# QUESTIONS