


December 12, 2023

Board of Juvenile Affairs Meeting





PROPOSED MINUTES FOR THE
DECEMBER 12, 2023 BOARD
MEETING



State of Oklahoma

OFFICE OF JUVENILE AFFAIRS

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

Meeting Minutes

October 17, 2023

Board Members Present

Amy Emerson (arrived at 10:51 a.m.)

Bart Bouse

Stephen Grissom

Les Thomas Sr.

Timothy Tardibono

Karen Youngblood

Absent

Janet Foss

Colleen Johnson

Jenna Worthen

Call to Order

Chair Youngblood called the October 17, 2023 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

No public comment.

Presentation on the OJA Music Therapy program

Ms. Joy Yocum, Music Therapist III, and Tristan Ryker, Music Therapist II discussed the OJA music therapy program. Residents from the Central Oklahoma Juvenile Center performed.

Chair Youngblood: SO grateful for this program. We are grateful that you would be willing to come and share your talents with us. That was truly amazing. It is amazing how music touches parts of you that you don't reach through words. I love watching you guys perform for us, and just hearing your passion for music and your talent. It is such a gift you are willing to share that with us.

Mr. Thomas: I want to say, I am proud y'all. It is really hard getting up in front of a lot of people. M, drums is our first love, I shared that with you. I enjoyed you. G, come on man, you sound like you are in an orchestra. Q, killed it on the piano. C, what can I say about your lyrics. I really listened to what you were saying. I can hear the pain, the appreciation, and your love for your mother. That's big of you to stand up and share your story with a lot of people you don't know. That's huge. That is a big growing thing for you all to do. I want to tell you, that I appreciate y'all for sharing your gifts with us. I thoroughly enjoyed y'all. Thank you all for what you do as well.

Chair Youngblood: I think it sounded any piano recital I ever did.

Dr. Grissom: What Les said.

Mr. Bouse: I have been disappointed from seeing in public school the music programs seem to be getting smaller and smaller. I am excited that we are doing this here. I really am.

Chair Youngblood: Good point.

Mr. Bouse: I see the size of marching bands just get smaller and smaller. It's sad. You go to these parades, and schools used to have 100 members and now it is 20. I think we are losing something by not putting more into our music programs. I am excited to see this.

Youngblood: Stem needs to stay STEAM. You gotta keep that 'A' in there.

Director Holt: I just want to say Joy is the perfect name for her. She has been such a bright spot in my time at OJA and the talent shows. In addition to the talent and skills that kids are learning. I mean some of them, how long have you been playing piano

Piano Player: Eight weeks.

Chair Youngblood: What? No, no, no, back up.

Director Holt: Yes, yes.

Chair Youngblood: Are you kidding?

Director Holt: I continue to be surprised by that response when I ask the question of kids after they perform the flute, the violin, or the piano. Just the talent they have, but also the therapy piece of the music therapy. Some of our kids aren't yet opening up in groups or individuals or having connected with a staff member. Finding that time with Joy. The program she has built here, where we have had 7 interns and Tristan present to a team of us a PowerPoint presentation wanting bring music therapy into group homes. We created the position, bought the instruments, and now he is bringing that into the group homes. He is expanding to other placements and to more and more kids. Our kids have a lot of talent. A lot of them write lyrics. I want to thank each one of you for sharing your gifts with us and being vulnerable. Thank you to Joy and Tristan for the program.

Discussion and/or possible vote to amend and/or approve the proposed minutes for the September 19, 2023 board meeting

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

Aye: Bouse, Grissom, Tardibono, Thomas, and Youngblood

Nay:

Abstain:

Absent: Emerson, Foss, Johnson, and Worthen

The proposed minutes for the September 19, 2023 board meeting approved.

Discussion and/or possible vote to approve proposed dates for the 2024 Board of Juvenile Affairs meeting schedule

Dr. Grissom moved to approve the 3rd Tuesday of the month for the 2024 Board of Juvenile Affairs meeting schedule with a second by Mr. Bouse

Aye: Bouse, Grissom, Tardibono, Thomas, and Youngblood

Nay:

Abstain:

Absent: Emerson, Foss, Johnson, and Worthen

The 3rd Tuesday of the month for the 2024 Board of Juvenile Affairs meeting schedule approved.

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

Chair Youngblood: As always, thank you for the amazing reports you all spend so much time, energy, effort, and details in. I love them, the pictures, and seeing what you are doing. You are doing amazing things in each and everyone one of our facilities and the divisions. Truly, I am like how do you get all of this done. I know that your hearts are speaking it so you are making it happen.

Director Holt discussed the attached staff reports.

Presentation on recommended Rates and Standards

Chief Financial Officer (CFO) Clagg and Ms. Broyles discussed the attached presentation.

Chair Youngblood: Everyone please note, we are reading in the official record, the information we are required to have posted.

Dr. Grissom: I don't have a question. But I would like to point out that sometimes people look at our downward trajectory on numbers and ask what is going on. Why do we have few kids in institutions and group homes? I am pretty adamant about this. This agency has worked its entire existence on building the prevention piece. Part of that decline is because there has been constant attention to prevention and prevention services. This is an example; we are updating what we already have so we are staying on top of things in an appropriate manner. That is part of why we don't have as many kids in secure care as we used to. There are other reasons. Violent crime rates have been declining since 1995. Just making sure we all recognize that OJJDP at the federal level, is the Office of Juvenile Justice and Delinquency Prevention, it is a package because it is a continuum. These kinds of services are vital to our mission. I just want that officially recognized.

Public Comment on proposed Rates and Standards – comments will be limited to no more than a combined total of sixty (60) minutes

N/A

Discussion and/or possible vote to amend and/or approve proposed language modifications to rates and standards Community-based Prevention Services - Direct, RS2024-002-001

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

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The proposed language modifications to rates and standards Community-based Prevention Services - Direct, RS2024-002-001 approved.

Discussion and/or possible vote to amend and/or approve proposed rates and standards Non-identified Community-based Prevention Services, RS2024-002-002, \$11.56 per 15 minutes per client

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

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The proposed rates and standards Non-identified Community-based Prevention Services, RS2024-002-002, \$11.56 per 15 minutes per client approved.

Discussion and/or possible vote to amend and/or approve proposed rates and standards Youth Service Peer Review, RS2024-002-003, Invoice Amount + 10% (Invoice Amount)

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

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The proposed rates and standards Youth Service Peer Review, RS2024-002-03, Invoice Amount + 10% (Invoice Amount) approved.

Update on the Next Generation Campus Project

CFO Clagg discussed the updates and attached presentation on the Next Generation Project.

Discussion and/or possible vote to amend and/or approve the proposed Next Generation Phase III Budget, \$15,000,000.00

Mr. Tardibono: Mr. Clagg, so this isn't an expenditure but an allocation to be figured out later?

CFO Clagg: At this point, yes.

Mr. Tardibono: Out of which bucket of funds/revenues, is this a general fund or is this related to our construction?

CFO Clagg: It is from multiple sources. There are appropriated funds that are carried over from FY23, we will be using a portion of that. We also have surplus funds that we set aside for this purpose and a little bit of grant money.

Mr. Tardibono: There is a little bit from CareerTech?

CFO Clagg: Yes, not from CareerTech.

Mr. Tardibono: For the purpose?

CFO Clagg: Yes.

Mr. Bouse: Kevin, on number 1, this doesn't include the structures to replace Nightengale and Lyda. Just the plan, is that just the architectural plan.

Mr. Clagg: That is what we would start with. The 15 million covers not only the demolition and the architectural fees and consultant fees but actual construction of the buildings.

Mr. Bouse: So, it does include that?

CFO Clagg: Yes.

Chair Youngblood: Just as a point of pride of this agency and Board. This will keep us in line with our original promises on the bond to have the required number of beds without building cottages that will only be single use. This gives us more flexibility and still keeps in line with all the promises to we made to the Legislature so many years ago. That we continue to build on.

Dr. Grissom: My recollection is that we already did a feasibility study on the renovation of those 2 housing units and the results of that was it would be cheaper to tear down and rebuild new. This is why we are at this point.

Chair Youngblood: I am really glad you put that into the record. I do think that is an important step.

Dr. Grissom: That was the point to the feasibility study, is what is the intelligent way to do what we need to do? Remodeling the old buildings was not the cost-efficient way to go. I was really glad to see that.

Mr. Bouse: Kevin, I don't think we mentioned, and I didn't catch it Friday, the multipurpose structures is a fitness center, a recreations center, a family visitation center, and a music therapy program. That it complies with the Next Generation Campus committee's purpose that, if it needed to be it could be converted to a cottage, correct? I was talking to Terry, and he mentioned that.

CFO Clagg: Correct. When we say multipurpose, it can be used for that. We talked about putting down electrical lines and plumbing just in case. We were advised not to do that, because chances are the configuration would not work and that is an expense we shouldn't undergo. We will make sure, to have the ability to go into those buildings and establish sleeping quarters if it ever becomes necessary. Those items that are listed, are just suggestions. Those are the things that have been talked about recently, and that would be our starting point. We will also be talking with staff, and analyzing our most critical needs are. Those are the things we will be looking at to incorporate into the buildings. I say buildings, it could be an L-shape that we could partition off. It may be more cost effective to build one big building but be able to partition it.

Dr. Grissom: Hence the need for consultants and the design plan.

CFO Clagg and Director Holt: Yes.

Mr. Tardibono: Not only is it cost effective, but I think philosophically, mentally, and emotionally that clearing of those old structures. Having been in there, some value in finding some way to capture that, so people can see how far we have come. You have to remember some of our history to recognize what we are doing. When you go through there, it is difficult to image that setting, I think it is important to get rid of it but capture some memories.

Director Holt: Have any of you boys been through Nightengale or Lyda on tours? What were your thoughts?

Residents responded.

Chair Youngblood: Scary, uncomfortable, dangerous, unprivate.

Director Holt: Lack of natural light.

Residents respond.

Director Holt: You would have felt more confined on those units?

Chair Youngblood: We appreciate your input.

Director Holt: Our thoughts of natural light and individual bedrooms, according to our residents are actually beneficial.

Chair Youngblood: Any further questions or comments? We appreciate the thoroughness and foresight. We really appreciate how you oversee managing the money. So that we can continue to build state of the art facilities for our workers and especially for our youth.

Mr. Tardibono: So, we are setting aside this 15 million, we are going to continue to have updates, is the Next Gen continue or would that come through finance?

Chair Youngblood: Yeah, Phase III they are not done yet. We continue to appreciate their dedication.

Dr. Emerson: Chair Youngblood, I would just love to insert my appreciation for Judge Foss during this process. I hate that she is not here this morning, but she is certainly here in spirit. She is definitely quite a driver of this project and someone who has definitely held us accountable at each step of the way for the way dollars are spent and also to ensure we are responsible to what the legislators intended us to be. I just want to acknowledge my appreciation for her, her vision, and dedication to seeing this to completion

Dr. Grissom: We were both on the phone with her, what, yesterday?(Dr. Emerson nods in agreement) Yes.

Chair Youngblood: She is in Colorado, and I hope she is having fun.

Dr. Emerson: This is not an insignificant number for any of us. We will continue to watch every dollar spent. As anyone who has been part of the building project will attest to, we will continue to ask to question, what type of paint, and why windowsills are a certain way, and is there way to do it more cost effectively? Always at the center of our minds, is ensuring the youth who are here feel valued and understand the purpose. We really want to set them up for the future, and this is not a place to be institutionalized. We want this campus to be a place where we make progress and where we are investing in everyone's future, and we want you to feel that.

Chair Youngblood: Thank you Dr. Emerson, beautiful words, and absolutely, ditto.

Dr. Grissom: I am thinking the way to phrase this is, in honor of Judge Foss, who is not able to be here today, I move to approve.

Dr. Grissom moved to approve with a second by Dr. Emerson

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The proposed Next Generation Phase III Budget, \$15,000,000.00 approved.

Discussion and/or possible vote to approve the year-to-date OJA Finance Report

CFO Clagg discussed the attached OJA Finance Report.

Mr. Tardibono moved to approve with a second by Mr. Bouse

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The year-to-date OJA Finance Report approved.

Discussion and/or possible vote to amend and/or approve the 2022-23 year-to-date, FY2023, Oklahoma Youth Academy Charter School Finance Report

Mr. Bouse moved to approve with a second by Mr. Thomas

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The 2022-23 year-to-date, FY2023, Oklahoma Youth Academy Charter School Finance Report approved.

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

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

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The 2023-24 year-to-date, FY2024, Oklahoma Youth Academy Charter School Finance Report approved.

Discussion and/or possible vote to amend and/or approve modifications to the 2023-24, FY2024, encumbrances for the Oklahoma Youth Academy Charter School

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

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The modifications to the 2023-24, FY2024, encumbrances for the Oklahoma Youth Academy Charter School approved.

Discussion and/or possible vote to amend and/or the proposed amendment to the 2023-24, FY2024, Estimate of Need and 2022-23 Financial Statement for the Oklahoma Youth Academy Charter School

Mr. Bouse moved to approve with a second by Mr. Tardibono

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The proposed amendment to the 2023-24, FY2024, Estimate of Need and 2022-23 Financial Statement for the Oklahoma Youth Academy Charter School approved.

Discussion and/or possible vote to amend and/or approve proposed amendments to the 2023-24 Oklahoma Youth Academy Charter School calendar – Ms. Melissa White, Director of Education, and Ms. Leticia Sanchez, Principal

Mr. Bouse moved to approve with a second by Mr. Thomas

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

Nay:

Abstain:

Absent: Foss, Johnson, and Worthen

The proposed amendments to the 2023-24 Oklahoma Youth Academy Charter School calendar approved.

Oklahoma Youth Academy Charter (OYACS) School Administration Report

Director of Education White gave a verbal update.

Announcements/ comments

Dr. Emerson: I would like to apologize publicly, details matter. I was heading to Lincoln this morning and realized I was heading the wrong way. Hopefully, my years of being on time and in the right place, will balance this out. I love that I am here.

Chair Youngblood: I do not believe it was wasted. Maybe they will give you a private concert. Let me get my Kleenex ready. As we know, what is on for our Board, I just wanted to make a few comments. It isn't just about her being the Executive Director, I mean she was there a long time before that. She was there at the beginning developing the vision for this facility to be the reality we are sitting in today. Not alone,

part of a big team, but also one of those that went door-to-door with legislators and trying to find creative ways to come up with it. Being there not just as our director but as a dedicated member of the staff moving forward. Leading through changes, so many changes, legislative, policy, budget, financial, and o yeah, Covid. Lots of lots of construction. With grace and humility, you have built a beautifully talented team. The best in all of state government. Quite frankly, I don't even think that is a good moniker, just the best. The best team. That you are leaving behind to continue for each of you to grow. Building relationships and allies, to pass a bond in one session is unheard of and a testament to your work. Working with our partners with consistent, fair professionalism. Having transparency and high standards always. Having oversight over one of the largest budgets in state agencies, treating every penny as though it was your own money. Leading with strategic vision, challenging all, and backing it with data and with heart. To change the direction and focus to be all in on Hope centered treatment not punitive warehousing. Degrees, the most advantage to each student's future. Partnering with CareerTechs, making sure they get a high school diploma or GED, whatever is best for each student. Adding innovation, it is not just running them through, but how to get them a brighter future. We have watched you grow. Representing us on a national stage, and in our local communities, and equally brave and committed on both stages. We are proud of you and grateful for each long day. George and Maggie want you home, but they bust you on the app when you say you are on the way, and they are like no you are not. Each long day that you put in and the fingerprints that you have left on each and every child. Those are good, positive fingerprints according to the rules. This isn't goodbye it is a thank you. There are just not enough positive words to say them. Your board has always believed in you. We continue to do so with extremely grateful hearts. We will miss you. We are so glad you stay a friend to our agencies and state. You go with all of our love.

New business

There was no new business.

Adjournment

Chair Youngblood adjourned the meeting at 12:03 p.m.

Minutes approved in regular session on the 17th day of October, 2023.

Prepared by:

Signed by:

Audrey Rockwell, Secretary

Karen Youngblood, Chair

Director's Report

The background of the slide features a complex, abstract pattern of overlapping, semi-transparent green polygons. The shapes vary in size and orientation, creating a dynamic, crystalline or architectural feel. The colors range from a deep forest green to a lighter, lime green, with the lighter shades appearing on the surfaces of the overlapping polygons. The overall effect is a textured, layered composition that adds depth and visual interest to the dark green background.



NOVEMBER AND DECEMBER 2023
BOARD UPDATE

OJA Operations

- Attended New Worker Academy
- Chaired the Council for Interstate Juvenile Supervision annual meeting
- Attended the monthly Human Services Cabinet meeting
- Attended OCCY meeting
- Met with Fines & Fees Justice Center
- Met with staff and toured Youth Services of Creek County
- Met with staff and toured Youth Services of Tulsa
- Met with staff and toured Tulsa County JSU
- Met with staff and toured the Pittsburg County Juvenile Detention Center
- Met with staff and toured the Youth Emergency Shelter
- Met with Jennifer Goodrich, Pivot Executive Director, and toured facility
- Presented to Leadership Oklahoma
- Participated in a panel on criminal justice at the November 28th OKC Rotary meeting
- Presented to the Duncan Rotary
- Met with Council of State Governments Justice Center
- Attended monthly meetings with State COO John Suter
- Met with Judge Kaitlyn Allen, Oklahoma County Presiding Juvenile Judge
- Met with Senator Paul Rosino
- Met with Senator Roger Thompson
- Met with Senator John Haste
- Met with Representative Mark Lawson
- Met with Senator Julie Daniels
- Met with Representative Brian Hill

Partner Engagement

- Met with Annette Jacobi, OCCY Executive Director, and Mark James, OCCY Assistant Director
- Met with Ellen Buettner, CEO of the Health Care Authority
- Met with Jari Askins, Oklahoma Administrative Director of the Courts
- Secretary of Human Services Dr. Deb Shropshire
- Secretary Public Safety Tricia Everest
- Secretary of State Josh Cockroft
- Governor's Deputy Chief of Staff for Strategic Initiatives and Community Engagement
- Oklahoma Department of Wildlife
- Attended MODERN Justice Task Force meetings
- Met with leadership at Health Department
- Met with Justice Action Network



OKLAHOMA JUVENILE AFFAIRS

Laura Broyles, Director

Office of Standards for Prevention and System Improvement

Division Director Report

- Participated in two input meetings on the state plan for youth services hosted by OJA
- Completed and Submitted Continuum of Care Grant Application
- Reviewed written recommendations by youth service agency partners on state plan criteria and shared with colleagues
- Met with OKCPS HS administrators to assist with challenges and identify resources and evidence-based interventions
- Reviewed and met with internal staff on recommended policy changes
- Met with Canadian County Restorative Justice (RJ) Coordinator on RJ program and 2024 contract
- Participated in Oklahoma Commission on Children and Youth mentoring group: Strengthening Youth Custody Transition Services which involved the development of a timeline to provide evidence-based training for mentors to Youth Service Agencies (YSAs) and other partners who provide mentoring services to justice involved youth
- Facilitated internal meeting to discuss in person training with plans for YSAs
- Met with Transitional and Independent Living applicants
- Traveled to Pittsburg County for Detention and Youth Emergency Shelter tour with Director Cartmell, Jeremy Evans, and Shel Millington
- Worked out referral details with contractor, Director of Behavioral Health, Shel Millington, District Supervisor Greg Delaney, and Programs Manager Jeremy Evans and visited new site of one of the three new Transitional/Independent Living programs (Youth Services of Tulsa)
- Met with staff at Community Renewal in Shawnee
- Provided technical assistance to Durant Police Department
- Provided technical assistance to Hugo Police Department
- Provided technical assistance on Hiring and Retention to three YSAs
- Held division meeting and began quarterly meeting schedule
- Met with STAAR Foundation staff on Pathway Pilot
- Planned and facilitated State Advisory Group meeting
- Modified the SAG By-laws as needed for SAG business
- Prepared SAG Meeting Agenda and materials
- Met with Janelle Bretten, Director of Strategic Planning and Engagement on transitioning the Parent Advisory Council to the SAG so their voice and expertise could be sustained
- Participated in JJ Specialist call hosted by the Office of Juvenile Justice and Delinquency Prevention
- Staffed Transitional Living Program cases
- Traveled to Kentucky for Coalition for Juvenile Justice Annual Racial and Ethnic Disparity (RIED) Conference

- Interviewed with Youth Advocates Program as part of application process for grant opportunity
- Coordinated with Kheri Smith to set up Hope Navigator training for R/ED Coordinator
- Toured Youth Villages in Memphis, TN and learned about service options for special population needs
- Accepted invitation from Administrator of the Office of Juvenile Justice and Delinquency Prevention and prepared testimony to speak to the national Coordinating Council on Juvenile Justice and Delinquency Prevention as a panel expert representing all fifty states and territories as a state administrator on coordinating services to prevent delinquency and interrupt deeper involvement in the juvenile justice system.
- Reviewed juvenile jail logs and recommendations from Compliance Monitor
- Plan SAG Retreat scheduled for January 10-12, 2024

Community Based Youth Services Unit

- Participated/provided guidance in 82 case staffing's for issues with Dual Custody Youth
- Assisted with 3 HUB referrals
- Reviewed and processed 262 youth services claims, 8 training claims and 52 Unique Need claims
- Reviewed and finalized 12 innovative funding claims
- Approved with CMU 4 Budget Revisions for YSAs
- Reviewed and approved 3 curriculum approval requests with Community Based Youth Services team
- Assisted Oklahoma Department of Mental Health and Substance Abuse Services with providing BOTVIN data link to
- Assisted the Contracts Monitoring Unit with forms needed for a YSA after contract monitoring review and documentation review to ensure service met service delivery
- Participated in Office of Client Advocacy Program Review
- Linked new staff to Child Abuse and Neglect email distribution list
- Provided Technical Assistance 170 times to YSA
- Received and logged 11 YSA financial audits and 5 YSA Annual Reports
- Participated/Attended Input Meetings on Criteria for State Plan
- Assisted Information Technology and YSAs in verifying and updating 252 providers in the Juvenile Online Tracking System (JOLTS)
- Attended a meeting with OKCPS High School to assist with prevention programming
- Participated in Office of Client Advocacy (OCA) Program Review
- Met with IT department to work through data sharing with OCA referrals and Oklahoma Human Services (OHS)
- Assisted IT and 2 YSAs in verifying and updating their providers in JOLTS

- Reviewed policy for Community At Risk Services (CARS) language
- Worked on Carryover funding request for YSA
- Began internal planning and meeting to prepare for in person training for YSA and JSU
- Attended 3 meetings to review and assist YSA for Counseling and Retention
- Attended the Oklahoma Health Services monitoring meeting for all updates on facilities and programming
- Attended TSET/OJA discussion meeting
- Completed 109 JOLTS Logon Authorizations and Deactivations
- Met with YSA in rural Oklahoma regarding rural youth needs due to an increase in violence within the community.

Juvenile Justice and Delinquency Prevention Unit

- Scheduled Dates for SAG
- Received and filed September and October 2023 Juvenile Holding Logs from 51 adult detention facilities
- Began compiling FFY2023 Compliance Data
- Processed and reviewed 120 Jail Contacts in JOLTS
- Staffed law enforcement misuse of JOLTS issue with Chief Data Officer, Len Morris
- Supplied technical assistance and/or training information to 7 law enforcement agencies - Hugo, Durant, Skiatook, Yukon, Jones, Rogers County, Midwest City, and Del City
- Attended 2 FFT Meetings for Canadian County
- Attended Court Improvement Program EPIY Presentation, Adolescent Brain Development, and Youth Listening Panel
- Set Compliance goals for the remainder of 2023; inspection list and R/ED on-site visits, and discuss Oklahoma Public School challenges and school-to-prison pipeline
- Worked on 3-Year SAG, Compliance, and R\ED Plan
- SAG Retreat Planning
- Met with Community Renewal for Pottawatomie County
- Worked with Laura on Continuum of Care grant application
- Attended October SAG Meeting
- Attended Coalition for Juvenile Justice Race and Ethnic Disparities Conference
- Reviewed SAG By-Laws
- Reported incident of OK JB taking youth into an adult jail cell
- Researched Oklahoma designated state agencies for trafficking programming, federal language
- Attended 4 virtual meetings with OJJDP State and Tribal Assistance Division
- Attended OSPSI Division Meeting
- Reviewed Refreshing Tiny Home model
- Met with General Counsel and Advocate General regarding youth under 18 in county jail

- Met with EPIY trainer for Training of Trainers planning, recruitment, curriculum review
- Contacted 62 law enforcement officers/deputies about EPIY Trainer opportunity
- Met 2 times with Jail Inspection Division of Oklahoma Department of Health to identify issues regarding detention of youth under 18
- State Compliance Monitor attempted inspection of Okmulgee Jail with Department of Health
- Updated Youth Emerging Leaders System (YEL) Improvement Rate
- Provided Listening Panel Rules to Director of Behavioral Health for CIP Listening Panels
- Scheduled YEL Meeting agendas for October and November 2023
- Drafted agendas and 3-month, 6-month, and annual goals for YEL Committee
- Began Discussion and Planning for Focus Group with system-involved during Retreat
- Provided YEL Applications and supporting documents to interested youth from the Hugo area active in the “Uth Take Lead” community improvement programs
- Reviewed Oklahoma Policy Institute Listening Panel Report with Hugo Uth Take Lead youth to identify challenges for rural youth. Sent report to YEL committee
- Held discussions on incentives for participation immediately available on the spot
- Facilitated Listening Panel for Tulsa Court Improvement Program (CIP) Conference
- Completed YEL/SAG Recognition Certificates for youth who participated in CIP Listening Panels
- Reviewed By-Laws, Application
- Completed On-Site Technical Assistance Monitoring Visit Reports for all 4 subgrantees
- Trained subgrantees on submitting Monthly Claims and Data Collection for Quarterly Progress Reporting
- Completed 90-Day Subgrantee Risk Assessments
- Sent updated Claim Supporting Document List to subgrantees
- Developed an Evaluation tool for Canadian County Restorative Justice program
- Submitted Continuum of Care Grant Application
- Youth Specialist Award Meeting with Rogers County Undersheriff (0 Grant Funds Requested)
- Drafted Letter of Intent for Youth Specialist for release
- Compiled Year 1 Performance Report for Canadian County Restorative Justice program

Special Projects Unit (Workforce Development, HUB, RSAT, ESL Family Support)

*Not every referral or activity is listed as this is a snapshot of the work completed.

- Received 60 new referrals through the HUB and provided financial assistance to 69 youth/families
 - Assisted with dental appointment for youth in Stillwater

- Assisted youth with transition from Dash SCH to SISU Atlas (Independent Living) in 24-hour period
- Held Workforce Meetings with JSU staff
 - Caitlin Flynn, OK County - Family in need of electricity, clothing, and bike for transportation for youth
 - Christine Hanson, OK County - Family in need of electricity and clothing
 - Nikole Nickels, Custer County - Youth in placement needed glasses
 - Teresa Barnes, Texas County - Family in need of rent, gas, and clothing
 - Senaca May, Carter County - Family in need of food
 - Mark Christiano, Payne County - Family in need of Rent, car repairs, food, and insurance
 - Misty Crutchfield, Grady County - Youth enrollment in a driving school program
 - Walt Wilson, Caddo County - Family in need of rent, and multiple bills
 - Amadou Bonkougou, OK County - Youth in need of help with future planning, schooling, and getting involved in sports
- Unit Staff attended and participated in the following meetings
 - Attended Workforce Team / HUB Meeting in Stillwater: This get together was held with youth and JSU in Stillwater to discuss specific needs. Met with several youths and families and advised them of support services during Payne County HUB Day. Assisted one family who attended HUB Day with securing stable housing via a 3-bedroom apartment for mom and three kids. This Day was a big hit and gave youth and families hope as support was led by JSU and supported by this team to lead them on a pathway of success.
 - STARR Meeting with Gerald Scott regarding referral process and the initial process of the STARR Pathway pilot program. **STAAR Pathway is an employment program free for OJA youth returning to the Oklahoma City metropolitan area. STAAR will provide ILS, mentoring, and work readiness programming.
 - Division Planning with Workforce Team
 - In addition to meetings, on-going community work with Department of Public Safety, youth, and family follow-up, working with group home staff/youth and with schooling and resources in the community.
 - Assisted the girlfriend and newborn baby of Welch resident with securing diapers, wipes, baby food, and other essentials. Also advised the girlfriend of connecting to WIC and Section 8 services in Ponca City.
 - Attended and participated in Transitional / Independent Living program discussion meetings.
 - Attended Hub meetings either in person or on TEAMS.
 - Attended 5 grand staffings for Central Oklahoma Juvenile Center youth working towards transition to the community

- Attended a placement staffing for dual custody youth and did in person walk through for this youth to evaluate if he was appropriate for the program through interviews by him and with SISU staff.
- In November assisted youth to obtain his GED through OJA State Office. This youth did exceptional with Melissa White, Education Director, remarking he had one of the highest scores she had seen.
- Attended weekly Transitional Living Program (TLP) meetings as scheduled to help staff possible clients for the new TLP programs through OJA.
- Presented at New Worker Academy and Division planning meeting.
- Referred two youth to the STARR program for consideration
- Attended Canadian County JB expansion meeting
- Alison presented at Court Improvement Conference Norman & Tulsa w/ Judge Fry LeFlore and ADA Rivera OK County
- Trained Empowerment Community Services on CSS reports & Invoicing
- Met with Dynamic Workforce Solutions on JRAP expansion
- Attended the CFSP Stakeholder Meeting (Child & Family Services Plan) - DHS Child Welfare's 5-year federal plan
- Attended CAPE-Youth Oklahoma Collaborative Event (Center for Advancing Policy on Employment for Youth)
- Met with Yolanda Scott from WOIB about P3 pilot program
- Met with Kheri Smith to prepare for our presentation in January to DHS Foster Care Unit



**Juvenile Service Unit
Board Report for November 2023
Contacts and Activities for October 2023**

▪ **Division Statistics**

- 2,233 active cases...1,228 court involved including 443 youth in OJA custody
- 449 new referrals-342 male and 107 female...average age 15.40
- 9,822 individual contact notes documented in JOLTS
- 243 intakes were completed during the month
- 34 youth activated and/or monitored by GPS
- 50 new placement referrals received by the placement unit in October 2023
- 38 placements made during the month: 34 to Level E, 4 to secure care
- A total of 22 youths paid \$7,457.61 in restitution and other fees

○ **Deputy Director Activities**

- Participated in Executive staff meetings
- Reviewed placement recommendations/participated in executive staffing's for high acuity and/or high-profile cases.
- Participated in meetings with CBS program staff and District Supervisors
- Participated in Personnel Strategy meetings with supervisory staff
- Participated in administrative services meetings
- Participated in Monday Morning training meetings
- Participated in policy review meetings
- Participated in a Quarterly recharge meeting with Executive staff
- Participated in a meeting with OJA General Counsel and JSU Program manager regarding secure detention
- Participated in staffings regarding Scissortail Group home youth
- Participated in mock ACA audit at COJC
- Participated in meetings regarding newly contracted Transitional Living partners
- Celebrated my 34th anniversary as a proud State employee
- Participated in a meeting to discuss the COJC and CBS JJS positions
- Made a visit to Lawton Boys Group home
- Made a visit to Comanche County Juvenile Detention center
- Met with our new OJA Director Jeffrey Cartmell
- Viewed some performances of the COJC talent show
- Met with Tulsa County detention and OJA staff
- Attended the OJA Board meeting in the new COJC dining facility
- Presented at the Juvenile Detention Operators fall conference

- Attended a meeting to discuss a potential OJA/DOC agreement
 - Attended out-going OJA Director Rachel Holt's celebration
 - Attended OYACS GED ceremony via TEAMS
 - Attended segments of the New Worker Training Academy
 - Attended the OCCY Mentoring Work Group planning meeting
 - Attended a liaison training planning meeting
 - Attended a Parent Advisory Committee meeting
 - Attended a meeting regarding the Transitional Living program referral process
 - Attended a meeting with the OHCA regarding Juvenile Justice Screenings and referrals
 - Conducted liaison training to the staff involved in the new detention monitoring program
-
- **Division Activities**
 - JSD Program Assistant Administrator Jennifer Thatcher had 34 GPS activations and monitoring cases for the month. She completed 6 URC Step Down/Extension request and processed 2 placement decision appeals. She approved 2 restitution application and 2 restitution claims. Ms. Thatcher also participated in multiple executive case staffings and conducted 2 GPS trainings. She also conducted 2 RBMS audits and participated in an OHCA training and a Systems of Care training.
 - Placement Program Manager Rex Boutwell reviewed 50 placement worksheets and made 38 placement referrals, including 34 for Level E and 4 for secure care. He participated in numerous executive placement staffings and appeal meetings. Mr. Boutwell provided training at the New Worker Academy on the placement process.
 - JSD Federal Funding Program Field Rep Jennifer Creecy processed 499 Targeted Case Management progress notes. She attended a Lunch and Learn and Monday Morning Meetings. She attended two YLS/CMI training meetings. Ms. Creecy engaged in various emails and calls with JSU and Bureau staff regarding the TCM Program. She met with Jennifer Thatcher to work on a new processing mapping. She attended a processing mapping training to facilitate future meetings with OHCA regarding federal TCM policy changes and attended a meeting with OHCA, DOC, ODS and OJA regarding upcoming TCM policy changes. She reviewed and approved a parole request.
 - JSD Level E/Detention Program Manager Jeremy Evans met with Level E providers and visited Scissortail Pointe, Scissortail Plus, Scissortail Landing, Thunder Ridge and Lawton Group homes. He also visited the Pittsburg and Tulsa County detention centers. He attended the District 7 staff meeting, attended, and presented at the OJDA Fall Conference and is participating in the Liaison and Transportation program updates on

the policy task force. He participated in multiple executive staffings and provided training to staff regarding the new detention liaison program.

District Highlights from District 1 Supervisor Jerry Skinner

October presented as an opportunity to begin to wind down for year 2023. Caseload activity was low in some counties within the district but high in others. Two new staff participated in the New Worker Academy and two District 1 ADSs helped as trainers for the academy.

Texas County:

October referrals remained steady for Texas county with 16 new referrals received. ADS Jodi Josserand is coordinating an effort to direct all new THC vape possessions to Panhandle Services for Children. Jodi has met with the Guymon school administrators and the District Attorney to create an easy path for these new referrals. The goal is to get these youth the services they need with PSC instead of congesting the Court with these type referrals. Jodi also reports PSC is now opening their Life Skills program to JSU youth. These classes deal with a variety of discussion topics to include self-image, Coping with Anxiety and Anger, Decision Making, and Violence in the Media. PSC has previously delivered this curriculum to the Guymon schools with demonstrated success.

JJIII Teresa Barnes attended the Texas County coalition meeting on 10-10-23. Seven JSU youth performed community service hours by filling up bags for the annual trunk or treat. Additionally, the youth helped assemble some bookshelves to be used by the coalition. The Crossroads program had a Halloween theme during October and met for Doomsday Gulch, a nighttime paintball activity with scary pop-up-targets. This event allowed for the youth participating to engage in a positive interaction with law enforcement in addition to obtaining lessons on the proper handling of firearms.

Jodi reported Texas County was able to utilize the hub referral process to help two youth during the month and staff were quite pleased with the assistance they and the youth received.

Canadian County

A new Canadian county coalition has been developed and is referred to as the Canadian County Threat Assessment Team. ADS Belinda Hannon is participating in this coalition and met for their first meeting during October. The first meeting was centered on basic threat evaluation and reporting. Their goal is to identify youth and adults who might be in crisis mode and identify services for them.

The regular Canadian coalition team met during the month and discussed the annual Christmas program and how youth/families can apply to be on the receiving end of gifts and needed items. Belinda reports the Canadian staff were once again able to participate in annual safe Halloween with local school children. Youth passed thru the Gary Miller center to receive treats from the entire facility staff. Belinda reported the participating youth appeared to thoroughly enjoy themselves.

Custer/Woodward County:

Current caseload numbers are Blaine-14, Custer 58, Dewey-5, Ellis-4, Harper-1, Roger Mills-2, Woodward 37 for a total of (123). JJS Nikole Nickels met with the Weatherford Public Schools administrative team during October to evaluate the need for a School Truancy Board. The team's effort seems to be identifying youth with truancy as a family stressor and helping to identify services and processes to help the youth and families across a spectrum of issues that will help alleviate the youth missing out on a solid, consistent education.

Kay County:

ADS Carlos Sanchez-Medina spent a portion of the month attempting to recruit applicants for the one vacant position that remains open. He has plans to again contact the area universities to pursue recent graduates that might have an interest in juvenile justice work. Carlos attended the Kay County coalition meeting during October and reports their work to be steady with no extraordinary events. Carlos reports the coalition will meet again during November.

Garfield county: ADS Rhonda Smith conducted a unit staff meeting on October 19, 2023. All staff were present for the meeting. Topics discussed were 2024 health insurance benefits, YLSI review, Slosson testing, physicals for youth and a brief presentation on the hub referral process.

District Highlights from District 2 Supervisor Tracie Goad

Tracie Goad met with the POSE Project and offered a mini yoga session with the Smart Girls program at the Boys and Girls Club. The girls are super excited and cannot wait to get the program started on 11/07/2023.

District Highlights from District 3 Supervisor Jeremy Andrews

October started with the district 3 Supervisors meeting to discuss updates and changes to policy. Next, we had the opportunity to witness the Central Oklahoma Juvenile Center (COJC) Talent show where we saw incredible displays of skill and a variety of talented young men. Of the participants, we are happy to brag on having eight of the thirteen finalists as being from District 3.

In addition to witnessing the many talents of our youth, we were also able to celebrate the academic achievements of an Oklahoma County youth who graduated from OJA's Charter School, followed by two other youth successfully working their programs and earning Parole. The same week as the talent show, staff in Pottawatomie County were able to meet with a local community outreach organization, Community Renewal, to discuss collaborations and partnerships and how we can work together to create a diversion program for early youth involved in the justice system.

Among all the other events in October, two JSU staff were invited by Oklahoma County Judges to attend the Court Improvement Program Conference (CIP) and learn about updates and improvements to the court and juvenile justice system. They plan to present at the next district meeting to provide details to the rest of the District.

At the same conference we had five District 3 youth invited to speak on a youth panel to discuss their time with OJA and their experiences.



Cleveland County ADS Jenn Turner headed up the latest round of New Worker Academy for JSU. She was assisted with Melissa Cupp, ADS out of Oklahoma County as well as State Office staff and supervisors and workers from other counties and districts. District 3 had two new workers attend for this round of training.



Beginning in October, our workers in our Cleveland County Office have also been undergoing a remodel to their office space. As part of the next phase in construction for the juvenile courthouse/detention facility, our office space is being modified to eventually allow for a resource area for youth as well remodel the area for the OK Promise Alternative School.

We finished the month off with a Pizza Party at our District/State office where we also had 7 staff from District 3 participating in liaison/facility monitor training for detention centers.



District Highlights from District 4 Supervisor Blaine Bowers

On October 6th, Payne County JSU staff and this supervisor had a follow up meeting at the Stillwater Board of Education with Superintendent Uwe Gordon, Assistant Superintendent Bo Gambill, and Kira Frisby of Stillwater Public Schools to discuss protocols in the event of a level 4 or 5 threat and services/assistance OJA could provide. We agreed to have a follow up quarterly staffing to keep everyone on the same page and discuss any necessary modifications to the agreed protocol.

District Highlights from District 5 Supervisor Ron Coplan

We moved into new Office Space in Cherokee, and McIntosh Counties.

McIntosh County has somewhat of a resort type atmosphere, being the home of Eufaula Lake. It has similar challenges regarding rental space. Open space is rarely available and when you find it the rent is usually high. We found space there in the middle of other human services organizations. It will assist in coordinating services for our clients.

I conducted one District Review Hearing during October. The hearing resulted in the young man being placed in a Level E facility. The worker had exhausted every community resource and had gone above and beyond in trying to prevent the youth's removal from the community.

Muskogee County now has two detention contracts. One contract is with Tulsa County and the other is with Creek County. I attended the Detention Operators meeting at Roman Nose in hopes that it might facilitate conversations that could open dialog regarding additional contracts.

We had two staff attend New Worker training. Rabeka Jennings from Haskell County and Joshua Watkins from Sequoyah County. Both appear to be working hard to learn their new roles and are settling in as a good fit for the District 5 team. We continue to have two employees on Active Military Duty with the Oklahoma National Guard. We were expecting their

return in the spring of 2024. One worker has been covering Cherokee County since the beginning of the Military leave early last spring.

I was able to attend the reception for Rachel Holt's going away send off. She will be missed. At the same time, we look forward to working with the new Director in improving the plight of youth and families in Oklahoma.

District Highlights from District 6 Supervisor Heath Denney

We have been working, collecting, and approving ACA standards throughout the month of October, as well as reviewing existing files for accuracy in preparation for the upcoming ACA Audit scheduled for November that occurs every 3 years.

On Sunday, October 29, 2023, I attended the American Correctional Association (ACA) Meet & Greet Dinner at the Branding Iron Steakhouse in Shawnee, OK. The Meet & Greet was requested by lead ACA auditor, Robert "Bob" Murphy to get to know OJA staff before diving into the ACA audit which was scheduled for that entire week. Other OJA staff in attendance were Cathy McLean, Carol Miller, Darryl Fields, Ron Hill, Nacole Ney, Dana Masquat, and Jeremy Evans. ACA Auditors attending were lead auditor, Robert "Bob" Murphy of Massachusetts and Medical Auditor, Edgar Morales, of Florida.

District Highlights from District 7 Supervisor Rodney McKnight

For the month of October 2023, District 7 served approximately 180 youth, with 116 having a legal status of a deferred filing to custody. Contact notes totaled 974 with 78 being TCM eligible. Out of the 116 youths, there are 66 supervised cases with 15 being OJA Custody youth and 3 Dual Custody youth. We currently have 6 kids in various placements. There are 9 youths in secure detention, 6 being pre-adjudicatory juveniles with no youth awaiting placement.

Referrals seem to be on an upward trend within the last several weeks. We had 43 referrals in the month of October and completed 38 intakes, 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 currently has 11 youths referred and/or participating in that program.

District 7 activities for the month of October 2023 include monthly MDT meetings, liaison visits to JDC and YS Shelters, CARS staffings, drug coalition, graduated sanctions, and several online trainings.

On October 11th and 12th, we had seven staff, including myself attend the annual Judicial Children's Court Improvement Conference held in Norman. Due to this being a judicial invite conference, we were very appreciative and honored to have so many caseworkers invited by their local judges. Staff attended various informative trainings throughout both days of the conference. It was great to see that OJA staff were presenting during the conference. Those in

attendance watched the presentations of Rachel Holt's Continuum of Care and Placement, Ben Brown's Ethic's for Attorney's in Juvenile Court, and Alison Humphrey's explanation of the HUB program. All speakers did a great job in representing OJA.

The New Worker Academy was held October 24-27. District 7 was represented well at the NWA with six new caseworkers: Nicole Allcorn, Cory Cox, Cathi Neal, Katherine Erwin, Alyssa James, and Tracy Bell attending all four days. Also, we had two ADS's from District 7 on the training team; Dotti Brandon and Bobbi Foster and it was reported that they did a fantastic job with their presentations. I feel very lucky having both representing District 7 and all the extra duties that they do.

FFT is now available in all of District 7. Caseworkers are going around to all schools and Law Enforcement agencies and speaking with staff about the FFT program and referral process. They are also explaining the benefits and outcomes of the program and how well it has been working.



**Juvenile Service Unit
Board Report for December 2023
Contacts and Activities for November 2023**

Division Statistics

- 2,416 active cases...1,252 court involved including 455 youth in OJA custody
- 406 new referrals-300 male and 106 female...average age 15.33
- 9,559 individual contact notes documented in JOLTS
- 267 intakes were completed during the month
- 34 youth activated and/or monitored by GPS
- 59 new placement referrals received by the placement unit in November 2023
- 37 placements made during the month: 33 to Level E, 4 to secure care
- A total of 24 youths paid \$5,199.88 in restitution and other fees

Deputy Director Activities

- Participated in Executive staff meetings
- Reviewed placement recommendations/participated in executive staffing's for high acuity and/or high-profile cases.
- Participated in meetings with CBS program staff and District Supervisors
- Participated in Personnel Strategy meetings with supervisory staff
- Participated in administrative services meetings
- Participated in Monday Morning training meetings
- Participated in Independent/Transitional living placement staffings
- Participated in policy review meetings
- Participated in the JSU ACA audit in Grady and Comanche Counties
- Attended a staffing regarding the Tulsa County detention center
- Attended in a planning session for the new Substance Use Group home
- Attended a meeting with Tulsa County detention center staff
- I hosted a Monday Morning Meeting
- Participated in the new Detention Liaison training program
- Attended the District 4 staff meeting and holiday meal
- Participated in Work schedule meeting regarding upcoming changes
- Visited Tulsa Youth Services and toured an Independent Living apartment complex
- Attended a meeting regarding youth in jails
- Attended a training on assessments with OJA assessment team
- Attended the District 6 staff meeting
- Attended the monthly Parent Advisory Committee meeting

Division Activities

- JSD Program Assistant Administrator Jennifer Thatcher had 34 GPS activations and monitoring cases for the month. She completed 4 URC Step Down/Extension request and processed 2 placement decision appeals. She approved 1 restitution application and 1 restitution claims. Ms. Thatcher also participated in multiple executive case staffings and conducted GPS trainings.
- Placement Program Manager Rex Boutwell reviewed 59 placement worksheets and made 37 placement referrals, including 33 for Level E and 4 for secure care. He participated in numerous executive placement staffings and appeal meetings. Mr. Boutwell attended the District 6 staff meeting.
- JSD Federal Funding Program Field Rep Jennifer Creecy processed 601 Targeted Case Management progress notes. She attended Monday Morning Meetings. She attended two YLS/CMI trainings. Ms. Creecy engaged in various emails and calls with JSU and Bureau staff regarding the TCM Program. She provided TCM training to Districts 2, 3 and 6 and attended a meeting with OHCA regarding federal TCM policy changes. She attended a “hope in treatment” planning meeting. She reviewed and approved a parole request.
- JSD Level E/Detention Program Manager Jeremy Evans provided updates at District 3, 4 and 6 staff meetings. He made visits to Scissortail Pointe and Scissortail Plus group homes. He also visited the Pott County and Cleveland County detention centers. He is participating in the Liaison and Transportation program updates on the policy task force. He participated in multiple executive staffings and provided training to liaisons regarding the new detention liaison program. He visited the new transitional living apartments provided thru Youth Services of Tulsa.

District Highlights from District 1 Supervisor Jerry Skinner

Texas County ADS Jodi Josserand and her staff received 16 new referrals for the month of November. On a slightly more positive note, Jodi was happy to report 2 youth charged as Youthful Offenders were sent back to juvenile court following fierce advocacy from their counsel. Texas County JSU was in total agreement. Additionally, another youth charged as a YO in Texas County who had been exhibiting most concerning behavior prior to his arrest has returned to the community and seems to be maintaining with the help of JJS III Rita Holland-Moore. Rita has kept constant contact with the youth since his release back to the community.

Jodi reports 28 cases were staffed with Panhandle Services for Children. She expects services will begin immediately for these referred youth.

As mentioned in the W.I.N. JJS III Teresa Barnes was honored at the Panhandle Cares banquet with the Volunteer of the Year award. She and volunteer Robbie Wayman were both given recognition for their work and success in the Crossroads Program.

A new Canadian county coalition has been developed and is referred to as the Canadian County Threat Assessment Team. ADS Belinda Hannon is participating in this coalition and reported the team continues to meet monthly and so far, most of the referrals to the team have been juveniles.

Belinda reports everything seems to be going well at the Mustang Treatment Center. She reported the girls were served Thanksgiving meal by a local church and from all indications the girls very much appreciated the meal.

Youth and Family Services of El Reno reports to having had one OJA/DHS youth in the shelter during November. This youth exited the Mustang program recently and has now been accepted into the transitional living program in El Reno.

FFT is now available in Canadian and Kingfisher counties. To date there have been 14 referrals, 4 from OJA and 10 from the Juvenile Bureau. Belinda reports JSU and the Bureau staff have been able to jointly meet with Empowerment and believes this will foster a smooth referral process for the youth in Canadian county.

JJS II Jaz Cabrera reports to be extremely proud of a young man on her caseload that is balancing all his court requirements, attending high school/career tech, and working full time with great success.

Canadian JSU staff Rebecca Novotny and Jaz Cabrera were able to participate in "Run, Hide, Fight" training during the month. This was an active shooter type training provided by the Justice center. Both reported to have learned valuable information.

JJS II Gabi Cole is also completely proud of a young man on her caseload who recently transitioned back to high school following a long-term drug/alcohol suspension. During a recent school visit the high school counselor had nothing but praise for this young man with regards to his work ethic and behavior since returning. Gabi had spent many hours at the table helping this young man with his schoolwork to help him keep pace with his peers.

Kay County ADS Carlos Sanchez-Medina participated in a community conversation series, "A Winter Less Cold" during the month. Carlos reported there are several for profit and non-profit organizations trying to open a temporary homeless shelter to serve the Ponca city area. Carlos was contacted about the effort and was quick to join the conversation after learning 2 of the youth he and his staff are currently working with were reported to be homeless. Carlos reported they are in the early stages of identifying a space for the shelter and its hours of

operation. He reports the shelter will not be open every night but certainly will when it is extremely cold.

Carlos reports his staff have made several hub referrals. A most recent referral was for assistance to a youth who is placed at Welch and will be discharging next month. Carlos indicated they were able to assist by providing food/clothing to this youth's three-month-old baby and the baby's mother.

District Highlights from District 3 Supervisor Jeremy Andrews

October started with the District 3 Supervisors meeting to discuss updates and changes. Between Veterans Day and Thanksgiving, November proved to be a busy month as District 3 worked with our placements to ensure eligible youth made it home on passes for the holidays well in advance, while also keeping up with other duties.

Along with youth coming out of group homes and COJC, we also had two youth obtain their high school diploma/GED this month, so we were able to celebrate their accomplishments.

District 3 also sent a few people to the Liaison Training at the District 3/State Office to get updates and standardize practices across the state, while we also held our last District 3 Meeting for the Year virtually over Teams. We heard from several great presenters including OJA General Counsel, Ben Brown, to update us on new legislation, OJA Director of Behavioral Health, Shel Millington and Programs Manager, Jeremy Evans, who presented on exciting new programs coming to OJA. We also heard from an outside presenter, Gerald Scott who oversees the STARR Foundation and Pathway Pilot program as a great new resource for our youth to promote positive youth development.

In Pottawatomie County, our local JSU office helped coordinate and arrange donations for three families in need of a little extra help over the holiday. Erick Rankin JJS III did an amazing job rounding up sponsors, shopping and assembling the basket items.



“Families 1 & 2” were sponsored by Citizen Pottawatomie Nation’s Firelake Grocery and a local church (pic 1). Basket size is based on the number of people residing in the home. Both families were given a turkey, mash potatoes, gravy, veggies, rolls, and a pumpkin pie. The church also gave a small gift bag to each family. Erick delivered his client’s basket on Tuesday (11/22) and Kendra King delivered her client’s basket on Wednesday (11/23). “Family 3” was sponsored by Jerry Fry’s Church (pic 2)—Jerry’s church will also sponsor the same family for Christmas with gifts and food (Jerry Fry and his church have been sponsoring a family every year for 25 years). Kendra delivered Jerry’s basket to her family Wednesday morning (11/23). They were super grateful and gave her a big hug.

To finish up November, Pottawatomie County Workers also arranged times to continue to give back to the community by helping to raise money for The Salvation Army. Pictured below JJS Penny Shultz as well as JJS Kendra King and her daughter volunteering their time, while JJS Erick Rankin signed up for December.



District Highlights from District 4 Supervisor Blaine Bowers

On November 16th, District 4 held its annual Thanksgiving celebration. Greg Delaney, Deputy Director for Community Based Services, Jeremy Evans, Programs Administrator, and Amber Miller, Director of Financial Services were present.

The turkeys and ham were provided by supervisory staff, while all the side dishes and desserts were provided by District 4 staff.

It's worth noting that JJS Aaron Schmitt's father-in-law at Butcher BBQ smoked the turkey.



District Highlights from District 5 Supervisor Ron Coplan

Jessica Hardcastle JJS III, Wagoner County, started a program years ago, after she noticed several families did not have the resources to get Halloween costumes for their children. She was able to get donations of new and gently used costumes and to provide to kids that wouldn't otherwise get to participate in Halloween festivities. This year she was able to provide over 150 costumes to youth that otherwise would not have one. She was also able to secure donations that will help the program perpetuate itself in years to come.

The word is out about beautiful Eastern Oklahoma. We are seeing a considerable increase in incoming ICJ cases, particularly in Southeastern Oklahoma.

We have been making FFT referrals in several counties. Shel Millington was able to set up a TEAMS meeting with the provider in those counties and our staff. Everyone seemed to come away from the meeting with a better understanding of the services and time frames regarding referral processes and service provision. I believe it was a positive meeting, and beneficial to our staff as well as the provider.

We continue to see high activity with the High-Risk Transportation program.

On 11-16, I spoke to Dr. Fitzgerald's Criminal Justice class at NSU, in Tahlequah. He normally asks me to come and talk to one or more of his classes each semester, regarding Juvenile Justice. It is a task I enjoy. The students appear to enjoy hearing about the system here in our state, rather than listening theory as well.

Muskogee continues to enjoy a good relationship with Tulsa and Creek County Detention Centers. I have not heard of any concerns from our staff, or the detention operators since the contracts became effective.

Our two new staff attended the new worker training in November. Both seemed pleased with the information they were provided, and the training they received.

District Highlights from District 6 Supervisor Heath Denney

On Wednesday, November 29th, the last District 6 Staff Meeting of the year was held at the Caddo-Kiowa Tech Center in Fort Cobb. Deputy Director, Greg Delaney, provided the district with updates from state office. Jeremy Evans and Rex Boutwell provided placement updates and answered placement related questions. Chief of Staff, Constanzia Nizza, gave updates on Oklahoma's new Managed Care Plan. Jennifer Creecy provided the district with CMS and TCM training. HOPE Ambassador, Kheri Smith, and District 6 HOPE Navigator, Shelly Larson, provided HOPE training to the district. Training Coordinator, Abby McElfresh, and her training team ended the day with team building exercises. Stefanie Shaw, District 6 Secretary, also received her certificate for 15 years of employment with the State of Oklahoma.

On Nov 1-3, the Juvenile Services Unit (JSU) was audited by the American Correctional Association (ACA) to receive on-going accreditation for the years 2024-26. Lead ACA Auditor, Robert Murphy, and his co-auditor, Sherry Smith-Lowe, conducted the audit at the Grady County JSU Office in Chickasha. This audit cycle, District 6 oversaw the audit for all JSU and collected documentation for the years 2021-23.

On November 1st, the auditors met with the Honorable Joseph Young, Associate District Judge in Grady County, who handles the delinquent docket. Judge Young provided the auditors with a brief synopsis of the Office of Juvenile Affairs and how the agency works in partnership with the Court System to help rehabilitate the state's delinquent population. The auditors were then driven to Lawton where they received a tour of the Lawton Boys Group Home and the Comanche County Juvenile Detention Center.

On November 2nd, the auditors received a tour of the Grady County JSU Office that morning, and then quickly began auditing files – which they would do for the remainder of the day. On November 3rd, the auditors concluded the audit that morning and revealed the following results: JSU scored 100% on the 2 mandatory standards and scored 99.46% on the 225 non-mandatory standards. Only 1 non-mandatory standard was determined to be non-compliant simply because state statute did not align with the ACA standard. State statute allows for 15-day detention reviews to be conducted by the Court, and the ACA standard allows for 10-day detention reviews. Since the only way to follow the ACA Standard is to change state statute, OJA will be requesting a waiver on that standard (which the auditors indicated they would support).

District 6 Supervisor, Heath Denney, would like to thank the following OJA staff who assisted with the audit: ACA Coordinator, Cathy McLean, for all her hard work in tracking, monitoring, and organizing the files. Cathy received high praise from the auditors regarding the detailed organization of the files. All the District Supervisors for their assistance. The numerous JSU field staff who helped collect documentation and/or assisted with the mock audits: Jenny Olson, Kurt Porter, Maurine Rinehart, Celeste Marlow, Krista Haynie, Robby Evans, Vicky Reis, Ethan Fry, Jenn Turner, Wes Evetts, Constanze Bever, Stephanie Brazell, Stephanie Farley, Sabrina Wiley, Jodell Josserand, Arian Jarboe, Patricia Gragg, Noelle Waller, Carlos Sanchez-Medina, and Bob Williams. Also, a huge thank you to those who attended the 3-day ACA Audit and helped answer many questions from the auditors: Deputy Director, Greg Delaney, Programs Manager, Jeremy Evans, District 7 Supervisor, Rodney McKnight, Grady County Assistant District Supervisor, Billy Brown, and Cathy McLean.

District Highlights from District 7 Supervisor Rodney McKnight

For the month of November 2023, District 7 served approximately 179 youth, with 111 having a legal status of a deferred filing to custody. Contact notes totaled 964 with 68 being TCM eligible. Out of the 111 youths, there are 62 supervised cases with 15 being OJA Custody youth

and 3 Dual Custody youth. We currently have 6 kids in various placements. There are 9 youths in secure detention, 7 being pre-adjudicatory juveniles with no youth awaiting placement.

Referrals seem to be on an upward trend within the last several weeks. We had 27 referrals in the month of November and completed 37 intakes, 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 currently has 9 youths referred and/or participating in that program.

District 7 activities for the month of November 2023 include monthly MDT meetings, liaison visits to JDC and YS Shelters, CARS staffing's, drug coalition, graduated sanctions, and several online trainings.

On November 15-16, New Workers completed their second portion of the NWA. This was a virtual training where New Workers heard from state office staff and the roles that they play in case management. The final step for New Workers will be in January, where they will complete YLSI Certification. The attendees from District 7 were Nicole Allcorn, Cory Cox, Cathi Neal, Katherine Erwin, Alyssa James, and Tracy Bell.

Stephanie Farley JJS III in McCurtain County presented an overview of OJA/JSU to the local Lion's Club in Idabel. The Lion's Club approached Stephanie in October and was curious to know about the inner workings of OJA/JSU and requested that she present at their monthly meeting (News Article Attached)

ADS Bobbi Foster has always been involved with her children's school and has attended the PTO. At their last meeting, Bobbi was nominated and approved to be the new Treasurer for the Tushka Public School PTO. Bobbi will do a great job for the organization.

Everyone reported that they had a nice Thanksgiving weekend, with little disruptions and calls from law enforcement.



State of Oklahoma
OFFICE OF JUVENILE AFFAIRS
Residential Placement Support

Carol Miller, Deputy Director Residential Placement Support

Board Report – November 2023

October 1st to 31st 2023 activity

Releases (3) from Secure Care

October 2023

Intakes (4) for Secure Care

Paroled - 3

Total Secure Care beds - 64

Secure Care Treatment Population as of 11/01/23: 54 residents on roll with 53 on campus and 1 on reentry pass.

Central Oklahoma Juvenile Center (COJC) facility events

- Halloween at COJC revolved around the Red Ribbon Week activities held by OYACS. Red Ribbon week is the oldest and largest drug prevention awareness campaign. Each day of the week of Halloween, the residents participated in a different themed event from special groups on drug awareness to judging a staff sidewalk costume contest.
 - On Halloween day, the Kairos Torch Program handed out candy to residents. Kairos Torch is a ministry group that mentors COJC residents.
 - OMMA grant staff involved youth in a Red Ribbon week art contest. Winner will receive a pizza party for
 - Development of Hope at COJC continues with development of education implementation for residents and staff. After the September visit, COJC resident collective Hope score increased by 2 points indicative of a letter grade improvement in school. Hope Navigators and COJC Leadership will meet again in November to discuss next steps and the possibility of having Hope Navigators visit the COJC campus at least once per month.
 - COJC held a unit talent show for residents and virtual visitors from OJA. Many talented young men who performed in front of a live and virtual audience.
 - Jimmy Rogers and Alfonso Alvarez met with COJC leadership with a proposal to begin Gang Training weekly at COJC.
 - COJC JJS department received recognition on meeting the goal of ensuring each resident had a contact from a support system beyond the facility. Each resident received a phone call, in person visit or virtual visit for the month. COJC is moving forward with improving family engagement and listening to family voices to assist in improving outcomes for our youth.
 - Tecumseh Chamber of Commers and Frontier Days coordinator presented the 2 COJC residents who won 1st and 2nd place in the art contest with their ribbons.
 - OUHSC/International Faculty from Japan toured COJC followed by a meeting with COJC clinical team to discuss treatment venues.
 - Dialectical Behavior Therapy (DBT) training continued with the orientation training of 3 units of Residential Care Specialist (RCS).
 - DBT skills training will start for staff in January with three-hour increments over the next ten months for each employee to complete 30 hours of training.
 - 2 COJC residents participated in the Court Improvement Program Conference Youth panel at Tulsa, Oklahoma.
 - COJC residents performed musical selections for the OJA Board Members during the OJA Board meeting held at the new canteen at COJC.
-



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Residential Placement Support

Carol Miller, Deputy Director Residential Placement Support

- Graduation celebration held for youth graduating OYAC.
- COJC OMMA Drug and Alcohol staff held a red ribbon art contest at COJC.
- For the month of October, there were eight Volunteer Orientations.
- Resident birthdays celebrated on site with cakes donated by the St. John Lutheran Church.
- TORCH reunion held weekend event for mentoring visit.
- 55 Volunteers donated 27.79 hours of mentoring, bible study and religious services to COJC residents.
- Religious services and bible studies were offered by community volunteers for all residents.
- COJC staff and Human Resources staff participated in the Tecumseh Trick or Treat Haunt on Main Street where approximately 1000 plus kids received candy from OJA staff.
- Resident Leadership dinner held in the COJC canteen.

Division Leadership Activities

- Met with PREA auditor DeShane Reed to discuss expectations and guidelines regarding the upcoming COJC Federally mandated PREA Audit in December 2023.
 - Presented an overview of a youth's transition through the juvenile justice system to OJAs highest level of treatment at COJC to the Oklahoma Baptist University (OBU) Juvenile Justice Class in Shawnee, Oklahoma.
 - Attended the Children's Court Improvement Program Fall 2023 Conference in Norman, Oklahoma and audited the Youth Panel in which 2 COJC youth participated.
 - Completed weekly walk throughs of COJC units to provide open dialogue and support for residents and staff.
 - Facilitated Program Meeting at COJC to review curriculum, DBT fidelity, current programming and current treatment schedules.
 - Attended OJA October Board Meeting and assisted in facilitating campus tours.
 - Reviewed process for OJA policy field reviews and Executive Team reviews as facilitated by Melissa Monson, efforts continue to update all OJA policies with weekly meetings to discuss any barriers.
 - Oklahoma State Dept. of Health (OSDH) held monthly update on Confinement Grant COVID mitigation progress in detention and group homes.
 - Provided OSDH with monthly update for the OMMA grant providing substance use prevention and education in public schools, nonprofits, and Youth Service Agencies.
 - OMMA grant staff provided Drug Prevention Education Program for Red Ribbon Week in surrounding schools.
 - Participated in weekly case/placement staffing meeting to assist in least restrictive placement.
 - 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.
 - Participated in American Correctional Audit (ACA) which began on 10/30/23.
 - Performance based Standards (PbS) data collection month was held during October. Outcomes will be available in November and will be used to develop Facility Improvement Plans.
 - Attended resident OYAC graduation at COJC.
 - COJC experienced a COVID quarantine which was quickly addressed and successfully mitigated.
 - Participated in the OJA State Office Quarterly Recharge Meeting to set goals and review progress.
 - Discussed new grant possibilities with OJA Program Director Community Services Laura Broyles.
 - Participated in Dialectical Behavior Training (DBT) unit orientation.
-



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Carol Miller, Deputy Director Residential Placement Support

- Participated in the OJA Parent Advisory Committee Meeting.
- Participated in the weekly Personnel Strategy meeting to discuss approach for employee progressive discipline, coaching and retraining issues.
- Met weekly with COJC Superintendent to address goals, facility issues and full implementation of COJC Next Generation Campus upgrades.
- Participated in the Technology Committee meeting to continue to address new technical applications across the facility to ensure maximum usage.
- Participated in weekly OJA Executive Team meetings with State Office Leadership.
- Continued to review Prison Rape Elimination Act. (PREA) files and auditor selection process for COJC in preparation of the mandated upcoming federal audit.

Recruitment and Retention Efforts

- Initial data for recruitment sign on bonuses are showing improved numbers in new hires of direct care staff and lower overtime totals.
- Digital billboards remain in the MWC, Nicoma Park area and vinyl billboard is located in Shawnee with focus on now hiring.
- Employee support group COMPASS boosted staff morale by providing two breakfast bars with coffee, tea, hot cocoa, snacks, and small breakfast items.
- Direct Care Staff incentives implemented to support direct care staff to not call in and leave the facility short staffed is showing positive results.
- During October COJC HR attended OBU Career Fairs, Shawnee Workforce, Lincoln County Job Fair, OKC Workforce VA Job Fair and 2nd OKC Workforce Job Fair open to the public. OJA Recruiter attended the OKC Community College career fair and Seminole State College Military Resources Fair.
- Employee council meeting held to solicit ideas, suggestions, and concerns about the facility.
- COMPASS employee support group meet monthly to discuss how to support employees.
- Leadership classes held for new staff to discuss facility culture, role modeling, rapport and relationship building.
- Employee of the month Jessica Bramhall was recognized during the monthly general staffing meeting.
- Efforts made to increase Hope language among staff to recognize that Hope reduces burnout and increases retention.

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 completion.
 - Efforts continue to expand career tech building to facilitate additional instruction into various areas of careers needed in the community.
 - Department of Rehabilitative Services (DRS) –
 - DRS embedded staff Michael Rolerat is at COJC weekly assisting residents enrolling in DRS.
 - DRS applications are available to all residents who reach Leadership phase and meet eligibility requirements.
-



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Carol Miller, Deputy Director Residential Placement Support

- Department of Mental Health and Substance Abuse (DMHSAS) –
 - Chuck Fletcher of the Evolution Foundation through their contract with DMHSAS visited three times during the month of October to assist parents in overcoming transportation barriers to be able to visit their child at COJC and provide reentry services.
 - DMH embedded staff Acquitta Walker assisted in providing reentry wrap around services for youth by attending all Grand Staffing's to provide support for youth who are in reentry status and their families in the community.
 - IPADS donated by DMHSAS and books from the Dolly Parton Imaginary Library have been received. Residents will be able to read a book virtually to their children. DMH is in the process of ensuring IPADS are given to the parent in the community to be able to connect with the COJC parent.
 - 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.
 - Residents working on site at COJC and receive pay funded under the Workforce Innovation and Opportunities Act (WIOA).
 - OCCY/DRS/OYACS/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.
 - For the month of October there were 5 residents in the work program.
 - Program provides youth with a work resume, birth certificate, State ID, and financial support upon parole from COJC.
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State of Oklahoma
OFFICE OF JUVENILE AFFAIRS
Residential Placement Support

Carol Miller, Deputy Director Residential Placement Support

Board Report – December 2023

November 1st to 30th 2023 activity

Releases (4) from Secure Care

November 2023

Intakes (4) for Secure Care

Paroled – 2

Bridged to DOC – 1

Released at Court - 1

Total Secure Care beds - 64

Secure Care Treatment Population as of 12/01/23: 54 residents on roll with 48 on campus and 6 on reentry pass.

Central Oklahoma Juvenile Center (COJC) facility events

- Thanksgiving was celebrated with a writing and art contest, Annual COJC Turkey Bowl football tournament, family game day, dominoes, flasket ball tournament, and Volleyball tournament . Art contest winner pencil drawing below.
 - Special Thanksgiving meal for COJC youth consisted of turkey, mashed potatoes and gravy, stuffing, corn, green bean, cranberry sauce, pumpkin pie and apple pie, and rolls.
 - Thanksgiving Family visitation was held for families to spend time with youth.
 - Pizza party was held on Oak unit for the winners of the red ribbon week art contest.
 - Home for the Holidays pass series was successful with 6 youth leaving on pass and being able to celebrate Thanksgiving Day with the families at home.
 - Infusion of Hope at COJC continues with development of education for residents and staff. Hope Navigators and COJC Leadership met in November to discuss next steps and champions for the cause. Hope Navigators will visit each unit at the COJC campus during December.
 - Kellie Clay from Bancfirst in Tecumseh held a financial group for residents focusing on how to budget and unexpected expenses.
 - Dialectical Behavior Therapy (DBT) skill of the week is displayed in units as a visual reminder for youth. “You Got This”. What are you doing this week to build a sense of accomplishment?
 - DBT skills training will start for staff in January with three-hour increments over the next ten months for each employee to complete 30 hours of training.
 - For the month of October, there were two new Volunteer Orientations.
 - Resident birthdays celebrated on site with cakes donated by the St. John Lutheran Church.
 - TORCH reunion held weekend event with food, games, and mentoring. Each youth received a certificate of participation.
 - 13 Volunteers donated 24.68 hours of mentoring, bible study and religious services to COJC residents.
 - Religious services and bible studies were offered by community volunteers for all residents.
 - Resident Leadership dinner held in the COJC canteen.
 - 2 COJC youth are preparing for the Mountain Man Endurance Event which consists of an endurance run to the top of Mt. Scott.
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Residential Placement Support

Carol Miller, Deputy Director Residential Placement Support

Division Leadership Activities

- OKPolicy.org published a Capitol Update on the success of the American Correctional Association (ACA) audit held at COJC and the positive strides achieved in assisting youth to providing their best chance to overcome their troubled past.
 - Participated in the ACA audit held at COJC, receiving a 100 percent compliance score on 38 mandatory files and a 99.04 percent score on the 331 non-mandatory files. Reaccreditation demonstrates compliance with nationally established and recognized standards of care in juvenile facilities.
 - Participated in the Dialectical Behavior Training (DBT) next steps to identify the training schedule for COJC.
 - Completed weekly walk throughs of COJC units to provide open dialogue and support for residents and staff.
 - Participated in the OJA New Worker Academy by presenting Division mission, vision, goals and an overview of COJC to new Juvenile Services staff.
 - Reviewed process for OJA policy field reviews and Executive Team reviews as facilitated by Melissa Monson, efforts continue to update all OJA policies with weekly meetings to discuss any barriers.
 - Oklahoma State Dept. of Health (OSDH) held monthly update on Confinement Grant COVID mitigation progress in detention and group homes.
 - Provided OSDH with monthly update for the OMMA grant providing substance use prevention and education in public schools, nonprofits, and Youth Service Agencies.
 - Participated in weekly case/placement staffing meeting to assist in least restrictive placement.
 - 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.
 - COVID visited COJC during the month of November but with consistent mitigation strategies only one resident tested positive.
 - Participated in Performance based Standards (PbS) pre-draft period Distance Learning Webinar.
 - Received final reports on Performance based Standards (PbS) data collection month held during October. Outcomes substantially increased above the field average showing sustained improvement in staff/youth relationships.
 - Policy planning meeting held with Melissa Monson and Director Cartmell to identify avenue for policy updates.
 - Participated in Substance Use Group Home meeting to identify assistance by the OMMA grant employees in the assessment process
 - Participated in Hope at COJC meeting to identify avenues to spread this message to our youth.
 - Attended Oklahoma Community of Practice webinar on Developing and sustaining Effective Parent Advisory Committees.
 - Spoke with Oklahoma Commission on Children and Youth Reagan Qualls who was at COJC for annual visit.
 - Participated in the OJA Parent Advisory Committee Meeting.
 - Participated in the weekly Personnel Strategy meeting to discuss approach for employee progressive discipline, coaching and retraining issues.
 - Met weekly with COJC Superintendent to address goals, facility issues and full implementation of COJC Next Generation Campus upgrades.
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- Participated in weekly OJA Executive Team meetings with State Office Leadership.
- Continued to review Prison Rape Elimination Act. (PREA) files for COJC in preparation of the mandated upcoming federal audit to be held the first week in December.

Recruitment and Retention Efforts

- The COJC Critical Incident Stress Management team (CISM) reached out to staff this month to spread the word “It is Okay to Ask for Help”, to spread the message if staff are dealing with trauma or any incidents there is help for them.
- Emotional wellbeing and work-life balance resources to keep staff at their best was shared with COJC staff through the posting of informational posters to provide linkage to OJAs instant access employee assistance program support Linc.
- Data for recruitment sign on bonuses continue to show improved numbers in new hires of direct care staff and lower overtime totals.
- Digital billboards remain in the MWC, Nicoma Park area and vinyl billboard is located in Shawnee with focus on now hiring.
- Employee support group COMPASS boosted staff morale by hosting a soup contest in the canteen which allowed staff to warm up with homemade soup. First place received a prize.
- 20 plus Veterans at COJC were honored on Veterans Day, a small thank you for serving our country.
- Employee council meeting held to solicit ideas, suggestions, and concerns about the facility.
- COMPASS employee support group meet monthly to discuss how to support employees.
- Leadership classes held for new staff to discuss facility culture, role modeling, rapport and relationship building.

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 completion.
 - Efforts continue to expand career tech building to facilitate additional instruction into various areas of careers needed in the community.
 - Department of Rehabilitative Services (DRS) –
 - DRS embedded staff Michael Rolerat is at COJC weekly assisting residents enrolling in DRS.
 - Department of Mental Health and Substance Abuse (DMHSAS) –
 - Jason Hall present to COJC youth on Opioid Overdose Prevention and Harm Reduction.
 - Chuck Fletcher of the Evolution Foundation through their contract with DMHSAS visited during the month of November to assist parents in overcoming barriers to able to visit their child at COJC and provide reentry services.
 - DMH embedded staff Acquitta Walker assisted in providing reentry wrap around services for youth by attending all Grand Staffing’s to provide mental health support for youth who are in reentry status and their families in the community.
 - 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.
-



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Residential Placement Support

Carol Miller, Deputy Director Residential Placement Support

- Residents working on site at COJC and receive pay funded under the Workforce Innovation and Opportunities Act (WIOA).
- OCCY/DRS/OYACS/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.
 - For the month of November there were 6 residents in the work program.
 - Program provides youth with a work resume, birth certificate, State ID, and financial support upon parole from COJC.

Thanksgiving Art Contest Winner





Janelle Bretten, Director of Strategic Planning and Engagement

Board Report

December 2023:

- **Science of Hope Initiative**
 - Additional report from Kheri below.
 - Attended Hope meeting at COJC with Kheri and team to establish goals for ongoing hope work at COJC.
 - Attended Hope treatment plan meeting to discuss how we can infuse hope into treatment planning.
 - Ongoing strategic planning meetings with Kheri to include expanding the number of Hope Navigators/training.
 - Attended New Worker Academy in October to support hope and trauma-informed work training, as well as present OJA's Mission, Vision, and Values to the participants.

- **Family Engagement**
 - Additional report from Apryl below.
 - Created family engagement survey that was reviewed by team, as well as our family advisory council for feedback at November's meeting. Survey going out to JSU District Supervisors, ADSs, and JJS 1-IIIs. Survey will also go out to COJC staff.
 - Worked with Apryl to develop and finalize family engagement training for New Worker Academy.
 - Attended Oklahoma Community of Practice (CoP): Developing and Sustaining Effective Parent Advisory Committees.
 - Ongoing meetings with Apryl to set goals and pathways for family engagement work.

- **Training Department**
 - Additional reports from Abby below.
 - Attended meeting in October with training team to plan for training supporting our ARTIC work and roll-out of final survey next year.

- **Youth-Led Coalition Meeting**
 - Attended October and November meetings with Constanzia. Meetings are being organized by the Oklahoma Policy Institute and include multiple partners. Goals being established for the group.

- **Member Convening**
 - Attended meeting with multiple state agency partners for presentation by OSDH on the state plan community survey. The outcomes of the survey were presented and later shared with OJA executive team. The survey was given to provider/professionals and parents. Topics included experiences with home-based, parent-support, mental health and substance treatment, resource, child-care resource, employment, education, insurance and healthcare, and disability programs.

- **Attitudes Related to Trauma-Informed Care (ARTIC) Organizational Survey**
 - Presented ARTIC updates at the Nov. District 3 meeting.
 - Attended ARTIC customer/stakeholder feedback listening session.

- **Youth Level of Service/Case Management Inventory**
 - Worked with team to prepare for YLS/CMI annual refresher training to be held in December. Redesigned power point presentation and updated interactive components of the training.
 - YLS/CMI 2-day certification training scheduled for January 10th and 11th in-person.
 - The team has been working on revisions to the YLS/CMI interview guide to include infusing hope language into the process.

- **Homelessness Work**
 - Attended OCCY Celebration HB1029 Homeless Children and Youth in October. HB1029 puts a process in place for schools and communities to better identify unhoused children and families.
 - Attended October Coordinated Community Plan (CCP) Implementation Workgroup.
 - Attended meeting in October for work surrounding development of an Oklahoma interagency council on homelessness.

- **Children's State Advisory Workgroup (CSAW)**
 - Attended Oct. and Nov. Systems of Care State Advisory Team meetings.
 - Attended Oct and Nov. Children's State Advisory Workgroup meetings. Agenda for November meeting included updates on Thriving Families Safer Children Tempe Arizona conference recap. Oklahoma state agency members and family members with lived experience attended this conference. Agenda also included strategy work and presentation on Prevent Child Abuse America 2024 Chapter Discretionary Grant / Parent Promise.
 - Attended Resilient Oklahoma website content meeting in October.
 - Met with OHS and OSDH partners to discuss planning projects for subcommittees for Resilient Oklahoma.
 - Met with OCCY program manager to discuss status of filling position of Cross Systems Coordinator, as well as next steps moving forward with trauma-informed care team meetings.

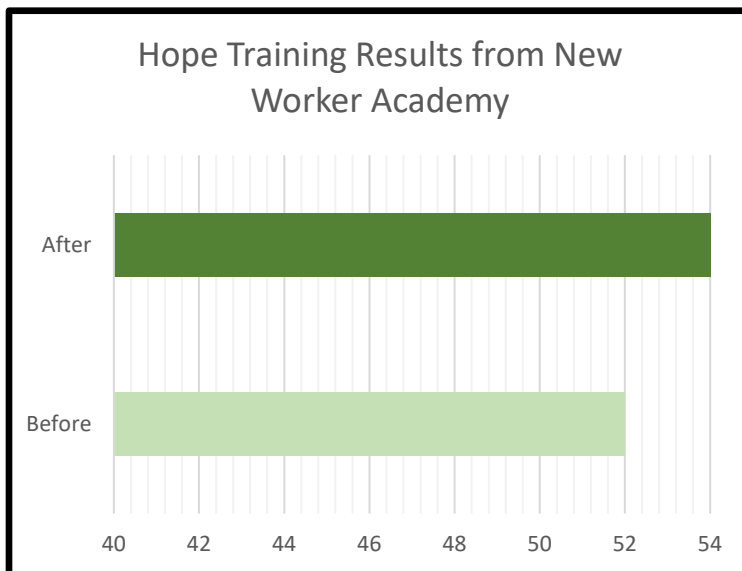
- **Byrne State Crisis Intervention Program (SCIP) -- Crisis Intervention Advisory Board Meeting**
 - Attended the initial meeting in October serving as designee for OJA.

- **Justice Assistance Grant Board Meeting**
 - Attended November meeting serving as designee for OJA.

- **OJA Standing Meetings**
 - Executive Team, Executive Team Quarterly Recharge, Rates and Standards, JJS Support meetings, and Lunch and Learns.

HOPE Report November 2023

- Treatment planning progress – met with YLS team to approve additional hope language on YLS Interview Guide and Caregiver form. Language proposed was drafted strategically from Dr. Hellman’s research on how to nurture hope.
- Treatment planning progress – met with Jennifer Creecy and drafted a plan for amending language on the treatment plan to improve consistent language and prompt workers to include youth’s strengths/support system and help them reduce barriers to achieving their goals.
- Trained new workers on hope **increasing hope scores by 2 points and moved 10% of new workers from moderate hope to high hope**. According to Dr. Hellman’s research, just increasing hope scores by 2 points has profound effects on employee well-being. This increase in hope is statistically significant to reduce employee burnout and increase employee intent to remain with the agency. Higher hope employees report they are better able to manage workloads and stress.



- **Organizational support is statistically significant, with hope, in reducing burnout and increasing employee intent to remain.** This data, coupled with the science of forgetting prompted the creation of a *Hope for New Workers Support Group*. Information was sent strategically to workers on day 3 after new worker academy, then strategically we met on day 10 for goal setting exercises (where we learned new employees are overwhelmed with their caseloads and training needs). Our last meeting was about 30 days after new worker academy training where we listened to the needs of new workers. We have one final strategic intervention in January, right after the new year to end the group 60 days after new worker training. Results will be discussed, and days of support might increase in the future.
- Continued weekly hope newsletters to leadership.

- Met with COJC leadership team to plan monthly hope intervention days with youth at COJC through March of 2024. Attended additionally monthly meeting of statewide NEAR Science presenters.
- Sent Hope Navigators Kheri and Michele to train as presenters of NEAR Science in collaboration with the Oklahoma Department of Health and the Potts Family Foundation.
- Continued work on Hope Charter to outline and define agency hope goals and hope navigator roles for 2024 and 2025. Scheduling meetings with each Districts leadership team to listen to district needs and expectations.
- Met with Dr. Chan Hellman, Dr. Pharris, and Hope Ambassadors from OHS, DOC, and ODOT in monthly hope ambassador collaboration meeting. Shared our agency COJC hope score data of increase in youth's hope scores by 2 points which is indicative of a letter grade increase in school.
- Enrolled 16 new hope navigators in the December training, collaborating with multiple areas of our agency to increase our ability to target hope interventions.
- Had a conversation with Dr. Hellman for OJA to host the hope navigator training next year for our executive team. He has agreed! Stay tuned for more details.
- Held individual Hope Navigator staff meetings for planning hope in their districts.
- Presented hope awareness training and hope navigator project updates at District 6 meeting.
- Collaborated with Alison Humphrey to create an interagency one-page flyer for use when presenting to agencies on OJA and/or use whenever needed across the agency.

Family Engagement Report

- Visited COJC to observe a TPS (treatment plan staffing), as well as some level E facilities, Mustang, Scissortail Landing, Pointe, Plus and Thunder ridge and People Inc.
- Purpose for the visits were not only to see the actual facilities, but also to observe spaces used for visitation and facilitation of therapy with youth and families and to engage with the directors, direct care staff and treatment staff and what they have in place in reference to family engagement.
- As a result of the visits, I was able to assess needs and receive feedback in terms of barriers to family engagement, as well as what is working.
- Also shared the new youth and family resource page on the OJA public website that can tie them and others to resources in all 77 counties.
- Visited with the facilities about the upcoming youth parent policy to get more information about what the policy entails and how this could be beneficial to those identified youth and possibly all youth as a preventative tool.
- Presented at the Level E Group home operators meeting to share information on OJA's family engagement efforts, present the tasks that the family advisory council has done in terms of developing the resources page on the public website and developing the road map for those interacting with the juvenile justice system.
- The roadmap is to help reduce anxiety or any barriers that may be present or come to families who are now becoming involved with the juvenile justice system.
- Other networking opportunities included site visits to different partners in the community, conference calls with potential partners and information gathering.
- Met with clinical director of CREOKS and discussed their services and resources to meet the needs of families and youth.
- Led family advisory council meeting and recruited two new members to the council, who will be absolutely dynamic in putting some great things in place. At November's meeting we asked the council to review and provide feedback on a family engagement survey that will be sent to JSU and COJC staff.

Training Report November 2023

Project Name:	Objectives:	Project Owner/ Creator:	Start Date:	Review Date:	Completion Date:	Notes:
JSU/STO Training Policy	Create a more developed training plan for STO/JSU; to include job specific training outlined in policy	Abby	1/17/2024	Monthly		outline has been developed
Artic Blast Training	Develop training to address Artic Survey Response Training Needs prior to final survey	Abby, Dereck, Hunter	1/17/2024	Monthly	Spring 2024	
DBT Champions	Become certified DBT Champions for DBT Skills Implementation training at COJC	Abby, Dereck, Cheryl, Hunter	1/3/2024	Monthly	Each month will produce a new 3-hour training segment: January - October 2024	

State Office and District Training

Location:	Training Hour Totals:	Supervisory Training Hour Totals:	Grand Training Hour Totals:
State Office	338.75	312	338.75
District 1	346.75	257	346.75
District 2	215.5	158.5	215.5
District 3	535	471	535
District 4	244.5	171	244.5
District 5	107.25	61	107.25
District 6	414.5	317.75	414.5
District 7	240.75	89.5	240.75
Totals:	2,443.00	1,837.75	2,443.00

November 2023 Training Report

Central Oklahoma Juvenile Center Training Breakdown November 2023

MANDATORY Refresher Training Information:

Total Mandatory Classroom Training Hours for November:	302
Total Mandatory Computer Based Training Hours for November:	90
Grand Total Mandatory Training Hours for November:	392

72 Staff participated in November Training for 2023 (Mandatory and Non, In-Service, In-person, online, etc.)

34 Staff have COMPLETED All Refresher Training for 2023 (29.82% complete)

ORIENTATION Training Information:

Total Orientation Classroom Training Hours for November:	1105
Total Orientation Computer Based Training Hours for November:	0
Grand Total Orientation Training Hours for November:	1105

OYACS Training Information:

Total Inservice Training Hours for November:	128.00
Total Computer Based Training Hours for November:	0
Grand Total Training Hours for November:	128

IN-SERVICE Training Information:

Total Classroom In-service Training Hours for November:	0
Total In-service Computer Based Training Hours for November:	21.00
External/Non-Facility In-Service Training for November:	0
Grand Total In-service Training Hours for November:	21.00

SUPERVISORY Training Hours:

Grand Total Supervisory Training Hours for November: 386


November 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	6	8	48
Orientation Day 2	6	8	48
Orientation Day 3	7	8	56
Re-Certs Day 1	5	8	40
Re-Certs Day 2	6	8	48
Totals	30	40.00	184.00
Total # CCMS Hours	184		

Completed: Sept. Refresher):	CCMS Recertification Percentage	33%
	Total # of Students who attended CCMS in (Orientation and	30

GRAND TOTAL of Training Hours:

<u>Grand Total Training Hours for November:</u>	1869
<u>Total Training Hours for NON-COJC Employees for November:</u>	112.00
<u>Total Courses for November:</u>	82
<u>Total Course Hours for November:</u>	170
<u>Total Participants for November:</u>	129



**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. The Needs Assessment shall be detailed enough to achieve consistency while considering specific local needs.

[a. Data Sources to consider during review of community needs](#)

- [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](#)

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.

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

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- v. Poverty Level and Unemployment
- vi. Special Allocations – matching funds, innovative pilot projects, etc.
- vii. Resource Desert - level of resource scarcity within catchment area

4. Methodology for establishment of primary or 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 ~~takes into account~~ 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
- v. financial viability

b. Modifications to Primary Catchment Areas

i. Catchment deserts identified

1. Give existing provider a probationary period to remedy the ongoing situation

ii. Voluntary De-designations

iii. OJA will consult with surrounding YSAs to determine a course of action to address community needs.

5. Criteria for designation/de-designation of YSAs

Follow criteria established by Oklahoma Statute and Oklahoma Administrative Code.

~~6. Peer Review Process~~

~~Peer Review means an initial or annual review and report to the Office of Juvenile Affairs of the organization, programs, records and financial condition of a Youth Services Agency... An annual review may consist of a review of one or more major areas of the operation of the Youth Services Agency being reviewed. See 10A O.S. § 2-1-103.~~

~~The Plan shall define the peer review process and incorporate the following concepts:~~

- ~~a. The peer review shall be conducted by true "peers" and result in an accurate assessment of performance.~~
- ~~b. The peer review shall be structured in such a way that it has integrity and is free from personal bias.~~
- ~~c. The peer review shall account for utilization of resources and measure the effectiveness of outcomes.~~
- ~~d. The cost of a peer review cannot exceed the benefit derived.~~
- ~~e. The peer review shall have established standards to measure the designated YSAs ability to effectively implement the elements in the State Plan, including the overall fiscal and programmatic management of services and programs funded in whole or in part with designated YSA funds, including in kind and cash match.~~

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Commented [LB1]: Add new item: Methodology for Expanding Catchment Areas when Deserts are Identified and Existing Providers Decline to Provide Services

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~~OJA Staff shall work with eligible entities and “peers” to ensure the above concepts are adhered to.~~

~~7-6.~~ 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 ~~360~~ 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 Plan review.

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...”

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 - b. Modifications to Primary Catchment Areas
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Follow criteria established by Oklahoma Statute and Oklahoma Administrative Code.
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 - 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 Plan review.



**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 FY2024

Request to current 10-ton HVAC system

- 15 years old
- Multiple costly repairs
- Numerous leaks have caused damage to the ceiling

Craig County Juvenile Detention Center

Request	\$16,902.25
Match	\$2,982.75
Total	\$19,885.00

NEXT GENERATION CAMPUS UPDATE



Next Generation Campus Update Phase III

- 1) Dining Hall / Canteen / Warehouse Demolition**
- 2) Obtained Property for “Step Down Program” Outside COJC Perimeter**
- 3) Lyda and Nightengale Cottages Demolish Cottages/Design and Build New Buildings**
- 4) Career Tech Building Upgrade Design Phase for Automotive/Welding/Carpentry/Stem Program**



**OLD FOOD SERVICE AND WAREHOUSE
BEFORE**



AFTER

Purchase Property for Independent Living Program





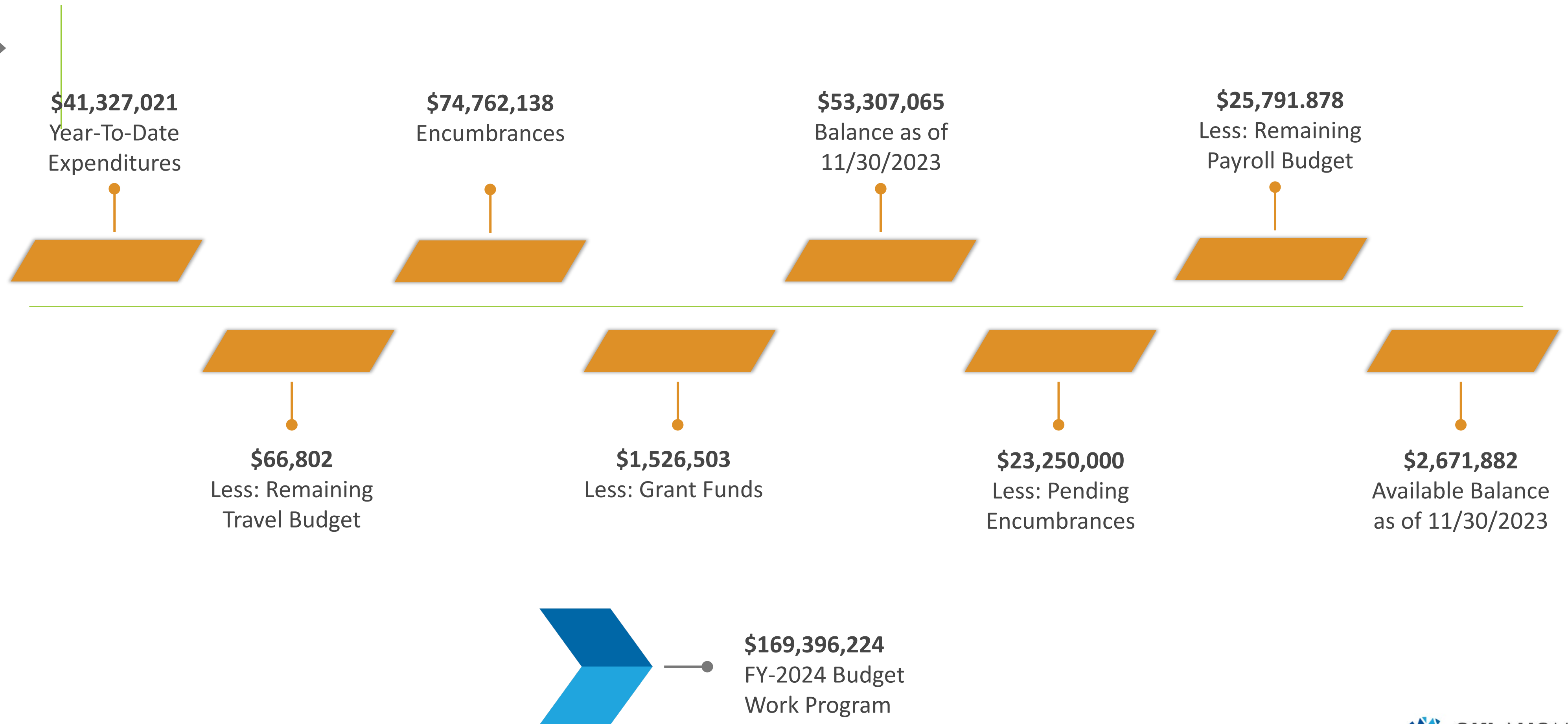
CAREER TECH EXPANSION

OJA FINANCE REPORT



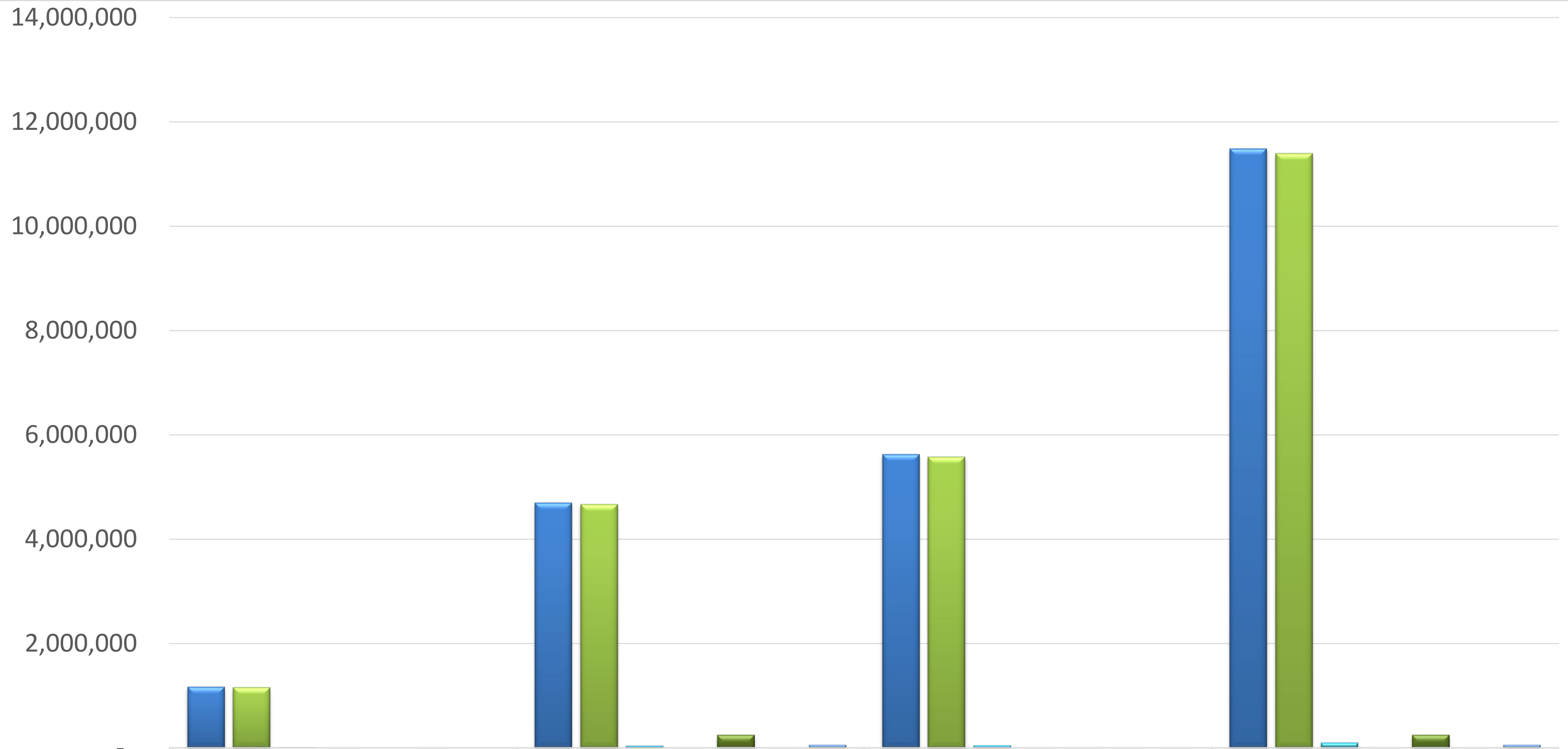
FY-2024 Operation/Capital Budget Projections

As of 11/30/2023



FY-2024 Payroll Budget to Actual Year to Date

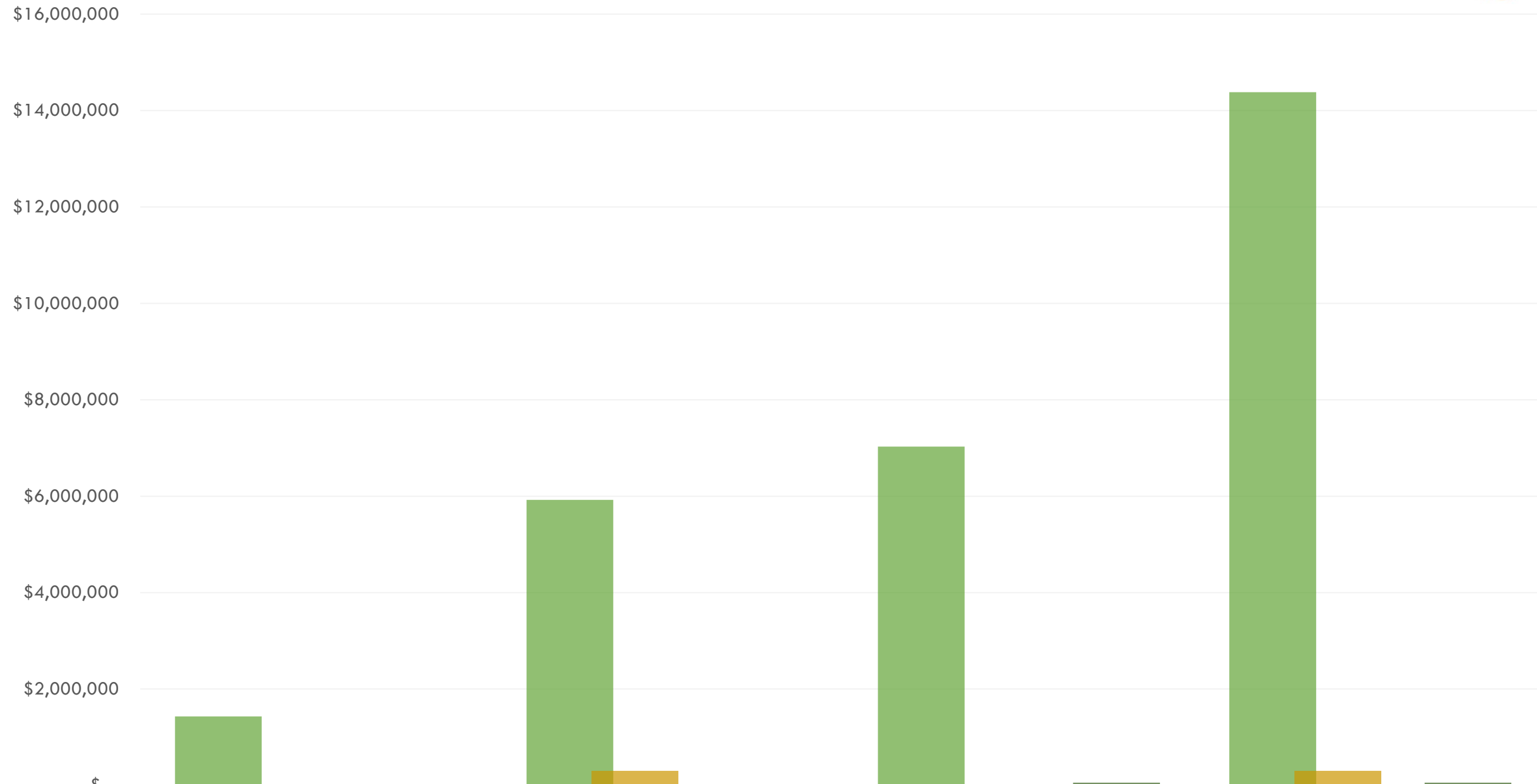
As of 11/30/2023



	Administration	Residential	Non-Residential	Total
■ YTD Budget	1,164,825	4,697,984	5,623,592	11,486,401
■ YTD Expenditures	1,155,581	4,664,684	5,575,177	11,395,442
■ YTD Variance-Expenditures to Budget	9,244	33,300	48,415	90,959
■ % Variance	0.8%	0.7%	0.9%	0.8%
■ YTD Overtime (included in YTD Expenditures)		246,023	1,538	247,562
■ % Overtime to YTD Expenditures	0.00%	5.27%	0.03%	2.17%
■ October 2023 Overtime for 2 pay periods		55,781	349	56,131

FY-2024 Payroll Overtime

As of 11/30/2023



	Administration	Residential	Non-Residential	Total
YTD Payroll Expenditures	\$1,430,571	\$5,921,885	\$7,029,464	\$14,381,919
YTD Overtime (included in YTD Payroll Expenditures)	\$1	\$302,487	\$1,813	\$304,301
Overtime % to YTD Payroll Expenditures	0%	5%	0%	2%
Period 5 (November 2023) OVT	\$1	\$275	\$56,464	\$56,740

Overtime Hours	0	24,376	82	24,457
Time & ½ Overtime Amount	\$0	\$293,798	\$71	\$293,869
Comp Time Payout Amount	\$1	\$8,689	\$1,742	\$10,432
Total Overtime Amount	\$1	\$302,487	\$1,813	\$304,301

FY-2024 Revolving Funds Revenue Projection

As of 11/30/2023

Receivable Source	FY-24 Budget	Budget to Date	Receipts	In-Transit	Over (Under) Budget
SSI and SSA	\$ 100,000	\$ 33,333	\$ 36,420		\$ 3,087
Income from Rent	17,802	5,934	5,167	1,483	716
Charter School State Aid/Grants	700,000	233,333	171,792		(61,541)
School Breakfast/Lunch/Snacks Program	57,213	19,071	39,998	13,167	34,094
Sales	90,000	30,000	22,095	40,372	32,467
Child Support	150,000	50,000	54,646		4,646
Other Receipts	86,000	28,667	11,156	32,866	15,355
Total Revolving Funds	\$ 1,201,015	\$ 400,338	\$ 341,274	\$ 87,888	\$ 28,824

Reimbursements and Refunds	FY-24 Budget	YTD Expenses	Receipts	Outstanding Reimbursements	Variance to YTD Expenses
DHS Safety Shelter, OSDH Rehabilitation Drug and Alcohol Services, Miscellaneous Refunds	\$ 4,540,000	\$ 915,352	\$ 555,281	\$ 360,071	\$ 0
Total Revolving Funds Revenue	\$ 5,741,015	\$ 1,315,690	\$ 896,555	\$ 447,959	\$ 28,824

FY-2024 Federal Funds Revenue Projections

As of 11/30/2023

Federal Fund (FF) Program Fund	Projected Annual Revenue	Budget to Date	Actual Revenue	In-Transit	Receipts Variance to Budget
FF Fixed Rates Reimbursements from Other State Agencies					
Residential Behavior Management Services (RBMS)	\$ 6,700,000	\$ 2,233,333	\$ 1,449,901	\$ 953,495	\$ 170,063
Targeted Case Management (TCM)	2,300,000	766,667	729,735	163,794	\$ 126,862
IV-E Shelter	155,000	51,667		60,055	\$ 8,388
Indirect Cost Reimbursement (OHCA)	185,766	61,922	153,747		\$ 91,825
Total FF Fixed Rates Reimbursements From Other State Agencies	\$ 9,340,766	\$ 3,113,589	\$ 2,333,383	\$ 1,177,344	\$ 397,138
FF Cost Reimbursements from OJJDP/Other State Agencies	FY-23 Budget	Expenditures Reports	Receipts	Outstanding Reimbursements	Receipts Variance to YTD Expenses
Direct Federal Grant, OJJDP Formula	\$ 1,368,120	\$ 73,585	\$ 73,585	\$ -	\$ -
DAC-RSAT	225,000	94,893	94,893	-	-
Detection and Mitigation of COVID-19 in Confinement Facilities	1,604,580	442,899	248,345	194,555	0
State Recovery Fund (ARPA)	18,438,192	3,419,910	3,419,910	-	-
Total FF Cost Reimbursements from OJJDP/Other State Agencies	\$ 21,635,892	\$ 4,031,287	\$ 3,836,732	\$ 194,555	\$ 0
Total Federal Fund (FF) Program Fund	\$ 30,976,658	\$ 7,144,876	\$ 6,170,115	\$ 1,371,899	\$ 397,139

700 Fund Accounts

As of 11/30/2023

Trust Fund - 701

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



****Cash Balance as of 11/30/2023**
\$6,013.83

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 11/30/2023**
\$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 11/30/2023**
\$12,058.02

Trust Fund - 704

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



****Cash Balance as of 11/30/2023**
\$14,476.75

The Oklahoma Economy

Revenue from the state's Gross Production Tax dropped \$565 million over last 12 months, down by 29% for the year.

All tax sources in November total \$1.3 billion. Continuing recent monthly trends, the November total receipts are down by \$23 million, or 1.8%.

In addition, the previous month comparison shows a decline from October to November of \$113 million, or 8%.

The Oklahoma Business Conditions Index plunged in November falling below growth neutral for the first time in three months. The November index was set at 43.2, compared to 53.0 in October, but it should be noted that the index has been very volatile in recent months.

According to the U.S. Bureau of Labor Statistics, the October unemployment rate in Oklahoma was reported as 3.2% an increase of 0.2% from September. Meanwhile, the U.S. unemployment rate rose to 3.9% in October, up 0.1% from the previous month.

As measured by the Consumer Price Index, the U.S. Bureau of Labor Statistics reports the annual inflation rate decreased to 3.2% in October. The energy component of the index continued to show a decline over the year, dropping 4.5 percent, but the food index grew just above the overall inflation rate, ending the month at 3.3%.

FY25 Budget Outlook:

State Board of Equalization is scheduled to meet December 22, 2023, at 1:00 PM.

On the agenda, among other things will be the certification of FY23 revenue and certification of estimates for FY25 funds available for appropriations.

Emergency Purchases

As of 11/30/2023

EMR#	Date	Vendor	Description	Location	Amount
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None to Report

Sole Source Purchases

As of 11/30/2023

Sole Source#	Date	Vendor	Description	Location	Amount
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None to Report

**Oklahoma Youth Academy
Charter School (OYACS)**

Oklahoma Youth Academy Charter School Combined Statement of Revenue, Expenditures and Fund Balances School Year 2023-2024 as of November 30, 2023	OJA General and Revolving Funds	Fund 25000	Totals as of 11/30/2023	COJC (972)	SOJC (975)	Total
Revenues						
Foundation/Salary Incentive	\$ -	\$ 146,757.60	\$ 146,757.60	\$ 146,757.60		\$ 146,757.60
Alternative Ed Grant		-	-			-
ESSER II Formula Fund		-	-			-
Flowthrough IDEA		-	-			-
Redbud School Funding Act		-	-			-
Title I N&D		-	-			-
Title IA		32,373.61	32,373.61	32,373.61		32,373.61
Title IV-A LEA		-	-			-
Textbooks/Ace Technology		3,697.16	3,697.16	3,697.16		3,697.16
Child Nutrition Program _Operation/Admin Cost		6,161.41	6,161.41	6,161.41		6,161.41
Child Nutrition Program _Breakfast		21,712.86	21,712.86	21,712.86		21,712.86
Child Nutrition Program _Lunches and Snacks		44,124.46	44,124.46	44,124.46		44,124.46
Refund		293.90	293.90	293.90		293.90
Office of Juvenile Affairs **	413,087.08		413,087.08	413,087.08		413,087.08
Total Revenues	\$ 413,087.08	\$ 255,121.00	\$ 668,208.08	\$ 668,208.08	\$ -	\$ 668,208.08
Expenditures						
Equipment and Library Resources	\$ 43,278.60	\$ -	\$ 43,278.60	\$ 43,278.60		\$ 43,278.60
Operational Expenses	25,591.18	48,882.41	74,473.59	74,473.59		74,473.59
Payroll Expenses	340,950.94	348,486.83	689,437.77	689,437.77		689,437.77
Professional Services	-	-	-	-		-
Training and Travel	3,266.36	-	3,266.36	3,266.36		3,266.36
Total Expenditures	\$ 413,087.08	\$ 397,369.24	\$ 810,456.32	\$ 810,456.32	\$ -	\$ 810,456.32
Excess of Revenues Over (Under) Expenditures	\$ -	\$ (142,248.24)	\$ (142,248.24)	\$ (142,248.24)	\$ -	\$ (142,248.24)
Fund Balances August 1, 2023	-	396,595.77	396,595.77	376,148.90	20,446.87	396,595.77
Fund Balances 2023-2024 School Year	\$ -	\$ 254,347.53	\$ 254,347.53	\$ 233,900.66	\$ 20,446.87	\$ 254,347.53
**OJA Funds	COJC (972)					
Fund 19301_19311	\$ 19,597.42					
Fund 19401	\$ 393,489.66					
	<u>\$ 413,087.08</u>					

Encumbrance#	Description	Vendor	Amount
2024-036	For managing/filing paperwork and processing to obtain funding through E-rate program that pays 90% of the telecommunication charges for the school.	Kellogg & Sovereign	\$ 2,715.00
2024-019	Increase Continuing Education Registration - Treasurer/Encumbrance Clerk for shadowing (increase from \$800 to \$1,200)	TBD	1,200.00
2024-027	Literacy software license for reading (10) and math (20) (increase previous request from \$2,050 to \$2,860)	MindPlay	810.00
	Total		\$ 3,915.00

OKLAHOMA YOUTH ACADEMY CHARTER SCHOOL REQUEST FOR 2023-2024 ENCUMBRANCES



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