



COMMONWEALTH of VIRGINIA

James S. Turpin, Chairman
Kim S. Downing, **Vice Chairman**
Courtney A. Penn, **Secretary**
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Board of Juvenile Justice

DEPARTMENT OF JUVENILE JUSTICE Board Meeting Shenandoah Valley Juvenile Detention Center Staunton, Virginia November 8, 2006

Present: James Turpin Barbara Myers Patricia Puritz
 Courtney Penn Justin Wilson

DJJ Staff Present: Emily Bishop (intern), Marilyn Miller, Michael Ito, Ed Holmes, Deron Phipps, Sam Abed, Steve Pullen, Barry Green, Tim Howard, Ken Bailey, Ed Murray, Bruce Twyman and Deborah Hayes.

I. CALL TO ORDER

The meeting was called to order at 10:10 am by Chairman Turpin. The Chairman introduced Tim Smith, Superintendent of the Shenandoah Valley Juvenile Center. Mr. Smith thanked everyone for coming and said he welcomed the opportunity to host the DJJ Board. He said the wards will make a presentation during lunch and then any one interested can tour the facility.

Chairman Turpin asked for a moment of silence to recognize the deaths of Shane Adcock (son of DJJ employee, Maris Adcock) and Brandon Asbury (Alan Hullett's nephew). Shane and Brandon were killed in the Iraq conflict in October.

II. APPROVAL OF AGENDA

On MOTION duly made by Ms. Puritz, seconded by Mr. Penn, to accept the agenda as presented. Motion carried.

III. INTRODUCTIONS

Mr. Turpin asked everyone to introduce themselves. In attendance were: Dan Hooper, Andy Block, Charisa Smith, Rodney Hubbard, Rod Jones, Tim Showalter, Gary Conway, Eddie Wilkinson, and Tanya Peduto.

IV. APPROVAL OF MINUTES for September 13, 2006

On MOTION duly made by Mr. Wilson, seconded by Ms. Myers, the minutes of the September 13, 2006 Board meeting were approved as presented. Motion carried.

V. PUBLIC COMMENT PERIOD

Mr. Turpin read the Board's revised position on the public comment period. No one pre-registered and no one was present for public comment.

VI. COMMITTEE REPORTS

**A. Secure Services Committee
Certification Issues-Beaumont JCC (verbal)**

Dr. Michael Ito, Superintendent—Beaumont JCC, stated that Beaumont is preparing for their upcoming audit which is scheduled for November 13-17. Beaumont currently has a one year license. After the full review next week, Dr. Ito anticipates that Beaumont will be given a three year certification. He said they are addressing all deficiencies.

Certifications

On MOTION duly made by Ms. Puritz, seconded by Ms. Myers to certify Chesapeake Juvenile Services Secure Detention program, the Post-Disposition Program, for three years. Motion carried

On MOTION duly made by Ms. Puritz, seconded by Mr. Penn, to certify Culpeper Juvenile Correctional Center for three years. Motion carried.

On MOTION duly made by Ms. Puritz, seconded by Ms. Myers, to certify Culpeper Juvenile Detention Center for three years.

**B. Non-Secure Services Committee
Certifications**

On MOTION duly made by Mr. Wilson, seconded by Mr. Penn, to certify SPARC House for three years with a letter of congratulations for 100% compliance. Motion carried.

On MOTION duly made by Mr. Wilson, seconded by Ms. Myers, to the continue certification status of the Southside Regional Group Home until April 2007 with a oral report at the January 10, 2007 Board meeting. Motion carried.

On MOTION duly made by Mr. Wilson, seconded by Ms. Myers, to amend the certification status of Bridge House to allow the program to serve both pre- and post-dispositional youth. Motion carried.

VII. OTHER BUSINESS

Strategic Plan Update

Mr. Abed stated that a tentative date has been set for DJJ's Strategic Plan rollout. After the initial rollout, regional meetings will be held (dates/locations to be determined). The date for the initial rollout is December 15, 2006 at State Police Headquarters on Midlothian Turnpike. The Chairman asked if there was anything relevant to the Board. Mr. Abed said goals and objectives have been established and that the performance measures are tied to the Strategic Plan. Board members are invited to attend and will be given additional information prior to the meeting. Individuals, who attended DJJ's Management Conference in May when this process was started, will be invited to the rollout.

Budget Amendment Submission

Mr. Pullen stated that the budget amendments have been submitted to the Department of Planning and Budget (DPB) and to the Secretary of Public Safety for approval. He said if the Board members are interested in the details, DJJ will mail them to the members. DPB is in the process of reviewing the amendments and will make recommendations to the Governor for funding. Mr. Pullen said DJJ is requesting additional funding for VITA and additional funds to cover the workers' compensation claims. He said DJJ is hoping for approval of some of the funding requests.

State Board *Don Carignan Juvenile Justice Award* Proposal Update (handout: State Board of Juvenile Justice's Don Carignan Award for Outstanding Service)

For background purposes, Mr. Phipps said Don Carignan was manager of the Policy Regulatory and Legislative Division. Mr. Carignan was a wonderful, responsible person and the Board worked closely with him. The Board thought it would be a good idea to establish this award and asked that Courtney Penn be the Board contact. Mr. Phipps said he met with the Human Resources Department reference the contents of the proposal in that they wanted to ensure that the Carignan is different from DJJ's Director's award. This award will recognize programs or individuals who are not affiliated with DJJ. He said because the Board certifies programs, they might want to recognize programs that DJJ operates as well. Mr. Phipps said he will provide additional information at the January meeting. The Chairman thanked Mr. Phipps for his work on the proposal and asked Mr. Penn to work with Mr. Phipps to complete this process. Mr. Phipps suggested that the award be presented at a Board meeting.

DJJ Policies (handouts: Review of State Board Policies & Policies Recommended for Repeal due to Incorporation in the Virginia Administrative Code)

Mr. Phipps stated that at the September 12-13 Board meeting, a discussion was held regarding a review of DJJ's policies. It is requested that the Board review all

policies for possible repeal given that the substantive components of the policies may have been incorporated in the Virginia Administrative Code, the Virginia Code or may no longer be necessary. The policies have been divided into three categories: (1) those policies that have been substantively incorporated into regulations; (2) those policies that appear to substantively restate the current Virginia Code; and (3) those policies recommended for repeal or revision because they appear to be procedural in nature or no longer necessary. The Board, under Mr. Phipps direction, reviewed the policies presented. Mr. Phipps said it is hoped that this process will be completed over the next six meetings. At the end of this process, the Board will adopt a policy to review policies and procedures every five years. Andrew Block noted that there are policies that need to be changed. The Chairman asked the Board members and Mr. Block to review the policies and e-mail their comments to him. He stated that the policies' review will be a part of the regular board meetings. Mr. Phipps and Mr. Abed will be the point of contact. Mr. Phipps asked the members to review the policies carefully and that another packet will be available for review at the January 10 meeting.

On MOTION duly made by Ms. Myers and seconded by Mr. Penn that the preliminary policies be moved forward to the next meeting. Motion carried. The Chairman said DJJ should continue to use the summary and expanded version of the policies to be reviewed.

Length of Stay

Mr. Phipps stated that the review of these guidelines were put on hold, however, they will be back on track once the Legislative Liaison position is filled. He reminded the Board that the length of stay guidelines were reviewed in 2004, so we are actually ahead of the process. Ms. Puritz is the Board's contact for the length of stay guidelines.

Summary Suspension of Licenses for Group Homes and Residential Facilities (6 VAC 35-20-37—Emergency Regulations/NOIRA)

The Chairman had asked Ms. Puritz to meet with representatives of the Virginia Council on Juvenile Detention (VCJD) following the June board meeting, at which, VCJD made a brief presentation on the issue of overcrowding and the Board's expectations of detention facilities. Ms. Puritz met with representatives of VCJD on November 2 at the Rappahannock Juvenile Detention Center. The following facilities were represented: Merrimac, Henrico, Roanoke, Chesterfield, Piedmont, Northern Virginia, Fairfax, Virginia Beach, Rappahannock and Shenandoah. Tim Howard and Marilyn Miller represented DJJ. Tim Smith, Superintendent of Shenandoah Valley, reiterated his presentation made to the Board in June, on behalf of VCJD. Ms. Puritz and VCJD discussed the issues of citations relative to noncompliance with licensed capacity and expected plans of action (i.e., moving residents to underutilized facilities). It was decided that DJJ's Division of Community Programs would come up with a system which will include a system of graduated responses by detention for noncompliance with licensed

capacity. Appearing before the Board of Juvenile Justice to discuss noncompliance would be built into that response system.

The proposed regulations will be published by November 13th in the Virginia Register and open to public comment November 27, 2006 through January 29, 2007. Mr. Phipps stated that it's at the Board's discretion to provide a public comment period, although public comments are not anticipated.

The State Board approved conducting a public hearing on the proposed [Regulations Governing Juvenile Work Release Programs \(6 VAC 35-190\)](#). The proposed regulations will be published in the Virginia Register on November 13, 2006. A 60-day public comment period will begin on November 27, 2006 and end on January 29, 2007. The Board will provide a public comment period at the January 10, 2007 State Board meeting.

The State Board approved conducting a public hearing on the proposed Regulations Governing Mental Health Services Transition Plans for Incarcerated Juveniles (6 VAC 35-180). The proposed regulations will be published in the Virginia Register on November 13, 2006. A 60-day public comment period will begin on November 27, 2006 and end on January 29, 2007. The Board will provide a public comment period at the January 10, 2007 State Board meeting.

VIII. DIRECTOR'S COMMENTS

Director Green stated that the REACH training is underway. Currently, the facilities are being trained and it is anticipated that they will be on board by January 2007 after which the community side and central office will be trained. George Wakefield will give an update on REACH at the January meeting.

The final forecasting report has been released by the Secretary of Public Safety for the juvenile correctional centers and detention centers. The report projects relatively flat population growth over the next six years.

The Research and Evaluation Unit has updated the Juvenile Correctional Center Utilization Report. The General Assembly had asked DJJ to take a look at detention for incarceration needs.

Director Green and Community staff met with approximately 9 detention home officials regarding a pilot program. A memorandum of agreement will be created with an anticipated start date of January 2007.

IX. BOARD COMMENTS

Chairman Turpin stated he attended the VJJA 40th Anniversary Conference November 1-3 here in Richmond. He asked that a draft letter be prepared from the Board congratulating VJJA on their work and professionalism.

The schedule for the 2007 Board meetings is as follows:

January 10, 2007	Hanover JCC
April 11, 2007	Central Office
June 13, 2007	Winchester
September 12, 2007	Merrimac Detention Center-Williamsburg
November 14, 2007	Lynchburg

X. NEXT MEETING

The next meeting will be held at the Hanover Juvenile Correctional Center in Hanover, Virginia on Wednesday, January 10, 2007.

XI. ADJOURN & TOUR

Having no other business, the meeting adjourned at 11:50 a.m.

Respectfully submitted,

Deborah Canada Hayes
DJJ Board Secretary