Kane County Juvenile Justice Council December Board of Directors Meeting Agenda

December 12th, 2017 at 12 PM

**Kane County Sheriff’s Department**

**37W755 IL Route 38**

**Saint Charles, IL 60175**

***Voting Members****: State’s Attorney (chair), Chief Judge’s Office, Juvenile Delinquency Court Judge, Public Defender, County Board, Sheriff’s Department, Court Services, Regional Office of Education, Kane County Chiefs of Police, Juvenile Officer’s Association, Kane County Bar Association*

**Members present: Sarah Seberger, Lisa Aust, Mike Doyen, Judge Hull, Rachele Conant, Kristen Lohrstorfer, Susan Starrett, Patricia Graczyk, Julia Ankenbruck (via telephone)**

**Members absent: Josh Axelsen, Shirley LeClere, and Lark Cowart**

**Delayed arrival: Sheriff Kramer (12:15 PM)**

**Call to order: 12:11 PM**

1. Introductions and approval of minutes
   * **Minutes APPROVED unanimously**
2. JJC Chairman’s report
   * **Membership:**
     + **New County Board member, Susan Starrett**
     + **Jody presented at Chiefs of Police re: membership opportunity**
   * **Financial:**
     + **3 pay periods in November**
     + **$2470.03 went toward salary**
     + **Payment pending of $1250 to Regional Office of Education for training**
3. Executive Session
   * **moved into closed session**
4. Old Business
   * Article submissions
     + Proposed vote: Does the Juvenile Justice Council want to feature article submissions written by members of the public on the website?

**DISCUSSION:**

* **Concern about not being fair by not accepting some**
* **Could take additional resources to review**
* **Possible to do an article contest?**
* **By allowing one person, opens it up to everyone**

**OUTCOME: Vote to table discussion indefinitely – APPROVED unanimously**

* + Collaboration with the Commission
    - Proposed vote: Does the Council want to collaborate with the Commission on any of the offered opportunities?
      1. Training and Technical Assistance (T&TAS) (contract deliverable)
      2. Disproportionate Minority Contract (DMC) Training and Technical Assistance
      3. Youth Advisory Board
      4. Input into the State Juvenile Justice and Delinquency Prevention Plan
      5. Host focus groups to develop a model Domestic Battery Arrest Protocol for Adolescents.

**DISCUSSION:**

* **Update from ICOY: Julia reached out to contact from ICOY offering the DMC training and technical assistance about the additional offers. Contact offered to move forward with DMC Technical Assistance program.**
* **Reviewed opportunities**
* **Need more information on #3 (Youth Advisory Board)**
* **#1 seems similar to what has been done before**

**OUTCOME: Vote to table to next meeting – APPROVED unanimously**

1. New Business
   * JJC Data Collection
     + **Data subcommittee meeting on 12/15 at 1 PM in the JJC training room**
2. Action Plans with Dr. Patricia Graczyk
   * **See attached recommendations, discussion, and next steps**
3. Subcommittee updates
   * **Bullying presentation with Gail Borden cancelled, but hoping to be rescheduled**
   * **Needs Assessment starting pilot soon**
   * **Expungements – updating packet with new legislative changes for 2018, planning with Prairie State Legal Aid for support/assistance**
4. Other updates
5. Adjournment

Next Board of Directors Meeting: **February 13, 2017 at 12 PM**

Next Quarterly JJC Meeting: **January 11, 2018 at 11:30 AM**

**Recommendations**

**Concern: unequal distribution of tasks (hibernators/dominators), “go-to” hub,**

1. Formalize processes/procedures/expectations through policy to support consistency and clarity
   1. Voting
      1. How to provide input before/after
   2. Identify roles of community partners and roles of Board of Directors
   3. Coordinator to send out preparation emails
   4. Submitting concerns to the Board of Directors

**Concern: Few structures and shared tasks, not reaching mutual goals together,**

1. Board of Directors to identify goals at the beginning of each fiscal year and assess progress at each meeting
   1. Gather input from Council at April meeting re: needs of the community
   2. Coordinator and chair to meet prior to the June Board of Directors meeting to discuss priorities
   3. Present to Board of Directors for discussion and a vote
   4. Annual retreat meeting in July will focus on action planning and identifying steps to assess progress
2. Appoint a strategic planning subcommittee that meets to make proposals to the Board of Directors for the direction of the Council.

**Concern: Inaction between meetings**

1. Action steps can be clearly defined and sent following the meeting.

**DISCUSSION:**

* **Update bylaws to adjust the quorum**
  + **Include community partners as voting members?**
* **Provide a cheat sheet for Roberts Rules of Order**
* **Annual report on behalf of JJC**
* **Need to identify how to show we are accomplishing things**
* **Partnering seems to make more sense for the JJC as opposed to unifying**
  + **What would it look like if we reached a partnership?**
* **Julia to draft an action plan with the following action steps:**
  + **Strategic planning at summer retreat with action steps**
    - **Have standing agenda items for review at each Board meeting**
  + **Clarifying roles for members**
  + **Write annual report**