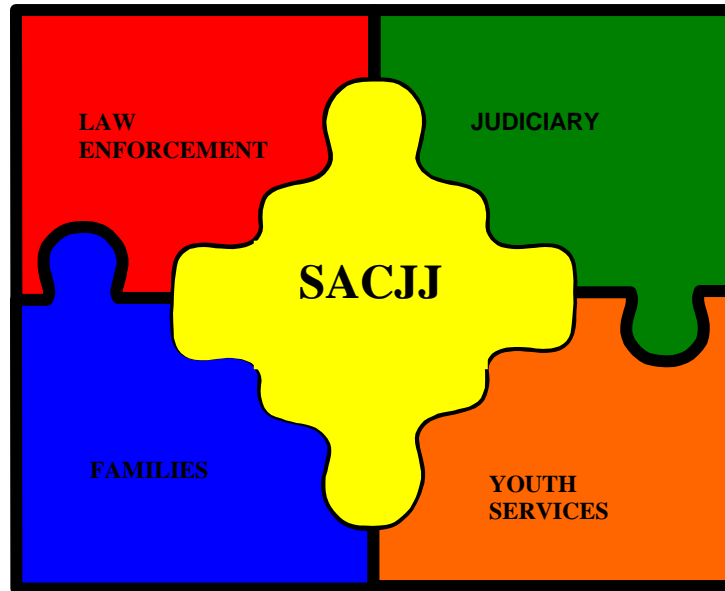


# WYOMING STATE ADVISORY COUNCIL ON JUVENILE JUSTICE



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*To improve the coordination and effectiveness of statewide and local delinquency prevention, juvenile justice and youth services programs.*

## 2016 Annual Report

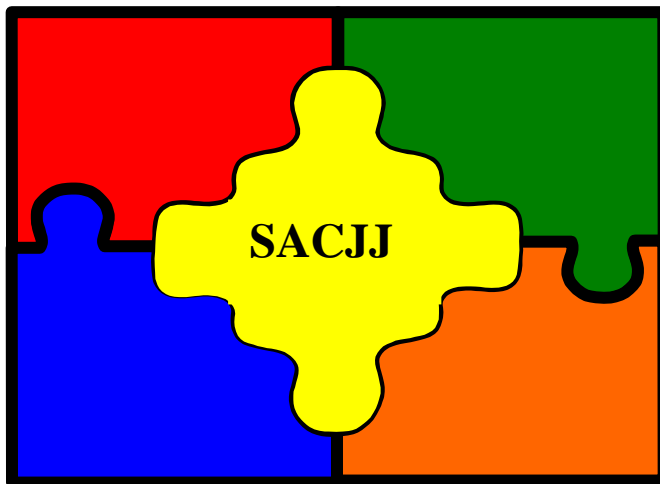
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## MISSION

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*The Mission of the SACJJ is to provide vision, training, and support for a model Juvenile Justice System in Wyoming.*

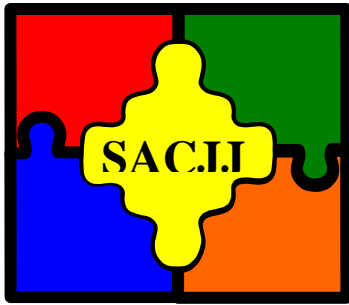


**Wyoming State  
Advisory Council on  
Juvenile Justice**

## VISION

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*The vision of the SACJJ is a Wyoming where children and families will receive education, care and support to become responsible, successful citizens.*



## **WYOMING**

STATE ADVISORY COUNCIL ON JUVENILE JUSTICE

**HATHAWAY BUILDING, 3RD FLOOR, CHEYENNE, WY 82002**  
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**[www.wyjuvenilejustice.com](http://www.wyjuvenilejustice.com)**

December 22, 2016

Dear Governor Mead, Members of the Wyoming State Legislature, and Wyoming residents:

On behalf of the Wyoming State Advisory Council on Juvenile Justice, I am pleased to present you with the 2016 Annual Report.

The State Advisory Council on Juvenile Justice has continued to use their Strategic Plan as one of the guiding documents of their activities. During 2016, the Council has been able to address all established goals within the time frame originally established.

Meetings were held in five different communities. The Council recognizes that every community in Wyoming is unique and has continued to strive to receive input from various communities and has worked to receive input from those communities. The input provided has greatly assisted us in identifying their unique barriers to providing quality services to juveniles while allowing the stakeholders to share their successes.

The State Advisory Council on Juvenile Justice has worked diligently in 2016 to continue to collaborate with the Department of Family Services to establish a statewide data collection system. Data points to be collected have been established and piloting plans are currently underway. The Council continues to believe that through quality data collections appropriate recommendations as to how best serve juveniles in Wyoming can and will be made. Identifying individual needs of each community through the data collection process essential.

In an attempt to be budget conscious and sensitive to agencies and members, the Council voted on and approved the use of teleconference participation. It is hopeful that this will lessen travel burdens and the financial implications associated with physically attending meetings.

The State Advisory Council on Juvenile Justice will continue to strive to improve the juvenile justice system in Wyoming. As always, any and all input is welcome.

Sincerely,  
Shad Bates, Chairman  
Wyoming State Advisory Council on Juvenile Justice

**WYOMING STATE ADVISORY COUNCIL ON JUVENILE JUSTICE MEMBERS**

<b>MEMBERS</b>	<b>REPRESENTS</b>	<b>CITY</b>	<b>JUDICIAL</b>
Shad Bates	Chair	Torrington	District 8
Allison Anderson	Vice-Chair	Cheyenne	District 1
H. Steven Brown	Government	Casper	District 7
Lisa Finkey	Non-Governmental	Gillette	District 6
Michael Sorenson	Government	Cheyenne	District 1
Adrienne Freng	Government	Laramie	District 2
Gary Gilmore	Wyoming Boys School	Worland	District 5
Stephany Stephenson	Non-Governmental	Rock Springs	District 3
Damon DeBernardi	Government	Rock Springs	District 3
Shane Johnson	Government	Kemmerer	District 3
Chris Jones	Wyoming Girls School	Sheridan	District 4
Seth Marshall	Youth Member	Laramie	District 2
Baylee McIntyre	Youth Member	Douglas	District 8
Narina Nunez	Government	Laramie	District 2
Nicole Hauser	Non-Governmental	Laramie	District 2
Bryan Skoric	Government	Cody	District 5
Dawnessa Snyder	Government	Rawlins	District 2
Clarence Thomas	Tribal	Ft Washakie	District 9
Steven Gilmore	Governmental	Cheyenne	District 1
Tom Rose	Non-Governmental	Dubois	District 9
<b>EX OFFICIO MEMBERS</b>			
Christina McCabe	Attorney General's Office		
Rep. Bob Nicholas	ICJ – Wyoming State Legislature		
Gary Hartman	Governor's Office		
Nicole Gilbert	Dept. of Health		
Jo Ann Numoto	Dept. of Education		
<b>ICJ MEMBERS</b>			
Maureen Clifton - Chair	Dept. of Family Services		
Holly Meyer	Dept. of Health		
Rep. Bob Nicholas	Representative		

SACJJ Coordinator: Brandon Schimelpfenig

(Updated: 12/2016)

## **SACJJ RESPONSIBILITIES**

The State Advisory Council on Juvenile Justice (SACJJ) was created within the Office of the Governor by the Wyoming Legislature in 1997. The Council receives operational funds from the Department of Justice and serves as the State Advisory Group (SAG) under the Federal Juvenile Justice Act (JJDPA). Per Wyoming Statute, members must have training, experience and special knowledge concerning the prevention and treatment of juvenile delinquency and administration of juvenile justice [W.S. 14-10-101(a)].

The Advisory Council shall be made up of members having training, experience or special knowledge concerning the prevention and treatment of juvenile delinquency or the administration of juvenile justice.

The State Advisory Council on Juvenile Justice is required, per Wyoming Statute 14-10-101(f) to:

- (i) Advise the Governor in the development and review of the state's juvenile justice planning;*
- (ii) Assist communities in the formation of community juvenile services boards;*
- (iii) Make recommendation for an equitable funding formula for distribution of funds to community juvenile service boards;*
- (iv) Be afforded the opportunity to review and comment on all juvenile justice, delinquency prevention and juvenile services grant applications prepared for submission under any federal grant program by any governmental entity of the state;*
- (v) Review the progress and accomplishments of state and local juvenile justice, delinquency prevention and juvenile services projects;*
- (vi) At the direction of the Governor, assist communities to collect, compile and distribute data relating to juvenile justice, delinquency prevention and juvenile services, including but not limited to, an inventory of programs and services available in each county of the state. The council shall then identify and make recommendations with regard to areas for which an unfulfilled need for services or programs exists;*
- (vii) Develop recommendations concerning establishments of priorities and needed improvements with respect to juvenile justice, delinquency prevention and juvenile services and report its recommendations to the Governor and joint*

*judiciary interim committee annually, on or before December 31;*

*(viii) Review and analyze the proposed budget for each entity of state government which utilizes state or federal funds to administer or provide juvenile justice programs and services and make recommendations to the Governor; and*

*(ix) Coordinate the efficient and effective development and enhancement of state, local and regional juvenile justice programs.*

In addition to these State responsibilities, the Council works to promote national goals contained in the federal Juvenile Justice and Delinquency Prevention Act. While past Council reports have focused on promoting “compliance” with the federal goals in order to receive these federal funds, it is important to understand that these federal goals are fully consistent with evidence-based juvenile delinquency prevention and help provide critical information and support to the Council’s State duties. These goals include:

- Eliminating the use of jail and juvenile detention as punishment for juveniles for acts that would not be a crime if they were an adult. These include smoking and alcohol use, curfew violations and runaways. These laws are intended to protect the youth from bad choices because of their age and lack of decisional capacity. Research clearly demonstrates that the use of detention to punish these behaviors actually increase future offenses.
- Ensuring that youth who do commit crimes are held separately from adult offenders. Again the evidence is clear that youth are extremely vulnerable to victimization by adult offenders. Even incidental exposure to adult offenders increases the likelihood that the youth will commit future offenses. This increase occurs even when the youth’s exposure occurs through popular “scared straight” or similar programs where adult offenders attempt to scare, mentor, advise or otherwise persuade youth to change their ways.
- Tracking and reducing disproportionate minority contact with law enforcement. Collecting data that includes information about race helps us understand and develop better interventions for our minority youth. While Wyoming’s population may be less diverse, there is clearly a need to attend to overrepresentation of Native American, Hispanic, and African American youth in order to improve our success with these populations.

**[See JJDPA ACT for further information on the requirements of the JJDPA]**

## **2016 HIGHLIGHTS**

- Five State Advisory Council Meetings held in 2016, in five different communities.
- The Annual SACJJ Outstanding Achievement in Juvenile Justice Award was renamed the Neal Madson Excellence in Juvenile Justice Award.
- Sweetwater County received the Neal Madson Sixth Annual SACJJ Outstanding Achievement in Juvenile Justice Award. While the juvenile population increased slightly from 2011 to 2014, both the number of arrests and the number of detention placements decreased by over 50 percent. Of even greater significance, the rate of change in detention (80 percent) decreased at a greater rate than arrests (58 percent).
- 14 Counties and one reservation received funding through the nonparticipating grant award:
  - 1) Albany
  - 2) Campbell
  - 3) Carbon
  - 4) Fremont
  - 5) Goshen
  - 6) Hot Springs
  - 7) Johnson
  - 8) Laramie
  - 9) Platte
  - 10) Sheridan
  - 11) Sublette
  - 12) Sweetwater
  - 13) Uinta
  - 14) Washakie
  - 15) Wind River Reservation
- The SACJJ and Department of Family Services continued collaboration with regard to the ROM Data Collection System.
- Implemented the option for Members to use teleconference to attend meetings to assist in the ever decreasing Agency budgets.
- SACJJ Tribal Member Clarence Thomas was appointed to the Federal Advisory Council on Juvenile Justice.



## **2016 ACTIVITIES**

The Council consists of eight sub-committees that meet during regular SACJJ meetings and throughout the year; Executive, Grants, Outreach, Data, Best Practices, Legislative, Youth Members and Interstate Compact on Juveniles (ICJ). There were five scheduled Council meetings in 2016. Following is a brief overview of the meetings dates.

### **COUNCIL MEETINGS**

#### **January 21 – 22, 2015**

Wyoming Water Development Commission, 6920 Yellowstone Road, Cheyenne, Wyoming

- Community Participation
  - Laramie County Community Juvenile Services Board
  - Eydie Trautwein, Children's Justice Project
- Council Discussion
  - Election of Officers
    - Shad Bates for Chair
    - Allison Anderson for Vice Chair
    - Neal Madson for Executive Committee
    - Les Pozsgi for Executive Committee
    - Dawnessa Snyder for Executive Committee
  - Data Collection Update
  - Use of Teleconference
  - Legislative Update
  - Agency Updates

#### **April 21 – 22, 2016**

Fremont County Public Library, 1330 West Park Avenue, Riverton, Wyoming

- Community Participation
  - Fremont County DFS, Community Juvenile Services Board
  - Wyoming After School Alliance
- Council Discussion
  - Data Collection Update
  - Bylaw Changes regarding Ex-Officio Members
  - Community Juvenile Services Board Statewide Update
  - Agency Updates

#### **June 16 and 17, 2016**

Niobrara County School District Office Building

- Community Participation
  - Wyoming Women's Center
- Council Discussion
  - Data Collection Update

- Budget Report including Grant Update
- DFS PACT Assessment update
- Neal Madson Excellence in Juvenile Justice Award
- Strategic Plan Update
- Global Institute on Forensic Research

#### September 8 & 9 2016

The Cody Hotel, 232 West Yellowstone Avenue, Cody, Wyoming

- Community Participation
  - Park County Department of Family Services
- Council Discussion
  - DFS PACT Assessment Update
  - Data Collection Update
  - Membership
  - Neal Madson Excellence in Juvenile Justice Award

#### November 17 & 18, 2016

C'Mon Inn, 301 East Lathrop Road, Evansville, Wyoming

- Community Participation
  - Natrona County DFS
- Council Discussion
  - 2017 Meeting Dates and Locations
  - Global Youth Justice Teen Court Training
  - 2017 Annual Report
  - January 2017 Council Elections
  - Leading the Way in After School and Juvenile Justice summit

## **2016 FUTURE DIRECTIONS**

The Council recognizes that a majority of the business it conducts is outlined in Wyoming Statute 14-10-101. To be effective in this capacity, the Council continually engages in a coordinated planning process with those serving juveniles in Wyoming to impact local and statewide juvenile justice policy, inform and improve practice, foster the development of model programs, and define consistent philosophies for how to address the needs of children in Wyoming's juvenile justice system. Therefore, the Council will continue the following:

- The State Advisory Council on Juvenile Justice will continue to work with the Department of Family Services to establish a baseline study for the Data Collection System (ROM System).
- The State Advisory Council on Juvenile Justice will continue to meet in various locations statewide. These meetings and the information provided by stakeholders are essential to assisting the Council in identifying gaps in services available to juveniles.
- The State Advisory Council on Juvenile Justice will work diligently to connect and communicate with communities throughout the year.
- The State Advisory Council on Juvenile Justice will address any issues or requests from the Governor's Office as timely as possible.

## **RECOMMENDATIONS TO THE GOVERNOR AND THE WYOMING STATE LEGISLATURE**

1. Encourage State Agencies that provide direct services to youth and families to continue to explore cost effective services.
2. The State Advisory Council on Juvenile Justice believes that it may be an appropriate time to revisit Wyoming Statute 14-10-101 defining the roles and responsibilities of the Council to ensure those statutes still meet the needs of the Governor, Legislature and the Council.
3. The State Advisory Council on Juvenile Justice would like to recommend that the Wyoming Boy's School and Wyoming Girl's School continue to provide services to youth according to current Wyoming Statute.

## **JUVENILE JUSTICE AND DELINQUENCY PREVENTION (JJDP)**

### **The Four Core Requirements**

The JJDP act contains four core requirements in order to receive formula grant funding from the Office of Juvenile Justice and Delinquency Prevention. The Council endorses these requirements in both their policy recommendations and funding priorities:

- **Deinstitutionalization of Status Offenders (DSO)**

Juveniles who are charged with or who have committed offenses which would not be criminal if committed by an adult (i.e.: status offenders) and non-offenders, shall not be placed in secure detention or secure correctional facilities. The following are considered status offenses: truancy, runaway, violations of curfew, underage possession and/or consumption of tobacco products, and underage alcohol offenses.

- **Sight and Sound Separation (Separation)**

Juveniles alleged to be or found to be delinquent, as well as status offenders and non-offenders, cannot be detained or confined in any institution in which they have sight or sound contact with adult offenders.

- **Adult Jail and Lock-up Removal**

(Jail Removal) Juveniles who are accused of delinquent acts may not be held in a secure area of an adult jail or lockup for longer than six hours, while remaining separated by sight and sound from adult offenders.

- **Disproportionate Minority Contact (DMC)**

States are required to address juvenile delinquency prevention efforts and system improvement efforts designed to reduce the disproportionate number of minority youth who come in contact with the Juvenile Justice System.

December 28, 2016

TO: State Advisory Council on Juvenile Justice (SACJJ) FROM: Craig Fiskus and Chuck Kratz  
RE: 2016 Annual Report

Compliance Monitoring

- Submitted its compliance monitoring report to the Office of Juvenile Justice and Delinquency Prevention (OJJDP) for the first nine months of 2015 (1/1/15 – 9/30/15) on 6/30/16.
- Completed compliance monitoring of 27 out of 54 (50 percent) secure facilities and seven out of 88 (8 percent) nonsecure facilities from October through December 2016. Conducted on-site visits of the following:
  - Twenty-five (25) adult jails/lockups
  - Four (4) juvenile detention centers (Campbell, Laramie, Natrona, and Sweetwater counties)
  - Four (4) court holding facilities (Campbell, Fremont, Laramie, and Natrona counties)
  - One (1) crisis shelter/group home

Disproportionate Minority Contact (DMC)

- Conducted a conference call on 4/8/16 with 19 individuals from 12 of the 14 counties that are currently receiving OJJDP subgrant funding from Volunteers of America Northern Rockies (VOA). Reviewed procedures and definitions for collecting data for the quarterly reports submitted as part of the reimbursement process.
- Met with the following to review the county's DMC data collection process:
  - Sarah Garcia, Washakie County, on 7/12/16.
  - Barbara Rice, Hot Springs County, on 7/12/16.
  - Melissa Irvine, Albany County, on 7/27/16.
- Conducted conference calls on 7/29/16 and 8/8/16 to review a spreadsheet tool developed to assist counties in the collection of DMC data. A total of 20 individuals from the 14 counties that are currently receiving OJJDP subgrant funding from VOA participated in the call.

General Activities

- Completed the following activities regarding the proposed regulatory changes to 28 Code of Federal Regulations (C.F.R.), Part 31:
  - Participated in a phone call with OJJDP on 8/9/16.
  - Hosted a webinar with 16 individuals from 11 counties. Distributed a summary of the information contained in 81 Federal Register 52377 and discussed the potential ramifications for Wyoming.
  - Presented to the Wyoming Sheriff's Association on 9/28/16 and to the Wyoming Association of Sheriffs and Chiefs of Police on 9/29/16.
  - Submitted a response on 10/7/16. See the following link for posted comments: <https://www.regulations.gov/document?D=OJP-2016-0003-0001>
- Continued to collaborate with Sweetwater County regarding the study of its diversion program. Currently gathering data on juveniles participating in the program from 1/1/13 – 12/31/13.

### Juvenile Jail Roster

- Conducted the following reviews of Juvenile Jail Roster data:

	Name of Facility	Dates	Case Manager Name	Case Manager Agency
1)	Campbell County Juvenile Detention Center	2/19/16 5/20/16 10/4/16	Charlene Edwards	Campbell County Attorney's Office
2)	Fremont County Sheriff's Office	5/24/16 11/9/16	Melinda Cox	Fremont County Youth Services

3)	Laramie County Juvenile Services Center	2/16/16 5/17/16 12/13/16	Jamie Corriveau	Laramie County Sheriff's Office
4)	Regional Juvenile Detention Center	2/22/16 5/23/16 11/16/16 12/19/16	Melissa Patterson	Natrona County Sheriff's Office
5)	Sweetwater County Juvenile Detention Center	2/9/16	Gayle Taylor	Sweetwater County Sheriff's Office
		5/25/16 12/8/16	Karin Kelly	Sweetwater County Juvenile Probation

- Conducted data entry training for the following:
  - o Melinda Cox, Fremont County, on 3/21/16.
  - o Karin Kelly, Sweetwater County, on 3/22/16.
- Conducted a Juvenile Jail Roster training on 4/28/16 with 14 individuals from 12 of the 14 counties that are currently receiving OJJDP funding from VOA. Reviewed changes to the **Reason for Admission**, **Referring Agency**, and **Released To** fields. Addressed other issues and discussed potential modifications to the Jail Roster.
- Met with the following to review juvenile detention data from 2015 (1/1/15 – 12/31/15):
  - o Wendy Applegarth and Brenda Sishc, Goshen County, on 5/16/16.
  - o Sgt. Nicole Trampe, Albany County, on 6/8/16.
  - o Capt. Deb Bisceglia, Carbon County, on 6/9/16.
  - o Charlene Edwards, Campbell County, on 6/13/16.
  - o Karin Kelly, Sweetwater County, on 6/23/16.
  - o Jamie Corriveau, Laramie County, on 6/24/16.
  - o Melissa Patterson, Natrona County, on 6/28/16.
  - o Jamie Corriveau, Laramie County, on 6/29/16.
  - o Melinda Cox, Fremont County, on 6/30/16.
  - o Tucker Ruby, Johnson County, on 7/8/16.
  - o Melinda Cox, Fremont, County, on 7/13/16.

### OJJDP Funding

- Submitted its application for the 2016 Nonparticipating State Award to OJJDP on 6/27/16. On 9/27/16, OJJDP notified VOA that it would receive a \$380,000 award as a supplement to the 2015 Nonparticipating State Award. The project period would be 10/1/15 – 9/30/19.
- Issued an amendment on 10/4/16 to the contracts for the 2014/2015 subgrant funding that would extend the agreement period by six months. The original agreement period was 10/1/15 – 9/30/16. For those counties that opted to sign the amendment, the new agreement period would be 10/1/15 – 3/31/17.
- Distributed a Request for Proposals on 10/31/16 for the 2017-2018 subgrant funding from the supplement to the 2015 Nonparticipating State Award. The agreement period for this funding would be 4/1/17 – 3/31/18.

#### Trainings

- Conducted the followings trainings regarding the Juvenile Justice and Delinquency Prevention Act of 2002:
  - Campbell County and Prosecuting Attorney’s Office on 8/19/16.
  - Sheridan County Justice Office on 9/22/16.

#### Attachments:

#### **Table 1: OJJDP/VOA Nonparticipating State Award Summary**



**Table 1**  
**OJJDP/VOA Nonparticipating State Award Summary**

Year of Award	2007	2008	2009	2010	2011	2012	2013	2014	2015
Grant Period	10/1/07 – 6/30/11	10/1/08 – 9/30/12	10/1/09 – 9/30/12	10/1/10 – 9/30/13	10/1/11 – 9/30/14	10/1/12 – 9/30/15	10/1/13 – 9/30/15	10/1/14 – 9/30/16	10/1/15 – 9/30/18
Grant Status	Closed	Closed	Closed	Closed	Closed	To Be Closed	Active	Active	Active
Amount of Award	\$1,140,000	\$570,000	\$570,000	\$570,000	\$570,000	\$380,000	\$380,351	\$380,000	\$380,000
Total Amount of Subgrants <sup>1</sup>	\$859,197	\$434,482	\$367,267	\$265,470	\$263,319	\$453,377 (combined funding from 2012 and 2013 awards)		\$422,712 (combined funding from 2014 and 2015 awards)	
Subgrant Contract Period	10/1/08-9/30/10	4/1/10-9/30/11	10/1/11-9/30/12	10/1/12-9/30/13	10/1/13-9/30/14	10/1/14 – 9/30/15		10/1/15 – 9/30/16	
County (or Agency) Subgrant Recipients	1) Albany 2) Big Horn 3) Campbell 4) Fremont 5) Goshen 6) Hot Springs 7) Johnson 8) Laramie 9) Platte 10) Sheridan 11) Sublette 12) Sweetwater 13) Teton 14) Uinta 15) Washakie 16) WRTYP*	1) Albany 2) Campbell 3) Fremont 4) Goshen 5) Hot Springs 6) Johnson 7) Laramie 8) Platte 9) Sheridan 10) Sublette 11) Sweetwater 12) Teton 13) Uinta 14) Washakie 15) WRTYP*	1) Albany 2) Campbell 3) Fremont 4) Goshen 5) Hot Springs 6) Johnson 7) Laramie 8) Platte 9) Sheridan 10) Sublette 11) Sweetwater 12) Teton 13) Uinta 14) Washakie 15) WRTYP*	1) Albany 2) Campbell 3) Fremont 4) Goshen 5) Hot Springs 6) Johnson 7) Laramie 8) Platte 9) Sheridan 10) Sublette 11) Sweetwater 12) Teton 13) Uinta 14) Washakie 15) Wind River Reservation	1) Albany 2) Campbell 3) Carbon 4) Fremont 5) Goshen 6) Hot Springs 7) Johnson 8) Laramie 9) Platte 10) Sheridan 11) Sublette 12) Sweetwater 13) Teton 14) Uinta 15) Washakie 16) Wind River Reservation	1) Albany 2) Campbell 3) Carbon 4) Fremont 5) Goshen 6) Hot Springs 7) Johnson 8) Laramie 9) Platte 10) Sheridan 11) Sublette 12) Sweetwater 13) Teton 14) Uinta 15) Washakie 16) Wind River Reservation		1) Albany 2) Campbell 3) Carbon 4) Fremont 5) Goshen 6) Hot Springs 7) Johnson 8) Laramie 9) Platte 10) Sheridan 11) Sublette 12) Sweetwater 13) Uinta 14) Washakie 15) Wind River Reservation	

\*WRTYP = Wind River Tribal Youth Program

<sup>1</sup>Includes tribal passthrough monies. Have yet to receive notification from the Office of Juvenile Justice and Delinquency Prevention regarding the 2015 tribal passthrough amount, so used the 2014 amount (\$9,658) when calculating the total amount. When OJJDP releases the 2015 tribal passthrough amount for Wyoming, VOA will adjust the 2014/2015 award total.

# WYOMING STATE ADVISORY COUNCIL ON JUVENILE JUSTICE

## STRATEGIC PLAN | 2015 - 2018

Priority   Community Involvement	
Goal	By June 2016, SACJJ will improve community stakeholder involvement at the full SACJJ meetings. This will be measured by attendance taken at meetings (number of participants, number of different entities present). Goal Sponsor: Executive Committee
Objective	By November 2015, SACJJ will have an approved written plan to improve community stakeholder involvement at full SACJJ meetings focusing on increasing both the number of participants in attendance and the different types of entities in attendance. The plan will include the following:

Action	<ul style="list-style-type: none"> <li>➤ A deadline for the Executive Committee to review the current list of invitees held by the DFS coordinator.</li> <li>➤ A deadline for the Executive Committee, in conjunction with the Outreach Committee, to develop a revised list of invitees to include past invitees and other necessary/desired parties/groups including those that are not strictly related to punitive sectors of the juvenile justice system.</li> <li>➤ A process or checklist to ensure that local Community Juvenile Services Boards, DFS local offices, county attorneys, judges and other stakeholders (including non-punitive groups) receive invitations to meetings in their area/jurisdiction.</li> <li>➤ A process or checklist to ensure that the Executive Committee, prior to every full SACJJ meeting, identifies any additional parties/groups beyond the established invitee list to be invited to the upcoming SACJJ full meeting with the assistance of SACJJ members. This would most likely include those entities specific to a certain community, but not necessarily applicable to all communities.</li> <li>➤ A process or checklist to ensure that after the executive committee meeting, the Executive Committee forwards its list of invitees for the upcoming community to the DFS SACJJ coordinator.</li> <li>➤ A process or checklist to ensure that the DFS SACJJ coordinator sends invitations to the list of invitees identified by the Executive Committee. (Invitations to these groups/parties determined by Executive Committee will include a request for invitees to pass along the invitation to other interested parties, as appropriate).</li> </ul>
Goal	<p><b>By December 2017, the SACJJ will maintain and increase contact with community stakeholders in juvenile justice across the state. Goal Sponsor: Executive and Outreach Committees</b></p>

<b>Objective</b>	By December 2015, the Executive Committee will develop a guideline for SACJJ members to follow in order to increase contact with community stakeholders through dissemination of information.
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ This guideline will include a description of the types of information that are appropriate for dissemination.</li> <li>➤ This guideline will include instructions to SACJJ members on whether and when and to whom to forward information shared.</li> <li>➤ The Executive Committee will present this guideline to other members of the SACJJ.</li> <li>➤ By June 2016, the Youth and Outreach Committees will evaluate the SACJJ website and prepare a proposal of suggested changes &amp; enhancements for discussion and review by the full council. If approved, any changes or enhancements will be completed on the website by December 2016.</li> </ul>
<b>Objective</b>	The SACJJ will continue the annual award for "Best Practices in Juvenile Justice" to recognize outstanding communities for their efforts in juvenile justice.
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ The SACJJ Chairperson and Outreach Committee will present the award, annually, to the selected county, in collaboration with VOA, at the Fall SACJJ meeting.</li> <li>➤ The Outreach Committee, in collaboration with VOA, will ensure a press release acknowledging the award and selected county is released within two weeks of the presentation.</li> </ul>

<b>Objective</b>	The SACJJ will increase its efforts to recognize communities statewide for juvenile justice efforts.
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Action	<p>➤ By December of each calendar year, the Outreach Committee will draft, and the Executive Committee will send, annual letters to community stakeholders in appreciation for work being done in the area of juvenile justice. These annual letters will recognize juvenile justice efforts, progress and excellence in the communities. These letters will be sent to stakeholders identified by the Executive Committee (County Attorneys/CJSBs/Other) in each county and will include the dates of each SACJJ meeting that year.</p>
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Priority   Invested and Active Membership	
Goal	<p>By December 2016, the SACJJ will increase the overall participation and involvement of all SACJJ members in the meetings and work of the Council. This will be measured by attendance at full meetings, number of committee meetings between full meetings, attendance at committee meetings, number of agenda items presented by different committees. <b>Goal sponsor: Executive and Youth Member Committees.</b></p>
Objective	<p>By June 2016, the SACJJ will increase the number of meetings being attended by, and overall participation of, appointed youth members to the Council. This will be measured by attendance of youth members and number of agenda items at each full SACJJ meeting presented by youth members.</p>

<b>Action</b>	<ul style="list-style-type: none"> <li>➤ The Outreach and Youth Members committees will collaboratively explore youth involvement alternatives to improve youth member retention and recruitment. They will develop a plan, with ideas to present to all SACJJ members for input.</li> <li>➤ The Youth Members Committee will create a list identifying existing youth organizations/clubs/groups, as well as the Wyoming Boys' School and Girls' School, who may be appropriate outlets for recruitment of youth members to the SACJJ. These outlets could also be utilized to collect more youth-perspective input to share with the SACJJ as a whole.</li> </ul>
<b>Objective</b>	Explore alternative methods of participation for SACJJ members who are not able to be physically present at full meetings.
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ By January 2016, the Executive Committee will explore opportunities and challenges associated with video conferencing or teleconferencing options for full meetings and report back to the entire SACJJ for a decision to move forward. This exploration will involve input from the DFS SACJJ Coordinator who assists in meeting location planning.</li> </ul>
<b>Objective</b>	Beginning before its December 2015 meeting, the SACJJ will gather input on community participation and agenda items from all members prior to each full meeting.
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ Prior to each Executive Committee meeting, the Executive Committee will request agenda items from SACJJ members and inquire to SACJJ members what community participation should be included at the upcoming meeting.</li> </ul>

<b>Objective</b>	Beginning at the April 2016 SACJJ meeting, all committees will be required to present a report at the full SACJJ meetings. This committee report will detail the action taken by the committee between the full SACJJ meetings, or reason for no action by the committee. These committee reports will be permanent agenda items.
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ Each set committee will meet/conference call/communicate via email between each scheduled full meeting, as led by the designated committee chairperson.</li> <li>➤ The committee chairperson, or designee, will draft an update from this meeting/call/communication and present this update at the Council's next full meeting.</li> </ul>
<b>Goal</b>	<b>By December 2016, the SACJJ will have an established training program and process for all new members, to help them understand the roles, responsibilities and work of the Council.</b> This goal will be measured by the completion of training curriculum (written plan), and the percentage of new members who received the required training and notebook in the allotted timeframe each year. <b>Goal sponsor: Executive Committee.</b>
<b>Objective</b>	A new member training curriculum will be developed by September 2016, with coordination of committees as deemed appropriate by the SACJJ Chairperson.



<b>Action</b>	<ul style="list-style-type: none"> <li>➤ The Executive Committee, and other committees as appropriate, will develop a 4 hour training for new members addressing roles and responsibilities of the Council, its statutory authority, a brief history of the Council, current efforts and work, information about committee work, and general information about juvenile justice services and processes in Wyoming.</li> <li>➤ An informational Council notebook will be given to new members during new member training and also made available through electronic means.</li> <li>➤ All newly appointed members of the SACJJ are required to receive new member training within six (6) months of their appointment. (Re-appointments will not be required).</li> </ul>
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<b>Priority   Continued Improvement of the Juvenile Justice System in Wyoming</b>	
<b>Goal</b>	<p><b>By December 2018, the SACJJ will have worked with communities to reduce the Number of Court Involved Youth by assisting communities and making recommendations, where appropriate, for the adoption of effective diversion programs.</b> This will be measured by the reduction in court-involved youth in each community measured and statewide, (must have baseline data) and increased number of effective diversion programs. <b>Goal sponsor: Best Practices Committee.</b></p>
<b>Objective</b>	<p>Identify current community-based programs which target juveniles to prevent entry into formal court systems and identify resources and authority to create additional programs.</p>

Action	<ul style="list-style-type: none"> <li>➤ The SACJJ will request that VOA survey each county and provide a report of current resources/programs used statewide by July 2016.</li> <li>➤ By July 2017, the SACJJ will review the information provided by VOA and create recommendations or next-steps surrounding these programs, as appropriate. This report will also be shared with county stakeholders across the state pursuant to the recommendations.</li> </ul>
Objective	Recommend a reduction of court-involved youth by 10% by January 2017, to be determined by recommendations in previous objective's report.
Action	<ul style="list-style-type: none"> <li>➤ The SACJJ will assess data, from the ROM tool with DFS or other associated data, on the amount of court-involved youth over a 3-year time period.</li> <li>➤ Analyze and recommend ways to promote programs/methods that reduce court-involved youth, as evidenced by assessment of existing services.</li> </ul>

Priority   Data	
Goal	<p><b>By June 2017, the SACJJ will, in collaboration with DFS, improve the data reporting of statewide juvenile justice data.</b> This will be measured by implementation of the plan proposed with DFS to the Governor's Office regarding the ROM tool and baseline data study, and the reports generated from that tool and study. <b>Goal sponsor: Data Committee</b></p>
Objective	By September 30, 2016, the SACJJ will complete the first review of statewide data collected by the ROM tool with DFS.

<b>Action</b>	<ul style="list-style-type: none"> <li>➤ The SACJJ will vote on DFS' data proposal of the ROM tool by June 2015.</li> <li>➤ The SACJJ, specifically the Data Committee, will collaborate with DFS to identify participating counties, develop standard definition of terms, implement the proposed plan (voted on in June 2015), and to train community members in data collection.</li> <li>➤ After implementation of the ROM tool by DFS, the SACJJ will begin to look at data collected by the system at each meeting. By June 2017, the SACJJ will have begun developing a report, compiling data collected by the ROM tool, and will disseminate this report to stakeholders by January 2018.</li> </ul>
<b>Objective</b>	<p>In collaboration with DFS, a baseline study will be developed as part of the proposed funding allocation for juvenile justice data collection by DFS. The SACJJ will assist with the development and collection of information for this study, as needed.</p>
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ The SACJJ Data Committee will meet with DFS by December 2015 to establish a timeline and initial details for the baseline study.</li> <li>➤ Upon the completion of the baseline study, the SACJJ will disseminate the results and information found in the study to stakeholders by January 2018.</li> </ul>

<b>Priority   SACJJ Authority</b>
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Goal	<p><b>By December 2016, the SACJJ will clearly define the roles and responsibilities of the Council.</b> This will be measured by the completion of the documents required below: recommendations letter to governor, legislature etc; roles and responsibilities document. <b>Goal Sponsor: Executive and Legislative Committees.</b></p>
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<b>Objective</b>	By March 2016, the SACJJ Legislative Committee will conduct a statutory review of SACJJ statutory authority and recommend amendments, if any, to the Joint Judiciary committee.
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ By December 2015, the SACJJ Legislative Committee will review the SACJJ authorizing statutes and write a report to be given to the full council detailing any recommended changes to the statutes.</li> <li>➤ By March 2016, the SACJJ will have amended the report written by the SACJJ legislative committee to include any changes/recommendations and will provide that report to the Governor, state agency stakeholders and, if approved by the Governor, the Joint Judiciary Interim Committee.</li> </ul>
<b>Objective</b>	By January 2016, the Executive Committee will draft a document to be reviewed and approved by the full council, defining the roles and responsibilities for SACJJ members.
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ The Executive Committee will review appropriate documentation, statutes, regulations, state agency and governor guidance and other commitments etc. to define the roles and responsibilities of the SACJJ board members, and the relationships with the SACJJ will have with collaborative partners.</li> <li>➤ Once roles and responsibilities are defined, the Executive Committee will draft a document to be presented to the full council at the January 2016 meeting.</li> <li>➤ The SACJJ will adopt/amend, then approve the handout/document at the January 2016 meeting and will commit to the defined roles and responsibilities.</li> <li>➤ The document will become part of the council member notebooks and will be provided to each new board member at new member training.</li> </ul>

<b>Objective</b>	By December 2016, the SACJJ will fully comply with its statutory requirements, or report to the governor and the legislature which requirements with which it is unable to comply and the reason for its inability to comply.
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ For the 2015 annual report, the Executive Committee will report on the activities of the SACJJ including its activities in compliance with its statutory authority and requirements.</li> <li>➤ By June 2016, the Legislative Committee will review the statutory authority and make recommendations as to what committee each statutory authority/requirement should be assigned. Upon the assignment of the specific statutory authority/requirement, the committees will report their findings to the Executive Committee of the work done by the SACJJ that year to meet the authority/responsibility. These reports to the Executive Committee will be due November 1 of each year. Beginning in 2016, these reports will be included in the annual report of the SACJJ.</li> </ul>
<b>Objective</b>	Upon any significant change in statutory authority, the SACJJ will need to make amendments to its roles and responsibilities document and bylaws.
<b>Action</b>	<ul style="list-style-type: none"> <li>➤ Upon any statutory changes made during the 2017 legislative session, the Executive Committee will determine whether the changes necessitate a revision to SACJJ bylaws and roles and responsibilities document.</li> <li>➤ The Executive Committee will facilitate a discussion regarding the need for revisions to the bylaws and document which bylaws need to be revised by the June 2017 meeting.</li> <li>➤ At the June 2017 meeting, the Executive Committee will assign the work of revising the bylaws to specific committee.</li> </ul>