

# STATE ADVISORY COUNCIL ON JUVENILE JUSTICE

Holiday Inn Express  
Douglas, WY  
May 18 – 19, 2006

## Minutes

**Council Members Present:** Steve Aaron, Felice Acosta, Adam George Ronn Jeffrey, Raine Lowry, John Lumley, Robert Mayor, Ric Paul, William Runner, Charles Whiton

**Council Coordinator:** Lesley Osen

**Unable to Attend:** Ericka Cook, Sarah DeMerritt, John Frentheway, Donald Fuller, Hon. Bruce Waters, Kelly Valdez

**Strategic Plan Facilitator:** Tom Begich

**Guests:** Joe Evans, WCCA, Rich Hardt, Department of Education, Burke Grandjean, WYSAC, Rep. Jack Landon, Donna Messerli, WCCA, Korin Schmidt, Department of Family Services, Sen. Kathryn Session

Chairman Ric Paul called the meeting to order.

First on the agenda review the minutes from the last two meetings. Ronn Jeffrey proposed a motion to approve the minutes from the February 3, 2006 meeting, Bill Runner seconded, motion passed.

Charley Whiton proposed a motion to approve the minutes from the March 18-19, 2006 meeting, Bill Runner seconded, motion passed.

Update on achievements.

Burke Grandjean, Director Wyoming Statistical Analysis Center gave an update on data collection. The Governor's Substance Abuse and Violent Crimes Advisory Board is working on integrating information (databases) they would like to have a liaison from the SACJJ regarding the juvenile justice data collections. Ric Paul will see if anyone is interested in participating.

Mr. Grandjean provided general information on the new WYSAC, stressing that they are under new management.

Discussion followed regarding data collection and analysis.

Mr. Grandjean also reported that the WYSAC website can produce customized data displays, the data could be used by communities to prepare grant applications. Mr. Grandjean brought the server that houses the data collected through the jail roster data that is collected through the WCCA program. Joe Evans took possession of the server

and will take it to Assessments.com who will now house all the data. The actual transfer of data took place May 12, 2006

Joe Evans reported that the actual transfer of data took place May 12, 2006. Shawn Hosman of Assessments.com and Susan Davis, technical assistance provider for compliance monitoring will work together to make sure that Assessments.com will provide the data needed to submit the compliance reports to OJJDP.

Joe Evans also reported that the fourth round of funding for the non-participating state grant was approved. Money will need to be directed towards the counties who are not in compliance, money will also be directed towards technical assistance.

The WCCA must have data from every county by June 30, 2006, Mr. Evans asked Council members to help with the data collection in their communities if possible.

June 26 and 27 there will be a training on data collection in Riverton.

Mr. Evans reported that Donna Messerli will be the DMC coordinator for the WCCA.

Next on the agenda Ric Paul reported on his attendance at the Coalition on Juvenile Justice conference in Bethesda, MD. He and John Frentheway attended.

John Frentheway was going to contact Dr. White who was a speaker at the CJJ conference on brain development about presenting at the October 25-27 training.

Ric Paul recommended that the Council have representation at these national conferences.

Ronn Jeffrey expressed his appreciation to the Council for supporting [his](#) attendance at the Judicial College.

Tom Begich then took over as facilitator for strategic planning.

Reviewed the To Do list from the March 17-19 meeting. Attachment A.

The goals that were agreed upon at the last meeting were reviewed. Attachment B

The Council was divided into three groups to review the three goals, Public Presence, Collaboration and Legislation and Internal Goals, each group had to develop a goal statement and objectives.

After completing the groups rotate to the other groups to review the goal statements and objectives.

Next the Council worked on revising the vision and mission statement.

Vision Statement: Wyoming Children and families will receive adequate education, care and support to become responsible and successful citizens.

Mission Statement: To provide vision, training and support for a model juvenile justice system in Wyoming.

Bill Runner proposed a motion to accept the new vision and mission statements, Raine Lowry seconded the motion. Motion passed.

The council divided into the three groups again to work on the objectives and steps.

Review each groups objectives, discuss and make suggestions. Finished strategic planning for the day.

Ric Paul moving the training scheduled for October 25-27, 2006 in Casper be moved to Sheridan. A discussion of other possible locations followed. The conference will be discussed when the Executive Committee meets May 19, 2006, 7:00 a.m.

Meeting was adjourned for the day.

Ric Paul called the meeting to order.

Tom Begich reviewed the plan draft from May 18, 2006.

Reviewed the vision and mission statement, the word adequate was removed from the vision statement.

The Council divided into the goal workgroups. The groups reviewed and refined the goals, objective and steps. Attachment C

Donna Messerli and John Lumley gave a report on the status of the compliance monitoring. Donna reported on the problems they are coming up against to complete the report by the June 30 deadline. Discussion followed on what would be needed to get the reports in on time.

Ronn Jeffrey proposed a motion to approve setting aside \$5,000 to contract with someone to assist with the compliance reporting. Charley Whiton seconded the motion. Discussion followed. Motion passed. (John Lumley [abstained](#))

Ronn Jeffrey proposed a motion to have John Lumley submit a written assistance plan to the Chairperson, include contractor, council staff and council members needed to complete the project, including a budget. Charley Whiton seconded the motion. Motion passed.

Lesley Osen reported on the changes needed on the application for the 2006 JABG grant.

Bill Runner asked if the remaining JABG funds could be used to support the WCCA projects.

Ronn Jeffrey asked if the remaining JABG funds could be used to support the programs that received the HB308 funds last year.

Lesley Osen reported that as long as the programs fit within the 16 purpose areas JABG funds could be used for both programs.

The next meetings are scheduled for July 13-14, 2006 in Casper and September 28-29, site to be determined.

Bill Runner proposed a motion to move the October conference to Sheridan, John Lumley seconded the motion. Motion carried.

Meeting was adjourned.

Respectfully Submitted,

Lesley Osen

## Attachment A

1. There was a motion to have a training conference on justice in Casper open to Law enforcement and court personnel for preventing and controlling juvenile crime with a possible allowance of a small stipend from the participating agencies. This was approved with no objection. A committee was to be appointed by the Chair for this Conference. *In Progress, October 25 –27<sup>th</sup>, site was changed to Sheridan.*
2. It was moved that the SACJJ be a sponsor to the Governor's Round Table. This would be to sponsor two breaks at Governor's Round Table/ This was approved unanimously. *Complete, program provided (June)*
3. There was a motion to apply for 2006 Title V funds. This was approved unanimously. *In Process*
4. There was a motion to place on a future agenda the development of a PowerPoint presentation to tell the SACJJ story. This was approved unanimously *Done, under review, Steve has used it for two presentations. Needs to be revised with new Vision and Mission*

### Other items on the "to do" list included:

- Ric appoints Committee members by May meeting, *Complete*
- Committee Matrix prepared by Lesley *Complete, needs new Committees based on the May meeting*
- Expand E Board by 1 person and by laws revised by next meeting (Ric, Lesley) *Not complete*
- By the next meeting a list of additional areas for SACJJ members (geographic, minorities, occupations) John F., Lesley, Ric *In Progress, next meeting, now part of the strategic plan*
- Develop Meth press release by April 4-5, for E Board approval by April 10: Bob, Ric, Ginny, John F., Lesley *Complete*
- PowerPoint e mailed to Board by Lesley by March 22, responses (reply all) by 24<sup>th</sup> of March, 4<sup>th</sup> of April final approval by E Board *Complete, ongoing*
- Set a schedule for the production of the brochure for review at next meeting (Lesley) *In Progress*
- Request strategic Planning/Reservation work TA within one week (Lesley, Ric) *Complete*
- Compliance Monitoring: By May meeting 1/2 of site visits accomplished and reported to Board next meeting. June 30 all visits completed *Behind Schedule, In Progress, Require data for verification*
- Senator Sessions visit with Governor to discuss Compliance Monitor funding by 3/31/2006 *Complete, successful*
- Compliance Monitor will present a list of the full universe (as known) by next meeting *Complete*
- Compliance Monitor will have his proposed schedule by the next meeting *Complete*

- **At the next meeting SACJJ members will sign up for accompanying the monitor *Complete, ongoing***
- **Tom will send DMC reports to Bill, Ric, Lesley and Elissa *Complete***
- **Tom will provide report from this meeting by one week. *Complete***
- **Compliance Monitor and Charley will complete review of the draft guidance manual by April 18<sup>th</sup>. *Complete***

## Attachment B

### Goals:

Goal: Improve Data Collection, Analysis and Application

- Return Server
- Establish data needs
- Establish protocol for sharing data with courts
- Ensure process for and consistency in data collection

Goal: Expand membership to ensure representation in area, occupation, etc...

- Identify geographic areas that should be on the ACJJ
- Identify Occupations that should be represented on the ACJJ
- Establish accountability for members

#### **Goal: Expand SACJJ Training**

Goal: Identify a strategy for ensuring law/legislation which need to be made consistent with law

- Create Subcommittee
- Identify through Tech assistance other codes and laws around the country

Goal: Bring the State into compliance with the JJDP Act

**Objective A:** Getting training on compliance

**Objective B:** Provide information to legislators, city councils, law enforcement

**Objective C:** ACJJ members participating with site visits – includes reports from site visits to ACJJ

**Objective D:** Set and follow Compliance plan (See John's plan)

**Objective E:** Develop Map and responsible areas

Goal: Identify other resources (funding, personnel, TA) available

Goal: Improve ACJJ's visibility/raise profile (State Advisory Council on Juvenile Justice)

- **Identify where most appropriately placed on web page (improves visibility)**
- **Discuss name change**
- **Review membership**
- **Identify strategy for legislative/gubernatorial contact**
- **Develop presentations for meetings and conferences of constituency groups**
  - **ID Groups to present to**
  - **Develop presentation (15 minute PowerPoint on ACJJ, another 15 – 20 minute PowerPoint on the JJ System process)**
  - **Schedule presentations**
  - **Identify speakers at the presentations**
- **Develop a media plan**
  - **ID Media trainer (DFS PR offer)**

- **Contacting press**
- **Develop press message**

Goal: Increase collaboration and coordination with other agencies (and adversaries or others)

## Attachment C

### Goals and Objectives

Theme 1: Public Presence

**Goal #1: The SACJJI will be the recognized resource in Wyoming for juvenile justice**

Objective A: The SACJJ will develop and implement a Media Plan

**Step 1:** SACJJ will form a Media Committee

**By Who:** Ric Paul (Chair) and volunteers from the SACJJ

**By When:** May 19, 2006

**Measure:** Committee appointed, list of names

**Step 2:** Training in Media will be requested through the federal Technical Assistance process

**By Who:** JJ Specialist

**By When:** June 1, 2006

**Measure:** TA letter request sent, log

**Step 3:** Members of the SACJJ will receive media training

**By Who:** Training by TA provider, all members of the SACJJ will participate

**By When:** **Within 90 days of approval of request**

**Measure:** Training is provided, sign in sheets, minutes and materials

**Step 4:** The Media approach (plan) for the SACJJ will be developed

**By Who:** Media Committee, with approval of final by SACJJ

**By When:** Thirty days following completion of training and ongoing

**Measure:** Media plan completed

**Step 5:** Determine the cost of the media plan and secure funding for it

**By Who:** Media Committee determines cost, works with SACJJ and Chair to secure funding

**By When:** Beginning once plan is complete and ongoing

**Measure:** Budget developed, funding sources identified, funding secured.

**Step 6:** Implement the plan (this could entail hiring PR Firm or other options – these need to be determined based on costs and availability of funds.)

**By Who:** SACJJ, with strong presence from Media Committee

**By When:** **Immediately following determination of cost**

**Measure:** Depends – could be measures in their Media plan.

Could also include hiring of PR firm, if that were in the plan

**Step 7:** Review and Monitor effort

**By Who:** Media Committee

**By When:** One year following completion of the plan and ongoing annually

**Measure:** Written report on progress prepared by Media Committee and submitted to SACJJ

Objective B: The SACJJ will improve its visibility in each geographic community in Wyoming

**Step 1: Develop Media Plan (See Objective A) Could include PowerPoint (revised), Brochure, where we are in compliance, changes needed, what SACJJ does, and our goals and visions)**

**Step 2: Present media information to local groups in communities (could include events or groups like: a) School Improvement Conference; b) School Boards Association; c) Superintendents' Association and Principals; d) Sheriffs and Chiefs of Police; e) Probation and Parole; f) Prosecutors; g) Judges; h) WCCA; i) Wyoming Association of Municipalities; j) Children and Family Alliance; k) Sexual Assault and Domestic Violence networks; l) Abuse and Neglect community; etc...)Wyoming Press Association, Wyoming Youth Services Association; etc...)**

**By Who: All members of the SACJJ**

**By When: Beginning one month following completion of Media Plan**

**Measure: Reports on presentations to SACJJ, heightened awareness of the SACJJ (might develop a community survey for this)**

**Step 3: Identify and include other additional opportunities for local media efforts as they present themselves (i.e. movies, TV, radio – Bob Price KTWO – Newspapers**

**Step 4: Review efforts annually**

**By Who: Media Committee and SACJJ**

**By When: Beginning one year from start of presentations**

**Measure: Review conducted, changes suggested and adopted**

Objective C: The SACJJ will create an alliance with the law enforcement community

**Step 1: Develop relationship with local law enforcement through completion of annual Compliance Monitoring**

**By Who: John Lumley, SACJJ members, Lesley**

**By When: Completed by June 30<sup>th</sup>, 2006 then ongoing**

**Measure: Site visits completed, report on how meetings went (this step is really about making the acquaintance of agencies and initial contact to describe the activities of the SACJJ)**

**Step 2: Identify meetings and conferences and secure our physical presence at them (Calendar)**

**By Who: All SACJJ members on an ongoing basis, provide to Lesley for calendar**

**By When: Initiate at June meeting (need to announce this before the meeting so folks can bring information to the meeting) then ongoing (Perhaps an agenda item on the permanent agenda – “Does anybody have any upcoming trainings that they are aware of?”)**

**Measure: On agenda, meetings calendared, members attend**

**Step 3: Contact the Law Enforcement Academy to secure Compliance training for all new officers**

By Who: **John, Ric (if necessary, all SACJJ members)**  
By When: **Initiate by August 1, 2006 then ongoing training**  
Measure: **Training occurs, officers exhibit understanding, reduction in violations**

**Step 4: Develop an incentive awards program for those police forces in compliance (could include Governor's letter, certificates, Legislative Resolutions, etc...)**

By Who: **Nominations from Compliance Monitoring Committee and John L., Media Committee prepares award with Lesley, SACJJ votes awards, legislature or Governor provide resolutions or letters**

By When: **Begin with presentations at conference in October 2006 and then ongoing**

Measure: **Awards provided**

Sub step A: **Identify sites in compliance and recommend for award**

By Who: **John Lumley**

By When: **By August 1, 2006**

Measure: **Sites recommended to Media Committee and SACJJ**

Sub step B: **SACJJ Votes to award and recommends letter from Governor or Legislative Resolution**

By Who: **SACJJ**

By When: **At August 2006 meeting**

Measure: **Awards designated, minutes**

Sub Step C: **Award developed, Resolution passed, letter written**

By Who: **Media Committee (certificates), Governor (letter), Legislators (resolutions for session)**

By When: **By September 30, 2006 for Awards to be prepared, Letter and resolutions should follow the training conference and acknowledge their recognition at the conference**

Measure: **Awards granted, press, notes from meeting, letter written, resolutions drafted and passed**

**Step 5: Special invitations sent to Law enforcement for October 2006 conference**

By Who: **SACJJ personal contacts, Compliance team**

By When: **July 15, 2006**

Measure: **Contacts reported, attendance registry at conference**

Objective D: The SACJJ will establish a working relationship with judicial systems that work with juveniles (Judges, courts, Prosecutors, Defenders, CASA, GAL, MDT Teams)

**Step 1: Develop initial relationships through the October Training on Compliance, ensure attendance through personal contacts and special invitations to judicial systems (might provide awards here)**

By Who: **Media Committee, SACJJ members (all), Staff**  
By When: **Prior to Conference, beginning immediately**  
Measure: **Attendance registry, verbal report from members on contacts**

Step 2: **Following Conference, continue contact with judges and others both in regard to Compliance issues and other juvenile justice issues.**

**Ensure regular contact with Compliance Monitor**

By Who: **Compliance Monitor, SACJJ members and the Media Committee overseas (though all SACJJ members participate)**

By When: **November 2006 and ongoing**

Measure: **Continuing contact made, verbal reports to SACJJ from members**

Step 3: **Expand contact beyond those who attended the conference**

By Who: **Media Committee and SACJJ (identification of others to outreach to through the process of attending meetings, informal contacts, etc...)**

By When: **Following conference and ongoing**

Measure: **Contacts tracked, report to SACJJ, increased ex-officio attendance at meetings**

Objective E: The SACJJ will establish collaborative relationships with both tribes (Shoshone and Arapaho – these steps would be duplicated for both)

**Step 1: Initiate contact to tribes, schedule visit**

**By Who:** Bill, other members of SACJJ, DMC Committee

**By When:** June 30, 2006

Measure: **Contact made, visit scheduled**

Step 2: **Conduct visit to identify needs and interests of the tribe**

**By Who:** Bill, (TA provider – possibly Tom B.), DMC Committee

**By When:** July 31, 2006

Measure: **Visit conducted, list of needs and interests identified, report by Bill and DMC Committee to SACJJ**

Step 3: **Develop agreements outlining collaborative relationship based on needs and interests, including regular contact**

**By Who:** SACJJ designee(s) – DMC Committee – and Tribal designee(s)

**By When:** February 2007

Measure: **Agreements developed, approved by Tribe and**

**SACJJ**

Step 4: **Review and update agreements regularly**

**By Who:** SACJJ designee(s) – DMC Committee – and Tribal designee(s)

**By When:** February 2008 and ongoing

Measure: **Reports to SACJJ and Tribe**

Objective F: The SACJJ will create alliances with all educational systems, juvenile community service organizations, youth serving state agencies and similar groups.

Step 1: **Potential partners identified**

By Who: **Media Committee, SACJJ members**

- By When: **August 2006**  
Measure: **List of potential partners is identified**
- Step 2: **Develop relationships using strategies identified in the Media plan**
- By Who: **Media Committee**  
By When: **Initiate by September 2006 and ongoing**  
Measure: **Reports to SACJJ from members, application of Media plan**
- Step 3: **Identify opportunities to meet with agencies (Calendar meetings and conferences, etc...)**
- By Who: **Media Committee**  
By When: **Beginning September 2006 and ongoing**  
Measure: **Calendar created**
- Step 4: **Present SACJJ with information on meeting opportunities and collaborate with organizations identified in this Objective to develop a plan for how SACJJ can be involved more with their group**
- By Who: **Media Committee members, SACJJ members, identified organizations**  
By When: **By October 2006 and ongoing**  
Measure: **Meetings coming up reported to SACJJ, Contact and collaborations with groups initiated, Plan created**
- Step 5: **Present and implement involvement plans as they are created**
- By Who: **SACJJ, Media Committee, appropriate collaborating organizations**  
By When: **Beginning November 2006 and ongoing**  
Measure: **Plans implemented,**

This group added a note to ensure that material for the Fall Conference include 1) the desire of the SACJJ to build alliances and collaborations, and 2) the new vision and mission. Also it should be noted that the group discussed updating and augmenting a web site (need to develop separate plan around this), identified that the Bar Association is meeting the second week of September (as a networking opportunity) Also wanted to draw collaborative attention to the State Incentive Grants program as a possible partner (SPF-SIG)

Theme: Internal Goals

Goal #1: The SAG will provide a vast amount of resources on juvenile justice with an active membership drawn from each judicial district in Wyoming

Objective A: The SACJJ will expand training for communities and SAG members on compliance and other juvenile justice issues (could include funding, JABG, WCCA)

Step 1: **Identify training needs (through a survey of membership and through a review of vision, mission, goals and objectives)**

By Who: **Research and Evaluation Committee**

By When: **July 13-14, 2006**

Measure: **List of training needs developed and presented to**

**SACJJ**

**Sub Step A: Develop survey instrument**

By Who: **Research and Evaluation Committee**

By When: **July 12, 2006**

Measure: **Survey instrument developed**

**Step 2: Determine Training availability of SACJJ members (or was this supposed to be the availability of training to address the needs identified in Step 1?)**

By Who: **Lesley researches available training, SACJJ members send her available dates**

By When: **Initiate by August 15, 2006 then ongoing**

Measure: **List of training possibilities is presented to SACJJ, Training becomes agenda item**

**Step 3: Develop Calendar with available trainings**

By Who: **Lesley**

By When: **Initiate by August 15, 2006 then ongoing**

Measure: **Calendar developed**

**Step 4: Schedule attendance (SACJJ, supporters of SACJJ, grantees, etc...)**

By Who: **SACJJ**

By When: **Initiate immediately (for known trainings and ongoing as needed**

Measure: **Schedule, training attendance**

**Step 5: Report back to Council on training**

By Who: **Those who attended**

By When: **Immediately following training**

Measure: **Report form**

**Sub step A: Review and adopt "Ron's" reporting form**

By Who: **Research and Evaluation Committee**

By When: **June SAG meeting**

Measure: **Revised form submitted to SACJJ, SACJJ adopts form**

**Step 6: Review and monitor training process and adjust as necessary**

By Who: **SACJJ**

By When: **Annually and ongoing**

Measure: **Training process is affirmed and continues**

Objective B: Membership on the SACJJ will be expanded to include a wide range of targeted expertise regarding juvenile justice

**Step 1: Identify areas of expertise missing from current membership; including youth members**

By Who: **Lesley**

By When: **May 30, 2006**

Measure: **List completed**

**Step 2: Council members who are wishing to be reappointed to the Council write their letter to the Governor**

By Who: **SACJJ members**

By When: **May 30, 2006**

Measure: **Letters written, list of members who wish to be reappointed**

Step 3: **Send out list of areas of expertise need to Council members**

By Who: **Lesley**

By When: **May 30, 2006**

Measure: **List sent**

Step 4: **Council members will make contact with the individuals who will meet the needs of the Council**

By Who: **SACJJ Members with follow up by Lesley to Council members**

By When: **June 15, 2006**

Measure: **List to Lesley**

Step 5: **Request list of current applicants and their applications from the Governor's Office (Patti Burns)**

By Who: **Ric makes request, Patti Burns provides the information**

By When: **May 30, 2006**

Measure: **Letter written to Patti Burns**

Step 6: **Council reviews the list and makes recommendations through Ric to Governor**

By Who: **SACJJ members, Ric**

By When: **July 2006**

Measure: **Letter to Governor with information**

Step 7: **New members appointed**

By Who: **Governor**

By When: **August- September 2006**

Measure: **New appointments attend meetings of the SACJJ**

Step 8: **Repeat process annually as necessary**

Objective C: Areas for further Technical Assistance will be identified

Step 1: **Identify training needs (through a survey of membership and through a review of vision, mission, goals and objectives)**

By Who: **Research and Evaluation Committee**

By When: **July 13-14, 2006**

Measure: **List of training needs developed and presented to**

**SACJJ**

Sub Step A: **Develop survey instrument**

By Who: **Research and Evaluation Committee**

By When: **July 12, 2006**

Measure: **Survey instrument developed**

Step 2: **Determine Training availability of SACJJ members (or was this supposed to be the availability of training to address the needs identified in Step 1?)**

By Who: **Lesley researches available training, SACJJ members send her available dates**

By When: **Initiate by August 15, 2006 then ongoing**

Measure: **List of training possibilities is presented to SACJJ, Training becomes agenda item**

Goal #2: The SAG will serve as a resource for identification of funding sources and provide training to promote sustainability for juvenile justice programs  
*(Need to identify these Objectives and Steps – Recommend this be held until March 2007)*

Theme: Legislation and Data

Goal #1: Wyoming will have statutes consistent with the mission of the SACJJ

Objective A: Review and adopt mission statement

Step 1: **Review existing mission statement**

By Who: **SACJJ**

By When: **Immediate**

Measure: **Review completed**

Step 2: **Adjust or adopt statement**

By Who: **SACJJ**

By When: **Immediate**

Measure: **Adjusted or existing Mission adopted**

Step 3: **Revisit every two years**

By Who: **SACJJ**

By When: **Biennially**

Measure: **Mission revisited and adjusted if necessary**

Objective B: Review current statutes impacting compliance to determine where change may be needed

Step 1: **Contractor hired to review statutes with staff**

By Who: **Susan Davis, John (perhaps the Legislative**

**Committee)**

By When: **By June 15, 2006**

Measure: **Matrix indicating differences and suggested changes**

Step 2: **Based on review, identification and prioritization of key changes to initially pursue**

By Who: **Legislative Committee, then SACJJ, Roger McDaniels invited**

By When: **July 14, 2006**

Measure: **Approval of SACJJ**

Step 3: **Changes written into legislative bill form**

By Who: **Legislative Service Office and one SACJJ member**

By When: **August 10th**

Measure: **Written and approved by SACJJ Executive**

**Committee**

Step 4: **Present changes to the Governor and other key officials**

By Who: **Executive Committee**

By When: **August 17<sup>th</sup>, 2006**

Measure: **Meeting occurs**

Objective C: Assist in the passage of Legislation

Step 1: **Submit Legislation to the Judiciary Committee**

By Who: **Executive Council**

By When: **August 24, 2006**

Measure: **On Agenda of Judiciary Committee**

Step 2: **SACJJ will identify a strategy to help in bill passage (i.e. interest groups, advocates, public relations, council commitment to the process**

By Who: **Legislative Committee and Media Committee**

By When: **September meeting**

Measure: **Written plan**

Step 3: **Implementation of written support plan (Step 2)**

By Who: **Legislative Committee**

By When: **November 7<sup>th</sup>, 2006 through session**

Measure: **Legislation passes**

Objective D: Continuously review and evaluate legislation

Step 1: **Review past Legislative session**

By Who: **Legislative Committee**

By When: **April Meeting (2007 then ongoing)**

Measure: **Report to Council**

Step 2: **Go back to Objective B, Step 2 and repeat process**

Step 3: **Ongoing Assessment and review of local and national**

**legislative**

By Who: **Legislative Committee**

By When: **Quarterly and ongoing**

Measure: **Quarterly reports**

Goal #2: Wyoming will have comprehensive, meaningful data collection, analysis and application to achieve the mission of the SACJJ

Objective A: Establish a data system that addresses the current data needs

Step 1: **Use Compliance Monitoring Committee as a Data Collection Committee**

By Who: **Establish through Chair and SACJJ**

By When: **May 19, 2006**

Measure: **Committee established, list of names**

Step 2: **Identify current data collection needs**

By Who: **Data Collection subcommittee**

By When: **By July 2006**

Measure: **List of needs derived from Compliance reports from OJJDP and reports from Susan Davis and John, report to SACJJ**

Step 3: **Review current existing data**

By Who: **Data Collection subcommittee (need to identify sources of data to accomplish this)**

By When: **By July 2006**

Measure: **Existing data sources reviewed to determine usefulness and content**

Step 4: **Determine what is required to acquire missing data**

By Who: **Data Collection subcommittee (need to identify sources of data to accomplish this)**

By When: **By August 2006**

Measure: **Plan for acquiring missing data is drafted, presented to SACJJ**

Step 5: **Acquire all missing data (may entail redrafting of forms, some costs, etc... Each of these points should be addressed when the plan referred to in the measure for Step 4 is drafted)**

By Who: **Data Collection subcommittee, (consultant also?)**

By When: **By December 2006 (might take longer)**

Measure: **Missing data points exist now, report to SACJJ**

Objective B: Apply data to improve the functioning and accomplishments of the SAG [I added and reconstructed this – please feel free to adjust)

Step 1: **Analyze data annually and on an ongoing basis to determine where needs may be for compliance and other areas identified as important by the SAG**

By Who: **Data Collection Subcommittee, Compliance Monitor**

By When: **Initiate when data is acquired, analysis should take an additional three months from completion of Objective A**

Measure: **Data analyzed, report to SACJJ**

Step 2: **Based on the analysis of data, apply data to decisions for where to prioritize funding (program, Technical Assistance, geographically, etc...**

By Who: **Grants Committee, SACJJ**

By When: **Beginning with 2007 grant cycle and ongoing**

Measure: **Evidence that decisions are driven by data, preface to RFPs, reports**

Step 3: **Monitor and evaluate annually to ensure activities reflect areas underscored by data and that data is still valid.**

By Who: **Data Collection Subcommittee, Compliance Monitor**

By When: **beginning at end of fiscal year for 2007**

Measure: **Should show changes in data over time, reflecting attention to data “hot spots” such as fewer compliance violations, reports to SACJJ, Compliance reports**

[I suggest this might also be an objective...]

Objective C: Make data available to juvenile justice system partners

**Steps could include determining partner needs, developing web based aggregate data, providing an annual report with key data and explanations, providing information at regular conferences initiated by the SACJJ, etc...**

Objective D: Compliance Data for prior years will be submitted to OJJDP by June 30, 2006

Step 1: **Assess current status of Compliance collection**

By Who: **John Lumley, SACJJ**

By When: **May 19, 2006**

Measure: **Discussion at SACJJ meeting**

Step 2: **Determine what resources are needed to support completion of compliance data by June 30, 2006**

By Who: **John Lumley, SACJJ**

By When: **May 19, 2006**

Measure: **Suggested resource list**

Step 3: **Develop and implement strategy for completion**

By Who: **John Lumley for report, SACJJ action to require**

By When: **May 26, 2006**

Measure: **Written Plan**





