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**James S. Turpin, Chairman**  
**Kim S. Downing, Vice Chairmar**  
**Courtney A. Penn, Secretary**  
Barbara J. Myers  
Aida L. Pacheco  
Patricia Puritz  
Justin M. Wilson

COMMONWEALTH of VIRGINIA

*Board of Juvenile Justice*

**DEPARTMENT OF JUVENILE JUSTICE**

**Board Meeting**  
**Northwestern Regional Juvenile Detention Center**  
**145 Fort Collier Road**  
**Winchester, Virginia**  
**June 13, 2007**

**Present:** James Turpin                      Barbara Myers                      Aida Pacheco  
                    Patricia Puritz

**DJJ Staff Present:** Frank Shumaker, Dan Hoopes, T. Trout, Mark Jones, D. Hitt, A. Moore, Tim Showalter, Ken Bailey, Bruce Twyman, Barry Green, Tim Howard, Sam Abed, Deron Phipps, Janet Van Cuyk, Susan Heck, Vernon Harry, Jim Stevens and Deborah Hayes.

**I. CALL TO ORDER**

The meeting was called to order at 10:00 am by Chairman Turpin. Mr. Turpin introduced Jim Stevens, Superintendent of the Northwestern Regional Detention Center. Mr. Stevens thanked everyone for coming and stated that he was happy to host today's meeting. He said lunch will be provided and after the meeting he would be delighted to conduct a tour of the facility.

**II. APPROVAL OF AGENDA**

On MOTION duly made by Ms. Myers and seconded by Ms. Puritz, the Board approved the agenda as presented. Motion carried.

**III. INTRODUCTIONS**

Mr. Turpin called for introductions of attendees prior to proceeding. In attendance were: Dawn Smith, Assistant Secretary of Public Safety, Resident L, Liane Rozzell, Linda Kaufman (Beaumont Parents Group representatives), and Abigail Turner representing the JustChildren Program.

**IV. APPROVAL OF April 11, 2007 MINUTES**

On MOTION duly made by Ms. Puritz and seconded by Ms. Myers, the minutes of the April 11, 2007 Board meeting were approved as submitted. Motion carried.

**V. PUBLIC COMMENT PERIOD**

Mr. Turpin read the Board's revised position on the public comment period. Ms. Liane Rozzell and Ms. Linda Kaufman contacted DJJ central office to register to speak to the Board. Ms. Rozzell and Ms. Kaufman spoke on behalf of the Beaumont Parent Group.

Ms. Rozzell's and Ms. Kaufman's comments are filed in Central Office and will be made available upon request. Ms. Purtiz thanked them for creating the parent group and stated that it is very constructive. She said the Board needs to hear from the group. Ms. Rozzell's and Ms. Kaufman's comments will be filed with the minutes and will be made available upon request.

## **VI. COMMITTEE REPORTS**

### **A. Secure Services Committee**

#### **Certifications**

On MOTION duly made by Ms. Purtiz and seconded by Ms. Myers to certify New River Valley Juvenile Detention Home and the Post-Disposition Detention Program for one (1) year with a report to the Board of Juvenile Justice in one year on the deficiencies noted. Motion carried.

On MOTION duly made by Ms. Purtiz and seconded by Ms. Pacheco to change the capacity of the Lynchburg Regional Juvenile Post-Dispositional Detention Program from eight (8) to nine (9). Motion carried.

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

#### **Certifications**

On Motion duly made by Ms. Myers, and seconded by Ms. Purtiz to certify Chaplin Youth Center for one year with a status report in June 2008 (one year). Motion carried.

On Motion duly made by Ms. Myers, and seconded by Ms. Pacheco to certify Fairfax Less Secure Shelter for three years and send letter of commendation. Motion carried.

On Motion duly made by Ms. Myers, and seconded by Ms. Pacheco to certify the Transitional Living Program for three years. Motion carried.

On Motion duly made by Ms. Myers, and seconded by Ms. Pacheco to certify the Westhaven Boys' Home for three years. Motion carried.

### **C. Other**

- **Request to Modify VJCCCA Plans**

- a. On MOTION duly made by Ms. Pacheco and seconded by Ms. Myers to amend the FY07-08 VJCCCA plan for the City of Petersburg in accordance with the Request to Amend. Motion carried.

- b. On MOTION duly made by Ms. Pacheco and seconded by Ms. Myers to amend the FY07-08 VJCCCA combined plan for Halifax County in accordance with the Request to Amend. Motion carried.

- c. On MOTION duly made by Ms. Pacheco and seconded by Ms. Myers to amend the FY07-08 VJCCCA combined plan for the City of Radford in accordance with the Request to Amend. Motion carried.

## VII. OTHER BUSINESS

### A. Art Presentation

Resident "L" (Culpeper JCC) thanked the Board for inviting him to the meeting. His artwork is entitled life. He informed the Board that he will graduate June 18, 2007. He then presented the artwork to the members.

### B. Interpretation Services

Tim Howard advised that at the April 11, 2007 meeting, the Board asked DJJ to report on its interpreter services and what's available to its clients. The Director asked Mr. Howard to research this matter not only on behalf of the community programs division but also what is offered in the institutions. Through his research, Mr. Howard determined that interpreter services are available for all clients at DJJ. All court service units and juvenile correctional centers have access to contractors who provide these services and are funded through DJJ general funds monies. DJJ has spent approximately \$10,000 in interpreter services this current fiscal year and has a budgeted amount for interpreter and sign language services of \$65,000. Additionally, many of our CSUs and JCCs have bi-lingual Spanish speaking staff to assist youth and families who speaks Spanish. Sign language interpreters are also available. He stated that providing access to youth and families who speak other languages is a growing need; Spanish being the greatest need. Mr. Turpin asked Mr. Phipps to draft a policy and present it at the September 13 board meeting.

### C. Regulations – Mental Health (Final)

#### 1. Final Regulations Governing Mental Health Services Transition Plans for Incarcerated Juveniles (6 VAC 35-180)

On MOTION duly made by Mr. Turpin and seconded by Ms. Pacheco, to approve the final text for 6 VAC 35-180 – Regulations Governing Mental Health Services Transition Plans for Incarcerated Juveniles.

#### 2. Regulations Governing Mental Health Services Transition Plans for Incarcerated Juveniles (6 VAC 35-180) (Agency's response to public comment)

It was further moved that the final text of 6 VAC 35 – 180 be submitted for an additional 30-day public comment period with subsequent publications in the Virginia Register and a delayed effective date of January 1, 2008. Delaying the effective date will allow the Department to develop procedures for implementing the mental health transition regulations and also to develop a model memorandum of understanding for use by the localities as well. Motion carried.

### D. Regulations – Work Release (Final)

#### 1. Final Regulations Governing Juvenile Work Release Programs (6 VAC 35-190)

On MOTION duly made by Mr. Turpin and seconded by Ms. Pacheco that the Board of Juvenile Justice approve the final text for ^ VAC 35-190- Regulations Governing Juvenile Work Release Programs. It was further moved that the Regulations be submitted for publication in the Virginia Register.

#### 2. Review of DJJ Policies

Mr. Phipps reviewed the policies to be rescinded. On MOTION duly made by Ms. Puritz and seconded by Ms. Myers to rescind the following board policies effective April 11, 2007, as they have been incorporated in the Virginia Administrative Code, are covered in the Virginia Code, or have been deemed unnecessary:

- 02-019 Use of Meeting Rooms by State Employee Association
- 01-021 Non-Discrimination on the Basis of Disability
- 04-008.1 Budgeting for Foster Homes and Group Homes
- 04-100 State Reimbursement of Local Juvenile Residential Facility Costs
- 13-003 Religious and Modified Diets
- 19-004 CSU Supervisory Review of Community Supervision Cases
- 20-409 CSU's Reports to Court

And policies carried over from the January 10, 2007 meeting:

- 12-001.7 Health Records Files
- 05-007 – Agreement to Confidentiality
- 17-004 – Youth Grievance Procedure in Direct Care.

The following three policies were tabled:

- 20-208—Juvenile Industries
- 20-311—Post-Dispositional Facilities and
- 13-004—Food Preparation and Service of Meals.

Motion carried.

On MOTION duly made by Mr. Turpin and seconded by Ms. Myers to postpone consideration of the following policies:

- Board Policies and Standards
- 01-002 Directives System
- 02-008 Policy Implementations
- 02-010 Staff Involvement in Developing Policies, Procedures and Programs
- 02-002 Media Relations
- 02-003 Communications Media Access to Individual Juveniles
- 02-004 Communication of Serious Incidents
- 02-012 Funding for and Utilization of Secure Detention Facilities and
- 02-013 Organizational Communication and Reporting
- 02-014 Inspection and Reviews of Juvenile Residential Facilities.

Motion carried.

#### **F. Board Elections**

Mr. Turpin stated that it was necessary to nominate individuals to fill the chair, vice chair and secretary's role on the Board.

On MOTION duly made by Ms. Pacheco, and seconded by Ms. Puritz that Mr. Turpin remain chairman of the Board of Juvenile Justice.

Motion carried.

On MOTION duly made by Ms. Pacheco, and seconded by Ms. Puritz that Mr. Penn fill the position of vice chairman of the Board of Juvenile Justice.

Motion carried.

On MOTION duly made by Ms. Puritz, and seconded by Ms. Myers that Mr. Wilson fill the position of secretary to the Board of Juvenile Justice.

Motion carried.

Mr. Turpin stated that the Board has one vacancy and a name has been submitted to the Secretary of the Commonwealth to fill that slot. Mr. Turpin asked that a letter and plaque be prepared for Kim Downing, former member and secretary to the Board of Juvenile Justice and invite her to the meeting in Williamsburg to be recognized. He also asked for a plaque to recognize the retirement of JoAnn Smith, superintendent of the Merrimac Detention Center.

#### **VIII. DIRECTOR'S COMMENTS**

Mr. Green advised that all of the correctional facilities are rolling out REACH—the Reception and Diagnostic Center is the first and all of the facilities should be on board by the end of July. Mr. Green said the facilities are bringing back intramural games for residents to include basketball, softball and chess. He advised that the incentive is residents must maintain good behavior in order to participate. Mr. Green stated that the Assisting Families of Inmates organization is transporting as many as fourteen families a trip. He said the program has gotten a good response and is well received.

A schedule of the upcoming high school graduations was distributed to the Board members and Mr. Green invited them to attend if and when their schedules permit.

Mr. Green advised the members that the University of VA Drama group will perform at Culpeper, Beaumont and Bon Air JCCs. He invited the members to attend the performances. The teacher, along with some of the students, will return to the facilities this summer to work with residents who are interested in the drama class.

Mr. Green advised that the DJJ Leadership Conference went very well and was well received. Two of the Board members were in attendance and Ms. Pacheco facilitated a session. He also advised that the JDAI conference went very well and that Congressman Scott attended the am session of Friday.

Mr. Green stated that the agency is working on the budget process and to be aware that cuts may come.

#### **IX. Board Comments**

Mr. Turpin advised that the Leadership Conference was excellent and he wished that all areas had judges the caliber of those who were on the panel.

Ms. Pacheco said her desire is to recognize long time volunteers; she asked that a letter be sent from the Board to acknowledge their commitment.

Mr. Turpin stated that he attended the superintendents' meeting and recognized that a lot of our seasoned veterans will be retiring. He said there is a need to work on training our upcoming leaders.

Ms. Pacheco said she attended several of the DJJ events; she said DJJ staff is very positive and she is excited to be a part of this effort. She also asked that the Ombudsman be added to the agenda for September and invited Susan Heck to present to the Board.

Ms. Puritz advised that a reception will be held for Andy Block on Friday. Mr. Block is being recognized as legal aid lawyer of the year. Mr. Turpin asked that a congratulatory letter be sent to Mr. Block from the Board.

The CORE Regulations town hall meetings are scheduled as follows:

July 9:	6:30 pm	Roanoke
July 10:	6:30 pm	Richmond
July 11:	6:30 pm	VA Beach

Ken Bailey and Deron Phipps will contact the Board members regarding their attendance at the town hall meetings.

A letter was distributed to the Board members from Andy Block and JustChildren regarding graduation rates for juveniles.

**X. Next Meeting**

The next meeting will be held at the Merrimac Detention Center, Williamsburg, VA on Wednesday, September 12, 2007.

**XI. ADJOURN**

Having no other business, the meeting adjourned at 12:00 p.m.

Respectfully submitted,

Deborah Canada Hayes  
DJJ Board Secretary