



## Change Team Meeting Minutes: June 27, 2013

**Location:** Snohomish County Main Campus, Administration Bldg A (East), Hrg Rooms 1&2.

### **Agenda:**

3:00-3:30 **Presentation:** Juvenile Drug Court-Data Review; Janelle Sgrignoli.

3:30-3:50 **A few things from the Project Director: "Operational Guidelines" (aka By-laws); Implementation Index & Plan; Tracking Our Projects with SharePoint;** Kathy Haggerty

3:50-4:45 **Committee Work Time:** Work time according to where your Committee left off last month. Check-in with each other, goals met? If not, why not? Does your Committee need to flesh out more, create a Vision for how you'll do business? Set more specific goals/due dates/accountability? If you've accomplished any of your goals, now what will you work on?

4:4-4:55 **Committee Reports** to Change Team at large.

4:55 Inspirational quote or reading

5:00p Meeting adjourned

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Change Team met on the Main County campus this month. Kathy opened the meeting with a welcome to new faces and a brief introduction of our presenter, RF Justice Fellow Janelle Sgrignoli.

**Presentation by Janelle Sgrignoli, Superior Courts Drug Courts/Justice Fellow:** Following Kathy's introduction, Janelle offered a presentation of information and data that has been collected from the GAIN SS since February 2011. The information was helpful in generating additional questions for the Change Team members on what we can do as a group to reach our goal of "More Treatment, Better Treatment, Beyond Treatment". The presentation will be available online in the future.

**From the Project Director: Operational Guidelines:** The Fellows have been working on institutionalizing our structures and adding structure, accountability and a bit more formality to joining the Change Team – through creation of Bylaws or "Operational Guidelines". We hope to finalize this document at our July Fellow's Meeting then circulate / discuss with Change Team in July. The goal is also to continue to be inclusive of new members without too much disruption to the flow of the Committee's work.

**Implementation Plan and Index:** The Bylaws is just one part of the RF grant/Index. We use the Index to track our Implementation of RF and we use the Plan to set achievable goals in 6month blocks. This will be distributed and posted. All should be very familiar with our Vision as well as these documents when deciding on goals and projects.

**SharePoint:** We now have a RF SharePoint site. It is a central storage location for our documents, events, project tracking, contacts, etc. It will take time to get folks who are not county employees the access, but Fellows will be using it for status reports on all that is happening within Committees.

**Announcements:** Announcements were reserved for the end of the meeting in order to allow the committees to get to work.

### **Committee Work Time:**

The committee's picked up where they had left off. The pattern of digging in and staying focused on our vision has taken hold. Each team worked on their prospective assignments...recap of progress below.

**Committee Check-ins:** At 4:45 pm each Committee reported in to the group. Here are some highlights, but see each committee's minutes for full details:

#### **1) Mentoring/Pro-social:**

- a. The group has prepared a Top 10 Interests form for use in detention (although there is interest in using it in Probation/Diversion as well).
- b. The "first pass" at a Mentoring manual is in its' 5<sup>th</sup> draft (progress is being made).
- c. Dave Cudworth has completed a mentoring brochure.

#### **2.) Juvenile Justice:**

- a. Progress is being made on "opening the doors" between Probation and Detention.
- b. Implementation of the GAIN-ss into Detention Intake is moving forward – staff trg week of July 8<sup>th</sup>.

#### **3. ) Treatment:**

- a. The group has delegated members to work on a list of commonly used terminology and definitions for parents and staff. Due dates were agreed upon.

Judge Weiss suggested trying to see if the Commissioners will modify some of the assignments currently used for purging sentences, to incorporate useful work aimed at planning for the future.

#### **4.) Education/Employment:**

- a. The team has completed their goal of creating an education resource list which is available to youth in Detention. Plan is to place in each detention unit.
- b. The team is working on planning a Resource Fair at Denney for community resources to present their programs to Juvenile Court staff...no date yet.

#### **Announcements:**

**Susan** announced that Judge Weiss and Kathy Haggerty gave a presentation at the Volunteer Appreciation Banquet June. Many volunteers seemed interested in Reclaiming Futures!

**Michele Rastovich** announced 120 kids were graduating with GEDs that evening...everyone is welcomed and encouraged to come to Everett Civic Auditorium, WorkSource Graduation. Judge Weiss will be the guest speaker.

**Readings and quotes for the day:** New Change Team member Morgan Dotson (M& I Recovery Services) recited a wonderful and inspiring poem which he authored himself.

The meeting adjourned at 5 pm.

**NEXT CHANGE TEAM MEETING: THURSDAY, JULY 25, 2013 3-5PM. MEETING TO BE HELD AT THE DENNEY JUVENILE JUSTICE CENTER!!!! 2810 10<sup>TH</sup> St, Sullivan Training Room.**

**Following are the Committee notes:**

**Mentoring Committee (and Pro-Social Activities):** Members present: Henri Wilson, Mark Lee, David Cudworth, Steve Strickler, Tim Gahm, as well as new members Sandra Flores, Jessica Gurley, Morgan Dotson.

- We all read the mentoring committee "purpose" paragraph.
- We all read Steve's draft 5 of the mentoring manual.
- Steve asked for ideas for "engagement" of mentors in our mentoring training program.
- GOAL: set date SOON to start formal training of mentors to happen by mid September, early October.
- In the interim Steve will train individuals so available mentors and youth needing mentors can begin benefiting from the one on one mentoring program.
- Steve will be looking for others to help implement training as we go along.
- The list of top ten interests of our youth was passed out.
- Jessica Gurley can help with basketball camp or training through a non-profit. She may also be able to connect with people who are involved in fitness and training at "IRG" (?)
- Henri said she has private glass blowing funding available. (We are charged over \$400 per student if we schedule our own class and may get only 2/3 attendance (no refunds) so it may be better to scholarship youth into a prescheduled class for about \$340 per student on a case by case basis.)
- We had a quick view of Dave Cudworth's mentoring flyer.  
GOAL: Members will send David input before next meeting.

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**Education/Employment Committee:** Members present: Michele Rastovich, Amy Perusse, Jeb Bolton, and Gary Marks.

- **Goals check in:**
  1. **Education Resource Notebooks:** Amy completed a sample to be approved. Jeb approved it but wants to add contacts for Middle schools and high schools. Gary made the suggestion to add goal planning worksheets. Jeb says that the ideal use for them would be to have a master copy on file, then have a copy in each unit. Hopefully there would be times when the JCO on staff could review the options with a detainee and they could help to develop a plan for school or job training.

2. **Employment Navigator List:** Michele distributed a contact list from the Professional Association of Navigators (PAN). Note that these contacts are **throughout the state, not just local**.
3. **Investigate the “Disconnect” in the communication within the detention building:** Different departments have different protocol and goals (Detention/Probation/School). How can we streamline the communication and create a “wrap-around” approach across the lines? Susan Hunt joined us from the probation department to explain what the JPCs address with their youth. It was explained that JPCs aren’t usually focusing on an education plan. Their priority is ensuring that the court order is followed, focus is criminogenic- whatever is producing crime in their client’s situation. They will likely defer the school piece to Team Child or refer the client to a detention alternative program if the youth is having difficulty getting enrolled in school. At this point the team decided that we need to focus on figuring out who would benefit from an education/employment resource fair or presentation. JPCs may not be interested; it might make more sense to meet with detention, detention alternatives and Team Child staff.

- **Goals for next meeting:**

1. Educational program resource notebooks copied and distributed for each unit within detention (Amy & Jeb will work on this).
2. Employment Navigator List— Would be nice if we could fine-tune this to get a more localized and age appropriate list (Amy’s comment while typing notes).
3. Set up a meeting with folks from all three departments to discuss solutions for communication issue (Michele). Will take place after July 8<sup>th</sup>.
4. Schedule training for education resources with school/detention/detention alternatives.

- **Other:** Questions arose regarding the role of the new Transition Reentry Coach and how communication can be ensured. Also still on the table is what the new school program at detention will be like and whether they will have a transition staff person as well as bringing together the transition navigators from detention alternatives.

*Acronym Definitions: J.C.O.=Juvenile Correctional Officer (Supervise youth while in detention and/or detention alternative programs). J.P.C.=Juvenile Probation Counselor (Case management for youth on probation).*

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**Justice Committee:** Members present: Jamie Reed, Janelle Sgrignoli, Damon Scott, Amy Stoose, Annie Rosentrater, Susan Hunt, and Mike Irons.

The team provided updates on current activities/projects:

**Amy:**

The Mill Creek Library continues to donate books. Another book shelf will be needed.

Amy and Damon spoke with Mike I. about lack of knowledge between probation and detention. Mike is very supportive and is looking into inviting Amy and Damon to an upcoming probation meeting.

**Susan** was asked to join the Education/Employment team to share information on Probation. She reported back that they were having similar discussions as we were on sharing system information and better educating each other.

**Jamie:**

Jamie shared that they have 34 Youth interest forms completed to date and shared the top 10 including: gym/weights, skiing, camping, etc. Jamie can provide you with the top 10 if you're interested. Most are from drug court as the form is included in the drug court intake packet. Annie volunteered to ask youth in diversion to complete also. Jamie is going to work with treatment agencies to see if they will also use the form.

**Allen:**

While Allen wasn't present, he sent an update via Janelle.

They are not sure what NWESD will bring when they take over from Everett SD in the fall. He's looking at adding programming such as yoga, music classes, bringing in story tellers, etc. He is looking for suggestions so please feel free to contact him directly.

There was a team discussion on sharing among drug court/probation/detention. It was suggested that we talk with management to give probation staff to be able to enter detention and hang out in the housing units and co-chair a group with the housing officers. It was suggested that new probation and detention staff be exposed to drug court for better understanding/communication between disciplines.

Jamie suggested providing education to Juvenile Court Staffing on treatment services. This could include the definition of dependency, ASAM DSM-V criteria, levels of treatment, treatment modalities, insurance/state funding, etc. It may be difficult for people to understand the RF model of more treatment, better treatment, and beyond treatment if they don't understand the basics of treatment.

Item 1 – Obtain the DAT and GAIN SS and compare. Discover origin, intent of DAT - **Completed**

Item 1a –Implementation of GAIN SS in Detention

- a) Amy has been working with a team to implement the GAIN SS into detention
- b) Jim C. has developed a flow chart for GAIN SS processing
- c) Training has begun with Detention Supervisors on how to administer the GAIN SS and enter the data

Item 2 – train all staff in MI (VGAL and Detention) expanded to include additional options – **on going**

- a) Jamie has been working with Detention managers/supervisors to bring more training opportunities to Detention staff:
  - i. Motivational Interviewing
  - ii. ART
  - iii. Use of Hassle log when youth act out
- b) Intent is to use part of the regular monthly meeting in Detention to provide training opportunities for each shift
- c) Jamie is meeting with probation/detention management 6/28/13 to discuss implementation

Item 3 - Suggested action step to create a teen and parent resource guide (example Teen Yellow Pages) – **on going**

- a) Allen was not present so we did not get an update on his flowchart
- b) Awaiting word from WDC regarding release of on line Teen Resource Guide

Item 4 – Create a legislative subcommittee: RCW community service vs pro social - **on hold**

Item 5 – Obtain information on data sharing agreements – **This item has been put on hold**

- a) Peter was not present.
- b) Janelle shared that the Fire/EMS/Jail data sharing is for research purposes
- c) Data dealing with substance abuse, mental and or physical health is protected by HIPAA and/or 42CFR
- d) Janelle will research and bring back information at the June meeting
- e) Janelle suggested that given

Item 6 - Community Transition planning – **on going**

- a) Jamie shared that the Community Transition form has been approved and ready to roll out in drug court and probation
- b) Annie volunteered to contact Jeanette Palmer at SeaMar to see what they provide youth transitioning into the community

New item – Cultural Competency Training – **planning stage**

- a) Damon shared that Jamie Peniche is setting up a meeting of staff who attended the cultural competency training in June
- b) Looking for ways to enhance the cultural competency of DYC

Overall, this was a great team effort. Everyone was fully present and participated in the discussions.

**Treatment Committee:** Tara Barnard, Bob Wicks, Steve Londino, Pat Martinelli, Lisa Quaring and new member Guy Cadwallader, Sr.

We discussed having a more **universal release of information**. Children’s Administration has one that we are going to obtain and review.

We reviewed the definitions of terms gathered and concluded that it needed to be more thorough. We would like for the list to be compromised of terms used in substance use treatment, recovery and mental health. We also discussed including acronyms and some diagnosis terms to help the youth and family better understand what is being said or discussed.

**Lisa will send out a list of terms used in substance use treatment and in recovery.** Pat will send a list of terms used in mental health. The initial list will be emailed to the committee no later than 7/5/13. The treatment committee will review the glossary terms and pick those that are thought to be pertinent and respond by email by 7/12/13. We also discussed the need for accountability to please read the minutes from previous meeting if you are unable to attend.

**In two weeks we are supposed to have identified barriers for youth/families receiving treatment.** For example, how to have family engage in treatment, at times parents don’t understand why their youth would need Detox or a higher level of care, transportation could be a barrier, actually getting the services needed-example: Mental health-insurance only allots 10 visits per insurance.

The last thing was that you are supposed to write out what “more treatment, better treatment and beyond treatment means to you”. We also need to review steps 4 through 6 in our Vision as it relates to treatment.