



## **THE HARBOR – EXECUTIVE STEERING COMMITTEE**

### **Juvenile Assessment Center Minutes**

**August 16, 2017 – 2:00 PM**

DJJS Zenoff Conference Room

Las Vegas, NV 89101

*Minutes taken by Vikki Andrews*

#### **Present in Person**

##### **City of Las Vegas**

Lee Quick, Principal Policy Analyst, Department of Youth Development and Social Innovation

##### **Clark County Department of Juvenile Justice Services**

John M. Martin, Director – *Board Member*

Brett Allen, Manager

Cheryl Wright, Clinical Services Manager

Cesar Lemos, Executive Director, The Harbor

Vikki Andrews, Administrative Secretary

##### **Clark County District Attorney's Office**

Brigid Duffy, Deputy Juvenile District Attorney and Chair – *Board Member*

Catherine Jorgenson, Deputy Civil District Attorney

##### **Clark County Law Enforcement**

Matt McCarthy, Deputy Chief *on behalf of Kevin McMahon, Undersheriff Las Vegas Metro Police Department* – *Board Member*

##### **Clark County School District**

Dr. Tammy Malich, Assistant Super Intendent, Education Division – *Board Member*

Mike Blackeye, *on behalf of James Ketsaa, Chief* – *Board Member*

##### **Department of Health and Human Services**

Ellen Richardson-Adams, Outpatient Administrator – *Board Member*

##### **Workforce Connections**

Shawnda Nance *on behalf of Jim Kosteci, Director* – *Board Member*

#### **Community Guests**

Darlene Terrill, WestCare

#### **I. Call to Order**

Brigid Duffy, Deputy Juvenile District Attorney and Chair called the meeting to order, there was a quorum.

**II. Public Comments**

None at this time.

**III. Approval of April 26, 2017 Minutes**

The June 21, 2017 minutes were approved.

**IV. Approval of Agenda**

The August 16, 2017 agenda was approved.

**V. Provider's Luncheon Discussion – Select Date**

Cesar Lemos, The Harbor Executive Director, suggested the date of Thursday, September 28, 2017 to the Executive Steering Committee (ESC). The hours would encompass 11am-2pm. Brigid Duffy, Deputy Juvenile District Attorney and Chair stated that Las Vegas Metropolitan Police Department (LVMPD) would provide the site. Mr. Lemos will follow up with LVMPD to confirm that the space is available. Several ESC members had conflict with the suggested date due to other events in the community. A new date of October 5, 2017 was suggested to the committee. The date of October 5, 2017 was accepted by the ESC.

**VI. Discuss The Harbor Holiday Coverage**

Ms. Duffy received the citation statistics from LVMPD regarding citations issued on major holidays. She stated that the results were so minimal, one to three at most per holiday, which resulted in 15 citations on holidays for the year of 2016. She stated that for the amount of overtime that would be paid out to staff, holiday coverage would not be worth the cost. Ms. Duffy stated that the citations issued on holidays were for petty larceny and battery, the 2016 holidays were Martin Luther King Jr. Day, Memorial Day, Veterans Day and Thanksgiving Day. The committee motioned and approved to close The Harbor on holidays.

**VII. Discuss 24/hour 7 Days a Week Operation Integration**

Ms. Duffy states that after the previous ESC meeting of June 21, 2017, there was hope that come August 2017 The Harbor would have moved to a 24/hr. operation model. To date, the 24/hr. operation model is not yet in place. One of the major issues is staffing, and being able to staff The Harbor outside of just the Department of Juvenile Justice (DJJS) staff. In the last meeting, Mr. Lemos had provided a proposal of what would be required in terms of staffing and what would be needed from each entity to operate the extended hours.

Ms. Duffy asked Dr. Tammy Malich, Assistant Super Intendent, Clark County School District (CCSD), if CCSD has the ability to contract additional employees for swing and grave shifts. Two more staff would be required from CCSD. Dr. Malich believes that yes, CCSD would be able to contract for these hours. Ms. Duffy asks that when Dr. Malich makes this proposal, that she emphasizes that The Harbor is really supporting CCSD. Mr. Lemos states that in the majority of exit interviews conducted at The Harbor, families are stating that they have been referred by CCSD. Dr. Malich states that CCSD has really tried to push The Harbor out to the community through several different avenues. Dr. Malich states that it has been a long withstanding problem for parents whose children have not offended yet but are on the path who have not been able to receive help for their children prior to The Harbor. Dr. Malich states that The Harbor has been a great avenue for CCSD families to get the help they are requesting.

Ms. Duffy asks Mr. Lemos what is needed from CCSD in a contract employee to support The Harbor. Mr. Lemos states that the two threat assessment staff that are currently at The Harbor are great, and anyone new does not necessarily need to be from that concentration. A social work or counseling background would be beneficial to The Harbor. Cheryl Wright, Clinical Services Manager, DJJS, states that she believes a social

work background would be the most beneficial to The Harbor, as currently days are covered clinically, but having clinical staff on swing shift as well would be best. Ellen Richardson-Adams, Department of Health and Human Services, asks if it is allowable for CCSD to consider para-professional level of staff, as there may be a better pool of potential employees. Dr. Malich states that it will depend on whether the interns are able to be supervised. In a situation such as grave and swing shifts at The Harbor, the interns would not be able to easily reach out to someone for supervision. John M. Martin, Director, DJJS, states that there is still the 24-hour mobile response team, so if there are para-professional staff who can recognize the issues, they would still be able to call the mobile response team for signing off.

Ms. Richardson-Adams is working through her options with the Department of Public and Behavioral Health (DPBH), and it will be easier for her to get more staff if they are to start in October. Division of Child and Family Services (DCFS) stated that it would be more difficult for them based on budget for that staffing ability, but they would send in suggestions. As an alternative, they did state that the mobile crisis team would remain on call. Ms. Duffy clarified that come October, DPBH would be able to staff three swing/grave staff, Ms. Richardson-Adams confirmed. Ms. Richardson-Adams also stated that she met with the Department of Welfare and Supportive Services (DWSS) and they are on board with becoming more involved with The Harbor.

Mr. Martin stated that part-time hourlies can also be used for grave shifts. Mr. Martin states that one entity that he would like to see more involved with The Harbor is the University of Nevada, Las Vegas (UNLV). In addition, he would like to discuss with social services the transition of youth into adult hood and services that are provided.

Ms. Jorgenson states that in the main inter-local and the inter-local with the State, where in-kind contributions are mentioned, the entities are authorized to provide additional staff but there is not a commitment. Ms. Jorgenson would like the ESC to consider amending both inter-locals to add the commitment. Dr. Malich believes that once commitment is given from the entities, then the inter-locals should be amended. Ms. Duffy would like to add to the next agenda a discussion regarding amending the inter-local to add commitment from entities.

#### **VIII. Las Vegas Metropolitan Police Department Policy – Discuss Metro’s Policy on Harbor Referrals**

Matt McCarthy, LVMPD, stated that the LVMPD policy on Harbor referrals went into effect on August 15, 2017 and was signed by the Sheriff. The spirit of the policy is to encourage diversion of juveniles. Referrals that would be made to The Harbor by LVMPD would include: misdemeanors that are non-traffic, those experiencing mental health issues but are not violent, status offenses, simple possession substance abuse (no intent to sell), domestic violence (unless officer feels 12hr. hold is required). The officer will contact The Harbor and verify that the child meets criteria for The Harbor. They will not be brought to The Harbor for: violent felony offenses, if they are heavily under the influence, if medical attention is needed, if there are outstanding warrants, or if the child is from another jurisdiction.

Once officers bring a child to The Harbor, they will assist in a pat down, complete The Harbor intake form, obtain a copy of it, and LVMPD will clear it with a code that will allow them to retrieve data from it using code L-Lincoln. Mr. McCarthy states that what he will be interested in to see for the next month is the number of LVMPD referrals rising. He states that the premise is that by taking away the officers discretion, kids would be referred to The Harbor as opposed to booking into DJJS. Mr. McCarthy states that first time offenders is not clarified in the LVMPD policy, and that it will be up to The Harbor staff to provide accurate information to the officers when they call in prior to a drop off. LVMPD officers are not able to

tell if a child is a first time offender without disclosure from the child or without confirming with The Harbor staff. Mr. McCarthy will forward the LVMPD policy to the ESC.

**IX. Henderson Police Department Inter-local Agreement**

Brett Allen, Manager, DJJS, stated that the inter-local is currently with Active Chief Todd Peters. The BCC item is prepared, and the ESC is waiting for his response. Catherine Jorgenson, Deputy Civil District Attorney, recommends that once the inter-local is approved between Clark County and Henderson, that the other government entities that would have to sign are aware that there will be a second amendment. Ms. Duffy requests that this item remain on the agenda for the next ESC meeting.

**X. AB395 Funding of \$1.9 Million – Staff Recommendations**

- a. **What data will be required to continue the \$1.9million after two years**
- b. **Scope of Work Proposal**
- c. **24/hr. model Schedule and start date**

Mr. Allen drafted the scope of work for the second assessment center. The steps are that the scope would be put out and there would be a meeting where providers could ask questions based on the scope, and then an evaluation committee would review the proposals. Mr. Allen states that he is stuck on being able to request a quality bid, because it is unknown what staff is going to be committed by the entities or by anyone else, for them to be able to complete the bid. Information that Mr. Allen needs to complete the scope of work is: how many staff for each shift does each provider need to provide, what do they each need to provide, a job description to supplement, what will the hours of operation be (he has drafted M-S 8am-10pm, no holidays). Mr. Allen states that all the money needs to be encumbered and spent by September 20, 2019.

Mr. Martin states that DJJS will commit two staff for a total of ten shifts, and that Mr. Lemos would be the Executive Director for both sites. Dr. Malich asks if it would be more beneficial to use these dollars to get the night shift covered at the current site, and do an RFP for future committed positions. Mr. McCarthy asks if these dollars are allowable to pay for staff. Mr. Allen states that there are no restrictions as long as the dollars are used as an enhancement. Mr. Martin states that using this money for a second site would keep things “cleaner” and would avoid partial funding for each site. Dr. Malich believes this would be a better way to begin operating under 24hours, in order to spend the dollars in the given time frame. Mr. Martin states that part-time hourlies can be used as long as it’s not a permanent solution. Mr. Allen asks who is being funded. He states that if they are Clark County employees they can be funded very quickly. Ms. Richardson-Adams states that based on how the inter-locals are written, there is a zero exchange of funding and it would complicate those currently in place. She also states that part of the original discussion was the train the trainer model where the providers can get to a place of independent sustainability. Ms. Duffy states that this isn’t supposed to be a DJJS center, it is supposed to be a community center, but the legislature gave the money to DJJS.

Ms. Duffy states that the next issue will be what data will the ESC be required to show. Mr. Martin states that if part-time employees are used then it is manageable by DJJS, but when employees are full time is when things become more complicated. He states that making the first site 24hours is most important at this time, especially with the LVMPD policy roll out. Mr. Martin would like Mr. Lemos to meet with Teri Delgado, HR Analyst, DJJS, to find out what will be needed for JDA soft money positions and to get The Harbor running 24hours. However, Mr. Martin has concerns about having seven to eight DJJS positions tied up at The Harbor. Ms. Jorgenson asks if DJJS will still be running the sites, and will Mr. Lemos be the Executive Director for both. Mr. Martin confirms that Mr. Lemos will be the Executive Director for both sites in order to keep consistency across the board. Ms. Jorgenson asks if the goal is to eventually step away from the second site and have it run on its own. Mr. Martin states that there will need to be a level of collaboration between the government entities and providers in order to get all the appropriate pathways opened up and for the new site to operate. Ms. Duffy states that the only issue with DJJS employees come from the law enforcement perspective, because there needs to be someone with an arresting authority. There will always need to be at least one P.O.S.T. certified employee.

Mr. Martin wants immediate research on what it will take to obtain JDA soft money and what the turnaround time will be. He would like to successfully get them online within six to seven weeks with a successful background check. Ms. Richardson-Adams states that she will provide the staffing levels to Mr. Allen. Ms. Duffy asks if there is any consideration in looking at agencies in the community to take a contract at \$49,999.00 to mature them into the process. Mr. Martin states that he will have to check with purchasing to see if that is something that would be allowed. Mr. Martin states that there is a contract already in place for mental health with Eagle Quest and he believes the contract may allow for them to provide services at The Harbor.

**XI. Discuss Potential Additional Partners Including Executive Steering Committee members, Government Entities and Providers**

None at this time. This will remain a standing agenda item.

**XII. Data and progress report from The Harbor's Executive Director**

Mr. Lemos states that in July there were 5 metro drop-offs, 122 intake citations, family walk-ins 50, Henderson Police 3, for a total of 180.

- Total Youth Served to Date: 1799, Total Youth Escalated to Date: 52-3%
- Gender: 59% Male, 41% Female
- Race: 5% Asian/Pacific Islander, 35% Black, 31% Hispanic, 4% Mixed, 25% White
- Top 5 Zip Codes: 89030, 89101, 89108, 89110, 89115
- Top 5 Offenses: Affray/Fighting, Battery, Petit Larceny, Possession of Drug Paraphernalia, Possession of Marijuana
- Law Enforcement Wait Times : May average wait time 14 minutes
- Youth/Families who qualify for services through DWSS from opening to date: 337

Mr. Martin states that North Las Vegas is the most active zip code and most active schools and asks if North Las Vegas understands that The Harbor is open and ready for service. Mr. Lemos states that he has presented at all three area commands and has reached out to Captain Justin Roberts. Mr. Martin asks if Mr. McCarthy can reach out to Chief Perez of NLV and encourage them to become more involved. Mr. Martin states that he will also reach out to Chief Perez.

Mr. Martin states that the number of children who escalated in Colorado was 11% in the first year. The ESC is very impressed with the number of 3%, and would like Mr. Lemos to tell his staff that they are doing a great job and to thank them for all their hard work.

Mr. McCarthy states that the number of families interested in The Harbor has increased significantly and he states that the captains are interested in knowing what contributed to the increase. Mr. Lemos states that there has been community outreach to schools, first Tuesday events, to apartment managers, NAACP presentations, RTC bus stop ads, and just presenting in the community at every opportunity that they get. Dr. Malich adds that CCSD has really communicated The Harbor to counselors, teachers, faith based partners, parents, etc. Mr. Martin states that there was also a Twitter hit that went out about The Harbor. Mr. McCarthy believes that there are so many other things that they can do to push The Harbor out into the community. Mr. McCarthy suggests a small committee dedicated to marketing The Harbor. Dr. Malich suggests reaching out to a marketing firm that can do in-kind marketing. Mr. Martin would like to reach out to Don Burnett, the Raiders, and to Michael Flores to see if they would get involved with The Harbor. Mr. McCarthy says that he is happy to put together a sub-committee, and Mr. Martin and Mr. Lemos would like to be a part of it.

**XIII. Informational Items**

Announcements

- a. Next meeting September 27, 2017 at 1:00 pm, Zenoff **Training** Room, 651 N. Pecos Road, Las Vegas, NV 89101

- b. Ms. Richardson-Adams stated that there is a National Summit in Denver that is focusing on Colorado being a recreational marijuana use state and how it is affecting the youth. It is August 20-30<sup>th</sup>.
- c. Add consideration of a sub-committee to address the marketing of The Harbor as a possible action item to the next agenda.

**XIV. Public Comments**

None at this time.

**XV. Adjournment**