

PUBLIC NOTICE

Union County Juvenile Crime Prevention Council Regular Monthly Meeting

NOTICE IS HEREBY GIVEN that the Union County Juvenile Crime Prevention Council will hold its regular monthly meeting on Wednesday, October 11, 2023, at 8:00 AM.

The meeting will be held in person in the Griffin Room at the Union County Library located at 316 East Windsor Street, Monroe, NC 28112.

Location: Union County Library, Griffin Room; 316 East Windsor Street Monroe, NC 28112

Date: October 11, 2023

Time: 8:00 a.m.

Subject: Union County Juvenile Crime Prevention Council Meeting

Call to Order

I. Attendance

Attendance capture.

- Twenty-Two (22) current board members; twelve (12) needed to establish a quorum.

II. Welcome & Introduction

Welcome all JCPC members, program providers, and others present.

III. Approval of Minutes (Board Action)

Approval of previous month(s) minutes upon established quorum.

- September 13, 2023 – Union County JCPC Meeting Minutes
-

Old Business

IV. Conflict of Interest Forms

All JCPC Board Members are required to complete a Conflict of Interest Form. Please complete and return to Ulayah Ivey.

V. Contact Information Form (Electronic)

October | 2023

Contact Information Forms have been sent out via email. JCPC Board Members and Program Providers are required to complete this form.

VI. Vacancies

Three (3) Current Vacancies:

- United Way/Nonprofit Representative
- Member of Business Community
- Youth Under Age 21

VII. JCPC Officers (Board Action)

Current Officers

- JCPC Chairperson – John Kirkpatrick
- JCPC Vice Chairperson – Jim Chaffin
- Secretary – Ulayah Ivey
- Treasurer – Jake Byers
- Funding Committee Chairperson – James Johnson Jr., Co-Chair; Malisha Ross, Co-Chair

Open Officer Positions

- Assessment Committee Chairperson

VIII. JCPC Committees

At least three (3) board members are encouraged to serve on one or more of the following committee:

- **Executive:** To set the goals and directions.
- **Risk and Needs:** Review data, establish priority risk factors and protective factors, establish needed programs and identify barriers.
- **Monitoring:** Evaluate effectiveness of programs – Conduct on-site visits, Appropriate use of SPEP & Review Measurable Objectives.
- **Funding/Allocation:** To review program agreements and/or make recommendations for funding and develop the JCPC Request for Proposals (RFP).
- **Public Relations:** Develop relationship with members of the media, prepare press releases on activities, Keep the public informed.
- **Assessment (Racial and Ethnic Disparities [RED])Committee:** Oversee research that examines the issue of disproportionate minority contact within the local juvenile justice system

- **Nominations:** Make recommendations to the County Commissioners and election of officers.
 - **Bylaws:** Review current bylaws and add new language with the consultation of the County Manager/County Attorney to ensure local compliance of legislative mandates and NCDPS policy/procedures.
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New Business

IX. Unallocated Funds (Board Action)

Letter of Request for Funds:

- Aspire Youth and Family - Kids at Work
 - Life Connections of the Carolinas and DASH Counseling
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DPS Area Consultant Updates

X. FY 22-23 Final Accounting Review

Review of Final Accounting.

XI. YASI Review

- Schedule YASI Review Meeting for October/Risk and Needs Committee.

XII. Client Tracking Numbers

Review of information associated with the Client Tracking Numbers document.

- Union County JCPC Funded Program Summary Fiscal Year 2023-2024 (Updated as of October 4, 2023)

XIII. State Updates

Program Updates

XIV. JCPC Monthly Program Reports/Updates – Chairperson

Program Reports and Updates provided by the following programs/representatives:

- Aspire Youth and Family - Kids at Work, Chef Kimberly Townsend
- DASH - Strengthening Families, Glenn Smith
- DASH - Life Connections Counseling Center, Angela Reid
- TYM - Teen Court, Tyler Castle
- TYM - Mentoring Program, Christina Nixon; Tyler Castle
- TYM - SHIFT Restitution and Community Service, Christina Nixon; Tyler Castle
- TYM - Youth Employability - Get-Hired Program, Tyler Castle

Public Announcements

Adjournment (Board Action)

The next Union County JCPC Meeting will be held on Wednesday, November 8, 2023, at 8:00 a.m. in the Union County Library Griffin Room.



Union County Juvenile Crime Prevention Council

Board/Council: **Union County Juvenile Crime Prevention Council**

Subject: Minutes

Date: Wednesday, September 13, 2023

Time: 8:00 a.m.

Location: Union County Library, Griffin Room; 316 East Windsor Street Monroe, NC 28112

Attendees (Board Members): Anna Goodwin, James Johnson Jr., Jarrod McCraw, John J. Kirkpatrick, Jacob Byers, Ashley Kuly, Chris Black, Angela Watkins, Kristopher Westover, Rachel Patton, Dennis Joyner, Isabella De Larosa (Phillip Speight)

Present Program Providers/Representatives: Chef Kimberly Townsend, Aspire Youth & Family Inc. Kids at Work; Glenn Smith, Life Connections of the Carolinas Inc. - DASH; Angela Reid, Life Connections of the Carolinas Inc. - DASH; Aaron Smith, Life Connections of the Carolinas Inc. - DASH; Shannon Chamber, TYM; Christina Nixon, TYM; Tyler Castle, TYM; Nicole Blevins, Parenting Support

Others in Attendance: Jason Barrino, Juvenile Court Counselor; Stephanie Missick, DJJ

Absent (Board Members): Malisha Ross, Angie Horne, Scott Jernigan, Ryan Caldwell, Tyris Rorie, Teresa Holmes, Jim Chaffin, Monica Smith, Patrick Niland, Monique Holt,

Absent (Other): Sherri Hill, DPS Area Consultant

Call to Order

Attendance

Board Member attendance was captured with a total of twelve (12) Board Members present.

Welcome & Introduction

JCPC Chairperson John Kirkpatrick IV called the meeting to order and thanked JCPC Members, Program Providers, and others present for attending the JCPC meeting.

JCPC Chairperson John Kirkpatrick IV asked that all Board Members consider the time and date of monthly meetings to ensure that we have a quorum and give us the opportunity to run the meeting in a timely manner. It was pointed out that the time of the monthly meeting was changed to 8:00 a.m. to accommodate court scheduling.

Board Member Kristopher Westover also emphasized the importance of being able to complete our monthly meetings withing 1 hour and suggested that program reporting is limited to 3-5 minutes.

Quorum

A quorum was established. Twelve (12) Union County JCPC Board Members were present.

Approval of Minutes

Board Member Jarrod McCraw made a motion to approve the August 9, 2023, meeting minutes. Board Members James Johnson Jr. and Anna Goodwin simultaneously seconded the motion. All Board Members were in favor of approving the August 9, 2023, Union County JCPC meeting minutes.

The August 9, 2023, Union County JCPC meeting minutes were approved.

Old Business

Vacancies

There are currently three (3) Board Member vacancies. The positions are listed below. If you know any individuals who may be interested in joining the Union County JCPC Board, please encourage them to apply or reach out to Sherri Hill or Ulayah Ivey.

- United Way/Nonprofit Representative
- Member of Business Community
- Youth Under Age 21

JCPC Officers

The current Union County JCPC Officers are as follows:

- JCPC Chairperson: John Kirkpatrick IV
- JCPC Vice Chairperson: Jim Chaffin
- Secretary (Acting Secretary): Ulayah Ivey
- Funding Committee Chairperson (Co-Chairs): Malisha Ross & James Johnson Jr.
- Treasurer: VACANT
- Assessment Committee (RED) Chairperson: VACANT

The floor was open for Board Members to express interest in vacant officer positions. Prior to the start of the meeting, Board Member Jake Byers expressed interest in serving as the Union County JCPC Treasurer. During the meeting, Jake expressed his interest publicly to the board.



Board Member Jarrod McCraw made a motion to approve Board Member Jake Byers as the Treasurer. Board Member James Johnson seconded the motion. All Board Members were in favor of approving Board Member Jake Byers for the Union County JCPC Treasurer position.

The Assessment Committee (RED) Chairperson officer position is still vacant. A true definition of officer and committee positions will be provided for the board to review. Board Members should reach out to Sherri Hill or Ulayah Ivey if they are interested in an officer position.

JCPC Committees

At least three (3) board members are encouraged to serve on one or more of the following committees. The committees are vital in helping run the JCPC.

- **Executive:** To set the goals and directions.
- **Risk and Needs:** Review data, establish priority risk factors and protective factors, establish needed programs and identify barriers.
- **Monitoring:** Evaluate effectiveness of programs – Conduct on-site visits, Appropriate use of SPEP & Review Measurable Objectives.
- **Funding/Allocation:** To review program agreements and/or make recommendations for funding and develop the JCPC Request for Proposals (RFP).
- **Assessment (Racial and Ethnic Disparities [RED]) Committee:** Oversees research that examines the issue of disproportionate minority contact within the local juvenile justice system.
- **Public Relations:** Develop relationships with members of the media, prepare press releases on activities, Keep the public informed.
- **Nominations:** Make recommendations to the County Commissioners and election of officers.
- **Bylaws:** Review current bylaws and add new language with the consultation of the County Manager/County Attorney to ensure local compliance of legislative mandates and NCDPS policy/procedure.

Board Member Jarrod McCraw expressed interest in serving on the Executive Committee. After receiving clarity that there was one opening left on the committee for the Assessment (RED) Committee Chairperson position, Board Member Jarrod McCraw declined the position. Based on Board Member McCraw's service with Union County Public Schools (UCPS) and interaction with UCPS students, Ulayah Ivey suggested that Board Member McCraw would be a good fit for the Risk and Needs Committee. Board Member Jarrod McCraw agreed and volunteered to serve on the Risk and Needs Committee.

Board Member Rachel Patton had previously served on the Funding/Allocation Committee and volunteered to serve on that committee again this fiscal year.

Board Member Anna Goodwin had previously served on the Bylaws Committee and volunteered to serve on that committee again this fiscal year.

Multiple Board Members asked for specific details regarding the duties and requirements of each committee. Ulayah Ivey will follow up and send out specific descriptions.

The established Union County JCPC Committees include the following:

- **Executive:** John Kirkpatrick IV, Chairperson; Jim Chaffin, Vice Chairperson, Ulayah Ivey, Secretary; Jake Byers, Treasurer; James Johnson Jr, Funding Committee Co-



Chair; Malisha Ross, Funding Committee Co-Chair; Assessment (RED) Committee Chairperson – VACANT

- **Risk and Needs:** Jarrod McCraw
- **Monitoring:** James Johnson Jr.
- **Funding/Allocation:** James Johnson Jr, Co-Chair; Malisha Ross, Co-Chair; Rachel Patton
- **Assessment (RED):** None
- **Public Relations:** Malisha Ross
- **Nominations:** None
- **Bylaws:** Anna Goodwin

Board Members should reach out to Sherri Hill or Ulayah Ivey if they are interested in serving on a committee. Further discussion of each committee will be addressed during the next monthly meeting.

Conflict of Interest Forms

JCPC Board Members are required to complete a Conflict of Interest Form. Please complete and return to Ulayah Ivey. If Board Members have a conflict, they are required to note it.

Contact Information Forms

Contact Information Forms have been sent out via email. JCPC Board Members and Program Providers are required to complete this form.

Calendar Invite

A calendar invitation for monthly meetings has been sent out. All JCPC Board Members and Program Providers are encouraged to add the invite to their calendar.

Communication Streamline

The current communication streamline is as follows.

Mass Communication:

- JCPC Chairperson Account
- unioncountycpc@gmail.com

Direct communication: Please CC/Include All:

- JCPC Chairperson Account
- John Kirkpatrick
- Ulayah Ivey
- Sherri Hill

Agendas & Minutes Timeline:

- Sent out a week in advance
- Reminder two days before meeting

If Board Members and Program Providers would like to have an item added on the agenda, please send it to Ulayah Ivey 1 week in advance.



New Business

New Appointments

By virtue of position, Union County JCPC has one (1) new Board Member in place of the Attorney Board Member position: Angela Watkins, Attorney

The Union County JCPC welcomed Angela Watkins to the board. Additionally, congratulations are sent to Board Member Patrick Niland for the appointment of his new position as Deputy County Manager.

Funding Plan

The FY 23-24 Funding Plan was approved at the 9/5 2023 BOCC Meeting. The DocuSign process began on 9/6 and disbursements were released on 9/12 to the programs that had all documents signed via DocuSign.

Two programs did not receive a disbursement due to timing of signatures. Sherri Hill has contacted those programs.

Unallocated Funds

The Union County JCPC has \$19,901 that needs to be disbursed before December 31, 2023. The JCPC Board can vote to do the following.

- 1) Allow currently funded programs to request additional funds. (This also includes JCPC Admin funds for Admin or Board Member training, conferences, etc.).
- 2) Advertise a new RFP to address additional needs.
- 3) Return the money to the state.

Ulayah Ivey stated that she will likely be requesting additional funds for the admin budget and explained that all other programs that would like to request additional funds must submit a detailed Letter of Request for Funds.

Board Member Rachel Patton made a motion to advertise a new RFP. Board Member Kristopher Westover expressed concern about the turnaround time, being that the RFP would need to be advertised for 30 days and the possibility of additional obstacles. Board Member Rachel Patton rescinded her motion.

Board Member Kristopher Westover suggested that we give the programs an opportunity to request funds by having programs submit Letter of Request for Funds to be addressed and voted on at the next monthly meeting in October. Multiple Board Members expressed interest in this suggestion.

Board Member Kristopher made a motion to approve allowing programs to submit Letter of Request for Funds to be addressed and voted on at the next monthly meeting in October. Board Member Rachel Patton seconded the motion. All Board Members were in favor of approving having programs submit Letter of Request for Funds to be addressed and voted on at the next monthly meeting in October.

A reminder will be sent out to programs to have Letter of Request for Funds submitted before the next meeting. There is no template for the Letter of Request for Funds. Programs are



required to provide a detailed letter specifying the amount of funds requested and what the funds will be used for.

DPS Area Consultant Updates

Funded Program Summary & Client Tracking

As a result of the delay of the disbursements and signed Program Agreements, there was no Funded Program Summary & Client Tracking report to review.

Board Members and program providers are encouraged to reach out to Sherri Hill for further questions or concerns.

State Updates

All present Union County JCPC Board Members and program providers received the following State updates.

- **Racial Equity and Inclusion Training:** Racial Equity and Inclusion Training will occur on September 13th and 14th in Kannapolis, NC. Sherri Hill and one Union County JCPC Representative is in attendance.
 - **SPEP Scores:** Sherri Hill will review SPEP Scores with Program Providers and the Board.
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Program Updates

JCPC Monthly Program Reports/Updates

The programs below provided updates of positive feedback regarding their programs, as well as strengths, number of served YTD, and future outcomes.

- Aspire Youth and Family - Kids at Work, Chef Kimberly Townsend
- DASH - Strengthening Families (DASH Counseling Services), Glenn Smith
- DASH - Life Connections Counseling Center, Angela Reid
- TYM - Teen Court, Tyler Castle; Christina Nixon
- TYM - Mentoring Program, Tyler Castle; Christina Nixon
- TYM - SHIFT Restitution and Community Service, Tyler Castle
- TYM - Youth Employability - Get-Hired Program, Tyler Castle

As the DASH program is searching for a permanent facility, Chairperson John Kirkpatrick IV addressed the board and asked if it would be a Conflict of Interest if a Board Member offered meeting space for a Union County JCPC funded program. Board Member Anna Goodwin stated that it could depend on what their [the program and/or Board Member's] expectations are about the space. A further discussion will be needed.



Tyler Castle of TYM reported that Union County Teen Court has brought on Board Member Anna Goodwin as a permanent judge on their board. DJJ Representative, Nicole Missick asked for clarity regarding scheduling for Union County Teen Court as it appears to longer follow the schedule of the first and third Thursday of each month. Tyler Castle confirmed that Union County Teen Court has been scheduled for once a month from September – December.

DJJ Representative Nicole Missick asked that Program Providers be mindful of scheduling in terms of overlapping program dates and times, as there is juvenile who would benefit from attending multiple programs, but are unable to do so due to programs occurring simultaneously.

Public Announcements

- **Public Awareness:** Board Member Rachel Patton stated that she would like the Union County JCPC programs to be known more in the community and encouraged Program Providers to attend Board of Education Meetings to speak about their programs or attend Parent-Teacher Nights. Chairperson John Kirkpatrick IV mentioned that he has previously shared this suggestion. Board of Education Meetings are every first Tuesday of the Month at 7:00 p.m.
- **Public Relations Committee:** In addition to Chairperson Kirkpatrick and Board Member Patton's public announcement of bringing awareness to Union County JCPC programs, Ulayah Ivey added that the Union County JCPC Public Relations Committee would assist with public awareness efforts. Cabarrus County JCPC PR Committee has created a brochure for their programs. If any Board Members are interested in serving on the PR Committee or seeing how Cabarrus County has increased public awareness, please see Ulayah Ivey.
- **Moment of Gratitude:** Chairperson John Kirkpatrick IV expressed a moment of gratitude for Union County JCPC Board Members and Program Providers and thanked everyone for their dedication and hard work.

Adjournment

Board Member Dennis Joyner made a motion to adjourn the Wednesday, September 13, 2023, Union County JCPC Meeting. Board Member Anna Goodwin seconded the motion.

The Wednesday, September 13, 2023, Union County Juvenile Crime Prevention Council meeting was adjourned.

The next Union County JCPC Meeting will take place on Wednesday, October 11, 2023, at 8:00 a.m. in the Union County Library Griffin Room.

