

NEBRASKA COALITION FOR JUVENILE JUSTICE

Community Planning Advisory Subcommittee Charter

OVERVIEW

The Community Planning Advisory Subcommittee is a statewide working group of the Nebraska Coalition for Juvenile Justice (NCJJ) pursuant to Nebraska Revised Statute §43-2404.01.

PURPOSE

The purpose of the subcommittee is to assist in regular strategic planning related to supporting, funding, monitoring, and evaluating the effectiveness of plans and programs receiving funds from the Community-based Juvenile Services Aid Program.

MEMBERSHIP APPOINTMENT TO THE COMMUNITY PLANNING ADVISORY SUBCOMMITTEE

Membership of the Community Planning Advisory Subcommittee is comprised of interested members of the NCJJ, in addition to members of the public based on community planning knowledge and experience. Members of the Community Planning Advisory Subcommittee shall consist of Nebraskans from all geographical, socioeconomic, racial and cultural backgrounds. Members must have experience in the juvenile justice system and a strong interest in the overall enhancement and improvement of the juvenile justice system.

MEETING FREQUENCY

The goal of the subcommittee is to meet monthly and at least once between each regular NCJJ meeting. The frequency of meetings may be adjusted based on committee projects. The meeting may occur in person or via teleconference.

CURRENT MEMBERSHIP

Elaine Menzel, Chair, NCJJ Member	Nebraska Association of County Officials, Legal Counsel
Denise Kracl, NCJJ Member	Colfax County Attorney's Office, County Attorney
Tyler Irvine	Panhandle Partnership, Executive Director
Monica Miles-Steffens	Probation Administration, Director of Juvenile Placement
Lisa Haire	Sarpy County, Grants Coordinator
Anne Hobbs	University of Nebraska at Omaha, Juvenile Justice Institute, Director
Erin Wasserburger	University of Nebraska at Omaha, Juvenile Justice Institute, Program Specialist
Sherry Peterson	Madison County Attorney's Office, Chief Juvenile Accountability Officer
Sandy Roes	Western Community Health Resources, Director
Sara Hoyle	Lancaster County, Human Services Administrator
Amber Parker	Operation Youth Success, Program Manager
Pam Lausterer	Saunders County, Youth Services Program Director
Carissa Uhrmacher	South Central Partnership, Project Director

DIRECTOR OF THE COMMUNITY-BASED JUVENILE SERVICES AID PROGRAM

There is established within the Nebraska Commission on Law Enforcement and Criminal Justice (Commission) the position of Director of the Community-based Juvenile Services Aid Program, appointed by the Executive Director of the Commission. The Director shall have extensive experience in developing and providing community-based services.

Responsibilities:

- Provide technical assistance and guidance for the development of comprehensive juvenile services plans;
- Coordinate the review of the Community-based Juvenile Services Aid Program application as provided in section §43-2404.02 and make recommendations for the distribution of funds provided under the Community-based Juvenile Services Aid Program, giving priority to those grant applications funding programs and services that will divert juveniles from the juvenile justice system, impact and effectively treat juveniles within the juvenile justice system, and reduce the juvenile detention population or assist juveniles in transitioning from out-of-home placements to in-home treatments. The Director will ensure that no funds appropriated or distributed under the Community-based Juvenile Services Aid Program are used for purposes prohibited in section §43-2404.02;
- Develop data collection and evaluation protocols, oversee statewide data collection, and generate an annual report on the effectiveness of juvenile services that receive funds from the Community-based Juvenile Services Aid Program;
- Develop relationships and collaborate with juvenile justice system stakeholders, provide education and training as necessary, and serve on boards and committees when approved by the Commission;
- Assist juvenile justice system stakeholders in developing policies and practices that are research-based or standardized and reliable and are implemented with fidelity and which have been researched and demonstrate positive outcomes;
- Develop and coordinate a statewide working group as a subcommittee of the NCJJ to assist in regular strategic planning related to supporting, funding, monitoring, and evaluating the effectiveness of plans and programs receiving funds from the Community-based Juvenile Services Aid Program; and
- Work with the coordinator for the NCJJ in facilitating the NCJJ's obligations under the Community-based Juvenile Services Aid Program.

COMMUNITY PLANNING ADVISORY SUBCOMMITTEE MEMBERS

Membership Selection Procedure: Individuals interested in participating on the Community Planning Advisory Subcommittee will share his or her contact information and interest with the Director of the Community-based Juvenile Services Aid Program or the Chair of the Community Planning Advisory Subcommittee. Similarly, NCJJ or subcommittee members may recommend individuals whom they feel would further the purpose and goals of the subcommittee to the Director of the Community-based Juvenile Services Aid Program or the Chair of the Community Planning Advisory Subcommittee. The Community Planning Advisory Subcommittee membership shall be sufficient to carry out the purpose stated in this charter. At the last meeting of the fiscal year, members will renew their membership or

resign from the subcommittee. If a member fails to renew their membership by the end of the fiscal year, the membership will be considered resigned. Membership is voluntary and consists of one year terms. Membership priority shall be given to NCJJ members who wish to participate.

Responsibilities of all members of the Community Planning Advisory Subcommittee:

- Act as a liaison between communities and NCJJ to identify local challenges, local progress and examining cross-cutting issues for the purpose of informing state policy and practice;
- Assist the Director of the Community-based Juvenile Services Aid Program in providing regular strategic planning related to supporting, funding, monitoring, and evaluating the effectiveness of plans and programs;
- Assist in developing statewide guidelines for community planning;
- Assist in the development of Nebraska's Three Year Comprehensive Juvenile Services Plan;
- Assist in planning and completion of subcommittee projects;
- Serve as Staff Review members for the Community-based Juvenile Services Aid applications pursuant to Nebraska Administrative Code – Title 75 – Chapter 1;
- Attend all subcommittee meetings personally or via telephone conference; and
- Vote on all necessary matters as it relates to requirements and duties of the Community Planning Advisory Subcommittee pursuant to §43-2404.01.

Responsibilities of NCJJ members of the Community Planning Subcommittee: In addition to duties listed above for Community Planning Advisory Subcommittee members, NCJJ members shall do the following:

- Bring the perspectives and opinions of community representatives of all background and culture to subcommittee discussions;
- Ask questions, draw attention to potential barriers and present possible solutions to subcommittee and system practices and policies, in order to allow for greater discussion and action;
- Actively participate in collaborative efforts with NCJJ members, committees, subcommittees and community entities;
- Vote and share issues during NCJJ quarterly meetings;
- Share discussions, decisions and guidance of the NCJJ with the Community Planning Advisory Subcommittee members;
- Maintain confidentiality of personal experiences shared by the Community Planning Advisory Subcommittee members;
- Comply with policies and procedures of the NCJJ and Commission; and
- Represent the Community Planning Advisory Subcommittee and NCJJ in a responsible and professional manner at all times.

CHAIR, COMMUNITY PLANNING ADVISORY SUBCOMMITTEE

Chairperson for the Community Planning Advisory Subcommittee shall be selected pursuant to NCJJ and Commission policies.

Responsibilities:

- Provide leadership and coordination of projects and activities for the Community Planning Advisory Subcommittee;
- Share the perspectives, ideas, decisions and opinions of all Community Planning Advisory Subcommittee members;
- Set date, time and agenda for Community Planning Advisory Subcommittee meetings in collaboration with the Director of the Community-based Juvenile Services Aid Program;
- Assist the Director of the Community-based Juvenile Services Aid Program to communicate projects, policies, concerns and needs between the Community Planning Advisory Subcommittee and NCJJ;
- Encourage all Community Planning Advisory Subcommittee members towards subcommittee goals and in their individual development, supporting project needs; and
- Represent the Community Planning Advisory Subcommittee on the Executive Subcommittee of the NCJJ; and
- Assist in a written quarterly update to the NCJJ and provide the Juvenile Diversion Subcommittee update at NCJJ meetings.

NEBRASKA COALITION FOR JUVENILE JUSTICE MEMBERS

Community partnerships provide the strength, guidance and necessary content expertise necessary for the subcommittee to be gathered and heard. A working partnership between the Community Planning Advisory Subcommittee and NCJJ members allows for these much needed supports. To maintain this relationship, the Community Planning Advisory Subcommittee asks NCJJ members to provide the following supports when possible and needed.

Responsibilities:

- Insight and information regarding juvenile justice, probation, legislation, administration and other systems;
- Contact with educational opportunities;
- Participate in other NCJJ subcommittees of interest, when possible;
- Direction and guidance regarding enhancement and improvement of subcommittee efforts and outcomes;
- Accountability of the goals for the Community Planning Advisory Subcommittee;
- Assistance in identifying and understanding how to seek funding sources when needed;
- Observation and instruction in current evidence-based practices, best practices and promising practices;
- Mentorship; and
- Suggestions of potential projects and opportunities for infusion of community voice into NCJJ work.