



Youth Justice Oversight Committee

Grants Process Workgroup

August 20, 2024 – Meeting Minutes

MEETING DETAILS

Date and Time: August 20, 2024; 9:00-noon EDT

Location: 251 N. Illinois Street, Room 755, Indianapolis, IN 46204

Minutes Prepared by Nancy Wever, Staff to Workgroup

ATTENDEES

Members Present in Person: Judge Schein, Devon McDonald, Angela Comsa, Don Travis, Lanica Angpak, Tracy Fitz, Michael Moore, Chris Biehn, Dina Corduana-Ridge

Members Present Electronically: N/A

Members Absent: Robb Backmeyer

Guests: Mark Fairchild, Judge Kenworthy

Staff Present: Nancy Wever

WELCOME AND INTRODUCTIONS

Devon McDonald and Judge Schein convened the meeting. Members and guests introduced themselves.

APPROVAL OF MINUTES

Minutes from the May 15, 2024 meeting were unanimously approved on motion by Don Travis and seconded by Tracy Fitz.

REVIEW AND DISCUSSION – GRANT APPLICATIONS

Decatur County Probation (Diversion Grant Program)

Judge Schein advised that the Why Try curriculum is used in Boone County and has had positive outcomes. Tracy Fitz voiced support for the application, particularly since it is from a rural area. Nancy Wever asked about the proposed MRT curriculum, as agencies must be certified by DMHA to provide any curriculum that is considered treatment. None of the members were able to advise if the course books and facilitator guides are for curricula that requires certification. Dina Corduana-Ridge will check on this.

Members discussed the need for clarification regarding youth served. The application indicates the services may be for youth diverted and for those who are system-involved. If the plan is to serve both populations, there needs to be separate programs to ensure youth with different risk levels are not in the same group.

Devon McDonald advised concern about the statement indicating that a need for these programs was identified, but no data was shared in support. How was the need identified?

Judge Kenworthy and Angela Comsa shared concern about the stated goals. They are not clear and are focused on how the services will be delivered, not about expected outcomes.

The members reached consensus that the award should not be delayed and could be awarded if the application is modified. Lanica Angpak agreed to provide technical assistance regarding modifying the goals if ICJI staff is not able to do so in the short period of time before the Board of Trustees meets. Nancy Wever offered to assist in this area too. Judge Schein agreed that the applicants could reach out to her for connection to staff implementing Why Try.

Don Travis motioned that the workgroup recommends approval of the application, on condition that the goals are modified and the curricula does not require agency certification by DMHA. Judge Schein seconded the motion. The recommendation was unanimously adopted.

Northeastern Wayne Schools (Behavioral Health Grant Program)

Tracy Fitz advised that the application was not clear on what Cartwheel does. Angela Comsa reported understanding that the service is for telehealth therapeutic services. However, she stated concern regarding the goal of decreasing notifications through Handle with Care. This goal cannot be attributed to use of Cartwheel and may actually increase use of Handle with Care if law enforcement becomes aware that follow-up services for youth are available. Several members of the workgroup questioned why the local CMHC is not serving these youth. The application indicates the sustainability plan is to use the CMHC – why not now? Additionally, the application references that children who need to be handled with care are at risk of entering the youth legal system but did not provide data to support this statement or why it was important. Mark Fairchild raised concern that the ask is for 1,000 units at \$500 per unit, but “unit” is not defined – is this a session? Don Travis expressed disappointment at the vagueness of the application. He added concern about the amount requested for food at meetings – average of more than \$800 per months. Additional questions were raised about Cartwheel’s capacity to serve an average of 65 youth per month (application states a goal of referring 10% of the Handle with Care reports) with three clinical staff according to their website. Further, where and how will the services be delivered? If at school, is there designated space with privacy? If at home, how will families with technological needs be served?

Judge Kenworthy moved to deny the application and for ICJI to provide technical assistance to the applicant to provide more information on where and how services will be delivered, define units, clarify goals, determine Cartwheel’s capacity to serve those referred and to limit the funding for food and eliminate costs for venue space for meetings. The group would encourage the applicant to re-apply with the aforementioned questions answered and additional information provided.

Brothers 2 Brothers United (Community-Based Alternatives Grant Program)

The members provided positive feedback about the application. It was clear and had well-defined goals. Don Travis noted that the agency underestimated the funding they would receive if they receive a contract with DCS. They would receive \$82.79 per day per youth if they are providing programming for a minimum of four hours. The \$10 per hour rate is only if they provide less than four hours per day of service. He advised that the agency is already under contract with DCS for some services and they will

have an opportunity to seek a Day Reporting contract beginning in September. If they receive the contract, they could bill against this grant until funds are depleted and then bill DCS under that contract.

Angela Comsa motioned to recommend the application be approved. Don Travis seconded the motion. The recommendation was unanimously adopted.

Eclectic Soul VOICES Corporation (Community-Based Alternatives Grant Program)

The members discussed some questions related to the budget. It appears there need to be some edits (cost of benefits, furniture and technology should be in the equipment category).

Don Travis requested clarification regarding the stated 20 hours per week for programming. Is this four hours per day for five days and the program is running side by side to a Day Reporting Program for which VOICES has a DCS contract or is it 20 hours per week in flexible hours and days (e.g., two, 10-hour days of programming on a weekend). If the intent is to run side by side, how will the youth and staff be separated and time accounted for?

Don Travis motioned to recommend approval for funding pending clarification of aforementioned questions regarding separation of funds. Angela Comsa seconded the motion. The recommendation was unanimously adopted.

WORKGROUP BUSINESS

- Meeting Schedule through 2025
Devon McDonald advised that the ICJI Board of Trustees meets on the first Friday of the last month of each quarter and the sub-committees convene the week prior to those meetings. This workgroup needs to meet at least one week ahead of the sub-committees. Devon offered to provide a schedule for this workgroup that aligns with their scheduled meetings. The members agreed to try to meet on Thursdays or Fridays. Nancy Wever will coordinate after receiving information from Devon.
- Role of Workgroup Members
If workgroup members are asked questions about applications, funding decisions or requests for technical assistance, they should refer to ICJI. Workgroup members can answer general questions about application deadlines, funding cycles, etc. If there is a complaint, please connect the person with Devon. Although the workgroup meetings are open to the public, if anyone asks about the discussions, workgroup members should refer them to Devon. When workgroup members are scoring applications, it is important to provide scores to ICJI in a timely manner so scores can be aggregated and averaged for discussion at the meetings. The workgroup members requested allowing time that includes a weekend for scoring. Going forward, Devon will upload the applications to the Teams channel and Nancy will notify the workgroup that the materials have been posted. If the score sheets do not include a risk score, notify Devon
- Legislative Changes
Judge Kenworthy noted that the statutes about the Behavioral Health grant program do not include a provision for administrative costs. She will draft legislative changes and share with Nancy to send to the workgroup members.
- Funding Formula
The workgroup discussed questions about how to redistribute funds for which counties did not apply and how to provide additional funding to a county if its funds had been depleted by a

previous grant application. Devon suggested that a legislative change be made to remove the requirement of a funding formula but leave the language that prioritizes rural areas. This would make all three grant categories competitive which could be managed by the workgroup. Judge Kenworthy suggested changing the “shall” to “may” regarding establishing a funding formula so that there is flexibility if there is a need to institute a formula at a later point in time. The group agreed with this option.

- Allowable Expenses

Nancy advised she was aware that some counties had received grant funding in the first and second rounds, specifically for planning grants, and their applications included costs for food for meetings. However, they were subsequently advised that food was not an allowable expense. Devon reported that reasonable costs for food are allowed. Lanica Angpak will send the rules about use of JDAI grant funds for food to Devon, who will review and determine if these grants can be consistent.

- MOU Requirement

Nancy shared that she had been contacted by a judicial officer who expressed concern about a requirement to enter into an MOU with an agency that had received grant funds. The concern is that an MOU may indicate responsibility for the program’s success, including guaranteeing referrals. The application requires an MOU – could it be a letter of support or other way to demonstrate that collaborative service planning had occurred? The group reviewed the statutory language in 31-40-5-5 and recalled early discussions about its intent, which was to promote collaboration amongst local stakeholders to plan for and implement programs and services necessary for improving the youth legal system. The members suggested that the application include a check box or require a statement affirming that collaboration occurred and identifying who participated in that process.

REGULAR REPORTS

Devon advised that he would have the Research Team at ICJI create a report or reports, possibly a spreadsheet that is sortable and searchable, that includes:

- Status of Applications in current cycle (how many were received in each category and how much funding is being requested in each category)
- Status of Recommendations to ICJI youth sub-committee and Board of Trustees (Did the sub-committee agree with workgroup recommendations and pass them to the Board of Trustees? Did the Board of Trustees accept recommendations of the sub-committee?)
- Status of Grants Awarded (Who and how many programs have executed contracts? How much and to what programs have funds been disbursed? What is the status of the programs that were funded?)

ACTION ITEMS

- Nancy to prepare minutes and distribute to the workgroup.
- Dina Corduana-Ridge to verify curricula requirements for MRT regarding Decatur County application.
- ICJI to provide technical assistance as outlined in the above discussion about each grant to assist applicants with revision and reapplication, if applicable.
- Devon to provide 2025 ICJI Board of Trustees and sub-committee meeting dates to Nancy.
- Nancy to schedule workgroup meetings for 2025 that align with this schedule.
- Lanica to send to Devon the funding allowances for food in the JDAI grants.

- ICJI to amend the application before release for next cycle to remove the requirement of an MOU and add checkbox or statement of affirmation about collaborative service planning.
- Devon to work with ICJI staff to develop report(s) for sharing information about grants on an ongoing basis.
- Judge Kenworthy to send proposed legislative changes to Nancy to distribute to the workgroup.

ADJOURN

The meeting was adjourned at 11:06 a.m.