



Approved 9/17/2014

State of Louisiana
Office of the Governor

Louisiana Commission on Law Enforcement
and Administration of Criminal Justice

JJDP ADVISORY BOARD MEETING

MINUTES

ORIGINAL

L'Auberge Casino Resort
777 Avenue L'Auberge
Lake Charles, Louisiana 70601
May 21, 2014
10:00 a.m.

CALL TO ORDER

Chairman William "Bill" Landry called the meeting to order at 9:59 a.m.

The following Board Members were present: Mr. David Burton; Mr. Ted Cox; Mr. Alberto Galan; Mr. Julio Galan; Mr. Jim Garvey; Ms. ViEve Martin-Kohrs proxy for Ms. Billie Giroir; Mr. Curtis Hooks; Dr. John Ryals, Jr. proxy for Mr. Roy Juncker, Jr.; Chairman William "Bill" Landry; Mr. Joshua Muller proxy for Mr. Tyler Lax; Dr. Mary Livers; Ms. ViEve Martin-Kohrs; Mr. Joshua Muller; Dr. John Ryals, Jr.; and Mr. Larry Spottsville.

Louisiana Commission on Law Enforcement staff present was: Joseph "Joey" Watson, *Executive Director*; Robert Mehrrens, *Deputy Director*; Katherine Guidry, *Federal Programs Section Manager*; Lisa Dreher, *Executive Administrative Assistant*; and Roxanne Langston, *Administrative Assistant*.

The following District Directors were present: Jeremy Edwards, *Northwest Law Enforcement Planning District, Inc.*, and *Red River Delta Law Enforcement Planning Council, Inc.*; Marky Tucker, *North Delta Law Enforcement Planning District, Inc.*; Amanda Bourque, *Evangeline Law Enforcement Planning Council, Inc.*; Wanda Johnson, *Capital District Law Enforcement Planning Council, Inc.*; Bonnie Vaughan, *Southwest District Law Enforcement Planning Council, Inc.*; Ronald Lampard and Helmer Magnuson, *Jefferson Parish Criminal Justice Coordinating Council / Metropolitan District Law Enforcement Planning and Action Commission*; and Maria-Kay Chetta, *City of New Orleans, Office of Criminal Justice Coordination*.

Guests and Representatives in attendance were: Mr. Terry Doughty, *5th Judicial District Court*; Ms. Angie Crochet, *16th Judicial District Attorney's Office*; Mr. Ted Cox, *Caddo Parish*

Commission; Commander Bobby Robinson, Calcasieu Parish Sheriff's Office; Mr. Kevin Clement, East Baton Rouge Parish Juvenile Court; Mr. Julio Galan, Family and Youth Counseling Agency, Inc.; Ms. Katherine Guidry, Louisiana Commission on Law Enforcement; Ms. Tracy Dahmer-Farris, Louisiana Department of Justice; Mr. Jesse Martin, St. Landry Parish Sheriff's Office; and Ms. Bonnie Vaughan, Southwest District Law Enforcement Planning Council, Inc.

ROLL CALL

Roll call was taken and a quorum was present.

ADOPTION OF AMENDED AGENDA

Chairman William "Bill" Landry asked for a motion to adopt the amended agenda. Mr. Julio Galan made the motion to adopt the amended agenda. Mr. Curtis Hooks seconded the motion. The motion passed without opposition or abstention.

OLD BUSINESS

A. Consideration of March 19, 2014, JJDP Advisory Board Meeting Minutes

Chairman William "Bill" Landry asked for a motion to accept the March 19, 2014 meeting minutes. Mr. Curtis Hook brought to the Board's attention that his name was not correct in the minutes under the heading 'Adoption of Agenda.' The name was shown to be Mr. Charles Hooks instead of Mr. Curtis Hooks. Chairman Landry asked that the minutes be amended to reflect the correct name, Mr. Curtis Hooks.

With no further comments, Mr. David Burton made a motion to approve the minutes with amendment. Dr. John Ryals, Jr. seconded the motion. The motion passed without opposition or abstention.

B. Other Old Business

There was no other old business.

NEW BUSINESS

Prior to the Allocations, Increases and Applications being presented, Ms. Katherine Guidry asked the Board if they would consider approving the allocations and applications with three special conditions: (a) pre-award costs, (b) approval of 6-month pre-award costs waiver on those applications that require the waiver, and (c) to recommend approval based on the staff's review of the applications. Ms. Guidry pointed out that the agenda outlines the start date of each project, the number of months the project will operate and pre-award costs, if needed.

Ms. Guidry asked for a motion to accept the applications as presented based on the conditions stated.

With no further comments, Dr. John Ryals, Jr. made a motion to accept the allocations and applications with the three special conditions: (a) pre-award costs, (b) 6-month pre-award costs waiver on those applications that require the waiver, and (c) to recommend approval based on the staff's review of the applications. Mr. Curtis Hooks seconded the motion. The motion passed without opposition or abstention.

Ms. Guidry then addressed the applicants and gave detail of the important necessary steps that applicants will need to address once applications are awarded. Those steps included the following:

- Award Letter Process and Signatures
- Alerts Received and Responses
- Fiscal and Program Reports
- Check Register and Supporting Documentation
- Uploading Documents and Maximum Megabytes
- Releasing of Funds Requirements

A. Consideration of Allocations

Ms. Katherine Guidry presented three (3) JABG Allocations and two (2) JJDP Allocations.

I. FY 2011 JABG – District 8

Ms. Guidry presented the following three (3) District 8 allocations due to the federal end date.

1. Louisiana Department of Justice, “*Youth Violence Prevention Program*”, \$35,000 (Continuation).
2. 16th Judicial District Attorney’s Office, “*Violence Prevention Program*”, \$18,000 (Continuation).
3. Caddo Parish Commission, “*Supervision and Probation*”, \$12,088 (Continuation).

With no further discussion, Mr. Alberto Galan made a motion to recommend approval of the above FY 2011 JABG allocations. Ms. ViEve Martin-Kohrs seconded the motion. The motion passed without opposition. Mr. Ted Cox abstained on Caddo Parish Commission.

II. FY 2012 Title II (JJDP) – District 5

Ms. Guidry presented one (1) District 5 allocation and application that will be presented under *consideration of applications* due to the federal end date.

1. East Baton Rouge Parish Juvenile Court, “*Truancy Court*”, \$29,036 (New).

With no further discussion, Mr. Alberto Galan made a motion to recommend approval of the above FY 2012 Title II (JJDP) allocation and the application that will be presented during the Consideration of Applications with three special conditions. Ms. ViEve Martin-Kohrs seconded the motion. The motion passed without opposition or abstention.

III. FY 2013 Title II (JJDP) – District 3

Ms. Guidry presented one (1) District 3 allocation to be considered.

1. Winn Parish Sheriff's Office, "*School Resource Officer*", \$18,050 (Continuation).

With no further discussion, Mr. Alberto Galan made a motion to recommend approval of the above FY 2013 Title II (JJDP) allocation. Ms. ViEve Martin-Kohrs seconded the motion. The motion passed without opposition or abstention.

B. Increases

Ms. Katherine Guidry presented three (3) JABG Increases.

I. FY 2011 JABG

1. 1373, Louisiana Department of Justice, "*Youth Violence Prevention Program*", Existing Federal Award \$35,000; Increase Federal Award \$35,000; Revised Federal Award \$70,000; Representative: Tracy D. Farris
2. 1086, 16th Judicial District Attorney's Office, "*Violence Prevention Program*", Existing Federal Award \$15,000; Increase Federal Award \$18,000; Revised Federal Award \$33,000; Representative: Angie Crochet
This increase is based on the availability (more or less) of FY 2011 JABG funds.
3. 1090, Caddo Parish Commission, "*Supervision and Probation*", Existing Federal Award \$17,000; Increase Federal Award \$12,088; Revised Federal Award \$29,088; Representative: Ted Cox
This increase is based on the availability (more or less) of FY 2011 JABG funds.

Mr. David Burton brought to the attention of the Board that the revised federal award amount for the 16th Judicial District Attorney's Office was incorrect on the Ballot and Agenda. The correct amount is \$33,000 instead of \$23,000.

With no further discussion, Mr. Alberto Galan made a motion to recommend approval of the above FY 2011 JABG increases and correcting the revised federal award amount on the 16th Judicial District Attorney's Office to reflect \$33,000. Ms. ViEve Martin-Kohrs seconded the motion. The motion passed without opposition. Mr. Ted Cox abstained on Caddo Parish Commission.

C. Consideration of Applications – Title II (JJDP)

There are a total of nine (9) Title II (JJDP) applications being presented for consideration.

DISTRICT 2 – North Delta Law Enforcement Planning District, Inc.

Ms. Marky Tucker presented one (1) application for consideration for District 2.

1. 1879, 5th Judicial District Court, “*Diversion Program*”, \$19,959 (New); Representative: Judge Terry Doughty
(*Pre-award costs 05/01/2014*)

After considerable discussion of program activities and drug testing, Dr. John Ryals, Jr. made a motion to recommend approval of the above District 2 application. Ms. ViEve Martin-Khors seconded the motion. The motion passed without opposition or abstention.

DISTRICT 4 – Evangeline Law Enforcement Planning Council, Inc.

Ms. Amanda Bourque presented one (1) application for consideration for District 4.

1. 1760, St. Landry Parish Sheriff’s Office, “*Counseling Program*”, \$19,755 (Continuation); Representative: Jesse Martin

After lengthy discussion, Mr. Julio Galan made a motion to recommend approval of the above District 4 application, pending (1) an updated resume of the social worker be obtained, and (2) a data report of prior results, in order to perform an impact study of the program. Mr. Joshua Muller seconded the motion. The motion passed without opposition or abstention.

DISTRICT 5 – Capital District Law Enforcement Planning Council, Inc.

Ms. Wanda Johnson presented one (1) application for consideration for District 5.

1. J12-5-002, East Baton Rouge Parish Juvenile Court, “*Truancy Court*”, \$29,036 (New); Representative: Kevin Clement

Dr. John Ryals, Jr. stated that the Board wanted to commend those involved in establishing this program. He expressed that there has been remarkable positive feedback about the program being a model program. Dr. Ryals asked if an Operations Manual was available for review. Mr. Clement responded that they did not but one could be developed in short term.

Dr. Ryals said that the Board would recommend as part of this funding and approval process that an Operations Manual be developed and submitted. Dr. Ryals further commented that this manual would be expanded to other jurisdictions to use as guidelines for same type programs.

With no further discussion, Mr. Ted Cox made a motion to recommend approval of the above District 4 application with the recommendation that an Operations Manual be developed. Dr. John Ryals, Jr. seconded the motion. The motion passed without opposition or abstention.

DISTRICT 6 – Southwest District Law Enforcement Planning Council, Inc.

Ms. Bonnie Vaughan presented two (2) applications for consideration for District 6.

1. 1798, Southwest District Law Enforcement Planning Council, Inc., “*Administrative Funds*”, \$250 (Continuation); Representative: Bonnie Vaughan

With no further discussion, Mr. David Burton made a motion to recommend approval of the above application. Dr. John Ryals, Jr. seconded the motion. The motion passed without opposition.

Mr. Alberto Galan and Mr. Julio Galan abstained on Southwest District Law Enforcement Planning Council, Inc.

2. 1802, Family and Youth Counseling Agency, Inc., “*Mental Health Services*”, \$19,347 (Continuation); Representative: Julio Galan

With no further discussion, Mr. Josh Muller made a motion to recommend approval of the above application. Mr. David Burton seconded the motion. The motion passed without opposition.

Mr. Alberto Galan, Mr. Julio Galan, Ms. ViEve Martin-Kohrs proxy for Billie Giror and ViEve Martin-Kohrs abstained on Family and Youth Counseling Agency, Inc.

DISTRICT 8 – State Level - Title II (JJDP)

Ms. Katherine Guidry presented four (4) applications for consideration for District 8, State Level.

1. 1773, Calcasieu Parish Sheriff’s Office, “*SRO Training*”, \$25,000 (Continuation); Representative: Commander Bobby Robinson
(*Pre-award costs 05/01/2014 and 4 month project*)

With no further discussion, Mr. Julio Galan made a motion to recommend approval of the above application. Mr. Joshua Muller seconded the motion. The motion passed without opposition.

2. 1786, Calcasieu Parish Sheriff’s Office, “*SRO Training*”, \$20,511 (Continuation); Representative: Commander Bobby Robinson
(*Pre-award costs 05/01/2014 and 4 month project*)

With no further discussion, Mr. Julio Galan made a motion to recommend approval of the above application. Mr. Joshua Muller seconded the motion. The motion passed without opposition.

3. 1851, Louisiana Commission on Law Enforcement, “*JJDP Advisory Board*”, \$20,000 (Continuation); Representative: Katherine Guidry
(*Pre-award costs 05/01/2014 and 17 month project*)

With no further discussion, Mr. Alberto Galan made a motion to recommend approval of the above application. Mr. Curtis Hooks seconded the motion. The motion passed without opposition.

4. 1852, Louisiana Commission on Law Enforcement, "*Compliance Monitor*", \$50,000 (Continuation); Representative: Katherine Guidry
(8 month project)

With no further discussion, Mr. Curtis Hooks made a motion to recommend approval of the above application. Mr. Joshua Muller seconded the motion. The motion passed without opposition.

D. Reports

Ms. Katherine Guidry asked the Board to accept the Reports as presented.

1. Governor's Conference - Chairman William "Bill" Landry
2. Children's Cabinet Advisory Board – No report provided
3. Federal Issues – Ms. Vi-Eve Martin-Kohrs
4. Disproportionate Minority Contact (DMC) – Vi-Eve Martin-Kohrs
5. Office of Juvenile Justice – Dr. Mary Livers
6. Juvenile Justice Federal Programs – Ms. Katherine Guidry

With no further discussion, Ms. ViEve Martin-Kohrs made the motion to recommend approval to accept the Reports as presented. Dr. John Ryals, Jr. seconded the motion. The motion passed without opposition or abstention.

E. Other New Business

1. DMC Assessment Study Update – Mr. Carle Jackson.
Mr. Jackson commented that a full report will be provided at the September 2014 meeting.
2. Next Meeting will be held on September 17, 2014.
Hilton Baton Rouge Capital Center
201 Lafayette Street
Baton Rouge, LA 70801
225-344-5866

ADJOURN

There being no further business Mr. Larry Spottsville made a motion to adjourn the JJDP Advisory Board Meeting. Mr. John Ryals, Jr. seconded the motion. The motion passed without opposition or abstention. The meeting adjourned at 12:11 p.m.

Submitted by: Roxanne Langston