



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION FOR CHILDREN, YOUTH & FAMILIES

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4451 1-800-852-3345 Ext. 4451
FAX: 603-271-4729 TDD Access: 1-800-735-2964

Nicholas A. Toumpas
Commissioner

Maggie Bishop
Director

January 30, 2014

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

Retroactive
100% Federal funds

REQUESTED ACTION

Authorize the Department of Health and Human Services to **retroactively** pay a membership fee to the Council of Juvenile Correctional Administrators, Braintree, Massachusetts (Vendor #162101 B001) in the amount of \$2,700 for annual membership in the Council of Juvenile Correctional Administrators, retroactive to July 1, 2013 through June 30, 2014.

Funds to support this request are available in the following account with authority to adjust amounts within the price limitation and amend the related terms of the contract without further approval from Governor and Executive Council.

05-95-42-421410-7906 HEALTH AND SOCIAL SERVICES, HEALTH AND HUMAN SVCS DEPT OF, HHS: HUMAN SERVICES, JUVENILE JUSTICE SERVICES, OJJDP

<u>Class/Object</u>	<u>Title</u>	<u>Activity Code</u>	<u>SFY 2014</u>
026-500251	Organizational Dues	42150900	\$2,700.00

EXPLANATION

The above action is requested to **retroactively** secure payment for the Division's membership in the Council of Juvenile Correctional Administrators (CJCA) for the 2013 – 2014 membership period. The request is made **retroactively** as the result of a miscommunication within the Division. The Division has determined that membership to this association would be of great value for reasons outlined below. The purpose of this association is to unite the nation's youth correctional chief executive officers to promote and lead advancements in juvenile justice. The mission of the Council of Juvenile Correctional Administrators is to connect, develop, and strengthen youth corrections leaders so that they may implement and sustain reforms in their systems to improve outcomes for youth, families, and communities.

Listed below are answers to standard questions required for Governor and Executive Council organization dues and membership approval submissions:

1. How long has this organization been in existence and how long has this agency been a member of this organization?
 - A. The Council of Juvenile Correctional Administrators (CJCA) is a national non-profit organization formed in 1994. This will be the first year of membership in this organization for SYSC.
2. Is there any other organization which provides the same or similar benefits, which your agency belongs to?
 - A. SYSC does not belong to any other organization that provides either the same or similar benefits.
3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?
 - A. The CJCA is comprised of youth correctional chief executive officers in all 50 states, the District of Columbia, and Puerto Rico. SYSC is the sole agency member in New Hampshire.
4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc)
 - A. CJCA membership fees are calculated using a sliding scale structure and are based on agency budget size. With an annual agency budget of less than \$100,000,000, SYSC is deemed by CJCA as a 'Level 1' member with commensurate fees.
5. What benefit does the state receive from participating in this membership?

Membership in the CJCA provides educational activities and programs, as well as research and technical assistance projects. Additionally, membership includes up to three annual meetings free for all directors, offering sessions on best practices and evidence-based approaches. CJCA meetings enable leaders from each state and several large counties to share information, identify current issues and devise strategies to address them, and to form a national voice for youth corrections.

Additionally, membership offers access to research and data outlining effective methodologies to increase safety and decrease violence within juvenile correctional facilities, provides information on suicide prevention, and provides the ability to participate in workgroups to address The Prison Rape Elimination Act (PREA).
6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.

Membership offers educational activities, which include presentations at conferences hosted by other national organizations and the dissemination of written materials regarding issues

in youth corrections (i.e. defining and measuring recidivism rates) to both the public and policy-makers about the issues in youth corrections, describing the youth, their needs, and the system's successes and shortcomings.

Members also have access to the CJCA Resource Network, which includes an online center for information, library and links for training and research, forum discussions with technical assistance providers, webinar trainings bi-monthly and publications and guidebooks for Juvenile Justice and Child Welfare System Coordination and Integration.

7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.

A. Membership in the CJCA is required to receive Technical Assistance support from this Association.

8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership-supported trips.

A. Travel for one representative (including airfare, lodging, ground transportation, and meals) to one meeting is included with this membership fee. Also included is an "all paid" Leadership Institute in Chicago. The purpose of CJCA annual meetings is to facilitate interaction between juvenile corrections administrators to discuss current issues, and develop a voice for juvenile corrections. Meeting presentations include topics surrounding best practices and evidence based treatments.

The purpose for the Leadership Institute is to gather and educate juvenile corrections administrator at a more in-depth level. Presenters include Models for Change National Resource Bank, National Center for Mental Health and Juvenile Justice, The Juvenile Law Center, The National Youth Screening Assistance Project, RFK Children's Action Corps Models for Change Initiative, and Performance Based Standards (PbS) National data comparisons, trends, themes, and action items to address areas for improvement.

9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.

A. Penny Sampson, Director of the Sununu Youth Services Center, is a voting member in this organization.

10. Explain in detail any negative impact to the State if the Agency did not belong to this organization.

A. Potential negative impacts to the State include the Agency's inability to access the valuable resources and data which this membership provides. Additionally, we would not have access to the training, technical assistance and Mentoring services offered to all 50 States. Without this, the Agency would be unable to participate in and share information about best


practices in the most effective and innovative way. This membership provides said tools to facilitate youth development in correctional settings

Geographic Area: CJCA represents Youth Correctional Chief Executive Officers in all 50 states, the District of Columbia, Puerto Rico and major metropolitan counties.

Source of funds: 100% Federal.

In the event that the Federal funds become no longer available, General funds will not be requested to support this program.

Respectfully submitted,



Mary Ann Cooney
Associate Commissioner

Approved by:



Nicholas A. Toumpas
Commissioner



639 Granite St Suite 112
Braintree, MA 02184

Tel #(781) 843-2663
FAX# (781) 843-1688

Membership Dues

Date	Invoice No.
7/1/2013	19830

Member Address

Maggie Bishop
NH Dept of Health & Human Services
Div. for Juvenile Justice Services
1056 North River Road
Manchester, NH 03104

EIN #04-3237796

P.O. No.

Description	AMOUNT
<p>The Council of Juvenile Correctional Administrators (CJCA) is a national non-profit organization dedicated to the improvement of youth correctional services and practices. Incorporated in July 1994, CJCA unites the nation's youth correctional chief executive officers to promote and lead advancements in juvenile justice. CJCA's mission is to connect, develop and strengthen youth corrections leaders so that they may implement and sustain reforms in their systems to improve outcomes for youth, families and communities.</p> <p>One-year voting membership for Level 1 member (agency budget less than \$100,000,000) for period of July 1, 2013 - June 30, 2014.</p>	2,700.00
<p>Please make check payable to Council of Juvenile Correctional Administrators. Thank You.</p>	<p>Total \$2,700.00</p>