

CJA Task Force Meeting

Date: July 20, 2023, 12:00-1:00pm

Summary Statement: The CJA Task Force is a federally mandated, multidisciplinary advisory board that reviews and evaluates statewide front-end child welfare policies and practices and makes recommendations to DHS and others for systemic, equitable improvements to promote children’s justice and well-being.

I. Welcome

| Role (42 U.S.C. §5106c (c)(1)) | Name | Meeting Attendance |
|--|----------------------------|--------------------|
| 1. Law enforcement | Barrett Chrissis | |
| 2. Criminal court judge | Vacant | |
| 3. Civil court judge | Eric Braaten | |
| 4. Prosecuting attorney | Heather Griesert | Present |
| 5. Defense attorney | Sarah Ellsworth | |
| 6. Attorney for children | Wanda Gierman | |
| 7. Guardian ad litem | Roberta Ryan | |
| 8. Health professional | Sarah Lucken | |
| 9. Mental health professional | Vacant | |
| 10. Child protection services | Nikki Miller | |
| 11. Parent representative | Joanne Hodgeman | Present |
| 12. Foster care survivor | Dawn Hyland | |
| 13. Individual experienced working with children with disabilities | Kate Rickord | Present |
| 14. Individual experienced working with homeless children/youth | Tyler Modderman | |
| Ad hoc | Jane Straub (CAC) | Present |
| Ad hoc | Marcia Milliken (CAC) | Present |
| Ad hoc | Tracie Clanaugh (CAC) | Present |
| Ad hoc | Jill Esch (OAlF) | Present |
| Ad hoc | Debra Schumacher (DHS CJI) | |
| Ad hoc | Judy Peterson (Courts CJI) | Present |
| Ad hoc | Muriel Gubasta (OBFF) | |
| Ad hoc | Manuel Zuniga (OBFF) | Present |
| Ad hoc | Ann Hill (OBFF) | |
| DHS CJA Task Force Coordinator | Laura Gapske | Present |
| DHS CS&P Dep Director Operation Staff | Rebecca Wilcox | Present |
| DHS CS&P Family Supp & Place Svcs | Baudry, Jennifer L (DHS) | Present |

II. Discussion of Agenda Items

- CJA Annual Application/Report
 - Reviewed CJA Report that was filed along with initial feedback from the Administration of Children and Families (ACF). The final response should come out soon. Rebecca Wilcox will make sure the feedback comes to the Task Force to be more involved in the process next time.

- ACF Children’s Justice Act encouraged MN CJA to include additional detailed information related to results from any process or outcome evaluations in future submissions.
 - We have two (now three) seats to fill on the Task Force to meet Federal compliance:
 - Mental Health Professional
 - Criminal Court Judge
 - Civil Court Judge (Judge Braaten emailed 7.21.2023 he needs to vacate his seat due to his limited availability)
 - Judy and Marcia have contacts they will forward me so I can reach out to see if there is interest in joining the Task Force. All Task Force members were requested to think of other folks.
 - Judy will share formal language they used in the CJI Judicial recruitment letter as a template.
- Three Year Assessment and Planning Process
 - Members involved in the 2021 Assessment and Planning process shared feedback. They appreciated the intentional, organized, and task-oriented facilitation.
 - Ideas were generated by members and then they looked for the overlapping themes to identify projects and tasks.
 - A request was made to review other States assessment and planning process/documents or annual reports as examples. Gapske will reach out to the Capacity Building Center for assistance.

II. Subcommittee Updates

- CP/LE Subcommittee – Kate
 - Focus: support law enforcement removal practices to support timely engagement with relatives/kin and to reduce trauma for children.
 - Youth Leadership Council met with CJA members for the breakout groups. The answers have been inserted into a draft document and will be reviewed at the next meeting. Information about the next steps will be shared out at a future CJA Task Force meeting.
 - Next steps: Analysis of feedback from youth and share at the next academy training center meeting.
- CAC/FI Subcommittee – Marcia
 - Gillian and Abby from the DHS research and survey department will attend future meetings to assist with the design of the forensic interviewer survey.

- The subcommittee are narrowing down what demographics should be purposely collected by the survey.
- Data from Corner House, Minnesota Children’s Alliance, First Witness, and DHS will be sent out to FI’s that have been trained in the past 5 years to survey. DHS will be able to code the survey feedback to share CJA Task Force meeting.

IV. Next Meetings

| Meeting | Schedule | Date |
|--------------------------|---|--------------------|
| Task Force | 3 rd Thursday every other month 12-1pm | September 21, 2023 |
| CAC/MDT/FIT subcommittee | 2 nd Wednesdays 1-2pm | August 9, 2023 |
| CP/LE subcommittee | 4 th Tuesdays 12-1pm | July 25, 2023 |