



**CABARRUS COUNTY JUVENILE CRIME PREVENTION COUNCIL  
August 18, 2021 – Regular Meeting (Held Virtually)  
MINUTES**

**MEMBERS PRESENT:**

Baylee Barkley	Megan Baumgardner	Sonja Bohannon-Thacker	Mark Boles
Joy Butler	Carolyn Carpenter	Beth Downs	Perry Gabriel
Steve Grossman	Rodney Harris	Brian Heintz	Amy Jewel
Jamica Lafranque	Heather Mobley	Steve Morris	Connie Philbeck
Sharon Reese	Beth Street	Noel Thomas-Lester	David Wall
Michelle Wilson	Terry Wise		

**MEMBERS ABSENT:** Steve Ayers, Marta Meares

**VACANT SEATS:** Chief of Police, Cabarrus County Schools Student

**JCPC ASSOCIATES PRESENT:** Daniel Sevigny, Joanie Bischer

**OTHERS PRESENT:** Darryl Bego (YDI), Bryan Dupree, Emma Flores (TYM ), Rac Grossman-Zack, Anissa Jones (Teen Court), Karen South Jones (RCYSB), John Kirkpatrick, Kristen McEvoy (Teen Court), Reggie McNeil (TYM), Sarimar Miller (Court Counselor Supervisor), Chef Kimberly Townsend (Aspire), Claude Whitfield (TYM), Toshina Wiggins, Parnell Woods (Juvenile Court Counselor)

**CALL TO ORDER, WELCOME, INTRODUCTIONS, and ATTENDANCE**

The meeting was called to order by Chair Megan Baumgardner at 7:32 am. Megan welcomed members and guests. She introduced Joanie Bischer, new administrative assistant. Attendance was taken silently via Webex participant sign-in. A Quorum was established with 22 of 24 members present.

*Approval of June 16, 20201 Minutes:*

Megan advised that June Minutes were included in the August meeting packet emailed to members on August 11. Motion to approve June Minutes as presented was made by Connie Philbeck and seconded by Perry Gabriel. With no further discussion, motion to approve carried with no opposition.

*Approval of August Agenda:*

Megan requested members to review today’s Agenda for changes or additions. Motion to approve Agenda as presented was made by Heather Mobley and seconded by Perry Gabriel. With no further discussion, motion to approve carried with no opposition.

**UPDATES FROM DPS AREA CONSULTANT**

Daniel Sevigny provided the following DPS updates: FY 2020-2021 final accounting was submitted. Based on numbers from the beginning of August, seven of 12 programs successfully submitted final accounting on time.

TYM requested an extension due to extenuating circumstances, which was granted by DPS. Two programs were late: Kings Together Bounce Back and Aspire Kids At Work, who also had extenuating circumstances. Final accounting must be approved, and DocuSign completed, by September 1, 2021.

Daniel requested members to volunteer for JCPC committees. He stated it is critical that members actively participate because “committees are the work horses of the Council.” Daniel discussed functions of the following committees: Executive, Funding, By-Laws, Risk and Needs, Monitoring, Membership and Nominations, and Public Relations. He congratulated the Public Relations Committee for their production of a new outreach brochure. (Note: A pdf of the brochure was included in the August meeting packet.) He encouraged new members to sign up for Monitoring Committees because it provides onsite opportunities to meet program managers and learn about individual programs.

Daniel urged members to complete Conflict of Interest (COI) forms as soon as possible. Members are required to sign COI forms each fiscal year. Any questions regarding conflict disclosures can be directed to Daniel or Megan. Signed COIs should be emailed to Megan.

Daniel stated that this year’s New Member Orientation is a brief PowerPoint slide. A virtual presentation was developed to accommodate COVID restrictions. Daniel stated the orientation is approximately 30 to 45 minutes long. Orientation is required for every new member. However, any member can view the presentation as a refresher.

Daniel reminded Council that the School Justice Partnership remains a work-in-progress and creating an MOU is the first step toward Council approval.

Daniel provided 2020 Census data specific to Cabarrus County. (Note: The 2020 Census document will be included in the September meeting packet.) He reminded Council that its membership is legislatively mandated to reflect the socio-economic makeup of the county.

Daniel reviewed Cabarrus JCPC’s Funded Programs Summary for FY 20-21. Per program agreements, 391 youths were expected to be served. Total number of youths served was 161, which included 30 carry-overs from the previous year. Actual number of youths admitted was 131. Daniel stated these numbers are drastically lower than last year. He will encourage programs to double the number served this year but added he thought the programs functioned to the best of their abilities during COVID and the lock-down.

Daniel reviewed FY 21-22 projections. Programs committed to serve 366 youths. As of August 11, sixty youths have been served.

## **NEW BUSINESS / ACTION ITEMS**

With no Old Business before Council, Megan opened discussions for New Business.

*Item A:* Establishing FY 21-22 meeting dates was discussed. Council historically meets on the third Wednesday morning of every month. It was agreed that it was unnecessary to change the December meeting date this year because the third Wednesday falls on December 15. This will allow adequate time to produce an RFP. A vote on the FY 21-22 meeting dates will be included in September’s agenda.

*Item B:* An updated FY 21-22 member/program manager roster was discussed. The roster typically includes members’ mobile numbers. Megan explained that DPS posts individual county’s JCPC roster on its website. JCPC’s roster is not required to include mobile numbers for DPS purposes. Megan requested members email Joanie to

confirm if they wish their mobile number excluded from DPS' website. A separate roster that excludes mobile numbers will be provided to DPS. Megan requested members and programs managers to contact Joanie whenever updates or corrections are necessary so the roster can remain current.

*Item C:* COI forms were discussed. Megan advised a blank COI was included in the August meeting packet. It is important that signed COIs be returned quickly because they are a component of JCPC's annual plan. Members should disclose any actual conflict and/or perceived conflict. Determinations can be made during the next JCPC meeting as to whether the conflicted member can vote. Megan requested that signed COIs be emailed to her as soon as possible because the Chair must sign each COI.

*Item D:* No orientation was held last year due to COVID and the lack of in-person meetings. As Daniel previously indicated, this year's orientation will occur via Webex at a time selected by Council. Megan suggested this year's orientation immediately follow JCPC's September virtual meeting and invited all members to attend. Daniel added that other councils are adding new member orientation to their September meetings. No opposition to this plan was noted.

*Item E:* Renewals of member terms expiring September 30 were discussed. Steven Ayers, Sonja Bohannon-Thacker, Mark Boles, Joy Butler, Rodney Harris, Marta Meares, and Sharon Reese all agreed to serve another two-year term. The BOC will vote on recommended renewals during its September regular meeting. Motion to recommend all renewals was made by Mark Boles and seconded by Michelle Wilson. With no further discussion, motion to recommend carried with no opposition.

*Item F:* Monitoring committees were discussed. Megan indicated Council agreed last year to keep monitoring committees consistent for three years. Megan monitored four programs last FY to fill in gaps left by non-participating members. She requested members email Joanie with their commitment to join a Monitoring Committee. Each program should be monitored with Committees' reporting to Council the month following their monitoring activity. Megan requested members to email Joanie regarding their commitment to serve on a monitoring committee.

*Item G:* Distribution of public outreach brochures was discussed. Megan advised the English version is printed and the Spanish version is proofed. She has 15,000 English brochures in her vehicle and requested ideas for distribution. Multiple members volunteered as follows: Megan will take a carton to DJJ. Brian Heintz will take a carton to the Sherriff's Department for SROs at Concord and Kannapolis schools. Sharon Reese will take two cartons to DHS. Heather Mobley will place brochures in the Lawyers' Lounge and DA's office. Michelle Wilson will take brochures to Cabarrus mental health sites. Amy Jewell will hand out brochures to counselors, social workers, and psychologists when visiting individual schools. Baylee Barkley will take brochures to her college campus. Mark Boles will reach out to various churches. David Wall, Sonja Bohannon-Thacker, and Joy Butler offered to assist. Megan added that a pdf version of the brochure can also be emailed by members when suitable, plus the brochure will be posted on JCPC's website. Discussion followed regarding distribution to medical communities and other locations where youth and parental outreach can be achieved. Megan suggested volume of brochures distributed be tracked.

*Item H:* A council parliamentarian was discussed. Daniel stated a parliamentarian is a key role for keeping Council on track with Roberts Rules of Order and open meetings laws. He and Megan asked for volunteers and for members to discuss and vote on the role. Steve Morris agreed to advise JCPC in parliamentarian matters; his service as Chair of BOC has provided him with experience in points of order. David Wall made a motion to appoint Steve as Council's Parliamentarian. Motion seconded by Mark Boles. With no further discussion, motion to appoint Steve Morris as Council Parliamentarian carried with no opposition.

*Item 1:* Development of JCPC's website was discussed. Megan advised that Joanie agreed to assist with modernization and ongoing content consistency in the website. Megan further advised that Marci Jones with IT agreed to assist with technical changes/updates. Mark Boles agreed chair whatever committee might be organized. Megan asked interested members to join.

#### **UPDATES FROM PROGRAMS / COUNCIL MEMBERS QUESTIONS FOR PROGRAMS**

Megan indicated that several reports did not arrive in a timely manner possibly due to Joanie's new email address. Those reports received were included in the August meeting packet. She opened the floor to program managers' updates. Daniel advised that Kristen McEvoy is the new Executive Director of the Conflict Resolution Center taking over for Cynthia Seaforth. Kristen will run Teen Court.

Chef Kimberly Townsend of Aspire advised that Kim Castano will begin her maternity leave very soon. During Kim's leave, new Associate Executive Director Robin Fisher will assume full responsibility for Kim's duties. Chef Kimberly advised members they may receive emails from Robin.

Reggie McNeil advised that TYM was able to complete its second annual "Kick Meet" this year before COVID began to resurge. Reggie stated more than 50 youths participated in the kickball tournament along with representatives from DPS and the local Juvenile Justice office. Rowan and Cabarrus Counties combined against Mecklenburg and Union Counties to prevail in a 9-0 winning streak as they move to the next phase. Reggie remarked that it was a great time and a fun day!

#### **PUBLIC COMMENTS**

There were none.

#### **COUNCIL MEMBER COMMENTS**

Mark Boles stated he will attend one more JCPC meeting from out-of-state and plans to be home in October. Megan advised that Noel Thomas-Lester is stepping down from her seat as Designee for the Local Management Entity/Managed Care Organization (LME/MCO) with Cardinal Innovations. Partners Behavioral Health will serve as Cabarrus County's LME/MCO effective September 1, 2021. Partners Behavioral will be required to name a new LME/MCO designee. Megan thanked Noel for her service and for consistently providing her unique perspective.

Megan stated the Chief of Police seat remains vacant and she will contact Chief Gary Gacek to ask if he can identify a designee or serve on Council himself.

Karen South Jones thanked Council for approving a budget revision last year to allow Cabarrus County SRO Matthew Wilson to attend the Northwest Alcohol Conference along with a Rowan County SRO and herself. She stated the conference was very worthwhile and a good investment in Cabarrus youth. Matthew will share knowledge he gained from the conference with colleagues.

Megan asked for member feedback regarding future virtual meetings. Due to COVID case spikes, Cabarrus County government has returned to indoor mask mandates and social distancing requirements. The Government Center's Multi-Purpose Room is no longer an option for JCPC in-person meetings while remaining socially distant given the size of the group. The Sheriff's Department and Cabarrus Arena have spaces that might accommodate a group our size. Megan advised that while NC remains under a state of emergency, JCPC is permitted to continue meeting virtually under open meetings laws. A discussion of hybrid meetings to consist of in-person attendance and virtual attendance followed. Hybrid meetings may be too complicated to orchestrate. Many members felt Council should continue virtual meetings at this time in the interest of public health and safety.

Megan advised that a “Talking Points” sheet from DPS was included in the August meeting packet. It contains training opportunities available soon. Anyone interested in an offered program can contact Joanie for links and information.

**ADJOURNMENT**

With no further comments or discussion, motion to adjourn was made by Vice-Chair Mark Boles and seconded by Judge Grossman. Hearing and seeing no opposition, the Chair adjourned the meeting at 8:49 am.

*Submitted by Joanie Bischer*