

COALITION FOR JUVENILE JUSTICE

MEMBER ORIENTATION MANUAL

**A GUIDE TO YOUR CJJ
MEMBERSHIP**

STATE ADVISORY GROUPS,
ORGANIZATIONS,
GOVERNMENTAL AGENCIES
INDIVIDUALS,
YOUTH/STUDENTS.



2020

WELCOME!

The following packet of information and resources is designed to support you in your role as a member of the Coalition for Juvenile Justice (CJJ). Our members are CJJ's greatest strength, and we are pleased that you are joining us in fulfilling CJJ's mission of preventing children and youth from becoming involved in the courts and upholding the highest standards of care when youth are charged with wrongdoing and enter the justice system.

The following pages include information about CJJ's mission, membership, leadership, and major areas of work.

Please let us know if you have any feedback or recommendations on how we can make this resource more helpful and comprehensive for future CJJ members.

I look forward to working with you now and throughout the year.

Best wishes,



Pastor Edward L. Palmer (KY)
CJJ National Chair

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ABOUT CJJ

VISION

The Coalition for Juvenile Justice (CJJ) envisions a country where fewer children are at risk of delinquency and if they are at risk or involved with the justice system, they and their families receive every possible opportunity to live safe, healthy, and fulfilling lives.

MISSION

CJJ is a nationwide coalition of State Advisory Groups (SAGs) and allies dedicated to preventing children and youth from becoming involved in the courts and upholding the highest standards of care when youth are charged with wrongdoing and enter the justice system.

CORE PRINCIPLES

CJJ and its members strive to stay in front of emerging and pressing juvenile justice and delinquency prevention issues. CJJ's core principles are supported by research and the collective knowledge of the organization's membership and have been approved by a super majority of our member states. To view the full commentary on our policy positions, visit <http://juvjustice.org/core-positions/guiding-principles>.

- Ensure School Engagement
- Promote the Role of Prevention
- Engage Youth, Family, and Community
- Divert Youth from the Justice System
- Reduce Institutionalization
- Eliminate Racial and Ethnic Disparities
- Ensure Access to Quality Counsel
- Create a Range of Effective Community-Based Programs
- Recognize and Serve Youth With Specialized Needs
- Provide Small Rehabilitative Facilities
- Improve Aftercare and Reentry
- Keep Youth Out of Adult Courts, Jails, and Prisons



HISTORY

CJJ was officially founded in 1984, as State Advisory Group (SAG) members developed regional coalitions and other means of networking, and found them to be valuable. These efforts evolved over 10 years following the 1974 passage of the Juvenile Justice and Delinquency Prevention Act (JJDP) that created the SAGs. In these meetings, SAG members sought to have a collective voice, as well as greater influence and impact on the implementation of the JJDP by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and Congress.

The founding national chair was Anne Linden Carlisle known as “A.L.,” for whom CJJ’s A.L. Carlisle Child Advocacy Award is given each year. Initially, CJJ was known as the National Coalition of State Juvenile Justice Advisory Groups. The legal name changed in the late 1980s.

CJJ’s charter, as codified in its bylaws, has remained the same since its founding. CJJ was established “[to] operate exclusively for charitable and educational purposes, and for:

- Providing a national forum for the promotion and advancement of programs, practices, activities, and procedures which contribute to the prevention and treatment of juvenile delinquency and to the improvement of the juvenile justice advisory system;
- Providing a mechanism for state juvenile justice advisory groups (SAGs) to:
 - Assist in the training of new SAG members and SAG chairs;
 - Share information among themselves;
 - Assist in the development of state and national policy and legislation in juvenile justice matters pertaining to the states;
 - Provide a mechanism to work as effectively as possible with the Office of Juvenile Justice and Delinquency Prevention, as well as other organizations and groups involved in juvenile justice and delinquency prevention; and
 - Provide information to the general public on issues related to juvenile justice.”

LOOKING AHEAD

As CJJ enters our 36th year, we are committed to continuing our work to keep young people out of the justice system. At the heart of this work is promoting policy and practice changes that address and end the racial and ethnic disparities that are pervasive throughout our justice system. We are also committed to working to address the needs of young people in a holistic manner: ensuring that youth are not pushed from the juvenile justice system to the child welfare system, and that young people are not criminalized for experiencing homelessness.

We are committed to serving as our members’ voice at the federal level and to providing training and technical assistance that helps them leverage their capacity for leadership and juvenile justice system improvement at the local, state, and federal levels.

MAJOR AREAS OF WORK

PEOPLE

CJJ supports our membership through training and technical assistance on innovative and best practices in juvenile justice. CJJ hosts national conferences and summits to bring together both veteran and emerging leaders in the field. We build networks among other advocacy organizations and strengthen relationships with key public agencies and legislators. CJJ also publishes the monthly Juvenile Justice Monitor newsletter; a typical monthly issue includes news on CJJ, federal policy, and project updates.

POLICY

As the national voice for our members, we educate and inform Members of Congress and the Administration on state-identified needs and concerns in the arena of juvenile justice. Each year, CJJ publishes and disseminates recommendations to the Administration and to Congress. We react to policy and legislative developments and translate them to the field. Our staff creates tools and resources to support our members' work in the states and territories.

CJJ is a member of and works closely in collaboration with the National Juvenile Justice and Delinquency Prevention Coalition (NJJDPC). The NJJDPC works to ensure healthy families, build strong communities, and improve public safety by promoting fair and effective policies, practices, and programs for youth involved or at risk of becoming involved in the juvenile and criminal justice systems. CJJ staff actively participates in working groups and co-chairs Act 4 Juvenile Justice, a campaign of the NJJDPC.

PROJECTS

CJJ participates in foundation-supported system improvement efforts including, but not limited to:

- Pew Public Safety and Performance Project
- Youth Partnership
- SAG Capacity Building
- Youth Homelessness and Juvenile Justice
- Foster Youth and Juvenile Justice.

MEMBERSHIP

TYPES OF MEMBERSHIPS

CJJ's membership consists of State Advisory Groups (SAGs), Organizational Members, Governmental Agencies, Individual Members, and Youth/Student Members. Members can pay their dues via PayPal on our [Members page](#), by check, or Electronic Funds Transfer. Memberships are good for one year.

STATE ADVISORY GROUPS

State Advisory Groups (SAGs), established under the Juvenile Justice and Delinquency Prevention Act (JJDP), are governor-appointed bodies in each U.S. jurisdiction that are principally responsible for monitoring and supporting their state's progress in addressing the four core requirements of the JJDP. To learn about the JJDP and SAGs, visit <http://bit.ly/JJDP-SAG>.

CJJ State Advisory Group memberships last for one calendar year and member benefits extend to state agency staff and current SAG members. Additionally, SAGs are the only CJJ members that can vote on CJJ's Council of SAGs. See page 11 for more details.

ORGANIZATIONAL MEMBERS

All organizations that share CJJ's core principles are welcome to join CJJ as Organizational Members. Organizational Members share CJJ's concern with creating optimal delinquency prevention programs, policies, and practices.

CJJ Organizational Member benefits last for one year from the day of activation. The cost of organizational member benefits is based on staff size.

GOVERNMENTAL AGENCY MEMBERS

Governmental agencies, particularly court systems, probation departments, child-welfare agencies, and educational agencies play an important role in addressing the needs of young people in the justice system, and those at risk of becoming involved in the justice system. This classification of organizational membership is open to agencies of state and local governments that share CJJ's Core Principles.

CJJ Governmental Agency Member benefits last for one year from the day of activation.

INDIVIDUAL MEMBERS

CJJ is a true coalition and proudly represents a diverse body of individuals including juvenile justice practitioners, service providers, youth, parents, public officials, concerned citizens, and others.

CJJ Individual Member benefits last for one year from the day of activation. If you register for a CJJ conference and are not already a member, you immediately become an individual member for one year.

YOUTH MEMBERS/STUDENTS

If you are a student or an individual under the age of 28, discounted Youth Memberships are available. CJJ Youth and Student member benefits last for one year from the day of activation.

MEMBER BENEFITS

CJJ members receive the following services and benefits upon joining CJJ:

CJJ DEVELOPS LEADERSHIP FOR JUVENILE JUSTICE REFORM

- Members have access to CJJ regional and business meetings.
- Youth members are invited to attend CJJ's Annual Youth Summit.
- Members receive complimentary/free, priority registration for all CJJ webinars on current and emerging issues, policies, and practices from experts in the field.
- Members have access to fact sheets, toolkits, and new resources.
- CJJ offers networking opportunities with juvenile justice professionals around the country.
- Members receive the maximum discount for conference registration:
- Members can receive training and technical assistance (T/TA) such as targeted webinars, telephone consultations, in-person trainings, and connections to relevant experts.

CJJ REPRESENTS MEMBERS ON THE FEDERAL LEVEL

- CJJ serves as the voice of our members to Congress and the Office of Juvenile Justice and Delinquency Prevention.
- CJJ translates how federal policy affects the delivery of services to the field.
- Members receive up-to-the-minute information about pending legislation and the federal appropriations process.
- Members receive training throughout the year on federal and state government relations.
- CJJ assists in the development of national and state-level reform efforts.

CJJ ENHANCES COMMUNICATION AMONG JUVENILE JUSTICE STAKEHOLDERS

- Members can serve and vote on the Executive Board, Ethnic and Cultural Diversity Committee, Government Relations Committee, and other leadership committees.
- Members can share information and get peer support through our network of 15,900+ state and local juvenile justice practitioners.
- Members receive the monthly Juvenile Justice Monitor and enjoy priority news placement.
- Members receive priority selection to present at CJJ conferences.
- Members receive information about job postings and networking opportunities.

CJJ MEMBERSHIP REGIONS

Each region is represented on the Board by a Regional Chair and 1-2 Representatives.

MIDWEST

- Illinois
- Indiana
- Iowa
- Michigan
- Minnesota
- Missouri
- Nebraska
- North Dakota
- Ohio
- South Dakota

NORTHEAST

- Connecticut
- Delaware
- Maine
- Maryland
- Massachusetts
- New Hampshire
- New Jersey
- New York
- Pennsylvania
- Rhode Island
- Vermont
- Virgin Islands
- Washington, DC

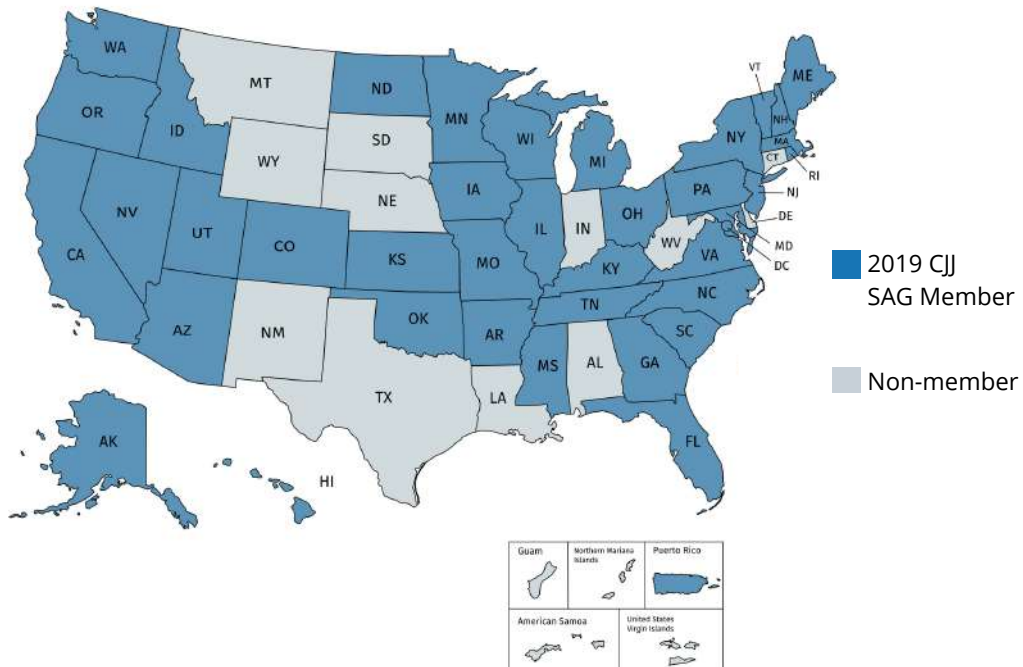
SOUTHERN

- Alabama
- Arkansas
- Florida
- Georgia
- Kentucky
- Louisiana
- Mississippi
- North Carolina
- Puerto Rico
- South Carolina
- Tennessee
- Virginia
- West Virginia

WESTERN

- Alaska
- American Samoa
- Arizona
- California
- Colorado
- Northern Mariana Islands
- Guam
- Hawaii
- Idaho
- Kansas
- Montana
- Nevada
- New Mexico
- Oklahoma
- Oregon
- Texas
- Utah
- Washington
- Wyoming

2019 CJJ STATE ADVISORY GROUP MEMBERS



CJJ COMMITTEES

CJJ's Leadership Committees are composed of SAG members, Organizational members, Governmental Agency members, and Individual members. They are appointed by the National Chair or elected by regions on the basis of interest and expertise.

Most committees meet monthly by phone and in-person at CJJ events. If you are interested in joining a committee, please contact info@juvjustice.org.

ETHNIC AND CULTURAL DIVERSITY COMMITTEE

This committee ensures that the diversity of race, culture, and ethnicity of youth in the juvenile justice system remains foremost in the minds of CJJ members. Committee members develop juvenile justice system reforms that generate policies and services to resolve Racial and Ethnic Disparities in the juvenile justice system. The committee acts as an advisor to CJJ on all ethnic and cultural issues.

GOVERNMENT RELATIONS COMMITTEE

This committee reviews federal policy issues and questions related to juvenile justice and delinquency prevention on behalf of CJJ and all of its members. It formulates educational documents, including position papers, to represent the views of the SAGs and CJJ members. The committee also organizes CJJ's annual Hill Day and other member training opportunities. They are also tasked with presenting policy recommendations to the CJJ Executive Board and the CJJ Council of SAGs. The committee serves as a liaison to other national and state organizations working on federal policy.

FINANCE COMMITTEE

This committee serves as the financial adviser to the CJJ Executive Board and the CJJ Council of SAGs in all of the organization's financial affairs, in concert with the Executive Director, including, but not limited to preparing an annual operating budget prior to presentation to the Executive Board; conducting periodic review of all financial reports; facilitating a periodic review of all financial policies; reviewing the work of the audit committee; and designing and ensuring compliance with a general accounting practices and a system of internal accounting controls.

AUDIT COMMITTEE

The Audit Committee oversees and reviews the independent fiscal audit of CJJ which will include soliciting proposals for an audit contract, selecting a firm to perform the audit, setting a schedule for the completion of the audit, reviewing the results of the audit, and presenting a written report of such results (including recommendations on fiscal management issues) to the Finance Committee and the Executive Board.

NOMINATING COMMITTEE

This committee ensures that a qualified slate of candidates is presented to the CJJ Council of SAGs for election to the CJJ Executive Board. They organize a candidates' forum prior to the election to introduce the candidates to the Council by written, in-person, or electronic means, or a combination thereof, and employs all reasonable efforts to provide a pool of candidates that is representative of member interests and diverse in its composition.

EMERGING LEADERS COMMITTEE

The Emerging Leaders Committee (ELC) is a partnership between CJJ and young people in the field of juvenile justice, many of whom bring lived expertise to their work. This committee is by application only and consists of 10 young people ages 16 to 24 from across the country. ELC Members serve on their State Advisory Group, have previous or current juvenile justice involvement, and/or are interested in juvenile justice reform. Each member serves for one calendar year with an opportunity to apply for additional terms. CJJ supports the Emerging Leaders Committee to ensure that youth perspectives are represented in all aspects and functions of CJJ's work, as well as CJJ's communications with state and federal policymakers. Emerging Leaders Committee members help to shape the overall program and policy agenda for CJJ and perform several other important duties, including:

- Organizing the Youth Summit, a virtual and in-person gathering that allows young people to come together to explore how they can collaborate and lead in juvenile justice reform;
- Coordinating, reviewing, and selecting the recipient of the annual CJJ Spirit of Youth Award;
- Developing and implementing educational training programs for youth and adult SAG members;
- Convening committee meetings and networking events for youth members at CJJ conferences; and
- Orienting new youth members to the work of the SAGs and CJJ, through the publication of resources and ongoing information sharing.

Emerging Leaders Committee Members develop leadership and advocacy skills and learn about the juvenile justice system. For more information on the ELC, please visit <https://www.juvjustice.org/our-work/youth-engagement/emerging-leaders-committee>.

CJJ AFFINITY GROUPS

CJJ's affinity groups create an opportunity for members in specific state or SAG roles to network, share successes and challenges, and discuss emerging issues in the field. Each affinity group meets throughout the year by phone and in-person during CJJ events. The following are current CJJ affinity groups:

JUVENILE JUSTICE SPECIALISTS

Juvenile Justice Specialists are state government employees who help ensure their state's compliance with the JJDPa and provide staff support to their State Advisory Group. This affinity group is open to current Juvenile Justice Specialists and designated personnel.

RACIAL AND ETHNIC DISPARITIES COORDINATORS

Racial and Ethnic Disparities Coordinators are state government employees who assist in identifying and addressing factors that contribute to the racial and ethnic disparities in the youth justice system. This affinity group meets in tandem with CJJ's Ethnic and Cultural Diversity Committee.

STATE ADVISORY GROUP CHAIRS

State Advisory Group Chairs are appointed by the governor to oversee their SAG's progress, goals, and compliance with the JJDPa. This affinity group is open to current SAG Chairs and designated personnel.

YOUTH STATE ADVISORY GROUP MEMBERS

At least twenty percent of SAG members must be under age 28 at the time of appointment. This committee creates an opportunity for youth SAG members to network, connect, and work together to identify individual and collective successes and barriers unique to young people serving on their respective SAG's. This affinity group is open to current youth SAG members.



COUNCIL OF SAGS

The Council of SAGs comprises Chairs/Chair-designees from states in good standing as members of CJJ. The Chair/Chair-designees serve as voting representatives to the Council. The Council meets in person annually and conducts ongoing business throughout the year. Any changes made to the CJJ Bylaws must be approved by the Council of SAGs. In addition, the Council elects the officers (National Chair, Vice Chair, Immediate Past Chair, Treasurer, Emerging Leaders Committee Chair, and Ethnic and Cultural Diversity Chair) of the CJJ Executive Board.

HISTORY OF THE COUNCIL OF SAGS

Prior to 2007, all SAG Chairs or their designees formed the legal governing Board of Directors of CJJ, in addition to a 10-person National Steering Committee.

Based on the need to form a decision-making, governance, and fiscal/legal body to hold tighter authority and accountability for CJJ, there was a shift in 2007. With involvement and consent of the then-CJJ Board of Directors, the structure and bylaws were changed, defining the Council of SAGs' role as representing CJJ member states in strategic, policy, bylaws, and elections decisions.

At this time, the CJJ Executive Board was formed. The newly formed Executive Board assumed all legal, policy and fiscal management and the responsibility of hiring and supervision of the CJJ Executive Director. The positions within the Executive Board were later expanded to add greater voting representation of regions, Individual Members, Organizational Members, Racial and Ethnic Disparities Coordinators, and Juvenile Justice Specialists,

CJJ AWARDS

The Coalition for Juvenile Justice recognizes and honors individuals that embody the guiding principles of the organization. We acknowledge the value of both young people who are just beginning to make a mark and dedicated leaders who have devoted decades to championing youth. With the A.L. Carlisle Child Advocacy Award, the Spirit of Youth Award, the Tony Gobar Outstanding National Juvenile Justice Specialist Award, and the Andrew Smith Racial and Ethnic Disparities Coordinator Award, CJJ hopes to inspire more people to serve their communities with distinction.

THE A.L. CARLISLE CHILD ADVOCACY AWARD

The A.L. Carlisle Child Advocacy Award is bestowed annually to recognize someone who has made outstanding contributions to youth, to the organization, and to the juvenile court system, as well as to the broader arena of juvenile justice. The award is named in honor of A.L. Carlisle, CJJ's founding force. Ms. Carlisle was a volunteer activist who strived to ensure that the nation's most vulnerable children would have secure futures. A.L. Carlisle Child Advocacy Award recipients are role models for youth; have developed or implemented changes that have benefited youth; have contributed to the area of prevention; have worked with young people in the justice system; and have spent years improving the juvenile court system. Past winners include:

- Doreitha Madden (NJ)
- Robert M. Hunter (CO)
- Birch Bayh (IN)
- Terry Edwards (NJ)
- Bernardine (Hall) Adams (LA)
- George B. Rasin, Jr. (MD)
- Frank A. Orlando (FL)
- Allison Fleming (IA)
- Stacey F. Atkinson (SC)
- Irene Abernethy (NE)
- Robert Mardis (IN)
- Linda W. Hayes (NC)
- Robert E. Shepherd, Jr. (VA)
- Sharon Harrigfeld (ID)
- B. Thomas Leahy (NJ)
- John Dewese (SC)
- William R. Byars, Jr. (SC)
- Linda O'Neal (TN)
- Vincent N. Schiraldi (DC)
- Robert G. Schwartz (PA)
- Christopher Murphy (CT)
- Richard J. Gardell (MN)
- Robin Jenkins (NC)
- David Schmidt (NM)
- Hon. Michael Mayer (MN)
- Laurie Garduque (IL)
- Hon. George W. Timberlake (IL)
- Sen. Chuck Grassley (IA)
- Cecely Reardon (MA)

SPIRIT OF YOUTH AWARD

The Spirit of Youth Award is given annually by CJJ to recognize and celebrate a young adult, under the age of 28, who has made great strides despite involvement with the juvenile justice system, overcome personal obstacles, and is today making significant contributions to society. The Spirit of Youth Award also provides CJJ and the public with an important opportunity to learn from a young person's direct experience about the hard work and dedication it takes to build a better life, and how juvenile justice professionals and systems can most effectively be of help. Past winners include:

- Derrick Bedford
- Corey Kean
- Shelley Atkins
- T. Nicole Wright
- Rita Naranjo
- Jeremy Estrada
- Antoine Perry
- Marvin Gumba
- Keanalu Chartrand
- Lance Garner
- Michael M. Cox
- Brandon McMillian
- Andrew Peterman
- Jabriera Handy
- Hernan Carvente
- Marquis Parker
- Raul Baretto
- Sang Dao
- Dalton Gordon
- Raul Barreto
- Amanda Clifford
- The Youth Advocates at Green Hill School



Youth Advocates from Green Hill School, 2019 CJJ Spirit of Youth Awardees.

TONY GOBAR OUTSTANDING NATIONAL JUVENILE JUSTICE SPECIALIST AWARD

With this award, named in honor of the late Tony Gobar, CJJ recognizes a state Juvenile Justice Specialist who has exemplified excellence in service to others; has been dedicated and committed to improving the juvenile justice system; and has demonstrated compassion and concern for youth and advocates. Past winners include:

- Suzanne Toguchi (HI)
- Pat Cervera (CO)
- Larry Carter (NV)
- Richard Lindahl (NM)
- Sandy Rempe (MO)
- Christian Kervick (DE)
- Joseph B. Vignati (GA)
- Alan Miller (ID)
- Valerie LaMotte (CT)
- Reg Garff (UT)
- Robert Vickery (IL)
- Meg Williams (CO)
- Jennifer G. Withrow (KY)
- Edward Chargualaf (HI)
- Michael D. Penington (PA)

ANDREW SMITH RACIAL AND ETHNIC DISPARITIES COORDINATOR AWARD

This award is presented by CJJ to a Racial and Ethnic Disparities Coordinator who has made outstanding contributions to the elimination of racial and ethnic disparities in the juvenile justice system. The award is named to honor Andrew Smith, an incredible voice for youth and a pivotal agent of change. Mr. Smith served as New Hampshire's Racial and Ethnic Disparities Coordinator and was responsible for the creation of the Mirror Project, an effort to bring together law enforcement and youth. He served on CJJ's Executive Board as the Ethnic and Cultural Diversity Chair. The award was created in 2019 and awarded to Mr. Smith posthumously.

CJJ LEADERSHIP

EXECUTIVE BOARD

The Executive Board holds legal, fiduciary, strategic, and policy-setting authority for CJJ. All members are voluntary and serve without remuneration. CJJ's Executive Board Members for June 2019 - June 2020 include:

PASTOR EDWARD L. PALMER

National Chair

HON. STEVE TESKE

Immediate Past Chair

TRACEY L. WELLS-HUGGINS

Ethnic and Cultural Diversity Chair

HON. MICHAEL MAYER

Midwestern Region Chair

LT. CARLOS CAMACHO

Northeastern Region Chair

CHIEF TONY JONES

Southern Region Chair

STACIE NELSON COLLING

Western Region Chair

STEVEN BROOKS

Western Region Representative

ANYA SEKINO

National Juvenile Justice Specialist

CECELY A. REARDON

Representative At-Large

MICHELLE DIAZ

National Vice Chair

MARK HUTCHINSON

Treasurer/Secretary

AARON TOLEAFOA

Emerging Leaders Committee Chair

DANNY TUREK

Midwestern Region Representative

HASAN DAVIS

Southern Region Representative

HON. JOAN BYER

Southern Region Representative

GORDON MCHENRY JR.

Western Region Representative

WILLIAM JERNIGAN

National Racial and Ethnic Disparities Coordinator

BROCK LANDWHER

Government Relations Committee Chair

STAFF

NAOMI SMOOT EVANS, J.D.

Executive Director
evans@juvjustice.org

Naomi oversees member relations and development, fundraising and grant management, and CJJ's initiatives in government relations, leadership development, juvenile justice reform, communications, and training and technical assistance.

LISA PILNIK

Senior Advisor
lisa@childfamilypolicy.com

Lisa is a consultant to CJJ, helping lead reform efforts around homeless youth involved in the juvenile justice system, status offenses, and other juvenile justice issues.

LAURA ARMSTRONG

Policy and Field Relations Senior Associate
armstrong@juvjustice.org

Laura assists with CJJ's projects and policy initiatives through member outreach and dissemination of information about new and emerging issues in the field. She leads CJJ's work to improve youth collaboration, and assists with coordination of training and technical assistance through webinars and conferences.

KIRA PYNE

Administrative and Communications Assistant
pyne@juvjustice.org

Kira works on CJJ's administrative and clerical duties. She is responsible for publishing the monthly JJ monitor, managing CJJ's social media accounts, and assisting with conference planning.



**FOR MORE INFORMATION, CONTACT THE
COALITION FOR JUVENILE JUSTICE**

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 [facebook.com/juvjustice](https://www.facebook.com/juvjustice)
