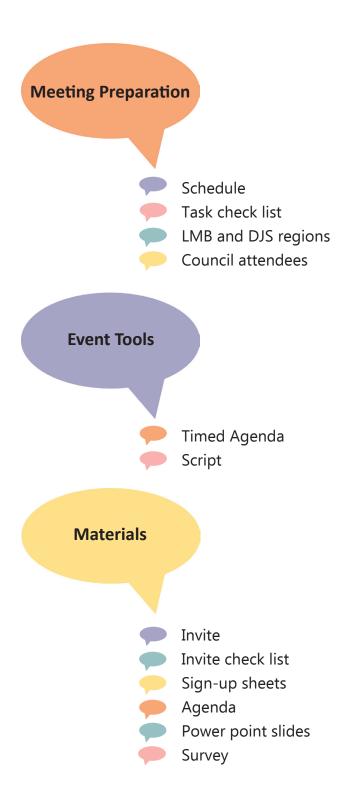
Established by the Maryland General Assembly



Juvenile Justice Reform Council Listening Session Tool Kit

Listening Session Toolkit Overview





During the 2019 session of the Maryland General Assembly the legislature passed and Governor Hogan signed Senate Bill 856/House Bill 6062 establishing the Juvenile Justice Reform Council (JJRC or Council), which is to be staffed by the Department of Legislative Services. The JJRC is charged with:

- 1. using a data-driven approach to develop a statewide framework of policies to invest in strategies to increase public safety and reduce recidivism of youth offenders;
- 2. research best practices for the treatment of juveniles who are subject to the criminal and juvenile justice systems; and 3. identify and make recommendations to limit or otherwise mitigate risk factors that contribute to juvenile contact with the criminal and juvenile justice systems.

The JJRC will conduct listening sessions to seek input from representatives from organizations with experience in juvenile justice policy reform, advocating for groups with disproportionate contact with the criminal and juvenile justice system, advocating for victims of crime, and restorative justice regarding juvenile justice system. Working with the Local Management Boards the listening sessions will happen in all geographic regions of the state.





The listening sessions will occur between December thru February. Listening sessions are organized by DJS Region. The toolkit provides an overview that matches LMBs to DJS regions. Below is the schedule for the listening sessions.

Central: January 29: 1:30pm – 3:30pm & 6:30pm – 8:30pm Community College of Baltimore County – Catonsville Campus

Student Services Bldg.-Rm. 004 (Parking Lot #5) 800 S. Rolling Road, Catonsville, MD 21228

Lower Shore: February 6: 1:30pm - 3:30pm & 6:30pm - 8:30pm

Wicomico Youth and Civic Center 500 Glen Ave., Salisbury, MD 21804

Metro: January 22: 1:30pm - 3:30pm & 6:30pm - 8:30pm

White Oak Community Rec Center 1700 April Ln., Silver Spring, MD 20904

Southern: January 16: 1:30pm - 3:30pm & 6:30pm - 8:30pm

Harriet E. Brown Community Center 901 Dares Beach Road, Prince Frederick, MD 20678

Upper Shore: February 5: 1:30pm – 3:30pm & 6:30pm – 8:30pm

Chesapeake College Higher Education Center Todd Performing Arts Center 1000 College Cir., Wye Mills, MD 21679

Western Maryland: January 9: 1:30pm - 3:30pm & 6:30pm - 8:30pm

The Alleghany College of Education 12401 Willowbrook Road, SE, Cumberland, Maryland 21502-2596



Meeting Tasks:

Below is a list of tasks to create a successful listening session. To accomplish these tasks there will be three calls between the LBM and Council Logistics Team. The first call will happen three weeks prior to the event. The second will be a week before the event and the last call will happen the week of the event. Each call will last one hour.

Need	Who Responsible	Notes
Securing a meeting space	LMB	Needs: Recording capabilities Can hold up to 50 people Ability to use PPT Ideas: County council room, room at a local college, community college, school or library
Invites	LMB/ Council	The toolkit includes a flyer which will reflect times and locations for each session. The council will distribute the invite to the local state elected officials, Judges/and State Police. LMB will distribute the invite to community stakeholders. The toolkit has an invite guide to assist with identifying invitees.
Facilitator(s)	Sectary Abed/ LMB Chair(s)	 The toolkit will provide a script for the facilitator. Secretary Abed will provide opening remarks There is an opportunity for more than one facilitator – the LMB's in each region can decide how they would like to divide the roles Council members will be at each listening session
Listeners	Council Members	A list is included in the tool kit as who is attending each listening session.
Materials	Tool Kit	The toolkit provides all the materials you need for the event.



LMB and DJS Regions

DJS Region	LMB	LMB Lead	Contact Information
Baltimore City	Baltimore City	Jonathan Carter	Jcarter@familyleague.org
Central	Baltimore County Carroll County Harford County Howard County	Don Schlimm	dschlimm@baltimorecountymd.gov
Upper Shore	Caroline County Cecil County Kent County Talbot County	Nancy Shockley	nshockley@docogonet.com
Lower Shore	Queen Anne's County Dorchester County Somerset County Wicomico County Worcester County	Michelle Bradley	mbradley@wicomicocounty.org
Metro	Montgomery County Prince George's County	Elijah Wheeler	elijah.wheeler@collaborationcouncil.org
Southern	Anne Arundel County Calvert County Charles County St. Mary's County	Julie Maschino	Julie. Mashino@calvert countymd.gov
Western Maryland	Allegany County Garrett County Frederick County Washington County	Renee Knisely	renee.kniseley@maryland.gov

Meeting Preparation

Council Attendees

DJS Region	Meeting Date	Meeting Times	Meeting Address	Council Members
Baltimore City		1:30-3:30 6:30-8:30		 1. 2. 3. 4. 5.
Central		1:30-3:30 6:30-8:30		 1. 2. 3. 4. 5.
Lower Shore		1:30-3:30 6:30-8:30		 1. 2. 3. 4. 5.
Upper Shore		1:30-3:30 6:30-8:30		 1. 2. 3. 4. 5.

Meeting Preparation

Council Attendees

Metro	1:30-3:30 6:30-8:30	1. 2. 3. 4. 5.
Southern	1:30-3:30 6:30-8:30	1. 2. 3. 4. 5.
Western Maryland	1:30-3:30 6:30-8:30	1. 2. 3. 4. 5.





LMBs can use this tool to identify who will be responsible for each take each speaking role during the event. Each locality can decide who and how many facilitators are needed. In the who coulomb are intentionally left black so you can write in who will be taking on each role.

Time	Agenda Item	Who	Notes
5 Minutes	Welcome, Introductions and Context	Sec Abed	 Welcome Give a brief overview the Juvenile Justice Reform Council Make brief introductions
3 Minutes	Overview and goal of meeting		 Explain that the purpose of the session is to hear directly from local officials, stakeholders, community members Explain how the information will be used
2 Minutes	Logistics		Introduce the surveyExplain testifying process
105 Minutes	Testimony	Public	 Individuals who have signed up will have 3 min to provide comments
5 Minutes	Wrap up / Closing		Thank youReminder of next stepsSurvey reminder

Event Tools

Script

Facilitator Notes

Background sided up on screen

Introduce yourself as the facilitator. Provide a couple of brief sentences on your background

Council Member will be prepped to know they will be introducing themselves.

Secretary Abed 's Opening Remarks

Thank you all for joining us. I'm Sam Abed, and I'm the Secretary of the Department of Juvenile Services. I also have the honor of chairing Maryland's Juvenile Justice Reform Council.

You've taken the time away from your busy lives to attend a listening session for the state's Juvenile Justice Reform Council, and for that we are very grateful.

What exactly is the Council?

- In 2019, the General Assembly passed and Gov. Hogan signed Senate Bill 856 / House Bill 606, which created the JJRC.
- The JJRC is comprised of a diverse group of juvenile justice stakeholders and experts. Members include legislators, experts on juvenile law and policy, and representatives of law enforcement, the judiciary, advocacy organizations, child serving agencies, and formerly system-involved youth.

And what does it do? The legislature asked us to do three things:

- using a data-driven approach to develop a statewide framework of policies to invest in strategies to increase public safety and reduce recidivism of youth offenders;
- researching best practices for the treatment of juveniles who are subject to the criminal and juvenile justice systems; and
- identifying and making recommendations to limit or otherwise mitigate risk factors that contribute to juvenile contact with the criminal and juvenile justice systems.

I'd also like to recognize those members of the General Assembly who have joined us.

In addition, a special thank you and welcome to (other elected officials/VIPs):

Now I am going to turn it over to _____ who is going to provide an overview of how tonight is going to work and how the information you provide will be shared with the council.



Script

Change slide to the Survey slide	Overview of Meeting
	Thank you to Sec. Abed
	My name is and I will be the facilitator for today's listening session. [Add a few sentences here about your background.]
	The people joining me at the table are some members of the Juvenile Justice Reform Council and I would like them to introduce themselves by stating their name and title
There are 2 sign in sheets one is for Elected officials start with that one Someone needs to make sure they are operating the clock	The information gathered today will be used to help inform the councils policy reconditions. The council is legislatively mandated to produce a report final report in December of 2020. The themes captured from this session will be posted on the council website.
	Additionally, we are recording this session and you can listen/ view it on the council's website.

Event Tools

Script

Loa	istics

We've scheduled two hours for this session and will end no later than _____ [insert end time].

We look forward to hearing all your comments tonight, to ensure that everyone has an opportunity to provide input we are inviting you to complete a survey. On the screen behind me you will see the link to the five question survey. The results will be posted to the council website.

Many of you have signed up to speak we will be calling people up three at a time. Each person will have up to three minutes to share with us their comments. There will be a timer and I as that you be respectful of the time and stop when the timer goes off. I want to ensure that everyone who has signed up has an opportunity to speak. After the three people have shared I will call the next three people.

Testimony

Closing

That concludes the people who have signed up to testify.

We really appreciate you sharing your time and wisdom. Your comments, experiences and suggestions will be shared with the entire council. The themes identified from this meeting, a recording of these meeting, along with information from other listening sessions across the state on the council website. That information is on the screen behind me and also on your agendas.

Please make sure that you have completed the survey.

We wish you a safe journey home!

Materials



This section of the tool kit provides you with all the handouts for the event.

This document is intended as a guide to help the LMB develop the invite list of the stakeholders to invite for each listening session. The council will invite the localities state elected officials, judges and state police.

- Elected Officials:
 - State Senators
 - State Delegates
 - County Executive and/or County

Commissioner(s)

- County Council
- States Attorney's Office
- Municipal Leaders
- Mayor
- City Council
- City Manager
- County Government Administration /

Local Agencies

- Community Resource offices
- Health Department
- Social Services
- Youth Service Bureaus
- Neighborhood Youth Panels
- Law Enforcement:
 - State Police
 - Sheriff / Chief of Police
 - Municipal Law Enforcement
- Office of the Public Defender
- Judicial Leadership
 - Administrative Judges; Circuit and

District Courts

• Juvenile Judges and Magistrates

- Local Advocacy Groups / Non-profit Organizations:
 - Youth and Family Services
 - Victim advocacy groups
 - Workforce Development
 - Community Association groups
 - Youth Serving Organizations, I.E.
 - The ARC
 - Boys & Girls Clubs
 - Local Athletic Clubs
 - Local Care Teams
- Local Educational Institutions:
 - Community College Leadership
 - Public Education Leadership
 - County Superintendents
 - Principals
 - PTAs
 - Private and Vocational School Leadership
- Local Youth Commissions
- Public Library Representatives
- Faith-based Institutions

Elected Official Sign-in Sheet

Central Region

January 29, 2020: 1:30pm – 3:30pm

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Central Region

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Elected Official Sign-in Sheet

Lower Shore Region

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Sign-in Sheet

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Elected Official Sign-in Sheet

Metro Region

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Elected Official Sign-in Sheet

Southern Region

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Community Programming	Family Engagement 🗌	Recidivism 🗌	Racial Equ	ity 🗆	
Name	Organization	Address	Email	Testifying:	
				Yes: 🗆	
				_	
				No: 🗆	
	Primary Area(s) of Ir	nterest: Check one			
Community Programming	Family Engagement 🗆	Recidivism 🗌	Racial Equ	iity 🗆	
Name	Organization	Address	Email	Testifying:	
				Yes: 🗆	
				1 63.	
				_	
				No: 🗆	
	Primary Area(s) of Ir	nterest: Check one			
Community Programming	Family Engagement 🗌	Recidivism 🗌	Racial Equ	ity 🗆	

Sign-in Sheet

Southern Region

January 16, 2020: 6:30pm - 8:30pm

Name	Organization	Address	Email	Testifying:	
ranic	Organization	Address	Lillan		
				Yes: 🗌	
				No: □	
	Primary Area(s) of Ir	nterest: Check one			
Community Programming	Family Engagement 🗆	Recidivism 🗌	Racial Equ	ity 🗆	
Name	Organization	Address	Email	Testifying:	
				Yes: □	
				1001	
				No: □	
Primary Area(s) of Interest: Check one					
Community Programming	Family Engagement 🗌	Recidivism 🗌	Racial Equ	ity 🗆	
Name	Organization	Address	Email	Testifying:	
				Yes: 🗆	
				_	
				No: 🗆	
	Primary Area(s) of Ir	nterest: Check one			
Community Programming	Family Engagement 🗆	Recidivism 🗌	Racial Equ	iity 🗆	
Name	Organization	Address	Email	Testifying:	
				Yes: 🗆	
				1 63.	
				_	
				No: 🗆	
	Primary Area(s) of Ir	nterest: Check one			
Community Programming	Family Engagement 🗌	Recidivism 🗌	Racial Equ	ity 🗆	

Elected Official Sign-in Sheet

Upper Shore Region

February 5, 2020: 1:30pm - 3:30pm

Name	Organization	Address	Email	Testifying:
				Yes: 🗆
				No: □
	Primary Area(s) of In	nterest: Check one		
Community Programming	Family Engagement 🗆	Recidivism 🗌	Racial Equ	uity 🗆
Name	Organization	Address	Email	Testifying:
				Yes:
				No: 🗆
Primary Area(s) of Interest: Check one				
Community Programming	Family Engagement \Box	Recidivism 🗌	Racial Equity \square	
Name	Organization	Address	Email	Testifying:
				Yes: \square
	_			No: □
	Primary Area(s) of In	terest: Check one		тчо. ш
Community Programming	Family Engagement	Recidivism 🗆	Racial Equ	ity 🗆
Name	Organization	Address	Email	Testifying:
				Yes: 🗆
				103.
				 No: □
				INO. L
	Primary Area(s) of In	nterest: Check one		,
Community Programming	Family Engagement \Box	Recidivism \square	Racial Equ	ıity 🗆

Sign-in Sheet

Upper Shore Region

February 5, 2020: 1:30pm – 3:30pm

Name	Organization	Address	Email	Testifying:	
				Yes: 🗆	
				No: □	
	Primary Area(s) of In	nterest: Check one			
Community Programming	Family Engagement 🗆	Recidivism 🗌	Racial Equity 🗌		
Name	Organization	Address	Email	Testifying:	
				Yes:	
				No: 🗆	
Primary Area(s) of Interest: Check one					
Community Programming	Family Engagement \Box	Recidivism 🗌	Racial Equity \square		
Name	Organization	Address	Email	Testifying:	
				Yes: \square	
	_			No: □	
	Primary Area(s) of In	terest: Check one		тчо. ш	
Community Programming	Family Engagement	Recidivism 🗆	Racial Equity 🗌		
Name	Organization	Address	Email	Testifying:	
				Yes: \square	
				103.	
				 No: □	
Primary Area(s) of Interest: Check one					
Community Programming	Family Engagement \Box	Recidivism \square	Racial Equity \square		

Elected Official Sign-in Sheet

Upper Shore Region

February 5, 2020: 6:30pm - 8:30pm

Name	Organization	Address	Email	Testifying:	
				Yes: 🗆	
				No: □	
	Primary Area(s) of In	nterest: Check one			
Community Programming	Family Engagement 🗆	Recidivism 🗌	Racial Equity 🗌		
Name	Organization	Address	Email	Testifying:	
				Yes:	
				No: 🗆	
Primary Area(s) of Interest: Check one					
Community Programming	Family Engagement \Box	Recidivism 🗌	Racial Equity \square		
Name	Organization	Address	Email	Testifying:	
				Yes: \square	
	_			No: □	
	Primary Area(s) of In	terest: Check one		тчо. ш	
Community Programming	Family Engagement	Recidivism 🗆	Racial Equity 🗌		
Name	Organization	Address	Email	Testifying:	
				Yes: \square	
				103.	
				 No: □	
Primary Area(s) of Interest: Check one					
Community Programming	Family Engagement \Box	Recidivism \square	Racial Equity \square		

Sign-in Sheet

Upper Shore Region

February 5, 2020: 6:30pm - 8:30pm

Name	Organization	Address	Email	Testifying:	
ranic	Organization	Address	Lillan		
				Yes: 🗌	
				No: □	
	Primary Area(s) of Ir	nterest: Check one			
Community Programming	Family Engagement 🗆	Recidivism 🗌	Racial Equity 🗌		
Name	Organization	Address	Email	Testifying:	
				Yes: □	
				1001	
				No: □	
	Primary Area(s) of Ir	nterest: Check one			
Community Programming	Family Engagement 🗌	Recidivism 🗌	Racial Equity 🗌		
Name	Organization	Address	Email	Testifying:	
				Yes: 🗆	
				_	
				No: 🗆	
Primary Area(s) of Interest: Check one					
Community Programming	Family Engagement 🗆	Recidivism 🗌	Racial Equity \square		
Name	Organization	Address	Email	Testifying:	
				Yes: 🗆	
				1 63.	
				_	
				No: 🗆	
Primary Area(s) of Interest: Check one					
Community Programming	Family Engagement 🗌	Recidivism 🗌	Racial Equity 🗌		

Elected Official Sign-in Sheet

Western Region

January 9, 2020: 1:30pm – 3:30pm

Name	Organization	Address	Email	Testifying:
				Yes: \square
				. 65
				No: □
	Primary Area(s) of Ir	nterest: Check one		тио. Ш
Community Programming	Family Engagement	Recidivism 🗌	Racial Equity 🗌	
Name	Organization	Address	Email	Testifying:
				Yes:
	Duimanu Avan(a) of Iv	stanasti Chasli ana		No: 🗆
Primary Area(s) of Interest: Check one				
Community Programming \square	Family Engagement 🗀	Recidivism 📙	Racial Equity 📙	
Name	Organization	Address	Email	Testifying:
				Yes: 🗆
				No: □
	Primary Area(s) of Ir	nterest: Check one		1110.
Community Programming	Family Engagement	Recidivism 🗌	Racial Equity 🗌	
Name	Organization	Address	Email	Testifying:
				Yes: \square
				No:
Primary Area(s) of Interest: Check one				
Community Programming	Family Engagement	Recidivism 🗌	Racial Equity 🗌	
		Accidivisiii 🗀	raciai Equ	у —

Sign-in Sheet

Western Region

January 9, 2020: 1:30pm – 3:30pm

Name	Organization	Address	Email	Testifying:
Name	Organization	Address	Lilian	
				Yes: □
				No: 🗆
	Primary Area(s) of Ir	nterest: Check one		
Community Programming	Family Engagement \Box	Recidivism \square	Racial Equity \square	
Name	Organization	Address	Email	Testifying:
				Yes:
				1001
				No: □
	Primary Area(s) of Ir	nterest: Check one		•
Community Programming	Family Engagement 🗌	Recidivism 🗌	Racial Equity 🗌	
Name	Organization	Address	Email	Testifying:
				Yes: \square
				No:
	Primary Area(s) of Ir			
Community Programming 🗀	Family Engagement 🗀	Recidivism 🗌	Racial Equity 🗌	
Name	Organization	Address	Email	Testifying:
				Yes: \square
				103.
				No:
Primary Area(s) of Interest: Check one				
Community Programming	Family Engagement 🗆	Recidivism \Box	Racial Equity 🗌	

Elected Official Sign-in Sheet

Western Region

January 9, 2020: 6:30pm – 8:30pm

Name	Organization	Address	Email	Testifying:
				Yes: \square
				. 65
				No: □
	Primary Area(s) of Ir	nterest: Check one		тио. Ш
Community Programming	Family Engagement	Recidivism 🗌	Racial Equity 🗌	
Name	Organization	Address	Email	Testifying:
				Yes:
	Duimanu Avan(a) of Iv	stanasti Chasli ana		No: 🗆
Primary Area(s) of Interest: Check one				
Community Programming \square	Family Engagement 🗀	Recidivism 📙	Racial Equity 📙	
Name	Organization	Address	Email	Testifying:
				Yes: 🗆
				No: □
	Primary Area(s) of Ir	nterest: Check one		1110.
Community Programming	Family Engagement	Recidivism 🗌	Racial Equity 🗌	
Name	Organization	Address	Email	Testifying:
				Yes: \square
				No:
Primary Area(s) of Interest: Check one				
Community Programming	Family Engagement	Recidivism 🗌	Racial Equity 🗌	
		Accidivisiii 🗀	raciai Equ	у —

Juvenile Justice Reform Council (JJRC) Listening Session

Sign-in Sheet

Western Region

January 9, 2020: 6:30pm – 8:30pm

Name	Organization	Address	Email	Testifying:
				Yes: 🗆
				No: □
Primary Area(s) of Interest: Check one				
Community Programming	Family Engagement 🗆	Recidivism 🗌	Racial Equity \square	
Name	Organization	Address	Email	Testifying:
				Yes:
				No: 🗆
Primary Area(s) of Interest: Check one				
Community Programming	Family Engagement \Box	Recidivism 🗌	Racial Equity 🗌	
Name	Organization	Address	Email	Testifying:
				Yes: \square
	_			No: □
Primary Area(s) of Interest: Check one				
Community Programming	Family Engagement	Recidivism 🗆	Racial Equity \square	
Name	Organization	Address	Email	Testifying:
				Yes: 🗆
				103.
				 No: □
Primary Area(s) of Interest: Check one				
Community Programming	Family Engagement \Box	Recidivism \square	Racial Equity \square	



Place: Harriet E. Brown Community Center

901 Dares Beach Road Prince Frederick, MD 20678

Date: January 16, 2020

Time: 1:30pm - 3:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: Harriet E. Brown Community Center

901 Dares Beach Road Prince Frederick, MD 20678

Date: January 16, 2020

Time: 6:30pm - 8:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: Chesapeake College Higher Education Center

Todd Performing Arts Center

1000 College Cir., Wye Mills, MD 21679

Date: February 5, 2020 Time: 1:30pm - 3:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: Chesapeake College Higher Education Center

Todd Performing Arts Center

1000 College Cir., Wye Mills, MD 21679

Date: February 5, 2020

Time: 6:30pm - 8:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: Wicomico Youth and Civic Center

500 Glen Ave.

Salisbury, MD 21804

Date: February 6, 2020

Time: 1:30pm - 3:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: Wicomico Youth and Civic Center

500 Glen Ave.

Salisbury, MD 21804

Date: February 6, 2020

Time: 6:30pm - 8:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: Community College of Baltimore County – Catonsville Campus: Student Services Bldg. Rm. 004 (Parking Lot #5) 800 S. Rolling Road, Catonsville, MD 21228

Date: January 29, 2020 Time: 1:30pm - 3:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: Community College of Baltimore County – Catonsville Campus: Student Services Bldg. Rm. 004 (Parking Lot #5) 800 S. Rolling Road, Catonsville, MD 21228

Date: January 29, 2020 Time: 6:30pm – 8:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: White Oak Community Rec Center

1700 April Ln.

Silver Spring, MD 20904

Date: January 22, 2020

Time: 1:30pm - 3:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: White Oak Community Rec Center

1700 April Ln.

Silver Spring, MD 20904

Date: January 22, 2020

Time: 1:30pm - 3:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: The Alleghany College of Education

12401 Willowbrook Road, SE

Cumberland, Maryland 21502-2596

Date: January 9, 2020

Time: 1:30pm - 3:30pm

Welcome

Overview

Goals and Logistics

Testimony



Place: The Alleghany College of Education

12401 Willowbrook Road, SE

Cumberland, Maryland 21502-2596

Date: January 9, 2020

Time: 6:30pm - 8:30pm

Welcome

Overview

Goals and Logistics

Testimony