

Local Interagency Service Team (LIST) Overview

Purpose

The creation of the LISTs is a system development strategy for the establishment of an integrated system for planning, implementation, and evaluation of juvenile justice service delivery in Connecticut. It provides a venue for community-level interagency coordination and formal communication and planning between state agencies and local communities around juvenile justice issues.

Goals

- Encourage collaborative efforts among local stakeholders for assessing the physical, social, behavioral, and educational needs of children and youth in their respective communities that leads to juvenile justice involvement, and for assisting in the development of comprehensive plans to address such needs. The infrastructure for planning is intended to be data-driven and encourage the use of evidence-based. Approaches and programs to support positive youth development.
- Decrease the number of children and youth referred to court.
- Address the disproportionate minority contact
- Support families with information and access to services
- Support interagency prevention strategies
- Improve access to services
- Improve services and outcomes
- Increase the sharing of information and knowledge about services and the juvenile justice system
- Create partnerships between communities and state agencies in the development of community –based interventions
- Be organized to respond to federal, state, and private grant opportunities

Composition

- One for each Juvenile Court
- Should include broad community representation and be organized by a lead entity: Parents, youth, CSSD, DCF, YSB, Schools, Police, Social Service Provider community, faith-based community, business/labor community, healthcare community, local communities.

LIST Areas

Bridgeport, Danbury, Hartford, Middletown, New Britain, New Haven, Rockville, Stamford, Torrington, Waterbury, Waterford, Willimantic

Scope of Services

Youth Service Bureau/Agency:

1. Act as lead agency and coordinating entity for the LIST in your Juvenile Court catchment area.
2. Adhere to policies, guidelines, terms and conditions and directives from JBCSSD and CYSA.

3. Initiate and implement at least one system reform project each year that aligns with state agencies' goals in creating a better system for JJ involved youth/youth at-risk of getting involved. (Examples could include Community Based Diversion System improvement, School Based Diversion, school-based arrest reduction, truancy reduction, family engagement, support/improvement to JRBs, implementation of positive youth development programs, restorative justice/restorative practices training, mediation training, etc).
4. Provide fiscal control and oversight, including oversight of stipends to support parent/youth participation in LIST meetings, as well as oversight for LIST projects, events, trainings, and necessary materials to run the LIST.
5. Develop strategies for their LIST to include:
 - a. decrease the number of youth referred to court,
 - b. reduce school-based arrest,
 - c. eliminate racial and ethnic disparity,
 - d. address educational needs of youth who are chronically absent and/or struggling in school,
 - e. engage families and provide information and improve access to services,
 - f. support interagency prevention strategies
 - g. support children and youth returning to the community from detention or congregate care
 - h. increase information-sharing and knowledge about services and the juvenile justice system,
 - i. create partnerships between the courts, local communities, and state agencies in the development of community-based interventions, and
 - j. respond to appropriate federal, state, and private grant opportunities that are in line with the goals and objectives of the LIST.
6. Demonstrate measurable outcomes toward system change or improvement in child/youth indicators through its work with the LIST and on the stated project.
7. Assist the JJ system to identify services, gaps in services and other supports and opportunities for youth at risk of entering the system or involved in the system through communication with the Lead Entity Coordinator for further discussion at the state level.
8. Raise local and regional awareness of the needs of youth served by the system or those at risk of entering the system.
9. Facilitate and encourage efforts among local stakeholders for assessing the physical, social, behavioral, and educational needs of children and youth in their respective communities that lead to juvenile justice involvement and assist in the development of comprehensive plans to address such needs. The infrastructure for planning is intended to be data-driven and encourage the use of evidence-based approaches and programs to support positive youth development.
10. Submit an Annual LIST Work Plan and Budget by the prescribed due date for the new fiscal year.
11. Submit any other quarterly reports as prescribed by JBCSSD no later than the due date given.
12. Submit an Annual LIST Project Outcome and Final Budget Report at the end of the fiscal year no later than the due date given. The report will include, at a minimum, the project(s) implemented, outcomes achieved, and the reporting of expenditures.
13. Designate a LIST manager who will serve as the main co-chair/tri-chair and try and appoint at least one community member to help lead the process (defined by JBCSSD)
14. Work towards getting membership/representatives from EACH town in the catchment area from a variety of stakeholders which could include parents, parent advocates, youth/young adults or youth advocates, juvenile court judges, defense counsel, prosecutors, juvenile probation and detention staff members, police, DCF area office, Youth Service Bureaus, Juvenile Review Boards, boards of education, Justice Advisors, social service providers, behavioral health providers, health care providers, faith-based organizations, and business/labor organizations. Membership should be culturally diverse and reflective of the cities/towns being served.

15. Create a yearly schedule of meetings in coordination with the Lead Entity Coordinator, including a standing meeting link to be used for each month. Utilize an agenda that is released prior to the meeting. Create meeting notes to disseminate after the meeting. If meetings are in person, offer a virtual option as well to create a hybrid meeting.
16. Provide minutes and any handouts to the Lead Entity Coordinator for dissemination to other LISTs and JBCSSD, if requested.
17. Attend Quarterly LIST Manager's meetings or send a representative.
18. Oversee data collection and analysis needed for projects.
19. Gather relevant data regarding arrests, JRB cases, school-based arrests when possible, with the expectation that data will begin to be gathered on a quarterly basis moving forward.

Connecticut Youth Services Association (CYSA):

1. Provide each LIST under the CYSA subcontract with leadership, planning, management and overall support and assistance through the Lead Entity Coordinator.
2. Provide support and oversee the overall operations of the LISTs under the contract through CYSA's Lead Entity Coordinator. Support to include learning about local resources, engagement with missing partners, identification of specific needs, collaboration with stakeholders locally and statewide, agenda setting, and prioritizing of tasks, and engagement with parent advocacy groups.
3. Ensure that all LISTs under CYSA subcontract adhere to the same policies, guidelines, terms and conditions, and directives from JBCSSD.
4. Serve as the main liaison between the JBCSSD and the LISTs and their key stakeholders, through CYSA's Lead Entity Coordinator.
5. Act as the fiduciary for the LIST Grant.
6. Facilitate the development of an annual work plan and budget for each LIST and review these work plans and budgets.
7. Provide Technical assistance and oversight for all reporting requirements, data collection and performance outcomes.
8. Assist in the procurement of data related to the contract.
9. Act as a link between all LIST agencies covered in the contract, through CYSA's Lead Entity Coordinator, to include a process of sharing information, ideas, and opportunities.
10. Play a statewide leadership role through partnership and collaboration, in conjunction with state agency partners, in the advancement of juvenile justice issues, best practices, continuous quality improvement, as well as organizational and policy changes to promote a developmentally appropriate, safe, and cost-effective juvenile justice system in CT.
11. Submit the required reports and budget documents in a timely fashion to JBCSSD.
12. Attend LIST meetings as regularly as schedule allows and ensure adherence to goals and objectives as stated in workplan.
13. Attend monthly Juvenile Justice Policy and Oversight Committee (JJPOC) meetings
14. Coordinate, facilitate and attend Quarterly LIST Manager meetings.