



OPERATING GUIDELINES FOR THE JUVENILE JUSTICE COMMITTEE

The Ohio Legislature has granted specific authority to the Ohio Criminal Sentencing Commission pursuant to Sections 181.21 – 181.25 and 181.27 of the Ohio Revised Code. In exercising this authority, the Ohio Criminal Sentencing Commission has established the Juvenile Justice Committee.

The Juvenile Justice Committee is an advisory body tasked with studying the juvenile justice system in Ohio. These guidelines are intended to establish consistent standards and expectations in implementing the work of the Juvenile Justice Committee.

In the event of conflict, the Ohio Criminal Sentencing Commission’s Operating Guidelines, the Ohio Revised Code, and other applicable laws supersede these guidelines. The Ohio Criminal Sentencing Commission may waive compliance with any guidelines contained herein to assist in exercising its authority.

SECTION 1. GENERAL GUIDELINES.

1.01. Creation

The Juvenile Justice Committee (“Committee”) was established by vote of the Ohio Criminal Sentencing Commission (“Commission”) on May 18, 2023.

1.02. Duties and Authority

(A) Duties

Authorized under Sections 181.21 – 181.25 and 181.27 of the Ohio Revised Code, the Commission brings together judges, prosecuting and defense attorneys, behavioral health professionals, academics, corrections officials, law enforcement, victims’ advocates, community corrections experts, and others with a direct interest in criminal sentencing.

Consistent with the Commission’s statutory authority, the Juvenile Justice Committee shall study, monitor, report on, and recommend changes to the policy and structure of the juvenile justice system in the State of Ohio. These recommendations are advisory and shall be made to the Ohio Criminal Sentencing Commission.

(B) Authority

The Juvenile Justice Committee has no independent policy-setting authority. All recommendations of the Committee are subject to the approval of the Commission.

SECTION 2. MEMBERSHIP.

2.01. Appointments

Juvenile Justice Committee members must be appointed by the Commission Chair, Commission Vice-Chair, or Juvenile Justice Committee Chair. The Commission will maintain member rosters for all Standing Committee and Ad Hoc committees.

2.02. Qualifications

Each Juvenile Justice Committee member shall have experience or an interest in juvenile justice.

2.03. Composition

The Juvenile Justice Committee shall consist of Commission members and other persons who will assist in a full exploration and vetting of the specific issues under the review of the committee.

2.04. Voting

All appointed members to the Committee, including non-Commission members, may vote on any motion properly before the Committee.

3.03. Filling of Vacancies

Vacancies on the Committee shall be filled in the same manner as original appointments.

SECTION 3. OFFICERS AND STAFF.

3.01. Chairperson and Vice-Chairperson

Chairpersons and Vice-Chairpersons shall serve in their capacity for a term not exceeding two years. Chairpersons and Vice-Chairpersons shall be permitted to serve no more than two consecutive terms in their respective capacities.

3.01. Staff Liaison.

The Director of the Commission shall assign one or more Commission employees as may be necessary to serve as staff liaison to the Committee. The staff liaison assists the Committee as necessary in the implementation of its work.

SECTION 4. MEETINGS.

4.01. Manner.

The Committee may meet in person or by telephone or other available electronic means.

4.02. Frequency.

The Committee shall meet as often as required to complete its work. The Committee may meet at the call of the chairperson or at the request of a majority of the Committee members.

4.03. Scheduling.

The Committee meetings shall be scheduled for a time and place so as to minimize costs to the Commission and to be accessible to task force members, Commission staff, and the public.

4.04 Public Notice and Attendance.

(A) Notice

Public notice of all Committee meetings shall be provided on the Commission's website.

(B) Attendance

All Committee meetings shall be open to the public.

4.05 Member Attendance.

(A) Requirement

For a fully effective Committee, a Committee member shall make a good faith effort to attend each Committee meeting.

(B) Participation by telephone or other electronic means

A Committee member who is unable to attend a meeting due to an unavoidable conflict may request that the chairperson allow the member to participate by telephone or other available electronic means. A Committee member participating in this manner is considered present for meeting attendance, quorum, and voting purposes.

(C) Nonattendance

If a Committee member misses three consecutive meetings, the chairperson may recommend to the Commission that the member relinquish the member's position on the Committee.

4.06. Minutes.

Minutes shall be kept at every Committee meeting and distributed to the Committee members for review prior to and approval at the next meeting.

4.07. Quorum.

A quorum exists when a majority of Committee members are present for the meeting, including those members participating by telephone or other available electronic means.

4.08. Actions.

At any Committee meeting at which a quorum is present, the Committee members may take action by affirmative vote of a majority of the members in attendance.

SECTION 5. MISCELLANEOUS GUIDELINES.

5.01. Progress or draft report

The Committee may issue progress or draft reports as it believes necessary to facilitate the work of the Committee and to communicate the nature of its work to the Commission, public, and various constituencies of the Commission.

5.01. Work Product

The work product of the Committee is the property of the Commission.

5.02. Budget

Any budget of the Committee is set by the Commission through its process and as implemented by the Commission. The Committee has no authority to set its own budget.

5.03. Compensation

Committee members serve without compensation.

5.04 Reimbursement of Expenses

A Committee member shall be reimbursed for expenses incurred in service to the Committee as permitted by the Ohio Supreme Court's *Guidelines for Travel by Court Appointees*.