

## \*\*\*\*\*Who's Who in DJJ State Office\*\*\*\*\*

<b>Name</b>	<b>Title</b>	<b>Phone</b>	<b>Responsibilities</b>
<b>Barbara Henjum</b>	Division Director	261-4342	Division Director. This position is ultimately responsible for all operations and management of the division.
<i>Operations</i>			
<b>Rob Wood</b>	Deputy Director of Operations	261-4388	Deputy Director for Operations. This position is responsible for the oversight of the facilities and for the probation offices statewide.
<i>Programs and Administration</i>			
<b>Karen Forrest</b>	Deputy Director of Statewide Programs & Administration	465-2339	Responsible for leading or conducting analysis and making recommendations on division goals and policies, short- and long-range planning, efficient management of division resources and effective execution of program or service delivery. Supervises legislative processes, policy and regulation development, and responds to complaints, media and legislative inquiries. Provides oversight of statewide quality assurance and training efforts; the Juvenile Offender Management Information System (JOMIS), including research and data production/analysis; and federal grants and statewide programs. Serves as liaison to the Division of Behavioral Health, Office of Children's Services, Public Health Licensing and other entities such as the Alaska Mental Health Trust Authority, related to shared service areas (i.e. behavioral health, residential care, Medicaid).
<i>Statewide Programs</i>			
<b>Barbara Murray</b>	Social Services Program Officer	465-2116	Responsible for supervision and coordination of the Program Unit, which includes oversight of the four core mandates of the Juvenile Justice Delinquency Prevention (JJDP) Act, and other federal funding. Serves as the liaison to the Office of Juvenile Justice and Delinquency Prevention (OJJDP) as the Juvenile Justice Specialist. Coordinates communication with the Grants and Contract Unit (GACT), State Troopers, and other agencies. Serves as the Compact Administrator/Commissioner for the Interstate Compact on Juveniles (ICJ). Supervises the coordination of statewide program development, implementation and administration. Serves as the co-chair for the Alaska Native Youth Recidivism workgroup.
<b>Angelina Ahrens</b>	Program Coordinator I	465-3855	Responsible for the programs and activities that ensure the reduction of overrepresentation of minority youth at all contact points in the Division of Juvenile Justice. Responsible for program development, implementation, monitoring, technical assistance, and quality

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			assurance of the statewide Youth Court program. Staff liaison to the Alaska Juvenile Justice Advisory Committee (AJJAC) DMC subcommittee. Acts as the Deputy Compact Administrator for the Interstate Compact on Juveniles (ICJ).
<b>Frances Field</b>	Program Coordinator I	465-8463	Responsible for the programs and activities that ensure compliance with core mandates of the Juvenile Justice Delinquency Prevention (JJDP) Act. Staff liaison to the Alaska Juvenile Justice Advisory Committee (AJJAC) Compliance Monitoring subcommittee. Coordinator for the Workforce Investment Act funding received from the Department of Labor.
<b>Clay Kent</b>	Program Coordinator I	465-1389	Responsible for program development, implementation, monitoring, technical assistance, and quality assurance of federal OJJDP funding which includes the Enforcing Underage Drinking Program (EUDL), the Juvenile Accountability Block Grant program (JABG), Formula, and Title V funding. Staff liaison to the Alaska Juvenile Justice Advisory Committee (AJJAC).
<b>Darlene Lord</b>	Program Coordinator I		Rural Specialist for the Division of Juvenile Justice. Lead division efforts to identify, create and link effective strategies that strengthen supports and improve outcomes for youth in rural communities. In coordination with juvenile probation officers and juvenile justice officers, this position is responsible for the planning, development and implementation of programs and resources for juveniles living in or returning to rural Alaska. This position also works with tribal councils, elders, native entities, education staff and other members of rural communities to increase communication and relationships and to identify and expand the unique resources of identified communities in an effort to support prevention and intervention programs/activities that may keep youth from entering the juvenile justice system.
<b>Data and Research</b>			
<b>David Salmon</b>	Social Services Program Officer (JOMIS Project Manager)	261-4301	Responsible for systems analysis, design, development, testing, maintenance and trouble shooting of the Juvenile Offender Management Information System (JOMIS) software and database. Provides training and oversight of JOMIS data entry policies and procedures. Serves as liaison with SoftTec and the DHSS IT unit. Provide analysis and recommendations on IT issues, data integrity, and quality assurance interface with JOMIS.
<b>Anna Abbott</b>	Information System Coordinator	261-4562	Plans, designs, develops, implements, maintains, supports and evaluates DJJ programs, policies and procedures in the context of JOMIS. Develops training programs and training materials for DJJ and OCS staff and community and agency partners. Provides administrative and program support to the DJJ JOMIS System, including continued implementation, operation, enhancement, maintenance and support activities required by federal and state statute for juvenile justice programs, policies and procedures. Primary representative of the JOMIS system, primary conduit of communication with the JOMIS

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			user community and the professional liaison assisting community and partner agencies with approved JOMIS access or information
<b>Susan McDonough</b>	Research Analyst IV	465-3863	Gathers, rolls-up, and analyzes all data out of JOMIS on a monthly and annual basis; responds to legislative inquiries; develops and provides data reports to field staff, program, quality assurance, training and policy staff; provides input for data-driven decisions and changes to policy & procedure; assists in special projects as directed; and supervises Research Analyst III.
<b>Mandy Schramm</b>	Research Analyst III	465-2254	Gathers, rolls-up, and analyzes all data out of JOMIS on a monthly and annual basis; responds to legislative inquiries; develops and provides data reports to field staff and the Program Unit; provides input for data-driven decisions and changes to policy & procedure; assists in special projects as directed.
<b>Quality Assurance &amp; Training</b>			
<b>Ray Michaelson</b>	Social Services Program Officer	707-1759	This position serves as the statewide Performance-Based Standards (PbS) coordinator for participation in the national PbS quality assurance process for juvenile facilities. Develops and maintains quality assurance strategies to evaluate the Division's performance and processes related to statewide research-based initiatives. Perform quality control and audit functions in support of the agency's mission and to ensure agency services (both facilities and juvenile probation) meet applicable performance standards. Oversees Statewide Training initiatives.
<b>Courtney King</b>	Social Services Program Coordinator	261-4539	Responsible for overall DJJ implementation of the Bring The Kids Home initiative. Makes decisions in the Out-of-State Resource Committee, evaluates juvenile justice, behavioral health and other social services referral information and approves as appropriate, placement/treatment of non-custody Severely Emotionally Disturbed (SED) youth in out-of-state Residential Psychiatric Treatment Centers (RPTC's) funded by Alaska Medicaid. Assists field staff with systems issues related to access of behavioral health services for juveniles. Responsible for various quality assurance projects and initiatives especially related to residential care for youth.
<b>Theron Powell</b>	Social Services Program Coordinator	261-4573	Responsible for various quality assurance projects and initiatives statewide for both facility and probation operation. Major areas of responsibility include mental health services QA and the Youth Level of Service assessment QA project among other projects.
<b>Carolynn Greene</b>	Training Specialist II	261-4513	Coordinates statewide training. Chair of the statewide training committee. Assesses staff training needs, coordinates training functions, and manages training budget. Develops and delivers, or contracts for delivery, DJJ training curricula. Ensures availability and organizes key DJJ ongoing trainings such as: Restorative Justice, Counseling Skills training and Building Bridges. Coordinates the Substance Abuse Counselor Certification Program

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<b>Policy and Planning</b>			(SACCP) training program.
<b>Tony Newman</b>	Social Services Program Officer	465-1382	Policy and Planning Team Lead in Director's Office. Lead senior manager for legislative, regulatory, policy, and planning initiatives. Monitors and prepares analyses of legislation and responds to inquiries from Legislature, Commissioner, and Governor's Office. Liaison between field services and Director's Office on legislation, policy, and procedural issues. Reviews statutes, regulations, and policies for impact on division and proposes changes as indicated. Facilitates and participates in workgroups to plan and develop Division initiatives; oversees division performance reporting and planning of performance goals with senior managers and division partners. Division Privacy Official, assisting staff in maintaining confidentiality and in making appropriate disclosures of information, and representing division in departmental privacy workgroups and issues.
<b>Brian Kertz</b>	Program Coordinator I	465-8466	Division Policy Development Coordinator in Director's Office. Facilitates and coordinates policy development for the division through participation in workgroups, research, and collaboration with DJJ subject matter experts. Assists the Policy and Planning Team Lead with legislative, regulatory, policy, and planning initiatives. Monitors and prepares analyses of legislation and responds to inquiries from Legislature, Commissioner, and Governor's Office. Reviews statutes, regulations, and policies for impact on division and proposes changes as indicated. Fields questions and complaints from constituents, parents, and others. Conducts research on national juvenile justice laws, practices, and issues that can improve the division's success in meeting its mission. Maintains policy library on DJJ SharePoint site. Back-up legislative contact and Division Privacy Official.
<b>Administrative</b>			
<b>Jana Heard</b>	Administrative Operations Manager I	465-1385	Provide oversight for all DJJ administrative functions including division-wide budget preparation (both capital and operating), supplemental requests, monthly projections, personnel items, procurement, etc. Responds to legislative inquiries that have a fiscal impact to the division. Ensures proper reporting of federal grant expenditures on a quarterly basis. Perform special projects as requested.
<b>Nancy Brown</b>	Administrative Assistant II	465-2239	Support the administrative operations manager and act as liaison between field offices, contracts office, and HSS fiscal offices. Process invoices, RSAs, AJEs, contracts, and personnel paperwork. Apply coding and ensure proper approvals for invoices. Serve as travel coordinator for the division and property custodian for the director's office. Update monthly the division training and director office budgets; create organization charts, purchase requisitions, DJJ Weekly Report, and monthly GAB meeting attendee list. Orders office supplies, publications/manuals, and subscriptions.
<b>Chad Fishel</b>	Accounting Clerk	465-2212	Maintains, audits, corrects and reconciles State Equipment Fleet records. Prepares travel

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			for the Director's Office. Gathers and inputs timesheets. Orders office supplies. Summarizes overtime and non-perm hours for DJJ employees. Compiles Monthly Recap reports. Provides various other administrative support functions to Director's Office as needed.