

OFFICE OF THE ILLINOIS LT. GOVERNOR, JULIANA STRATTON  
 Restore, Reinvest, and Renew Program Board (R3PB)  
 Evaluation Subcommittee  
 Regular Meeting Minutes  
 September 23<sup>rd</sup>, 2020

<b>A present majority of R3PB member/designee positions shall constitute a quorum: i.e. 5</b>			
<b>Position</b>	<b>Name</b>	<b>Present (by phone)</b>	<b>Absent</b>
<b>R3PB Members/Member Designees</b>			
Expert in Violence Reduction	Kathryn Bocanegra	X	
Illinois Department of Juvenile Justice	Director Heidi Mueller		X
	Omar Jamil	X	
	Robert Vickery		X
	NeAngela Dixon		X
	Erin Johnson		X
Expert in Violence Reduction	David Olson	X	
Elected Official	City Clerk Anna Valencia	X	
Community Provider	Donna Crowder	X	
Formerly Incarcerated (over 24 years of age)	Orlando Mayorga	X	
Minority House	Representative Lindsay Parkhurst	X	
Designee (Illinois Criminal Justice Information Authority)	Jessica Reichert	X	
Designee (Illinois Department of Human Services)	Paul Stieber	X	
	Douglas Woods	X	
<b>Subcommittee Advisors (non-members)</b>			
Advisor, Governor's Office	Mollie Foust	X	
Advisor, Illinois Department of Corrections	Sharon Shipinski	X	
Advisor, Illinois Criminal Justice Information Authority	Justin Escamilla		X
Advisor, University of Chicago	Dr. Reuben Miller		X
Advisor, Illinois Justice project	Paula Wolff	X	
Advisor, Southern Illinois University	Daryl Kroner	X	
Advisor, University of Chicago Crime Lab	Martin Barron		X
Advisor, University of Chicago Poverty Lab	Carmelo Barbaro		X
Advisor, University of Illinois Chicago	Henrika McCoy	X	
Advisor, Metropolitan Planning Council	Daniel Cooper	X	
Advisor, Spelman College	Casta Guillaume		X
<b>Guests (non-members)</b>			
Guest, Illinois Criminal Justice Information Authority	Shai Hoffman	X	
Guest, Illinois Criminal Justice Information Authority	Acting Director Charise Williams	X	

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Guest, Illinois Criminal Justice Information Authority	Gregory Stevens	X	
Guest, Governor's Office	Bronte Foley	X	
<b>Lt. Governor's Staff (non-members)</b>			
Legal Assistant	Levi Bain	X	
Program Manager, J.E.O. Initiative	Ariana Correa	X	
Policy Coordinator, J.E.O. Initiative	Yaacov Delaney	X	
Policy Coordinator, J.E.O. Initiative	Emily Harwell	X	
Chief Operating Officer	Valarie Rand	X	

**I. Call to Order and Roll Call**

- a. Levi Bain called the meeting to order at 8:02AM
- b. Ariana Correa took the roll call
- c. Quorum established

**II. Motion to Approve the Agenda for September 23<sup>rd</sup>, 2020**

- a. Moved by David Olson
- b. Seconded by Kathryn Bocanegra
- c. All in favor
- d. No oppositions
- e. No abstentions

**III. Motion to Approve the Minutes from September 18<sup>th</sup>, 2020**

- a. Moved by David Olson
- b. Seconded by Kathryn Bocanegra
- c. All in favor
- d. No oppositions
- e. No abstentions

**IV. New Business**

**a. Presentation from the Illinois Criminal Justice Information Authority (ICJIA) about grant monitoring and program evaluations**

- i. Shai Hoffman:
  1. Provided a comprehensive review of the fiscal and programmatic monitoring requirements for state grants housed within ICJIA
- ii. David Olson:
  1. Does ICJIA have any mechanisms by which they systematically collect information from all program grantees to gauge matters such as difficulty in hiring appropriate staff, staff turnover, and the like?
- iii. Shai Hoffman:
  1. There may be some systems in place on a by-program basis
- iv. David Olson:
  1. Does ICJIA systemically track grantees' challenges with support and technical assistance?

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- v. Gregory Stevens:
  - 1. Noted that ICJIA tracks this across all programs, but does not do this in a systemic manner
  - 2. Noted that there are general indicators built into ICJIA's grant-monitoring process to help grantees receive insights around performance as well as to help them receive technical assistance
- vi. Mollie Foust:
  - 1. Explained that once the R3 Program Board thinks about the types of evaluation processes to implement, it may be helpful to match the data collected to other datasets at the state level in Illinois. For example, if there is data collected around employment, the board may want to match this data with data collected at the Illinois Department of Employment Security, which houses a significant amount of data on employment in the state
- vii. City Clerk Anna Valencia:
  - 1. What non-governmental resources will be available for grantees to help them build capacity—especially on the operations and administration side? This is particularly important as government doesn't always have the capacity to provide as much support as they would like to.
- viii. Emily Harwell:
  - 1. 10% of available R3 Program funds are required to cover administrative costs. There will be dollars available to ICJIA to build out some of the staffing and other matters that are required to boost internal capacity at the agency. Broadly, as we think about potential recommendations for the R3 Program Board around the evaluation process, this subcommittee should think ambitiously about an evaluation process that differs from what the state has done in the past because there is a possibility that we could achieve that through the 10% of available funds being directed to administrative costs
- ix. Acting Director Charise Williams:
  - 1. Explained that grantees have input in formulating their performance measures, and that the R3 program Board will have the ability to establish performance measures for which all grantees will be accountable for keeping track of throughout the life of their grants
  - 2. Prior to establishing this subcommittee, ICJIA put out a procurement request for an evaluation partner. Acting Director Charise Williams highlighted parts one and two of the request
  - 3. Explained ICJIA will need support in building out a database that can last for long-term evaluations for the R3 Program
  - 4. Clarified an earlier comment by Emily Harwell: the 10% of R3 Program funding that will go towards administrative costs is limited to 10% of awarded monies. For instance, if \$30M is made available for potential grantees, but only \$15M is actually awarded to grantees, only 10% of \$15M will go towards administrative costs rather than 10% of \$30M
- x. David Olson:
  - 1. Will evaluation costs be considered part of administrative costs?

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- xi. Acting Director Charise Williams:
  - 1. Yes
- xii. David Olson:
  - 1. At what point does the Board need language articulating performance measures?
- xiii. Acting Director Charise Williams
  - 1. In time for the next R3 Program Board meeting would be ideal
- xiv. Greg Stevens
  - 1. Noted that if the R3 Program Board believes that they need information reported by grantees that isn't specific to program/grantee goals and objectives, ICJIA would need notice of this prior to entering into grant agreements so that they can make it a part of evaluation clauses within these agreements

**b. Discussion on recommended performance measures and data collection for the R3 Program**

- i. Kathryn Bocanegra:
  - 1. Outlines the five R3 Program funding areas: civil legal aid, economic development, reentry services, violence prevention, and youth development
  - 2. Requests subcommittee input on performance measures and performance measure processes around **civil legal aid**
    - a. Mollie Foust:
      - i. Civil legal aid services typically have participants meet providers on multiple occasions. Retention over multiple meetings would be a good measurement to include to note if there are any dropouts or other interesting data
    - b. Jessica Reichert:
      - i. ICJIA has literature reviews on our website that covers the five R3 Program funding areas. This is a good place for folks to look at some of the best practices that scholars and practitioners highlight in the civil legal aid space
      - ii. Jessica conducts screen share of literature review on ICJIA's website for this subcommittee to see
    - c. David Olson:
      - i. It sounds like there are not many people on the call saying they know much about civil legal aid, and I agree with Mollie Foust's point. R3PB may want to think through if there are people in our state that do this type of research that can be invited to our conversations and ensure the correct measures and measure processes are implemented
  - 3. Requests subcommittee input on performance measures and performance measure processes around **economic development**
    - a. Kathryn Bocanegra:





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visit was conducted, issues surrounding the functionality of the tool were noted and follow-up trainings were conducted to ensure meaningful data was tracked for determining program effectiveness

6. Requests subcommittee input on performance measures and performance measure processes around **youth development**
  - a. Kathryn Bocanegra:
    - i. Silence on the call says to me that we need to onboard youth-development experts to engage in our conversations and ensure the correct measures and measure processes are implemented
  - b. David Olson:
    - i. I would assume that there may be some existing thoughts or reporting mechanisms for youth-development-focused grants, and grantees may already be reporting to other state agencies, so we may want to track this so that data reporting is not redundant on grantees' part
  - c. Emily Harwell:
    - i. I will investigate where this information already exists at the state level and will report back
  - d. Mollie Foust:
    - i. Providing data back to grantees is an important thing to do. We need to be able to analyze data and think about the narrative that it tells so that we can provide this back to grantees during the lifecycle of the grants
  - e. David Olson:
    - i. I agree with Mollie Foust's point

**V. Member Updates**

- a. No member updates

**VI. Public Comments**

- a. No public comments

**VII. Motion to Adjourn**

- a. Moved by Kathryn Bocanegra at 9:55AM
- b. Seconded by David Olson
- c. All in favor
- d. No oppositions
- e. No abstentions