



DALLAS COUNTY  
Criminal Justice Department

530 Sub-Committee  
Wednesday, March 12, 2025

Agenda

1. Welcome and Call to Order
2. Review/Approval of Minutes \*
3. 530 Fund Balance & Update
4. Drug Testing
5. Housing
6. Voting Items
  - Court Size Discussion and Vote \*
  - Staff Size or Court Capacity
7. Texas State Office of the Governor Update
8. TASC Update
  - Prep Meeting Dates: (March 19, 2025) (March 20, 2025)
  - Registration Paid (530 scholarships)
9. Department Updates
  - a. CJD
  - b. CSCD
  - c. DA
  - d. PD
  - e. Judiciary
10. Announcements
  - Share Your Sparkle Video Competition
11. Adjourn

Next meeting—April 9, 2025

*\*Denotes voting item*

Departments	Designated Representative	Alternate
CSCD	Serena McNair	N/A
PD	Vickie Rice	Michaela Himes
DA	Julie Turnbull	N/A
CRIMINAL JUSTICE	Charlene Randolph	Marcus Turner Jr.
<b>OOG CERTIFIED COURTS</b>		
4C	Bryan Smith	N/A
AIM	George Johnson	Andre Craig/Maegan Westbrook
ATLAS	Judge Raquel Jones	Harry Ingram
Competency	Judge Kristin Wade	Jeremy Lewis
DDC	Judge Jennifer Bennett	Serena McNair
DIVERT	Trina Crosby	Judge Suzy Venegas
DWI Misd	Judge Audrey Moorehead	N/A
DWI Felony	Lynn Cox	Emily Antram
IIP	Christie Bustos	N/A
Legacy Family	Judge Sandra Jackson	Judge Tamika Abendroth
MHJD/SET	Judge Kristin Wade	Alina Caratas
STAC	Judge Lela Mays/ Judge David Woodruff	Barbara West
STAR	Rebecca Malek	Catherine Gould
Veterans Court	Judge Dominique Collins	Janine Capetillo
OOG	Keta Dickerson	N/A

N/A = No Alternate

Updated 2/12/2025

**Behavioral Health Steering Committee**  
**530 Fund Sub-Committee**  
**February 12, 2025**

**Attendees:** Attendance report is unavailable due to Microsoft Teams technical difficulties.

**Review/Approval of Minutes**

The meeting was called to order by Deborah Hill. The meeting minutes from January 08, 2025, meeting was reviewed and approved.

**530 Voting Representatives**

The 530 Subcommittee voting representatives form was reviewed for updates. The following courts and departments voting representatives were updated and/or verified: Public Defenders, District Attorney, Criminal Justice, AIM, ATLAS, DIVERT, DWI Felony, IIP, STAC, STAR, Veterans court. The remaining courts without verified voting representatives will be contacted and verified at a later date. Deborah Hill mentioned that the 530 Sub-committee will begin using the voter representative form as a roll call to receive votes from each court individually. Keta Dickerson inquired why the Office of the Governor representative is not included as a voting designee. Charlene Randolph posed the question to the committee should the Office of the Governor representative for Dallas County be considered a voting representative for 530. Julie Turnbull questioned what the outcome would be if the Office of the Governor representative position becomes vacant or if it is filled with an individual outside of Dallas County. Charlene Randolph stated the 530 Sub-committee is an internal Dallas County committee and the OOG designated representative position would remain vacant in the event the OOG representative is assigned to someone outside of Dallas County. Charlene Randolph moved that the 530 Sub-committee include the OOG representative from Dallas County as a voting member. Judge Lela Mays seconded the motion. The motion was accepted by Deborah Hill. There were no objections to the motion. Deborah Hill determined there were twelve voting members present in the meeting creating a quorum. Julie Turnbull posed the question of whether Keeta Dickerson, the OOG Representative, would have any conflict of interest between the board and the OOG. Keta Dickerson mentioned she signs a conflict-of-interest document annually with the governor's office and does not score any Dallas County grants resulting in no conflicts. All votes have agreed and have been proved to allow the OOG liaison position to have a vote on 530 related matters. The following votes were received by the committee:

CSCD – No representative available  
PD – For – Vickie Rice  
DA – For – Julie Turnbull  
Criminal Justice – For – Charlene Randolph  
4C – For – Bryan Smith  
AIM – For – Maegan Westbrook  
ATLAS - For- Harry Ingram  
Competency – No representative available  
DDC – No representative available  
Divert – For – Trina Crosby  
DWI Misdemeanor – No Representative available  
DWI Felony – For – Lynn Cox

IIP – For – Christi Bustos  
Legacy – No Representative available  
MHJD/SET – No representative available  
STAC – For – Judge Woodruff  
STAR – For – Catherine Gould  
Veterans – For – Janine Capetillo

Charlene Randolph requested that the procedure for solidifying a quorum be added to the 530 policy and procedures.

### **Court Size Determination**

Deborah Hill mentioned that in the past the size of the court was determined by the number of participants in the court or by the amount of court team members. Deborah Hill opened the floor to discuss how the committee should determine court size, who keeps the record of participants in each court and the amount of court personnel. Keta Dickerson mentioned that in the past it was determined that courts with over 125 participants were considered a large court. Trina Crosby stated that the determining rule of court size has been based on the court participant capacity. Keta Dickerson mentioned that the Best Practices handbook states that if court capacity is over 125 participants there should be two judges assigned to the court. Deborah Hill stated that the committee will need to decide on the amount of court capacity to determine if courts will be considered a large versus small court. Julie Turnbull proposed that this discussion be held at the next scheduled meeting. Harry Ingram agreed that the discussion should be tabled.

### **530 Fund Balance and Update**

The 530 Fund Balances were not discussed at this meeting. Committee members were informed that the financials were available to review in the meeting packet.

### **Announcements**

Marcus Turner announced that the deadline to submit individuals to attend the TASC conference is February 13, 2024, at noon. Deborah Hill mentioned that the TASC prep meeting will be held at the beginning of March to discuss the requirements needed to receive reimbursements.

Deborah Hill announced that the deadline to submit the Best Assessments was February 1, 2025, and applications are due by February 13, 2025. Keta Dickerson mentioned that the Best Assessments should be completed by someone that is a part of the court team.

### **Adjournment**

The meeting adjourned at 10:04 am and will be reconvened on March 12, 2025, at 9:00 am.

<b>Current Total Balance: \$257,103.31 ; **370 Bus Passes Available **</b>					
<b>FY25 Account Credits: \$60,624.84</b>					
<b>Cost Center</b>	<b>Account</b>	<b>Line Item</b>	<b>Budget</b>	<b>Invoiced</b>	<b>Balance Remaining</b>
9277	62027	Training	<b>\$45,000.00</b>	\$9,250.00	\$35,750.00
9276	62240	Incentives	<b>\$24,000.00</b>	\$1,000.00	\$23,000.00
9277	62367	Inpatient Treatment	<b>\$34,000.00</b>	\$11,448.00	\$22,552.00
9277	62367	Transitional Housing (Salvation Army)	<b>\$30,000.00</b>	\$16,731.00	\$13,269.00
9276	62160	Office Supplies	<b>\$1,400.00</b>		
9277	62140	Transportation	<b>\$3,800.00</b>	\$3,780.00	\$20.00
9276	62920	Drug Testing	<b>\$44,400.00</b>	\$8,481.74	\$35,918.26
9277	62567	Video Production Services	<b>\$2,400.00</b>		
		<b>Operating Total</b>	<b>\$185,000.00</b>	<b>\$50,690.74</b>	<b>\$134,309.26</b>

**\*Incentives Breakdown for FY25:**

<b>Eligible for Incentives</b>	<b>Specialty Court</b>	<b>Approved</b>	<b>Invoiced</b>	<b>Balance</b>
The highlighted courts have completed the Specialty Court Survey and are eligible to utilize their allotted incentive	MHJD/SET	\$1,500.00	\$150.00	\$1,350.00
	DIVERT	\$3,000.00		\$3,000.00
	STAR	\$1,400.00		
	STAC	\$4,000.00		\$4,000.00
	Veterans	\$1,500.00		\$1,500.00
	AIM	\$2,000.00		\$2,000.00
	ATLAS	\$700.00		\$700.00
	Competency	\$2,000.00		\$2,000.00
	DDC	\$600.00		\$600.00
	IIP	\$1,200.00		\$1,200.00
	4C	\$4,500.00	\$2,525.00	\$1,975.00
	DWI Misdemeanor	\$800.00		\$800.00
	DWI Felony	\$800.00		\$800.00
	Legacy			
	National Treatment Court Month			
	<b>Totals</b>	<b>\$24,000.00</b>	<b>\$2,675.00</b>	<b>\$21,325.00</b>

Month		Cost Center 9277	Description	Cost Center 9276	Description		
				\$1,947	RMS Drug Testing		
24-Oct				\$103.35	Abbott Toxicology		
		\$7,103.53	Salvation Army		RMS Drug Testing		
		\$3,780	DART				
				\$261.66	Abbott Toxicology		
24-Nov		\$4,941	Salvation Army	\$700	RMS Drug Testing		
				\$4,200	Redwood Abbott 4-C Testing Cups		
				\$297.30	Redwood Abbott		
				\$17.40	RMS Alcohol Monitoring		
24-Dec				\$1,000	Incentives		
				\$131.25	Redwood Abbott Veterans Court Testing Cups		
		\$4,437	Salvation Army	\$175	RMS Drug Testing		
				251.43	Abbott Toxicology		
				\$121.80	RMS Alcohol Monitoring		
25-Jan		\$4,599	Salvation Army				
				\$722	RMS Drug Testing		
25-Feb							
				\$262.50	RMS		
				\$152.25	RMS- Alcohol Monitoring		
		\$7,266	Salvation Army				
530 Committee Credits and Account balances							
Month	9277 Credits	Cost Center 9277 balance	9276 Credits	Cost Center 9276			
				Balance			
Oct-24	\$29,627.38	\$173,713.32	\$30,997.46	\$90,438.30			
Nov-24	\$29,627.38	\$150,837.20	\$30,997.46	\$89,216.95			
Dec-24	\$29,627.38	\$150,837.20	\$30,997.46	\$86,380.95			
Jan-25	\$29,627.38	\$174,521.80	\$30,997.46	\$90,735.02			
Feb-25	\$29,627.38	\$169,581.27	\$30,997.46	\$87,522.04			
Mar-25							
Apr-25							
May-25							
Jun-25							
Jul-25							
Aug-25							
Sep-25							

## Account 120

Oct-24	\$5,702.36
Nov-24	\$4,379.63
Dec-24	\$4,310.92
Jan-25	\$3,971.02
Feb-25	\$3,738.65
Mar-25	
Apr-25	
May-25	
Jun-25	
Jul-25	
Aug-25	
Sep-25	
<b>Total</b>	<b>\$22,102.58</b>

## 530 Drug Testing Snap Shot

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Line Item Budget												\$44,400.00
Invoice Amount	\$1,947.00	\$4,900.00	\$306.25	\$722.00	\$414.75							\$8,290.00
Balance												\$36,110.00



### 530 Drug Testing-Individual Court Utilization

	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	YTD	Allotment	Memo Request Allotment	Balance
<b>Court</b>																
Comp	\$262.50													\$1,704.96		\$1,442.46
DIVERT	\$262.50	\$262.50												\$5,328.00		\$4,803.00
STAC	\$87.50		\$175.00	\$175.00	\$152.25									\$7,104.00		\$6,513.75
MHJD/SET	\$787.50			\$197.00	\$262.50									\$2,664.00		\$1,417.50
DDC														\$1,420.80		\$1,420.80
VET			\$131.25											\$2,664.00		\$2,664.00
ATLAS				\$350.00										\$888.00		\$538.00
AIM	\$547.00	\$437.50												\$3,552.00		\$2,570.50
F.DWI														\$1,065.60		\$1,065.60
IIP														\$3,552.00		\$3,552.00
STAR														\$1,420.80		\$1,420.80
Legacy														\$1,065.60		\$1,065.60
4C		\$4,200.00												\$7,459.20		\$3,259.20
M. DWI														\$1,065.60		\$1,065.60
Flex														\$3,445.44		\$3,445.44
<b>Total</b>	<b>\$1,947.00</b>	<b>\$4,900.00</b>	<b>\$306.25</b>	<b>\$722.00</b>	<b>\$414.75</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$44,400.00</b>		<b>\$37,553.00</b>

## 530 Inpatient Treatment- Salvation Army

	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	YTD
Referrals	1	0	0	1	2	0	0	0	0	0	0	0	4
Admissions	0	1	0	1	2	0	0	0	0	0	0	0	4
Discharges	2	0	1	0	1	0	0	0	0	0	0	0	4
Referrals by Court													
Court													
4C													0
AIM													0
ATLAS		1	1										2
Competency													0
DDC													0
DIVERT													0
Felony DWI													0
IIP													0
Legacy					1								1
MHJD/SET	2			1	2								5
Misdemeanor DWI													0
Pride													0
STAC													0
STAR													0
VET													0
Discharge Types													
Unsuccessful	0	0	0	0	0								0
Successful	2	0	1	0	1								4

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## 530 Transitional Housing- Salvation Army

	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	YTD
Referrals	1	7	0	2	3								0
Admissions	2	3	0	2	0								0
Discharges	1	1	2	2	0								0
Referrals by Court													
Court													
4C													0
AIM													0
ATLAS													0
Competency													0
DDC													0
DIVERT				2	1								3
Felony DWI													0
IIP													0
Legacy		1											1
MHJD/SET	2	3	3	2	1								11
Misdemeanor DWI													0
Pride													0
STAC	2	1	1	1	2								7
STAR													0
VET													0
Discharge Types													
Unsuccessful	0	1	1	0	0	0	0	0	0	0	0		2
Successful	1	0	0	2	0	0	0	0		0	0	0	3

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**Dallas County**  
**Department of Criminal Justice**

Dallas County Problem Solving Court Judges

FCCB, 133 Riverfront Blvd.

Dallas, Texas 75207

**RE: 530 fund**

In efforts to continue financial support of Dallas County Certified Problem Solving Courts the following criteria has been established when requesting use of 530 funding. The Behavioral Health Steering Committee will review all 530 requests. Approved requests are then forwarded to Commissioner's Court, who has final authority over 530 funds.

In your request please include a description of how the your 530 award will be utilized. If funds are being utilized for clients please include how many participants will be served and cost per participant. All requests should be submitted 30-45 days prior to the date the funding is needed. The following information is required with your request:

Item	Unit Cost	Participants	Total Cost

1. The date the court was certified by the Office of the Governor, Criminal Justice Division. Certification date: \_\_\_\_\_

2. Court Outcomes

	Active Start of FY	New Admissions	Unsuccessful discharge	Graduates
FY23				
FY24				

Current number of enrollees: \_\_\_\_\_

Max Program Capacity: \_\_\_\_\_

3. List of all court's fund sources to include grants, federal funds, donations and state or local funding.
4. List any additional requests for funding the event; include the status of the event.
5. Justification for training, including last attended, when applicable.  
Please provide your court contact regarding feedback of this 530 request. All documents are to be submitted to Marcus Turner Jr. Please feel free to email this document to [marcus.turnerjr@dallascounty.org](mailto:marcus.turnerjr@dallascounty.org)

COURT	SCHOLARSHIPS
4-C SAFPF	Large
DIVERT	Large
STAC	Large
IIP	Large
DDAC	Large
AIM	Large
COMPETENCY	Small
ATLAS	Small
MHJD	Small
STAR	Small
VETERANS	Small
MISD DWI	Small
FELONY DWI	Small
LEGACY	Small
OOG	1
TOTAL	35



# Share Your Sparkle Video Competition

**RISETX 2025**

Corpus Christi is known as the Sparkling City by the Sea, so let's share the sparkle of recovery this year by making a court team video that can be shared at the conference, across social media, and across Texas. In 3-minutes or less share how your court team helps others in their journey to recovery and helps others to discover the resilience and brilliance inside of themselves. Be creative and have fun! Submit your video to Liz Wiggins by emailing: [ThePodTASC@gmail.com](mailto:ThePodTASC@gmail.com)

## **PRIZES**

*A designated team member will receive...*

- ✓ **1st Place** - Travel, hotel & registration for 2026 conference
- ✓ **2nd Place** - Hotel & Registration for 2026 conference
- ✓ **3rd Place** - Registration for 2026 conference



## **TASC CONFERENCE 2025**

### **FREQUENTLY ASKED QUESTIONS**



**1. How do I register?**

All attendees are required to visit the conference website and complete their registration at [CMIT Homepage](#). Please forward your registration confirmation to Marcus Turner and Regina Fowlks.

**2. When is the deadline to register?**

The deadline to register is March 01, 2025. An additional fee will be added if registration is submitted after March 05, 2025.

**3. Should I register as a regular attendee or a stipend attendee?**

If your funding source is a TASC stipend, you will register as a stipend attendee. If your specialty court has received grant funding for training and travel, and selected you to attend the conference, you will select regular attendee. If selected to receive a 530-fund scholarship, you will select regular attendee. If you are unaware of what funding source you will be using, please reach out to Marcus Turner ([Marcus.TurnerJr@dallascounty.org](mailto:Marcus.TurnerJr@dallascounty.org)) and Regina Fowlks ([Regina.Fowlks@dallascounty.org](mailto:Regina.Fowlks@dallascounty.org)).

**4. Are lodging fees paid in advance by my funding source or are they reimbursed?**

Lodging will be prepaid for 530 attendees by Dallas County. The maximum amount to be funded by 530 for lodging is \$220. Any remaining balances will be paid by the attendee when checking out. Please forward lodging confirmations and receipts to Marcus Turner and Regina Fowlks for reimbursement.

**5. How can I book a flight to travel by airfare?**

Attendees funded by 530 have the option to book their flights themselves and submit a receipt for reimbursement. You also have the option to book with Direct Travel, a vendor used by Dallas County, to have your flight paid in advance. Direct Travel can be contacted at 877-225-0239. Please inform Marcus Turner and Regina Fowlks if you plan to use Direct Travel.

**6. How am I reimbursed if I drive my personal vehicle?**

Attendees funded by 530 must submit a map showing mileage from Frank Crowley to the Omni Hotel in Corpus Christi and gas receipts to Marcus Turner and Regina Fowlks.

**7. How am I reimbursed for meals and/or parking?**

Attendees must log into Oracle Fusion and designate Marcus Turner to submit a reimbursement. Instructions to delegate will be provided in the TASC Mandatory Meeting packet. If additional guidance is needed, you can contact Marcus Turner. Receipts for meals and parking must be submitted for reimbursement.

**8. How am I reimbursed for lodging, meals, and parking if funded by a TASC stipend?**

Please see the attached TASC instructions worksheet. If additional information is needed, please contact Amber Gregory at [agregory@shsu.edu](mailto:agregory@shsu.edu).

**9. Maximum amounts to be reimbursed by 530 funding:**

REGISTRATION	TRAVEL	LODGING	PER DIEM	PARKING
\$ 350.00	\$ 470.00	\$ 220.00	\$ 170.00	\$ 30.00



## SPECIALTY COURT RESOURCE CENTER

# Stipend Reimbursement Information

2025 TASC Conference • March 24-26, 2025 • Corpus Christi, Texas

### Stipend Amount

Each stipend provides up to \$1,050 in funding, which shall be used to pay for the conference registration fee, airfare or mileage, hotel and per diem expenses. Some counties have elected to send more than one person on each stipend, which means that the \$1,050 will be shared.

### Registration

**Registration will be handled differently this year.** Stipend recipients will register on the main conference registration portal; will need to select “stipend attendee” as the registration type and list the OCA registered court number of the court they received the stipend from.

### Hotel Reservations

Stipend recipients are required to make their own hotel reservations.

- Hotel expenses will need to be covered by the recipient or their unit of government up front and then can be reimbursed by the grant after the conference.
- State per diem rates for lodging expenses will be followed during the reimbursement process.
- Please check these rates before booking your rooms. If your reservation is made within the TASC room block, you will be charged the state rate. This rate is not guaranteed if you book outside of the negotiated block.

### Reimbursement

**Please be advised CMIT requires itemized meals receipts for reimbursement.** Reimbursement requests MUST be submitted by April 26, 2025.

### PaymentWorks

This year, instead of completing a paper W9, you will need to set up a profile in PaymentWorks. PaymentWorks is a cloud-based system that enables large and mid-sized organizations to securely exchange information with suppliers to ensure efficiency throughout the invoice to pay process. After the conference, once I receive your reimbursement request, you will receive an email with a link to complete your profile in the system.

### Required Forms

**Forms will be available on the website March 2025.** Please complete and submit the following forms, when you submit your receipts **AFTER THE CONFERENCE**, to be reimbursed:



## Vendor Maintenance Form/Substitute W9

Complete Sections B and C and sign/date at the bottom of page 1. If you want your reimbursement to be direct deposited into your account, **also** complete Section D and sign/date page 2. If the reimbursement needs to go to your county or agency, you will need to provide their W9 and you will not have to complete one for yourself.

- Sam Houston State University Authorization of Professional/Consulting Services: fill in your name, address, and sign/date at the bottom of the page.
- Reimbursement Form: please notate the requested reimbursement totals.

## Expense Reimbursement Guidance

Please remember that reimbursement for expenses cannot exceed the amount that is remaining after registration.

### Lodging

- Lodging will be reimbursed up to \$110 (lodging fee) per night, which is the state rate
- City and county tax and other hotel fees will be reimbursed
- State tax **WILL NOT** be reimbursed
- Room service that is on the hotel bill will only be reimbursed if an itemized receipt is provided

### Per Diem

- Per Diem: \$68 per day for conference days and \$51 for first and last day of travel
- Itemized receipts are required for reimbursement; reimbursement will not be processed for meals if an itemized receipt is not provided
- Alcohol cannot be reimbursed; please request a separate receipt for food and alcohol
- Tips up to 20% can be reimbursed; will need the itemized receipt and the signed receipt that shows the original total, tip amount, and final amount, to reimburse for tips

### Travel

- Mileage reimbursement rate: \$.67 per mile
- Fuel can only be reimbursed if a rental car is used, in addition to the rental car fee.
- Flight upgrades will not be reimbursed