

DALLAS COUNTY JUVENILE BOARD

Agenda

Monday, March 24, 2014

5:00 p.m.

305th District Court

Henry Wade Juvenile Justice Center, A332, 3rd Floor,

2600 Lone Star, Dr.

Dallas, TX 75212

FILED

2014 MAR 20 AM 9:42



COUNTY CLERK
DALLAS COUNTY

- I. Call to Order
- II. Approval of Minutes
- III. Public Comment (Limited to 3 minutes per individual or organization)*
- IV. Discussion Items - Juvenile Department
 - A. Directors Report
 - B. JJAEP Update
- V. Action Items - Juvenile Department
 - C. Approval of 304th District Court Public Appointment List
 - D. Designation of Associate/Judges/Referee Masters/Oath
 - E. Ratification of TechShare.Juvenile Resource Sharing Addendum
 - F. Cardea Services MOA
 - G. Juvenile Department Reorganization
 - H. UTSWMC Approval for Faculty to conduct Training
- VI. Discussion Items - Academy For Academic Excellence (AAE)
 - I. Charter School Update
- VII. Action Items - Academy for Academic Excellence (AAE)
 - J. Amended Budget Amendment #4
 - K. Budget Amendment #5

Executive Session - Juvenile Department

For Purposes Permitted by Chapter 551, Open Meetings, Texas Government Code, Section 551.071 Through Section 551.076 Subjects:

Litigation: Texas Government Code, Section 551.071-Consultation with attorney to seek or receive legal advice regarding pending litigation, a settlement offer, or on a matter which the duty of the attorney to the Dallas County Juvenile Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act: Governmental liability concerning Community Service Restitution (CSR).

Personnel:

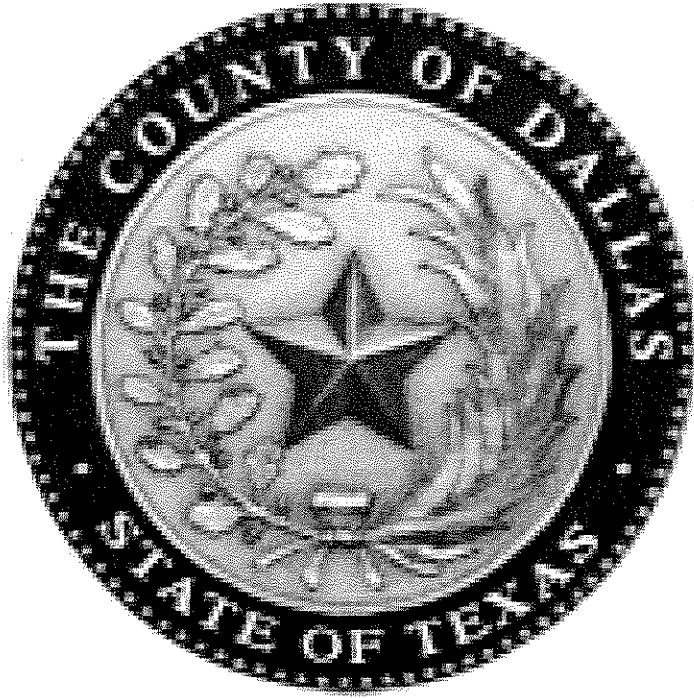
Security:

Notes:

* *Individuals Wishing to Speak During the Public Comment Period Must Register With the Executive Director's Coordinator, Ms. Heather Villarreal (214/698-2215) By 4:00 p.m. on the Business Day Prior to The Date of The Board Meeting.*

Agenda Items are assigned numerically and alphabetically for ease of reference only, and do not necessarily reflect the order of their consideration by the Board.

Judge Cheryl Lee Shannon, 305th District Court
Chairman, Dallas County Juvenile Board



AGENDA ITEM

II.

MINUTES OF MEETING

DATE: February 24, 2014

DALLAS COUNTY
JUVENILE BOARD

TIME: 5:00 pm

PLACE: Henry Wade Juvenile Justice Center
2600 Lone Star Dr.
Dallas, Texas 75212

MEMBERS PRESENT: Judge Cheryl Lee Shannon, Chairman
County Judge Clay Jenkins
Judge Craig Smith
Ms. Paula Miller
Judge Gracie Lewis

MEMBERS ABSENT: Judge William Mazur, Vice-Chairman
Commissioner John Wiley Price
Judge Robert Burns
Judge Andrea Plumlee

The Dallas County Juvenile Board met for its scheduled meeting on February 24, 2014, at the Henry Wade Juvenile Justice Center, 2600 Lone Star Dr., Dallas, Texas 75212. Judge Cheryl Lee Shannon, Juvenile Board Chairman, called the Meeting to order at 5:10 pm, noting that a quorum was present.

Judge Cheryl Lee Shannon presented the minutes from the January 27, 2014, Juvenile Board Meeting for approval.

- A motion was made by County Judge Clay Jenkins and seconded by Ms. Paula Miller to approve the minutes from the January 27, 2014 Board meeting. The motion was unanimously approved.

Judge Cheryl Lee Shannon then stated that because the Board was in danger of losing the quorum, the Juvenile Board would approve the Action Items first.

- A motion was made by Judge Gracie Lewis and seconded by Judge Craig Smith to suspend the Agenda and move on to the Action Items. The motion was unanimously approved.

Judge Cheryl Lee Shannon then went on to Action Item E for approval.

Action Item E: Local Government Officer Conflicts Disclosure Statement Update.

It is recommended that the Juvenile Board of Dallas County mandate the Youth Services Advisory Board (YSAB) voting board members to comply with the Dallas County Transparency Policy (Court Order No. 2011-507) and complete the Disclosure of Outside Income Form.

Judge Shannon asked Ms. Paula Miller, Chair of the Youth Services Advisory Board (YSAB), if the Board had any questions or concerns regarding the Disclosure Statement. Ms. Miller stated that the YSAB members had not met since the last Juvenile Board Meeting. Ms. Miller stated that she had explained to Dr. Smith that this Disclosure Statement needed to be approved for the YSAB members because they recommend the use of funds.

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214-698-2200 Office

214-698-5508 Fax

- A motion was made by Judge Craig Smith and seconded by Judge Gracie Lewis to approve the Local Government Officer Conflicts Disclosure Statement. The motion was unanimously approved.

Action Item F: Approval of 304th/305th District Court Public Appointment List.

The Juvenile Department recommends that the Juvenile Board approve the lists of attorneys for appointment in the 304th and 305th District Courts to represent indigent youth. Judge Shannon stated that the 304th Court Appointment List included the attorney names for Child Protective Services (CPS) cases; as well however, the purposes of the Fair Defense Act is to approve the attorneys that are on the Juvenile appointment list.

- A motion was made by Ms. Paula Miller and seconded by Judge Craig Smith to approve the 304th/305th District Court Public Appointment List. The motion was unanimously approved.

Action Item G: Designation of Community Service Restitution Sites.

It is recommended that the Dallas County Juvenile Board approve designation of the additional Community Service Restitution Sites (CSR). The Society for the Prevention of Cruelty to Animals (SPCA) of Texas is the leading animal welfare agency in North Texas. It operates two shelters/clinics in Dallas County, and serves as an active resource center providing an array of programs and services bringing people and animals together. CSR youth will help with laundry, general cleaning, yard work, and will perform a number of animal care duties, including walking and socialization. The Korean First Baptist Church of Carrollton is a neighborhood outreach church that utilizes space at the First Baptist Church of Carrollton to conduct worship services and church programs. Probationers at this site will have the opportunity to accrue CSR hours by helping with general cleaning (both inside and outside), assisting in the church's food pantry, and assisting with the church's onsite Senior and Youth activities programs.

- A motion was made by Judge Gracie Lewis and seconded by Judge Craig Smith to approve the Designation of Community Service Restitution Sites. The motion was unanimously approved.

Action Item H: New Proposal to Governor's Criminal Justice Division Grant Funding Applications.

It is recommended that the Dallas County Juvenile Board approve submitting applications to Criminal Justice Division (CJD) for the Evening Reporting Center and Teens and Police Program by their February 28, 2014 due date for funding for FY 2015. This department is requesting grant funding in the amount of \$77,705 for the Teens and Police Program, additionally there is no cost sharing required. The department is also requesting grant funding in the amount of \$69,214 for the Evening Reporting Center; there is no cost sharing required. The grant application submission deadline is February 28, 2014 for these two proposals. If awarded, grant funding will begin September 1, 2014 and end August 31, 2015. Dr. Smith stated that before Commissioner John Wiley Price left the meeting, he requested a copy of the curriculum for the Teens and Police Program. Dr. Smith explained that Harris County is currently using this program in their secure facility and have had great benefits with it.

- A motion was made by Judge Craig Smith and seconded by Ms. Paula Miller to approve the new proposals to the Governor's Criminal Justice Division Grant Funding Applications. The motion was unanimously approved.

Action Item I: Probation Services Policy & Procedures.

Texas Juvenile Justice Department standards mandate the Juvenile Board to adopt written policies and procedures, and mandate the Chief Probation Officer to enforce and annually review those policies and procedures. It is recommended that the Dallas County Juvenile Board approve the Probation Services Division Policy and Procedures (P&P). This policy and procedures manual has been sent to Mrs. Denika Caruthers of the

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District Attorney's Office- Civil Division. Mrs. Caruthers has reviewed and approved them as to form. A copy of the updated Probation Services Division Policy and Procedures manual has been made available to the Juvenile Board for its review and approval.

County Judge Clay Jenkins questioned if anyone had read the redline version of the new policy and procedures. Dr. Smith stated that the majority of the changes had been esthetic changes. Some of the changes included Texas Juvenile Justice Department (TJJD) updates on policies that they have put in to place. An example of that would be adding Prison Rape Elimination Act (PREA) and updating the verbiage. Ms. Leah Probst, Quality Assurance Administrator, stated that changes were made to the 2010 and 2011 updates. Ms. Probst also stated that some sections were added that were not in the Policy & Procedures. Dr. Smith stated an example of that would be the Child Abuse Registry. County Judge Clay Jenkins asked if anyone had any concerns or reservations on what was being submitted to the Juvenile Board. Mrs. Caruthers stated that the only items that she noticed had been changed were the terminology and the additions from TJJD. County Judge Jenkins asked if there had been substance changes made to the P&P. Dr. Smith stated that there had not been any other changes made.

- A motion was made by Judge Gracie Lewis and seconded by Ms. Paula Miller to approve the Probation Services Policy & Procedures. The motion was unanimously approved.

Action Item J: Revised GED Testing Rate Adjustment.

The purpose of this brief is to adjust the previously approved rates to allow for reimbursement for the new computer only version of the General Education Diploma (GED) test at rates not to exceed \$135.00 (for 4 modules) per test and \$13.75 per module re-test.

- A motion was made by Ms. Paula Miller and seconded by County Judge Clay Jenkins to approve the Revised GED Testing Rate Adjustment. The motion was unanimously approved.

Action Item K: Approval of Succeeding at Work Memorandum of Understanding.

The Dallas County Juvenile Board approved the Youth Services Advisory Board (YSAB) juror fund allocation of \$23,067 to Succeeding at Work (JB Order 2013-077) to provide career preparation programing called Teens at Work. The purpose of this briefing is to request authorization to execute the contract.

- A motion was made by Judge Craig Smith and seconded by Ms. Paula Miller to approve Succeeding at Work Memorandum of Understanding. The motion was unanimously approved.

Action Item L: Approval of Youth Village Resources of Dallas-PREP Program MOU.

In November 2013, the Dallas County Juvenile Board approved the Youth Services Advisory Board (YSAB) juror fund allocation of \$20,000 to Youth Village Resources of Dallas (JB Order 2013-141) for their P.R.E.P. (Patience, Responsibility, Empathy, and Partnership) program which is a dog training and leadership program for the residents at the Dallas County Youth Village. The purpose of this briefing is to request authorization to execute the Memorandum of Understanding (MOU).

- A motion was made by Ms. Paula Miller and seconded by Judge Gracie Lewis to approve the Youth Village Resources of Dallas-PREP Program MOU. The motion was unanimously approved.

Action Item M: Approval of Youth Village Resources of Dallas-Project SAVE MOU.

In November 2013, the Dallas County Juvenile Board approved the juror fund allocation of \$20,000 to Youth Village Resources of Dallas (JB Order 2013-141) for their Project S.A.V.E. (Skills Advancement for Vocation and

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Education) program that provides vocational and enrichment programs such as culinary classes, horticulture classes, computer classes and career preparation classes for residents at the Dallas County Youth Village and Lyle B. Medlock Residential Treatment Center. The purpose of this briefing is to request authorization to execute the Memorandum of Understanding (MOU).

- A motion was made by Ms. Paula Miller and seconded by Judge Craig Smith to approve the Youth Village Resources of Dallas- Project SAVE MOU. The motion was unanimously approved.
- A motion was made by Judge Gracie Lewis and seconded by Ms. Paula Miller to recess as the Dallas County Juvenile Board. The motion was unanimously approved.
- A motion was made by Ms. Paula Miller and seconded by Judge Craig Smith to convene as the Dallas County Academy for Academic Excellence (AAE) Charter School Board.

Discussion Item N: Academy for Academic Excellence (AAE) Charter School.

In January of 2014, a survey was administered to General Education Diploma (GED) eligible youth enrolled in the Academy for Academic Excellence (AAE) and the Juvenile Justice Alternative Education Program (JJAEP) to determine interest in obtaining a GED. A total of 257 youth participated in the survey. Campus wide the students participated in a Martin Luther King Essay and Poster Contest which began on January 6, 2014. All students wrote an essay on the theme "PEACE, UNITY, and NON VIOLENCE." The purpose of the poster and essay contest was to challenge students to think critically about Dr. Martin Luther King, Jr.'s legacy and develop goals that illustrate how they will help others within their communities. The Day Reporting Center (DRC) is proud to announce that they had 12 students receive their GED certificate for the 2013-2014 fall semester. AAE had the pleasure to honor these students for their accomplishments at the GED graduation on January 17, 2014.

Action Item O: Budget Amendment #4.

It is recommended that the Academy for Academic Excellence School Board approve the adjustments from State Aid. State Aid is the money allocated for the education of public school students. It will increase or decrease as the enrollment of the Charter District fluctuates. The program will likely begin in March 2014, after the candidates are selected through a screening process. Once selected, the youth will go through a 2-4 week pre-employment process where they will learn basic job skills and workplace etiquette/decorum. The youth will then be placed in an area of the Education Division to work a maximum of 20 hours per week for a total of 15 weeks at a rate of \$10.00 per hour. The program would end the last week of classes, which is on or around June 6th, 2014.

County Judge Clay Jenkins asked where the students would complete their internship. Dr.Pirtle explained that the students will work within the campus. Judge Craig Smith asked how will we keep track moving forward with the program. Dr. Pirtle stated that a matrix would be used to measure the program's success and effect on recidivism.

- A motion was made by Ms. Paula Miller and seconded by County Judge Clay Jenkins to approve Budget Amendment #4. The motion was unanimously approved.

Action Item P: District Policy & Procedures.

It is recommended that the Academy for Academic Excellence (AAE) Charter School Board approve the AAE Staff Handbook and Standard Operating Procedures manual for the Academy for Academic Excellence Charter School. Dr. Smith stated the proposed handbook and standard operating of procedures (redline version), which

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show amendments and additions to the previous version, were forwarded to Mrs. Denika Caruthers, Assistant District Attorney, Civil Section, for review and approval as to form.

- A motion was made by Judge Craig Smith and seconded by Ms. Paula Miller to approve the District Policy & Procedures. The motion was unanimously approved.
- A motion was made by Ms. Paula Miller and seconded by Judge Gracie Lewis to adjourn as the Academy for Academic Excellence Charter School Board. The motion was unanimously approved.
- A motion was made by Ms. Paula Miller and seconded by County Judge Clay Jenkins to convene as the Dallas County Juvenile Board. The motion was unanimously approved.

Judge Shannon stated that they would reconvene as the Juvenile Board to continue Discussion Items IV. A-D.

Discussion Item A: Directors Report.

Dr. Smith recognized Ms. Diana Saucedo (Victim Services), for her 20 years of service to the Juvenile Department. Throughout the month of January 2014, 349 youth completed a total of 1161 court ordered Community Service Restitution (CSR) hours at various approved CSR sites in Dallas County. Dr. Smith went on to acknowledge the Letot Closet located at the Letot Center, 1055 Denton Drive, Dallas, Texas 75220. Letot plans to create Letot bucks (money) next which will teach the youth how to shop. Dr. Smith stated that all the campuses were doing a great job. Dr. Smith acknowledged the Field District Supervisors, had them stand and then stated that the Field Offices were doing a great job by bringing in programs that meet the needs of the families, thus putting youth first.

Discussion Item B: Juvenile Justice Alternative Education Program (JJAEP).

Dr. Smith shared that Dr. Pirtle and his team are doing an outstanding job with new programs for the school. Student involvement is a critical component to school morale and climate; two representatives from each classroom were elected to the Student Advisory Board. This formation will serve as a voice for student input, student concerns, build leadership and negotiating skills, and will foster student engagement in school.

Discussion Item C: Staff Housing Contracts.

Dr. Smith stated that the Board may or may not know that the Juvenile Department has housing where staff dwell at the Medlock and Youth Village facility and are not charged a fee. This lease agreement updated and created so that we have a signed lease for anyone occupying in the Superintendent or Staff housing. Dr. Smith stated that this was only a discussion item because the agreement (Lease) has to be approved by Commissioners Court. Judge Shannon asked if #11 of the Medlock/Youth Village agreement was an add on. Dr. Smith stated that this was one of the request; added on by Mrs. Denika Caruthers (Assistant District Attorney).

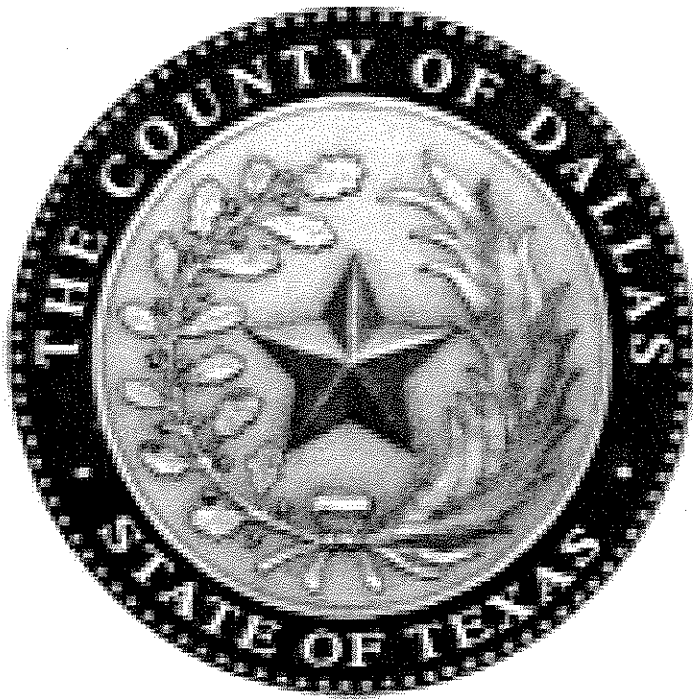
Discussion Item D: CSR Services Update.

Dr. Smith addressed County Judge Clay Jenkins, at the last Juvenile Board meeting he brought up the issue of "What do we ask the families and if we do background checks on the individuals that the youth do their Community Service Restitution (CSR) hours with." Dr. Smith stated that the information has been presented for the Board to review. Judge Shannon asked Mrs. Caruthers if there is an umbrella that protects the youth and the county because the youth are court ordered to complete the CSR hours. Mrs. Caruthers stated that there is a protection for the county because youth are Court Order to complete CSR hours. Judge Shannon stated that she never wants to put the youth in a violation of their probation because their parent does not want to sign the agreement and/or consent. Judge Shannon then asked Robert Baumeister (CSR Coordinator) if he had any concerns regarding the sites not wanting to sign an additional waiver. Mr. Baumeister stated that

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he has never had anyone refuse to sign a waiver and did not think this would be a problem. After some discussion, the Board requested that #11 on the potential CSR Site Restrictions be changed to "direct or indirect contact with youth." Dr. Smith stated that we will get with Mrs. Caruthers and Mr. Baumeister to formalize the CSR Sites and Parental Consent forms.

There being no other business for the Juvenile Board to consider, Judge Shannon explained that a motion to adjourn would not be taken because a quorum was not present. Therefore, the meeting was suspended at 5:46pm.



AGENDA ITEM

A.

DIRECTOR'S REPORT

March 2014

The Department recognized outstanding divisional and departmental employees for the month of February 2014, for the following staff: **Employee of the Month:** Alicia Johnson-West (Medlock); **Unit of the Month:** Human Resources; **Service Pins: 20-years** – Flora Soto (Youth Village); Carolyn Smith (Letot); Charles Msewe (Psychology); **15-years** – Stephanie Green (Training); **10-years** – Maria Aguilera (Psychology); Tiffanie Bernby (FFT); Elvia Portugal (JCMS); Linda Nombrano (SAU); **5-years** – Shalonda Zachary (Letot); Elizabeth Ramos (District 5).

The Dallas County Juvenile Department (DCJD) Black History Committee (BHC) hosted the 21st Annual Black History Celebration Program and Medlock Scholarship Presentation on February 28, 2014. Four youth were awarded the Lyle B. Medlock Scholarship which totaled \$12,000. Each year during Black History Month, the BHC highlights the rich history and contributions of African Americans. This year's theme was "A Healthier You – Mind, Body and Soul." The committee sponsored a Biggest Loser 60 Day Challenge competition, and hosted a three week lecture and training series focusing on health. The committee also hosted a health fair with vendors that provided health screenings, blood pressure checks, mental health information, and the Carter Blood Care mobile unit provided onsite blood donations. Twenty-three Dallas County employees donated 14 pints of blood that will go toward saving 42 lives. The BHC also included the youth in our Institutions on the theme of a healthier you by hosting a volleyball tournament with the youth in Detention, START, RDT, and Hill Center; sponsored a basketball tournament with the residents at Youth Village and the Science teachers from the OO1 Campus; and the Academy for Academic Excellent hosted an essay contest on the topic of "A Healthier Me – Mind, Body and Soul."

FIELD SERVICES – CY 2014

	Feb	YTD
Probation Caseload	1493	*1495
New Probationers	158	298
Review Hearings	198	413
Delinquent Conduct	29	51
Technical Violations	39	82
Pre-Adjudicated	769	-
PAIS	135	-
Total Caseload	2397	-

* Average

PROBATION SERVICES

Rudy Acosta, Manager of Pre-Adjudication Services, in the Probation Services Division, has been selected as the new Deputy Director of Probation Services. Mr. Acosta has over 22 years of experience in both the Adult and Juvenile criminal justice systems. He has extensive managerial experience both with Community Supervision and Corrections Department (CSCD-Adult Probation) and the Juvenile Department. For the past seven years, he has served as the Manager of both Pre- and Post-Adjudication Services for our department. He exhibits comprehensive knowledge of the Probation Services Division, which he will now oversee, and has contributed quality oversight and programming for this division.

Pre-Adjudication Services:

The Placement Services unit welcomes Aramis Jenkins as the newest Probation Officer. The Home Detention unit also welcomes new employee Brittany Davis to the team. Ms. Davis was promoted into this position from Detention. We welcome both new staff members and look forward to working with each one in their new positions. Ms. Sandra Titus has been hired as a part time employee and is assigned to the DA Liaison unit. She has provided assistance to this unit during a staffing shortage and is learning the different aspects associated with this position to afford more assistance.

The Crossover Youth Practice Model (CYPM) is near implementation in Dallas County. This partnership between the Juvenile Department and Child Protective Services (CPS) has been in the planning stages for almost two years. The technical assistance that has been received from the Center for Juvenile Justice Reform (CJJR) at Georgetown University has been extended specifically to work with Dallas County. This continued technical assistance will be of most benefit to the implementation of the program in the next several months. Currently, the CYPM Probation Officers are being screened and selected with hopes of having the identified candidates in place by mid-April 2014. The joint case management will provide the structure, guidance, and service delivery to those dually involved youth and families. We look forward to beginning the collaborative

work to provide the identified services to these youth and families. Both CPS and the Juvenile Department are excited and are working on plans to introduce the specifics in the next few months.

Post-Adjudication Field Services:

The Diversion Male Court (DMC) was presented with a Resolution from the Dallas County Commissioners Court on February 18, 2014, after reaching its one year anniversary. The DMC was conceptualized and designed to provide diversion options for Dallas County's youthful minority male population who come into contact with the Juvenile Department for primarily misdemeanor and/or first time offenses. After one full year of successfully operating this model diversionary specialized Court, 106 young men of color have been referred to the program, 25 have successfully graduated, most are still going through the phases of the programs to reach graduation, and only 2 youth have committed a new criminal offense since being referred.

Community Service Restitution (CSR) Update:

Throughout the month of February 2014, 294 youth completed a total of 936 court ordered Community Service Restitution (CSR) hours at various approved CSR sites in Dallas County. Furthermore, court ordered youth on probation participated in 3 Community Service Restitution events held at Feral Friends, Hunger Busters, and Garland Pawsibilities. A total of 16 youth completed 60 hours.

PSYCHOLOGICAL SERVICES AND SUBSTANCE ABUSE DIVISION

Psychology staff referred 131 youth for psychiatric services during the month of February. A total of 118 psychiatric consultations were performed with 96 of those being follow-up consultations. Of the 35 initial psychiatric consultations that were performed: 19 resulted in no medication being prescribed; 10 had already been prescribed psychotropic medications and continued those; 0 youth were already prescribed psychotropic medication and their medication was discontinued; and 6 were started on medication.

INSTITUTIONAL SERVICES DIVISION

DETENTION CENTER

Program News & Updates:

February closed with essay and art contests commemorating Black History month. The most intriguing of them all was the Underground Railroad Quilt Code – codes used to navigate the Underground Railroad to freedom. As we collaborate with various individuals and organizations, our hope is to build programs that create opportunities that help our youth gain new skills and navigate their way out and into the world that awaits them.

Upcoming:

During Spring Break, the arts program sponsored by the South Dallas Culture Center will help some of our girls find their voices through Performing Arts. The program, "Finding Your Voice," will feature actor, musician and performance artist, Shontina Vernon for a weeklong workshop. Also, coming in March is "Succeeding at Work – Teens at Work," a workforce development program that will begin later in the month. More details to follow.

START PROGRAM			
Activity	Jan	Feb	Total
Individual Counseling Sessions	183	186	369
Family Counseling Sessions	0	0	0
Victim Impact Panel Participation	14	8	22
Participation in Family Training Sessions	14	154	168
Family Training Sessions	1	7	8
Case Staffing	31	26	57
Aftercare Contacts	15	14	29
Probation Officer Participation in Case Staffing	87%	96%	91.5%

Volunteer Programs and Resident Activities:

There were 64 volunteers and 0 interns with a total of 275.5 hours for February 2014. Dallas County Health & Human Services (HHS) tested/counseled 33 residents; 0 positive for Syphilis and 0 positive for HIV.

Other Programs: Lend-an-Ear

Life/Social Skill Programs:

The Potter's House – Boys to Men with Character; COPES – Drug Education; ALERT Ministries – Girls Circle; Family & Leadership Empowerment Network (FLEN) – Teens Maturing & Parenting (TMP) and Crumbs; New Friends New Life – Mending the Soul; MTO Leadership Development; Traffick911 – TRAPS (Traps of a Trafficker); ALERT Ministries – Life Changers; and CCTOF – MOF (Mentoring Our Future)

Spiritual Enrichment/Ministry Bible Study:

Covenant Church, A-Team, Gospel Lighthouse, Children's Home Bible Club, Oak Cliff Bible Fellowship, New Birth Baptist Church, Praise Chapel, New Hope Prison Ministry, Living Hope Outreach, New Comfort COGIC, and I Am Second

Special Programs/Events:

Movie Night (movies and refreshments made possible by Robert Cahill, One Way Films)

- Blind Side
- Seasons of Gray

Friday Night Socials (made possible by Covenant Church Juvenile Ministry)

Staff Training: None

Detention: N/A

	January	February	Total
Detention Center			
Admissions	277	263	540
Releases	276	259	535
ADP	171	174	172.5
ALOS (days)	19.8	17.6	18.7
Detention Hearings	635	612	1247
TYC/Placement Trips	10	6	16
Local Trips	88	71	159
Youth Transported	85	72	157
START Program			
Admissions	14	14	28
Releases	9	10	19
Successful	8	9	17
Unsuccessful	1	1	2
Administrative	0	0	0
ADP	30	35	32.5
ALOS	96.0	93.9	94.9

MARZELLE C. HILL TRANSITION CENTER

M.C.H.T.C			
	January	February	Total
Admissions	49	39	88
ADP	44	43	43.5
ALOS	24.9	30.4	27.6
Releases	48	41	89
Total Youth Served	92	83	175

Program Updates:

Internal programming was conducted by JSO Mrs. Grimes. Ms. Shavana Lopez, with Presbyterian Children's Homes & Services, provided Valentine treats for the girls on Valentine's Day. Male residents participated in a volleyball tournament with RDT, Start, and Honors residents. The female residents participated in a girls' assembly with START and RDT female residents. The girls' assembly was hosted by guest speaker, Jackie Sanders, who provided testimony about her life and making right decisions. Mrs. Sanders was referred by Dr. Smith at the request of Judge Lena Levario.

Program and Residents Activities:

There were regularly scheduled monthly programming activities.

Incidents:

There were 77 Incident Reports during the month of February.

Medical Services:

There were 0 medical issues during the month of February.

Resident Injury:

There were 0 reportable injuries for the month of February.

Grievances from Residents:

There were 11 grievances filed during the month of February.

Volunteer Services:

There were 7 groups including 22 individuals who provided a total of 135 hours of service.

LETOT CENTER

Letot Capital Board Initiatives:

Letot Foundation continues to conduct tours and raise funds for enrichment activities for the new Girls Residential Treatment Center.

Community Initiatives:

Non-Residential Services received 54 paper referrals to be addressed through the Letot Crisis Intervention Program, Deferred Prosecution, and ESTEEM Court.

The ESTEEM Court continues at Letot Center with Judge Shannon presiding. There are currently 3 youths and families attending ESTEEM Court in the month of February. One youth began services in the month of February. Two youth successfully completed, 1 was

LETOT CENTER			
Residential	Jan	Feb	YTD
Admissions	33	24	57
Releases	23	26	49
ADP	23	29	26
ALOS	28.0	30.7	29.3
Total Youth Served	51	52	103
Intake/Orientation	Jan	Feb	YTD
Admissions	76	62	138
Releases	75	63	138
ADP	1	1	1
ALOS	0.4	0.4	0.4
Total Youth Served	76	63	139

unsuccessfully discharged, and 9 youth were referred during the month of February. Aim, Functional Family Therapy, Clinical, and Big Brothers and Sisters have been providing services.

Program and Residents:

The Intake Unit conducted 2 Intake Orientations (paper complaints) and 2 youth were processed.

Why Try Topics: (1) Climbing Out– helps residents identify a problem area and what support they have to change the problem; (2) Jumping Hurdles – realizing they will always have problems and develop a plan to overcome them; (3) Desire, Time & Effort – learning to focus on positive things that do not hurt themselves or others; (4) Lift the Weight – builds self-respect and opportunity by learning what is expected of them and the positive side to following the law and rules.

Medical Services:

Residential: Health Screens – 23, Call Backs – 3, Doctor’s visits – 8. Recommendations are made for medical and/or clinical follow-up.

Volunteer Services:

Faith Based Volunteers (worship and religious study) - 9 volunteers, 17 hours; Life Skills Volunteers (visiting and teaching) - 14 volunteers, 19 hours; Special Events - 0 volunteers, 0 hours

Clinical Services:

In the Residential Unit, Clinical Services held 4 Process groups with the boys (8 residents) and 8 Process groups with the girls (42 residents), processing issues pertaining to why they are here and what steps they can take to keep from going further into the system. Residential rounds consisted of clinical team making 1 to 2 rounds daily to speak with the youth and JSO’s. The daily rounds allow the Clinical team to staff the resident’s cases, provide consultation, and conduct crisis screens as needed (29 rounds). Held therapy sessions with 46 clients: 101 individual and 30 family sessions. Residential clinical staffing: 99 clients.

In the Non-Residential Unit, there were therapy sessions among 31 clients, 46 family sessions and 23 individual sessions. Twenty-five non-residential staffing/consultations determined the timeframe and therapeutic needs. Zero Hope After-Care Groups with 0 families (ESTEEM), and 4 Parent Support Groups with 5 families (ESTEEM) were conducted.

YOUTH VILLAGE

On Campus:

During the month of February, the following training and programs took place: Family Training, Retail Management, Food Handler Service Training Class, Nutrition/Culinary Arts Class, Family Place Non-Violence Program, PREP Program and Can We Talk. Residents participated in the Black History Committee’s Basketball Tournament, as well as other activities that were held on campus. Each dorm was assigned a specific famous African American to study. They also prepared a creative presentation and decorated a poster to display what they had learned about their assigned individual. Pizzas were donated to the 1st and 2nd place winners. Black History month activities concluded with an assembly that was held on Friday, February 27th, in the gymnasium. The residents exhibited their talents through original poetry and a step dance presentation. Mr. Moghrabi also presented a science experiment. Parent Teacher Conferences were held on Thursday, February 27th.

	Jan	Feb	YTD
TOTALS			
Applied	25	17	42
Accepted	11	23	34
Admissions	8	11	19
ADP	55	55	55
Avg. Enrollment	55	55	55
Avg. LOS (months)	7.4	6.4	6.9
# Served	62	73	135
Releases	7	5	12
Drops	0	2	2
Client Satisfaction	100%	100%	100%

Off Campus:

February 12th, 8 residents attended training in preparation for Café Momentum that was held on Sunday, February 16th, at the Abacus Restaurant. There were 5 residents who were transported to their Review Hearings.

Volunteer/Intern Hours:

This month we had a total of 13 individual volunteers who were on campus for a total of 184 hours. There were 7 group volunteers who were on campus for a total of 61 hours. One Chaplain provided 8 hours of service; 2 interns provided 48 hours. There is a total of 301 volunteer hours for the month of February.

Medical Services:

Fifteen residents were transported to JDC for routine dental appointments; 2 residents were transported to Parkland Hospital for pre-scheduled appointments; 3 residents were transported to Parkland Hospital for emergency appointments; 1 resident was transported to an orthodontist appointment; 21 residents were treated on the Med van; 26 residents were seen by the Psychiatrist; 1 resident was transported to an optometrist appointment; and 1 resident was transported to an appointment for plastic surgery.

Religious Programs:

Freedom Fighters Ministry; Full Gospel Holy Temple; Mt. Zion Baptist Church; Countryside Bible; One King Church of Worship; Victory Outreach; Dallas Church of Christ; Catholic Diocese of Dallas; Sowers Ministry Church; Church Without Limits Inc.; Bible Study by Bruce Boyea and Ernie Black.

MEDLOCK

New Initiatives:

Medlock staff is preparing for the annual TJJD Audit scheduled for March 17th through March 21st. Residents and staff participated in several Black History Programs. The overall theme was "From Africa to America." Dr. Danny Pirtle, Deputy Director of Education Services, was one of the speakers. Other activities involved Black History Trivia, Black History Facts, Essay Contest, Art Contest, and a Buffalo Soldiers Presentation. On February 27th, the campus held a Parent Teacher Conference.

Activities:

Probation officers, Full Gospel Holy Temple, Lake Pointe Baptist Church, Potter's House, Pleasant Valley Baptist Church, and Life Quest Essentials provided spiritual enrichment services. Youth Village Resources of Dallas provided Food Management training. Medlock therapists provided training for STARS and EPIC youth. JSO P. Allen shared a presentation about the Buffalo Soldiers on Friday, February 28th.

Medical Services/Transports:

Eleven residents were transported to Parkland Memorial Hospital for routine medical care; 24 residents were transported to Henry Wade Detention for routine dental exams; 1 resident was transported to the wake service of his grandfather by his Probation Officer and a JSO.

Volunteer /Intern Hours:

There were 20 group volunteers who were on campus for a total of 40 hours. There is a total of 40 volunteer hours for the month of February.

MEDLOCK CENTER			
	Jan	Feb	YTD
Total			
Admissions	5	11	16
Released	5	11	16
Successful	5	10	15
Unsuccessful	0	1	1
Administrative	0	0	0
ALOS	198.6	179.8	189.2
ADP	49	48	48.5
Total Youth Served	54	60	114
MEDLOCK STARS			
	Jan	Feb	YTD
Admissions	1	1	2
Releases	1	3	4
Successful	1	1	2
Unsuccessful	0	2	2
Administrative	0	0	0
ALOS (days)	382.0	367.0	374.5
ADP	17	16	16.5
Total Youth Served	8	17	25

DALLAS COUNTY JUVENILE DEPARTMENT

Referrals - February 2014

All Referrals Types

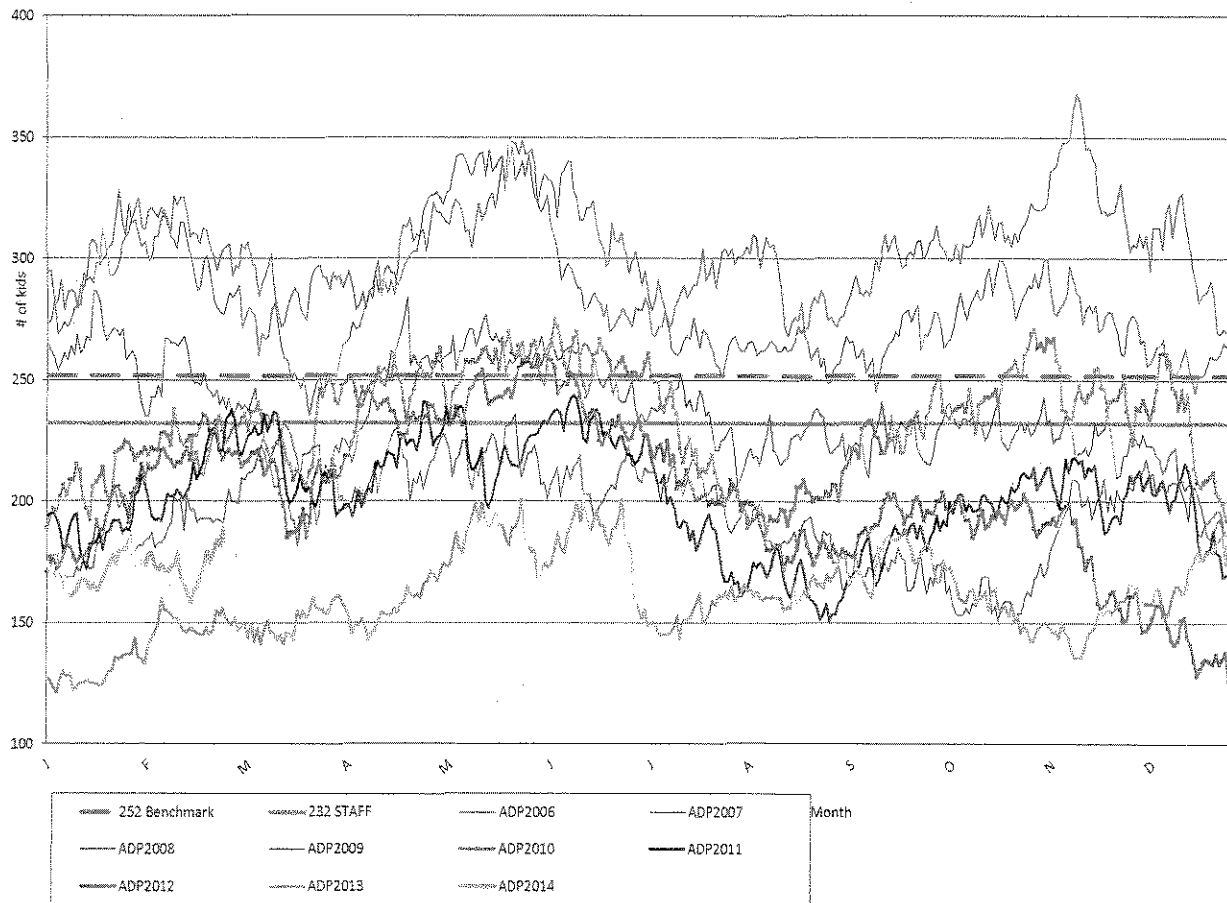
<i>Offense Type</i>	2013	Current Month	YTD 2014	YTD 2013	YTD Change 2013
Homicide (F)	9	0	0	0	0%
Attempt. Homicide (F)	0	0	0	0	0%
Sexual Assault (F)	163	6	89	23	287%
Robbery (F)	227	12	21	47	-55%
Assaultive (F)	238	27	49	41	20%
Other Violent (F)	0	0	0	0	0%
Burglary (F)	433	34	71	50	42%
Theft (F)	188	14	36	30	20%
Other Property (F)	54	6	7	9	-22%
Drug Offenses (F)	109	7	19	14	36%
Weapons Offenses (F)	46	4	12	8	50%
Other Felony (F)	60	6	10	10	0%
Weapons Offenses (M)	48	0	2	8	-75%
Assaultive (M)	526	46	95	91	4%
Theft (M)	622	41	84	117	-28%
Other Property (M)	183	14	23	30	-23%
Drug Offenses (M)	478	36	79	93	-15%
Other Misdemeanor (M)	529	34	73	78	-6%
Contempt of Magistrate (M*)	493	22	38	116	-67%
Violation of Court Order (M*)	666	41	102	95	7%
Truancy (C)	16	0	0	4	-100%
Runaway (C)	783	34	81	117	-31%
Alt. Ed. Expulsion (C)	8	0	0	0	0%
Property (was theft) (C)	13	0	0	2	-100%
Disorderly Conduct (C)	24	0	0	4	-100%
Other (C)	8	0	0	0	0%
Liquor Laws (C)	5	0	0	2	-100%
Sex Offenses (C)	6	0	0	2	-100%
Other CINS (C)	217	11	29	27	7%
Contract Detention	55	2	6	11	-45%
Crisis Intervention	142	45	89	17	424%
Total Felony	1527	116	314	232	35%
Total Misdemeanor	2386	171	356	417	-15%
Total VOP & Contempt	1159	63	140	211	-34%
Total CINS & Crisis	1222	90	199	175	14%
Total Contract Detention	55	2	6	11	-45%
Grand Total	6349	442	1015	1046	-3%

Racial/Ethnic and Gender Breakdown of Referrals, Year to Date

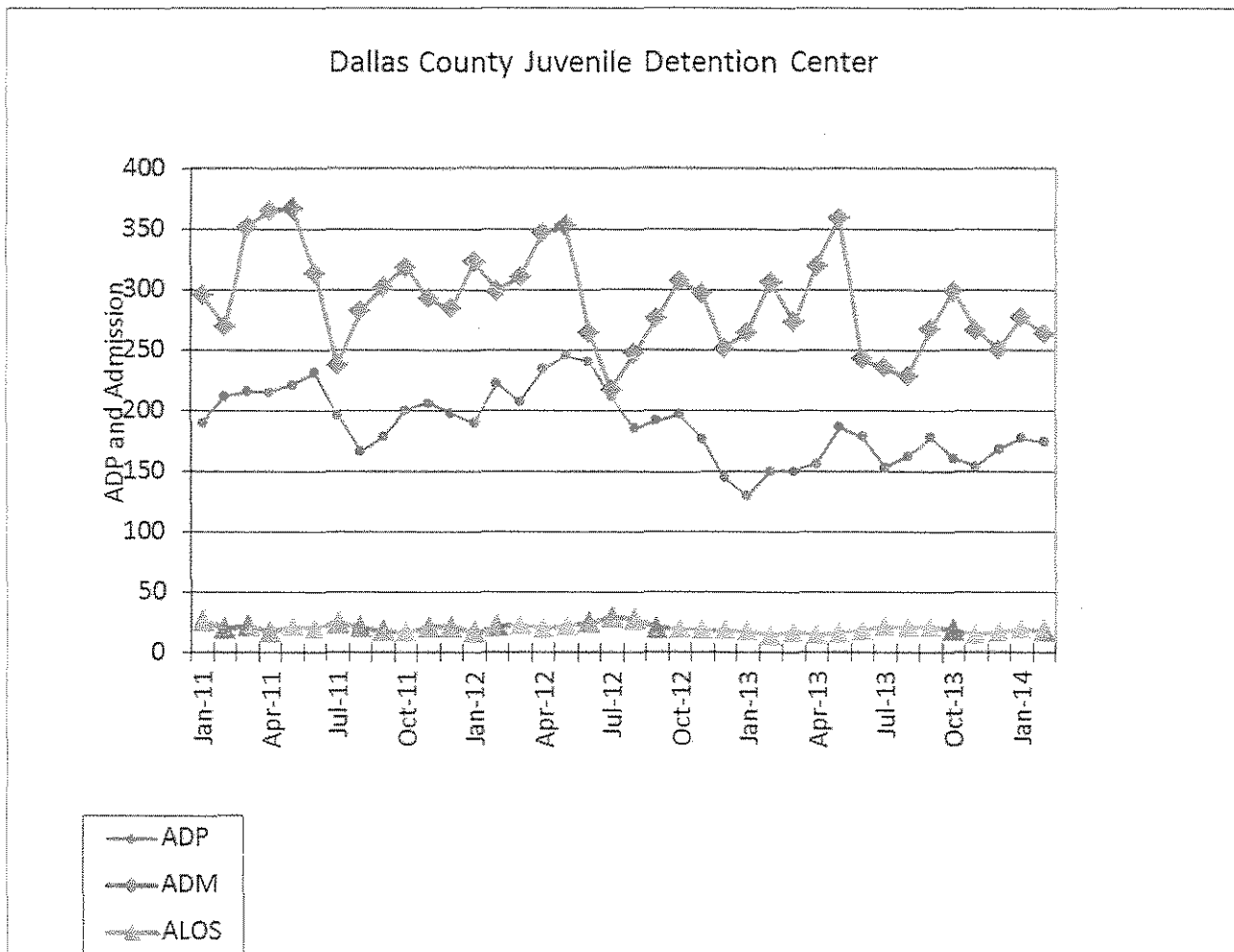
Race/Ethnicity	Felony	Misd	VOP & Contempt	CINS/Crisis	Contract Detention	Total
American Indian	2 1%	3 1%	1 1%	1 1%	0 0%	7 1%
Asian or Pacific Islander	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%
African American	69 49%	99 43%	56 34%	47 41%	1 50%	272 42%
Hispanic	53 37%	98 42%	90 55%	52 46%	1 50%	294 45%
Unknown	0 0%	0 0%	4 2%	0 0%	0 0%	4 1%
Caucasian	18 13%	31 13%	12 7%	14 12%	0 0%	75 12%
Total	142	231	163	114	2	652
Gender						
Female	20 14%	69 30%	59 36%	52 46%	0 0%	200 31%
Male	122 86%	162 70%	104 64%	62 54%	2 100%	2 69%
Total	142 100%	231 100%	163 100%	114 100%	2 100%	652 100%

ATTACHMENT A

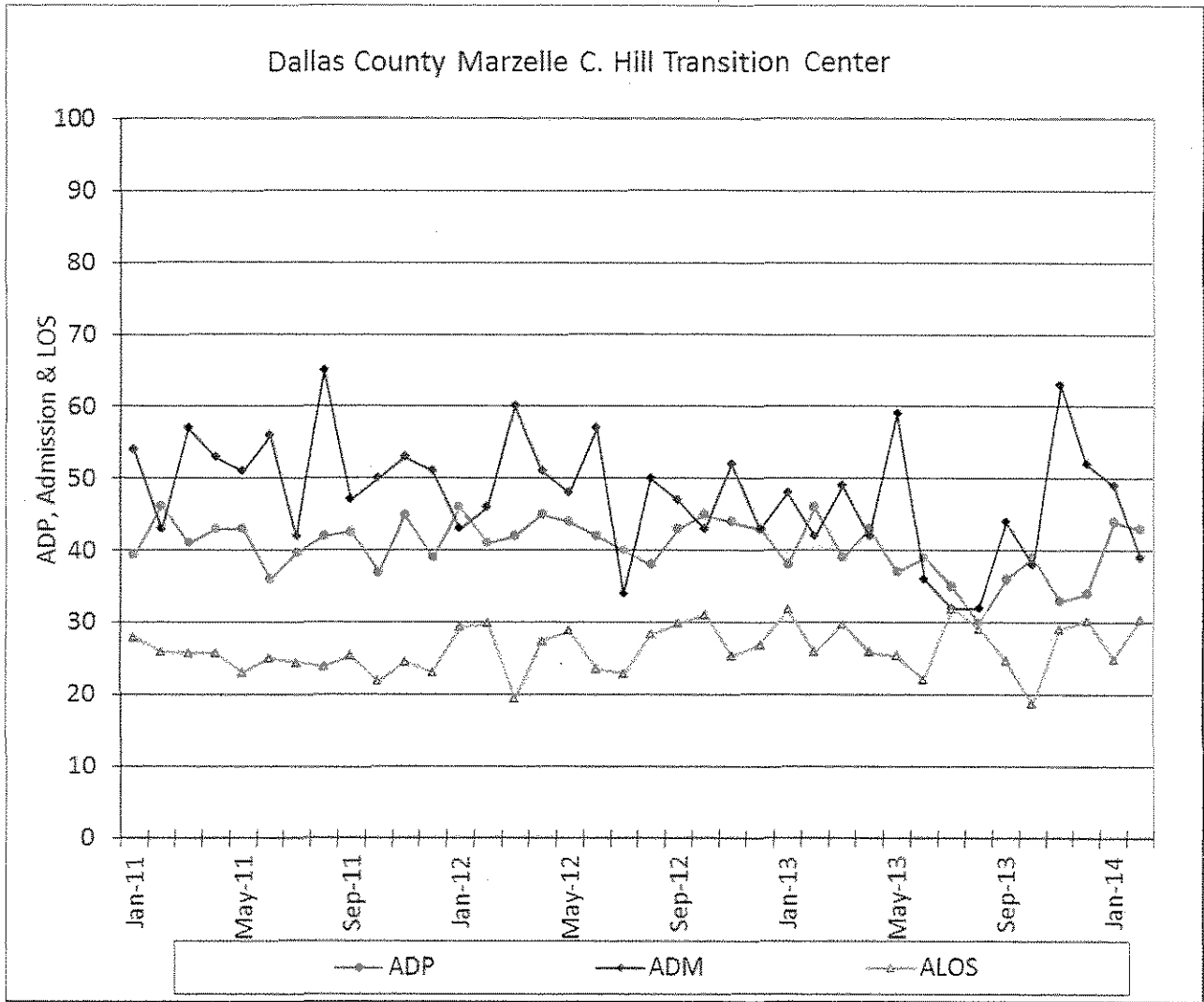
Average Daily Detention Population:
2006-2013 Comparison



ATTACHMENT B



Month	ADP				Admissions				Average Length of Stay			
	2011	2012	2013	2014	2011	2012	2013	2014	2011	2012	2013	2014
Jan	190	189	129	171	295	323	264	277	26.0	16.6	17.8	19.8
Feb	212	222	150	174	269	299	306	263	20.4	21.5	13.9	17.6
Mar	216	207	150		352	310	273		21.8	23.5	17.1	
Apr	215	234	156		365	346	319		16.9	19.5	14.4	
May	221	245	186		367	353	359		21.9	22.1	15.9	
Jun	231	240	178		313	264	242		20.4	24.6	18.2	
Jul	196	211	153		237	217	235		24.4	29.2	21.9	
Aug	166	185	162		282	246	228		20.5	27.2	20.5	
Sep	178	191	177		302	276	267		17.7	20.1	21.1	
Oct	200	196	160		318	307	299		16.5	19.7	18.6	
Nov	206	176	154		292	296	266		21.2	18.6	15.3	
Dec	198	144	168		284	251	250		21.0	18.6	16.4	
YTD AVG	212	212	160	173	310	294	279	270	20.7	22.4	17.9	18.7
Average	202	203	160	173	306	291	276	270	20.7	21.8	17.6	18.7



Month	2011	2012	2013	2014	2011	2012	2013	2014	2011	2012	2013	2014
Jan	39	46	38	44	54	43	48	49	28	29	32	24.9
Feb	46	41	46	43	43	46	42	39	26	30	26	30.4
Mar	41	42	39		57	60	49		26	19	30	
Apr	43	45	43		53	51	42		26	27	26	
May	43	44	37		51	48	59		23	29	25	
Jun	36	42	39		56	57	36		25	24	22	
Jul	40	40	35		42	34	32		24	23	32	
Aug	42	38	30		65	50	32		24	28	29	
Sep	43	43	36		47	47	44		25	30	25	
Oct	37	45	39		50	43	38		22	31	30	
Nov	45	44	33		53	52	63		25	25	29	
Dec	39	43	34		51	43	52		23	27	30	
YTD AVG	41	43	38	44	52	48	42	44	25	27	28	28
Average	41	43	37	44	52	48	45	44	25	27	28	28

Residential Placement Average Monthly Population						
MONTH	Medlock/STARS	Youth Village	Free Beds/Private	START / RDT	Contract Plmt	TOTAL
Jan-12	89	55	19	92	133	388
Feb-12	89	49	18	92	137	385
Mar-12	86	53	15	93	146	393
Apr-12	90	60	15	94	152	411
May-12	84	56	17	95	147	399
Jun-12	87	63	18	86	147	401
Jul-12	88	69	17	81	155	410
Aug-12	81	86	18	79	158	422
Sep-12	78	70	18	85	160	411
Oct-12	83	70	16	85	170	424
Nov-12	83	70	13	86	163	415
Dec-12	71	62	12	85	157	387
Jan-13	63	55	11	79	148	356
Feb-13	64	50	12	64	146	336
Mar-13	68	51	14	57	142	332
Apr-13	62	48	14	56	134	314
May-13	60	53	14	60	128	315
Jun-13	64	53	17	70	110	314
Jul-13	68	51	19	68	93	299
Aug-13	72	52	17	66	98	305
Sep-13	73	49	14	64	89	289
Oct-13	74	54	15	66	94	303
Nov-13	73	55	13	72	97	310
Dec-13	69	55	13	65	96	298
Jan-14	66	55	15	59	103	298
Feb-14	64	55	16	61	104	300

ATTACHMENT E

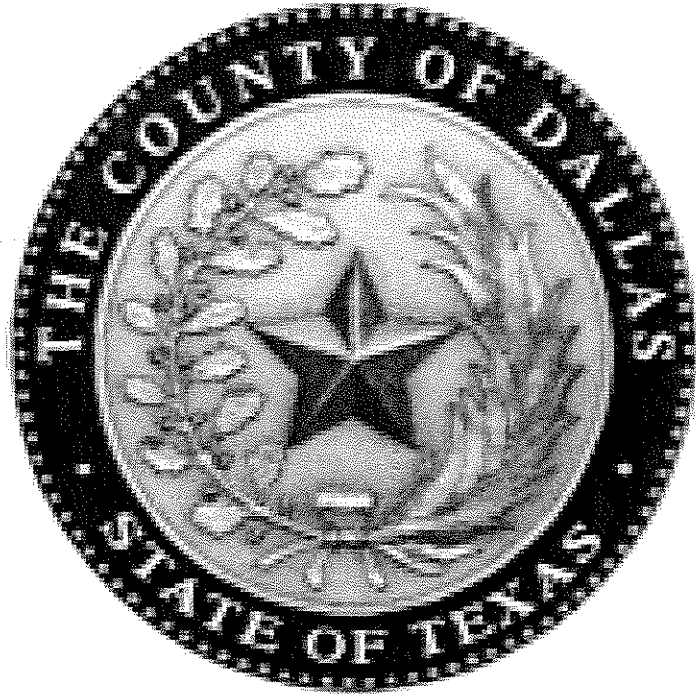
PSYCHIATRIC CONSULTS COMPLETED – 2014													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	YTD
1. Total Consultations	168	131											299
A. Initial Consultations	45	35											80
B. Follow-Up Consultations	123	96											219
2. Total Number of Youth Receiving Consultations	127	118											245

INITIAL CONSULTATIONS - PSYCHIATRIC MEDICATION RESULTS - 2014													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
1. No Medication Prescribed	18	19											37
2. Medication Discontinued	3	0											3
3. Continued on Medication	12	10											22
4. Started on Medication	12	6											18

ATTACHMENT F

FIELD PROBATION OFFICER CASELOADS WITHOUT ANY NEW REFERRALS: CY 2014

Jan-14	Feb-14	Mar-14	Apr-14
Adams, Prescilla	Adams, Prescilla		
Aguilar, Anthony	Aguilar, Anthony		
Andrews, Jamie	Andrews, Jamie		
Augustus, Darrell	Augustus, Darrell		
Aviles, Ruth	Barriga, James		
Barker, Matthew	Beal, Sonya		
Beal, Sonya	Bell, Charles		
Bell, Charles	Caballero, LaShawn		
Brandon, Barnes	Ciluffo, James		
Clark II, Nathaniel	Clark II, Nathaniel		
Clements, Ricarrdo	Clements, Ricarrdo		
Downing, James	Downing, James		
Echols, Larry	Echols, Larry		
Ford, Kirklyn	Flowers, Tracie		
Garcia, Nancy	Garcia, Nancy		
Hawkins, Roderick	Grant , Shalonda		
Hernandez, Miguel	Grigsby, Leroy		
Hooks, Herb	Hawkins, Roderick		
Johnson, Marilyn	Heard, Robert		
Lewis, Andrea	Hernandez, Miguel		
Lewis, Darrion	Hooks, Herb		
Ligans,Robert	Jackson, La'Jauana		
Lopez, Melvin	Lewis, Darrion		
Middleton, Billy	Lopez, Ana		
Mitchell, Marvin	Lopez, Melvin		
Mitchell, Patricia	Middleton, Billy		
Monono, Mondoaa	Mitchell, Marvin		
Pitman, Dawn	Mitchell, Patricia		
Ramos, Elizabeth	Monono, Mondoaa		
Redmond, Jarvis	Monson, Jimmy		
Reid, David	Montes, Mario		
Robinson, Michelle	Nelson, Rick		
Rodriguez, Belinda	Pellot, Arnaldo		
Salas, Patricia	Pitman, Dawn		
Silguero, Miguel	Ramos, Elizabeth		
Villasenor, Galdino	Reid, David		
Walczak, Andrew	Rivera, Savanah		
Zuzak, Erica	Robinson, Stanley		
	Rodriguez, Belinda		
	Ruiz, Ymelda		
	Salas, Patricia		
	Shearer, William		
	Silguero, Miguel		
	Vasquez, Gerardo		
	Vega-Bailey, Melissa		
	Villasenor, Galdino		
	Zuzak, Erica		



AGENDA ITEM

B.

Dallas County
Juvenile Justice Alternative Education Program
MONTHLY REPORT
March 2014

Quote of the Month

“What the best and wisest parent wants for his own child, that must the community want for all its children” John Dewey

General Information

Current Enrollment – 88

61% Discretionary

27 % - Discretionary

Instruction at a Glance

The Juvenile Justice Alternative Education Program (JJAEP) welcomed new instructional staff members in core subject areas during the month of February. Our thanks goes out to them for making this a smooth transition.

During the month of February, Dallas County Juvenile Justice Department concentrated on a myriad of instructional programs and student empowerment endeavors. High stakes Texas Assessment of Knowledge and Skills (TAKS) and State of Texas Assessments of Academic Readiness (STAAR) testing was the primary instructional focus. Teachers developed lesson plans based on state mandated Texas Essential Knowledge and Skills (TEKS) to ensure pertinent subject area knowledge based was introduced, reinforced and tested. The instructional strategies are in the form of Project Based Learning activities, interactive learning sessions using technology such as mimio vote, tutoring, cooperative learning groups and state released practice tests. Students mastery was monitored by teachers to track concepts where additional assistance was needed. Each teacher was given a blueprint issued by the Texas Education Agency which identified major testing domains in specific core content areas. This allowed the teachers to measure the number of questions in each domain and the percentage rate needed to pass the area. The blue print also enabled the teachers, and students to read the scaled testing results. Seventeen students made the Honor Roll during the first six weeks of the new semester. Students will be honored with a special treat. Their names are posted on the “Wall of Honor” in the JJAEP building. The Student Advisory Team met to discuss the concerns of their classmates. They voiced that students wanted to be involved in more activities, requested specific food items be served at lunch and they need to speak with their caseworkers more frequently.

These requests coincided with several initiatives the JJAEP staff made plans to implement this semester. Basketball try-outs took place this month. Many of our students participated in the tryouts, however only fifteen slots were available. We instituted an In School Suspension Room to decrease the number of suspensions and to provide a time out period for students. This initiative provides more instructional

time for challenging behaviors. The level system began this semester. Each student must learn the social skill matrix designed to promote social acceptance in the community. When a new skill is learned students are rewarded with an incentive, such as free dress day. Town Hall meetings were inaugurated and are led by caseworkers. Individual caseworkers or a team of caseworkers conducted sessions on teen topics and social skills. This is done at the beginning of the day on a biweekly basis, with caseworkers providing additional access to students. On February 26, 2014, JJAEP held Parent/Teacher conference night. Parents were able to visit their child's classroom and speak to their teachers. The new student orientation progress is ongoing every Wednesday. Students and parents become acquainted with the program and the facility code of conduct at JJAEP. We continually strive to aid in the development of productive young people.

The "Drop Everything and Read" program was reinforced with the Scholastic book collection. Students participate in a reading circle aimed to increase an interest in reading. According to K. Lance Curry, the author of The Colorado Study, "a school's book collection, is the second predictor of school success and achievement, the first predictor is the income of parents." The "Drop Everything and Write" program allows students to practice writing expository and narrative text as mandated on the STAAR test. Our focus is on teaching and learning.

English/Language Arts

Students were introduced to classroom rules and procedures. A thought provoking discussion of the "private" prison system was a hot button topic to get students to realize that they are a commodity to be "bought and sold" through stricter laws, longer sentencing practices, and government regulations. Students were able to clearly see a pattern of the less education a person has, equates to higher chances of the person ending up in prison. They were able to process the importance of education/vocational training as a way to stay out of the "system", and become productive members of society. When students were able to process all the information, their personal situations, and statistical data presented, most became aware of their *current* situation and realized how and why getting an education can not only change their lives, but save it as well.

In recognition of Black History Month, several activities were completed to emphasize the struggle, strides toward improvement, and sacrifice during the Civil Rights Movement. An interactive writing activity about the life of Dr. Martin Luther King was completed in order to increase student participation and highlight his accomplishments. Other Civil Rights leaders such as Malcolm X, Thurgood Marshall, and Ralph Abernathy were also discussed. Students were able to compare and contrast their standard of living today and compare it to the lives of students during the 1950's and 60's. The right to vote, the right to frequent public establishments i.e. restaurants, hotels, and movie theaters, as well as the right to attend college were some of the talking points during the discussion. Students were also introduced to the movie "The Butler" which captured the Civil Rights movement through the perspective of a former White House butler and his struggle to maintain his relationship with his oldest son. Students were able to produce writings and have open discussions about the various dramatizations seen in the movie. The students were also introduced to the correct way to construct a paragraph. Word choice,

topic sentence, and structure were also the focus as they compared and contrasted their lives to the students in Selma, Alabama.

Finally, students were introduced to the ID: Voice, Vision, and Identity program provided by Scholastic Publishing Company. A collection of high-interest writings ranging from poems, narratives, fiction, and non-fiction specifically written for inner city youth were provided. The first selection discussed was "The Undertaker," a short narrative poem written by Patricia Smith. The selection forced students into a fictional, yet poignant and emotional conversation between a minority mother and an undertaker as she begged him to "fix her boy" and gave excuses as to why he was killed so young. Issues such as inner-city violence, its' causes, and possible solutions were covered during the reading. Students were able to once again convey their thoughts through discussion and in writing. A quote from one of Tupac Shakur's song was discussed in detail which addresses a young man who wanted to "gang bang" and how someone tried to stop him but he did not listen. The quote opened a floodgate of emotions and responses both written and verbal. Classroom discussions were very engaging and students were given the opportunity to share their responses with the class in hopes to change the thinking of what the average inner-city adolescent believes regarding violence in their perspective neighborhoods.

Mathematics

Algebra I students analyzed graphs of quadratic functions and drew conclusions. The class explored operations that could be done with polynomials. In Geometry, the class reviewed and expanded upon concepts of area and perimeter. This class also prepared students for surface area and volume unit that follows. Middle school groups reviewed the basic levels of mathematical operations. Each class worked in share pair and cooperate groups. Students were rewarded with a "fun math" game. Technology was used to convey all math concepts.

Social Studies

During the month of February students created posters and pamphlets that explained the economic, political, social, and environmental factors of African countries. Students created tree maps to provide detailed information on key individuals and their roles during the Civil Rights Movement. Students gathered and analyzed information on the functions of political parties and their role in the electoral process. Students created American Revolution Books that displayed significant leaders, individuals, and events. Students participated in Black History Trivia. Students also watched historical Civil Rights documentaries and answered questions pertaining to the footage.

Science

The students became familiar with the origin and basis of the Big Bang theory. They were introduced to the relative size of things, the age of the known universe, the expansion of the universe, and the idea of accepted scientific theories in general. Students analyzed advertising techniques used in commercial and political advertisement by the media. Classes were directed to create a brochure illustrating the techniques. Students gathered and synthesized information about how stars and planetary systems form and how stars produce energy. Students prepared balloons filled with holes punched from scraps of paper. Groups burst the balloons in the designated Big Bang area.

Special Education Services

Eight Assessment Review Discharge (ARD) meetings were conducted during the last six weeks period. All Individual Education Plans (IEP) were updated and sent to students and parents. IEPs were given to the content area teachers and documented accordingly. Seven resource students were served as per the schedule of service. Inclusion service was given to twenty two students as per their IEPs and per the request of ARD.

Upcoming Events

Celebration for Honor Roll and Perfect Attendance students

TELPAS

Phoenix House Program "Second Chance "

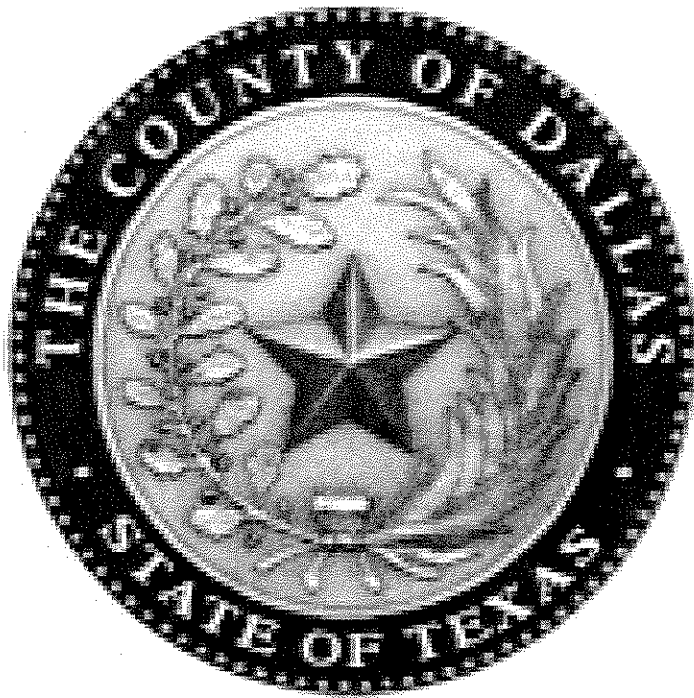
Progress Reports will be mailed to parents by March 21st

ACTIVE ENROLLMENT						
Student Enrollment as of :	2/28/2014	Total Enrollment:	87			
Students on Probation/Spv.:	44	50.57%				
OFFENSE STATUS						
Disc.:	28	32.18%	Mand.:	58	66.67%	
Plmt.:	1	1.15%				
DEMOGRAPHICS						
Category			Category			
GENDER			DISTRICT	Number	Percent	
Male		Female	CFB-904	0	0.00%	
71	81.61%	16	18.39%	CHISD-904	4	4.60%
GRADE	Number	Percent	Coppell-992	2	2.30%	
3	0	0.00%	Desoto-906	2	2.30%	
4	1	1.15%	DISD-905	20	22.99%	
5	1	1.15%	Duncville-907	8	9.20%	
6	1	1.15%	Garland-909	5	5.75%	
7	11	12.64%	GPISD-910	7	8.05%	
8	12	13.79%	HPISD-911	0	0.00%	
9	32	36.78%	IRVING-912	12	13.79%	
10	15	17.24%	Lancaster-913	0	0.00%	
11	9	10.34%	Mesquite-914	15	17.24%	
12	5	5.75%	RISD-916	12	13.79%	
	87	100.00%	Sunnyvale-919	0	0.00%	
				87	100.00%	
AGE	Number	Percent	ETHNICITY	Number	Percent	
10	2	2.30%	African American	36	41.38%	
11	1	1.15%	Asian	1	1.15%	
12	1	1.15%	Caucasian	4	4.60%	
13	9	10.34%	Hispanic	46	52.87%	
14	17	19.54%	Native American	0	0.00%	
15	17	19.54%		87	100.00%	
16	21	24.14%				
17	14	16.09%				
18+	5	5.75%				
	87	100.00%				
OFFENSE DESCRIPTIONS				Number	Percent	
D-12/13	Serious/Persistent Misbehavior			11	12.64%	
D-14	Misdemeanor Drugs			4	4.60%	
D-15	Felony Criminal Mischief			0	0.00%	
D-16	Court/County Placement			0	0.00%	
D-17	Assault Against Employee			5	5.75%	
D-18	Assault/Retaliation of Employee (ON/OFF CAMPUS)			1	1.15%	
D-19	False Alarm/Terroristic Threat			6	6.90%	
Title 5	Off Campus Felonies Against Student & Other New Discretionary			1	1.15%	
M-01	Weapons/Firearms			7	8.05%	
M-02	Weapons other than Firearm			16	18.39%	
M-03	Aggravated Assault			7	8.05%	
M-04	Sexual Assault			0	0.00%	
M-05	Aggravated Sexual Assault			0	0.00%	
M-06	Arson			2	2.30%	
M-07	Murder Offenses/Manslaughter			0	0.00%	
M-08	Indecency with a Child			1	1.15%	
M-09	Aggravated Kidnapping			0	0.00%	
M-10	Felony Drugs			25	28.74%	
M-11	Retaliation Against Any Employee			0	0.00%	
P-16	Retaliation Against Any Employee			1	1.15%	
				87	100.00%	
DETENTION; PLACEMENT or WARRANTS:				0	0.00%	
SPECIAL EDUCATION STUDENTS:				23	26.44%	
Avg. Daily Attendance:	66	75.86%	Cum. SY Daily Attendance:	67	77.01%	

DALLAS COUNTY JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM

2013-2014 School Year

The month of February began with 80 students and ended with 87 students enrolled to attend the Dallas County's JJAEP. On average, there were 66 or 75.86% of the students attending on any given day in February. Of the 87 students enrolled at month end, there were 28 discretionary referrals; 1 placement; and 58 mandatory referrals.



AGENDA ITEM

C.



**DALLAS COUNTY
JUVENILE DEPARTMENT**

Dr. Terry S. Smith
Director Juvenile Services
Chief Juvenile Probation Officer

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Box 5 Dallas, Texas 75212

Memorandum

Date: March 24, 2014
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Fair Defense Act Appointment of Defense Attorneys

BACKGROUND OF ISSUE:

Senate Bill 7 passed during the 77th Legislative Session requires every Juvenile Board in Texas to adopt a plan for the appointment of counsel for respondents in juvenile court whose families are unable to afford counsel. Copies of the plans are required by Government Code Section 71.0351 to be sent to the Office of Court Administration.

Counties with an acceptable plan in place will be eligible to receive state aid for payment of appointed counsel. Additionally, each Juvenile Board is required, by Section 51.102 of the Texas Family Code, to adopt a plan that conforms to statutory requirements regardless if it wishes to apply for state aid, and annually approve the list of defense attorneys deemed appropriate for appointment.

Section 51.102 of the Texas Family Code established the following requirements of the plan adopted by a Juvenile Board:

- A. *Specify qualifications for attorneys to be on the appointment list with differences in qualifications in accordance with the five recognized levels.*
 - 1. *Cases where the allegations are of conduct indicating the need for supervision (CINS).*
 - 2. *Cases in which the allegation are of delinquent conduct in which commitment to TYC is not possible.*
 - 3. *Cases where the allegations are of delinquent conduct in which indeterminate commitment to TYC is possible.*
 - 4. *Cases in which determinate sentence proceedings have been initiated by obtaining grand jury approval of a petition for a covered offense.*
 - 5. *Cases in which proceedings for discretionary transfer to criminal court have been initiated by filing of a certification petition or motion.*
- B. *Specify procedures for including attorneys on the list in accordance with Article 26.04.*
 - 1. *Applies to be included on the list.*
 - 2. *Meets the objective qualifications specified.*
 - 3. *Meets any applicable qualifications specified by the State Task Force on Indigent Defense.*
 - 4. *Is approved by the majority of the judges who establish the appointment list.*
- C. *Specify procedures for removing attorneys from the list.*
- D. *Specify procedures for appointing attorneys on the list to cases and for payment.*
- E. *Comply, to the extent feasible, with requirements of the criminal court plan under code of Criminal Procedure Article 26.04.*

*To assist referred youth in becoming productive,
law abiding citizens, while promoting public safety and victim restoration.*

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214-698-5508 Fax

Additionally, in accordance with Section 51.101 of the Texas Family Code (HB 1118), if a petition is filed, the court is required to determine indigence and appoint an attorney not later than five working days after the petition is served on the child.

In September 2001, the Juvenile Judges of the 304th and 305th District Courts, in conjunction with the Dallas County Public Defender's Office, enacted the plan conforming to Section 51.102 of the Texas Family Code. The plan was created by the Juvenile Judges of the 304th and 305th District Courts in compliance with Sections 51.10, 51.101 and 51.102 of the Texas Family Code and Article 26.04 and 26.05 of the Code of Criminal Procedure. The plan along with the corresponding list of attorneys was submitted for Board approval and was approved by the Juvenile Board.

OPERATIONAL IMPACT

Approving a list of attorneys to represent indigent respondents in juvenile court will conform to statutory requirements and provide a structured and documented method of uniformity.

STRATEGIC PLAN COMPLIANCE

Providing qualified legal representation for indigent juvenile respondents who are pending Delinquency and CINS allegations is consistent with Vision 3, Strategy 3.4 of the Dallas County Strategic Plan; which is to *Maximize the Effectiveness of Dallas County Criminal Justice Resources.*

FINANCIAL IMPACT

State aid is provided for indigent defense of juvenile cases.

RECOMMENDATION

The Juvenile Department recommends that the Juvenile Board approve the list of attorneys for appointment in the 304th District Court to represent indigent youth.

Respectfully submitted by:



Dr. Terry S. Smith, Director
Dallas County Juvenile Department

JUVENILE BOARD ORDER

ORDER NO: 2014-035
DATE: March 24, 2014
STATE OF TEXAS §
COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 24th day of March, 2014, in accordance with the Texas Open Meetings Act, with a quorum of the member present, to wit:

Judge Cheryl Lee Shannon County Judge Clay Jenkins Judge William Mazur
Judge Craig Smith Judge Andrea Plumlee Ms. Paula Miller

Where, among other matters, came up for consideration and adoption the following Juvenile Board Order:

- WHEREAS, Senate Bill 7 which passed during the 77th Legislative Session, requires every Juvenile Board in Texas to adopt a plan for the appointment of counsel for respondents in court whose families cannot afford representation; and
- WHEREAS, the Government Code requires that a copy of the plan be sent to the Office of Court Administration; and
- WHEREAS, counties with acceptable plans are eligible to receive state aid for payment of appointed counsel; and
- WHEREAS, the corresponding Juvenile Board shall approve the Juvenile District Courts' attorney appointment lists on an annual basis; and
- WHEREAS, the Juvenile Courts on March 24, 2014, at a regular meeting of the Dallas County Juvenile Board submitted lists of attorneys for appointment to represent indigent youth.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board of Dallas County approve the attached 304th District Juvenile Court's Attorney Appointment List for 2014, pursuant to both the Texas Government Code and the Texas Juvenile Justice Code, and authorize submission of the list and any related documents to the Office of Court Administration.

DONE IN OPEN BOARD MEETING this 24th day of March, 2014.

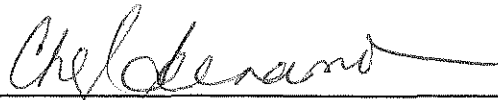
The forgoing Juvenile Board Order was lawfully moved by County Judge Clay Jenkins and seconded by Ms. Paula Miller, and duly adopted by the Juvenile Board on a vote of 6 for the motion and 0 opposed.

Recommended by:

Approved by:



Dr. Terry S. Smith, Director
Dallas County Juvenile Department



Judge Cheryl Lee Shannon, Chairman
Dallas County Juvenile Board

**304TH PUBLIC APPOINTMENT LIST
February 2014
MISDEMEANOR LIST**

Armstrong, Vesta T. 2018 Atlantic Dallas, Texas 75208 469-831-3812 #00798240 Fax 214-941-1200 vestaarmstrong@yahoo.com	3	Clardy, Thelma 100 Crescent Court Suite 700 Dallas, Texas 75201 972-298-6001 #17604900	3
Ashley, Jo-An G. P.O. Box 763936 Dallas, Texas 75376-3936 214-339-4119 #00787003 Fax 972-223-7453 jashley@lawyer.com	3	Duncan, Kyla P.O. Box 541075 Grand Prairie, Texas 75054 214-709-4260 #24084855 Fax 972-225-0907 kduncanesa@gmail.com	3
Blacknall, Sharita 5001 Spring Valley Road Suite 400 East Dallas, Texas 214-678-9111 #24038768 Fax 214-678-9144 info@blacknallfirm.com	3	Duncan, Sarah 3500 Maple Avenue Suite 400 Dallas, Texas 75219 214-520-2128 #24068658 Fax 214-520-2129 sduncanattorney@gmail.com	3
Bogen, Joseph 8111 Preston Road Suite 500 Dallas, Texas 75225 214-865-8750 #24085210 Fax 214-750-8001 JosephSBogen@gmail.com	3	Farria, Garrick A. 342 W. Montana Avenue Dallas, Texas 75224 214-554-5269 #24070950 Fax 214-942-9001 gfarria@farriallaw.com	3
Brown, Wayne 6484 Fisher Road Dallas, Texas 75214 214-369-6853 #03179000	3	Fisher, Susan A. 1010 Belew Street Irving, Texas 75061-2934 214-233-6565 #00796548 Fax 214-206-9949	3
Cain, Tom Jr. 701 Commerce Street Suite 200 Dallas, Texas 75202 214-953-0099 #03610000 Fax 214-573-4382 Cell 214-293-2259 Tommcain@yahoo.com	3	Fuller, Seth A. 624 W. University Drive #239 Denton, Texas 76201 214-380-9650 #24064126 Fax 972-692-7364 sethafuller@gmail.com	3

Glover, Nicole Hines 14785 Preston Road Suite 550 Dallas, Texas 75254 469-269-0511 #24076443	3	Mitchell, Kanesia Michelle P.O. Box 850162 Mesquite, Texas 75185 214-830-3034 #24075605 Fax 214-292-8799 kmichelleassociates@gmail.com	3
Green, Anthony 2214 Main Street Dallas, Texas 75201 817-332-3803 #24043702 Fax 817-332-3801 Cell 817-881-9260 attorneyanthonytonygreen@gmail.com	3	Moorehead, Audrey 3102 Maple Avenue, Ste. 270 Dallas, Texas 75201 214-871-5085 #24044332 Fax 214-754-0568 Cell 214-929-0662 attorneyaudrey@gmail.com	3
Huff, Douglas 1700 Commerce Street Suite 830 Dallas, Texas 75201 469-268-7355 #24063166	3	Ogunsemi, Temitope 8035 East R. L. Thornton Freeway Suite 586 Dallas, Texas 75228 972-836-8174 #24077260 Fax 972-692-6871 Tope.ogunsemi@gmail.com	3
Johnson, Christian 14785 Preston Road Suite 550 Dallas, Texas 75254 972-505-2217 #24078742 Fax 888-505-2217	3	Olivo, Andrew C. "Andy" 1622 Bellline (SPANISH) Suite 100 Carrollton, Texas 75006-5813 972-242-0924 #15268700	3
Lacey, J'Neen Wyatt 1200 E. Davis, Ste. 115 PMB 183 Mesquite, Texas 75149 281-788-8058 #24056566 Fax 972-525-3246 jneanlacey@gmail.com	3	Olivo, Andrew Carlton P.O. Box 800238 Dallas, Texas 75380-0238 469-464-9460 #24063167 Fax 888-703-4020	3
Lee, Pasquel 2201 Main Street Suite 400-10 Dallas, Texas 75201 214-935-3755 #24076506 Fax 214-935-3754 Pat.lee@lawyer.com	3	Patel, Naval 1211 E. 15 th Street Plano, Texas 75074-6207 214-810-3120 #24083629 Fax 214-722-6809 np@patelpllc.com	3
Meredith, Randall L. 4001 18 th Street Plano, Texas 75074 214-440-2150 #00784591 Fax 214-440-2476 meredithlaw@hotmail.com	3	Ray, Philip D. 3131 McKinney Avenue Suite 825 Dallas, Texas 75204 214-416-9100 #24033110 Fax 214-416-9107 phillipdraylaw@gmail.com	3

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972-591-8449
Fax 214-764-9821 #24062959
renterialaw@gmail.com

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Dallas, Texas 75202
214-748-0287 #24088288
Fax 214-742-7313
jresendez.lawyer@gmail.com

Rincones, Alberto 3
2730 Stemmons Freeway
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Dallas, Texas 75207
214-741-3637 #00798462

Rios, Lysette R. 3
14785 Preston Rd. (SPANISH)
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Dallas, Texas 75254
469-269-511 #24083739
Fax 469-252-7282
lrrios@riosgloverlaw.com

Tewolde, Yodit 3
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Dallas, Texas 75204
214-550-8151 #24071898
Fax 214-550-8183
Yodit.tewolde@gmail.com

Thomas, Sakinna 3
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Irving, Texas 75062
317-331-7788 #24078067
Fax 469-647-5543
Sakinna1@me.com

Thompson, Traci R. 3
3459 McFarlin Avenue
Suite B
University Park, Texas 75205
214-476-1525 #24084479
Fax 214-889-5159
tracithompsonlaw@gmail.com

Uzowihe, Rita 3
8500 Stemmons Freeway
Suite 3045
Dallas, Texas 75247
214-634-9944 #24010461
Fax 214-634-9955

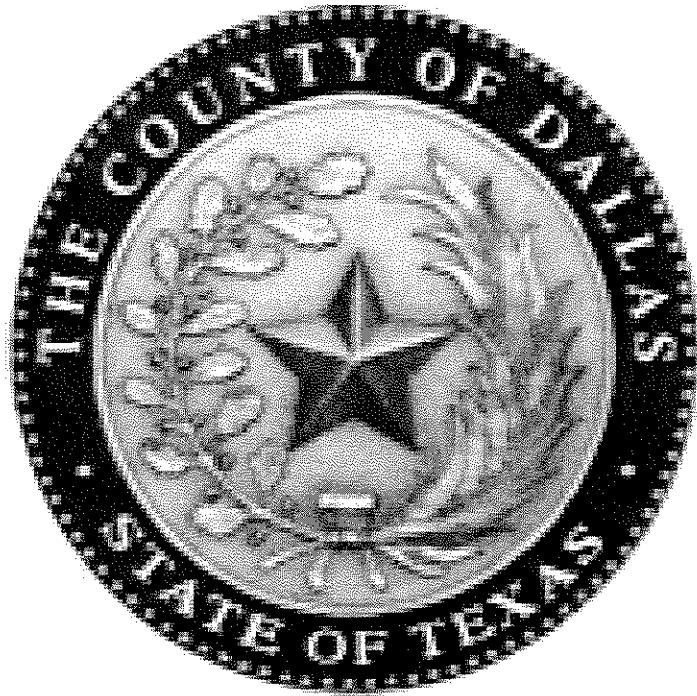
Weaver, Brandon W. 3
800 N. Industrial
Suite 106
Euless, Texas 76039
817-571-3000 #24035450
Fax 817-571-3006
bweaver@allenweaver.com

304TH PUBLIC APPOINTMENT LIST
February 2014

Ayitey-Adjin, Anthonette 4
1111 W. Mockingbird Lane
Suite 800
Dallas, Texas 75247
214-865-6017 #24044405
Fax 214-865-6017
ayitey@ayiteyadjinlaw.com

Bloom, Michael A. 4
P.O. Box 802826
Dallas, Texas 75380-2826
972-934-9500 #02503000
mabesq@earthlink.net

Tyson, Ezekiel Jr. 5
342 W. Montana Avenue
Dallas, Texas 75224
214-942-9000 #24034715
Fax 214-942-9001
Tyson@thetysonlawfirm.com



AGENDA ITEM

D.



**DALLAS COUNTY
JUVENILE DEPARTMENT**

Dr. Terry S. Smith
Director Juvenile Services
Chief Juvenile Probation Officer

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Box 5 Dallas, Texas 75212

MEMORANDUM

Date: March 24, 2014
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Appointment of and Scheduled Oath of Office for Associate Judges and Referees/Masters

Background of Issue:

On September 18, 1995, the Juvenile Board approved the designation of the Juvenile Court Masters as Associate Judges. In order to accurately reflect the function of Associate Judge, and consistent with the Texas Family Code Sections 201.001 through 201.018, on June 25, 2001, this Board approved maintaining the title of Associate Judge for attorneys hearing both juvenile and family law cases. *The designation of Referee/Master was approved for attorneys hearing juvenile cases only.*

Full-time Associate Judges are assigned to each of the two Juvenile Courts, and a permanent, part-time Referee/Master is assigned for the purpose of detention hearings. The Juvenile Courts maintain a list of approved Referees/Masters who are available to hear cases when needed.

Associate Judges are appointed in conjunction with the regular election cycle for the Juvenile Court Judges. The Referees/Masters are appointed every year, with the previous appointments occurring in March 2013. The Juvenile Board has previously authorized its Chair to administer the Oath of Office at a later date to those appointees not present at the meeting.

Impact on Operations and Maintenance:

The appointment of Associate Judges and Referees/Masters to hear cases allows the Juvenile Courts to operate at maximum efficiency and to enhance the management of their dockets so as to dispense swift justice in juvenile matters.

Recommended appointments for Associate Judges and Referees/Masters for this cycle include: for Associate Judges- Diana Herrera, 304th District Court, and Derrick Morrison, 305th District Court. For Referees/Masters- Judges Melinda Forbes; George West; J.R. Cook; Joseph Rosenfield; George Ashford, III; Robert Herrera; Mary McAndrew; Rhonda Hunter; Cheryl Jaska; John Lopez; and Donna Winfield.

Strategic Plan Compliance:

This request complies with Vision 3: Dallas is *safe, secure, and prepared*, by ensuring that the Juvenile Court system has sufficient and approved staff resources in place to hear both juvenile and family law cases.

Legal Information:

The appointment and qualifications of Associate Judges and Referees/Masters is addressed in Subtitle C., Judicial Resources and Services and Chapter 201 of the Texas Family Code. The process utilized by the Dallas County Juvenile District Courts is consistent with this provision of the Family Code.

Financial Impact/Considerations:

The costs of maintaining Associate Judges and Referees/Masters are provided for in the FY 2014 budgets of the 304th and 305th District Courts respectively. There is no financial impact to the Dallas County Juvenile Department.

Recommendation:

It is recommended that the Dallas County Juvenile Board approve the appointment of the recommended Associate Judges and Referees/Masters provided by the Juvenile Courts, and that these appointees are given the Oath of Office by the Chair of the Dallas County Juvenile Board.

Recommended by:

A handwritten signature in black ink, appearing to read "Terry S. Smith", with a stylized flourish at the end.

Dr. Terry S. Smith, Director
Dallas County Juvenile Department

JUVENILE BOARD ORDER

ORDER NO: 2014-036
DATE: March 24, 2014
STATE OF TEXAS §
COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 24th day of March, 2014, in accordance with the Texas Open Meetings Act, with a quorum of the member present, to wit:


Judge Cheryl Lee Shannon	County Judge Clay Jenkins	Judge William Mazur
Judge Andrea Plumlee	Judge Craig Smith	Ms. Paula Miller

Where, among other matters, came up for consideration and adoption the following Juvenile Board Order:

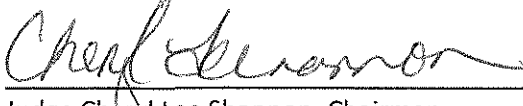
- WHEREAS, the Dallas County Juvenile Board appoints Associate Judges to hear juvenile and family law cases and Referees/Masters to hear juvenile cases only; and
- WHEREAS, the Dallas County Juvenile Board appoints Associate Judges on a four year cycle coinciding with judicial elections, and appoints Referees/Masters every year; and
- WHEREAS, the Dallas County Juvenile Board appoints as Associate Judges Diana Herrera and Derrick Morrison; and
- WHEREAS, the Dallas County Juvenile Board appoints as Referees/Masters: Melinda Forbes; George West; J.R. Cook; Joseph Rosenfield; George Ashford, III; Robert Herrera; Mary McAndrew; Rhonda Hunter; Cheryl Jaksa; John Lopez; and Donna Winfield.
- WHEREAS, Judge Cheryl Shannon, Juvenile Board Chair, administered the Oath of Office to all appointees present at the March 24, 2014 Juvenile Board Meeting; and
- WHEREAS, the Juvenile Board authorizes Judge Cheryl Shannon to administer the Oath of Office to the appointees not present at a later date, but before any cases are heard.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board of Dallas County appoints the above listed individuals as Associate Judges for the 304th and 305th District Juvenile Court; and as Referees/Masters for the 304th and 305th District Juvenile Courts.

DONE IN OPEN BOARD MEETING this 24th day of March, 2014.
The forgoing Juvenile Board Order was lawfully moved by Ms. Paula Miller and seconded by County Judge Clay Jenkins, and duly adopted by the Juvenile Board on a vote of 6 for the motion and 0 opposed.

Recommended by:


Dr. Terry S. Smith, Director
Dallas County Juvenile Department

Approved by:


Judge Cheryl Lee Shannon, Chairman
Dallas County Juvenile Board

In the name and by the authority of

The State of Texas

OATH OF OFFICE

I, _____ *(State your Name)* _____, do

solemnly swear (or affirm), that I will faithfully execute the

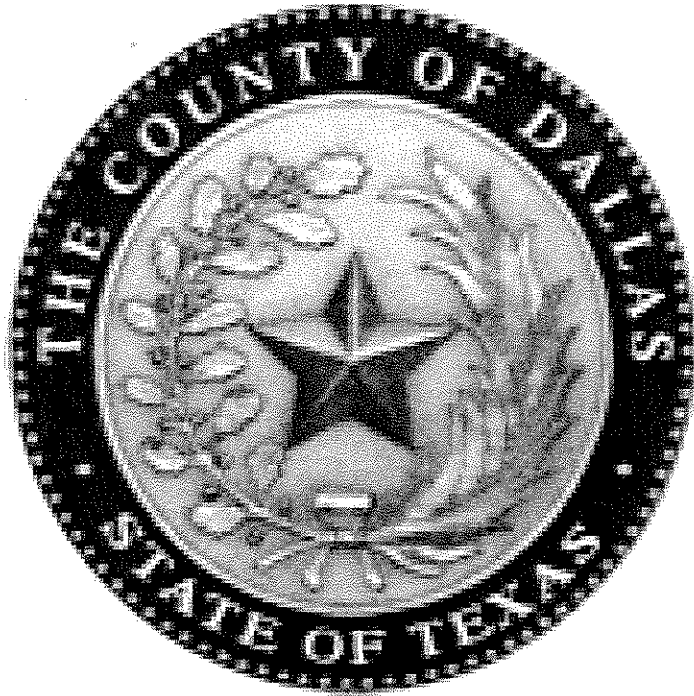
duties of the office of _____ *(Associate Judge or*

Referee/Master of the 304th or 305th District Court)

of the State of Texas, and will to the best of my ability

preserve, protect, and defend the Constitution and laws of the

United States and of this State; and I furthermore solemnly swear (or affirm), that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote for the appointment which I received from the Dallas County Juvenile Board. So help me God.



AGENDA ITEM

E.



**DALLAS COUNTY
JUVENILE DEPARTMENT**

Dr. Terry S. Smith
Director Juvenile Services
Chief Juvenile Probation Officer

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Box 5 Dallas, Texas 75212

MEMORANDUM

Date: March 24, 2014
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Ratification of the TechShare.Juvenile Resource Sharing Addendum

Background of Issue:

On January 16, 2014, the Juvenile Case Management System (JCMS) Stakeholders Committee approved the TechShare.Juvenile Resource Sharing Addendum. It was briefed to Commissioners Court by the Information Technology department (IT) and was approved by the Court on March 4, 2014.

Impact on Operations and Maintenance:

Highlights of the tasks and activities to be completed under this agreement are as follows:

- Continued operation of the TechShare.Juvenile system
- Continued upkeep and maintenance as required by statute or rule and/or to keep the system evergreen
- Development of Version 1.9.2
- Implementation of Version 1.9.2
- Implementation of TechShare.Juvenile in other member counties

Strategic Plan Compliance:

This request complies with Vision 3: Dallas is *safe, secure, and prepared*, by expanding disposition alternatives with regard to treatment for youth/families involved in the juvenile justice system.

Legal Information:

The changes to the TechShare.Juvenile Resources Sharing Addendum have been reviewed and approved as to form by Assistant District Attorney Randal Miller.

Financial Impact/Consideration:

The budget will be funded through 4 payments for each of the four participants (Texas Juvenile Justice Department, Denton, Tarrant and Dallas counties) on anticipated costs for calendar year 2014. The first payment will cover the first quarter of calendar year 2014. The costs for Texas Juvenile Justice Department (TJJD), Denton, Tarrant and Dallas counties are included in the table.

*To assist referred youth in becoming productive,
law abiding citizens, while promoting public safety and victim restoration.*

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214-698-5508 Fax

Participant Payment Plan	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
	Due Feb 28, 2014	Due May 15, 2014	Due Aug 15, 2014	Due Nov 15, 2014	
Texas Juvenile Justice Department (TJJD)					
Maintenance/Operations:	\$ 312,500.00	\$ 312,500.00	\$ 312,500.00	\$ 312,500.00	\$ 1,250,000.00
Dallas County					
Maintenance/Operations:	\$ 281,250.00	\$ 281,250.00	\$ 281,250.00	\$ 281,250.00	\$ 1,125,000.00
Denton County					
Maintenance/Operations:	\$ -	\$ -	\$ 129,000.00	\$ 76,000.00	\$ 205,000.00
Tarrant County					
Maintenance/Operations:	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	\$ 750,000.00
Totals					
Maintenance/Operations:	\$ 781,250.00	\$ 781,250.00	\$ 910,250.00	\$ 857,250.00	\$ 3,330,000.00

Performance Impact Measures:

There are no specific performance measures.

Project Schedule/Implementation:

The Resource Sharing Addendum continues through August 2015.

Recommendation:

It is recommended that the Dallas County Juvenile Board ratify the changes to the TechShare.Juvenile Resource Sharing Addendum between Texas Conference of Urban Counties, Interim TechShare Oversight Committee and the Texas Juvenile Justice Department which was approved on March 4, 2014 by Commissioners Court.

Recommended by:


 Dr. Terry S. Smith, Director
 Dallas County Juvenile Department

JUVENILE BOARD ORDER

ORDER NO: 2014-037

DATE: March 24, 2014

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 24th day of March, 2014, in accordance with the Texas Open Meetings Act, with a quorum of the member present, to wit:

Judge Cheryl Lee Shannon	County Judge Clay Jenkins	Judge William Mazur
Judge Craig Smith	Judge Andrea Plumlee	Ms. Paula Miller

Where, among other matters, came up for consideration and adoption the following Juvenile Board Order:

WHEREAS, on January 16, 2014, the Juvenile Case Management System (JCMS) Stakeholders Committee approved the TechShare.Juvenile Resource Sharing Addendum. It was then approved by the TechShare Oversight Committee on January 31, 2014. On February 25, 2014, it was briefed to Commissioners Court by the Information Technology department (IT) and was approved by the Court on March 4, 2014; and

WHEREAS, highlights of the tasks and activities to be completed under this agreement are as follows:

- Continued operation of the TechShare.Juvenile system
- Continued upkeep and maintenance as required by statute or rule and/or to keep the system evergreen
- Development of Version 1.9.2
- Implementation of Version 1.9.2
- Implementation of TechShare.Juvenile in other member counties; and

WHEREAS,

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
	Due Feb 28, 2014	Due May 15, 2014	Due Aug 15, 2014	Due Nov 15, 2014	
Participant Payment Plan					
Texas Juvenile Justice Department (TJJD)					
Maintenance/Operations:	\$ 312,500.00	\$ 312,500.00	\$ 312,500.00	\$ 312,500.00	\$ 1,250,000.00
Dallas County					
Maintenance/Operations:	\$ 281,250.00	\$ 281,250.00	\$ 281,250.00	\$ 281,250.00	\$ 1,125,000.00
Denton County					
Maintenance/Operations:	\$ -	\$ -	\$ 129,000.00	\$ 76,000.00	\$ 205,000.00
Tarrant County					
Maintenance/Operations:	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	\$ 750,000.00
Totals					
Maintenance/Operations:	\$ 781,250.00	\$ 781,250.00	\$ 910,250.00	\$ 857,250.00	\$ 3,330,000.00

the budget will be funded through 4 payments for each participant (Texas Juvenile Justice Department, Dallas, Denton and Tarrant counties) on anticipated quarterly costs for calendar

year 2014. The first payment will cover the first quarter of calendar year 2014. The costs for Texas Juvenile Justice Department (TJJD), Denton, Tarrant and Dallas counties are included in the table; and

WHEREAS, the changes to the TechShare.Juvenile Resources Sharing Addendum have been reviewed and approved as to form by Assistant District Attorney Miller.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board ratify the changes to the TechShare.Juvenile Resource Sharing Addendum between Texas Conference of Urban Counties (CUC), Interim TechShare Oversight Committee and the Texas Juvenile Justice Department which was approved on March 4, 2014 by Commissioners Court.

DONE IN OPEN BOARD MEETING this 24th day of March, 2014.


The forgoing Juvenile Board Order was lawfully moved by Judge Craig Smith and seconded by County Judge Clay Jenkins, and duly adopted by the Juvenile Board on a vote of 6 for the motion and 0 opposed.

Recommended by:

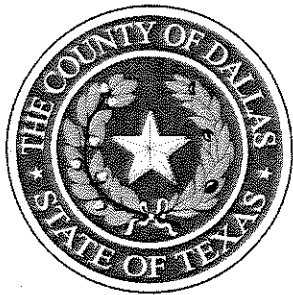
Approved by:



Dr. Terry S. Smith, Director
Dallas County Juvenile Department



Judge Cheryl Lee Shannon, Chairman
Dallas County Juvenile Board



DALLAS COUNTY
OFFICE OF INFORMATION TECHNOLOGY

February 18, 2014

To: Commissioners Court

Through: Dr. Terry Smith, Ph.D., Director
Stanley Victrum, Chief Information Officer

From: Shirley Gardner, IT Senior Project Manager

Subject: Resource Sharing Addendum

PURPOSE

The purpose of this briefing is to obtain the approval of the Dallas County Commissioners Court Amendment No. 1 of the Techshare.Juvenile and Juvenile Case Management System – Basic 2013 Resource Sharing Addendum and authorize the execution of this document. The term for Amendment No. 1 of this Addendum is effective January 1, 2014 through December 31, 2014.

BACKGROUND

Dallas County currently participates in the Texas Conference of Urban Counties' (CUC) TechShare Program. The Dallas County Commissioners Court previously approved the Techshare.Juvenile and Juvenile Case Management System – Basic 2013 Resource Sharing Addendum which provided funds for the cost of operation of the Juvenile Case Management System from January 1, 2014 through August 31, 2015. The Work Plan, Budget, and Cost Allocation in Attachment C of the 2013 Resource Sharing Addendum is an annual document effective from January 1, 2013 to December 31, 2013. Amendment No. 1 to the 2013 Resource Sharing Addendum is intended to replace in its entirety Attachment C of this Addendum with 2014 Work Plan, Budget, and Cost Allocation, Budget, and Cost Allocation, Attachment C. No other terms of the 2013 Resource Sharing Addendum are changed except the terms specifically modified in Amendment No. 1.

Attached are:

- Techshare.Juvenile and Juvenile Case Management System – Basic 2013 Resource Sharing Addendum, Amendment No. 1.

- 2014 Work Plan, Budget, And Cost Allocation Techshare.Juvenile and Juvenile Case Management System – Basic Resource Sharing Addendum (Attachment C)

FISCAL IMPACT

Due to participation by Denton County, the contribution by Dallas County decreased from \$1,542,187.80 in 2013 to \$1,125,000.00 in 2014. The fiscal impact for the first quarter 2014 is \$281,250.00.

LEGAL IMPACT

This Resource Sharing Addendum was approved by the JCMS Oversight Board and reviewed and approved as to form by the Civil Division of the District Attorney's Office.

STRATEGIES

The IT Core Strategies addressed are

- Strategy 5.0: Support continuous business process improvement
- Strategy 7.0: Leverage Technology to improve and enhance end user productivity

RECOMMENDATION

It is recommended that the Commissioners Court authorize the Dallas County Judge to execute Amendment No. 1 of the Techshare.Juvenile and Juvenile Case Management System – Basic 2013 Resource Sharing Addendum and authorize payment of \$281,250.00 for the first quarter due on February 28, 2014 on behalf of Dallas County.

Recommended by:

Dr. Terry S. Smith, Director

Stanley Victrum, CIO



Texas Conference of Urban Counties
TechShare Program
TechShare.Juvenile and Juvenile Case Management System -Basic
2013 Resource Sharing Addendum
Amendment No. 1

1. Each of the undersigned counties and the Texas Juvenile Justice Department ("TJJJD") is a signatory to the Interlocal Agreement For Participation In The Texas Conference of Urban Counties TechShare Program ("ILA").
2. Pursuant to the ILA, the undersigned counties, the TJJJD, and the Texas Conference of Urban Counties ("Urban Counties") entered into the TechShare.Juvenile and Juvenile Case Management System – Basic 2013 Resource Sharing Addendum (the "Addendum") with a term of January 1, 2014 through August 31, 2015.
3. Because the Work Plan, Budget, and Cost Allocation (Attachment C of the Addendum) is an annual document for each calendar year, there is a need to replace the work plan, budget, and cost allocation for 2013 with the work plan, budget, and cost allocation for calendar year 2014.
4. Attachment C of the Addendum – Work Plan, Budget, and Cost Allocation for 2013, is replaced in its entirety with the attached 2014 Work Plan, Budget, and Cost Allocation.
5. Except as specifically modified in this Amendment No. 1, all terms of the Addendum shall remain in effect.
6. This Amendment No. 1 is effective January 1, 2014.

[Signature Pages to Follow]



COUNTY OF DALLAS

By: _____

Title: _____

Date: _____

ATTEST:

By: _____

Title: _____

Name and Address for Purposes of Notice:



COUNTY OF DENTON

By: _____

Title: _____

Date: _____

ATTEST:

By: _____

Title: _____

Name and Address for Purposes of Notice:



COUNTY OF TARRANT

By: _____

Title: _____

Date: _____

ATTEST:

By: _____

Title: _____

Name and Address for Purposes of Notice:



TEXAS JUVENILE JUSTICE DEPARTMENT

By: _____

Title: _____

Date: _____

Name and Address for Purposes of Notice:



TEXAS CONFERENCE OF URBAN COUNTIES, INC.

BY: _____

Title: Executive Director

Date: _____

Name and Address for Purposes of Notice:

Donald Lee

500 W. 13th Street

Austin, TX 78701



2014 WORK PLAN, BUDGET, AND COST ALLOCATION
TECHSHARE.JUVENILE AND JUVENILE CASE MANAGEMENT SYSTEM - BASIC
RESOURCE SHARING ADDENDUM

Work Plan

Priorities

The tasks and activities to be completed under this agreement are prioritized as follows:

1. Operation – ensuring the continued availability and reliability of TechShare.Juvenile and JCMS.Basic for the Participants
2. Maintenance – correcting defects in the system and applying maintenance as required by statute or rule and/or to keep the system evergreen (see below)
3. Development of JCMS Version 1.9.2 – in accordance with the JCMS.Basic and TechShare.Juvenile 1.9.x Release Scoping Document included as Attachment G to this Addendum.
4. Supporting the implementation activities of the TJJD – including change requests required to support the varied use of Caseworker across Juvenile Probation Departments
5. Implementation of TechShare.Juvenile and JCMS.Basic, Version 1.9.2 – in all Participants using TechShare.Juvenile and including migration of JCMS.Basic Counties
6. Implementation of TechShare.Juvenile 1.9.2 in Dallas County – migration from the Juvenile Information System
7. Implementation of TechShare.Juvenile in other member counties – preparation of budget proposals and implementation planning
8. Implementation of JCMS.Basic in member counties – either as a first step toward TechShare.Juvenile implementation or as a member county's production system

Evergreen

TechShare.Juvenile will be upgraded to the latest version of .NET from Microsoft as new versions become generally available. TechShare.Juvenile is operating on .NET Version 4.0 as of the beginning of the period for this Addendum.

TechShare.Juvenile and JCMS.Basic will be modified to incorporate legislatively mandated requirements that can be completed within the approved budget. Systems releases, versions or builds to provide for the application of legislatively mandated changes to the operating environments for TechShare.Juvenile and JCMS.Basic will be deployed and implemented.

Deliverables

1. Change Requests

Each Change Request will describe how the specific changes to the software are necessary to meet the operational requirements of the requesting entity. The Change Requests will be reviewed, approved, and prioritized by the Stakeholder Committee as they are scheduled for development.



2. Sprint Plans

For each two-week development cycle (Sprint), a Sprint Plan will be documented to communicate which defect corrections and change orders are included in the development cycle.

3. Release Notes

For each deployment to production, Release Notes will be provided describing the changes to the software.

Schedule

1.	Operation:	Ongoing
2.	Maintenance:	Ongoing
3.	Acceptance of Version 1.9.2:	January 30, 2014*
4.	Implementation of TechShare.Juvenile in other member counties:	As scheduled
5.	Supporting the implementation activities of the TJJD:	As scheduled
6.	Implementation of JCMS.Basic in member counties:	As scheduled

Capital Costs and Allocation

The total Capital Cost of TechShare.Juvenile as of January 1, 2014 is \$11,247,004.06

Capital Costs are allocated among Participant Local Governments according to the relative population of each Participant Local Government to the total population of all Participant Local Governments. The relative populations and Capital Costs of each Participant Local Government is shown on the table on the following page.

For member counties that adopt this Addendum, the following table shows the Capital Cost Allocation for each county.

County	2010 Population	Capital Cost:	
		Early Adopters (.75 of members)	
Bell	310,235	\$	235,781
Brazoria	313,166	\$	238,009
Brazos	194,851	\$	148,089
Cameron	406,220	\$	308,731
Chambers	35,096	\$	26,673
Collin	782,341	\$	594,586
Comal	108,472	\$	82,440
Ector	137,130	\$	104,220
El Paso	800,647	\$	608,499
Fort Bend	585,375	\$	444,890
Galveston	291,309	\$	221,397
Grayson	120,877	\$	91,868
Gregg	121,730	\$	92,516
Guadalupe	131,533	\$	99,966
Harris	4,092,459	\$	3,110,306
Hays	157,107	\$	119,403
Hidalgo	774,769	\$	588,831
Hunt	86,129	\$	65,459
Jefferson	252,273	\$	191,730
Johnson	150,934	\$	114,711
Kaufman	103,350	\$	78,547
Lubbock	278,831	\$	211,914
McLennan	234,906	\$	178,531
Midland	136,872	\$	104,024
Nueces	340,223	\$	258,573
Randall	120,725	\$	91,752
Rockwall	78,337	\$	59,537
San Patricio	64,804	\$	49,252
Smith	209,714	\$	159,385
Travis	1,024,266	\$	778,451
Webb	250,304	\$	190,233
Williamson	422,679	\$	321,240
Wise	59,127	\$	44,937

Operations and Maintenance Budget and Allocation

The Operations and Maintenance Budget for this Addendum is shown in the table below.

		Budget
Expenses		
Direct Expenses		
	Consulting	
	Contractual Consulting	
	FF & E	\$ 15,333.33
	Meetings	
	Board	\$ -
	Committees	\$ 13,500.00
	Education Events	\$ 15,000.00
	Membership	\$ -
	Other	\$ -
	Total Meetings	\$ 28,500.00
	Other Expenses	
	Computer Software	\$ 17,000.00
	Meals & Entertainment	\$ -
	Prof. Dev. & Mgmt. Services	\$ 33,500.00
	Misc.	\$ -
	Printing & Publications	\$ 3,300.00
	Supplies	\$ 12,000.00
	Total Other Expenses	\$ 65,800.00
	Payroll Costs	
	ER Taxes	\$ 121,050.00
	Health Insurance	\$ 65,808.00
	Other Insurance	\$ 13,248.00
	Salaries	\$ 1,345,000.00
	SEP ER Contribution	\$ 134,500.00
	Contract Services	\$ -
	Total Payroll Costs	\$ 1,679,606.00
	Software Licensing Fee	\$ -
	Software Maintenance Fee	\$ 38,000.00
	Systems Operations Fee	\$ 594,000.00
	Travel	
	Lodging	\$ 14,500.00
	Meals	\$ 27,500.00
	Transportation	\$ 8,000.00
	Total Travel	\$ 50,000.00
	Total Direct Expenses	\$ 2,471,239.33

		Budget
Expenses		
Indirect Expenses - TechShare Only		
	Accounting Fees	\$ -
	Association Fees	\$ 104,355.00
	Bank Fees	\$ -
	Business Insurance	\$ 8,280.00
	Depreciation	\$ 4,162.50
	FF & E	\$ 29,254.58
	Legal Fees	\$ -
	Occupancy	
	Rent - 500 W. 13th. St.	\$ -
	Rent - Stonecreek	\$ 165,330.00
	Total Occupancy	\$ 165,330.00
	Other Expenses	
	Prof. Dev. & Mgmt. Services	\$ 4,530.00
	Misc.	\$ 14,110.00
	Printing & Publications	\$ 378.00
	Supplies	\$ 3,675.00
	Telecommunications	\$ 27,018.00
	Total Other Expenses	\$ 49,711.00
	Payroll Costs	
	ER Taxes	\$ 15,808.50
	Health Insurance	\$ 8,829.24
	Other Insurance	\$ 1,777.44
	Salaries	\$ 175,650.00
	SEP ER Contribution	\$ 17,565.00
	Contract Services	\$ -
	Total Payroll Costs	\$ 219,630.18
	Travel	
	Lodging	\$ -
	Transportation	\$ -
	Meals	\$ -
	Total Travel	\$ -
	Total Indirect Expenses - TechShare Only	\$ 580,723.26

		Budget
Expenses		
Indirect Expenses - Association Only		
	Accounting Fees	\$ 5,475.00
	Bank Fees	\$ 127.50
	Business Insurance	\$ -
	Depreciation	\$ -
	FF & E	\$ 2,101.67
	Legal Fees	\$ 24,700.00
	Meetings	\$ 2,000.00
	Occupancy	
	Rent - 500 W. 13th. St.	\$ 9,360.00
	Rent - Stonecreek	\$ -
	Total Occupancy	\$ 9,360.00
	Other Expenses	
	Prof. Dev. & Mgmt. Services	\$ 1,180.00
	Misc	\$ 870.00
	Printing & Publications	\$ 115.50
	Supplies	\$ 1,430.00
	Telecommunications	\$ 1,722.00
	Total Other Expenses	\$ 5,317.50
	Payroll Costs	
	ER Taxes	\$ 4,441.68
	Health Insurance	\$ 3,345.24
	Other Insurance	\$ 673.44
	Salaries	\$ 49,352.00
	SEP ER Contribution	\$ 4,888.40
	Contract Services	\$ 15,000.00
	Total Payroll Costs	\$ 77,700.76
	Travel	
	Lodging	\$ -
	Transportation	\$ -
	Meals	\$ -
	Total Travel	\$ -
	Total Indirect Expenses - Association Only	\$ 126,782.43
	Total Expense	\$ 3,178,745.02

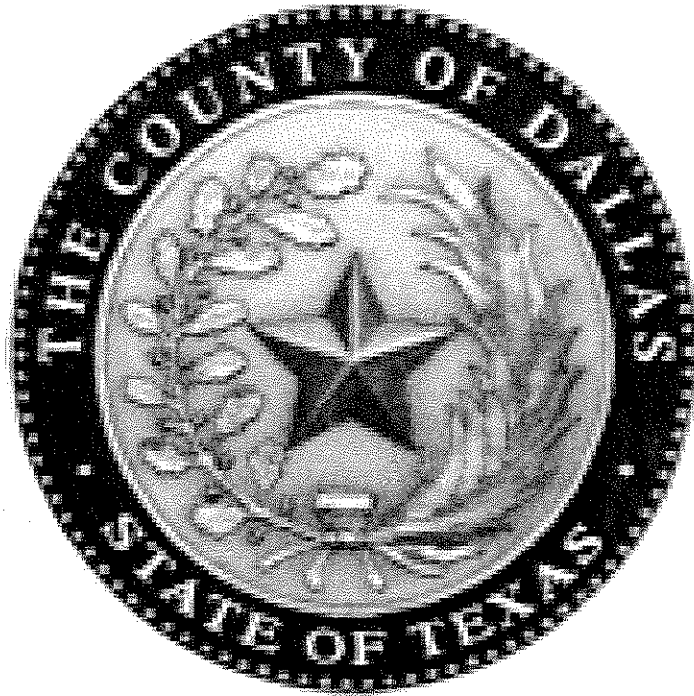
Cost Allocation and Payment Plan:

The budget will be funded through 4 payments from each Participant, based on the anticipated quarterly costs for calendar year 2014. The first payment will cover the first quarter of calendar year 2014. The second, third and fourth payments will cover the costs for the final quarters of calendar year 2014. The payment schedule and allocation of costs among the Participants is shown in the table below:

Participant Payment Plan	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
	Due Feb 28, 2014	Due May 15, 2014	Due Aug 15, 2014	Due Nov 15, 2014	
Texas Juvenile Justice Department (TJJD)					
Maintenance/Operations:	\$ 312,500.00	\$ 312,500.00	\$ 312,500.00	\$ 312,500.00	\$ 1,250,000.00
Dallas County					
Maintenance/Operations:	\$ 281,250.00	\$ 281,250.00	\$ 281,250.00	\$ 281,250.00	\$ 1,125,000.00
Denton County					
Maintenance/Operations:	\$ -	\$ -	\$ 129,000.00	\$ 76,000.00	\$ 205,000.00
Tarrant County					
Maintenance/Operations:	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	\$ 187,500.00	\$ 750,000.00
Totals:					
Maintenance/Operations:	\$ 781,250.00	\$ 781,250.00	\$ 910,250.00	\$ 857,250.00	\$ 3,330,000.00

With the participant payments totaling \$3,330,000, the overall budget will generate a net reserve of \$299,755. Multi-County Juvenile Probation Departments

Both Capital Costs and O&M Costs will be allocated per Participant Local Government in accordance with method/formula for all other Participant Local Governments, unless the commissioners court from every county in a multi-county jurisdiction agrees to split their collective costs in some other manner as between those counties only. A commissioners court resolution, minute order, or other such document evidencing each county's agreement must be provided to Urban Counties before any such other manner of allocation will be effective.



AGENDA ITEM

F.



**DALLAS COUNTY
JUVENILE DEPARTMENT**

Dr. Terry S. Smith
Director Juvenile Services
Chief Juvenile Probation Officer

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Box 5 Dallas, Texas 75212

MEMORANDUM

Date: March 24, 2014
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Cardea Services Agreement

Background of Issue:

The Substance Abuse Unit (SAU) operates a 90 day out-patient drug treatment facility for chemically dependent youth. The Substance Abuse Unit's mission is to provide substance abuse assessment, education and treatment to youth from the community by assisting them with their personal development, improved family relationships and educational enhancement. Studies have shown that there is a direct correlation between substance abuse and risky sexual behavior. Youth that are under the influence of drugs and alcohol are more likely to practice risky sexual behavior. In an effort to educate SAU participants on the prevention of pregnancy and sexually transmitted infections and its correlation with drug and alcohol abuse, the Dallas County Juvenile Department uses an evidence-based curriculum from Cardea Services targeted at reducing risky sexual practices among adolescent youth.

Cardea Services is an organization focused on training and organizational development of human service organizations. Cardea Services received a federal grant to increase capacities of local community partners to use evidence-based interventions/curricula to educate adolescents for the prevention of pregnancy and sexually transmitted infections. Cardea Services partnered with Dallas County Juvenile Department to implement these interventions. This program began in November 2012 and fiscal year 2014 is year two of a three year program.

Each fiscal year of this three year program, Cardea Services requires a memorandum of agreement. The purpose of this brief is to approve the memorandum of agreement between Cardea Services and the Dallas County Juvenile Department for year two of the three year program.

Impact on Operations and Maintenance:

Cardea Services provides an evidence-based curriculum that is incorporated in the 90 day SAU program. Cardea Services conducted training for curriculum facilitators through an incorporated evidence based curriculum. The SAU staff implement the evidence based program with fidelity. The program consists of six, one hour sessions over a 90 day period. Upon completion of the program, Cardea Services will compensate the Dallas County Juvenile Department \$15,000 for implementing the program.

Strategic Plan Compliance:

This request complies with Vision 3: Dallas is *safe, secure, and prepared*, by expanding disposition alternatives with regard to treatment for youth/families involved in the juvenile justice system.

*To assist referred youth in becoming productive,
law abiding citizens, while promoting public safety and victim restoration.*

214-698-2200 Office

214-698-5508 Fax

Legal Information:

A memorandum of agreement has been approved as to form by Assistant District Attorney Denika Caruthers, Civil Section. The agreement requires the signature of the Chair of the Juvenile Board.

Financial Impact/Considerations:

Cardea Services will compensate Dallas County Juvenile Department Substance Abuse Unit \$15,000 when the program is completed by September 30, 2014.

Performance Impact Measures:

Cardea Services will monitor the program and conduct an evaluation to determine program effectiveness. They will share results with the Dallas County Juvenile Department after the three year program is completed.

Project Schedule/Implementation:

This agreement is for fiscal year 2014 which is year two of a three year project with Cardea Services.

Recommendation:

It is recommended that the Dallas County Juvenile Board approve the services outlined in the MOA with Cardea Services. It is further recommended that the Dallas County Juvenile Board approve the compensation of \$15,000 from Cardea Services to the Dallas County Substance Abuse Unit when year two services are completed by September 30, 2014.

Recommended by:



Dr. Terry S. Smith, Director
Dallas County Juvenile Department

JUVENILE BOARD ORDER

ORDER NO: 2014-038

DATE: March 24, 2014

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 24th day of March, 2014, in accordance with the Texas Open Meetings Act, with a quorum of the member present, to wit:

Judge Cheryl Lee Shannon	County Judge Clay Jenkins	Judge William Mazur
Judge Craig Smith	Ms. Paula Miller	Judge Andrea Plumlee

Where, among other matters, came up for consideration and adoption the following Juvenile Board Order:

WHEREAS, the Substance Abuse Unit (SAU) operates a 90 day out-patient drug treatment facility for chemically dependent youth. The Substance Abuse Unit's mission is to provide substance abuse assessment, education and treatment to youth from the community by assisting them with their personal development, improved family relationships and educational enhancement; and

WHEREAS, studies have shown that there is a direct correlation between substance abuse and risky sexual behavior. Youth that are under the influence of drugs and alcohol are more likely to practice risky sexual behavior; and

WHEREAS, in an effort to educate SAU participants on the prevention of pregnancy and sexually transmitted infections and its correlation with drug and alcohol abuse, the Dallas County Juvenile Department uses an evidence-based curriculum from Cardea Services targeted at reducing risky sexual practices among adolescent youth; and

WHEREAS, this program began in November 2012 and Fiscal Year 2014 is year two of a three year program; and

WHEREAS, each fiscal year of this three year program, Cardea Services requires a memorandum of agreement; and

WHEREAS, Cardea Services provides an evidence-based curriculum that is incorporated in the 90 day SAU program. Cardea Services conducted training for curriculum facilitators through an incorporated evidence based curriculum. The SAU staff implements the evidence based program with fidelity. The program consisted of six, one hour sessions over a 90 day period; and

WHEREAS, upon completion of the program, Cardea Services will compensate the Dallas County Juvenile Department \$15,000 for implementing the program; and

WHEREAS, a memorandum of agreement has been approved as to form by Assistant District Attorney Denika Caruthers, Civil Section. The agreement requires the signature of the Chair of the Juvenile Board; and

WHEREAS, Cardea Services will monitor the program and conduct an evaluation to determine program effectiveness.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board that the Dallas County Juvenile Board approve the services outlined in the MOA with Cardea Services.

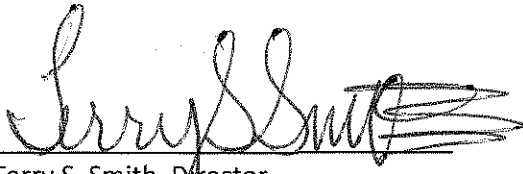
IT IS FURTHER ORDERED, ADJUDGED, AND DECREED that the Dallas County Juvenile Board approve the compensation of \$15,000 from Cardea Services to the Dallas County Substance Abuse Unit when year two services end by September 30, 2014.

DONE IN OPEN BOARD MEETING this 24th day of March, 2014.

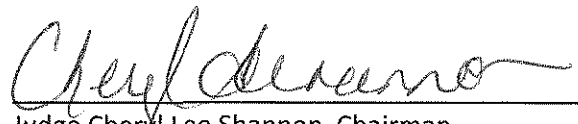
The forgoing Juvenile Board Order was lawfully moved by Judge Andrea Plumlee and seconded by County Judge Clay Jenkins, and duly adopted by the Juvenile Board on a vote of 6 for the motion and 0 opposed.

Recommended by:

Approved by:



Dr. Terry S. Smith, Director
Dallas County Juvenile Department


Judge Cheryl Lee Shannon, Chairman
Dallas County Juvenile Board

**Memorandum of Agreement between
Cardea Services and
DCJD**

This agreement is between Cardea Services and DCJD (hereinafter referred to as "Partner").

I. Explanation of Work

The purpose of this project is to increase capacity of *local community partners* (schools, agencies, and youth-serving community-based organizations) to use evidence-based interventions/curricula to educate adolescents on both abstinence and contraception for the prevention of pregnancy and sexually transmitted infections, including HIV/AIDS, and at least three adulthood preparation subjects (Healthy Relationships, Adolescent Development, and Healthy Life Skills).

This agreement outlines the scope of work from October 1, 2013, through September 30, 2014.

II. Scope of Work

Cardea will:

- A. As needed, conduct Training of Facilitators for partner and other local staff on selected curriculum.
- B. Provide a copy of the curriculum and associated materials to each approved staff person.
- C. Provide fidelity monitoring of staff delivering selected curriculum.
- D. Train supervisory staff to conduct ongoing fidelity monitoring.
- E. Provide technical assistance to partner in completion of required evaluation tasks and provide all evaluation tools needed.
- F. Provide at least one additional training based on needs assessment.

Partner will:

- A. Provide a budget showing how project funds will be used to support project goals.
- B. Recruit approximately 250 participants per year.
- C. Host classes in their facilities.
- D. Participate in data collection and reporting activities to the extent allowable by law.
- E. Assign at least one staff to act as onsite project lead/liaison.
- F. Ensure Local Educator (LE) staff have access to facilities and students in order to carry out classes.
- G. Arrange with Cardea or LE staff dates and times to conduct fidelity monitoring of staff delivery of curriculum.
- H. Support at least one staff to attend facilitator training (as needed) and annual partners' meeting.

III. Compensation

- A. Partner shall invoice Cardea for total compensation of \$15,000 in two increments:
 - i. Invoice upon completion of 10 curriculum cycles in the amount of \$7,000.
 - ii. Invoice upon completion of evaluation activities, including data collection and reporting, in the amount of \$8,000.

IV. Indemnification

Cardea, to the fullest extent allowed by law, agrees to indemnify and hold harmless DALLAS COUNTY, Dallas County Juvenile Board, Dallas County Juvenile Department, its assigns, officers, directors, employees, agents, representatives (referred collectively in this Section as "COUNTY"), against all claims, demands, actions, suits, losses, damages, liabilities, costs, and/or expenses of every kind and nature (including, but not limited to court costs, litigation expenses and attorney's fees), incurred by or sought to be imposed upon County because of injury (including death), or damage to property (whether real, personal or inchoate), arising out of or in any way related (whether directly or indirectly, causally or otherwise) to any act or omission by Cardea in performance of this Agreement and/or Program, except to the extent such liability, damage, fine or expense is the result of negligent acts or omissions of the County.

Contractor acknowledges and agrees that County is prohibited by Article XI, Section 7 of the Texas Constitution from indemnifying it or any other third party for damages arising under this Agreement.

V. Sovereign Immunity

This MOA is expressly made subject to Dallas County's Governmental Immunity, including, without limitation, Title 5 of the Texas Civil Remedies Code and all applicable State and federal laws. The Parties expressly agree that no provision of this MOA is in any way intended to constitute a waiver of any immunities from suit or from liability, or waiver of any tort limitation, that State or County has by operation of law, or otherwise. Nothing in this MOA is intended to benefit any third party beneficiary.

VI. Changes

Either party may request changes to this agreement. Proposed changes, which are mutually agreed upon, shall be incorporated by written amendment to this agreement.

VII. Contract Duration/Termination Provision

The contract duration is October 1, 2013, through September 30, 2014; this agreement may be terminated by either party without cause; in whole or in part, by providing the other party thirty (30) days advance written notice of the termination.

VIII. Assurances

Partner asserts that they have in place, or will have in place, prior to receiving any monetary award, policies prohibiting harassment based on race, sexual orientation, gender, gender identity (or expression), religion, and national origin.

We, the undersigned, agree to the above arrangement:

Judge Cheryl Shannon, Chairman
Dallas County Juvenile Board
Tax Identification Number (TIN/EIN):

Date

Sandy Rice

9/23/2013

Sandy Rice, Vice President

Date

Cardea Services

Tax Identification Number: 931220473

Agency contact for invoice/payment inquiries:

Lori Pelliccia, Office/Fiscal Manager, Lpelliccia@cardeaservices.org

512.474.2166 512.476.0326 f

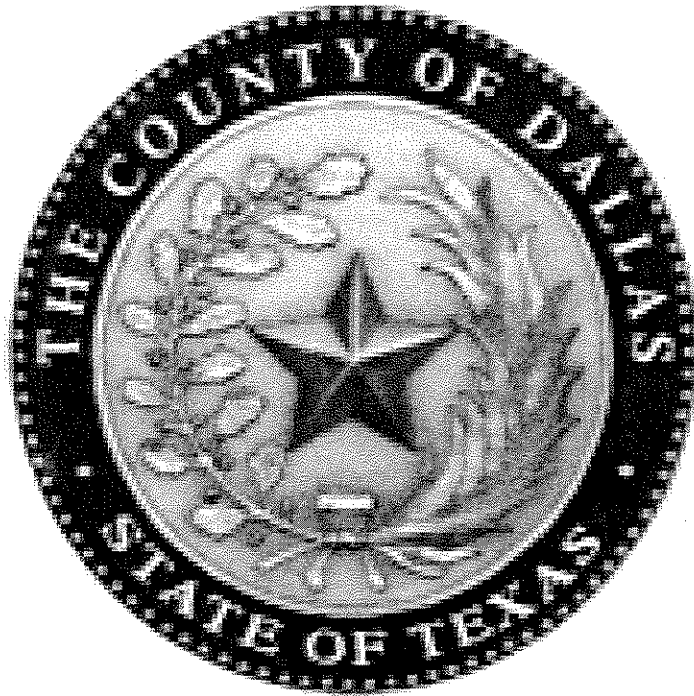
DALLAS COUNTY
CRAIG WATKINS
DISTRICT ATTORNEY

TERESA GUERRA SNELSON
CHIEF, CIVIL DIVISION

By:

Denika Caruthers

Assistant District Attorney



AGENDA ITEM

G.



**DALLAS COUNTY
JUVENILE DEPARTMENT**

Dr. Terry S. Smith
Director Juvenile Services
Chief Juvenile Probation Officer

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Box 5 Dallas, Texas 75212

MEMORANDUM

Date: March 24, 2014
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Juvenile Department Reorganization

Background of Issue:

Currently the Dallas County Juvenile Department utilizes the District Attorney's (DA) office for review, representation and response to all issues germane to the Juvenile Department. At times, the best interest of the Juvenile Services Department may be secondary due to the workload, direction of the DA's Office or its visionary perspective.

The proposed organizational restructuring and addition of this position will enable the Juvenile Services Department to achieve greater efficiencies and a higher level of performance. This proposed position will provide a high level of legal consultation, advice, and representation to the Executive Director of the Juvenile Services Department and the Juvenile Board in a more timely manner. Furthermore, this position will have a more focused view and knowledge of the Department, the Juvenile Board and other significant issues related to the providing of Juvenile Services to the children and families we serve. While this position will continue to coordinate with the Civil Section of the District Attorney, it will directly serve as the chief legal advisor to the Juvenile Department and the Board and coordinate all legal matters related to this function. It will function similar to the legal advisor position in the Sheriff's Department; however, more emphasis will be focused on contracts, legislative matters, and policy development in the field of Juvenile Services. It will not, however, perform any civil duties statutorily prescribed to the District Attorney's office without the consent of the District Attorney- Eminent Domain, Right of Way (ROW) and civil litigation.

This proposed change meets the current directives in terms of cost savings along with increased efficiencies and effectiveness within the Juvenile Department and with the Juvenile Board. Additional goals of the proposed restructuring are consolidating services, improving organizational effectiveness and efficiencies; while adopting a distinguished service model reflective of organizations seeking to enhance their program while continuing cost efficacy.

Upon approval by the Juvenile Board, the reorganizational proposal would be presented to Commissioners Court and then to the Dallas County Civil Service Commission for final approval.

Thus, the purpose of this briefing is to request the Dallas County Juvenile Board authorization to proceed with the Dallas County Juvenile Services Department's proposed plan to reorganize resources to provide necessary executive management restructuring for the Juvenile Services Department and Dallas County.

*To assist referred youth in becoming productive,
law abiding citizens, while promoting public safety and victim restoration.*

Impact on Operations and Maintenance:

The proposed changes will not only yield budgetary savings, but allow Juvenile Probation to put into place an effective/efficient Executive Management Team and to adjust to the legislative, state and county mandates which are becoming increasingly significant. Additionally, we are ensuring Juvenile Probation is properly aligned and staffed to meet identified performance goals, expectations and representation.

Strategic Plan Compliance:

Recommendations in this briefing are consistent with Dallas County’s Strategic Plan, Vision 1; Strategy 1.3 – *Dallas County provides sound, financially responsible and accountable governance.*

Legal Information:

Changes in the staffing of the Dallas County Juvenile Services Department require approval of the Dallas County Juvenile Board and, where appropriate, Dallas County Civil Service Commission. Relatedly, budget amendments also require approval of the Dallas County Juvenile Board.

Financial Impact/Considerations:

The deletion of two vacant positions and addition of one position will result in a **minimum savings of \$3,512** based on maximum in-hire.

Performance Impact Measures:

The present request, based on the current needs analysis, is anticipated to result in the improvement of the Executive Management Team for the Juvenile Services Department. The addition of our own legal advisor, allows us to provide high level legal consultation, advice, and representation to the Executive Director while building a strong Executive team.

Project Schedule/Implementation:

The proposed changes planned by the Department are outlined below and include:

Proposed Deletions:

- Delete Program Manager II Position
- Delete Juvenile Supervision Officer (JSO)

Savings = \$83,731;

Savings = \$48,896

Total = \$132,627

Proposed Addition:

- Attorney V (ATT V)

Cost= \$129,115

Savings associated with proposed deletion and addition:

Total Savings = \$3,512

Recommendation:

It is recommended the Dallas County Juvenile Board grant approval for the Dallas County Juvenile Services Department to proceed with the proposed plan related to personnel changes and reorganization of the Department. If approved, it is further recommended that the Dallas County Juvenile Board authorize the submission of the above noted positions to the Dallas County Commissioners Court and Civil Service Commission for final approval and for evaluation of pay grade and classification. Furthermore, it is recommended that the

*To assist referred youth in becoming productive,
law abiding citizens, while promoting public safety and victim restoration.*

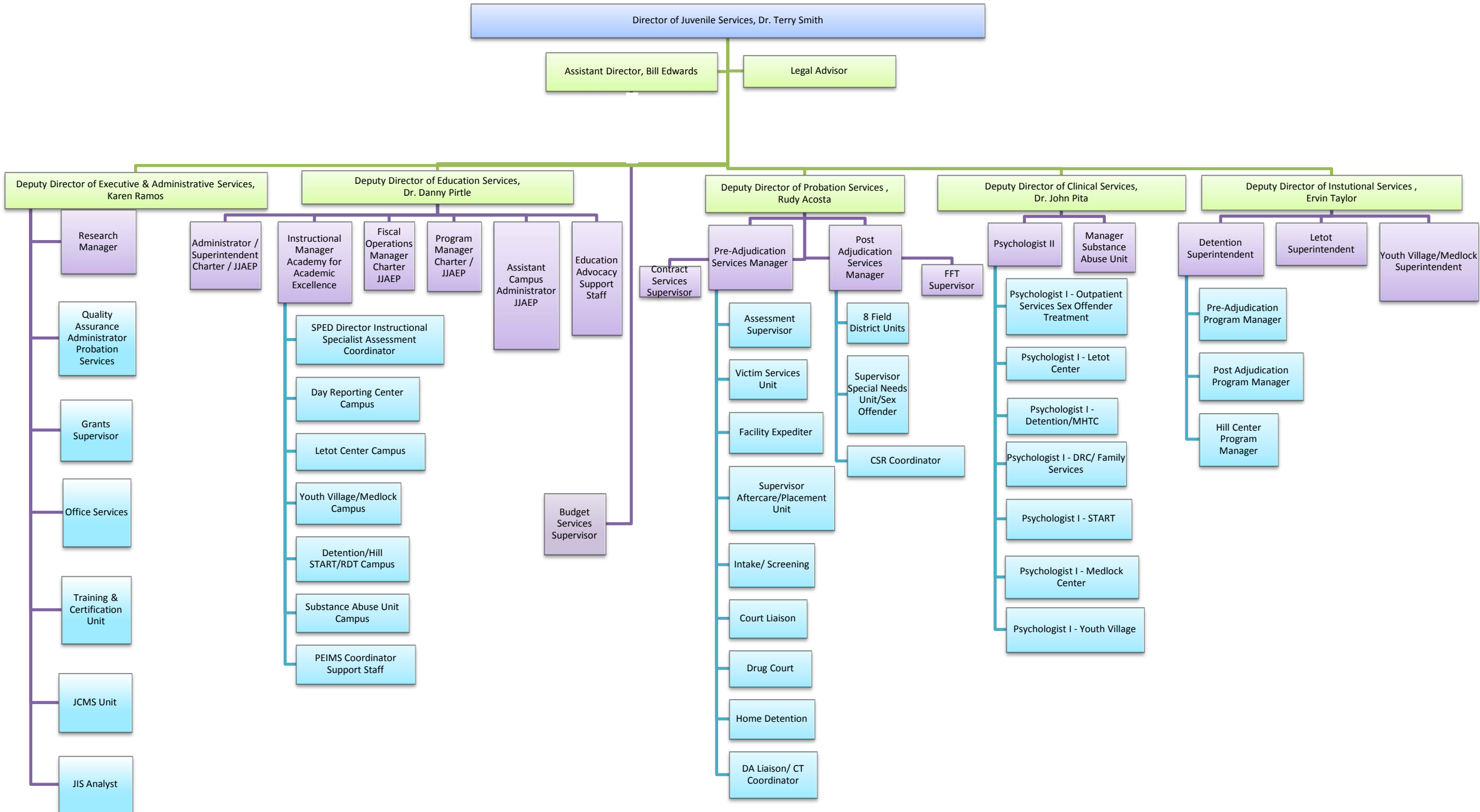
Dallas County Juvenile Services Department Board authorize the positions are to be filled as soon as approved by the Dallas County Civil Service Commission.

Recommended by:

A handwritten signature in black ink, appearing to read "Terry S. Smith", with several horizontal lines drawn through the end of the signature.

Dr. Terry S. Smith, Director
Dallas County Juvenile Department

Dallas County Juvenile Department Organizational Chart



JUVENILE BOARD ORDER

ORDER NO: 2014-XXX

DATE: March 24, 2014

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 24th day of March, 2014, in accordance with the Texas Open Meetings Act, with a quorum of the member present, to wit:

Name	Name
Name	Name
Name	Name

Where, among other matters, came up for consideration and adoption the following Juvenile Board Order:

WHEREAS, currently the Dallas County Juvenile Department utilizes the District Attorney's (DA) office for review, representation and response to all issues germane to the Juvenile Department; and

WHEREAS, at times, the best interest of the Juvenile Services Department may be secondary due to the workload, direction of the DA's Office or its visionary perspective; and

WHEREAS, the proposed organizational restructuring and addition of this position will enable the Juvenile Services Department to achieve greater efficiencies and a higher level of performance; and

WHEREAS, this proposed position will provide a high level of legal consultation, advice, and representation to the Executive Director of the Juvenile Services Department and the Juvenile Board in a more timely manner; and

WHEREAS, furthermore, this position will have a more focused view and knowledge of the Department, the Juvenile Board and other significant issues related to the providing of Juvenile Services to the children and families we serve; and

WHEREAS, while this position will continue to coordinate with the Civil Section of the District Attorney, it will directly serve as the chief legal advisor to the Juvenile Department and the Board and coordinate all legal matters related to this function; and

WHEREAS, it will function similar to the legal advisor position in the Sheriff's Department; however, more emphasis will be focused on contracts, legislative matters, and policy development in the field of Juvenile Services; and

WHEREAS, it will not, however, perform any civil duties statutorily prescribed to the District Attorney's office without the consent of the District Attorney- Eminent Domain, Right of Way (ROW) and civil litigation; and

WHEREAS, the proposed changes will not only yield budgetary savings, but allow Juvenile Probation to put into place an effective/efficient Executive Management Team and to adjust to the legislative, state and county mandates which are becoming increasingly significant; and

WHEREAS, the proposed changes planned by the Department are outlined below and include:

Proposed Deletions:

- Delete Program Manager II Position Savings = \$83,731;
- Delete Juvenile Supervision Officer (JSO) Savings = \$48,896

Total = \$132,627

Proposed Addition:

- Attorney V (ATT V) Cost= \$129,115

Savings associated with proposed deletion and addition: **Total Savings = \$3,512**

WHEREAS, we are ensuring Juvenile Probation is properly aligned and staffed to meet identified performance goals, expectations and representation; and

WHEREAS, recommendations in this briefing are consistent with Dallas County's Strategic Plan, Vision 1; Strategy 1.3 – *Dallas County provides sound, financially responsible and accountable governance.*

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board approve authorization to proceed with the Dallas County Juvenile Services Department's proposed plan to reorganize resources to provide necessary executive management restructuring for the Juvenile Services Department and Dallas County.

DONE IN OPEN BOARD MEETING this 24th day of March, 2014.

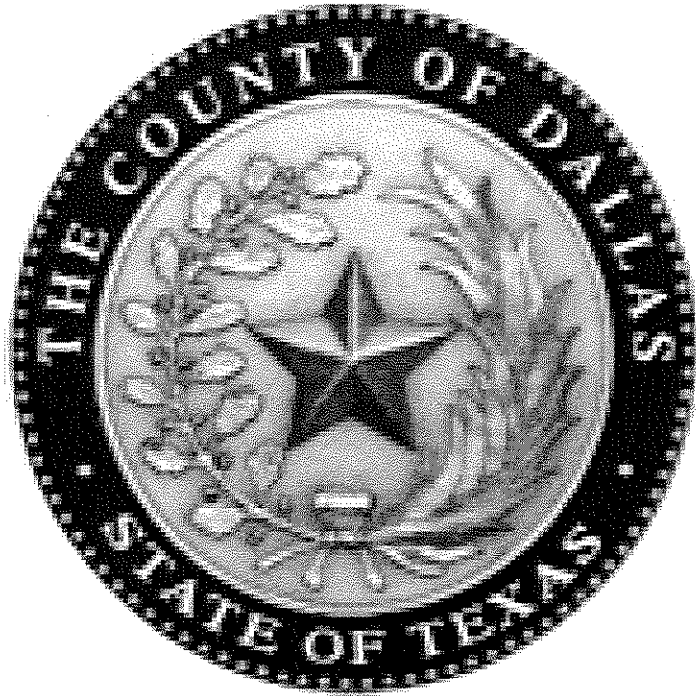
The forgoing Juvenile Board Order was lawfully moved by _____ and seconded by _____, and duly adopted by the Juvenile Board on a vote of ____ for the motion and _____ opposed.

Recommended by:

Approved by:

Dr. Terry S. Smith, Director
Dallas County Juvenile Department

Judge Cheryl Lee Shannon, Chairman
Dallas County Juvenile Board



AGENDA ITEM

H.



**DALLAS COUNTY
JUVENILE DEPARTMENT**

Dr. Terry S. Smith
Director Juvenile Services
Chief Juvenile Probation Officer

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Box 5 Dallas, Texas 75212

MEMORANDUM

Date: November 24, 2014
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Approval to Pay a Single Fee of \$750.00 to UTSWMC Faculty to Conduct Training on the Diagnostic and Statistical Manual of Mental Disorders-Fifth Edition (DSM-V)

Background of Issue:

The Clinical Services Division of the Juvenile Department is a leader in the treatment of juveniles with emotional and mental problems. It is necessary to provide quality professional development to our Clinical Services staff, Juvenile Department staff, and the community, as well as remain abreast of the most recent research and developments in the study of juveniles with mental and emotional behaviors.

The purpose of this briefing is to request Juvenile Board approval to pay a single fee of \$750.00, utilizing Psychology Escrow Account No. 94022 for a training workshop to be conducted by two (2) faculty members from the University of Texas Southwestern Medical Center, Department of Psychiatry in Dallas, Texas to educate Clinical and Juvenile Department staff on the study of Diagnostic and Statistical Mental Disorders-Fifth Edition (DSM-V).

Impact on Operations and Maintenance:

The training workshop is scheduled for April 17, 2014, and will be held at the Henry Wade Juvenile Justice Center. The Juvenile Department's Training Unit will coordinate the logistical arrangements.

Strategic Plan Compliance:

This request complies with Vision 3: Dallas is *safe, secure, and prepared*, by expanding disposition alternatives with regard to treatment for youth/families involved in the juvenile justice system.

Legal Information:

Dallas County internal control system and local government code require Juvenile Board authorization in order to engage in account payable or account receivable transactions associated with this event. Additionally, future utilization of surplus revenue associated with this event requires the same approval.

Financial Impact/Considerations:

The cost to the Juvenile Department will be a single fee of \$750.00 that will be charged to Psychology Escrow Account No. 94022 maintained by the County Auditor's Office. This fee will have no adverse fiscal impact on Dallas County.

Recommendation:

It is recommended that the Dallas County Juvenile Board approve the Juvenile Department's request to pay a single fee of \$750.00 for a workshop to be conducted by two (2) faculty members from the University of Texas Southwestern Medical Center, Department of Psychiatry in Dallas, Texas to educate Clinical and Juvenile Department staff on the study of Diagnostic and Statistical Mental Disorders-Fifth Edition (DSM-V). It is also recommended that the Dallas County Auditor be authorized to utilize Psychology Escrow Account No. 94022 to pay this fee.

Recommended by:



Dr. Terry S. Smith, Director
Dallas County Juvenile Department

Approved by _____
Date _____
Print Name _____
Power of Attorney # _____

Approved by _____
Date _____
Print Name _____
Power of Attorney # _____

Approved by _____
Date _____
Print Name _____
Power of Attorney # _____

JUVENILE BOARD ORDER

ORDER NO: 2014-039

DATE: March 24, 2014

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 24th day of March, 2014, in accordance with the Texas Open Meetings Act, with a quorum of the member present, to wit:

Judge Cheryl Lee Shannon	County Judge Clay Jenkins	Judge Craig Smith
Judge Andrea Plumlee	Ms. Paula Miller	

Where, among other matters, came up for consideration and adoption the following Juvenile Board Order:

WHEREAS, the Dallas County Juvenile Board was briefed on March 24, 2014 regarding the Juvenile Department's request to approve a single fee of \$750.00 to the faculty of the University of Texas Southwestern Medical Center, Department of Psychiatry to conduct training on the Diagnostic and Statistical Manual of Mental Disorders Fifth Edition (DSM-V); and

WHEREAS, the training is scheduled for April 17, 2014, and will be held at the Henry Wade Juvenile Justice Center; and

WHEREAS, quality professional development will be provided to Clinical and Juvenile Department staff to remain abreast of the most recent research and developments in the field of juveniles with mental and emotional disorders; and

WHEREAS, a single fee of \$750.00 will be paid to two (2) faculty members of the University of Texas Southwestern Medical Center, Department of Psychiatry, of Dallas, Texas to conduct the training; and

WHEREAS, the cost of the single fee of \$750.00 will be charged to Psychology Escrow Account No. 94022 with no fiscal impact to Dallas County; and

WHEREAS, this request conforms to the Dallas County Strategic Plan-Vision 3.1: *Synergize public safety programs and services across the County with regard to the treatment of youth/families involved in the juvenile justice system.*

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board approve the Juvenile Department's request for a payment of a single fee of \$750.00 for two (2) University of Texas Southwestern Medical Center faculty members to provide training on April 17, 2014 to Clinical and Juvenile Department staff on the Diagnostic and Statistical Manual of Mental Disorders Fifth Edition (DSM-V).

IT IS FURTHER ORDERED, ADJUDGED, AND DECREED that the funds for the single fee of \$750.00 be charged to project account No. 94022 with no adverse fiscal impact to the County.

DONE IN OPEN BOARD MEETING this 24th day of March, 2014.

The foregoing Juvenile Board Order was lawfully moved by Judge Craig Smith and seconded by Ms. Paula Miller, and duly adopted by the Juvenile Board on a vote of 5 for the motion and 0 opposed.

Recommended by:

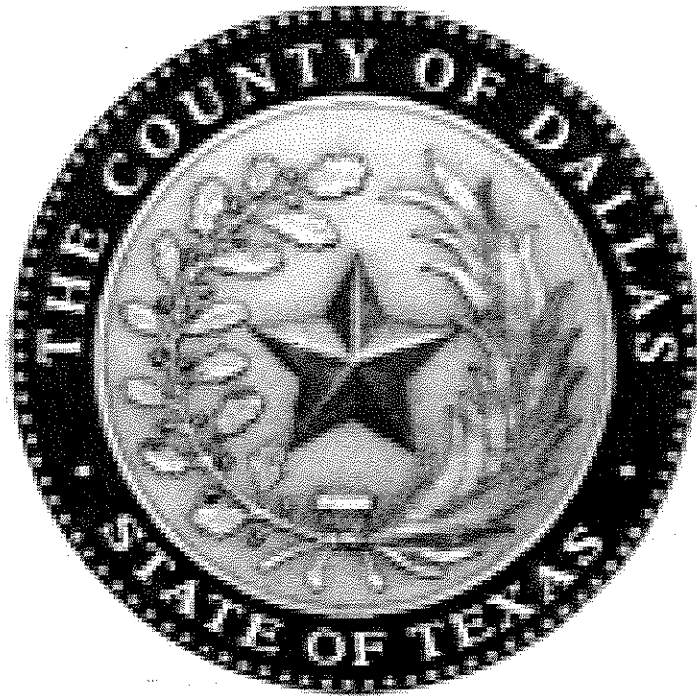


Dr. Terry S. Smith, Director
Dallas County Juvenile Department

Approved by:



Judge Cheryl Lee Shannon, Chairman
Dallas County Juvenile Board



AGENDA ITEM

I.

ACADEMY FOR ACADEMIC EXCELLENCE

PROGRAM REPORT

March 2014

DISTRICT UPDATE

Training

On February 21, 2014, Elvira M. White-Lewis, JD/PhD, an Associate Professor at Texas A & M University and a former litigator academia presented a training to the faculty and staff of the Academy for Academic Excellence (AAE): "Ethical Decision Making and Conducting an Effective Workplace Investigation." Dr. White has written extensively in the area of ethical decision-making from a deontological and utilitarian perspective. In addition, she has experience in the area of investigative report writing. Dr. White presented some of the following information:

- (1) ethical decision-making in the workplace can be influenced by a variety of factors, including norms and expectations in the organizational environment; the character, personality, and pressures experienced by the decision-maker(s), the immediate circumstances at hand, and how the individual assesses the costs and benefits involved in those circumstances. The ethical decision-making process may be enhanced by an awareness of these factors and by the development of skills needed to assess situations and take ethical action;
- (2) training on effective, proper, lawful workplace investigations is essential for all professionals including teachers and managers who may be part of conducting a workplace investigation and;
- (3) beginning with the filing of a report, participants are totally immersed in a hands-on, realistic investigative, gathering evidence, interviewing witnesses, preparing documentation, preparing witness statements and writing an investigative report. As the Dallas County Juvenile Department seeks to enhance its environment for effective decision making and prompt reporting of issues affecting all stakeholders, including juveniles served; parents; staff and the community, this training session will address the needs of the department by ensuring that participants are well versed in the most current evidence-based and legal practices and solutions to existing individual and departmental challenges.

Dr. Pirtle led a 1-hour training on "Professional Communication and Decorum" for all AAE faculty and staff, which addressed the following objectives:

- (1) Develop an awareness of your personality and communication tendencies;
- (2) Learn how to listen more effectively to others;
- (3) Express yourself in a more clear and specific way;
- (4) Appreciate the power of emotions

AAE Student Internship

On March 7, 2014, 5 Day Reporting Center (DRC) youth interviewed for the Student Internship Program. All 5 students were hired and they are:

1. Ke'Andre Howard
2. Adrian Luna
3. Cherona Speed
4. Sharday Sweet
5. Erica Day

STUDENT INTERNSHIP COURSE DESCRIPTION:

Under the guidance of a cooperating employer (Academy for Academic Excellence), the Deputy Director of Education, and the instructor, the student will pursue a field experience within the field of Education/ Criminal Justice.

Upon successful completion of this course, the student will be prepared to

- (1) Prepare a budget and understand the importance of financial planning;
- (2) Exhibit the skills, attitudes, and commitment necessary to succeed in today's world of work;
- (3) Display confidence and professionalism in all forms of communication;
- (4) Make a difference in the community through research- and action-oriented community based learning projects; and
- (5) Investigate a problem, find supporting evidence of the problem's scope, and offer solutions that culminate in a final project where academic and life skills relevant to multiple disciplines and careers are applied

COURSE LEARNING OBJECTIVES

As with all internships, this course is designed to broaden skills and knowledge in 4 major areas:

LIFE SKILLS

Activities and readings in this area focus especially on improving understanding of the impact of establishing personal goals, ability to manage time and set priorities, decision making and goal setting skills, understanding of financial responsibility, skills in working in groups, and knowledge of personal wellness.

STRATEGIES FOR ACADEMIC SUCCESS

Assignments and exercises in this dimension emphasize critical thinking skills including the ability to see multiple sides of issues; identify solutions to complex problems; evaluate the quality of opinions and facts; study skills, including an understanding of your academic strengths and learning styles; test preparation skills; research skills and finding items through the library; oral presentation skills; writing abilities and the use of technology.

CAMPUS AND COMMUNITY CONNECTIONS

Coursework in this area seeks to expand the interaction with staff and peers including understanding of staff expectations of students, willingness to seek feedback from instructors, and communications with instructors outside class as well as efforts to get to know students in classes, ability to meet new people with common interests, and ability to establish close friendships with peers. Additionally, assignments will address knowledge of campus policies, resources, and the pro-social values regarding academic honesty, the grading system, academic probation policies, registration procedures, financial aid procedures, tutoring and advising services, and student success resources. Finally, experiences in the class will promote your involvement in on- and off-campus events and civic engagement activities.

FOUNDATIONS OF GLOBAL LEARNING

Readings, experiences, and assignments in this dimension of our course learning outcomes will address issues of ethics, leadership, citizenship, diversity and inclusiveness, and global perspectives.

Policies and Procedures:

Each student will:

- (1) Have a copy of his/her resume/cover letter on file; have a copy of his/her learning objectives reviewed by Dr. Pirtle and a faculty member of their choice;
- (2) Keep a daily log or journal during the internship period consisting of observations and experiences within the structure and organization of the agency;
- (3) Explore major similarities or differences between management styles, business techniques and agency policies that are observed during the internship period or learned in meetings; and
- (4) Comply with all the rules and regulations of the Dallas County Juvenile Department/AAE, Deputy Director of Education and all staff of AAE

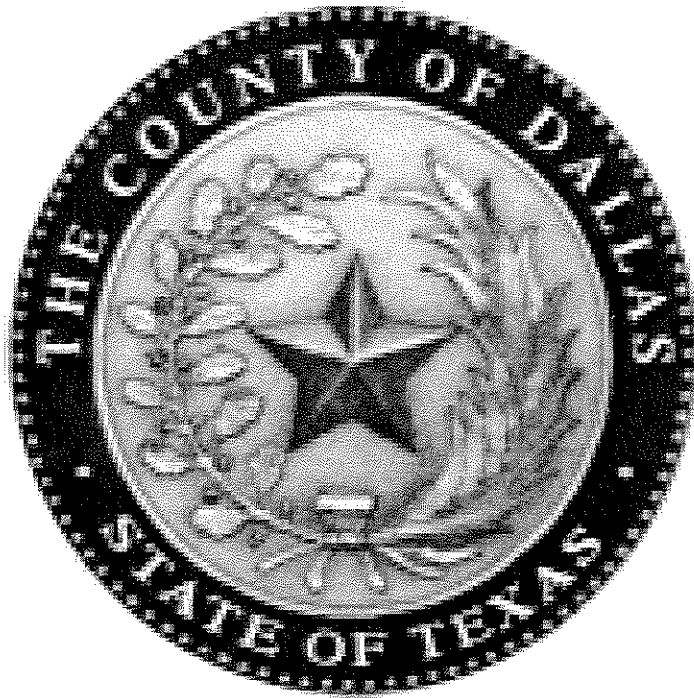
We would like to acknowledge the following for all of their support throughout the course of this endeavor: Joi Browning (Accountant), Vernetta Kinnard (Program Manager), Roddrick Armwood (Letot Superintendent), Carla Davis (Letot Manager), Patrick O'Rear (Diagnostician), Markeisha Moody (Vocational/Career Teacher), Monique Paige (Instructional Specialist), Jennifer Schooby (Testing Coordinator), Shannon Wells (Registrar), and Yvette Pollard (DRC Campus Administrator).

University of Texas-Arlington Interns/Service Learning Students

As of March 7, 2014, students from the University of Texas-Arlington have contributed well over 100 hours of service to AAE. These students have been able to assist students, teachers and case workers in a variety of tasks and programs. They have been extremely valuable to our program and we are fortunate to have them on campus.

Dallas County Juvenile Probation Basketball League-

Ms. Tracy Hall (District 2 Supervisor) and Dr. Pirtle received grant funds from YSAB to begin a basketball league for the youth of Dallas County Juvenile. Teams will be comprised of youth under supervision of the Dallas County Juvenile Department and each of the 9 Districts will field a team along with 1 team from the JJAEP. Probation staff will serve as volunteer coaches and will be required to receive training at a coach's clinic on March 22, 2014. The 6 game season will commence in April and games will be played at a City of Dallas Recreation Center. We invite suggestions for the name of the league.



AGENDA ITEM

J.



**DALLASCOUNTY
JUVENILE DEPARTMENT**

Dr. Terry S. Smith
Director Juvenile Services
Chief Juvenile Probation Officer

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Box 5 Dallas, Texas 75212

MEMORANDUM

Date: March 24, 2014
To: Academy for Academic Excellence School Board
From: Dr. Terry S. Smith, Director
Subject: Academy for Academic Excellence Budget Amendment #4 Addendum (Student Internship Pilot)

Background of Issue:

The original budget for the Academy for Academic Excellence (AAE), presented on June 24, 2013, was amended by Budget Amendment # 1 on August 26, 2013, and 100% of the AAE budget was based on the initial Notice of Grant Awarded (NOGA) that had been received. On February 24, 2014, the Academy for Academic School Board approved Budget Amendment #4, which authorized the AAE to make line item adjustments to the budget for \$10,000.00 in order to develop a Student Internship Pilot Program, which gave authorization to provide 2-3 youth the opportunity to participate in the Student Internship Pilot Program. The purpose of this briefing is to request authorization to make an additional line item adjustment of \$3,000.00, allowing the AAE to employ an additional 2 student interns for a maximum of 5 student interns.

Additionally, Budget Amendment #4 authorized the AAE to pay the student interns \$10.00 per hour with a maximum 20 hour work week over the course of the 15 week program. After conferring with Dallas County Human Resources, it was determined that the student interns would need to be paid an hourly rate of \$8.48 per hour instead of the original requested \$10.00 per hour. Upon successful completion of the program the student interns would be eligible to receive a stipend of \$450.00.

We will evaluate the success of the pilot program and possibly seek partnerships with private industry and the governmental sector to provide enriching and constructive summer work experiences through subsidized placements. Though this would be a short-term employment and training program, our goal is to introduce our youth to employers who will positively impact their futures. Often times these youth lack the social capital in life, because no one has invested in their present life situation, which makes planning for their future that less important to them. This program will work to teach students career skills such as resume writing, job search, professional presentation, PowerPoint and other valuable skillsets they can use when the program ends. This program will also include life coaching so they can learn skills such as time and money management.

Impact on Operations and Maintenance:

State Aid:

State aid is the money allocated for the education of public school students. It will increase or decrease as the enrollment of the Charter District fluctuates. The following recommendations to line item adjustments for State Aid include:

- Increase salary (fund additional Student Intern Program) \$ 3,000
- Decrease salary (reduce funds for substitute teachers) \$ 3,000

Strategic Plan Compliance:

This request complies with Vision 3: *Dallas is safe, secure, and prepared*, by expanding disposition alternatives with regard to treatment for youth/families involved in the juvenile justice system.

Legal Information:

As the Academy for Academic Excellence School Board for the Academy for Academic Excellence Charter School, the School Board has operational and fiscal responsibility and must approve amendments to the original budget, as well as, purchase authorizations.

Financial Impact/Considerations:

There is no financial impact to Dallas County. All funding comes for this proposal will come from the Texas Education Agency (TEA)/ State Aid.

Performance Impact Measures:

There are no specific performance measures.

Project Schedule/Implementation:

The current budget began September 1, 2013 and will be in effect until August 31, 2014.

Recommendation:

It is recommended that the Academy for Academic Excellence School Board approve the attached line item adjustments of \$3,000.00 from State Aid for additional student interns and approve addendum of \$8.48 per hour instead of \$10.00 per hour with a \$450.00 stipend upon successful completion of the Student Internship Program.

Recommended by:



Dr. Terry S. Smith, Director
Dallas County Juvenile Department

JUVENILE BOARD ORDER

ORDER NO: 2014-040

DATE: March 24, 2014

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 24th day of March, 2014, in accordance with the Texas Open Meetings Act, with a quorum of the member present, to wit:

Judge Cheryl Lee Shannon County Judge Clay Jenkins Judge Craig Smith
Judge Andrea Plumlee Ms. Paula Miller

Where, among other matters, came up for consideration and adoption the following Juvenile Board Order:

WHEREAS, The original budget for the Academy for Academic Excellence (AAE), presented on June 24, 2013, was amended by Budget Amendment # 1 on August 26, 2013, and 100% of the AAE budget was based on the initial Notice of Grant Awarded (NOGA) that had been received. This briefing seeks authorization to make line item adjustments to the budget in order to develop a Student Internship Pilot Program. Specifically, the funds will come from State Aid. We are requesting permission to reallocate \$13,000.00 to fund this pilot program. The \$13,000.00 funds were originally allocated to pay substitute teachers. The AAE allocated a total of \$132,000.00 for substitute teachers for the 2013-2014 school year and do not anticipate that all of this money will be used for this purpose; and

WHEREAS, According to the Bureau of Labor Statistics, the youth unemployment rate was 16.1 percent in April 2013 for those between the ages of 16 and 24. For the 16 to 19 age group, the seasonally-adjusted unemployment rate was 24.1 percent. In Texas, the rate of unemployment for the 16-19 age group is 21 percent. Inasmuch, many youth have given up on their job search as employment opportunities disappeared. Factoring in these young adults, the youth unemployment rate would be even higher. There are 56 students enrolled in DRC student between the ages of 16-18 who are unemployed, but capable of working. There are an additional 17 students enrolled in the DRG/GED program who are between the ages of 16-18 and 14 of those youth are unemployed, but are capable of working. ; and

WHEREAS, The Academy for Academic Excellence would like to provide 2-3 youth ages 16-17 the opportunity to:

- Earn money and gain meaningful work experience;
- Learn and develop the skills, attitudes, and commitment necessary to succeed in today's world of work;
- Gain exposure to various exciting career industries,
- Interact with dynamic working professionals in a positive work environment; and

WHEREAS, The program would likely begin in March 2014 after the candidates are selected through a screening process. Once selected the youth will go through a paid 2-4 week pre-employment process where they will learn basic job skills and workplace etiquette/decorum. The youth will

then be placed in an area of the Education Division to work a maximum of 20 hours per week for a total of 15 weeks for a fee of \$8.48 per hour. Upon successful completion of the program the candidates are eligible to receive a stipend of \$450.00. The program would likely end on or around June of 2014. The program would likely end on or around June of 2014; and

WHEREAS, This request complies with Vision 3: Dallas is safe, secure, and prepared, by expanding disposition alternatives with regard to treatment for youth/families involved in the juvenile justice system; and

WHEREAS, As the Academy for Academic Excellence School Board for the Academy for Academic Excellence Charter School, the School Board has operational and fiscal responsibility and must approve amendments to the original budget, as well as, purchase authorizations.

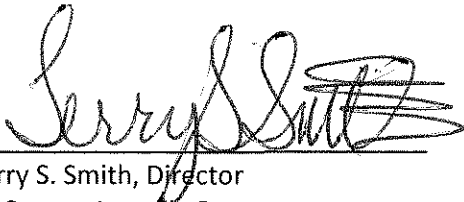
IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Academy for Academic Excellence School Board approve authorization to make line item adjustments to the budget in order to develop a Student Internship Pilot Program.

DONE IN OPEN BOARD MEETING this 24th day of March, 2014

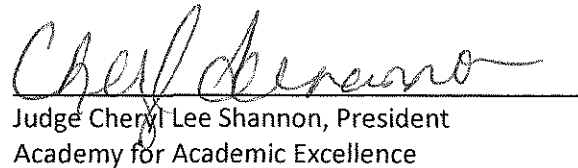
The forgoing Juvenile Board Order was lawfully moved by Judge Andrea Plumlee and seconded by Ms. Paula Miller, and duly adopted by the Juvenile Board on a vote of 5 for the motion and 0 opposed.

Recommended by:

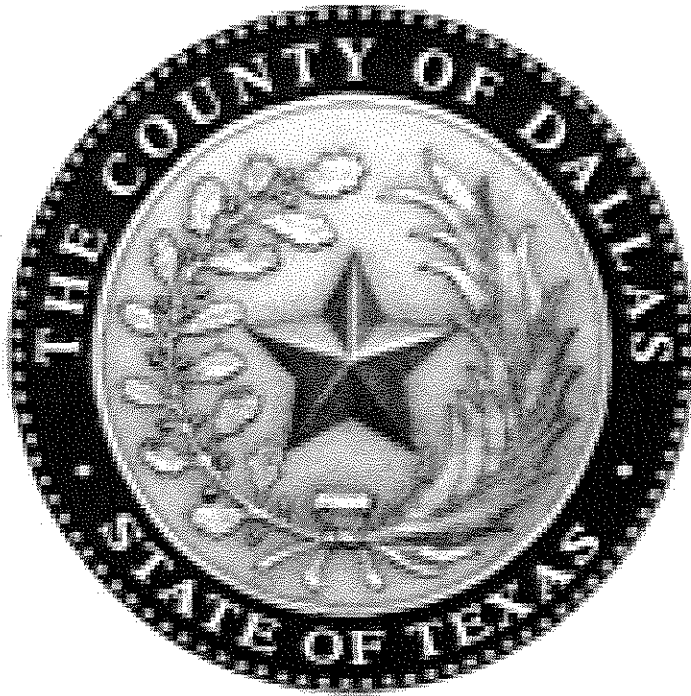
Approved by:



Dr. Terry S. Smith, Director
Dallas County Juvenile Department



Judge Cheryl Lee Shannon, President
Academy for Academic Excellence



AGENDA ITEM

K.



**DALLASCOUNTY
JUVENILE DEPARTMENT**

Dr. Terry S. Smith
Director Juvenile Services
Chief Juvenile Probation Officer

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Box 5 Dallas, Texas 75212

MEMORANDUM

Date: March 24, 2014
To: Academy for Academic Excellence School Board
From: Dr. Terry S. Smith, Director
Subject: Academy for Academic Excellence Budget Amendment #5

Background of Issue:

The original budget for the Academy for Academic Excellence (AAE), presented on June 24, 2013, was amended by Budget Amendment #1 on August 26, 2013, and 100% of the AAE budget was based on the initial Notice of Grant Awarded (NOGA) that had been received. This briefing seeks authorization to accept reallocation funding allotted to AAE and to make line item adjustments that meet the needs of the campuses and the District. This will include the purchase of additional instructional and office supplies, replacement technology and pay for special projects requested and completed by Dallas County Information Technology (IT) Services for work performed such as application and script upgrades, maintenance and clean up, installation of hardware and software, etc. in the student computer labs and also to include, but not limited to the Dallas County Student Network.

Impact on Operations and Maintenance:

Title I, Part D:

Title I, Part D provides funding for prevention and intervention programs for children and youth who are neglected, delinquent or at risk. Reallocations were made to provide needed supplies for youth and additional training for the teaching staff. Recommendations to line item adjustments and purchases from Title I, Part D maximum entitlement and roll- forward include:

- Increase IT Contracted Services \$ 6,500
- Increase Contracted Services \$ 3,500
- Increase Supplemental Pay \$ 33,600
- Increase School Supplies \$ 7,606

TOTAL REALLOCATED: \$ 51,206

Outlined below are anticipated expenditures for Title I, Part D.

Item/vendor Anticipated Cost

Summer School Program – (Line item 1025) \$ 33,600

Funding for Summer School Program which consists of Accelerated Instruction, GED and Credit Recovery will be offered at the Juvenile Detention Center (6 teachers), Youth Village /Medlock (4 teachers) and Day Reporting Center (4 teachers). A total of 14 teachers will earn 20.00/hr. for 20 hours per week for six (6) weeks. Summer school supplies will also be purchased for the program.

*To assist referred youth in becoming productive,
law abiding citizens, while promoting public safety and victim restoration.*

School Supplies – (Line item 5080)	\$ 7,606
IT Contracted Services – (Line Item 5590)	\$ 6,500
Styles of Music Production – (Line Item 5590)	\$ 3,500
*We would like to extend Juvenile Board Order 2013-145 for an additional 6 week period.	
Total Funds for Title 1, Part D at Budget Amendment 3 as of 1/27/14	\$ 1,047,665
Total Reallocation Funds for Budget Amendment 5	+ \$ 51,206
Ending Balance for Title 1, Part D	1,098,871

IDEA – B:

IDEA - B assists schools with materials and resources to work with students with disabilities. Reallocations were made to provide needed contracted services for students with disabilities. Recommendations to line item adjustments and purchases from IDEA - B maximum entitlement and roll- forward include:

Decrease in Salaries – (Object code 6100)	(\$ 16,000)
Increase in Contract Services – (Object code 6200)	\$ 16,000

We are requesting authorization to make changes to IDEA-B funding (fund 7506). Specifically, we are requesting authorization to move \$16,000 originally allocated for salaries (Object code 6100) to Contract Services (object code 6200), which will help cover the services provided by Diagnostic Assessment Services (DAS). This adjustment is being requested because we are spending more for the DAS contract than originally anticipated. We are able to reduce the funds in the Salary category because we allocated funds to hire 3 part time positions, which have not yet been hired. Currently, DAS is providing some of the services that could be handled by part time staff.

Strategic Plan Compliance:

This request complies with Vision 3: *Dallas is safe, secure, and prepared, by expanding disposition alternatives with regard to treatment for youth/families involved in the juvenile justice system.*

Legal Information:

As the Academy for Academic Excellence School Board for the Academy for Academic Excellence Charter School, the School Board has operational and fiscal responsibility and must approve amendments to the original budget, as well as, purchase authorizations.

Financial Impact/Considerations:

There is no financial impact to Dallas County. All funding comes from the Texas Education Agency (TEA) and Federal Grants.

Performance Impact Measures:

There are no specific performance measures.

Project Schedule/Implementation:

The current budget began September 1, 2013 and will be in effect until August 31, 2014. Title 1, Part D funds must be expended by the grant end date which is September 30, 2014.

Recommendation:

It is recommended that the Academy for Academic Excellence School Board approve the attached line item adjustments and anticipated expenditures from Title I, Part D reallocation funds and the reallocation of funds in IDEA B.

Recommended by:

A handwritten signature in black ink, appearing to read "Terry S. Smith", written over a horizontal line.

Dr. Terry S. Smith, Director
Dallas County Juvenile Department

JUVENILE BOARD ORDER

ORDER NO: 2014-041

DATE: March 24, 2014

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 24th day of March, 2014, in accordance with the Texas Open Meetings Act, with a quorum of the member present, to wit:

Judge Cheryl Lee Shannon County Judge Clay Jenkins Judge Craig Smith
Judge Andrea Plumlee Ms. Paula Miller

Where, among other matters, came up for consideration and adoption the following Juvenile Board Order:

WHEREAS, the original budget for the Academy for Academic Excellence (AAE), presented on June 24, 2013, was amended by Budget Amendment #1 on August 26, 2013, and 100% of the AAE budget was based on the initial Notice of Grant Awarded (NOGA) that had been received. This briefing seeks authorization to accept reallocation funding allotted to AAE and to make line item adjustments that meet the needs of the campuses and the District. This will include the purchase of additional instructional and office supplies, replacement technology and pay for special projects requested and completed by Dallas County Informational Technology Services for work performed such as application and script upgrades, maintenance and clean up, installation of hardware and software, etc. in the student computer labs and also to include, but not limited to the Dallas County Student Network; and

WHEREAS, title I, Part D provides funding for prevention and intervention programs for children and youth who are neglected, delinquent or at risk. Reallocations were made to provide needed supplies for youth and additional training for the teaching staff. Recommendations to line item adjustments and purchases from Title I, Part D maximum entitlement and roll- forward include:

- Increase IT Contracted Services \$ 6,500
- Increase Contracted Services \$ 3,500
- Increase Supplemental Pay \$ 33,600
- Increase School Supplies \$ 7,606

TOTAL REALLOCATED: \$ 51,206

Outlined below are anticipated expenditures for Title I, Part D.

WHEREAS, outlined below are anticipated expenditures for Title I, Part D.

Item/vendor	Anticipated Cost
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Summer School Program – (Line item 1025)	\$ 33,600
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Funding for Summer School Program which consist of Accelerated Instruction, GED and Credit Recovery to be housed at JDC (6 teachers), Youth Village/Medlock (4 teachers) and Day Reporting Center (4 teachers). A total of 14 teachers will earn 20.00/hr. for 20 hours per week for six (6) weeks. Summer school supplies will also be purchased for the program.

School Supplies – (Line item 5080)	\$ 7,606
IT Contracted Services – (Line Item 5590)	\$ 6,500
Styles of Music Production – (Line Item 5590)	\$ 3,500
*We would like to extend Juvenile Board Order 2013-145 for an additional 6 week period.	
Total Funds for Title 1, Part D at Budget Amendment 3 as of 1/27/14	\$1,047,665
Total Reallocation Funds for Budget Amendment 5	\$ 51,206
Ending Balance for Title 1, Part D	\$1,098,871

IDEA – B:

IDEA - B assists schools with materials and resources to work with students with disabilities. Reallocations were made to provide needed contracted services for students with disabilities. Recommendations to line item adjustments and purchases from IDEA - B maximum entitlement and roll- forward include:

Decrease in Salaries – (Object code 6100)	(\$ 16,000)
Increase in Contract Services – (Object code 6200)	\$ 16,000

We are requesting authorization to make changes to IDEA-B funding (fund 7506). Specifically, we are requesting authorization to move \$16,000 originally allocated for salaries (Object code 6100) to Contract Services (object code 6200), which will help cover the services provided by Diagnostic Assessment Services (DAS). This adjustment is being requested because we are spending more for the DAS contract than originally anticipated. We are able to reduce the funds in the Salary category because we allocated funds to hire 3 part time positions, which have not yet been hired. Currently, DAS is providing some of the services that could be handled by part time staff.

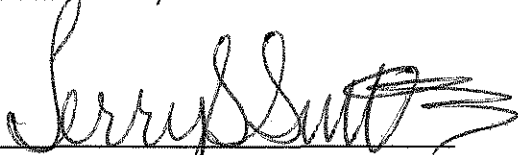
WHEREAS, as the Academy for Academic Excellence School Board for the Academy for Academic Excellence Charter School, the School Board has operational and fiscal responsibility and must approve amendments to the original budget, as well as, purchase authorizations.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Academy for Academic Excellence School Board for the Academy for Academic Excellence Charter School, the School Board has operational and fiscal responsibility and must approve amendments to the original budget, as well as, purchase authorizations.

DONE IN OPEN BOARD MEETING this 24th day of March, 2014

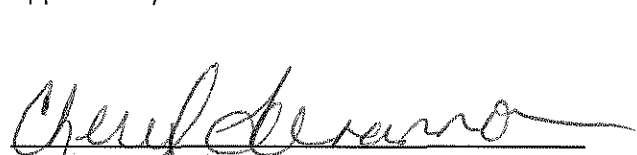
The forgoing Juvenile Board Order was lawfully moved by Judge Craig Smith and seconded by Judge Andrea Plumlee, and duly adopted by the Juvenile Board on a vote of 5 for the motion and 0 opposed.

Recommended by:



Dr. Terry S. Smith, Director
Dallas County Juvenile Department

Approved by:



Judge Cheryl Lee Shannon, President
Academy for Academic Excellence