



DALLAS COUNTY JUVENILE BOARD

Agenda

Monday, March 26, 2018 5:00 p.m.

305th District Court Master / Referee Courtroom, Rm. A332, 3rd Floor
Henry Wade Juvenile Justice Center, 2600 Lone Star Dr., Dallas, TX 75212

FILED

MAR 22 PM 4:15

COUNTY CLERK
DALLAS COUNTY

I. Call to Order

II. Approval of Minutes

Minutes February 26, 2018

III. Public Comment (Limited to 3 minutes per individual or organization)

IV. Discussion Items-Juvenile Department

A. Director's Report

B. Juvenile Justice Alternative Education Program (JJAEP) Update

V. Action Items - Juvenile Department

C. Juvenile Processing Office – Highland Park Department of Public Safety and Baylor Scott & White Health Department of Public Safety

D. Youth Service Advisory Board (YSAB) Juror Fund Recommendation for Fiscal Year 2018 for Youth Village Recreation and Engagement initiative and Community Service Restitution Program

E. Ratification of Criminal Justice Division (CJD) FY2019 Continuation Grant Funding Applications for Drug Court, E.S.T.E.E.M. Court, Evening Reporting Center, and Residential Drug Treatment program

F. Ratification of Criminal Justice Division (CJD) FY2019 New Program Grant Application for Family Violence Intervention Program and Mental Health Court

G. Juvenile Department Administration Policy and Procedures Revisions 2018

Pulled H. Approval of Termination of the One Heart - Texas Mentoring Initiative of Juvenile Offenders in Dallas County

I. Approval of Award of Bid number #2018-015-6708 to highest rank vendor

J. Any subsequent action deemed necessary as a result of VIII(a)

K. Any subsequent action deemed necessary as a result of VIII(b)

L. Any subsequent action deemed necessary as a result of VIII(c)

VI. Discussion Items – Academy for Academic Excellence (AAE) Charter School

M. AAE Charter School Update

VII. Action Items – AAE Charter School

VIII. Executive Session - Juvenile Department

For Purposes Permitted by Chapter 551, Open Meetings, Texas Government Code, Section 551.071 through Section 551.076

Subjects: Personnel

(a). Personnel: Appointment of employee #37653

(b). Personnel: Appointment of employee #3314

(c). Consultation with attorney settlement offer from employee #28616

Contacts:

Litigation:

Security:

Attorney Consultation: Bid #2018-015-6708

*Notes: *Individuals Wishing to Speak during the Public Comment Period Must Register with the Director's Coordinator, Ms. Claudia Avila (214-698-2224) 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 Shannon, 305th District Court
Chairman, Dallas County Juvenile Board



APPROVAL OF MINUTES

II.

MINUTES OF MEETING DATE: February 26, 2018

DALLAS COUNTY

TIME: 5:00 p.m.

JUVENILE BOARD

PLACE: Henry Wade Juvenile Justice Department
305th Master's Courtroom, Rm., A332, 3rd Floor
2600 Lone Star Drive
Dallas, TX 75212

MEMBERS PRESENT:

Judge Cheryl Lee Shannon, Chairman
Commissioner John Wiley Price, Vice-Chairman
Judge Craig Smith
Judge Paula Miller
Judge Andrea Martin
Judge Clay Jenkins
Judge Ken Molberg
Judge Andrea Givens-Davis

MEMBERS ABSENT:

Judge Andrea Plumlee

I. **Call to Order**

The Dallas County Juvenile Board meeting was held at the Henry Wade Juvenile Justice Department, in the 305th Master's Courtroom. Judge Cheryl Lee Shannon, Chairman, called the Juvenile Board Meeting to order at 5:00 p.m. noting there were enough members present for a quorum.

II. **Approval of Minutes**

Judge Shannon asked for a motion to approve the minutes from the January 26, 2018, meeting. Commissioner John Wiley Price moved and Judge Andrea Martin seconded to approve the January 22, 2018, minutes. Motion passed unanimously.

III. **Public Comments** (Limited to 3 minutes per individual or organization)

Judge Shannon noted there was no one present for public comments.

IV. **Discussion Items – Juvenile Department**

A. Director's Report

Mr. Edwards, Assistant Director, began by recognizing Ms. LaJuana Jackson, Field Probation Officer for District Eight. He stated the Diversion Male Court was celebrating their fifth year anniversary and that they were having a program today. He mentioned there have been 205 graduates of the court and the court has been successful over the five-year period.

- Commissioner Price asked about the recidivism rate for the DMC. Mr. Edwards responded there have only been eleven new offenses in the five-year period. He went on to explain that 18 youth referred to the program had new charges prior to starting.

Mr. Edwards announced that five youth received the Lyle B. Medlock Scholarship award during the Black History Month celebration. Mr. Edwards introduced Mr. Ayodeji Omoniyi, as the new Superintendent for Medlock Center and Youth Village. Mr. Omoniyi gave a brief history of his experience to the Board and they welcomed Mr. Omoniyi. Mr. Edwards mentioned that most of the facilities were full and that reflects the use of the internal programs.

- Dr. Connie Wilson asked for the number of girls that would otherwise be sent away that are currently at Letot. Mr. Edwards replied 14. Commissioner Price asked if there is ever more than 14 girls at Letot Residential Treatment Center. Mr. Armwood responded that 14 is typically the amount of girls at Letot at one time. Judge Shannon stated that the Department would contract out some of the beds at Letot.
- Judge Shannon stated for the record that Judge Amber Givens-Davis arrived at 5:08 pm.

B. JJAEP Update

Mr. Edwards stated that school resumed from winter break on January 9th. He stated that regular programming has resumed and that 13 students were recognized for Perfect Attendance and for making the A&B Honor Roll. He mentioned that Officer Wright, School Resource Officer conducted an Active Shooter Training for the staff.

- There was no discussion on this topic.

C. Active Shooter Training Update

Mr. Edwards explained to the Board that the Department had been involved in Active Shooter trainings prior to the recent incident that took place in Florida. He mentioned that all facilities staff have received training with both the Sheriff's Department and Homeland Security. He explained that on April 19, 2018, all the managers will go to Letot for Active Shooter training with Homeland Security. Mr. Edwards stated that Ms. Ramos, Deputy Director of Education Services, and her staff have put together a PowerPoint presentation that will be shown to the students at each campus. He ended by stating this training is from the FEMA website and that all of the Department locations have been re-engaged in the training.

- Judge Shannon stated that there will be continuous drills regarding this matter for the entire population in this building. Commissioner Price stated that his concern is for what happens in regards to safety once the building has been evacuated. Mr. Edwards explained that the purpose of training is to drill the students on what to do if the shooter is inside. He mentioned that the entrance code has been changed to prevent ex-employees and outside vendors from gaining access to the building. Commissioner Price wanted to know if the Department has a fall-back plan should we have to evacuate the building, and who provides safety in the perimeter? He informed the Board that he and the Fire Marshall have engaged in conversations, but wanted the Department to be aware that is a concern to be dealt with.

V. Action Items – Juvenile Department

D. Youth Services Advisory Board Appointment

Mr. Edwards stated this request is for the approval of Dr. Connie Wilson to be appointed as the YSAB Chairman and to serve on the Juvenile Board as the YSAB representative for the 2018-19 term.

- Judge Craig Smith moved and Judge Ken Molberg seconded to approve the appointment of Dr. Connie Wilson as Chairman of the Youth Services Advisory Board and to serve as their representative on the Juvenile Board. Motion passed unanimously.

E. Fair Defense Act Appointment of Defense Attorneys

Mr. Edwards asked the Board to approve the list of attorneys in the packet for appointment in the 304th and 305th District Courts to represent indigent juveniles.

- Commissioner Price asked if either court had received any complaints from the attorney's in regards to violations of the courts for unfair treatment in the selection of cases from the list. Judge Shannon responded there have been no formal complaints and added that lawyers always complain about something but there have been no formal complaints filed with the courts. Commissioner Price asked if both judges are using the wheel of compliance when assigning appointments. Judge Shannon confirmed the 305th and Judge Martin confirmed that the 304th uses the compliance wheel and added that the only time there is a deviation from the wheel is when the need arises for interpretation (parents who only speak Spanish or other foreign languages) to ensure proper representation.
- Judge Smith moved and Judge Martin seconded to approve the Fair Defensed Act Appointment of Defense Attorneys list for the 304th and 305th District Courts. Motion passed unanimously.

F. Probation Services Division Policy and Procedures

Judge Shannon opened by stating there were a lot of changes made to the policy and procedures. She stated that Ms. Denika Caruthers, Legal Advisor had gone over the policy and procedures to ensure that everything was in line with the standards. Commissioner Price wanted to know why there were so many changes, to which Mr. Edwards replied that many of the changes came from TJJD, there were legislative changes, and internal changes made. He explained the internal changes included the way the Department now handles the audits, specialty programs, and the renaming of programs. Commissioner Price asked who was responsible for the internal compliance audits. Mr. Edwards explained it is broken down by divisions. He stated that for Probation Services, the managers and supervisors in the Field Offices along with the Quality Assurance Officers who are responsible for Case Management. He stated the Training department is responsible for auditing and making sure that all probation officers are in compliance with required training hours.

- Commissioner Price asked for the record to reflect that had trepidation with the revisions made to the 2018 Probation Services Policy and Procedures. Judge Shannon stated for the record that the Board will have future discussions on the matter.
- Judge Smith moved to approve and Judge Martin seconded to approve the 2018 revision of the Probation Services Policy and Procedures. Motion passed unanimously.

G. Juvenile Processing Office – Mansfield Independent School District Police Department

Mr. Edwards explained that Dallas County Schools ceased operation which caused the reassignment of School Resource Officers. He stated the Department is asking for some offices to be de-certified as they are no longer in use. The locations are 8035 E. R. L. Thornton, two schools in the Carrollton-Farmers Branch area that they served, Barbara Bush Middle School and Ranchview High School, both in Irving, but are a part of the CFBISD. He stated that Duncanville entered into an interlocal agreement with Mansfield for the remainder of the current school year to provide SRO's. He named Byrd Middle School, Kennemer Middle School, Reed Middle School, and Duncanville High School that are included in the interlocal agreement. He stated that Ms. Caruthers has vetted this contract. Mr. Edwards stated the Juvenile Department recommends the Juvenile Board designate the Mansfield Independent School District Police Department - Byrd Middle School, room 200F, located at 1040 W. Wheatland Road, Duncanville, TX 75116; Duncanville High School campus rooms B167, B167B, L105 L105B, located at 900 W. Camp Wisdom Rd., Duncanville, TX 75116; Kennemer Middle School campus room labeled as room 100C,

located at 7101 W. Wheatland Rd. Dallas, Texas 75249; Reed Middle School, room 115, located at 530 E. Freeman Rd., Duncanville, TX 75116 as a designated Juvenile Processing Offices.

- Judge Molberg moved and Judge Smith seconded to approve the Juvenile Processing Offices as listed above. Motion passed unanimously.

H. Memorandum of Understanding between Dallas County Juvenile Department and Youth With Faces (YWF), Culinary Arts Program

Mr. Edwards explained this particular program is used in three of the facilities: Letot, Youth Village, and Medlock. He stated this program is of no cost to the county and it occurs quarterly. He mentioned that in 2017 70 youth graduated from the culinary program and 95 youth received their Food Handlers License. Mr. Edwards stated that Ms. Caruthers has approved the memorandum and the Department recommends the Board to approve the Memorandum of Understanding with Youth With Faces. Mr. Edwards introduced Mr. Chris Quadri with YWF for questions.

- Commissioner Price asked of the 70 graduates, how many have been placed with employment. Mr. Quadri responded they have a 75% employment success rate. Commissioner Price asked what is the Workforce retention regarding the youth. Mr. Quadri replied the youth tend to lose their first job due to time and attendance problems. He added they have better success on their second job as they learn the importance of showing up as scheduled.
- Judge Smith moved and Judge Molberg seconded to approve the MOU between Dallas County Juvenile Department and Youth With Faces, Culinary Arts Program. Motion passed unanimously.

I. Renewal Contract with Johnson County Juvenile Department for Pre-Adjudication Beds at Dr. Jerome McNeil Juvenile Detention Center

Mr. Edwards began by stating the current contract expires on February 28, 2018, and Johnson County is interested in renewing their contract with the Department. He stated that since the contract began last March we have only used beds for ten juveniles detained by Johnson County. The total revenue from Johnson County is \$9,660.00. He stated the per diem for contract beds is \$140.00. He stated the contract with Johnson County has been reviewed and approved by Ms. Caruthers. Mr. Edwards stated it is recommended that the Juvenile Board approve the Juvenile Department's contract renewal with the Johnson County Juvenile Department to house the County's youth who require pre-adjudication services in the Dr. Jerome McNeil Jr. Juvenile Detention Center from March 1, 2018, to February 28, 2019.

- Commissioner Price asked both Carmen Williams, Budget Manager for the Juvenile Department and Ryan Brown, Dallas County Auditor for the net cost amount for contract beds. Ms. Williams explained to the Board that in order to get the net cost amount, all five counties who contract with the Department will have to be included in the factoring process. She informed the Board that she would provide the data at the next meeting. Ryan Brown added that the cost to detain youth is at a fixed rate and any additional cost is food.
- Judge Smith moved and Commissioner Price seconded to approve the Renewal Contract with Johnson County Juvenile Department for Pre-Adjudication Beds at Dr. Jerome McNeil Juvenile Detention Center. Motion passed unanimously.

J. 2018-2019 School Calendar for the Dallas County Juvenile Justice Alternative Program

Mr. Edwards stated that TEA requires at least 180 days of instruction along with an equal amount of days in each grading period. The calendar is to include inclement weather days and staff training days.

He stated the calendar being presented meets the necessary requirements and asked the Board to approve the 2018-2019 School Calendar for the Dallas County Juvenile Justice Alternative Program.

- Commissioner Price moved and Judge Smith seconded to approve the 2018-2019 School Calendar for the Dallas County Juvenile Justice Alternative Program. Motion passed unanimously.
- Commissioner Price moved and Judge Molberg seconded to recess as the Juvenile Board. Motion passed unanimously.
- Commissioner Price moved and Judge Molberg seconded to convene as the Academy for Academic Excellence. Motion passed unanimously.

VI. Discussion Items – AAE Charter School

K. AAE Update

Mr. Edwards reiterated that programming as usual is taking place at all the campuses. He stated that we now have the End of the Year testing results, which are provided in the packet. He mentioned that 33 families benefited from the Food Bank and 36 families from the Clothing closet.

- There was no discussion on this topic.

L. 2018-2019 School Calendar for the Academy for Academic Excellence

Mr. Edwards stated this is the same calendar presented for JJAEP and asked the Board to approve for AAE.

- Judge Molberg moved and Commissioner Price seconded to approve the 2018-2019 Calendar for the Academy for Academic Excellence. Motion passed unanimously.
- Commissioner Price moved to adjourn as the AAE, Judge Molberg seconded. Motion passed unanimously.
- Commissioner Price moved to reconvene as the Dallas County Juvenile Board, Judge Molberg seconded. Motion passed unanimously.

Executive Session

There were no issues for discussion.

- Commissioner Price moved to adjourn as the Dallas County Juvenile Department, Judge Amber Givens-Davis seconded. Motion passed unanimously.
- Meeting adjourned at 5:46 pm.



**PUBLIC
COMMENT
III.**



**DISCUSSION
ITEMS
IV.**



DISCUSSION

ITEM

A.

DALLAS COUNTY JUVENILE DEPARTMENT

DIRECTOR'S REPORT

February 2018

The Juvenile Department recognized outstanding Employee of the Month for February 2018: Mr. Alvin Johnson (JJAEP Special Education Clerk).

PROBATION SERVICES DIVISION

The DCJD Black History Committee (BHC) hosted the 25th Annual Black History Celebration Program and Medlock Scholarship Presentation on February 23, 2018. Five well deserving youth were awarded the Lyle B. Medlock Scholarship which included a laptop computer and \$2,500. During Black History Month, the BHC highlighted the rich history and contributions of African Americans. This year's theme was "Family Values ~ How to save our children". During the month, the BHC also hosted a College and Resource Fair and a three-week training series. Mr. Mario Montes, Probation Officer, retired after 17 years of service. Mr. James Tinner, Home Detention Officer, received recognition during the department's general staff meeting for his 20 years of service. Additionally, Mrs. Alicia Lawhorn received recognition during the staff meeting for her 25 years of dedicated service to Dallas County and this department.

Community Service Restitution (CSR) Update:

Throughout the month one hundred and ninety (190) youth completed a total of nine hundred and sixty-four (964) Court-Ordered CSR hours at various approved CSR sites in Dallas County. A supervised Community Service Restitution project was held at the Sharing Life and The Brook Peoples Academy of Arts, resulting in the completion of one hundred and two (102) CSR hours by twenty-two (22) youth.

PSYCHOLOGICAL SERVICES AND SUBSTANCE ABUSE DIVISION

Psychology staff referred 20 youth for psychiatric services during the month. A total of 20 psychiatric consultations were performed with 13 of those being follow-up consultations. Of the 7 initial psychiatric consultations performed: 7 resulted in no medication being prescribed, 0 had already been prescribed psychotropic medications and continued those, 0 youth was already prescribed psychotropic medication and the medication was discontinued, and 0 were started on medication.

INSTITUTIONAL SERVICES DIVISION

DETENTION CENTER

Program News and Updates:

No major events took place.

Volunteer Programs and Residents Activity:

Total Volunteer/Hours February: Volunteers: 75 Total Hours: 169

Dallas County HHS Screening: 12 residents, 0 positive for Syphilis and 0 positive for HIV.

Chaplain's Report: Counsel/Prayer: 0

MARZELLE C. HILL TRANSITION CENTER

Program and Residents Activities: Level four residents participated in the Resource and College Fair on February 20, 2018. Two of our residents participated in the Juvenile Department's Black History Essay and Poster Contest; one resident won first place in the essay contest, and the other won second place in the poster contest. The prizes were gift cards for \$25 and \$50. Volunteer services started back up for the year.

Table with 4 columns: DETENTION, JAN, FEB, YTD. Rows include Admissions, Releases, ADP, Detention Hearings, TJJD/Placement Trips, Local trips, Youth transported, START, Admissions, Releases, Successful, Unsuccessful, Administrative, ADP.

Table with 4 columns: HILL CENTER, JAN, FEB, YTD. Rows include Admissions, ADP, Releases, Total Youth Served.

To assist referred youth in becoming productive, law abiding citizens, while promoting public safety and victim restoration. 214-698-2200 Office

Medical Services: There were zero (0) medical issues during the month.

Volunteer Services: 8 groups consisting of 19 individuals provided a total of 46 hours of service during the month.

MEDLOCK CENTER

Education: Residents participate in educational classes and curriculum from Academy of Academic Excellence, summer school, computerized credit recovery program, tutoring, special education services, GED preparation services and ESL services.

Life Skills: Residents learn how to maintain better health, hygiene, independent living and employment which can be utilized once they are released from the program.

Medical Services: Thirty-one (31) were seen by med van nurse on-site.

Program Equip: Residents participate in Juvenile Supervision Officer, Probation Officer and Therapist Groups.

Recreational Activities: Residents participate in large muscle activities which consist of push-ups, sit-ups and outside recreation.

Social Skills: Residents participate in anger management, problem solving, moral decision making, positive peer interaction, team work, and leadership through groups, team building exercises, sports, self-esteem building and assignments. The residents learn the skills and practice application when they get the opportunity to lead the group of peers.

MEDLOCK CENTER			
RTC	JAN	FEB	YTD
Admissions	9	11	20
Released	3	15	18
Successful	2	12	14
Unsuccessful	1	2	3
Administrative	0	1	1
ADP	43	49	46
Total Youth Served	50	58	61
START	JAN	FEB	YTD
Admissions	0	0	0
Releases	7	7	14
Successful	7	7	14
Unsuccessful	0	0	0
Administrative	0	0	0
ADP	15	8	12
Total Youth Served	19	12	19

Volunteer Groups:

Potter's House: Residents participate in chapel service, Bible study and religious activities if they choose.

Pleasant Valley Baptist Church: Residents participate in chapel service, Bible study and religious activities if they choose.

Let's Get It: Residents participate in various exercise activities.

Art Therapy: Residents participate in painting and other art activities.

Enrichment Programs:

Culinary Arts Program: Opportunity to earn "Servsafe Food Handler" certificate, possible internship at Café Momentum upon release.

Some of this month's culinary classes included: how to garnish and cut vegetables and fruits to place on serving trays. The residents are learning how to properly set tables with silverware and proper serving techniques. They are tasked with planning a meal and the process it takes beginning with what will be cooked, the ingredients needed, writing out the recipe as well as preparing the meal. With school back in session they started the Career Readiness Classes. They will meet with their instructors on Mondays, Tuesdays and Thursdays.

YOUTH VILLAGE

Drug Education: Classes are facilitated by the Dallas County Juvenile Department's Substance Abuse staff. Residents actively participate in the program by interacting in a positive way with the staff and each other. Residents apply what they learn in this class as a coping skill for everyday living.

Social Skills/Thinking Errors: Resident incentive plans and behaviors are addressed with use of social skills and thinking error principles. Group and Huddle-ups also use these principles to further emphasize problem-solving, anger management, positive interaction, leadership and teamwork strategies.

Volunteer Groups:

Church of Christ (Chaplains) - Residents participate in Bible study and religious activities voluntarily. Chaplains meet with residents upon request.

Concord Baptist Church - Residents meet with the volunteers on the 2nd and 4th Sundays for Bible-based study group. Discussion also includes anger management and coping strategies for overall success.

Mount Zion/Shady Grove Baptist Church - Bible study groups are available on the 1st and 3rd Mondays for residents who wish to attend.

Enrichment Programs:

Culinary Arts Program: Helps youth learn skills needed to work in restaurant setting within the food industry. Participants gain hands-on experience and lessons on working as a team to accomplish team goals. Completion of program leads to possible internship at Café Momentum.

Therapeutic Horticulture: Residents learn human nurturing, development, resiliency, socialization and rehabilitative skills. Residents also learn garden design, planting and harvesting.

PREP Program: PREP stands for Patience, Responsibility, Empathy and Partnership. By working through challenges with the dogs present, residents witness the power of being responsible and committing to something new and rewarding.

Career Readiness: Youth gain skills to enhance their employability by learning job skills, resume writing skills, and job searching skills. Youth are also given financial literacy course that emphasizes budgeting, using bank accounts and dangers of credit cards and loans.

Field Trips:

- February 15, 2018, eight (8) high-level residents were transported to the African American Museum at Fair Park, Dallas. Residents experienced the preservation and display of African American artistic, cultural, African American Folk Art collections and historical materials. Residents were also treated to lunch at Two Partners BBQ across from the Museum.
- February 11, 2018, eight (8) high-level residents attended the Dallas Mavericks' game. The outing was a huge success. Residents were able to interact with others in the community in a positive manner. Residents were able to use team sporting events as a mean to emphasize team work and sportsmanship
- February 20, 2018, eight (8) high-level/academically ready residents attended the College Fair at Henry Wade Juvenile Justice Center. Residents were exposed to HBCUs, community colleges, Army recruiters, and major universities that were onsite to discuss their programs. Residents were also given information on a number of community program providers: Family Gateway, Promise House, Nexus Recovery Center, The Turn-Around Agenda, Dallas Public Library, Dallas Parks and Recreation, Family Compass, North Texas Alliance to Reduce Unintended Pregnancy, Positive Influence, and Alley's House.
- February 22, 2018, eight (8) high-level residents were transported to the Juanita Craft House and South Dallas Cultural Center. Juanita Craft was a National Association for the Advance of Colored People (NAACP) leader, former Democratic Precinct Chair, and the first black woman in Texas history to be deputized as a poll tax collector. The South Dallas Cultural Center seeks to educate and inspire through the visual, media, literary, and performing arts by offering a wide variety of programs inspired by the vibrancy and diversity of the African Diaspora. Residents were also treated to Lunch at Elaine's Jamaican Kitchen.
- February 28, 2018, eight (8) high-level residents attended the Dallas Mavericks' game. Residents were able to interact with others in the community in a positive manner. Residents were able to use team sporting events as a mean to emphasize team work and sportsmanship.

YOUTH VILLAGE			
	JAN	FEB	YTD
TOTAL			
Admissions	7	11	17
Released	6	12	18
Successful	5	7	12
Unsuccessful	1	4	5
Administrative	0	1	1
ADP	54	53	54
Total Youth Served	59	64	70
YOUTHFUL OFFENDERS	JAN	FEB	YTD
Admissions	0	1	1
Releases	1	0	1
Successful	1	0	1
Unsuccessful	0	0	0
Administrative	0	0	0
ADP	3	4	4
Total Youth Served	4	4	5

Medical Services: Eight (8) residents were transported to Juvenile Detention Center for dental care. Fifty-six (56) residents were treated at the Med Van on campus and one (1) resident was seen by Mental Health Provider on campus.

LETOT CENTER

Community Initiatives: Non-Residential Services received 44 referrals to be addressed through the Letot Crisis Intervention Program, Deferred Prosecution and ESTEEM Court.

Judge Shannon continues to preside over the ESTEEM Court. There are two (2) girls and families attending ESTEEM Court. There is one (1) girl actively participating in the ESTEEM court aftercare program. Two girls began services. Zero (0) successfully completed, zero (0) were unsuccessfully discharged, and zero (0) were neutrally discharged. Zero (0) girls were referred this month. Functional Family Therapy and Clinical Unit have been providing services.

LETOT CENTER			
RESIDENTIAL	JAN	FEB	YTD
Admissions	25	15	40
Releases	19	11	30
ADP	20	26	23
Total Youth Served	42	38	57
INTAKE/ORIENTATION			
Admissions	72	62	134
Releases	72	57	129
ADP	1	1	1
Total Youth Served	72	62	134

Monthly Community Connection:

Letot Clinical Psychological Services: Two (2) families were referred for Clinical services.

Non-Residential Unit: Visited the Trinity River Mission and obtained information as a new resource for the families we serve.

Residential: Health Screens – 23, Call Backs – 0, Doctor’s visits – 27

Youth Participated in the Black History Celebration with a focus on famous African Americans and HBCU’s.

Volunteer Services: Faith-Based Volunteers: worship and religious study – 7 volunteers, 5.5 hours; Life Skills Volunteers: visiting and teaching - 18 volunteers, 15 hours; for a total of 25 volunteers who provided 20.5 hours of volunteer service.

Clinical Services:

Residential Services: The Letot Clinical Team provided clinical services for 35 residents in the Letot Residential Program this month. Each resident was assigned a therapist who was responsible for offering individual and family counseling to the resident. These counseling services were provided weekly and included 86 individual sessions and 47 family counseling sessions during the month. In addition, the residents participated in 25 groups focusing on anger management, self-esteem, developing coping skills, emotional regulation, distress tolerance and mindfulness using CBT, DBT and CBT trauma-informed care models. The family counseling was provided using Family Systems Theory and concentrated on improving family communication and relationship building. As part of the clinical services, 160 consultations were provided to the case managers, JRO and administration when requested. Although each department established their own relationships with the residents, the consultations ensured that there was continuity among the various programs while monitoring the mental health of the youth. The interdisciplinary treatment team was also a significant part of the continuity of care and treatment team meetings were held weekly in which each resident’s case was processed to evaluate progression toward goals and to discuss discharge plans. There were 4 staffings held in February allowing for the clinical, administrative, case management and JRO staff to discuss approximately 26 residents weekly (105 total). Crisis management is always a priority and the staff assisted in 19 crisis events. These incidents ranged from stabilizing a resident after a difficult phone call from home to ensuring hospitalization for an emotionally unstable youth. One of the essential roles of the clinician was to maintain awareness of the resident’s difficulties in order to proactively manage potential emotional escalation. Clinicians checked on the youths through daily rounds which allowed them to observe the residents and for information to be shared among the staff. Forty-two rounds were completed in February. Another important role of the clinician was to assess and refer residents for psychiatric evaluation when needed and 2 referrals were made in this regard.

Non-Residential Services: After a resident was discharged from the Residential Program, they were referred for continued services with the Non-Residential Program. Additional cases which had been assessed by the Intake Unit and found inappropriate for the Residential Program were also referred to the Non-Residential Program. This Program provided continued case management and counseling services. Eighteen families were referred to the clinical staff and were provided with 13 individual sessions, 9 family sessions and resulted in 20 consultations with the case management staff. Using the best practices model, the individual and family counseling sessions were designed to improve and maintain the healthy functioning of the family.

General Clinical Service: The Letot Clinical Staff was also responsible for providing psychological screens to the Intake Unit. Individuals who scored high on the general screening tool (MAYSI-2) or who had histories of mental health issues were referred to the clinician who then completed a more in-depth assessment to determine whether Letot had the programs that meet the needs of the individual. The staff assessed 13 potential residents and made appropriate recommendations. Complete psychological assessments were also conducted when needed for placement purposes. The Parent/Youth Groups were held weekly and were open to both the Residential and Non-Residential families. These groups have been very successful in providing support and psychoeducational information and have received positive reviews from the parents. Topics were presented in a didactic style and included adolescent development, active communication, value clarification, stress management and appropriate discipline. Last month, four Parent/Youth Groups were held and involved 137 participants (61 Parents, 53 Youth, 23 Siblings/Others). In addition, the staff participated in weekly clinical supervision (Avg. of 2 hrs. /week x 4 weeks = 8 hrs. x 3 staff = 24 hrs.).

LETOT RESIDENTIAL TREATMENT CENTER FOR GIRLS

January 27, 2018 - February 19, 2018

We had a total of 14 residents for the month. One was successfully discharged during this time period.

Social Skills: The girls continue to participate in anger management, problem solving, moral decision making, positive peer interaction, team work, and leadership through groups, team building exercises, sports, self-esteem building and assignments. The girls learn the skills and practice application of these skills when they get the opportunity to lead the group of peers.

LETOT RTC			
	JAN	FEB	YTD
Admissions	1	3	4
Releases	4	2	6
ADP	13	14	13
Total Youth Served	17	16	20

Volunteer Groups:

Big Thought: Residents participated in acting classes. The residents have been working on various skits where they are learning role plays and working on character emotions. They are now learning how to write their own scripts for short skits they will perform during the class.

Epic Yoga: Currently without Instructor. Clinical Staff has replaced the group with meditation.

St. John Church (Mr. Charles Butler): Residents may participate in Bible study and religious activities if they choose.

Planned Parenthood: Did not meet with the residents this month.

Dr. Michelle Woody and Speak Young Sister: Group resumed on February 22nd. The group involves a six-week enrichment program that assists the girls with their self-esteem and self-identity.

Concord Baptist Church - Residents participate in Bible study that is associated with building self-esteem and self-respect.

Enrichment Programs:

Culinary Arts Program: The girls continue to thrive in this program and have learned to appreciate the planning and preparing steps necessary to present a nutritious, nice looking meal from various cultures. They are tasked with working through every detail of cooking, from knowing the ingredients that are needed, to writing the recipe, cooking, and serving the meal. Some of this month's culinary classes included learning how to garnish and cut vegetables and fruits to place on serving trays, learning how to properly set tables with silverware, and proper serving techniques. The girls are also involved in the Career Readiness Classes several days each week.

Horticulture: Residents are learning responsibility by the planting and nurturing of sustainable foliage, harvesting, learning the basics of gardening for both edible and ornamental plants. Residents are also growing their own personal plants, where they are responsible for the growth and nurturing of their plant daily.

Clinical Services:

All 14 residents received individual therapy (approximately 66 hours). Family therapy was offered to all families. Therapists provided family therapy to 11 families (approximately 13 client-contact hours) and 4 parents received parent therapy (5.75 client contact hours). The clinical team also provided crisis intervention (approximately 27 client-contact

hours) and clinical rounds (approximately 87 client contact hours). Clinical rounds consist of each clinical team member engaging with the youth, checking in, and providing support throughout the day. Clinicians also consult with and check in with staff throughout the day which facilitates continuity of care and clear and consistent communication (approximately 92.5 hours).

The girls also received daily group therapy (art, coping skills, girl empowerment, My Life My Choice, meditation, or process groups). Art is a therapeutic modality that encourages expression through the use of art materials. Clinicians conducted 10 art groups this month which primarily focused on open studio, drawing, making hearts, and painting. Coping skills group, which is rooted in Dialectical Behavior Therapy (DBT), teaches the girls to manage difficult thoughts and emotions. Six coping skills groups were provided. These groups focused on walking the middle path, perspective taking, and the foundation of DBT. The girl empowerment group enables the girls to increase their self-protective skills and self-identity by discussing how rights, cultural dynamics, gender, and environment impact residents and how they can successfully navigate challenging situations. Six girl empowerment groups focused on assertiveness, boundaries, social media, and bystander effect. Eight meditation groups were provided for the girls to engage in self-reflection and emotional regulation. Clinicians also led 2 process groups which focused on actions and consequences and boredom.

Psychiatric Services: Three girls were referred to or seen by the Psychiatrist this month.

Facility Programs: Residents participated in the Black History Program that showcased famous African American Women and HBCU Fraternities/Sororities.

Field Trips: One resident had the opportunity to volunteer/tour at the United Way of Metropolitan of Dallas. The resident was able to meet, greet, tour, and participate in conversation with a focus on individual preparedness, motivation, self-awareness, self-improvement, and goal setting.

Medical Services: Health Screens – 3, Call Backs – 0, Doctor's visits - 19.

Volunteer Hours: We had 9 volunteers and a total of 20 hours volunteered.

February 2018 Referrals

	Alleged Delinquent Behavior														Alleged CINS Behavior										Other Referrals				All Referrals																			
	Total Delinquent														Total CINS										Total Other																							
	Class A&B Misdemeanors														Status Only										Other than Status Only																							
	Sexual Assault	Robbery	Assaultive	Other Violent	Burglary	Theft	Other Property	Drug Offenses	Weapons Offenses	Other Felony	Total Felony	Weapons Offenses	Assaultive	Theft	Other Property	Drug Offenses	Other Misd.	Contempt of Magistrate	Total Delinquent	Violation of Court Order	Truancy	Runaway	Alt. Ed. Expulsion	Property (was Theft)	Disorderly Conduct	Drugs	Liquor Laws	Sex Offenses	Other CINS	Other Administrative	Crisis Intervention	Contract Detention	Other Other	Total Other	Total CINS	All Referrals												
Male	1	12	14	15	0	14	16	1	5	8	15	3	31	17	6	35	28	0	221	74%	45	80%	0	25	0	0	0	0	0	0	0	18	43	48%	20	1	21	81%	330	71%								
Female	0	0	5	13	0	3	4	1	2	1	4	0	16	10	1	8	8	0	76	26%	11	20%	0	34	0	0	0	0	0	12	46	52%	5	0	5	19%	138	29%										
											134								297		56													89		26		468										
Amer. Indian/Alaskan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Asian	0	0	0	0	0	1	0	0	0	0	1	0	2	0	0	1	0	0	4	1%	0	0%	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Black	0	3	15	13	0	6	11	1	0	2	11	62	46%	1	21	2	8	18	0	127	43%	21	38%	0	26	0	0	0	0	13	39	44%	4	0	4	15%	191	41%										
Hispanic	1	7	3	12	0	11	6	0	3	4	8	55	41%	1	17	10	3	27	15	0	128	43%	33	59%	0	24	0	0	0	11	35	39%	9	0	10	38%	206	44%										
White	0	2	1	3	0	2	1	4	3	0	16	12%	1	7	2	2	7	3	0	38	13%	2	4%	0	8	0	0	0	6	14	16%	12	0	12	46%	66	14%											
Unknown	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
											134								297		56													89		26		468										
10 Years Old	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
11 Years Old	0	1	0	1	0	0	0	0	0	0	2	1%	0	1	2	0	0	0	0	5	2%	0	0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
12 Years Old	0	2	0	4	0	0	0	0	0	2	8	6%	0	5	2	0	3	0	18	6%	1	2%	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13 Years Old	0	1	1	0	0	2	1	1	0	0	2	8	6%	0	7	2	1	5	2	25	8%	3	5%	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14 Years Old	0	1	4	4	0	2	5	0	1	3	7	27	20%	1	15	5	0	11	7	66	22%	7	13%	0	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15 Years Old	0	6	8	8	0	3	1	0	0	2	4	30	22%	1	9	6	2	11	9	68	23%	11	20%	0	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
16 Years Old	0	1	7	11	0	9	8	0	6	2	5	49	37%	1	9	10	4	15	14	102	34%	21	38%	0	23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
17+ Years Old	1	0	1	0	0	1	5	1	0	0	1	10	7%	0	1	0	0	1	1	13	4%	13	23%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
											134								297		56													89		26		468										

450 youth accounted for the 468 total referrals.

February 2018 Detentions

	Alleged Delinquent Behavior														Alleged CNS Behavior							Other Detentions				Total Detentions																		
	Alleged Delinquent Behavior														Alleged CNS Behavior							Other Detentions																						
	Class A & B Misdemeanors														Status Only							Total CNS																						
	Felonies														Other than Status Only							Total CNS				Total Other																		
	Homicide	Sexual Assault	Robbery	Assaultive	Other Violent	Burglary	Theft	Other Property	Drug Offenses	Weapons Offenses	Other Felony	Other Felony	Other Property	Assaultive	Theft	Other Property	Drug Offenses	Other Misd.	Contempt of Magistrate	Total Delinquent	Violation of Court Order	Truancy	Runaway	Alt. Ed. Expulsion	Property (was Theft)	Disorderly Conduct	Drugs	Liquor Laws	Sex Offenses	Other CNS	Total CNS	Contract Detention	Crisis Intervention	Other Administrative	Total Other									
Male	1	5	9	13	0	12	8	1	1	5	9	9	7	11	12	0	12	0	121	72%	37	80%	0	0	0	0	0	0	0	0	0	1	100%	20	0	1	21	81%	180	74%				
Female	0	0	4	11	0	2	2	1	1	0	3	3	1	4	2	0	2	0	48	28%	9	20%	0	0	0	0	0	0	0	0	0	0	0	5	0	0	5	19%	62	26%				
	88														169							46				26				242														
Amer. Indian/Alaskan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Black	0	1	11	12	0	6	5	1	0	2	7	45	51%	1	16	4	2	5	10	0	83	49%	18	39%	0	0	0	0	0	0	0	0	0	0	0	4	0	4	15%	105	43%			
Hispanic	1	4	2	10	0	8	4	0	1	2	5	37	42%	0	14	2	4	9	2	0	68	40%	26	57%	0	0	0	0	0	0	0	0	0	0	9	0	9	35%	103	43%				
White	0	0	0	2	0	0	1	1	1	1	0	6	7%	1	4	0	2	0	2	0	15	9%	2	4%	0	0	0	0	0	0	1	100%	12	0	1	13	50%	31	13%					
Unknown	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	88														159							46				26				242														
10 Years Old	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1%	0	0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
11 Years Old	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	2%	0	0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
12 Years Old	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	7%	1	2%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
13 Years Old	0	1	1	0	0	2	0	1	0	0	2	7	8%	0	4	0	0	2	0	0	13	8%	3	7%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14 Years Old	0	1	2	3	0	2	3	0	0	1	4	16	18%	1	14	4	0	4	3	0	42	25%	7	15%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
15 Years Old	0	2	4	6	0	3	0	0	0	1	1	17	19%	1	8	2	2	4	3	0	37	22%	9	20%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
16 Years Old	0	0	4	10	0	7	6	0	2	1	4	34	39%	0	5	0	5	4	5	0	53	31%	16	35%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
17+ Years Old	1	0	2	0	0	0	1	1	0	0	1	6	7%	0	0	0	1	1	0	8	5%	10	22%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	88														169							46				26				242														

239 youth accounted for the 242 total detentions.



DISCUSSION

ITEM

B.



Juvenile Justice Alternative Education Program (JJAEP) Director's Report February 2018

Juvenile Justice Alternative Education Program – February 2018

On February 22nd, JJAEP held its second *Meet the Teacher Night* for the 2017-2018 school year.

On Friday, February 23rd, teachers and staff hosted a *Soul Food Luncheon* for the students in celebration of Black History Month, along with ending the 4th six weeks of the 2017-2018 school year.

Student, Ramisa Islam, won third place in the essay contest for the Black History Month celebration hosted by Dallas County Juvenile Department.

Campus at a Glance:

On February 1st, we kicked off our Black History month celebration by encouraging students to participate in the County's essay and poster contests.

During Social Studies classes, discussions were held about the oppression of African Americans throughout the years and a comprehensive study of prominent African Americans and historical events. As a culminating activity, students from each group competed in our second annual Black History Quiz Bowl, held on February 28th.

Students studied the virtue *Tolerance* during their Social Skills class and participated in a school-wide bulletin board competition that required them to demonstrate their connection between the theme family values and the virtue of Tolerance.

Our Black History events culminated with our faculty and students and a *Soul Food* luncheon.

On February 15th, students attended a field trip to the Irving Arts Center for a Civil Rights program. They were exposed to a variety of photos on display that illustrated the impact made by the youth movement during the Civil Rights era.

On February 20th, nine students attended a field trip to a college fair hosted by the Black History Committee. Students stated it was a very informative experience.

On February the 22nd, we hosted our Spring *Meet the Faculty Night*. Due to inclement weather, we had only a couple of parents attend.

On February 23rd, students heard from a guest speaker on the topic of Teen Dating Violence. This day was an approved early release so that faculty members could participate in content meetings.

Instruction at a Glance:

On February 19th, teachers participated in TELPAS Basic Training and Calibration training. This will prepare them to rate the written and spoken skills of our English Language learners.

Students ended their fourth six weeks study with final tests during the week of the 19th.

DALLAS COUNTY JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM

ACTIVE ENROLLMENT								
Student Enrollment as of:	2/28/2018	Total Enrollment:	55					
Students on Probation/Spv.:	35		63.64%					
OFFENSE STATUS								
Disc.:	18	32.73%	Mand.:	37	67.27%	Plmt.:	0	0.00%
DEMOGRAPHICS								
Category			Category					
GENDER			DISTRICT	Number	Percent			
Male	Female		CFB-904	3	5.45%			
48	7	12.73%	CHISD-904	2	3.64%			
GRADE			Coppell-992	0	0.00%			
Number	Percent		Desoto-906	1	1.82%			
3	0	0.00%	DISD-905	10	18.18%			
4	1	1.82%	Duncanville-907	3	5.45%			
5	1	1.82%	Garland-909	10	18.18%			
6	2	3.64%	GPISD-910	11	20.00%			
7	9	16.36%	HPISD-911	1	1.82%			
8	6	10.91%	IRVING-912	5	9.09%			
9	20	36.36%	Lancaster-913	0	0.00%			
10	10	18.18%	Mesquite-914	5	9.09%			
11	4	7.27%	RISD-916	4	7.27%			
12	2	3.64%	Sunnyvale-919	0	0.00%			
	55	100.00%		55	100.00%			
AGE			ETHNICITY					
Number	Percent		Number	Percent				
10	2	3.64%	African American	17	30.91%			
11	2	3.64%	Asian	1	1.82%			
12	2	3.64%	Caucasian	8	14.55%			
13	6	10.91%	Hispanic	29	52.73%			
14	16	29.09%	Native American	0	0.00%			
15	10	18.18%		55	100.00%			
16	11	20.00%						
17	5	9.09%						
18+	1	1.82%						
	55	100.00%						
OFFENSE DESCRIPTIONS			Number	Percent				
D-12	Serious Misbehavior		9	16.36%				
D-14	Misdemeanor Drugs		3	5.45%				
D-15	Felony Criminal Mischief		0	0.00%				
D-16	Court/County Placement		0	0.00%				
D-17	Assault Against Employee		1	1.82%				
D-18	Assault/Retaliation of Employee (ON/OFF CAMPUS)		0	0.00%				
D-19	False Alarm/Terroristic Threat		2	3.64%				
D-20	300 ft. Rule		1	1.82%				
Title 5	Off Campus Felonies Against Student & Other New Discretionary		2	3.64%				
M-01	Weapons/Firearms		8	14.55%				
M-02	Weapons other than Firearm		5	9.09%				
M-03	Aggravated Assault		5	9.09%				
M-04	Sexual Assault		0	0.00%				
M-05	Aggravated Sexual Assault		0	0.00%				
M-06	Arson		2	3.64%				
M-07	Murder Offenses/Manslaughter		0	0.00%				
M-08	Indecency with a Child		1	1.82%				
M-09	Aggravated Kidnapping		0	0.00%				
M-10	Felony Drugs		15	27.27%				
M-11	Retaliation Against Any Employee		1	1.82%				
M-12	Aggravated Robbery		0	0.00%				
P-16	Court Placement		0	0.00%				
			55	100.00%				
DETENTION; PLACEMENT or WARRANTS:			1	1.82%				
SPECIAL EDUCATION STUDENTS:			6	10.91%				
Avg. Daily Attendance:	46	87.86%	Cum. SY Daily Attendance:	48	81.56%			

DALLAS COUNTY JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM

2017-2018 School Year

February began with 60 students and ended with 55 students enrolled at the Dallas County JJAEP. On average, there were 46 or 87.86% of the students attending on any given day. Of the 55 students enrolled at month's end, there were 18 discretionary referrals, 0 placement, and 37 mandatory referrals.



ACTION ITEMS

V.



ACTION ITEM

C.



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

MEMORANDUM

Date: March 26, 2018
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Juvenile Processing Offices – Highland Park Department of Public Safety and Baylor Scott & White Health Department of Public Safety

Background of the Issue:

Amendments passed during the 77th Legislative Session assign the Juvenile Board the responsibility of designating Juvenile Processing Offices within Dallas County.

The Juvenile Board has previously approved sites as Juvenile Processing Offices (see attached list). The Department regularly reviews sites to make appropriate additions, deletions, modifications, or amendments to this list. When the Department is notified of the modification of a site, or receives a request from law enforcement for designation of a new site, we personally inspect the site and apprise the agency of their obligations and responsibilities when processing juveniles at the approved site.

Impact on Operations and Maintenance:

The Highland Park Department of Public Safety maintains Juvenile Processing Offices in Interview Room 331 and Report Writing Room located at 4700 Drexel Drive, Dallas, Texas 75209. The rooms were previously designated as approved Juvenile Processing Offices on March 28, 2016, by this Department and the Dallas County Juvenile Board.

In response to the Juvenile Department's commitment to review all previously approved Juvenile Processing Offices, the Highland Park Department of Public Safety's Juvenile Processing Offices located at 4700 Drexel Drive, Dallas, Texas 75209 were personally inspected by Rudy Acosta, Deputy Director of Probation Services, on February 6, 2018. These sites were determined to be suitable as Juvenile Processing Offices, and the designated rooms were clearly identified with affixed signage.

In addition, specific training relating to the requirements of the Juvenile Processing Office utilization and operation was provided to the designated Agency representatives, Detective Rusty Nance, during the site visit. The training provided the Agency representative with information from Title 3 of the Texas Family Code §52.025, the Juvenile Justice Delinquency and Prevention Act outlining the requirements of operating a Juvenile Processing Office, and the specifics associated with the handling of juveniles in the Juvenile Processing Office. The training document was signed by the Agency representative, and a copy will be maintained by the Juvenile Department.

In calendar year 2017, the Highland Park Department of Public Safety referred 2 juveniles to the Dallas County Juvenile Department. Of the 2 referrals, 2 (100%) were Hispanic. Of the 2 referrals, 2 (100%) were male.

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

The Baylor Scott & White Health Department of Public Safety (formerly known as the Baylor Healthcare Department of Public Safety) maintains a Juvenile Processing Office at Room 100.10 to 100.13 located at 4005 Crutcher Street, Dallas, Texas 75246. The room was previously designated as an approved Juvenile Processing Office on March 28, 2016, by this Department and the Dallas County Juvenile Board.

In response to the Juvenile Department's commitment to review all previously approved Juvenile Processing Offices, the Baylor Scott & White Health Department of Public Safety's Juvenile Processing Office located at 4005 Crutcher Street, Dallas, Texas 75246 was personally inspected by Rudy Acosta, Deputy Director of Probation Services, on February 7, 2018. This site was determined to be suitable as a Juvenile Processing Office, and the designated room was clearly identified with affixed signage.

In addition, specific training relating to the requirements of the Juvenile Processing Office utilization and operation was provided to the designated Agency representatives, Detective Marlena Colvin, during the site visit. The training provided the Agency representative with information from Title 3 of the Texas Family Code §52.025, the Juvenile Justice Delinquency and Prevention Act outlining the requirements of operating a Juvenile Processing Office, and the specifics associated with the handling of juveniles in the Juvenile Processing Office. The training document was signed by the Agency representative, and a copy will be maintained by the Juvenile Department.

In calendar year 2017, the Baylor Scott & White Health Department of Public Safety made no referrals to the Dallas County Juvenile Department.

Strategic Plan Compliance:

This Juvenile Processing Office designation complies with the Dallas County Strategic Plan: Vision 3 - Dallas County is *safe, secure, and prepared*, by ensuring local law enforcement agencies adhere to Federal and State legislative mandates.

Legal Impact:

Law enforcement agencies must follow the Texas Family Code and Code of Criminal Procedure guidelines when processing youthful offenders:

In conformance with Title 3 of the Texas Family Code §52.025, the Juvenile Board of Dallas County has ordered the plans and guidelines of each law enforcement agency in Dallas County operating a Juvenile Processing Office be amended and adopted as follows:

SECTION 1. Any juvenile taken into custody and not released in the field by the officer shall be brought immediately to either an office or to an official designated site herein without unnecessary delay and without

first being taken elsewhere. The juvenile shall not be permitted contact with any adult who is in custody, charged with, or convicted of a crime.

SECTION 2. The following are "offices or rooms designated by the Juvenile Board where a child who has been taken into custody may be taken pursuant to Section 52.02 and 52.025 of the Texas Family Code, and as such are designated as Juvenile Processing Offices;"

The Juvenile Board also requires Juvenile Processing Offices may be used to complete all investigative and administrative activities related to taking a child into custody, said activities including, but not limited to the following:

- (1) The full investigation of each subject offense for which each child is taken into custody and all related offenses admitted to or alleged to be committed by said child, and may be used for temporary detention, for purposes of investigation of the identity and age of the juvenile, and for purposes of investigating and continuing the investigation of each subject offense and each related offense.
- (2) The completion of investigative and administrative paperwork concerning each subject and related offense and the taking of any oral, written, or magistrate confessions as may occur pertaining to each subject or related offense and for all other related investigative conduct such as fingerprinting,
- (3) photographing, and other medical and/or scientific examinations or testing necessary to the investigation of the subject or related offenses.
- (4) The creation or completion of any essential forms and records, including, but not limited to, all police reports, offense reports, arrest reports, and supplements to said reports and other reports or records,
- (5) required by the Juvenile Court or Title 3 of the Texas Family Code or other law or the particular law enforcement agency's procedures.
- (6) The photographing and/or fingerprinting of the child as authorized by Title 3 of the Texas Family Code or other applicable law. Warnings may be issued to the child as required or permitted by Title 3 of the Texas Family Code or other applicable law. An oral or written statement of the child may be taken and warning given pursuant to Title 3 of the Texas Family Code either in said Juvenile Processing Office or before an official designated by the Juvenile Court in Section 3 of the order.
- (7) All administrative steps necessary subsequent to taking a child into custody.

Recommendation:

The Juvenile Department recommends the Juvenile Board approve the Juvenile Processing Offices, Room 331 and Report Writing Room, for the Highland Park Department of Public Safety located at located at 4700 Drexel Drive, Dallas, Texas 75209.

The Juvenile Department also recommends the Juvenile Board approve the Juvenile Processing Office, Room 100.10 to 100.13, for the Baylor Scott White & Health Department located at 4005 Crutcher Street, Dallas, Texas 75246.

Recommended by:



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

**JUVENILE PROCESSING OFFICE DESIGNATIONS
DALLAS COUNTY JUVENILE BOARD
(Revised 3/26/18)**

- 1) Addison Police Department
Juvenile Processing / Briefing Room
4799 Airport Parkway
Addison, TX 75001 972-450-7120
Detention Supervisor, Mr. Michael Meharg
- 2) Balch Springs Police Department
Room #1 Juvenile Room and Interview Room
12500 Elam Road
Balch Springs, TX 75180
Sgt. Walts 972-557-6036 Cell 469-853-3958
- 3) Baylor Scott & White Health Dept. of Public Safety
Police Supervisors Room, Room 100.10-100.13
4005 Crutcher Street, Ste 100
Dallas, TX 75246
Det. Marlena Colvin 214-820-7694
Sgt. Daniel Royalty 214-820-7694
- 4) Carrollton Police Department
Rooms 157-JPO1,138-JPO2
137-JPO3,136-JPO4, 135-JPO5
2025 Jackson Road
Carrollton, TX 75006
Sgt. Sheldon Blackwell 972-466-4328
- 5) Cedar Hill ISD Police Department
Briefing/Training Office
Door 5A entrance, Room 1 & 2
504 E. Beltline Rd.
Cedar Hill, TX 75104
Lt. Eddie Thompson 469-272-2088
- 6) Cedar Hill Marshal's Office
285 Uptown Boulevard, Room 7108
Cedar Hill, TX 75014
Chief Leland Herron 972 291-1500 Ext.1048
- 7) Charlton Methodist Medical Center
3500 W. Wheatland-Juvenile Processing Office
Dallas, TX 75203
Sgt. Deon Simmons 214-947-7705
- 8) City of Combine Municipal Court &
Combine Police Department
Chief's Office #101 & Judge's Office #102
123 Davis Rd. Combine, TX 75159
Chief of Police Jack Gilbert
972-476-8790 (office) / 214-212-5103 (cell)
- 9) Cockrell Hill Police Department
Juvenile Processing Office
4125 W. Clarendon Drive
Dallas, TX 75211
Lt. Heraldo Hinojosa 214-939-4141
- 10) Coppell Police Department
Room 125/ Juvenile Processing Room
130 S. Town Center Blvd.
Coppell, TX 75019
Sgt. Bill Camp 972-304-3593
- 11) Dallas County Community College Police
Department / Room N112E
Eastfield College – Main Campus
3737 Motley Dr.
Mesquite, Texas 75150
Commander Michael Horak 972-860-8344

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

- 12) Dallas County Community College Police
Department / Room 112N
Eastfield College – Pleasant Grove Campus
802 S. Buckner Blvd.
Dallas, Texas 75217
Commander Michael Horak 972-860-8344
- 13) Dallas County Community College Police
Department
Pecos Hall – Rooms P161, P163, P170, P172
Kiowa Hall – Room K110
Richland College Campus
12800 Abrams Road
Richardson, Texas 75243
Lt. C. Sena 972-761-6758
- 14) Dallas County Hospital District P.D.
Interview Room 01-910
Observation Room 01-911
5223 Texoak Ave., Dallas, TX 75235
Capt. Richard D. Roebuck Jr. 469-419-0533
- 15) Dallas County Juvenile Justice Department
Detention Center and Probation Department
Detention Center Room B109
Henry Wade Juvenile Justice Department
2600 Lone Star Drive
Dallas, TX 75212 214-698-2200
- 16) Dallas County Sheriff's Department
Rooms C3-6 & C3-7
Frank Crowley Courts Building
133 North Riverfront Blvd.
Dallas, TX 75202
Detective Billy Fetter 214-653-3495
- 17) Dallas Independent School District P.D.
Holding Rooms A&B, Report Room, Shift
Briefing Room
1402 Seegar Street Dallas, TX 75215
Deputy Chief Gary Hodges (by
Communications Manager Wilford Davis)
214-932-5610 or 214-932-5613
- 18) Dallas P.D.- Specialized Investigations
Division – Operations Unit
1400 S. Lamar St.
Dallas, TX 75215
Lt. Michael Woodbury/Detective R.P. Dukes
214-671-4250/214-671-4255
- 19) Desoto P.D.
"Juvenile" Booking and Processing Office
714 E. Beltline Rd.
Desoto, TX 75115
Det. W. Tillman 469-658-3028
- 20) DFW Airport Department of Public Safety
CID Conference Room, CID Interview Room 1,
and Patrol Conference Room
2900 East 28th Street
Airport, TX 75261
Sgt. Kara Cooper 972-973-3561
- 21) Farmers Branch Police Department
Juvenile Sect Rm. /Rm. 156
Interview Room 204
3723 Valley View Ln.
Farmers Branch, TX 75244
Sgt. T. Eoff 972-919-9352
- 22) Garland Police Department
Room J1008 & J1015
1900 W. State Street
Garland, TX 75042
Supervisor Don McDonald 972-485-4891
- 23) Glenn Heights Police Department
Patrol- Squad Rm & CID Office
550 E. Bear Creek
Glenn Heights, TX 75154
Det. Gene Yates 972-223-1690x248
Gene.yates@glennheightstx.gov

*To assist referred youth in becoming productive,
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- 24) South Grand Prairie High School
Rooms A122 and H254
301 W. Warrior Trail
Grand Prairie, TX 75052
Off. Chris Moore/Rayford Starr 972-522-2560
- 25) South Grand Prairie High School
Dr. Vern Alexander Bldg., Room A110B
305 W. Warrior Trail Grand Prairie, TX 75052
Off. Brandon Darrough 214-707-2897
- 26) Grand Prairie High School
Room 501
101 High School Drive
Grand Prairie, TX 75050
Off. Edward Rahman 972-809-5707
- 27) Grand Prairie Johnson D.A.E.P.
Room 16
650 Stonewall Drive
Grand Prairie, TX 75052
Off. Louis Whittington 972-522-7007
- 28) Grand Prairie P.D.
Rooms J1, J2, J3, J4, J5, J6, 1008A, 1009, 1010
& 1029
1525 Arkansas Lane
Grand Prairie, TX 750502
Manager Teresa Coomes 972-237-8746
- 29) Grand Prairie Young Men's Leadership
Academy at Kennedy MS, Room B102
2205 SE 4th Street
Off. Adrian Gilmore 972-522-3688
- 30) Grand Prairie Young Women's Leadership
Academy at Arnold, Room 113
1204 E. Marshall Dr.
Grand Prairie, TX 75052
Off. Takesha Dye 972-343-7498
- 31) Highland Park Department of Public Safety
Room 331 and Report Writing Room
4700 Drexel Drive
Dallas, TX 75205 and Dallas, TX 75209
Detective Rusty Nance 214-559-9306
- 32) Hutchins Police Department
Patrol/Briefing Room
205 W. Hickman
Hutchins, TX 75141
Sgt. Frank Garcia 972-225-2225
- 33) Irving Police Department
Juvenile Holding Area, CID Juvenile Interview
Report Writing Room, Community & Youth
Services Division School Resource Office,
Juvenile Intake Lobby & Youth Investigators
Office
305 N. O'Connor Rd. Irving, TX 75061
Lt. Christopher Summers 972-721-2456
- 34) Irving Police Department
Report Writing Room
5992 Riverside Dr.
Irving, TX 75039
Lt. Christopher Summers 972-721-2456
- 35) Lancaster ISD P.D.-Headquarters
Juvenile Processing Room 603
814 W. Pleasant Run Road
Lancaster, TX 75134
Chief Le'Shai Maston 214-784-4878

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36) Lancaster ISD P.D.-Lancaster High School
'Juvenile Processing Office'
Police Office, Room C126A
200 Wintergreen Rd.
Lancaster, TX 75134
Chief LeShai Maston 214-784-4878

37) Lancaster P.D.
Rooms A148 & B122
1650 North Dallas Avenue
Lancaster, TX 75134
CID Sergeant Erick Alexander 972-218-2739

38) Mansfield ISD PD - Byrd Middle School
"Juvenile Processing Center" Room # 200F
1040 W. Wheatland Road
Duncanville, TX 75116
Asst. Chief Greg Minter 817-299-6008

39) Mansfield ISD PD -Duncanville High School
Rooms L105,L105A, A118, B167 & B167B,
900 W. Camp Wisdom Rd.
Duncanville, TX 75116
Asst. Chief Greg Minter 817-299-6008

40) Mansfield ISD PD- Kennemer Middle School
Room 100C
7101 W. Wheatland Road
Dallas, TX 75249
Asst. Chief Greg Minter 817-299-6008

41) Mansfield ISD PD - Reed Middle School
"Juvenile Processing Center" Room # 115
530 E. Freeman Road
Duncanville, TX 75116
Asst. Chief Greg Minter 817-299-6008

42) Methodist Health System P.D.
Front Lobby
1441 N. Beckley Ave
Dallas, TX 75203
PO Keviin Quilens 214-947-8899

43) Mesquite Police Department
Rooms 1016, 1019, 1021, 1022, 2008, 4023,
4024, 4045, & 4047
777 North Galloway Avenue
Mesquite, TX 75149
Lt. Michael Kelly 972-216-6796

44) Richardson P.D.
Youth Crimes Unit/Rooms D-207, D208 & D211
140 North Greenville Avenue
Richardson, TX 75081
Sgt. Jaime Gerhart 972-744-4862

45) Rowlett Police Department
Room 3, Juvenile Processing Room
4401 Rowlett Road
Rowlett, TX 75088
Lt. David Nabors 972-412-6215
Detective David Mayne 972-412-6292

46) Sachse Police Department
Juvenile Division & Youth Holding Area
Rooms PS116 and PS118
3815 Sachse Rd.
Sachse, TX 75048
Lt. Steve Norris 469-429-9823

47) Seagoville Police Department
Law Enforcement Center -
Interview Room and Patrol Room
600 North Highway 175
Seagoville, TX 75159
Manager Christine Dykes 972-287-6834

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

- 48) Southern Methodist University Police Dept.
Briefing Room 214
3128 Dyer Street Dallas, TX 75205
Lt. Brian Kelly 214-768-1577
- 49) University Park P.D.
Room 215, 2nd Floor
3800 University Boulevard
Dallas, TX 75205
Lieutenant John Ball 214-987-5360
- 50) UT Southwestern Medical Center Police Dept.
Room BLC 214 & BLC 228
6303 Forest Park Road
Dallas, TX 75390-9027
Lt. Adam Jones 214-633-1633
- 51) Wilmer Police Department
Warrant Room and Patrol Room
219 E. Beltline Rd.
Wilmer, TX 75172
Lt. Eric Pon 972-441-6565

JUVENILE BOARD ORDER

ORDER NO: 2018-XXX

DATE: March 26, 2018

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 26th day of March, 2018, in accordance with the Texas Open Meetings Act, with a quorum of the members present, to wit:

Name	Name	Name
Name	Name	Name
Name	Name	Name

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

WHEREAS, the Juvenile Board is charged with the responsibility of designating Juvenile Processing Offices pursuant to Juvenile Justice Code 51.02 (12), 52.02 (a) and (b), 52.025 (a), 52.027 (f), 52.05 (a) and (b), 52.01 (a) and (c), 58.01 (4), 52.03 (d), 52.041 (c) and (d), and Article 15.27 of the Code of Criminal Procedures; and

WHEREAS, the Juvenile Board of Dallas County previously approved Juvenile Processing sites for the Highland Park Department of Public Safety; and

WHEREAS, the Highland Park Department of Public Safety maintains Juvenile Processing Offices, Room 331 and Report Writing Room located at 4700 Drexel Drive, Dallas, Texas 75209. The rooms were previously designated as approved Juvenile Processing Offices on March 28, 2016, by the Juvenile Department and the Dallas County Juvenile Board; and

WHEREAS, in response to the Juvenile Department's commitment to review all previously approved Juvenile Processing Offices, the Highland Park Department of Public Safety's Juvenile Processing Offices, Room 331 and Report Writing Room were personally inspected by Rudy Acosta, Deputy Director of Probation Services, on February 6, 2018. The site was determined to be suitable as a Juvenile Processing Office, and the designated area were clearly identified with affixed signage; and

WHEREAS, the Highland Park Department of Public Safety's Juvenile Processing Office complies with the Dallas County Strategic Plan: Vision 3- Dallas County is *safe, secure, and prepared*, by ensuring local law enforcement agencies adhere to Federal and State legislative mandates; and

WHEREAS, specific training, under the guidelines of Title 3 of the Texas Family Code, § 52.025 and the Juvenile Justice Delinquency and Prevention Act relating to the requirements of the Juvenile Processing Office utilization and operation was provided; the training also outlined the specifics associated with the handling of juveniles in the Juvenile Processing Office.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board approves the Juvenile Processing Offices, Room 331 and Report Writing Room for the Highland Park Department of Public Safety located at 4700 Drexel Drive., Dallas, Texas 75209.

DONE IN OPEN BOARD MEETING this 26th day of March, 2018.

The foregoing 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

JUVENILE BOARD ORDER

ORDER NO: 2018-XXX

DATE: March 26, 2018

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 26th day of March, 2018, in accordance with the Texas Open Meetings Act, with a quorum of the members present, to wit:

Name	Name	Name
Name	Name	Name
Name	Name	Name

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

WHEREAS, the Juvenile Board is charged with the responsibility of designating Juvenile Processing Offices pursuant to Juvenile Justice Code 51.02 (12), 52.02 (a) and (b), 52.025 (a), 52.027 (f), 52.05 (a) and (b), 52.01 (a) and (c), 58.01 (4), 52.03 (d), 52.041 (c) and (d), and Article 15.27 of the Code of Criminal Procedures; and

WHEREAS, the Juvenile Board of Dallas County previously approved Juvenile Processing sites for the Baylor Healthcare Department of Public Safety; and

WHEREAS, the Baylor Scott & White Health Department of Public Safety (formerly known as the Baylor Healthcare Department of Public Safety) maintains Juvenile Processing Offices, Room 100.10 to 100.13 located at 4005 Crutcher Street., Dallas, Texas 75246. The room was previously designated as an approved Juvenile Processing Office on March 28, 2016, by the Juvenile Department and the Dallas County Juvenile Board; and

WHEREAS, in response to the Juvenile Department's commitment to review all previously approved Juvenile Processing Offices, the Baylor Scott & White Department of Public Safety's Juvenile Processing Office, Room 100.10 to 100.13 was personally inspected by Rudy Acosta, Deputy Director of Probation Services, on February 7, 2018. The site was determined to be suitable as a Juvenile Processing Office, and the designated area was clearly identified with affixed signage; and

WHEREAS, the Baylor Scott & White Health Department of Public Safety's Juvenile Processing Office complies with the Dallas County Strategic Plan: Vision 3- Dallas County is *safe, secure, and prepared*, by ensuring local law enforcement agencies adhere to Federal and State legislative mandates; and

WHEREAS, specific training, under the guidelines of Title 3 of the Texas Family Code, § 52.025 and the Juvenile Justice Delinquency and Prevention Act relating to the requirements of the Juvenile Processing Office utilization and operation was provided; the training also outlined the specifics associated with the handling of juveniles in the Juvenile Processing Office.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board approves the Juvenile Processing Offices, Room 100.10 to 100.13 for the Baylor Scott & White Health Department of Public Safety located at 4005 Crutcher Street., Dallas, Texas 75246.

DONE IN OPEN BOARD MEETING this 26th day of March, 2018.

The foregoing 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



ACTION 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 26, 2018
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Youth Services Advisory Board (YSAB) Juror Fund Recommendation for Fiscal Year 2018 for Youth Village Recreation and Engagement Initiative and Community Service Restitution Summer Program

Background of Issue:

The Juror Fund program began in FY1991 and allows jurors the option of donating their juror per diem rate back to Dallas County. Juror Fund monies designated for the Dallas County Juvenile Department's use are allocated to service programs that focus on new or innovative approaches in assisting youth and the provision of services, which are not currently provided through the County budget. Administrative management of the Juror Fund program has been facilitated by the Youth Services Advisory Board (YSAB) with the assistance of the Grant Services Division of the Dallas County Juvenile Department. Final approval of funding initiatives is granted by the Dallas County Juvenile Board. At its March 12, 2018 meeting, YSAB approved an allocation for two departmental initiatives for summer programming, the Youth Village Recreation and Engagement Initiative and the Community Service Restitution Summer Program.

The purpose of this brief is to request approval of these Youth Services Advisory Board (YSAB) Juror Fund Recommendations for Fiscal Year 2018:

1. *Youth Village Recreation and Engagement Initiative: \$7,211.29*

The aim of the Youth Village Recreation and Engagement Initiative is to encourage family engagement, by eliminating the transportation barrier, and to offer residents at Youth Village meaningful activities over the summer. At this time, Youth Village is inaccessible by public transportation; therefore, parents/guardians struggle to attend visitations, family training groups, and family therapy sessions. With the use of gas cards and ride-hailing gift cards, the intent is to eliminate this barrier and increase family participation. Finally, a book club and a recreational program will offer meaningful programs during the summer to increase residents' problem-solving abilities, cooperation with peers, self-esteem, as well as mitigate summer learning loss. To accomplish this, funding will allow the purchase of a recreational therapy kit and books.

2. *Community Service Restitution Summer Program: \$1,524.00*

The Community Service Restitution (CSR) Program implements, monitors, and maintains a network of qualified non-profit sites and events where juveniles under Dallas County Juvenile Department supervision can complete their court-ordered community service restitution requirements. The summer CSR program increases the number of work sites and options available to our youth, as well as offers supervision and transportation. With the expansion of services during the summer, supplies are needed to complete independent projects. Also, due

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214-698-2200 Office*

to performing projects for an extended length of time, many youth experience lethargy throughout the day. To combat this, the CSR Summer Program will provide snacks and water. This funding will prevent a loss of CSR programming during the summer by replacing essential equipment and supplies, as well as address the temporary needs of youth participating in CSR projects.

The purpose of this briefing is to request authorization to fund the initiatives as recommended by YSAB.

Impact on Operations and Maintenance:

The current request will enhance services to youth. Requests for payments related to these initiatives will continue to be processed by Grant Services and will be executed in accordance with Dallas County policy.

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 and utilizing community resources.

Legal Information:

Approval by the Dallas County Juvenile Board is required for allocation and expenditure of Juror Funds.

Financial Impact/Considerations:

All initiatives identified in this request are supported by the Juror Fund (Funding Source 203-94065). The Youth Village Recreation and Engagement Initiative will receive \$7,211.29, and the Community Service Restitution Program will receive \$1,524.00. The new allocations will bring the FY2018 total to \$315,085.60. This information has been reviewed and approved by Ms. Carmen Williams, Budget Manager.

Performance Impact Measures:

All Juror Fund grant applications include performance measures for the proposed program/service. The grant recipients will be required to periodically report performance outcomes.

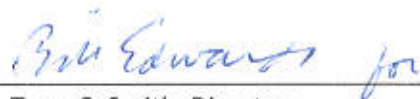
Project Schedule/Implementation:

All initiatives and programs will take place during fiscal year 2018.

Recommendation:

The Department respectfully requests the Dallas County Juvenile Board approve the Youth Services Advisory Board's recommendation for a juror fund allocation for FY2018 in the amount of \$8,735.29. It is further recommended that the Dallas County Juvenile Board authorize the Chairman to execute related documents on behalf of the Juvenile Board.

Recommended by:



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

JUVENILE BOARD ORDER

ORDER NO: 2018-XXX

DATE: March 26, 2018

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 26th day of March, 2018, in accordance with the Texas Open Meetings Act, with a quorum of the members present, to wit:

Name	Name	Name
Name	Name	Name
Name	Name	Name

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

- WHEREAS,** the Juror Fund program began in FY1991 and allows jurors the option of donating their juror per diem rate back to Dallas County. Juror Fund monies designated for the Dallas County Juvenile Department’s use are allocated to service programs that focus on new or innovative approaches in assisting youth and the provision of services, which are not currently provided through the County budget. Administrative management of the Juror Fund program has been facilitated by the Youth Services Advisory Board (YSAB) with the assistance of the Grant Services Division of the Dallas County Juvenile Department. Final approval of funding initiatives is granted by the Dallas County Juvenile Board. At its March 12, 2018 meeting, YSAB approved an allocation for two departmental initiatives for summer programming, the Youth Village Recreation and Engagement Initiative and the Community Service Restitution Summer Program; and
- WHEREAS,** the Juvenile Department recommends approval of the Youth Services Advisory Board (YSAB) Juror Fund Recommendation for Fiscal Year 2018; and
- WHEREAS,** the Youth Village Recreation and Engagement Initiative requests \$7,211.29. The aim of the Youth Village Recreation and Engagement Initiative is to encourage family engagement, by eliminating the transportation barrier, and to offer residents at Youth Village meaningful activities over the summer. At this time, Youth Village is inaccessible by public transportation; therefore, parents/guardians struggle to attend visitations, family training groups, and family therapy sessions. With the use of gas cards and ride-hailing gift cards, the intent is to eliminate this barrier and increase family participation. Finally, a book club and a recreational program will offer meaningful programs during the summer to increase residents’ problem-solving abilities, cooperation with peers, self-esteem, as well as mitigate summer learning loss. To accomplish this, funding will allow the purchase of a recreational therapy kit and books; and
- WHEREAS,** the Community Service Restitution (CSR) Program implements, monitors, and maintains a network of qualified non-profit sites and events where juveniles under Dallas County Juvenile Department supervision can complete their court-ordered community service restitution requirements. The summer CSR program increases the number of work sites and options available to our youth, as well as offers supervision and transportation. With the expansion of services during the summer, supplies are needed to complete independent projects. Also, due

to performing projects for an extended length of time, many youth experience lethargy throughout the day. To combat this, the CSR Summer Program will provide snacks and water. This funding will prevent a loss of CSR programming during the summer by replacing essential equipment and supplies, as well as address the temporary needs of youth participating in CSR projects ; and

WHEREAS, the current request will enhance services to youth. Requests for payments related to these initiatives will continue to be processed by Grant Services and will be executed in accordance with Dallas County policy; 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 utilizing community resources; and

WHEREAS, approval by the Dallas County Juvenile Board is required for allocation and expenditure of Juror Funds; and

WHEREAS, all initiatives identified in this request are supported by the Juror Fund (Funding Source 203-94065). The Youth Village Recreation and Engagement Initiative will receive \$7,211.29, and the Community Service Restitution Program will receive \$1,524.00. The new allocations will bring the FY2018 total to \$315,085.60. This information has been reviewed and approved by Ms. Carmen Williams, Budget Manager; and

WHEREAS, all Juror Fund grant applications include performance measures for the proposed program/service. The grant recipients will be required to periodically report performance outcomes; and

WHEREAS, all initiatives and programs will take place during fiscal year 2018.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Dallas County Juvenile Board approves the Youth Services Advisory Board's recommendation for a juror fund allocation for FY2018 in the amount of \$8,735.29. It is further ordered that the Dallas County Juvenile Board authorize the Chairman to execute related documents on behalf of the Juvenile Board.

DONE IN OPEN BOARD MEETING this 26th day of March, 2018.

The foregoing 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



ACTION 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 26, 2018

To: Dallas County Juvenile Board

From: Dr. Terry S. Smith, Director

Subject: Ratification of Criminal Justice Division (CJD) FY2019 Continuation Grant Funding Applications for Drug Court, E.S.T.E.E.M. Court, Evening Reporting Center, and Residential Drug Treatment Program

Background of Issue:

The Criminal Justice Division (CJD) of the Office of the Governor recently solicited grant applications for FY2019 continuation funding for four Juvenile Department programs: Drug Court, E.S.T.E.E.M. Court, Evening Reporting Center, and Residential Drug Treatment Program. All applications were electronically submitted on February 20, 2018. The purpose of this brief is to request ratification for the four (4) grant applications submitted on February 20, 2018, to CJD for continuation funding for FY2019.

Impact on Operations and Maintenance:

The following programs submitted grants for various funding needs.

Drug Court

The Juvenile Department currently operates the Drug Court program that began in 2002. This program serves youth referred for misdemeanor and limited felony drug offenses based on criteria approved by the Juvenile Division of the District Attorney's office. The Drug Court Program's team includes a program coordinator, two full-time probation officers, a part-time probation officer, a part-time clerk, and a Referee-Master who works under a contractual arrangement. Youth involved in the Drug Court Program receive a comprehensive assessment and referral to community substance abuse treatment and support resources. The youth and family appear before the Referee-Master on a routine basis to reinforce positive achievements and re-direct negative behavior. The probation officers monitor the youth to ensure compliance with treatment programs, school attendance, and to provide additional support as needed. In FY2015, the Department requested \$93,071 with a ten percent cash match (\$10,341) of total project expenditures (\$103,412) that paid for the coordinator and full-time probation officer. However, funding was reduced to \$45,635.36 with a ten percent cash match (\$5,071) for a total project fund of \$50,706.36, which covered a portion of the probation officer's cost. From FY2016 to FY2018, the Department requested the maximum allowed which was \$45,635.36 with no cash match required. The award paid for 73% in FY2016, 66% in FY2017, and 61% in FY2018 of the total salary and benefits for a full-time probation officer. This year, for FY2019, the Department is requesting the maximum allowed which is \$45,635.36. This award will pay for 58% of the total salary and benefits for a full-time probation officer. The remaining 42% will be covered by Dallas County.

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214-698-2200 Office*

Ratification of Criminal Justice Division (CJD) FY2019 Continuation Grant Funding Applications for Drug Court, E.S.T.E.E.M. Court, Evening Reporting Center, and Residential Drug Treatment Program
Page 2

E.S.T.E.E.M. (Experiencing Success Through Empowerment, Encouragement, and Mentoring) Court

The E.S.T.E.E.M. (Experiencing Success Through Empowerment, Encouragement and Mentoring) Court is a diversion program targeted specifically to combat the potential for sexual exploitation and sex trafficking among at-risk juvenile females within Dallas County. The mission of E.S.T.E.E.M. Court is to provide positive experiences for referred females that will foster success and empowerment and thereby prevent further involvement in the legal system. The E.S.T.E.E.M. Court program fosters pro-social development of the female and her family through many means including case management, family therapy, group therapy, mentorship, educational advocacy and life skills training, among others. E.S.T.E.E.M. Court received funding from CJD from FY2014-FY2016. In FY2017, E.S.T.E.E.M. Court requested \$67,541.29 as a new grant application and was awarded \$40,868.23. In FY2018, the Department requested the same amount (\$40,868.23). In FY2019, the Department is requesting the same amount (\$40,868.23) in funding with no cash match required, which will cover 55% of the total salary and benefits for one full-time Functional Family Therapist. The remaining 45% will be covered by Dallas County. This will be year three of a three-year award.

Evening Reporting Center

The Dallas County Juvenile Department Evening Reporting Center (ERC) is a program that increases the opportunity for youth on probation to successfully complete the terms and conditions of their probation by providing a supportive program to address their deficiencies and reduce their future involvement with the legal system. This funding enhances and expands the program to include drug education and intervention, gang education, as well as clinical services such as group counseling and mentoring. In FY2018, the Dallas County Juvenile Department submitted a new grant application, requesting \$78,398.22 to continue funding for two part-time positions and contracted programs for art, mentoring and gang prevention and intervention. For FY2019, the department is requesting \$78,398.22 with no cash match required for this program. This will be year two of a three-year award.

Residential Drug Treatment Program

The Residential Drug Treatment Program continues to address substance abuse treatment needs for adolescents in Dallas County. The Residential Substance Abuse Treatment (RSAT) grant program provides for projects within state and local correctional facilities and jail-based substance abuse projects. The RSAT grant funding pays for three drug intervention specialists for youth enrolled in the Residential Drug Treatment program operated by the Juvenile Department in the Henry Wade Juvenile Justice Center. The Juvenile Department has received RSAT continuation funding from CJD for 19 consecutive years. The Juvenile Department currently utilizes evidence-based practices in the delivery of services under this grant. The projected length of residential drug treatment is 90 days or longer based on youth needs of inpatient treatment followed by 90 days of community-based treatment. For FY2014, funding was reduced to \$162,414. From FY2016 to FY2018, Dallas County received funding for \$125,744.25 with a 25% cash match requirement (\$41,914.75), for an award total of \$167,659.00. This year, for FY2019, the Department requested the same amount of \$125,744.25 with a 25% cash match requirement (\$41,914.75). This award will pay for 48% of the total salary and benefits for one full-time drug intervention specialist and 100% of the total salary and benefits for two full-time drug intervention specialists. The match requirement will be part of the FY2019 general fund budget request.

Ratification of Criminal Justice Division (CJD) FY2019 Continuation Grant Funding Applications for Drug Court, E.S.T.E.E.M. Court, Evening Reporting Center, and Residential Drug Treatment Program
Page 3

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 and utilizing community resources.

Legal Information:

The grant application submission deadline for Drug Court, E.S.T.E.E.M. Court, Evening Reporting Center and the Residential Drug Treatment Program was February 20, 2018. All applications are certified electronically, via the eGrants website, by the Dallas County Judge. The signature of the Dallas County Judge as Authorized Official is required on the Grant Application Certification forms. If funding is awarded, the signature of the Dallas County Judge as Authorized Official, Dallas County Auditor as Financial Officer, and Director of Juvenile Services as Project Director are required on the Grantee Acceptance Notices. CJD requires specific language in the Court Order that states in the event of the loss or misuse of these grant funds, the funds will be returned by Dallas County to CJD in full.

Financial Impact/Considerations:

The Department is requesting grant funding totaling \$290,646.06 for FY2019. The cash match required by the grant and salary match to cover the remaining portions' salaries will total \$142,209.14. This information has been reviewed and approved by Ms. Carmen Williams, Budget Manager.

Performance Impact Measures:

Quarterly, six-month and annual performance reports for each grant are required by CJD. Grant Services staff will coordinate the collection of data from each grant's program manager and the Manager of Statistics and Research and will submit reports to CJD as required.

Project Schedule/Implementation:

If awarded, the grant period will be from October 1, 2018 to September 30, 2019 for E.S.T.E.E.M. Court, Evening Reporting Center, and the Residential Drug Treatment Program, and from September 1, 2018 to August 31, 2019 for Drug Court.

Recommendation:

It is recommended that the Dallas County Juvenile Board ratify the submission of the continuation grant applications for FY2019 to the Criminal Justice Division of the office of the Governor submitted on February 20, 2018.

Recommended by:



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

JUVENILE BOARD ORDER

ORDER NO: 2018-XXX

DATE: March 26, 2018

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 26th day of March, 2018, in accordance with the Texas Open Meetings Act, with a quorum of the members present, to wit:

Name	Name	Name
Name	Name	Name
Name	Name	Name

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

WHEREAS, the Criminal Justice Division (CJD) of the Office of the Governor recently solicited grant applications for FY2019 continuation funding for four Juvenile Department programs: Drug Court, E.S.T.E.E.M. Court, Evening Reporting Center, and Residential Drug Treatment Program. All applications were electronically submitted on February 20, 2018. The Juvenile Department requests ratification for applying to CJD for continuation funding for these four grants for FY2019; and

WHEREAS, the Juvenile Department currently operates the Drug Court program that began in 2002. This program serves youth referred for misdemeanor and limited felony drug offenses based on criteria approved by the Juvenile Division of the District Attorney's office. The Drug Court Program's team includes a program coordinator, two full-time probation officers, a part-time probation officer, a part-time clerk, and a Referee-Master, who works under a contractual arrangement. Youth involved in the Drug Court Program receive a comprehensive assessment and referral to community substance abuse treatment and support resources. The youth and family appear before the Referee-Master on a routine basis to reinforce positive achievements and re-direct negative behavior. The probation officers monitor the youth to ensure compliance with treatment programs, school attendance, and to provide additional support as needed. In FY2015, the Department requested \$93,071 with a ten percent cash match (\$10,341) of total project expenditures (\$103,412) that paid for the coordinator and full-time probation officer. However, funding was reduced to \$45,635.36 with a ten percent cash match (\$5,071) for a total project fund of \$50,706.36, which covered a portion of the probation officer's cost. From FY2016 to FY2018, the Department requested the maximum allowed which was \$45,635.36 with no cash match required. The award paid for 73% in FY2016, 66% in FY2017, and 61% in FY2018 of the total salary and benefits for a full-time probation officer. This year, for FY2019, the Department is requesting the maximum allowed which is \$45,635.36. This award will pay for 58% of the total salary and benefits for a full-time probation officer. The remaining 42% will be covered by Dallas County; and

WHEREAS, the E.S.T.E.E.M. (Experiencing Success Through Empowerment, Encouragement and Mentoring) Court is a diversion program targeted specifically to combat the potential for sexual exploitation and sex trafficking among at-risk juvenile females within Dallas County. The mission of E.S.T.E.E.M. Court is to provide positive experiences for referred females that will foster success

and empowerment and thereby prevent further involvement in the legal system. The E.S.T.E.E.M. Court program fosters pro-social development of the females and her family through many means including case management, family therapy, group therapy, mentorship, educational advocacy and life skills training, among others. E.S.T.E.E.M. Court received funding from CJD from FY2014-FY2016. In FY2017, E.S.T.E.E.M. Court requested \$67,541.29 as a new grant application and was awarded \$40,868.23. In FY2018, the Department requested the same amount (\$40,868.23). In FY2019, the Department is requesting the same amount (\$40,868.23) in funding with no cash match required, which will cover 55% of the total salary and benefits for one full-time Functional Family Therapist. The remaining 45% will be covered by Dallas County. This will be year three of a three-year award; and

WHEREAS, the Dallas County Juvenile Department Evening Reporting Center (ERC) is a program that increases the opportunity for youth on probation to successfully complete the terms and conditions of their probation by providing a supportive program to address their deficiencies and reduce their future involvement with the legal system. This funding enhances and expands the program to include drug education and intervention, gang education, as well as clinical services such as group counseling and mentoring. In FY2018, the Dallas County Juvenile Department submitted a new grant application, requesting \$78,398.22 to continue funding for two part-time positions and contracted programs for art, mentoring and gang prevention and intervention. For FY2019, the department is requesting \$78,398.22 with no cash match required for this program. This will be year two of a three-year award; and

WHEREAS, the Residential Drug Treatment Program continues to address substance abuse treatment needs for adolescents in Dallas County. The Residential Substance Abuse Treatment (RSAT) grant program provides for projects within state and local correctional facilities and jail-based substance abuse projects. The RSAT grant funding pays for three drug intervention specialists for youth enrolled in the Residential Drug Treatment program operated by the Juvenile Department in the Henry Wade Juvenile Justice Center. The Juvenile Department has received RSAT continuation funding from CJD for 19 consecutive years. The Juvenile Department currently utilizes evidence-based practices in the delivery of services under this grant. The projected length of residential drug treatment is 90 days or longer based on youth needs of inpatient treatment followed by 90 days of community-based treatment. For FY2014, funding was reduced to \$162,414. From FY2016 to FY2018, Dallas County received funding for \$125,744.25 with a 25% cash match requirement (\$41,914.75), for an award total of \$167,659.00. This year, for FY2019, the Department requested the same amount of \$125,744.25 with a 25% cash match requirement (\$41,914.75), for an award total of \$167,659.00. This award will pay for 48% of the total salary and benefits for one full-time drug intervention specialist and 100% of the total salary and benefits for two full-time drug intervention specialists. The match requirement will be part of the FY2019 general fund budget request; 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 utilizing community resources; and

WHEREAS, the grant application submission deadline for Drug Court, E.S.T.E.E.M. Court, Evening Reporting Center and the Residential Drug Treatment Program was February 20, 2018. All applications are certified electronically, via the eGrants website, by the Dallas County Judge. The signature of the Dallas County Judge as Authorized Official is required on the Grant Application Certification forms. If funding is awarded, the signature of the Dallas County Judge as Authorized Official, Dallas County Auditor as Financial Officer, and Director of Juvenile Services as Project Director

are required on the Grantee Acceptance Notices. CJD requires specific language in the Court Order that states in the event of the loss or misuse of these grant funds, the funds will be returned by Dallas County to CJD in full; and

WHEREAS, the Department is requesting grant funding totaling \$290,646.06 for FY2019. The cash match required by the grant and salary match to cover the remaining portions' salaries will total \$142,209.14. This information has been reviewed and approved by Ms. Carmen Williams, Budget Manager; and

WHEREAS, quarterly, six-month and annual performance reports for each grant are required by CJD. Grant Services staff will coordinate the collection of data from each grant's program manager and the Manager of Statistics and Research and submit reports to CJD as required; and

WHEREAS, if awarded, the grant period will be from October 1, 2018 to September 30, 2019 for E.S.T.E.E.M. Court, Evening Reporting Center, and the Residential Drug Treatment Program, and from September 1, 2018 to August 31, 2019 for Drug Court.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED the Dallas County Juvenile Board ratify the submission of the continuation grant applications for FY2019 to the Criminal Justice Division submitted on February 20, 2018.

DONE IN OPEN BOARD MEETING this 26th day of March, 2018.

The foregoing 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



ACTION 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 26, 2018
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Ratification of Criminal Justice Division (CJD) FY2019 New Program Grant Application for Family Violence Intervention Program and Mental Health Court

Background of Issue:

The Criminal Justice Division (CJD) of the Office of the Governor solicited applications for FY2019 new grant funding for Juvenile Department programs. The Juvenile Department will request funds for the Family Violence Intervention Program and the Mental Health Court Program. The Family Violence Intervention Program grant application responds to the Juvenile Justice and Delinquency Prevention Program solicitation, and the Mental Health Court program responds to the Specialty Courts Program solicitation. The Juvenile Department previously received a three-year grant for the Family Violence Intervention Program and for the Mental Health Court program. Since both funding cycles have ended, the Juvenile Department is applying for a new three-year grant cycle for the Family Violence Intervention Program and for a one-year project period for the Mental Health Court Program. Applications were due on February 20, 2018. The purpose of this brief is to ask the Juvenile Board to ratify the submission of the Family Violence Intervention Program and the Mental Health Court program grant applications.

Impact on Operations and Maintenance:

The Dallas County Juvenile Department submitted a grant application to fund the following programs:

Family Violence Intervention Program:

The Family Violence Intervention Program seeks to divert youth who are referred to the Dallas County Juvenile Department for misdemeanor assault/family violence offenses from the formalized court system to a deferred prosecution/treatment program. In FY2016, the Juvenile Department was awarded \$83,986.22 to establish family counseling services with Jewish Family Services, and the funding supported a therapist. The Department requested the same amount (\$83,986.22) in funding with no cash match required for FY2017 and FY2018. This year, for FY2019, the Dallas County Juvenile Department submitted a new grant application to continue funding for counseling services for program participants. The department requested \$83,100.71, for FY2019, with no cash match required for this program.

Mental Health Court:

The Mental Health Court (MHC) program is designed to divert juveniles with mental illnesses from further penetration into the Juvenile Justice system. It is the aim of MHC to connect the juveniles and their families to community-based mental health services or treatments and to educate families about mental illnesses. MHC encourages increased family involvement and strongly advocates for their children with mental illnesses. In FY2016, the Juvenile Department was awarded \$72,184.28 to continue funding a dedicated Mental Health Court Probation Officer

*To assist referred youth in becoming productive,
law abiding citizens, while promoting public safety and victim restoration.
214-698-2200 Office*

Ratification of Criminal Justice Division (CJD) FY2019 New Program Grant Application for Family Violence Intervention Program and Mental Health Court **Page 2**

position. The Department requested the same amount (\$72,184.28) in funding with no cash match required for FY2017 and FY2018. This year, for FY2019, the Dallas County Juvenile Department submitted a new grant application to continue funding a dedicated Probation Officer, training, and supplies. The Department also requests funding for therapeutic consultation services. The Department requested \$90,280.31 with no cash match required for this 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 and utilizing community resources.

Legal Information:

The grant application submission deadline for the Family Violence Intervention Program and the Mental Health Court program was February 20, 2018. The signature of the Dallas County Judge as Authorized Official is required on the Grant Application Certification forms. If funding is awarded, the signature of the Dallas County Judge as Authorized Official, Dallas County Auditor as Financial Officer, and Director of Juvenile Services as Project Director are required on the Grantee Acceptance Notices. CJD requires specific language in the Court Order that states in the event of the loss or misuse of these grant funds, the funds will be returned by Dallas County to CJD in full.

Financial Impact/Considerations:

The Department is requesting grant funding in the amount of \$173,381.02 for the Family Violence Intervention Program and the Mental Health Court program with no cash match required. If awarded, grant funding will begin October 1, 2018 and end September 30, 2019, for the Family Violence Intervention Program, and September 1, 2018 to August 31, 2019, for Mental Health Court. This information has been reviewed and approved by Ms. Carmen Williams, Budget Manager.

Performance Impact Measures:

Quarterly, six-month and annual performance reports for each grant are required by CJD. Grant Services staff will coordinate the collection of data from each grant's program manager and this Department's Manager of Statistics and Research and will submit reports to CJD as required.

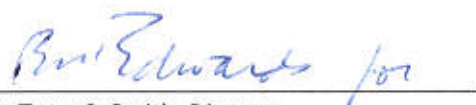
Project Schedule/Implementation:

If awarded, the grant period will be from October 1, 2018 to September 30, 2019, for the Family Violence Intervention Program, and September 1, 2018 to August 31, 2019 for Mental Health Court.

Recommendation:

It is recommended that the Dallas County Juvenile Board ratify the submission of the new Criminal Justice Division grant application for FY2019 submitted on February 20, 2018.

Recommended by:



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

JUVENILE BOARD ORDER

ORDER NO: 2018-XXX

DATE: March 26, 2018

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 26th day of March, 2018, in accordance with the Texas Open Meetings Act, with a quorum of the members present, to wit:

Name	Name	Name	Name
Name	Name	Name	Name
Name	Name	Name	Name

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

WHEREAS, the Criminal Justice Division (CJD) of the Office of the Governor recently solicited applications for FY2019 new grant funding for Juvenile Department programs. The Juvenile Department will request funds for the Family Violence Intervention Program and the Mental Health Court Program. The Family Violence Intervention Program grant application responds to the Juvenile Justice and Delinquency Prevention Program solicitation, and the Mental Health Court program responds to the Specialty Courts Program solicitation. The Juvenile Department previously received a three-year grant for the Family Violence Intervention Program and for the Mental Health Court program. Since both funding cycles have ended, the Juvenile Department is applying for a new three-year grant cycle for the Family Violence Intervention Program and for a one-year project period for the Mental Health Court Program. Applications were due on February 20, 2018. The Juvenile Department requests ratification for applying to CJD for new funding for these two grants for FY2019; and

WHEREAS, the Family Violence Intervention Program seeks to divert youth who are referred to the Dallas County Juvenile Department for misdemeanor assault/family violence offenses from the formalized court system to a deferred prosecution/treatment program. In FY2016, the Juvenile Department was awarded \$83,986.22 to establish family counseling services with Jewish Family Services, and the funding supported a therapist. The Department requested the same amount (\$83,986.22) in funding with no cash match required for FY2017 and FY2018. This year, for FY2019, the Dallas County Juvenile Department submitted a new grant application to continue funding for counseling services for program participants. The department requested \$83,100.71 with no cash match required for this program; and

WHEREAS, the Mental Health Court (MHC) program is designed to divert juveniles with mental illnesses from further penetration into the Juvenile Justice system. It is the aim of MHC to connect the juveniles and their families to community-based mental health services or treatments and to educate families about mental illnesses. MHC encourages increased family involvement and strongly advocates for their children with mental illnesses. In FY2016, the Juvenile Department was awarded \$72,184.28 to continue funding a dedicated Mental Health Court Probation Officer position. The Department requested the same amount (\$72,184.28) in funding with no cash match required for FY2017 and FY2018. This year, for FY2019, the Dallas County Juvenile Department submitted a new grant application to continue funding a dedicated Probation Officer, training, and supplies. The Department also requested funding for therapeutic consultation services. The Department requests \$90,280.31 with no cash match required for this program; 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 utilizing community resources; and

WHEREAS, the grant application submission deadline for the Family Violence Intervention Program and the Mental Health Court program was February 20, 2018. The signature of the Dallas County Judge as Authorized Official is required on the Grant Application Certification forms. If funding is awarded, the signature of the Dallas County Judge as Authorized Official, Dallas County Auditor as Financial Officer, and Director of Juvenile Services as Project Director are required on the Grantee Acceptance Notices. CJD requires specific language in the Court Order that states in the event of the loss or misuse of these grant funds, the funds will be returned by Dallas County to CJD in full; and

WHEREAS, the Department is requesting grant funding in the amount of \$173,381.02 for the Family Violence Intervention Program and the Mental Health Court program with no cash match required. If awarded, grant funding will begin October 1, 2018 and end September 30, 2019, for the Family Violence Intervention Program, and September 1, 2018 to August 31, 2019, for Mental Health Court. This information has been reviewed and approved by Ms. Carmen Williams, Budget Manager; and

WHEREAS, quarterly, six-month and annual performance reports for each grant are required by CJD. Grant Services staff will coordinate the collection of data from each grant's program manager and this Department's Manager of Statistics and Research, and will submit reports to CJD as required; and

WHEREAS, if awarded, the grant period will be from October 1, 2018 to September 30, 2019 for the Family Violence Intervention Program and September 1, 2018 to August 31, 2019 for Mental Health Court.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED the Dallas County Juvenile Board ratify the submission of the new Criminal Justice Division grant application for FY2019 submitted on February 20, 2018.

DONE IN OPEN BOARD MEETING this 26th day of March, 2018.

The foregoing 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



ACTION ITEM

G.



**DALLAS COUNTY
JUVENILE DEPARTMENT**

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

MEMORANDUM

Date: March 26, 2018
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Juvenile Department Administration Policy and Procedures Revisions 2018

Background of Issue:

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 adopted by the Juvenile Board:

§341.202 Policies and Procedures.

(a) Personnel Policies. The juvenile board must establish written personnel policies.

(b) Department Policies. The juvenile board must establish written department policies and procedures. These policies must include, at a minimum, the following provisions, if applicable.

- 1. Deferred Prosecution*
- 2. Volunteers and Interns*
- 3. Zero-Tolerance for Sexual Abuse*
- 4. Pretrial Detention for Certain Juveniles*
- 5. Taking Juveniles into Custody*

§341.300 Policy and Procedure Manual.

(a) The chief administrative officer must develop, maintain, and enforce a policy and procedure manual for the juvenile probation department, which must include the policies and procedures of the juvenile probation department as established by the juvenile board.

(b) The chief administrative officer must provide all employees with a copy of or access to the policy and procedure manual, review the manual no later than the last day of the calendar month of the previous year's review, maintain documentation of this review, and update the manual as necessary.

Impact on Operations and Maintenance:

Dallas County Juvenile Administration has a unique set of policies and procedures for all staff, including but not limited to line staff, managers, supervisors, superintendents, and deputies. Dallas County Administration last revised the Administration Policy Manual in March of 2017. The Department has defers to the Dallas County Policy and Procedural Manual for specific issues that are not addressed in the Juvenile Department Policy Manual. All updates are reflected in the current policies and procedures and each time a revision was made, the information was disseminated to staff via electronic mail outlining the specific changes. The updated policies and procedures manual has been uploaded to the common network drive and will be available in

general locations in binder form for access and review by all staff. The specific changes to the Administration Policy and Procedures manual are listed below.

Additions

<u>Section</u>	<u>Page</u>
1.53 Expiration of Certification	37
1.54 Certification Renewal Process	37

Deletions

<u>Section</u>	<u>Page</u>
1.38 Criminal History Searches for Positions Not Requiring Certification	NA
1.54 Certification Renewal Period	NA
1.55 Certification Status	NA

Revisions

<u>Section</u>	<u>Page</u>
8.19 Employee Responsibility	105-106
12.23 Grievance System Procedures	123-124

Revisions regarding TJJJ Standards

<u>Section</u>	<u>Page</u>
1.00 Definitions	8-16
1.02 Administration Juvenile Board Responsibilities	17
1.25 Internal Investigation Report	25-26
1.30 General Qualifications for Employment	27-28
1.31 Work Experience	28
1.33 Persons Who May Not Act as a Chief Administrative Officer, Facility Administrator, Juvenile Probation Officer, Juvenile Supervision Officer, or Community Activities Officer	28
1.34 Education Requirements	28-29
1.35 Verification of Education Requirements	29
1.36 Criminal History and Background Checks	29
1.37 Criminal History Checks for Positions Requiring Certification	29-30
1.38 Criminal History Checks for Position and Departmental Transfers	30
1.39 Disqualifying Criminal History	30-31
1.40 Variance of Disqualifying Criminal History	31
1.42 Minimum Requirements for Certification	31-32
1.43 Relevance of Training and Standardized Curriculum	32
1.44 Required Training for Certification	32-33
1.45 On the Job Training	33
1.46 Continuing Education Requirements for Maintaining Certification	33-34
1.47 Approval and Review of Training	34
1.48 Training Methods and Limitations	34-35
1.49 Training Documentation	35
1.50 Certification Exam	35-36
1.51 Eligibility for Certification	36
1.52 Certification Process	36-37

Strategic Plan Compliance

This request complies with Vision 3: Dallas is *safe, secure, and prepared*, by implementing policy and procedure in the Probation Services Division that demonstrates best practices and promotes complete understanding by staff of their departmental responsibilities with referred youth and families.

Legal Information:

A copy of the updated Administration Policy Revisions and a red-line version outlining all changes made were provided to Administrative Legal Advisor Ms. Denika Caruthers for review. Ms. Caruthers approved both documents as to form.

Recommendation:

It is recommended that the Dallas County Juvenile Board approve the Administration Policy and Procedures revisions. It is further recommended that the Juvenile Board authorize the Director of Juvenile Services or designee to modify any policy and procedure as needed prior to the next annual review.

Recommended by:



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

JUVENILE BOARD ORDER

ORDER NO: 2018-XXX

DATE: March 26, 2018

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 26th day of March, 2018, in accordance with the Texas Open Meetings Act, with a quorum of the members present, to wit:

Name	Name	Name
Name	Name	Name
Name	Name	Name

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

WHEREAS, standards published by the Texas Juvenile Justice Department (TJJJ) mandate that Juvenile Boards adopt written department policies and procedures; and

WHEREAS, TJJJ standards also mandate the chief administrative officer to maintain and enforce a policy and procedures manual for the Juvenile department; and

WHEREAS, TJJJ standards further mandate the Chief Administrative officer to review the policies and procedures on an annual basis, update them as necessary, and provide all employees with a copy of or access to these policies and procedures; and

WHEREAS, the Dallas County Juvenile Department Administration has made updates to policy and procedures approved in March of 2017; and

WHEREAS, the updates are reflected in the current policies and procedures and each time a revision was made, the information was disseminated to staff via electronic mail, outlining the specific changes; and

WHEREAS, the updated policies and procedures manual has been uploaded to the common network drive and will be available in general locations in binder form for access and review by all staff; and

WHEREAS, the specific changes to the Administration Policy and Procedures manual are listed below:

Additions

<u>Section</u>		<u>Page</u>
1.53	Expiration of Certification	37
1.54	Certification Renewal Process	37

Deletions

<u>Section</u>		<u>Page</u>
1.38	Criminal History Searches for Positions Not Requiring Certification	NA
1.54	Certification Renewal Period	NA
1.55	Certification Status	NA

Revisions

<u>Section</u>		<u>Page</u>
8.19	Employee Responsibility	105-106
12.23	Grievance System Procedures	123-124

Revisions regarding TJJ Standards

<u>Section</u>		<u>Page</u>
1.00	Definitions	8-16
1.02	Administration Juvenile Board Responsibilities	17
1.25	Internal Investigation Report	25-26
1.30	General Qualifications for Employment	27-28
1.31	Work Experience	28
1.33	Persons Who May Not Act as a Chief Administrative Officer, Facility Administrator, Juvenile Probation Officer, Juvenile Supervision Officer, or Community Activities Officer	28
1.34	Education Requirements	28-29
1.35	Verification of Education Requirements	29
1.36	Criminal History and Background Checks	29
1.37	Criminal History Checks for Positions Requiring Certification	29-30
1.38	Criminal History Checks for Position and Departmental Transfers	30
1.39	Disqualifying Criminal History	30-31
1.40	Variance of Disqualifying Criminal History	31
1.42	Minimum Requirements for Certification	31-32
1.43	Relevance of Training and Standardized Curriculum	32
1.44	Required Training for Certification	32-33
1.45	On the Job Training	33
1.46	Continuing Education Requirements for Maintaining Certification	33-34
1.47	Approval and Review of Training	34
1.48	Training Methods and Limitations	34-35
1.49	Training Documentation	35
1.50	Certification Exam	35-36
1.51	Eligibility for Certification	36
1.52	Certification Process	36-37

WHEREAS, this request conforms to the Dallas County Strategic Plan - Vision 3: Dallas County is *safe, secure and prepared*, as evidenced by a more comprehensive policy and procedure manual for staff to follow while serving referred youth and families; and

WHEREAS, a copy of this updated Administration Policy and Procedures Manual and a red-line version outlining all changes made have been reviewed and approved as to form by Administrative Legal Advisor Ms. Denika Caruthers; and

WHEREAS, copies of the updated manual have also been made available to the Juvenile Board members for review and approval; and

WHEREAS, once adopted, this policy and procedures manual will be made available for all staff.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board approve the 2018 revision of the Administration Policy and Procedures Manual, and authorizes the Director of Juvenile Services or designee to modify any policy and procedure as needed prior to the next annual review.

DONE IN OPEN BOARD MEETING this 26th day of March, 2018.

The foregoing 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



ACTION 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: March 26, 2018

To: Dallas County Juvenile Board

From: Dr. Terry S. Smith, Director

Subject: Approval of Termination of the One Heart - Texas Mentoring Initiative of Juvenile Offenders in Dallas County

Background of Issue:

The Dallas County Juvenile Department is constantly searching for ways to review and improve strategies and techniques. As such, on September 7, 2017, the Research Review Committee reviewed and approved the One Heart - Texas Mentoring Initiative of Juvenile Offenders in Dallas County research proposal. On September 25, 2017, the Dallas County Juvenile Board approved the research project.

Prior to the approval from the Research Review Committee, the procedures for the research were established with Mr. Darian Thomas, One Heart Project, and Mr. Sung Joon Jang, Baylor University Research Team, to ensure the research was validated and to prevent any tainting of the research population. The validation of this research project was contingent on establishing a control group and a treatment group through randomization. This means that the One Heart staff could not have any contact with the youth until after they had been randomly assigned to one of the groups by the Baylor Research Team. However, the Research Review Committee discovered that there was some deviation from the agreed-upon procedures. Therefore, on February 14, 2018, the committee met to discuss the issues surrounding the research project. The primary issues include 1) the One Heart staff meeting with youth at the Dallas County Youth Village prior to the administration of any consents, assents, or surveys by the Juvenile Department Psychology staff, and 2) two different surveys for administration being sent by the Baylor Research Team (one for the control group and one for the treatment group). All youth should complete the same survey. As a result of the deviation from the agreed upon procedures, it is impossible to complete a valid research project at this time.

The purpose of this brief is to request approval to terminate the One Heart - Texas Mentoring Initiative of Juvenile Offenders in Dallas County.

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 Research Review Committee met with the Administrative Legal Advisor, Ms. Denika Caruthers, on February 14, 2018, to discuss the issues surrounding the research project and the committee's recommendation of termination.

Financial Impact/Considerations:

There is no financial impact to the County.

Performance Impact Measures:

There are no performance measures.

Project Schedule/Implementation:

The study will terminate 30 calendar days from March 5, 2018, which is the date of the notice of termination sent to Mr. Darian Thomas with One Heart Project.

Recommendation:

It is recommended the Dallas County Juvenile Board approve the termination of the One Heart - Texas Mentoring Initiative of Juvenile Offenders in Dallas County.

Recommended by:



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

JUVENILE BOARD ORDER

ORDER NO: 2018-XXX

DATE: March 26, 2018

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 26th day of March, 2018, in accordance with the Texas Open Meetings Act, with a quorum of the members present, to wit:

Name:	Name:	Name:
Name:	Name:	Name:
Name:	Name:	Name:

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

WHEREAS, the Dallas County Juvenile Department is constantly searching for ways to review and improve strategies and techniques. As such, on September 7, 2017, the Research Review Committee reviewed and approved the One Heart - Texas Mentoring Initiative of Juvenile Offenders in Dallas County research proposal. On September 25, 2017, the Dallas County Juvenile Board approved the research project; and

WHEREAS, prior to the approval from the Research Review Committee, the procedures for the research were established with Mr. Darian Thomas, One Heart Project, and Mr. Sung Joon Jang, Baylor University Research Team, to ensure the research was validated and to prevent any tainting of the research population. The validation of this research project was contingent on establishing a control group and a treatment group through randomization. This means that the One Heart staff could not have any contact with the youth until after they had been randomly assigned to one of the groups by the Baylor Research Team; and

WHEREAS, the Research Review Committee discovered that there was some deviation from the agreed upon procedures. Therefore, on February 14, 2018, the committee met to discuss the issues surrounding the research project. The primary issues include 1) the One Heart staff meeting with youth at the Dallas County Youth Village prior to the administration of any consents, assents, or surveys by the Juvenile Department Psychology staff, and 2) two different surveys for administration being sent by the Baylor Research Team (one for the control group and one for the treatment group). All youth should complete the same survey. As a result of the deviation from the agreed upon procedures, it is impossible to complete a valid research project at this time; and

WHEREAS, the Dallas County Juvenile Department requested approval to terminate the One Heart - Texas Mentoring Initiative of Juvenile Offenders in Dallas County; 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

Approval of Termination of the One Heart - Texas Mentoring Initiative of Juvenile Offenders in Dallas County
Page 2

WHEREAS, the study will terminate 30 calendar days from March 5, 2018, which is the date of the notice of termination sent to Mr. Darian Thomas with One Heart Project.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board approve the termination of the One Heart - Texas Mentoring Initiative of Juvenile Offenders in Dallas County.

DONE IN OPEN BOARD MEETING this 26th day of March, 2018.

The foregoing 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



ACTION ITEM

I.



**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 26, 2018
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Award Recommendation to highest ranked vendor, Bid number #2018-015-6708

Background

Award Recommendation to highest ranked vendor, Bid number #2018-015-6708

Recommended by:

A handwritten signature in blue ink that reads "Bert Edwards for". The signature is written over a horizontal line.

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

JUVENILE BOARD ORDER

ORDER NO: 2018-XXX

DATE: March 26, 2018

STATE OF TEXAS §

COUNTY OF DALLAS §

BE IT REMEMBERED at a regular meeting of the Juvenile Board of Dallas County, Texas, held on the 26th day of March, 2018, in accordance with the Texas Open Meetings Act, with a quorum of the members present, to wit:

Name:	Name:	Name:
Name:	Name:	Name:
Name:	Name:	Name:

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

WHEREAS, Award Recommendation to highest ranked vendor, Bid number #2018-015-6708, and

WHEREAS, this request is consistent with Vision 3 of Dallas County’s Strategic Plan: Dallas County is safe, secure, and prepared, as evidenced by the coordination of programs and services to reduce crime while allocating resources across the County and impacting the lives of youth by empowering them to have greater educational and vocational options.

IT IS THEREFORE ORDERED, ADJUDGED, AND DECREED that the Juvenile Board approve the Award Recommendation to highest ranked vendor, Bid number #2018-015-6708.

DONE IN OPEN BOARD MEETING this 26th day of March, 2018.

The foregoing 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



ACTION ITEM

J.



**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 26, 2018
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Any subsequent action deemed necessary as a result of VIII – Personnel: Employee #37653

Background

Any subsequent action deemed necessary as a result of VIII – Personnel: Employee #37653

Recommended by:

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

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



ACTION ITEM

K.



**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 26, 2018
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Any subsequent action deemed necessary as a result of VIII – Personnel: Employee #3314

Background

Any subsequent action deemed necessary as a result of VIII – Personnel: Employee #3314

Recommended by:

A handwritten signature in blue ink, which appears to read "Terry S. Smith", is written over a horizontal line.

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



ACTION ITEM

L.



**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 26, 2018
To: Dallas County Juvenile Board
From: Dr. Terry S. Smith, Director
Subject: Any subsequent action deemed necessary as a result of VIII – Consultation with Attorney Settlement offer from Employee #28616

Background

Any subsequent action deemed necessary as a result of VIII – Personnel: Employee #28616

Recommended by:

A handwritten signature in blue ink that reads "Ben Edwards". The signature is written in a cursive style and is positioned above a horizontal line.

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



DISCUSSION

ITEMS

VI.



DISCUSSION

ITEM

M.



Academy for Academic Excellence Director's Report February 2018

During the month of February, campuses participated in various activities to celebrate Black History Month. Dallas County Juvenile Department hosted a poster contest and an essay contest. Students who won were given gift cards.

Poster winners were:

- 1st place Moises Leyva at SAU (\$50)
- 2nd place LaQuan Miller at Hill Center (\$25)
- 3rd place Sherman Royal at Medlock (\$10)

Essay winners were:

- 1st place Jimya Hendricks-Cox at Hill Center (\$50)
- 2nd place LaTrail Watson in the Stars program (\$25)
- 3rd place Ramisa Islam at JJAEP (\$10)

15 students were allowed to attend the College/University Fair on Tuesday, February 20, 2018, at the Henry Wade Center.

During the month February, campuses hosted their second annual Parent/Teacher Conference Night. Staff was available to visit with parents to discuss their child's academic progress.

In the month of January, AAE assisted 10 families from the Food Bank and 18 families from the Clothing Closet.

**ACADEMY FOR ACADEMIC EXCELLENCE
CHARTER SCHOOL REPORT
FEBRUARY 2018**

DR. JEROME MCNEIL JR. DETENTION CENTER / AAE CAMPUS (001):

Latest Campus Enrollment

Total Enrollment	309
SPED - Total Students	62
ESL - Total Students	65

Instruction at a Glance

The learning objective for the month involved focusing on the readiness standards for the April STAAR/EOC Test Administration. This included re-teaching the writing process, reading and analyzing literature across various genres, reviewing STAAR related vocabulary, and proofreading and editing texts for clarity. Teachers also reviewed basic skills in mathematics, science and social studies to prepare the students to be successful on the state tests.

This month is set aside to acknowledge and celebrate the accomplishments of African Americans in history. In the various classrooms and content areas, teachers highlighted the significance of African Americans.

February is also designated as Teen Dating Awareness Month. It is a national effort to raise awareness about abuse in teen and 20-something relationships and promote programs that prevent it. Dating violence is more common than many people think. Data shows that one in three teens in the U.S. will experience physical, sexual or emotional abuse by someone they are in a relationship with before they become adults.

DAY REPORTING CENTER - CAMPUS (002):

Latest Campus Enrollment

Total Enrollment	60
SPED - Total Students	10
ESL - Total Students	08

Instruction at a Glance

Reading / Language Arts:

Students practiced writing story line descriptions on internal and external conflicts and how it affects characters in the story (as to why they do or act a certain way). Students also practiced annotation strategies (comments or statements related to the key ideas in an essay).

Math:

Students practiced estimating, sorting and comparing and making equal groups.

Science:

Students studied and labeled the vertebrates of different species. Students also studied the hypothesis of continental drift.

Social Studies:

Students studied the states and territories of the Civil War Era. Students also studied the Gross Domestic Product (GDP) of the United States which is the total market value of all the goods and services produced by states during a specified period.

General Equivalency Diploma:

GED enrollment was 20 students. Three students have passed all of their tests and will secure their GED certificates.

Staff continues to implement strategies and techniques on “Motivating Students Who Don’t Care”.

MEDLOCK/YOUTH VILLAGE CAMPUS – (003):

Latest Campus Enrollment

Total Enrollment	107
Medlock Students	50
Youth Village Students	54
Youth Village Youth Offenders	03
SPED - Total Students	28
Medlock SPED	13
Medlock 504	00
Youth Village SPED	15
Youth Village 504	00
ESL – Total Students	32

Instruction at a Glance

During the month of February, Medlock Youth Village campus conducted several activities to celebrate Black History Month, teaching students the importance of showing appreciation to those individuals who have contributed to their development as a person. Celebrating Black History Month, Medlock and Youth Village students assisted the staff in designing bulletin boards and decorating the halls.

In addition, Medlock and Youth Village English teachers designed a TEKS-based lesson where students wrote essays on celebrating the legacy of different leaders of the Civil Rights Movement and designed posters illustrating the contributions and struggles of civil rights leaders and freedom fighters.

Students attended the African American Museum, South Dallas Cultural Center, and Juanita Craft House to help them comprehend the importance of African American History. They were also treated to meals from two popular African American owned restaurants in the city, Two Podners Bar-B-Que & Seafood and Elaine’s Kitchen.

State Assessment

Teachers are preparing students for the Spring STAAR/EOC state assessments.

Student Incentives

Youth Village staff developed behavioral incentives to recognize students who demonstrate positive behaviors. Students are recognized with a trip to a Dallas Mavericks game. Over the course of the month, over 20 students attended a Mavericks game.

Report Cards

The 4th Six Weeks ended on February 23rd, and 13 students were on the A and B Honor Roll. Parent copies were mailed and students received copies.

Dropout Recovery - Accelerated Instruction Plan

Medlock and Youth Village staffs continue to identify students that are over-aged and under-credited to participate in Academy for Academic Excellence Accelerated Instruction Program at Day Reporting Center (DRC). We are currently working with four students who were considered for promotion through the program.

SAU (SUBSTANCE ABUSE UNIT) CAMPUS (004):**Latest Campus Enrollment**

Total Enrollment	35
SPED Total Students	04
ESL Total Students	08

English:

Students learned various literary terms and provided examples of key words through creating their very own T-Shirts.

Career and Technology:

Students played "Shark Tank" and learned the fundamentals of running a business. Students also learned how to create a presentation using PowerPoint.

Science:

Students built a roller coaster track to learn the principles of speed, acceleration, and elastic collisions. Students also studied different biomes and observed natural habitats via National Geographic, tying to key terms.

Social Studies:

Students learned about the Civil Rights Movement and Age of Revolution. Students also participated in the Black History Poster competition, in which SAU was awarded first place.

Math:

Students solved problems using data represented in graphs and dot plots and used problem-solving strategies. Students also reviewed for the Spring STAAR/EOC test administration.

LETOT CAMPUS (005):**Latest Campus Enrollment**

Total Enrollment	25 shelter/14 RTC
SPED Total Students	1 shelter/3 RTC
ESL Total Students	4 shelter/2 RTC
504 Total Students	0 shelter/0 RTC

Instruction at a Glance

- Faculty meetings are content specific. Teachers present an active learning strategy in instruction and student products every other week. Teachers plan their lessons together by content.
- End of Course (EOC) tutoring is held after school every Monday and Tuesday from 3-3:45 pm.
- Student-teacher data conferences are held with each student to customize an academic action plan based on test results after each 6-weeks post-test.
- Teachers have been selected as exemplars and professional development facilitators on research-based active learning strategies.

Campus Life at a Glance**RTC**

- EOC/STAAR tutoring is every Monday and Tuesday from 3-3:45 pm in all content areas in preparation for the upcoming STAAR/EOCs.
- The Letot Board was presented with the campus' achievements and instructional focus for the year.
- A/B Honor Roll students were celebrated with a pizza party, courtesy of YSAB.
- Letot student won the Medlock Scholarship Award.
- Black History was celebrated with luncheon and program prepared by students

Shelter

- EOC/STAAR tutoring is every Tuesday and Wednesday from 3-3:45 pm in all content areas in preparation of the upcoming STAAR/EOCs.
- Black History was celebrated with luncheon and program prepared by students.
- A/B Honor Roll students were celebrated with a pizza party, courtesy of YSAB.

**ACADEMY FOR ACADEMIC EXCELLENCE
PROGRAM STATUS REPORT**

Active Enrollments					
Student Enrollment as of February 2018:			District Total Enrollment: 527		
District Average Attendance			495 (93.93%)		
District Special Education Student Population			160 (30.36%)		
CAMPUSES	JDC - 001	DRC - 002	MED. / YV - 003	SAU - 004	LETOT - 005
	Number	Number	Number	Number	Number
Enrollment	301	38	115	33	40
New Students	158	17	23	22	19
Withdrawals	153	20	32	12	12
Avg. Daily Attendance	298	19	114	25	39
Avg. Daily Enrollment	301	38	115	33	40
Attendance Average	99.00%	50.00%	99.13%	75.76%	97.50%

Demographics

CATEGORY	JDC - 001		DRC - 002		MED. / YV - 003		SAU - 004		LETOT - 005	
GENDER	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Female	45	14.56%	15	25.00%	00	0.0%	06	16.67%	34	80.95%
Male	264	85.44%	45	75.00%	115	100%	30	83.33%	08	19.05%
GRADE	Number		Number		Number		Number		Number	
3	0		0		0		0		0	
4	0		0		0		0		0	
5	3		0		0		0		0	
6	6		1		2		0		2	
7	29		8		7		3		6	
8	69		15		16		3		6	
9	132		24		64		20		17	
10	54		9		14		8		7	
11	12		3		2		2		4	
12	2		0		2		0		0	
AGE	Number		Number		Number		Number		Number	
10	0		0		0		0		0	
11	2		0		0		0		0	
12	6		0		1		0		2	
13	9		0		4		0		6	
14	52		5		8		4		9	
15	77		13		25		9		9	
16	100		15		43		9		12	
17	58		27		26		14		4	
18+	1		0		0		0		0	
ETHNICITY	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
African American	134	43.37%	34	56.66%	54	50.47%	7	19.44%	17	40.48%
Caucasian	35	11.33%	1	01.67%	2	01.87%	1	02.78%	3	07.14%
Hispanic	138	44.66%	25	41.67%	51	47.66%	28	77.78%	22	52.38%
Native American	1	00.32%	0	00.00%	0	00.00%	0	00.00%	0	00.00%
Other/Asian	1	00.32%	0	00.00%	0	00.00%	0	00.00%	0	00.00%



ACTION ITEMS

VII.



**EXECUTIVE
SESSION
VIII.**