

March 21st, 2019 Minutes
35 Woodfin Street, Asheville NC

Welcome and Introductions – Suzanne Avett, JCPC Vice-Chair, Juvenile Crime Prevention Council (JCPC). Suzanne opened the meeting with welcome and introductions.

Attendees:

Members: Suzanne Avett, Cynthia Fox Clark, Shelby Clark, Melisa Enclade, Sylvia Clement, Susan Dotson-Smith, Eric Robinson, Joe Hanlon, Tim Henderson, Meredith Pressley, Jen Ramming, LC Ray, Cindy Hamilton,

Coordinator and NCDPS Representative and Others: Linda Graney (Area Consultant), Melissa Moses (Coordinator)

Agencies: MC Ellis, (Aspire Youth and Family/Kids at Work), Karen Peerson (Buncombe Alternatives/Teen Court and Earn and Learn), Shannon Knapp (Horse Power), Angel Chandler (YMCA)

The minutes from the January board meeting were distributed via email and a hard copy was given to the board for review. Susan motioned to accept the January board minutes, Jen seconded the motion. All were in favor and the motion carried.

Juvenile Court Services Update

Sylvia Clement

Complaints are picking up.

Interviews are in progress for a RTA JJ position. There are 10 applicants thus far.

NCDPS Community Programs Update

Sylvia Clement

3rd quarter accounting due March 26th. Programs will need to complete the process in NC Allies and obtain electronic signatures.

The governor's budget show about half of the increase that was previously requested for the JCPC.

Monitoring Update

Jen Ramming

The monitoring committee completed all monitoring visits in December and January. The results were presented to the allocations committee prior to deliberations. The findings from the monitoring visits are below.

Barium Springs Home Based Services for Juvenile Sex Offenders

Monitors: Natasha Adwaters

Section III: Number of youth to be served per Program Agreement: 5

Number of youth actually served in first 6 months: 4 with 1 carry over

Section IV: Have they met their Measurable Objectives: Yes

Section V: Has any aspect of the program changed since the beginning of the fiscal year? Leadership of CHA's Community Based Services transitioned to Kevin Angell 10/01/18.

Section VI: There was a refund of \$3,955. Staff program allocation was expensed at 44% for the months of July – February when they would have been allocating salary, benefits and expenses at 62.5%. They corrected this 3/1/18 and did not draw down the full amount.

Section VII: Program staff are dedicated, knowledgeable and well versed in establishing effective working relationships with participants, families and DJJ.

Section VIII: TASK has consistently provided services to DJJ Juveniles and families that staff find nowhere else in the community. The care and professional adherence to the standards of the program, while evolving as evidence in research supports changes makes this program and staff indispensable.

Section VIII: Continued funding is recommended without conditions.

Earn and Learn/ Restitution and Community Service

Monitors: Joe Drinkwater and Martin Moore

Section III: Number of youth to be served per Program Agreement: 125

Number of youth actually served in first 6 months: 35, 5 pending intakes and placement and 2 on waitlist.

Number of youth referred by Juvenile Court: 34 admitted year to date.

Section IV: Have they met their Measurable Objectives: Yes

Section V: Program Operation: No staff vacancies, staffing patterns are consistent with program agreement.

Section VI: Expenditures and Revenues: The programs budget is consistent with program agreement.

Section VII: Minimum wage earned has increased from \$5 to \$7 an hour for clients that owe restitution. Organization has set aside funds to maintain trainings/education for staff.

Section VIII: Yes without conditions

Kids at Work – A culinary program for youth that teaches interpersonal skills as well as cooking techniques.

Monitors: Mark Halstead and Kim Simpkins

Section III: Number of youth to be served per Program Agreement: 26

Number of youth actually served year to date: 29

Number of youth referred by Juvenile Court: 13

Section IV: Have they met their Measurable Objectives: Yes

Section V: The program is concerned they had a reduction in funding and an increase in numbers served.

Section VI: Expenditures and revenues are consistent with program agreement and on track.

Section VII: Feedback: This is a unique program that teaches life skills and provides skills for future employment. Providing transportation greatly provides to the success of this program. The positive interaction with staff is often the most positive aspect taking place in the student's life. One time per month students prepare a meal for their family. This provides an opportunity to demonstrate growth and achievement as well as eating as a family contributes to building family structure.

Section VIII: Yes without conditions.

Teen Court

Monitors: Martin Moore and Joe Drinkwater

Section III: Number of youth to be served per Program Agreement: 50

Number of youth actually served in first 6 months: 26

Number of youth referred by Juvenile Court: 17 admitted year to date

Section IV: Have they met their Measurable Objectives: Yes

Section V: Program Operation: Screening, admission and termination process matches program agreement and policies.

Section VI: Expenditures and Revenues: The program is consistent with program agreement.

Section VII: Program found funding to make part-time employee into full time.

Section VIII: Yes without conditions

SPARC – Love Notes

Monitors: Celeste Ordiway and Kim Simpkins

Sections II: Discussed that the time to communicate with court counselors on an ongoing basis was not built into the program during the first session. Jackie discussed plan to send a weekly attendance log to court counselors.

Section III: Number of youth to be served per Program Agreement: 20

Number of youth actually served in 1st 6 months: 6, low referral numbers from court counselors.

Section IV: The program is working to improve their rates.

Section V: Program Operation: A weekly report will go out to court counselors which will include participation report as well as attendance.

Section VI: Expenditures and Revenues are on track and consistent with the program agreement.

Section VII: Court counselors believe that the youth gain skills around how to build healthy relationships and the staff meet the youth where they are. Staff go out of their way to support the youth and the youth involved enjoyed the program. Program is operating very closely to the program agreement and there are no concerns. The program has learned more about the communication that Court Counselors prefer and will increase frequency of communication for the subsequent sessions.

Section VIII: Yes, without conditions

Trinity Place – Runaway and Homeless Youth Shelter

Monitors: Cedric Mansell and Eric Robinson

Section III: Number of youth to be served per Program Agreement: 150

Number of youth actually served in first 6 months: 63

Section IV: Have they met their Measurable Objectives: Yes, all objectives were met at 100%.

Section V: Program Operation: No staff vacancies or program changes or concerns.

Section VI: All expenditures and revenues are consistent with program agreement.

Section VII: Review of client chart reveals more than adequate record keeping.

Section VIII: Yes without conditions

Academic Enhancement

Monitors: Jen Ramming and Mary Trogdon

Section II: No financial expense/revenue reports were made available. No other supporting documentation was provided. Monitors asked program to track and report, offered extra time.

Section III: Number of youth to be served per Program Agreement: 11

Number of youth actually served in 1st 6 months: 4. 8 admitted year to date. 4 were DJJ referred. The program expects to pick up referrals in the second half of the fiscal year.

Section IV: Have they met their Measurable Objectives: Accurate Measurable Objectives were not provided.

Section V: Program Operation: The program is consistent with their program agreement. The manual was not available at visit. They reported the process verbally, but waiting for documentation. Limited documentation provided. Recommended consulting for sustainability, reporting and systems.

Section VI: All expenditures and revenues – Budget not provided but looked at transaction record.

Section VII: Comments: Program needs support in the areas of reporting, administration and finance. Staff seems open and welcomes support, though there appears to be little progress based on similar feedback and coaching provided in years past.

Section VIII: Recommendation for continued funding: Yes with conditions. It is recommended that allocations consider restricting funding to activities that support the ongoing challenges described in section VII. The program would be required to build systems for financial and outcomes reporting, and to demonstrate commitment to sustainable practices.

Area Consultant follow-up is recommended. Linda has been to consult and will continue to check in through the funding period.

Cynthia motioned to accept the monitoring results. Cindy seconded the motion all were in favor and the motion carried.

Allocations Update

Cynthia Clark

The allocations committee met on March 6th. Programs requesting funds presented to the allocations committee. The committee deliberated and proposed the funding plan below.

| Program | | Program Type | 2017-18 JCPC \$\$ Request | 2017-18 JCPC Received | 2018-19 JCPC Request | 2018-19 JCPC Received | 2019-2020 Request | 2019-20 Proposed Allocation |
|---------------|---------------------|---------------------------------------|---------------------------------|-----------------------------|--------------------------------|-----------------------------|----------------------|-----------------------------------|
| 1 | JCPC Administrative | | \$15,500 | \$15,500 | \$15,500 | \$15,500 | \$15,500 | \$15,500 |
| 2 | Earn and Learn | Restitution/Community Service | \$165,165 | \$168,727 | \$168,727 | \$168,727 | \$168,727 | \$168,727 |
| 3 | Home Based Services | Sex Offending Assessmts and Treatment | \$95,101 | \$95,101 | \$96,130 | \$96,130 | \$96,130 | \$96,130 |
| 4 | HorsePower | Interpersonal Skill Building | \$0 | \$0 | \$0 | \$0 | \$12,103 | \$12,103 |
| 5 | Kids at Work | Interpersonal Skill Building | \$60,000 | \$60,000 | \$60,000 | \$55,000 | \$65,027 | \$65,027 |
| 6 | Love Notes | Interpersonal Skill Building | \$0 | \$0 | \$5,424 | \$5,424 | \$5,713 | \$5,713 |
| 7 | Structured Day | Juvenile Structured Day | \$49,232 | \$0 | \$49,232 | \$33,956 | \$33,956 | \$0 |
| 8 | Teen Court | Teen Court | \$48,327 | \$48,327 | \$48,327 | \$48,327 | \$62,265 | \$59,864 |
| 9 | Trinity Place | Runaway Shelter Care | \$85,000 | \$85,000 | \$85,000 | \$85,000 | \$85,000 | \$85,000 |
| TOTALS | | | \$550,173 | \$508,064 | \$528,340 | \$508,064 | \$544,421 | \$508,064 |
| | | | | | Requests exceed allocation by: | | \$36,357 | \$0 |

Meredith motioned to accept the funding plan as proposed for fiscal year 2019-2020. Jen Ramming seconded the motion, all were in favor and the motion carried.

Kids at Work Program Update

The program did not receive Governor's Crime Commission funds as expected and therefore the income from this source and its associated costs need to be removed from the budget. Additionally, the rent and utilities are being adjusted so the correct prorated amount is applied to each county served.

Kids at Work chefs are trainers for Serve Safe which is a certification the youth can get if they complete the 20 week training. Every restaurant is required to employ a Serve Safe certified person at all times. The certification give the youth a step in front of other potential applicants for jobs and helps them earn a \$1 more an hour.

Raise the Age Resolution

Suzanne Avett

The JCPC Executive Committee recommends the attached Resolution to be submitted to the county commissioners for approval. Please see the attached. Cynthia motioned to accept the Resolution and submit to the County Commissioners. Cindy seconded the motion and all were in favor. Melissa will submit the resolution at the same time the Certification and Plan is submitted to the commissioners in May. Melissa will forward to Jasmine and send a reminder to the board.

No more discussion, meeting adjourned.

