

# CLARK COUNTY STAFF REPORT



**DEPARTMENT/DIVISION:** Juvenile Court Services

**DATE:** November 12, 2014

**SPECIFIC REQUEST:** Accept a \$30,000 Office of Juvenile Justice Federal Grant.

**CHECK ONE:** XX Consent \_\_\_\_\_ CAO

**BACKGROUND:** In April 2012, the Clark County Superior Court Judges provided their support for Clark County Juvenile Court to implement the Juvenile Detention Alternatives Initiative (JDAI), a juvenile justice reform initiative through the Annie E. Casey Foundation. In 2012, the Office of Juvenile Justice (OJJ) provided a one year grant in the amount of \$50,000 to support Clark County's development and implementation of the JDAI core strategies. The Office of Juvenile Justice renewed the JDAI grant for 2013-2014 for \$50,000. This year (2014-2015), the JDAI grant for Clark County is \$30,000.

JDAI is based upon eight core, interconnected strategies that address the primary reasons why youth are unnecessarily or inappropriately detained. It is necessary that all core strategies be intentionally and effectively applied in order to achieve maximum results in reduction of detention populations.

In 2014-2015, JDAI grant funds will help fund costs related to detention alternatives, evaluate the initiative and alternative programs, and any travel related expenses associated with the initiative.

**COMMUNITY OUTREACH:** Community outreach is an integral part of this initiative. One of the JDAI core strategies is Collaboration and Leadership. Joint planning and policy development between juvenile justice partners will be necessary from the onset of the grant. An executive committee and numerous workgroups have been assembled and will continue meeting to support and guide the initiative. Additionally, as programs and services are created, a major focus will be placed on partnering with community agencies.

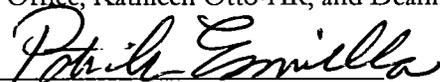
**BUDGET AND POLICY IMPLICATIONS:** The grant from the Office of Juvenile Justice in the amount of \$30,000.00 is granted to the Clark County Juvenile Court. This grant will be implemented by the Clark County Juvenile Court.

**ACTION REQUESTED:** Accept grant funding of \$30,000 from the Office of Juvenile Justice.

### FISCAL IMPACTS

Yes (See attached form)  No

**DISTRIBUTION:** Send an approved copy to the Office of Budget, Amanda Miller- Auditor's Office, Kathleen Otto-HR, and Deanne Paris-Juvenile Court.

  
Patrick Escamilla  
Juvenile Court Administrator

Approved:   
CLARK COUNTY  
BOARD OF COMMISSIONERS

11-25-14 SR 270-14

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# FISCAL IMPACT ATTACHMENT

## Part I: Narrative Explanation

The Clark County Juvenile Court will be receiving a grant from the Office of Juvenile Justice, in the amount of \$30,000.00, which begins on July 1, 2014 and ends June 30, 2015, and will be implemented by the Clark County Juvenile Court.

## Part II: Estimated Revenues

Fund #/Title	FTE's	This Biennium July 1, 2014 - December 31, 2014		Second Biennium January 1, 2015 - June 30, 2015	
			Total	GF	Total
0001	0.0	\$11000	\$11000	\$19000	\$19000
<b>Total</b>					

### II. A – Describe the type of revenue (grant, fees, etc.)

The Federal Grant Revenue Grant revenue of \$30,000 is being received from the Office of Juvenile Justice.

## Part III: Estimated Expenditures

### III. A – Expenditures summed up

Costs for detention alternatives will be funded to this grant and may include contracted services and supplies. Travel to JDAI model site visits and quarterly meetings will be funded by this grant.

Fund #/Title	FTE's	This Biennium July 1, 2014 - December 31, 2014		Second Biennium January 1, 2015 - June 30, 2015	
			Total	GF	Total
	0				
Controllable		\$11,000	\$11,000	\$19,000	\$19,000
<b>Total</b>		\$11,000	\$11,000	\$19,000	\$19,000

### III. B – Expenditure by object category

Fund #/Title	This Biennium July 1, 2014 - December 31, 2014		Second Biennium January 1, 2015 - June 30, 2015	
	GF	Total	GF	Total
0001				
Other Travel 434	\$1,000	\$1,000	\$4,000	\$4,000
Contractual 410			\$15,000	\$15,000
Rents 450	\$9,500	\$9,500		
Temp Services 417	\$500	\$500		
<b>Total</b>	\$11,000	\$11,000	\$19,000	\$19,000



OFFICE OF JUVENILE JUSTICE (OJJ)  
**Juvenile Detention Alternatives Initiative Grant Application**

Please read all instructions carefully.

For assistance, contact the Department of Social and Health Services (DSHS) Office of Juvenile Justice at (360) 902-7526 or FAX (360) 902-7527

CONTRACT NUMBER <i>I-501-01014</i>	FOR OJJ USE ONLY DATE STAMP <i>AUG 13 2014</i>
PROGRAM AREA <i>JDAI</i>	<i>Office of Juvenile Justice</i>

<b>1. APPLICANT: DO NOT USE PERSON'S NAME</b>			
AGENCY NAME <b>Clark County Juvenile Court</b>		TELEPHONE NUMBER <b>(360)397-2201</b>	FAX NUMBER <b>(360)397-6109</b>
STREET ADDRESS <b>500 W. 11<sup>th</sup> Street</b>	CITY <b>Vancouver</b>	STATE <b>WA</b>	ZIP CODE <b>98660-5000</b>
MAILING ADDRESS <b>P.O. Box 5000</b>	CITY <b>Vancouver</b>	STATE <b>WA</b>	ZIP CODE <b>98666-5000</b>
<b>2. IMPLEMENTING AGENCY: ENTER AGENCY, DEPARTMENT OR CONTRACTOR DIRECTLY IMPLEMENTING THE PROJECT (DO NOT USE PERSON'S NAME)</b>			
NAME <b>Same as above</b>		TELEPHONE NUMBER	
STREET ADDRESS		FEDERAL EMPLOYER IDENTIFICATION NUMBER OR SOCIAL SECURITY NUMBER (MANDATORY FOR FEDERAL TAX PURPOSES) <b>91-6001299</b>	
CITY	STATE	ZIP CODE	
<b>3. PROJECT TITLE: ENTER BRIEF, DESCRIPTIVE PROJECT TITLE (LIMITED TO THREE LINES)</b>			
<b>Clark County Juvenile Court's Detention Alternatives Initiative</b>			
<b>4. APPLICANT'S AGREEMENT:</b>			
The applicant is applying for a grant award in the amount shown in the proposed BUDGET SUMMARY (Section 8 of this application) for the purposes identified in this application. By signing and submitting this application, the applicant agrees that this document, together with the GENERAL TERMS AND CONDITIONS AND CERTIFICATIONS (Attachment A of this application), becomes an offer to contract with Washington State Department of Social and Health Services (DSHS or the Department) which, if accepted, binds the applicant to the following: The applicant agrees that this offer becomes a binding contract when a copy of this page is signed by the OJJ Director and returned to the applicant together with an Approved Budget and Special Conditions form provided, however: a. In the event any budget category amount differs from the amount shown in Section 8 of this application, as modified by the Approved budget and Special Conditions, that amount shall be considered to be a counteroffer. The Department shall consider the counteroffer accepted by the applicant unless rejected in writing within 30 days after the date of mailing of such counteroffer by the Office of Juvenile Justice (hereinafter referred to as OJJ) to the applicant b. Upon acceptance of this offer/counteroffer, the applicant shall be referred to as the "Contractor" and the Contractor agrees to accept and abide by the special terms and conditions.			
NAME AND TITLE OF AUTHORIZED OFFICER (PERSON WITH LEGAL AUTHORITY: COUNTY COMMISSIONERS, CHAIRMAN OF THE BOARD, MAYOR, CITY/TOWN MANAGER, AGENCY DIRECTOR) <b>Patrick Escamilla</b>			
APPLICANT'S SIGNATURE <i>Patrick Escamilla</i>		DATE <i>8/11/14</i>	
ACCEPTANCE OF OFFER COUNTEROFFER FOR DSHS <input type="checkbox"/> Acceptance <input type="checkbox"/> Non-acceptance		OJJ CONTRACTING OFFICER'S SIGNATURE <i>[Signature]</i> Prosecuting Attorney	
		DATE <i>8/14/14</i>	
<b>5. PROJECT DIRECTOR: PERSON IN DIRECT CHARGE OF PROJECT (DAY-TO-DAY OPERATIONS AND PREPARATION OF REQUIRED PROGRESS REPORTS)</b>			
NAME <b>Jodi Martin</b>		TELEPHONE NUMBER <b>(360) 397-2201 ext. 4528</b>	
STREET ADDRESS <b>500 W. 11<sup>th</sup> Street</b>		FAX NUMBER <b>(360) 397-6109</b>	
CITY <b>Vancouver</b>	STATE <b>WA</b>	ZIP CODE <b>98660-5000</b>	E-MAIL ADDRESS <b>jodi.martin@clark.wa.gov</b>
<b>6. FINANCIAL OFFICER: PERSON IN CHARGE OF FISCAL MATTERS (ACCOUNTING, FUNDS MANAGEMENT, EXPENDITURE, VERIFICATIONS, FINANCIAL REPORTS)</b>			
NAME <b>Deanne Paris</b>		TELEPHONE NUMBER <b>(360) 397-2201 ext. 4837</b>	
STREET ADDRESS <b>500 W. 11<sup>th</sup> Street</b>		FAX NUMBER <b>(360) 397-6109</b>	
CITY <b>Vancouver</b>	STATE <b>WA</b>	ZIP CODE <b>98660-5000</b>	E-MAIL ADDRESS <b>deanne.paris@clark.wa.gov</b>
Omission of any required information or certification may be cause for denial of the application. The Department shall take a final approval/disapproval action on all applications within 90 days of receipt by the Department of a conforming application, together with all required certifications. The Department shall not consider an application conforming unless the applicant has completed all items in accordance with instructions and has submitted the necessary certifications. The applicant must submit two signed completed applications to: OFFICE OF JUVENILE JUSTICE, DEPARTMENT OF SOCIAL AND HEALTH SERVICES, PO BOX 45828, OLYMPIA WA 98504-5828.			

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*JC 2014-6*

JDAI GRANT APPLICATION

AGENCY NAME <b>Clark County Juvenile Court</b>	DATE <b>06/30/2014</b>
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PROJECT TITLE  
**Clark County Juvenile Court's Detention Alternatives Initiative**

**7. PROJECT PERIOD**  
A project period is one year and may not exceed one year except by prior agreement with the Department.  
Proposed project period is from 7/1/14 to 6/30/15

**8. BUDGET SUMMARY**  
The proposed project budget is shown below. If the proposal is accepted for contracting, the budget on the Approved Budget and Special Conditions form supersedes the proposed budget shown below.  
The following items are allowable costs under this contract:

- Travel (JDAI Quarterly Meetings, State and National Conferences, Model Site Visits)
- Local Coordination to implement the eight (8) JDAI strategies
- Detention Alternatives Programs
- Data Collection and Analysis
- Indirect (up to 10% of direct charges), as noted below.

<b>BUDGET CATEGORIES</b>  Enter the category totals from Section 10. BUDGET DETAILS. The sum of categories A - F is entered as TOTAL DIRECT CHARGES. If indirect costs are claimed, enter the amount in G. These may not exceed ten (10) percent of the TOTAL DIRECT CHARGES. Add TOTAL DIRECT CHARGES and INDIRECT CHARGES, and enter the sum on TOTAL PROJECT COSTS line.	A. Personnel		
	B. Supplies		
	C. Other services and charges		
	D. Capital outlay/equipment		
	E. Travel	<b>\$5,000</b>	
	F. Contractual services	<b>\$25,000</b>	
	<b>TOTAL DIRECT CHARGES</b>	<b>\$30,000</b>	
	G. Indirect charges		
	<b>TOTAL PROJECT COST</b>	<b>\$30,000</b>	

<b>SOURCE OF FUNDS</b>  1. May not exceed amount approved by the Washington State Partnership Council on Juvenile Justice.  2. Must be funds specifically appropriated for project in applicant's budget  Project income must be applied to project operational costs or deducted from the grant award. It is important that all anticipated project income be included in the budget.	1. Federal		%
	2. Match		%
			%
			%
			%
			%
			%
		<b>TOTAL PROJECT FUNDS</b>	

**9. PROJECT SUMMARY: GIVE A BRIEF NARRATIVE SUMMARY OF THE PROJECT.**

During the 2014-15 grant year, Clark County will be implementing two new detention alternatives, in addition to our two existing alternatives. The new programs are the Evening Reporting Program at the Boys and Girls Clubs of Southwest Washington and the Community Support Program which will offer youth who would have otherwise been held in detention, an enhanced house arrest option with additional support for the youth and their families to remain in the community.

Contractual services allotment will be used to partner with Janus Youth Programs to create a Juvenile Reception Center which will be housed at JYP's Oak Grove Youth Shelter in Vancouver, WA.

Clark County will be contracting with Washington State University Vancouver to evaluate the reform efforts implemented through JDAI (i.e. new DRAI, alternative programs,).

The amount budgeted for travel will include sending individuals to the JDAI Statewide Steering Committee Meeting, JDAI Quarterly Meetings, Annual JDAI National Conference, and other travel as needed.

**JDAI GRANT APPLICATION**

AGENCY NAME <b>Clark County Juvenile Court</b>	DATE <b>06/30/2014</b>
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PROJECT TITLE  
**Clark County Juvenile Court's Detention Alternatives Initiative**

**10. BUDGET DETAILS: CATEGORY A. PERSONNEL**

This category is for services rendered by all personnel employed by the project. Costs incurred include salaries, benefits, uniforms, and special clothing.

**SALARIES AND WAGES:** Payment for personal services rendered in accordance with rates, hours, terms and conditions as authorized by law or stated in employment contracts.

**OVERTIME, HAZARDOUS DUTY, ETC.**

**PERSONAL BENEFITS:** FICA, retirements, insurance, etc.

**UNIFORMS AND CLOTHING:** Only uniforms for special clothing required by the nature of the employment and paid for by the employer may be listed.

**NOTE:** Project funds may not be used to pay a percentage of the compensation of any person who was employed by the implementing agency before the project starting date without prior specific authorization from the Department separate from the grant approval. Specific authorization is not required if a person currently employed by the applicant or the implementing agency is transferred from his/her prior position to the project if the transfer creates a personnel vacancy to be filled by hiring a new employee.

LIST POSITION TITLES	ANNUAL SALARY	PERCENT OF TIME TO PROJECT	ITEM TOTAL
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
<b>CATEGORY TOTAL</b>		%	

**JUSTIFICATION AND EXPLANATION:** Justify all positions in terms of days and/or hours required to perform the GOALS, OBJECTIVES, AND TASKS set forth. Calculate fringe benefits for each position or class of positions.





**FDAI GRANT APPLICATION**

<b>AGENCY NAME</b> Clark County Juvenile Court	<b>DATE</b> 06/30/2014
<b>PROJECT TITLE</b> Clark County Juvenile Court's Detention Alternatives Initiative	

**10. BUDGET DETAILS: CATEGORY F. CONTRACTUAL SERVICES**

The following types of personal services may be contracted:

- EVALUATION/RESEARCH
- LEGAL
- ACCOUNTING
- MEDICAL AND HEALTH SERVICES
- AUDITING
- SOCIAL SERVICES

ITEMIZED LISTING	UNIT	UNIT COST	ITEM TOTAL
Evaluation/Research - Contract with WSU Vancouver	1	\$15,000	\$15,000
Social Services - Contract with Boys and Girls Clubs for Alternatives	1	\$5,000	\$5,000
Social Services - Contract with Janus Youth Programs for Reception Center	1	\$5,000	\$5,000
<b>CATEGORY TOTAL</b>			

**10. BUDGET DETAILS: CATEGORY G. INDIRECT CHARGES**

Indirect costs may not exceed 10% of the total direct charges. Indirect costs include costs of operating the agency which are not directly attributed to this project (e.g., maintaining physical plant, depreciation, receptionist, agency administration salaries, etc.)

ITEMIZED LISTING (DESCRIBE THE COST ITEM)	UNIT	UNIT COST	ITEM TOTAL
<b>CATEGORY TOTAL</b>			

**JDAI GRANT APPLICATION**

AGENCY NAME

**Clark County Juvenile Court**

DATE

**06/30/2014**

PROJECT TITLE

**Clark County Juvenile Court's Detention Alternatives Initiative**

**11. STATEMENT OF WORK AND IMPLEMENTATION PLAN**

The contractor agrees to perform the following minimum statement of work.

1. Each jurisdiction will have a JDAI Coordinator to participate in monthly Coordinator calls with the State Coordinator.
2. Conduct an annual JDAI System Assessment to be used in developing the Annual JDAI Implementation Plan (utilizing the assessment form/tool developed by the Statewide Coordinator).
3. Conduct a monthly call with key representatives of the jurisdiction and the State Coordinator to monitor progress in completing the JDAI Annual Implementation Plan.
4. Submit the AECF-JDAI Quarterly Report and annual Results Report, no later than 30 days after the end of each quarter to include:
  - Detention Population Report
  - Alternative Programs Report
  - Detention Referrals Screened Report
  - Detention Risk Assessment Instrument Override Report
5. Attend JDAI Quarterly Meetings, State and National JDAI Conferences (as held/applicable).
6. Conduct a minimum of four (4) JDAI Stakeholder Meetings per year.
7. Conduct a Detention Self-Inspection every two (2) years.
8. Submit quarterly progress and financial reports to the Office of Juvenile Justice on reporting forms provided by OJJ.
9. Address Disproportionate Minority Contact (DMC) in a coordinated effort, to be specifically designed for each site in collaboration with the JDAI Statewide Coordinator and with the Office of Juvenile Justice (OJJ) DMC Coordinator. Sites will work to address recommendations made in the OJJ DMC Assessment.

Attach the County JDAI Implementation Plan addressing the eight core strategies of JDAI, including at a minimum:

- Description of the current status of eight (8) JDAI strategies
- Objectives for the contract period (July 1, 2014 – June 30, 2015)
- Activities and tasks to meet objectives

Clark County  
 JDAI Implementation Plan  
 July 1, 2014 – June 30, 2015

JDAI Strategy	Activities to Implement JDAI Strategy	Completion Date
<b>Collaboration and Leadership</b>	<ul style="list-style-type: none"> <li>• Update JDAI Executive Committee Memorandum of Understanding for 2014 through 2016.</li> <li>• Recruit new members as needed.</li> <li>• Continue to communicate initiative progress to juvenile justice stakeholders and community members.</li> <li>• Recruit youth and parent representatives and minority community members to serve on JDAI committees.</li> </ul>	All activities listed will be in progress or completed by 6/30/15
<b>Data Driven Decision Making</b>	<ul style="list-style-type: none"> <li>• Hold quarterly data committee meetings</li> <li>• Continue to monitor detention population data (including ATD data) disaggregated by gender, race/ethnicity, and offense/reason for detention admission.</li> </ul>	
<b>Detention Admission Policy</b>	<ul style="list-style-type: none"> <li>• Finalize completion of revised Detention Risk Assessment Instrument</li> <li>• Conduct field test of the draft DRAI</li> <li>• Begin use of revised DRAI for all youth entering detention.</li> </ul>	
<b>Alternatives to Detention</b>	<ul style="list-style-type: none"> <li>• Begin the Evening Reporting Program and Community Support Program.</li> <li>• Track and report attendance rates, completion rates and discharge reasons.</li> <li>• Collect data and closely monitor programs to ensure that ATDs are being utilized as intended and make adjustments where needed.</li> </ul>	
<b>Expedite Case Processing</b>	<ul style="list-style-type: none"> <li>• Develop the capacity to collect data on case processing times.</li> </ul>	
<b>Warrants and Probation Violations</b>	<ul style="list-style-type: none"> <li>• Hold regular PV/Warrant Workgroup meetings.</li> <li>• Monitor new two tier warrant process.</li> <li>• Finalize draft of the Probation Response Grid to include incentives and sanctions</li> <li>• Begin using the Probation Response Grid for all youth on probation.</li> </ul>	
<b>Reduce Racial Disparities</b>	<ul style="list-style-type: none"> <li>• Collect and analyze race and ethnicity data at each decision point in the juvenile justice system and share the data with staff and stakeholders.</li> <li>• Implement alternative programs to ensure that they are relevant and accessible for all youth.</li> <li>• Monitor race and ethnicity data as alternatives are developed and address disparities if they arise.</li> </ul>	
<b>Conditions of Confinement</b>	<ul style="list-style-type: none"> <li>• Complete the detention self-inspection and review the findings with the Executive Committee.</li> <li>• Develop a plan to address the areas of non-compliance identified in the inspection process.</li> </ul>	