

## Request for Legislative Action

Ord. 5771  
Sponsor: Venessa Huskey  
Date: July 31, 2023

### Completed by County Counselor's Office

Action Requested:	Ordinance	Res.Ord No.:	5771
Sponsor(s):	Venessa Huskey	Legislature Meeting Date:	7/31/2023

### Introduction

**Action Items:** ['Appropriate']

**Project/Title:**

JPPA Community Outreach and Training for Shifting Power for Equity and Results

### Request Summary

This is a request to appropriate \$6,000 from the 2023 undesignated fund balance in acceptance of funds awarded to the Family Court Division by the Family Court Committee of the Supreme Court of Missouri. The total amount of the award is \$6,000 and there is no local match required. The funding is approved by awarding agency to help facilitate relationships with community partners through Community Outreach meetings including meal caterings, meeting space rental, and brochures.

### Contact Information

<b>Department:</b>	Circuit Court	<b>Submitted Date:</b>	7/19/2023
<b>Name:</b>	Carl Bayless	<b>Email:</b>	carl.bayless@courts.mo.gov
<b>Title:</b>	Grant Coord	<b>Phone:</b>	913-963-3557

### Budget Information

Amount authorized by this legislation this fiscal year:			\$6,000
Amount previously authorized this fiscal year:			\$ 0
Total amount authorized after this legislative action:			\$6,000
Is it transferring fund?			Yes
Transferring Fund From:			
Fund:	Department:	Line Item Account:	Amount:
010 (Grant Fund)	9999 (*)	32810 (Undesignated Fund Balance)	\$6,000

## Request for Legislative Action

Transferring Fund To:			
Fund:	Department:	Line Item Account:	Amount:
010 (Grant Fund)	2162 (JPPA-Community Outreach & Education Program)	56620 (Rent - Buildings)	\$3,625
010 (Grant Fund)	2162 (JPPA-Community Outreach & Education Program)	57230 (Other Operating Supplies)	\$ 500
010 (Grant Fund)	2162 (JPPA-Community Outreach & Education Program)	56790 (Other Contractual Services)	\$1,875

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:

Purchasing	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	No
Chapter 10 Justification:	
Core 4 Tax Clearance Completed:	
Certificate of Foreign Corporation Received:	
Have all required attachments been included in this RLA?	

Compliance	
Certificate of Compliance	
Not Applicable	
Minority, Women and Veteran Owned Business Program	
Goals Not Applicable for following reason: Contract is with another government agency	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	
Not Applicable	

## Request for Legislative Action

### Fiscal Information

- Funds sufficient for this appropriation and/or transfer are available from the source indicated on the budget information tab.

### History

Submitted by Circuit Court requestor: Carl Bayless on 7/19/2023. Comments:

Approved by Department Approver Theresa Byrd on 7/19/2023 5:28:39 PM. Comments:

Not applicable by Purchasing Office Approver Barbara J. Casamento on 7/20/2023 3:41:38 PM. Comments:

Approved by Compliance Office Approver Jaime Guillen on 7/20/2023 4:09:59 PM. Comments:

Approved by Budget Office Approver Sarah L. Matthes on 7/24/2023 9:19:07 AM. Comments: Fiscal Note Attached

Approved by Executive Office Approver Sylva Stevenson on 7/24/2023 9:57:36 AM. Comments:

Approved by Counselor's Office Approver Jamesia Manning on 7/26/2023 9:50:35 AM. Comments:

Funds sufficient for this appropriation are available from the source indicated below.

ORD # 5771  
eRLA # 1012

Department / Division	Character/Description	From	To
<b>Grant Fund - 010</b>			
2162 - JPPA-Community Outreach & Ed	45979 - Increase Revenue	6,000	
9999 - Non Specific	32810 - Undesignated Fund Balance		6,000
9999 - Non Specific	32810 - Undesignated Fund Balance	6,000	
2162 - JPPA-Community Outreach & Ed	56620 - Rent - Buildings		3,625
2162 - JPPA-Community Outreach & Ed	57230 - Other Operating Supplies		500
2162 - JPPA-Community Outreach & Ed	56790 - Other Contractual Services		1,875
<b>APPROVED</b> By Sarah Matthes at 9:18 am, Jul 24, 2023		\$ 12,000	\$ 12,000

## Budgeting



State of Missouri  
Office of State Courts Administrator  
Administrative Services Division

Issue Date

July 7, 2023

Contract Period

July 1, 2023 through  
June 30, 2024

Award  
Amount

## Juvenile Justice Program Assistance

The Family Court Committee of the Supreme Court of Missouri, in cooperation with the Circuit Court Budget Committee, has approved and provided funding for the implementation of juvenile justice programming assistance for delinquent youth who can be diverted from secure detention by use of the objective screening instrument Juvenile Detention Assessment (JDTA) into a non-secure;pre-adjudication placement.

Contract Number

OSCA

☐

Original Contract

☐

Contract Amendment

Court/Recipient Information:

Project Director:

OSCA Program Contact

Courtney Pulley  
573-522-4674

OSCA Fiscal Contact

Michael Skinner  
573-526-8841

☐

Special Conditions of this award are attached.

☐

There are no special conditions of this award. Original  
RFP requirements only.

### Please Sign, Date and Return to:

Office of State Courts Administrator  
Attn: Contracts Unit  
P.O. Box 104480  
Jefferson City, MO 65110 - 4480  
e-mail: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

In witness thereof, the parties below hereby execute this agreement.

Appointing Authority Signature

*Theresa L. Byrd*

Printed Name

Theresa L. Byrd

Date

07-13-2023

OSCA Signature

*R. Morrissey*

Printed Name

Richard S. Morrissey

Presiding Judge Signature

*Jalilah Otto*

Printed Name

Jalilah Otto

Date

July 13, 2023

Title

Deputy State Courts Administrator

Date

07/06/2023



STATE OF MISSOURI  
OFFICE OF STATE COURTS ADMINISTRATOR  
REQUEST FOR PROPOSAL

RFP NO: OSCA 23-01707  
TITLE: Juvenile Justice Program Assistance  
ISSUE DATE: January 3, 2023

CONTACT: Russell Rottmann  
PHONE NO: 573-522-6766  
E-MAIL: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

RETURN PROPOSAL NO LATER THAN: 4 p.m., March 7, 2023

RETURN PROPOSAL EITHER VIA E-MAIL, USPS or COURIER SERVICE:

(U.S. Mail)

Office of State Courts Administrator  
P.O. Box 104480  
Jefferson City, Mo 65110 - 4480

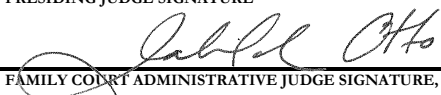
or

(Courier Service)


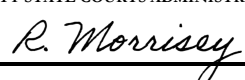
Office of State Courts Administrator  
2112 Industrial Dr.  
Jefferson City, Mo 65109

CONTRACT PERIOD: July 1, 2023 through June 30, 2024

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE 	DATE March 6, 2023
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)	
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)	TITLE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	DATE
COURT 16th Judicial Circuit - Family Court Division	
MAILING ADDRESS 415 E. 12th Street	
CITY, STATE, ZIP Kansas City, Missouri 64106	
CONTACT PERSON Pamela Behle	TITLE Director, ADS-FC
PHONE NUMBER (816) 881-6518	E-MAIL ADDRESS <a href="mailto:pbehle@courts.mo.gov">pbehle@courts.mo.gov</a>

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		
Requested: \$6,078.75		Approved: \$6,000.00
Community Outreach and Training		
CONTRACT NO. OSCA 23-01707-12	CONTRACT PERIOD July 1, 2023 through June 30, 2024	
CONTRACTS SECTION 	DATE 07/06/2023	DEPUTY STATE COURTS ADMINISTRATOR 

**OSCA 22-01423 Juvenile Justice Program Assistance  
Grant Proposal  
16<sup>th</sup> Circuit – Jackson County Family Court**

RFP NO: OSCA 23-01707

TITLE: Juvenile Justice Program Assistance

ISSUE DATE: January 3, 2023

PROPOSAL DEADLINE: March 7, 2023

CONTRACT PERIOD: July 1, 2023 through June 30, 2024

CONTACT: Russell W. Rottmann

PHONE NO: 573-522-6766

E-MAIL: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

**Name and Brief Description of Proposed Program**

Program Category: Competency

Program Name: Community Outreach and Training for SPER Initiative

Program Summary and Goals:

Shifting Power for Equity and Results (“SPER”) is an initiative of the Jackson County Family Court and the Annie E. Casey Foundation to address racial disproportionality at the Family Court’s front door—that is, in the delinquency referrals the Court receives from police, schools, and other community agencies. In recent years, African-American youth in Jackson County have been up to four times as likely to be referred to the Court for delinquent offenses than Caucasian youth. The goal is to address the racial disproportionality in referrals for delinquency allegations by reducing the use of Family Court as a solution—to school-discipline problems, mental-health issues, family and peer conflicts, trauma, adolescent volatile emotions and boundary testing, and other factors. The SPER Initiative is led by the Court’s Racial & Ethnic Disparities (RED) Program Manager and a Committee made up of Court staff and representatives from law enforcement, the Kansas City Public School District, and a few other community agencies.

Phase I of the SPER Initiative is an effort to increase direct referrals from law enforcement to the Kansas City Youth Court. That phase is well underway, and the SPER Committee is transitioning to Phase II, which has the goal of creating community diversion programs and deflecting youth from the justice system by directing them to services from outside partners. The first step in creating these opportunities is getting the word out about the SPER Initiative. The SPER Committee will seek to form relationships with community partners, gathering these stakeholders to connect, brainstorm, and discuss at a handful of Community Outreach meetings over the course of the year. They will also develop and present training to Family Court staff about the SPER Initiative and racial and ethnic disparity at the Court.

This grant would fund Phase II outreach efforts by providing refreshments for the Community Outreach meetings and Family Court training sessions as well as printed resource materials to distribute to community partners who have a hand in providing services or making youth referrals.

### **Geographic Area and Need for the Program**

Over half of referrals to the Jackson County Family Court are for youth from Kansas City, with fewer from the Jackson County suburbs. Historically, suburban police departments have been more likely than the Kansas City Police Department (KCPD) to divert youth from the juvenile-justice system through programs like youth courts. Phase I of the SPER Initiative has been an effort to increase referrals directly from KCPD to the Kansas City Youth Court, bypassing the Family Court. Addressing delinquency in a way that allows youth to avoid touching the Court system entirely prevents them from acquiring a formal record, having to attend intake meetings and multiple hearings, being detained or spending time out of the home, being placed under surveillance, and having to comply with a list of orders that can take a significant amount of time and family resources. Preventing Court involvement when possible reduces trauma for youth, alleviates burdens on families, and lightens the load on the juvenile-justice system. It provides a path away from the school-to-prison pipeline that works to entrench racial disparities.

Phase II of the SPER Initiative is to meet with the community. We need to form the relationships, brainstorm the diversion opportunities, and educate the stakeholders about what we are doing and why we want to do it. These stakeholders include Family Court staff, who need to understand the goals of and need for SPER so they buy into a new way of thinking about the role of the Court. We want to bring about a mind shift and build intrinsic motivation to find alternatives to Court involvement whenever possible. We want to empower staff to explore options for deflection from the justice system and inspire community partners to join us in that mission.

When we go out into the community, we don't want to go empty-handed. Whether we are meeting with community members or Family Court staff, we feel that providing refreshments is a gesture that shows attention to the comfort of our guests and appreciation for the time they are giving us. Many of the people we invite to Community Outreach meetings will be heads of organizations with busy schedules. Meeting over the lunch hour and providing food should allow more people to come to the table, stay, sit, talk, and listen. We want to make it easy for people to attend these meetings and easy for them to leave ready to go about their day.

In addition to sharing food, we need to be able to share written materials with the organizations we invite to our meetings. Flyers and brochures will help to remind attendees of the initiative and let them know who to contact with ideas for collaboration. Once we generate a list of community resources, publishing them in a brochure for law enforcement agencies, schools, probation officers, and case workers will help them remember what alternatives they have to filing a referral.



The primary barrier to starting community-outreach efforts is the lack of a budget for SPER. The Family Court has devoted staff time to the initiative but has not provided funds for materials or other resources. In order to move forward with Phase II, SPER needs the funding to host meetings, provide training, and print educational materials.

### **Target Population and Selection Process**

This grant will have a number of targets, direct and indirect. Direct targets of community-outreach efforts include representatives from agencies that work with and provide services to youth and families, law enforcement agencies, and schools. They also include members of the SPER Committee and all Family Court staff, who would receive training on the SPER initiative and the Court's work to combat racial and ethnic disparities.

Indirect targets of the grant will be the youth and families affected by the partnerships that come out of the community meetings and the shift in mindset we hope to bring about through Family Court training. These will tend to be youth from Kansas City, ages 12-17 with low-level delinquency allegations that may have been referred to the Court in the past but who could be diverted away from the system entirely. The majority of youth referred to the Court from Kansas City are African American (81% of youth from Kansas City are Black, compared to 58% of all youth referred). Many youth are from families with low socioeconomic status. Median household income in the three most common home zip codes for youth referred to the Family Court for delinquent offenses in 2022 ranged from \$23,800 to \$28,500. By comparison, median household income for Jackson County as a whole is around \$60,800.

Youth from disadvantaged families may have a harder time fulfilling requirements if they receive a referral to the Court. Parents may be less able to take off work or arrange transportation for youth to go to an intake meeting or Court hearing. Youth are more likely to have to work to contribute to the family income and have less time for Court-ordered services. Black youth may also suffer more than their white peers from formal involvement with the Court system. Implicit biases may result in disproportionate treatment within the system or from others who learn about their Court referral. Working with community agencies in Kansas City specifically will help ensure greater access to diversion opportunities for minority youth who are negatively impacted by the perceived lack of alternatives to Family Court referral.

### **Service Providers**

The RED Program Manager at the Jackson County Family Court will be responsible for coordinating the Community Outreach meetings and will work with other Family Court

staff and members of the SPER Committee to conduct training for the Family Court. No paid facilitators or trainers will be required.

Refreshments for the Community Outreach meetings and Family Court training will be provided by Family Court Support Services. The food is prepared in the Family Justice Center's licensed commercial kitchen by staff certified for food handling.

We will seek to acquire space for community meetings and Family Court trainings through in-kind donations. If this is not possible, we will rent a space appropriate for the projected group size. For the community meetings, this would be about 25 attendees. For Family Court training sessions, this would be about 50 people. We have based our budget request on the cost of facility rental at Delta Athenaeum in mid-town Kansas City.

Resource materials will be designed by Family Court staff and printed by Control Printing Group in Independence, Missouri, an approved Family Court vendor.

### **Number of Youth Served**

This grant will have an impact on all youth served by the Family Court as well as those who would have been referred to the Family Court in the past but who will be diverted from referral as a result of the SPER Initiative.

In 2022, the Court received approximately 950 delinquency and status referrals. Over 550 of these were rejected or diverted after referral. If a third of the referrals that are currently sent to Court but not prosecuted were never sent to the Court in the first place, that would mean nearly 200 fewer referrals—that is, 200 youth each year directly impacted by the SPER Initiative.

### **Hours of Service**

The three Community Outreach meetings held as part of this grant would be scheduled for 2 hours each, for a total of 6 hours. Four Family Court training sessions would be scheduled for 3-4 hours each, for a total of 12-16 hours. This does not include preparation time by SPER Committee members.

When calculating the cost of facility rental, we have accounted for an additional hour per session for set up/break down.

### **Fidelity Plan**

If grant funds are approved, the RED Program Manager will initiate planning for three Community Outreach meetings and four Family Court training sessions to be held between July 1, 2023, and June 30, 2024. The events will be spaced evenly over the course of the grant year as scheduling and logistical issues permit. The planning for these events will take place at regular SPER Committee meetings and at additional workgroup meetings that are convened for planning purposes. The RED Program Manager will have

primary responsibility for arranging meeting space, scheduling meetings, inviting participants, ordering food, and coordinating other meeting logistics.

The SPER Committee will discuss and decide on the most important information to convey in written materials for potential community partners and will identify an individual or team to design the flyers or brochures. These will be approved by the Committee and printed before the first Community Outreach meeting. About half of the budget will be reserved for a second printing so that the Committee can re-evaluate and revise what information is most important to convey.

Community Outreach meetings and Family Court trainings will be held in person if public health conditions in the community permit. As long as rates of COVID-19 transmission are low and masking is not required in Court facilities, masks will not be required for the in-person meetings. If the rate of community spread is high enough that masking is required in Court buildings, the Community Outreach meetings and training sessions will be held virtually or postponed. Meals may still be provided for virtual sessions with delivery arranged by the RED Program Manager.

## **Budget**

Contractual services: **Refreshments** **Total: \$1,953.75**

- *Lunch for Community Outreach Meetings (3)*

Costs for catering by Jackson County Family Court per person:

Sandwiches	\$6.00
Chips	\$0.50
Cookies	\$1.20
Water	\$0.25
Soda	\$0.50

**TOTAL** \$8.45 per person

(x 25 people x 3 meetings) = **\$633.75**

- *Breakfast for Family Court Morning Training Sessions (2)*

Costs for catering by Jackson County Family Court per person:

Breakfast pastries	\$3.00
Coffee	\$0.75
Water	\$0.25
Juice	\$0.75

**TOTAL** \$4.75 per person

(x 50 staff x 2 meetings) = **\$475.00**

- *Lunch for Family Court Afternoon Training Sessions (2)*

Costs for catering by Jackson County Family Court for 25 people:

Sandwiches	\$6.00
Chips	\$0.50
Cookies	\$1.20
Water	\$0.25
Soda	\$0.50
<b>TOTAL</b>	\$8.45 per person
	(x 50 staff x 2 meetings) = <b>\$845.00</b>

**Venue/Meeting Space** **Total: \$3,625.00**

- *Facility rental at Delta Athenaeum: \$125.00 per hour*

Community Outreach Meetings (3) – 3 hours each  
\$125.00 per hour x 3 hours x 3 sessions = **\$1,125.00**

Family Court Training Sessions (4) – 5 hours each  
\$125.00 x 5 hours x 4 sessions = **\$2,500.00**

Resource materials: **Brochures on SPER Initiative** **Total: \$500.00**

- Color printing by Control Printing Group

Cost per brochure: \$0.50 (est.) (x 1,000 brochures) = **\$500.00**

<b>TOTAL GRANT FUNDS REQUESTED:</b>	<b>\$6,078.75</b>
-------------------------------------	-------------------