

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 5309

Sponsor(s): Charlie Franklin

Date: Jan. 21, 2020

EXECUTIVE OFFICE

JAN 14 2020

SUBJECT	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>The Gender Specialized Tracker Program</u></p>																
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$53,731.47</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$53,731.47</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td> <table style="width: 100%;"> <tr> <td style="width: 60%;">FROM ACCT 010-2810</td> <td style="width: 20%; text-align: right;">53,731.47</td> <td style="width: 20%;"></td> </tr> <tr> <td>TO ACCT 010-2145</td> <td style="text-align: right;">53,731.47</td> <td></td> </tr> </table> </td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:          Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): 53,731.47          Prior Year Actual Amount Spent (if applicable): 53,731.47</p>	Amount authorized by this legislation this fiscal year:	\$53,731.47	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$53,731.47	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number:	<table style="width: 100%;"> <tr> <td style="width: 60%;">FROM ACCT 010-2810</td> <td style="width: 20%; text-align: right;">53,731.47</td> <td style="width: 20%;"></td> </tr> <tr> <td>TO ACCT 010-2145</td> <td style="text-align: right;">53,731.47</td> <td></td> </tr> </table>	FROM ACCT 010-2810	53,731.47		TO ACCT 010-2145	53,731.47	
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PRIOR LEGISLATION	<p>Prior ordinances and (date): 5229 dated 5/20/19          Prior resolutions and (date):</p>																
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Carl Bayless, Grant Accountant, 816-435-4775</p>																
REQUEST SUMMARY	<p>This is a request to extend the usage of funds previously appropriated for this project and to appropriate an additional \$53,731.47 from the undesignated fund balance of the 2020 Grant fund in acceptance of a one year extension with additional funds awarded to the Family Court Division by the Missouri Department of Public Safety. The project is named "Gender Specialized Tracker Program". The goal of the program is to fund a position to provide gender specific monitoring of youths showing at risk factors. The project began October 1, 2018 and with this extension will continue through September 30, 2020. The total additional funds awarded to the grant project is \$53,731.47 and there is no match requirement.</p> <p>Please appropriate the \$53,731.47 into the accounts listed below:</p> <table style="width: 100%;"> <tr> <td>55010 Regular Salaries</td> <td style="text-align: right;">\$ 32,198.40</td> </tr> <tr> <td>55040 FICA Taxes</td> <td style="text-align: right;">2,463.17</td> </tr> <tr> <td>55050 Pension Contributions</td> <td style="text-align: right;">5,322.40</td> </tr> <tr> <td>55060 Ins Benefits</td> <td style="text-align: right;">9,847.50</td> </tr> <tr> <td>56140 Travel Expense</td> <td style="text-align: right;">700.00</td> </tr> <tr> <td>57230 Supplies</td> <td style="text-align: right;">3,200.00</td> </tr> <tr> <td><b>TOTAL APPROPRIATION :</b></td> <td style="text-align: right;"><b>\$53,731.47</b></td> </tr> </table>	55010 Regular Salaries	\$ 32,198.40	55040 FICA Taxes	2,463.17	55050 Pension Contributions	5,322.40	55060 Ins Benefits	9,847.50	56140 Travel Expense	700.00	57230 Supplies	3,200.00	<b>TOTAL APPROPRIATION :</b>	<b>\$53,731.47</b>		
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CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																
COMPLIANCE	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals  <input type="checkbox"/> VBE Goals</p>																
ATTACHMENTS	<p>Approval of Extension and Award of Additional Funds</p>																

REVIEW  <i>Sarah M... 1/14/20</i>	Department Director: <i>Theresa Byrd, Deputy Court Administrator</i> <i>Theresa Byrd</i>	Date: 01/8/20
	Finance (Budget Approval): <i>Anthony Kelley, Budget and Fiscal Officer</i> <i>[Signature]</i>	Date: 01/8/20
	Division Manager: <i>Theresa Byrd, Deputy Court Administrator</i> <i>Theresa Byrd</i>	Date: 01/8/20
	County Counselor's Office: <i>J. Bowen County Counselor</i> <i>[Signature]</i>	Date: <i>1/16/2020</i>

Fiscal Information (to be verified by Budget Office in Finance Department)

*[Signature]*  
*1-13-20*

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
010-2810	Undesignated fund balance	\$53,731.47

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



**Subaward Adjustments**

Subaward Adjustment Details

Print to PDF | Negotiation | Edit Approval | Withdraw | Feedback

**2019-Title II-013-Gender Specialized Tracker Program**

**Title II Formula Grant**

Subaward Adjustment ID:	01	Submitted By:	
Subaward Adjustment Type:	Budget Revision	Submitted Date:	09/11/2019
Status:	Submitted	Last Submitted Date:	12/02/2019
Organization:	Jackson County Family Court		

**Subaward Adjustment Approval**

Level	Approved By	Approved Date	Approval	Comments
1	Jake Garrison	12/03/2019	Approved	
2	Connie Berhorst	12/03/2019	Approved	

**Justification**

**Justification\***

Please explain the reason for the requested adjustment and include the effective date. State the need for the change and how the requested revision will further the objectives of the project.

The Jackson County Family Court, Department of Field Services is requesting an extension of the Gender-Specific Tracker Program Grant through September 2020. Additional funds in the amount of \$58,625.02 are being requested to allow for continued program implementation and support. The Gender-Specific Tracker Program provides tracking support services for delinquent youth living in the community. This population of female youth are either Court ordered/supervised while on probation, in residence at the Hilltop treatment center or under community supervision pending adjudication and disposition. Participation in the Gender program enhances youth's success in the community and prevents further penetration into the juvenile justice system.

**Program objectives include:**

- Comprehensive tracking which includes the provision of wrap-around services which support case management, and includes the development of Success Plans for both the youth and family
- Phone or face to face contacts at least twice a week in the youth's home, school, or other community settings.
- Monitoring to ensure the youth remain in appropriate community settings, thus increasing their likelihood of safety.
- The administration of drug tests as appropriate and permissible to ensure the youth is living a drug-free lifestyle.
- Collateral contacts with the juvenile probation officer or deputy juvenile officer, parent, school officials, and other pertinent people for the purpose of collaboration around the goals of unified support of the youth.

Trackers will work to provide short-term problem solving, crisis intervention, mediation, counseling and advocacy with youth, their parents, and other significant parties involved in the youth's life. While we will continue to utilize components of the Voices curriculum to help address gender-specific issues that our youth are facing, we will also continue to hold weekly groups as well as monthly Mother/Daughter events and gender-specific workshops that will teach and reinforce a variety of life skills. During the sessions, we will explore a new group of topics and include pro-social activities that will encourage participants to have new, firsthand experiences as well as develop an understanding of the topic that can be used now and in the future. Since our first Mother/Daughter event that was hosted in November 2018, we have seen a steady increase in the number of participants. Our first event hosted one family, two (2) participants, and our most recent event, August 2019, we had a total of fourteen (14) youth with a number of parent participants and community stakeholders and staff. The weekly groups with the youth under probation supervision and in residence at Hilltop have also grown by more than 50%.

Specific topics will continue to include:

- Health & Self Care
  - Healthy choices, sex education & STD's
  - Body Image, Self Esteem, Fitness
  - Substance Abuse, Mental Health & Depression
  - Healthy Relationships
    - Trauma & Violence, Stalking and Harassment
    - Human Trafficking & Forced Labor
    - Dating, Rape & Domestic Violence
    - Education, College Tours, and Career Awareness
      - Character Building & Money Management
      - Discussion – Women in High Tech / Well Paying & Professional fields
      - Higher / Continuing Education
      - Friendship and Sisterhood
        - Friends & Peer Pressure
        - Social Media – Etiquette
        - Anti-Bullying – Suicide Rates

The Gender-Specific Tracker will continue to work with community partners such as the Kansas City Police Department, Metropolitan Community College, Kansas City Health Department, and community mental health agencies to review programs offered. The Tracker will then work to schedule workshops and make the necessary preparations for the youth to attend by assisting with transportation, securing a location for the workshop, and arranging for food, that is provided and funded by the Jackson County Family Court when needed. A portion of the grant would be used to pay for these workshops and auxiliary expenses related to the workshops.

Each component of the Voices curriculum allows for the youth to participate in a community-based, pro-social activity that will provide the youth an opportunity for new experiences. These activities will provide additional educational and practical experiences that will be tied directly to each module of the Voices curriculum. All activities will be affiliated with gender-specific issues and will promote an opportunity for continued learning and personal growth. We wish to provide the youth with activities such as plays offered by UMKC which will promote the exploration of the youth's creative side and culinary arts classes that will teach the youth independent living skills. Additionally, we will purchase tickets to take the youth to various lectures and workshops throughout the Kansas City area that promote women empowerment, self-esteem, leadership, and personal growth.

We have built into the program two culminating events for the youth. We will host a holiday celebration for the youth and their families to celebrate their successes. For our 2019 celebration, we are working in collaboration with youth that are participating in our Evening Report program to prepare a holiday performance which will showcase various dance styles. The second event is slotted to take place in May 2020. We are working to schedule a Girls to Women Tea. The Tea will promote women empowerment and serve as a reminder that young women have the ability to work in all levels of employment; from the factory floor to the boardroom.

Built into the schedule are two pro-social activities a month. We anticipate that we will have approximately 10-12 youth participate in each event at an average cost of approximately \$10 per youth per event.

The total anticipated expense for tickets to the outlined pro-social events is approximately \$1,440

We are asking that funds be utilized for incentives for youth and parents for participation in the program. We believe that recognizing youth for their cooperation helps them to learn to work cooperatively. Incentives will range from gas cards to movie vouchers.

It is anticipated that 95% of the program youth will successfully complete the program without re-offending during the program period. Additionally, 85% of the program youth will complete the program without being placed in secure detention. An internal analysis will be conducted by the Family Court's Assessment and Development Department to determine if the supervision services of a Tracker impacts the recidivism.

The majority of the grant has in the past and will continue to be utilized for the salary and benefits for the Gender Specific Tracker position. Tiauni Erby, Gender Specific Tracker, has been with the Court since 2004 working with youth at in our secure detention center where she has addressed the programming and direct care needs of Pre-Adjudicated youth. In her role she will resume providing auxiliary services to the females in the Gender Program, as well as facilitate Voices and pro-social life skill groups. Her work will complement the assigned tasks of Gender Specific Juvenile Probation Officers as well as the Area 1 Program Manager.

It should be also noted that the Court requires that all grant-funded positions also include a benefits package that includes pension, Health, FICA, Unemployment Insurance, Worker's Compensation, and Life Insurance. There is often variance in the true cost of benefits as employees may opt for a less expensive package or waive insurance if they have it available through alternative means. In the event of surplus funds resulting from this variance, we are requesting that grant dollars be used for Back-Up Tracker.

#### Timeline

Effective October 2019 the Gender Specific Program will continue to implement the series of workshops outlined above in addition to pro-social life skills groups and special activities relevant to the topics discussed each month. The workshops are slotted for 10 weeks. All groups will be designed to allow for youth to enter at any point during the session and will recognize those youth who have attended five, ten, and fifteen sessions. The program participants will also provide formal feedback regarding their experience.

- October 2019 – Program continuation with continued implementation of weekly/monthly workshop series; Monthly Mother/Daughter event
- December 2019 – Holiday Event (includes youth's family and caring adults); Holiday Community Service Project; Monthly Mother/Daughter event
- January 2020 – Sessions continue; Monthly Mother/Daughter event
- March 2020 – Gender Specific Logic Model Update and Annual Report completed for the previous year (2019); Monthly Mother/Daughter event.

- April 2020 – Program budget adjustments submitted to DPS (if necessary); Monthly Mother/Daughter event.
- May 2020 – Summer Celebration (pro-social event designed to encourage youth to focus on the opportunities available to them during the summer months); Monthly Mother/Daughter event.
- June 2020 – Summer activity schedule begins; Monthly Mother/Daughter event.
- July 2020 – Special summer event/activity; Monthly Mother/Daughter event.
- September 30, 2018 – DPS funding cycle ends; Monthly Mother/Daughter event.

**Budget**

Row	Current Budget	Revised Amount	Net Change
Personnel	\$32,198.40	\$54,396.80	\$32,198.40
Personnel Benefits	\$17,633.07	\$35,266.14	\$17,633.07
Personnel Overtime	\$0.00	\$0.00	\$0.00
Personnel Overtime Benefits	\$0.00	\$0.00	\$0.00
PRN Time	\$0.00	\$0.00	\$0.00
PRN Benefits	\$0.00	\$0.00	\$0.00
Volunteer Match	\$0.00	\$0.00	\$0.00
Travel/Training	\$700.00	\$1,400.00	\$700.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies/Operations	\$3,200.00	\$6,400.00	\$3,200.00
Contractual	\$0.00	\$0.00	\$0.00
Renovation/Construction	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$53,731.47</b>	<b>\$107,462.94</b>	<b>\$53,731.47</b>

**Federal/State and Local Match Share**

Row	Current Budget	Current Percent	Revised Amount	Revised Percent	Net Change
Total Federal/State Share	\$53,731.47	100.0%	\$107,462.94	100.0%	\$53,731.47
Total Local Match Share	\$0.00	0%	\$0.00	0%	\$0.00

**Confirmation**

Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this subaward adjustment and your statement of the veracity of the representations made in this subaward adjustment. You must include your title, full legal name, and the current date.

Authorized Official Name: Theresa L. Byrd  
 Title: Deputy Court Administrator  
 Date: 09/11/2019

All terms and conditions of the original Subaward apply to this Subaward Adjustment Notice.

DPS Authorized Official/Designee  
 Signature:  
 Date:

**Attachments**

Description	File Name	File Size

Youth Worker- Efyb  
Grand Total

Salary for	5040 FICA	5050 Pension	5060 Health	Total	Benefits
\$32,198.40	\$2,463.18	\$5,322.40	\$9,847.50	\$49,831.47	\$17,639.07
<u>\$32,198.40</u>	<u>\$2,463.18</u>	<u>\$5,322.40</u>	<u>\$9,847.50</u>	<u>\$49,831.47</u>	