

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

AN ORDINANCE appropriating \$2,296.00 from the fund balance of the 2012 Grant Fund in acceptance of the Juvenile Justice Education Regional Training Initiative grant received from the Office of State Courts Administrator.

ORDINANCE NO. 4464, October 8, 2012

INTRODUCED BY James D. Tindall, County Legislator

WHEREAS, the Family Court Division has been awarded the Juvenile Justice Education Regional Training Initiative grant in the amount of \$2,296.00 by the Office of the State Courts Administrator, for the period of July 1, 2012, through June 30, 2013; and,

WHEREAS, the grant funds will be used to provide professional development for family court staff; and,

WHEREAS, an appropriation is necessary to place the grant funds in the proper spending accounts; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be made from the fund balance of the 2012 Grant Fund:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund Girl Specialized Case Load 010-2171	45411 - Increase Revenue	\$2,296	
010-2810	Undesignated Fund Balance		\$2,296
010-2810	Undesignated Fund Balance	\$2,296	
010-2171	56790 – Other Contractual		\$ 800
010-2171	56140 – Travel Expense		\$ 750
010-2171	56793 - Catering		\$ 561
010-2171	56670 – Misc Rent		\$ 35
010-2171	56230 - Printing		\$ 150

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

Jay D. Haller
Chief/Deputy County Counselor

W. Stephen Nyfan
County Counselor

I hereby certify that the attached Ordinance, Ordinance No. 4464 introduced on October 8, 2012, was duly passed on October 8, 2012 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 9

Nays 0

Abstaining 0

Absent 0

This Ordinance is hereby transmitted to the County Executive for his signature.

10-8-12
Date

Mary Jo Spino
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 4464.

10-9-2012
Date

Michael D. Sanders
Michael D. Sanders, County Executive

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

ACCOUNT NUMBER: 010 2810
ACCOUNT TITLE: Grant Fund
Undesignated Fund Balance
NOT TO EXCEED: \$2,296.00

October 4, 2012
Date

Director of Finance and Purchasing
Director of Finance and Purchasing

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

- 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	\$2,296.00

- 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.

"Character is doing what's right
when no one is looking. !"

----- Forwarded by David L Rose/16/Courts/Judicial on 09/11/2012 03:48 PM -----

From: Mel Bockelman/16/Courts/Judicial
To: David L Rose/16/Courts/Judicial@Judicial
Cc: Theresa L Byrd/16/Courts/Judicial@Judicial
Date: 09/11/2012 03:36 PM
Subject: Fw: Regional Training Contract Award

Dave, I am forwarding the document OSCA sent me giving the award. I will also forward to you my explanation to Pam Behle of the amount we requested and what OSCA agreed to pay. Specifically, they awarded us \$2,296 of which they authorized \$800 to pay for the speaker; \$750 for travel expenses; \$35 toward room rental (pay for food cleanup); 4150 for brochures (or handouts); and though I did not initially ask for it, they also awarded \$561 for lunches bringing it to a total of \$2,296 and leaving a balance for us of \$1,200.

----- Forwarded by Mel Bockelman/16/Courts/Judicial on 09/11/2012 03:31 PM -----

From: Herb Conner/OSCA/Courts/Judicial
To: Mel Bockelman/16/Courts/Judicial@Judicial
Cc: Curt Hendricks/OSCA/Courts/Judicial@JUDICIAL, Linda
Dunbar/OSCA/Courts/Judicial@JUDICIAL, Brian Dowden/OSCA/Courts/Judicial@Judicial, Russell
Rottmann/OSCA/Courts/Judicial@JUDICIAL
Date: 08/30/2012 01:45 PM
Subject: Regional Training Contract Award

Good Afternoon Mel,

The Office of State Courts Administrator and the Juvenile Division Education Committee (JDEC) are pleased to announce the award of \$2,296.00 in funding to support the regional training "Creating Organizational Cultures of Trauma - Informed Care in Juvenile Justice Agencies" to be held by the 6th, 7th, 16th and 17th Circuits.

A copy of the award is enclosed for your records. Please note that the JDEC only approved \$800 for speaker fees. If you have any questions or concerns regarding the award please do not hesitate to contact me.

Sincerely,
Herb

1 attachment

[attachment "Document.pdf" deleted by Diane C Olmsted/16/Courts/Judicial]

Herb Conner
Contracts Coordinator
Administrative Services Division
Office of State Courts Administrator
573-522-2617
email: Herb.Conner@courts.mo.gov



**STATE OF MISSOURI
OFFICE OF STATE COURTS ADMINISTRATOR
REQUEST FOR PROPOSAL**

RFP NO: OSCA 13-005

TITLE: Juvenile Justice Education Regional Training Initiative

ISSUE DATE: May 29, 2012

CONTACT: Herb Conner

PHONE NO: (573) 522-2617

E-MAIL: osca.contracts@courts.mo.gov

PROPOSAL DUE DATE: Proposals will be accepted on an ongoing basis until fiscal year funds are no longer available. Qualifying projects will be reviewed before funding is authorized.

RETURN PROPOSAL TO: OFFICE OF STATE COURTS ADMINISTRATOR
Attn: Herb Conner
2112 INDUSTRIAL DRIVE
P O BOX 104480
JEFFERSON CITY, MO 65110

CONTRACT PERIOD: Date of Award through June 30, 2013

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE		DATE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		DATE
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE CIRCUIT IS INCLUDED IN PROPOSAL)		DATE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		DATE
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE CIRCUIT IS INCLUDED IN PROPOSAL)		DATE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		DATE
COURT	16 th Judicial Circuit- family court Division	
MAILING ADDRESS	Kemp Building 2729 Gillham Rd.	
CITY, STATE, ZIP	Kansas City, Missouri 64108	
CONTACT PERSON	Mel Bockelman	TITLE Manager Program Development
PHONE NUMBER	816-881-6512	FAX NUMBER 816-881-6504
		E-MAIL ADDRESS Mel.bockelman@courts.mo.gov

NOTICE OF AWARD (STATE USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		
<i>Requested: \$3,496 Awarded: \$2,296.</i>		<i>Budget Amendment only allowing \$800 for Speaker Fee.</i>
CONTRACT NO.	CONTRACT PERIOD	
<i>OSCA 13-005-01</i>	<i>August 21, 2012 - June 30, 2013</i>	
OSCA CONTRACTS COORDINATOR	DATE	STATE COURTS ADMINISTRATOR
<i>Herb Conner</i>	<i>8-21-2012</i>	<i>[Signature]</i>

1. INTRODUCTION

The Juvenile Division Education Committee (JDEC) through the Office of State Court Administrator (OSCA) is seeking proposals from circuit courts interested in sponsoring locally relevant professional development for juvenile and family court staff. A court may work independently, but collaboration with other courts in a regional effort is preferred. Participants may include but is not limited to, juvenile court staff, juvenile detention staff, juvenile and family court judges and commissioners, attorneys for juvenile officers, guardian ad litem and circuit clerk staff.

Proposals will be accepted through fiscal 2013 (July 1, 2012 through June 30, 2013) until funds are no longer available. Funding for regional training for future years will be considered by the JDEC based upon the success of this year's awards and the amount of state funds available. Qualifying projects will be reviewed and funded on an as requested basis.

The funding allows for *reimbursement* to the county treasurer on behalf of the juvenile and family courts for the costs associated with the development and implementation of approved professional development courses.

OSCA will review and provide recommendations to the JDEC. The JDEC will have final approval based on the merits of each proposal received and the availability of funds.

Limited funding is being provided through the JDEC from general revenue. Award amounts to any court may be limited to \$1,500 per day.

Courts may submit more than one proposal and may be funded for more than one proposal if funding is available.

2. PROGRAM KEY COMPONENTS

Funding will only be awarded for programs that fully integrate the use of at least one of the ten (10) core skills and competencies for juvenile justice staff recommended by the Supreme Court of Missouri. The ten (10) core competencies are:

- Courtroom Skills;
- Knowledge of Statutes, Juvenile Code and Supreme Court Rule;
- Ability to Communicate Effectively;
- Interviewing Skills;
- Knowledge of Community and Statewide Resources;
- Case Management Skills;
- Documentation – Ability to Prepare Written Reports;
- Basic Computer Skills;
- Professionalism; and
- Safety.

Programs may also adhere to the juvenile justice training standards recommended by the Supreme Court of Missouri. These standards are:

- Educational Requirements;
- Function and Jurisdiction of the Courts;
- Judicial Department Organizational Structure (state and local);
- Office of State Courts Administrator;
- Local Government;
- Personnel Policy and Appointing Authority;

- Sexual Harassment Awareness and Gender Fairness;
- Confidentiality;
- Supreme Court of Missouri rules and Missouri Statutes;
- Liability Issues; and
- Ethics.

3. **APPROVED TRAINING PROGRAMS**

The following is a list of JDEC approved programs that courts may use, but are not limited to:

- Adolescence Issues;
- Change Management;
- Child Decision Making;
- Collaboration;
- Creative Resource Development;
- Customer Service;
- Defusing Anger;
- Ethics;
- Fostering a Learning Environment;
- Generational Differences;
- Grammar Skills for Written Reports and Testimony;
- Juvenile Offender Classification;
- Leadership Essentials;
- Situational Awareness;
- Technology Facilitated Crimes against Children; and
- Use of Risk and Needs Classification Systems.

4. **EVALUATION AND AWARD CRITERIA**

Awards will be made by the JDEC based on a determination that the proposed training program incorporates content that address at least one (1) of the core skills and competencies for juvenile justice staff as recommended by the Supreme Court of Missouri. Proposals may also address the juvenile justice training standards, as recommended by the Supreme Court of Missouri. Cost efficiency of the proposal will be considered. Circuits are encouraged to submit proposals for no less than fifteen (15) staff per session.

OSCA agrees to provide technical assistance to each juvenile or family court in the preparation and presentation of the program. This technical assistance may include, but is not limited to:

- Meeting room rentals,
- Equipment rentals,
- Purchase or reproduction of training materials,
- Setup group luncheons for participants on the days of training and
- Preparation of speaker agreements as needed.

Requests for technical assistance should be directed to Curt Hendricks at (573) 526-8307 or via e-mail at Curt.hendricks@courts.mo.gov.

5. **CATEGORY OF ELIGIBLE FUNDS**

Juvenile or family courts may request funds to reimburse for the costs associated with the following categories **only**:

a. **Contractor Services:**

Juvenile or family courts may request contractual services funding for the purpose of providing speaker fees through the use of a speaker agreement. Contractual services

funding may also be requested for the rental of meeting spaces or contracting for the purchase of lunch for program participants.

- b. **Resource Materials:**
Funds may be awarded to purchase or reproduce resource materials to be distributed to training attendees. Resource materials may include videos, books, brochures and pamphlets related to the training topic.
- c. **Equipment Rental:**
Equipment rental requests such as a laptop or multimedia projector may be included in the application but only if required for the training session. No computer equipment will be funded through this initiative.
- d. **Administrative Costs and Supplies:**
Funds may be awarded to purchase supplies required for the training session and to cover the travel costs for guest speakers.

6. **AWARD CRITERIA**

Selection

The JDEC maintains the discretion to adjust, in whole or in part, each training request based upon the reasonableness of each request and the availability of funds.

Priority will be given to juvenile or family courts that can demonstrate programmatically or statistically how their proposed training will relate to real world issues or problems, especially where the training will contribute to staff capacity and professional development that addresses those issues or problems.

Awards will be made by the JDEC based upon the merits of each proposal.

Terms of Awards

All approved requests for reimbursement must be received at OSCA no later than June 15, 2013 to ensure reimbursement.

Juvenile or family courts are encouraged to:

- Maximize the use of the available funds by collaborating with other circuits to jointly provide training programs that one circuit would otherwise be unable to afford or sustain.
- Collaborate with other agencies and service providers to maximize the use of existing resources in the community, thereby reducing the amount of funding needed through this award.

If it appears that a juvenile or family court will not use all funds awarded, the JDEC may, at its discretion, reduce the amount of reimbursement funds to the juvenile or family court and distribute those funds as needed.

Any funds awarded cannot be used to supplant existing local or state funds. Supplanting refers to using these funds to replace funds normally available and currently received from local or state sources.

7. **REIMBURSEMENT OF COSTS**

No payments will be made directly to any contracted providers except when OSCA contracts separately with speakers. This will require that the county pay for these services up front. OSCA

anticipates a 2-4 week turnaround on reimbursement. All reimbursements will be made to the county treasurer. If more than one county is included in the proposal, the application must designate the county treasurer to whom all reimbursements are to be sent.

Note: This issue may need to be addressed with your county treasurer when planning your training proposal.

Invoices must be submitted by the juvenile or family court to OSCA, 2112 Industrial Drive, PO Box 104480, Jefferson City, MO 65110 Attention: Curt Hendricks, no later than thirty (30) days after the completion of the training. A Certificate of Compliance Form must be completed and mailed with the invoices. Certificate of Compliance forms will be provided to each court awarded a contract prior to the start of the contract period.

Copies of all invoices and other supporting documentation must be attached and submitted to OSCA with the Certificate of Compliance requesting reimbursement.

8. APPLICATION REQUIREMENTS

All juvenile or family courts desiring to apply for funding for costs associated with the training should complete the application located at Attachment A. Priority will be given to juvenile or family courts for award of funds as stated in section #6 above.

Proposals must be signed by the Presiding Judge or if applicable, the Family Court Administrative Judge. If a joint application is submitted, the Presiding Judge or Family Court Administrative Judge of each participating circuit must sign the application.

Proposals may be sent by:

- Fax to Herb Conner at (573) 522-6937; or
- E-mail to Herb.Conner@courts.mo.gov; or
- Regular mail to the address on the cover page.

Proposals must include the following:

- The name of the proposed professional training;
- Juvenile or family court submitting the application;
- Proposed training date(s); and
- Location of training.

Budget

Justifications for budgets should include the total amount requested and an itemized budget for each funding category requested. The funding categories are listed below.

- a. Contractual Services;
- b. Resource Materials;
- c. Equipment; and
- d. Administrative costs and supplies.

Each proposal must provide the name of a single county treasurer to which all reimbursements will be made. Payments will not be made to multiple counties.

Attachment A

JUVENILE JUSTICE EDUCATION REGIONAL TRAINING INITIATIVE PROPOSAL

Circuit(s) Applying

Location of Training - City

Proposed dates

Training Topics

Learning Objectives

Proposed Speaker(s) describe

Target Audience

Let the title of the juvenile justice professionals who will participate

Estimated number of Participants

Project Funding Breakdown

Identify the funding needs of the following areas as applicable to the professional training.

Contractual Services

Resource Materials

Equipment Rental

Administrative cost and supplies

Total Amount of Funds Requested

Family Court and the Juvenile Officer is required. If a joint proposal is being submitted, the Presiding Judge or Administrative Judge of the Family Court and the Juvenile Officer of each participating circuit must sign the proposal. (Attach additional sheets if necessary.)

Circuit Number:	
Judge _____	Juvenile Officer _____

Circuit Number:	
Judge _____	Juvenile Officer _____

Circuit Number:	
Judge _____	Juvenile Officer _____

Circuit Number:	
Judge _____	Juvenile Officer _____

JUVENILE JUSTICE EDUCATION REGIONAL TRAINING INITIATIVE PROPOSAL

Circuit(s) Applying

16th, 6th, 7th, 17th

Location of Training – City

Kansas City

Proposed dates

September 19, 2012

Training Topics

Title: **Creating Organizational Cultures of Trauma-Informed Care in Juvenile Justice Agencies**

Learning Objectives

1. Understand trauma and its types.
2. How trauma exposure is associated with delinquency, violence, and school failure.
3. How youth are more likely to overcome traumatic experiences when caring adults are in their lives.
4. The juvenile justice system needs to become a trauma informed system of care to accomplish its task to protect the community and reduce recidivism.
5. How to create organizational cultures of trauma-informed care in juvenile justice agencies.

Proposed Speaker(s) describe

Ms. Lori Beyer, MSW, Lead Trainer for Community Connections. Ms Beyer has fifteen years experience in the mental health field and specializes in training and consulting with agencies and clinicians nationally on trauma-informed care, organizational culture and specific services.

Target Audience

List the titles of the juvenile justice professionals who will participate

Judges, attorneys, juvenile officers, detention managers and line staff, juvenile probation officers

Estimated number of Participants

50

Project Funding Breakdown

Identify the funding needs of the following areas as applicable to the professional training.

Contractual Services	\$2,750 (speaker fee:\$2,000; travel exp: \$750)
Resource Materials	Room Rental: free
Equipment Rental	N/A
Administrative cost and supplies	Brochures: \$150
Total Amount of Funds Requested	\$3,000

The Justice Policy Institute recently recommended trauma informed care for kids in the juvenile justice system. Reclaiming Futures asserts that it makes sense to invest in trauma informed care in juvenile justice. And the National Council of Juvenile and Family Court Judges in conjunction with the National Child Traumatic Stress Network and OJJDP published Ten Things Every Juvenile Court Judge Should Know About Trauma and Delinquency. They included:

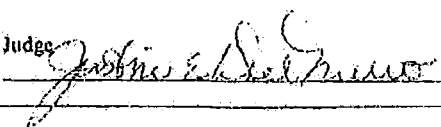
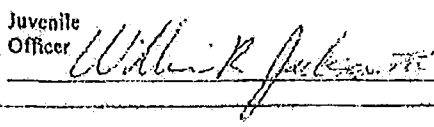
1. Traumatic experience threatens someone's life, safety, or well-being and provokes/overwhelms a person's ability to cope, and provoke intense feelings of fear, terror, helplessness, hopelessness, and despair.
2. Child and adolescent traumatic stress can lead to PTSD. Rates of PTSD among court involved youth are estimated between 3-50% comparable rates to soldiers returning from Iraq. The Justice Policy Institute 75%-93% of youth entering the juvenile justice system have experienced at least one traumatic incident. The Child Mental Health Institute found 28% of youth in juvenile justice had experienced 4 or more traumatic events. Sherry Jackson studied a database of 36,000 first time juvenile arrestees and found that those who had experienced trauma were more likely to re-offend within 12 months. Trauma provokes delinquent recidivism
3. Exposure to child abuse and neglect can inhibit brain growth and especially in areas that control learning and self regulation.
4. The effect of trauma is cumulative and is associated with delinquency risk. The more trauma experienced, the higher the risk of future delinquency.
5. Traumatic exposure, delinquency and school failure are related.
6. Trauma assessments reduces misdiagnosis, and promotes better outcomes.
7. There are evidence based treatments that effectively help reduce the harm caused by trauma.
8. As with many other child and adolescent problems, family involvement is an importance source of involvement.
9. Youth are more likely to overcome adversities when caring adults are in their lives.
10. The juvenile justice system needs to become a trauma informed system of care to accomplish its task to protect the community and reduce recidivism.

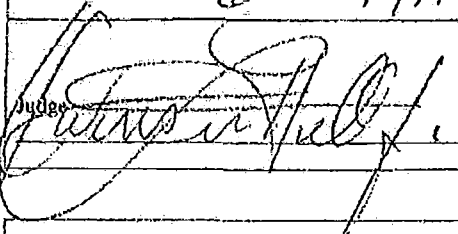
According to Kristine Buffington, author of the NCJFC document above, "Research shows that the majority of youth in the juvenile justice system have experienced traumatic events; the juvenile court is disadvantaged if this fact is overlooked."

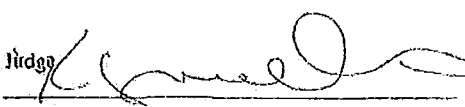
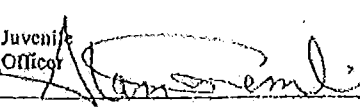
In 2011 Jackson County Family Court received 1,343 delinquency referrals. 451 youth were placed in secure Detention; 108 were detained in Jackson Alternative to Detention; 243 at Community Reintegration Group Home; 972 went through Prevention and Diversion; 448 were added to Probation; 40 were placed at McCune residential treatment facility; and 45 placed at Hilltop. If national norms are true here, then 75-93% experienced at least one traumatic event and 28% more than four traumatic experiences. It is crucial then that our agency and those of our colleagues in Clay, Platte, Cass, and Johnson Counties become organizations of trauma informed cultures with staff trained

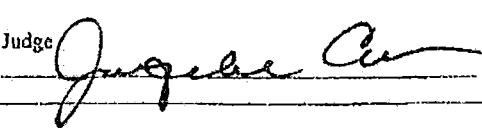
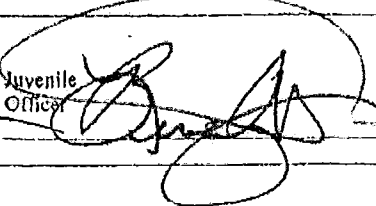
and practicing trauma informed services with these youth. We will become more effective at protecting the community and reducing recidivism.

Family Court and the Juvenile Officer is required. If a joint proposal is being submitted, the Presiding Judge or Administrative Judge of the Family Court and the Juvenile Officer of each participating circuit must sign the proposal. (Attach additional sheets if necessary.)

Circuit Number: 16 th - Jackson County	
Judge: 	Juvenile Officer: 

Circuit Number: 6 th - PLATE County	
Judge: 	Juvenile Officer: Janet Warner

Circuit Number:	
Judge: 	Juvenile Officer: 

Circuit Number:	
Judge: 	Juvenile Officer: 

JUVENILE JUSTICE EDUCATION REGIONAL TRAINING INITIATIVE PROPOSAL

Circuit(s) Applying

16th, 6th, 7th, 17th

Location of Training – City

Kansas City

Proposed dates

September 19, 2012

Training Topics

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Target Audience

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Estimated number of Participants

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Project Funding Breakdown

Identify the funding needs of the following areas as applicable to the professional training.

Contractual Services	\$3,311 (speaker fee: \$2,000; travel exp: \$750; catering lunch \$561 (51 persons x \$11))
Resource Materials	Room Rental: \$35
Equipment Rental	N/A
Administrative cost and supplies	Brochures: \$150
Total Amount of Funds Requested	\$3,496

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and practicing trauma informed services with these youth. We will become more effective at protecting the community and reducing recidivism.