Agenda Item #: 3-DD-1

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: December 18, 2018	[X] Consent [] Ordinance		Regular Public Hearing			
Department: Judicial – Court Administration						
Submitted By: Judicial – Court Admi	inistration					

I. EXECUTIVE BRIEF

Motion and Title: Making Every Day Count Juvenile Court Case Manager

Staff recommends motion to: A) Accept, on behalf of the Fifteenth Judicial Circuit, a donation in the sum of \$22,627 from, "Making Every Day Count, Inc." as continuing support of the Delinquency and Family Drug Court programs; **B)** Approve utilization of the funds for the continued support of a part-time Court Administration Juvenile Court Case Manager; and **C)** Approve the budget amendment of \$22,627 to the general fund.

Summary: On November 20, 2018 the Fifteenth Judicial Circuit received a letter committing additional funds to Palm Beach County in the sum of \$22,627 from Making Every Day Count, Inc. The funds will support the continued employment of the Juvenile Court Case Manager. This position is responsible for the recruitment, training, and coordination of advocates to assist Delinquency and Family Drug Court participants. The funding will cover the Juvenile Court Case Manager salary, applicable employment taxes, and travel costs. The increased funds will allow the case manager hours to increase from ten hours to 20 hours per week. Pay is \$20.53 per hour until the funds are depleted. The position reports to the Juvenile Court Operations Manager of the Fifteenth Judicial Circuit, with supervision by the Administrative Judge of the Juvenile Division.

Background and Justification: The Juvenile Court Case Manager assists the participants involved in one of two Circuit Drug Courts: Family Drug Court and Delinquency Drug Court. Family Drug Court is a 12-month voluntary program for Palm Beach County parents, over 18 years of age, who have had their children removed from their care because of their own substance abuse and addiction. The Delinquency Drug Court program is a six-month program for Palm Beach County youth, ages 14 to 17, with a substance abuse problem. These Drug Court programs support and assist program participants and families through intensive judicial supervision with frequent court appearances, individual/group substance abuse treatment, family therapy, random drug testing, incentives and sanctions, educational monitoring, and service referrals for children. The Drug Courts work collaboratively to achieve goals such as the reduction of substance abuse; sobriety; and improvement of family interactions and functions. The achievement of these goals reduces drug use, crime, and fosters healthy families. The donated funds will support the continued employment of the Juvenile Court Case Manager position who in turn will assist in reaching the Drug Courts' goals.

Attachments: 1. Commitment letter from Making Every Day Count, Inc. **2.** Budget Amendment

Recommended by:		12-12-13		
	Department Director	Date		
		10 C A		

Approved By:

Assistant County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020		
Capital				
Expenditures				
Operating Costs	\$22,627			
Salary, Taxes				
Travel				
External	(\$22,627)			
Revenues				
Program				
Income(County)				
In-Kind	·			
Match(County				
NET FISCAL	0			
IMPACT				
#ADDITIONAL				
FTE				
POSITIONS				
(CUMULATIVE				

Is Item Included in Current Budget?	Yes	No X
Does this item include the use of federal funds?	Yes	No X
Rudget Assount No.		

Bu	ıdget	Acco	unt	No:

C.

Fund	Dept	Unit
0001	520	5246

C. Departmental Fiscal Review:

Other Department Review

Department Director

B. Recommended Sources of Funds/Summary of Fiscal Impact:

The salaries, benefits, and travel cost will be covered by donated revenue from Making Every Day Count, Inc. There is no fiscal impact in FY 19 or FY 20. Unspent funds in FY19 will carry-forward to cover incurred cost in FY 20.

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	III. REVIEW C	OMMENTS:
A.	OFMB Fiscal and/or Contract Dev. and	Control Comments:
	OFMB 12/12/12	Contract Dev. & Control 12/12/18
В.	Legal Sufficiency	<i>,,_,</i>
	Assistant County Attorney	



Martha Ahr, President Making Every Day Count, Inc. 501 South Flagler Drive, Suite 501 West Palm Beach, FL 33401

November 20, 2018

Hon. Krista Marx Fifteenth Judicial Circuit 205 North Dixie Highway West Palm Beach, FL 33401

Dear Judge Marx:

Making Every Day Count, Inc., a 501(c)(3) organization, wishes to donate additional funding in the amount of \$22,627.00 to Palm Beach County, for use by the Court to continue funding a part-time County-funded Court Employee with the title of "Juvenile Court Case Manager". The position in this second year will be for twenty (20) hours per week at \$20.53 per hour. The donated amount will cover the salary, applicable employment taxes, and travel cost. Making Every Day Count, Inc. agrees to provide funding for one additional year. The effective date of the funding will be take effect at the expiration of the previously funded donation and end one year later.

The duties of the position include the following:

- Recruit and identify advocates to support Delinquency and Family Drug Court participants
- Work collaboratively with Delinquency Drug Court ("DDC") and Family Drug Court ("FDC") staff to match advocates with program participants
- Implement and administer practices to monitor the advocate/participant matches
- Create background verification protocols for advocates and oversee the process
- Implement and provide an orientation for new advocates
- Identify required resources to supplement the activities of the advocates
- Make recommendations to the Board regarding the needs of DDC and FDC participants
- Assist the Drug Court advocates, as needed
- Report to Making Every Day Count, Inc. every six months and/or as requested.

The position shall report to the Juvenile Court Operations Manager, under the Supervision of the Administrative Judge of the Juvenile Division. Additional relevant duties may be added, as needed.

With the funding of this position, we hope to assist the administration of the Delinquency and Family Drug Court programs to better serve the participants.

Sincerely,

Martha Ahr

Martha Phr



BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET AMENDMENT

0001 General Fund

BGRV 120618*100 BGEX 120618*441

							EXPENDED/	
A COOP NILIMADED	A COCCATING BY A DATE	ORIGINAL	CURRENT	71.67.71.67		ADJUSTED	ENCUMBERED	REMAINING
ACCT.NUMBER	ACCOUNT NAME	BUDGET	BUDGET	INCREASE	DECREASE	BUDGET	AS OF 12/6/2018	BALANCE
REVENUES	•							
REVERGES		-		•	•			
520-5246-6690	Other Contributions and Donations Capital	0	0	22,627	0	22,627		
•	· -					,-,		
	Total	1,404,865,328	1,405,365,328	22,627	0	1,405,387,955	•	
							•	
EXPENDITURES		•						
520-5246-1201	Salaries & Wages Regular	0	0	17,968	0	17,968	0	17,968
520-5246-2101	Fica-Taxes	112	112			1,226		1,125
520-5246-2105	Fica Medicare	26	26	261	. 0	287	24	263
520-5246-2201	Retirement Contribution-Frs	0	0	1,484	0	1,484	134	1,350
520-5246-4007	Tavel-Mileage	162	162	1,800	0	1,962		1,962
	Total	1,404,865,328	1,405,365,328	22,627	0	1,405,387,955	258	1,405,387,697
			G: 1					

Court Administration

INITIATING DEPARTMENT/DIVISION
Administration/Budget Department Approval

OFMB Department - Posted

Signatures & Dates

By Board of County Commissioners At Meeting of 12/18/2018

Deputy Clerk to the Board of County Commissioners