

HONORABLE RALPH H. WALTON, JR.
- District Judge -
355th Judicial District



HONORABLE VINCENT J. MESSINA
- County Court at Law Judge -

HONORABLE RON MASSINGILL
- County Judge -
Hood County, Texas

SHELLI BERRY
- Chief Juvenile Probation Officer -
P.O. Box 2081 • Granbury, TX 76048
(817) 579-3273 ext. 5428

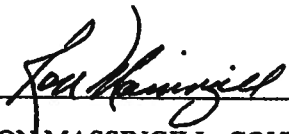
HOOD COUNTY YOUTH SERVICES 355TH JUDICIAL DISTRICT

Notice of the regular meeting of the Hood County Juvenile Board on **Tuesday, March 24, 2020 at 8:00 AM** in the Central Jury Room located in the Hood County Justice Center at 1200 W. Pearl St., Granbury, TX. At which meeting, the following subjects will be discussed, and the following matters acted upon:

Agenda

- I. Call to order
- II. Approve minutes from previous meeting(s).
- III. Review requests for budget line item amendments and consider for approval.
- IV. Consider payment of invoices for the period March 05, 2020 through March 18, 2020 and take appropriate action. March 24, 2020 Expenditures: \$13,781.36.
- V. Ratify current payroll.
- VI. Consider and approve personnel changes, new hires, and terminations.
- VII. Receive update from Lake Granbury Youth Services.

ADJOURN



RON MASSINGILL, COUNTY JUDGE

Notice of meeting/agenda posted at Hood County Courthouse, 100 E. Pearl St., Granbury, Texas, on March 19, 2020, by A. West.

Notice

Policy of Non-Discrimination on the Basis of Disability

County of Hood does not discriminate on the basis of disability in the admission of access to, or treatment or employment in, its programs or activities. Personnel Director, Personnel Dept. 1410 W. Pearl St., Granbury, Texas 76048, phone 817-408-3450 has been designated to coordinate compliance with the non-discrimination requirements in Section 35.107 of the Department of Justice regulations. *Information concerning the provisions of the Americans with Disabilities Act, and the rights provided there under, is available from the Personnel Director.

Hood County Juvenile Board Reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code, §551.071 (Consultation with Attorney), subsection 551.071(2) (Consultation with Attorney on legal matters that are not related to litigation), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), and §551.087 (Economic Development).

THE FOLLOWING MEMBERS WERE PRESENT:

RALPH H. WALTON, JR., DISTRICT JUDGE
RON MASSINGILL, COUNTY JUDGE

REGARDING ITEM 1: JUDGE WALTON CALLED THE MEETING TO ORDER AT 8:01 A.M. ON THE AFORSAID DATE OF MARCH 24, 2020.

REGARDING ITEM 2: MOTION MADE BY JUDGE MASSINGILL TO APPROVE THE MINUTES OF THE MARCH 10, 2020 MEETING. SECONDED BY JUDGE WALTON. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 3: MOTION MADE BY JUDGE WALTON TO APPROVE THE BUDGET LINE ITEM AMENDMENT FOR THE JUVENILE PROBATION DEPARTMENT. SECONDED BY JUDGE MASSINGILL. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 4: MOTION MADE BY JUDGE MASSINGILL TO APPROVE PAYMENT OF THE BILLS FOR THE JUVENILE PROBATION DEPARTMENT. SECONDED BY JUDGE WALTON. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 5: MOTION MADE BY JUDGE MASSINGILL TO RATIFY PAYROLL FROM MARCH 2, 2020 - MARCH 15, 2020. SECONDED BY JUDGE WALTON. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 6: MOTION MADE BY JUDGE WALTON TO APPROVE THE PERSONNEL CHANGES, NEW HIRES AND TERMINATIONS. SECONDED BY JUDGE MASSINGILL. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 7: SHELLI BERRY, JUVENILE PROBATION DEPARTMENT DIRECTOR GAVE THE MONTHLY UPDATE FOR LAKE GRANBURY YOUTH SERVICES.

ADJOURNED AT 8:11 A.M.

JUDGE RALPH H. WALTON, JR.



JUDGE VINCENT MESSINA



JUDGE RON MASSINGILL



Hood County, TX

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT09914 - CORRECTION TO FUND 53

Adjustment Number	Budget Code	Description	Adjustment Date
BA0000496	BUDGET OCT 2019- SEP 2020	CORRECTION TO FUND 53	10/1/2019
Summary Description:			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
INTEREST					
CORRECTION TO FUND 53					
October: -0.17	January: -0.17	April: 0.17	0.00	-2.00	2.00
November: -0.17	February: -0.17	May: -0.17	July: -0.17	-0.17	
December: -0.17	March: -0.17	June: -0.17	August: -0.17	-0.17	
			September: -0.13	-0.13	
TRFR FRM PRIOR FD BAL EQTY					
CORRECTION TO FUND 53					
October: 366.67	January: 366.67	April: 366.67	-4,460.00	4,400.00	-60.00
November: 366.67	February: 366.67	May: 366.67	July: 366.67	366.67	
December: 366.67	March: 366.67	June: 366.67	August: 366.67	366.67	
			September: 366.63	366.63	
FOSTER CARE					
CORRECTION TO FUND 53					
October: -366.50	January: -366.50	April: -366.50	4,460.00	-4,398.00	62.00
November: -366.50	February: -366.50	May: -366.50	July: -366.50	-366.50	
December: -366.50	March: -366.50	June: -366.50	August: -366.50	-366.50	
			September: -366.50	-366.50	

Budget Adjustment Register

Packet: GLPKT09914 - CORRECTION TO FUND 53

Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After	
00	19 SEP 2020	BUDGET OCT 2019-SEP 20	053-3590-0530	INTEREST	0.00	-2.00	-2.00
			053-3700-3340	TRFR FRM PRIOR FD BAL EQTY	-4,460.00	4,400.00	-60.00
			053-4580-48700	FOSTER CARE	4,460.00	-4,398.00	62.00
			OCT 2019-SEP 2020 Total:	0.00	0.00	0.00	
			Grand Total:	0.00	0.00	0.00	

CERTIFICATION FOR THE PAYMENT OF BILLS

THE STATE OF TEXAS

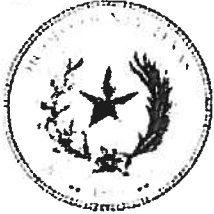
COUNTY OF HOOD

To certify the authorization for payment of bills as presented and made a part of the minutes of Hood County Juvenile Board on this 24th day of March, 2020 with the following exceptions: None.

(list, if any)

CERTIFIED BY CHIEF ADMINISTRATIVE OFFICER


Shelli Berry



Hood County, TX

Check Register

Packet: APPKT03798 - 03/24/2020 JUV PROBATION

By Vendor Name

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: GEN DISB-GENERAL DISBURSEMENT						
018324	ATTENTI US, INC	03/18/2020	Regular	0.00	87.92	
021504	EIDE BAILLY LLP	03/18/2020	Regular	0.00	5,400.00	
005618	GRAYSON COUNTY DEPARTMENT	03/18/2020	Regular	0.00	5,733.01	
007595	JP MORGAN CHASE BANK, NA	03/18/2020	Regular	0.00	91.64	
007521	PEGASUS SCHOOLS INC	03/18/2020	Regular	0.00	1,186.14	
012617	PSYCHOTHERAPY SERVICES & YOKEI	03/18/2020	Regular	0.00	770.00	
005838	REDWOOD TOXICOLOGY LABORATC	03/18/2020	Regular	0.00	236.87	
010086	STAPLES ADVANTAGE	03/18/2020	Regular	0.00	75.75	
009038	XEROX CORPORATION	03/18/2020	Regular	0.00	200.03	

Bank Code GEN DISB Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	9	9	0.00	13,781.36
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	9	9	0.00	13,781.36

**HOOD COUNTY JUVENILE BOARD
JUVENILE PROBATION PAYROLL**

Payroll from March 2, 2020 through March 15, 2020

Paid on March 20, 2020

Total Payroll - Fund 56	\$	<u>9,925.43</u>
Total Employees Paid		6

Motion Made by Board Member *Stephanie*

To ratify Payroll as presented.

Seconded by Board Member *Carla*

All voted AYE, motion carried.

Approved this 24th day of March, 2020

Juvenile Probation Director *Shelli*

Treasurer *Leigh A. McCoy*

Auditor *Debra Kidd*



HOOD COUNTY PERSONNEL AND RISK MANAGEMENT

THE ATTACHED PERSONNEL CHANGES HAVE BEEN APPROVED BY THE JUVENILE BOARD ON
MARCH 24, 2020.

Melissa Wellborn
PERSONNEL DIRECTOR

Rebecca Kidd
AUDITOR

Sam Hamming
COUNTY JUDGE

Donna J. [Signature]
DISTRICT JUDGE

[Signature]
JUVENILE PROBATION DIRECTOR

COUNTY COURT AT LAW JUDGE

**Juvenile Board
Changes For
March 24, 2020**

Salary Changes	Effective Date	From	To	Increase	Annual Salary	Next Review Date	Employee #
NONE							
Terminations							
NONE							
New Hires							
NONE							
Comp Time Liability as of 03/15/2020		From	To				
Juvenile Probation Fund 056		239.24	232.93				
Total Liability		From	To	Difference			
Fund		# Employees	# Employees				
Juvenile Probation Department		6	6				
Additional Information							

March 24, 2020 Hood County Juvenile Board Lake Granbury Youth Services Updates

Chief Berry,

You can see our numbers listed in the report attached, but I did want to provide you some additional information to explain a couple of the categories listed on the report. We have experienced an uptick in incidents over the past 30 days, specifically the incidents involving fights and assaults. We had a couple students who were the main root cause to most of the reported incidents for these two categories, and we ended up discharging those students unsuccessfully from the program, based on the multitude of issues they created.

We had a Youth Sexual Conduct incident, which involved an allegation which was reported to a therapist while she was meeting with her student on-site. The student advised her therapist that she had witnessed a male student and a female student hug each other and kiss each other around 1-3 weeks prior to the day she made the report to the therapist. She made the report verbally to the therapist on 2/7/2020 in the individual session. Based on this report, we immediately reported this allegation to TJJD's ICR Hotline and the incident was investigated internally. The incident was confirmed by the students who were reported as being involved in the incident. We took additional steps to limit those two different cottages from having contact with each other during the programming day, and both students were held accountable for their actions.

We reported two incidents requiring medical treatment of youth at the facility. This involved a student who was taken off-site to the emergency room due to his lip being cut open during an altercation with another student on 2/3/2020. Student returned back on-site with no further issues. The other off-site medical incident involved a student who injured his left hand during his punching another student in the face on 2/14/2020. This student was treated and was returned back to campus without any further issues.

We reported a staff-related injury requiring treatment. This involved a female staff member who was pushed backwards during an incident occurring on 2/28/2020, causing her to hit her head and neck. She was taken off-site for medical review and was allowed to return back to work with some restrictions.

Lastly, in the event here are any necessary or needed standard deviations or modifications, due to the present circumstances, I may be requesting you and the Juvenile Board to consider approval of such deviations or modifications. If this is needed, I would immediately reach out to you directly, so we may coordinate the best possible way to present the requested change to the Hood County Juvenile Board or Juvenile Board Chair for approval consideration. I have attached the statement which I sent your way this morning, specifically related to this situation.

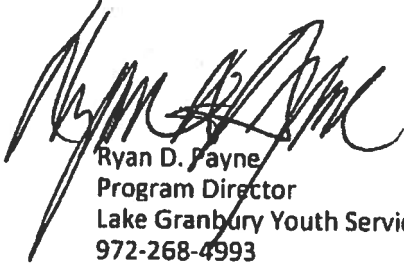
"On March 13, 2020, Executive Director Camille Cain approved departments and facilities to work through their juvenile boards when needing to address changes to operations. Specifically, the following was provided to the field "In instances in which a particular situation is not addressed by the emergency preparedness or work stoppage plan or you need to deviate from those plans, communicate with your juvenile board or board chair to determine the appropriate and reasonable course of action and get their approval in writing (this can be done formally or informally, as the situation warrants). Maintain these approvals for future monitoring

visits." Many of you have taken the time to forward to us specific changes, which we appreciate. This email included notification that all monitoring visits were suspended through April 30, 2020, and we will reassess the situation on April 15, 2020."

Rite of Passage's formal updates and responses to the COVID-19 has been made available via our company website (riteofpassage.com). We are committed to ensure all of our students and staff remain in highest of priority during this time, and I will immediately update you on any changes with Lake Granbury Youth Services.

If you should need anything else for the March 24, 2020 Juvenile Board Meeting, please do not hesitate to contact me directly.

Thanks,

A handwritten signature in black ink, appearing to read 'Ryan D. Payne', is written over the typed name and title.

Ryan D. Payne
Program Director
Lake Granbury Youth Services
972-268-4993
ryan.payne@rop.com

Lake Granbury Youth Services Juvenile Board Updates

March 24, 2020 Board Meeting

Current Population on 3/23/2020:

63 - Post-Adjudication Students

07 - Pre-Adjudication Students

70 - Total Student (3/23/2020, 5:00AM Head Count)

Reporting Date Range: February 1, 2020 through February 29, 2020

1 – Facility Population and Capacity Report:

- Average Population Post-Adjudication Students: 61
- Average Population Pre-Adjudication Students: 8

2 – Number of Serious Incidents (by category):

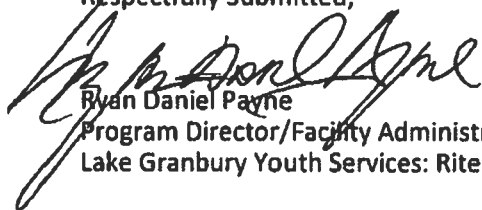
- Attempted Escapes: 0
- Attempted Suicide: 0
- Escapes: 0
- Reportable Injury: 0
- Youth-On-Youth Physical Assaults: 7
- Youth-On-Staff Physical Assaults: 1
- Fights: 11 Total Fights/ 6 Total Incident Reports
- Youth Sexual Conduct: 1
- Personal Restraints: 18
- Mechanical Restraints: 3
- Chemical Restraints: 0

3 – Number of injuries to residents, requiring medical treatment: 2

4 – Number of injuries to staff requiring medical treatment: 1

All information presented is in compliance with Title 37 of the Texas Administrative Code, Chapter 343.212 (i) Duties of Facility Administrator.

Respectfully Submitted,



Ryan Daniel Payne
Program Director/Facility Administrator
Lake Granbury Youth Services: Rite of Passage

