

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

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Notice of the regular meeting of the Hood County Juvenile Board on Tuesday, June 11, 2019, 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 May 23, 2019 through June 5, 2019 and take appropriate action. June 11, 2019 Expenditures: \$13,248.63.
- V. Ratify current payroll.
- VI. Consider and approve personnel changes, new hires, and terminations.
- VII. Receive update from Lake Granbury Youth Services.
- VIII. Consider TJJD FY 2018 Audit and take appropriate action.

ADJOURN

  
\_\_\_\_\_  
RON MASSINGILL, COUNTY JUDGE

Notice of meeting/agenda posted at Hood County Courthouse, 100 E. Pearl St., Granbury, Texas on June 6, 2019, 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 and Governmental Affairs 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 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), §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  
VINCENT MESSINA, COUNTY COURT AT LAW JUDGE  
RON MASSINGILL, COUNTY JUDGE

REGARDING ITEM 1: JUDGE WALTON CALLED THE MEETING TO ORDER AT 8:00 A.M. ON THE AFORESAID DATE OF JUNE 11, 2019.

REGARDING ITEM 2: MOTION MADE BY JUDGE MASSINGILL TO APPROVE THE MINUTES OF THE MAY 28, 2019 MEETING. SECONDED BY JUDGE MESSINA. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 3: MOTION MADE BY JUDGE MESSINA TO APPROVE THE BUDGET LINE ITEM AMENDMENTS. SECONDED BY JUDGE MASSINGILL. MOTION CARRIED. SEE ATTACHED.

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

REGARDING ITEM 5: MOTION MADE BY JUDGE MESSINA TO RATIFY PAYROLL FROM MAY 13, 2019 - MAY 26, 2019. SECONDED BY JUDGE MASSINGILL. 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: RYAN PAYNE, PROGRAM DIRECTOR FOR LAKE GRANBURY YOUTH SERVICES GAVE A MONTHLY UPDATE.

REGARDING ITEM 8: MOTION MADE BY JUDGE MESSINA TO APPROVE THE TJJD FY 2018 AUDIT. SECONDED BY JUDGE MASSINGILL. MOTION CARRIED. SEE ATTACHED.

ADJOURNED AT 8:15 A.M.

  
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JUDGE RALPH H. WALTON, JR.

  
\_\_\_\_\_  
JUDGE VINCENT MESSINA

\_\_\_\_\_  
JUDGE RON MASSINGILL

# HOOD COUNTY

## 2019 LINE ITEM TRANSFER

<b>DEPARTMENT</b>	<b>JUVENILE PROBATION</b>	<b>COURT DATE</b>	<b>6/11/2019</b>
<b>ITEM</b>	<b>TO/FROM REASON</b>	<b>GENERAL LEDGER ACCOUNT CODE</b>	<b>ACCOUNT TITLE</b>
<b>1</b>	<b>TO (INCREASE)</b>	056 - 4101 - 10240	BPS/DS & CP/CI SALARY \$ 50,000.00
	<b>FROM (DECREASE)</b>	056 - 4101 - 20140	BPS/DS & CP/CI BENEFITS \$ (50,000.00)
	<b>REASON (BE SPECIFIC)</b>	LINE ITEM ADJUSTMENT FOR RETIREMENT & HEALTH INSURANCE THAT HAS BEEN DEBITED TO SALARY INSTEAD OF BENEFITS	
<b>2</b>	<b>TO (INCREASE)</b>	010 - 5700 - 48710	FOSTER CARE NON-SECURE \$ 5,000.00
	<b>FROM (DECREASE)</b>	010 - 5700 - 40840	CONTRACT SERVICES - AUDIT \$ (5,000.00)
	<b>REASON (BE SPECIFIC)</b>	LINE ITEM INCREASE FOR FOSTER CARE NON-SECURE FOR CURRENT INVOICES TO AGREE WITH STATE BUDGET	
<b>3</b>	<b>TO (INCREASE)</b>	-	
	<b>FROM (DECREASE)</b>	-	
	<b>REASON (BE SPECIFIC)</b>		

**BUDGET AMENDMENT REQUESTS MUST BE PLACED ON COURT AGENDA BY COUNTY JUDGE, PRIOR TO COMMISSIONER COURT FOR PROCESSING RELATED PAYMENTS. DEPARTMENT HEAD IS TO PRESENT AMENDMENT REQUEST IN COURT.**

  
 \_\_\_\_\_  
 ELECTED/APPOINTED OFFICIAL

6/4/19  
 \_\_\_\_\_  
 DATE

\_\_\_\_\_  
 AUDITOR

\_\_\_\_\_  
 DATE

CERTIFICATION FOR THE PAYMENT OF BILLS


THE STATE OF TEXAS

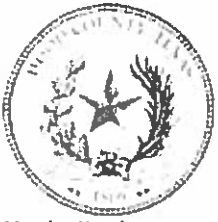
COUNTY OF HOOD

To certify the authorization for payment of bills as presented and made a part of the minutes of Hood County Juvenile Board on this 11th day of June, 2019 with the following exceptions: None.

(list, if any)

CERTIFIED BY CHIEF ADMINISTRATIVE OFFICER

  
Shelli Berry



Hood County, TX

# Check Register

Packet: APPKT03325 - 06/11/19 JUV PROBATION

By Vendor Name

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: GEN DISB-GENERAL DISBURSEMENT</b>						
018324	ATTENTI US, INC	06/05/2019	Regular	0.00	273.18	
009786	GARY HIVELY	06/05/2019	Regular	0.00	852.50	
005817	GRANBURY TIRE CENTER	06/05/2019	Regular	0.00	134.33	
010153	RITE OF PASSAGE, INC	06/05/2019	Regular	0.00	11,988.62	

**Bank Code GEN DISB Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	5	4	0.00	13,248.63
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
	5	4	0.00	13,248.63

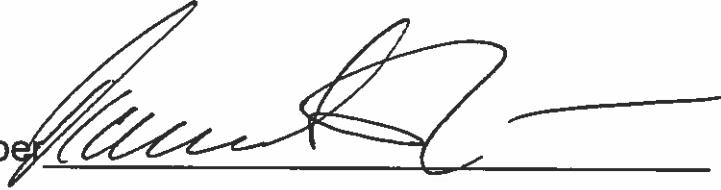
**HOOD COUNTY JUVENILE BOARD  
JUVENILE PROBATION PAYROLL**

Payroll from May 13, 2019 through May 26, 2019

Paid on May 31, 2019

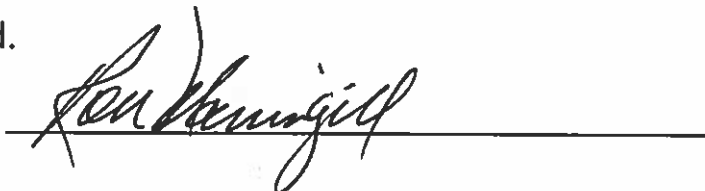
<b>Total Payroll - Fund 56</b>	<b>\$</b>	<u>9,532.58</u>
<b>Total Employees Paid</b>		<b>5</b>

Motion Made by Board Member



To ratify Payroll as presented.

Seconded by Board Member



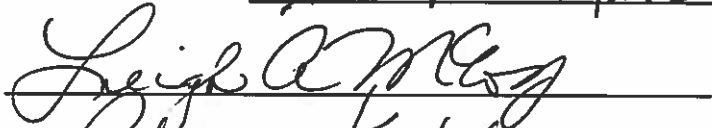
All voted AYE, motion carried.

Approved this 11th day of June, 2019

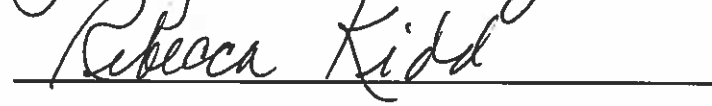
Juvenile Probation Director



Treasurer



Auditor





**HOOD COUNTY PERSONNEL  
AND RISK MANAGEMENT**

THE ATTACHED PERSONNEL CHANGES HAVE BEEN APPROVED BY THE JUVENILE BOARD ON  
JUNE 11, 2019.

Richard Aquino  
PERSONNEL DIRECTOR

Rebecca Kidd  
AUDITOR

Lawrence King  
COUNTY JUDGE

Orlando  
DISTRICT JUDGE

Terrie Padu for Shelli Boy  
JUVENILE PROBATION DIRECTOR

Murphy  
COUNTY COURT AT LAW JUDGE





**Lake Granbury Youth Services Juvenile Board Updates**

**June 11, 2019 Board Meeting**

**Current Population:**

84 - Post-Adjudication Students

3 - Pre-Adjudication Students

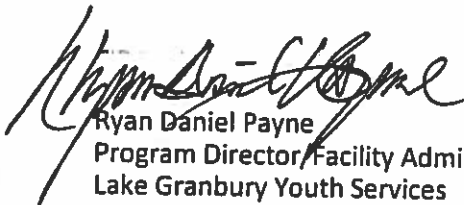
87 - Total Students (6/11/19 5:00AM Head Count)

**Reporting Date Range: May 1, 2019 to May 31, 2019:**

- 1- Facility Population and Capacity Report:
  - Average Population Post-Adjudication: 82 Average
  - Average Population Pre-Adjudication: 7 Average
- 2- Number of serious incidents by category:
  - Attempted Escapes: 0
  - Attempted Suicides: 0
  - Escapes: 0
  - Reportable Injury: 0
  - Youth-on-Youth Physical Assaults: 6
  - Fights: 6
  - Youth Sexual Conduct: 2 Current Investigations: Still pending dispositions.
- 3- Number of resident restraints:
  - Personal Restraints: 16
  - Mechanical Restraints: 4
  - Chemical Restraints: 0
- 4- Number of injuries to residents requiring medical treatment: 0
- 5- Number of injuries to staff requiring medical treatment: 0

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

**TEXAS JUVENILE JUSTICE DEPARTMENT**  
**Grant Performance Rating Profile**  
**HOOD COUNTY, TEXAS**

**Program Model**  
HOOD COUNTY JUVENILE PROBATION DEPARTMENT

**Review Date**  
05/24/2019

**Lead Staff**  
Paul Alamo

**Program Administrator**  
Shelli Berry

**Additional Staff**  
—

**Chief Juvenile Probation Officer**  
Shelli Berry

**Department Address**  
P.O. Box 2081  
Granbury, TX, 76048

**Juvenile Board Chair**  
Honorable Ralph H. Walton Jr.

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## Grants Reviewed

## Comments

The TJJD staff conducted an on-site fiscal monitoring review regarding FY2018 grant funds at the Hood County Juvenile Probation Department.

## Technical Assistance

Chief Sherri Berry was positive and engaging during the audit process. The department's focus on compliance with state grant requirements is noteworthy. Residential contract(s) submitted for review were Rite of Passage. Residential contracts between counties are not subject to this audit. Nonresidential contract(s) reviewed under the scope of this audit were TrueCore Behavioral Solutions, LLC. All requested documentation was received in an organized and timely manner. Staff from TJJD recommends that the department continue to seek programs and services to serve juvenile offenders. Please note: There were no findings identified during this fiscal monitoring of FY2018 expenditures. The Hood County Juvenile Probation Department should continue to evaluate its Residential and Nonresidential entities on an annual basis.

**Date of Review** 05/24/2019

## General Grant Requirements

### Standards in Compliance

**Standard** FS-1

#### Description

Local juvenile justice expenditures are equal to or greater than those made in fiscal year 2006, excluding construction and capital outlay expenses; or there is an approved TJJD waiver of this requirement.

#### Finding

No findings.

## General Grant Requirements

**Standard** FS-2

**Date of Review**

05/24/2019

**Description**

Grant funds are expended timely.

**Finding**

No findings.

**General Grant Requirements**

**Standard** FS-3

**Description**

The most recently required independent audit was submitted on time and has no outstanding concerns, or there is a fully executed contract amendment waiving the independent audit requirement.

**Finding**

No findings.

**General Grant Requirements**

**Standard** FS-4

**Description**

Contractually required financial assurances are in regular practice.

**Finding**

No findings.

**General Grant Requirements**

**Standard** FS-5

**Description**

Grant funds are not expended for salary increases of existing personnel that exceed 8% of the previous year unless approved by TJJD. In no case are grant funds be expended for salary increases of existing personnel that exceed 12% of the previous year.

**Finding**

No findings.

**General Grant Requirements**

**Standard** FS-6

**Description**

Grant fund expenditures are made for allowable costs.

**Finding**

No findings.

**General Grant Requirements**

**Standard** IC-1

**Description**

Procurement, employee payroll and reimbursement and property internal control procedures are adequate to substantially prevent or control waste, fraud, and abuse of state funds.

**Finding**

No findings.

**General Grant Requirements**

**Standard** IC-2

**Description**

The Grantee's local procedures for inventory and control of equipment and supplies are in regular practice and comply with state requirements.

**Finding**

No findings.

**General Grant Requirements**

**Standard** IC-3

**Description**

Expenditures have supporting documentation demonstrating that local procurement procedures for procurement request, approval and oversight are adequate to safeguard the use of state funds and ensure expenditures are allowable and completed in accordance with state requirements.

**Finding**

No findings.

**General Grant Requirements****Standard** IC-4**Description**

Contracts with private service providers that are funded in whole or in part with grant funds adhere to the requirements set forth in the Private Service Provider Contract Requirements Summary [TJJD-FIS-324] and in the State Aid and Targeted Grant contract for selection of providers, required contract provisions, performance evaluation and oversight, sanctions and penalties, termination provisions, and execution of contracts.

**Finding**

No findings.

**General Grant Requirements****Standard** PR-1**Description**

Targeted programs provided with state funds enroll youth meeting each program's identified target population.

**Finding**

No findings.

**General Grant Requirements****Standard** PR-2**Description**

Programs funded through targeted grants assess youth enrolled in the program according to the program design and applicable TJJD standards.

**Finding**

No findings.

**General Grant Requirements****Standard** PR-3**Description**

Texas Juvenile Justice Department  
Performance Rating Profile

**Date of Review**

05/24/2019

Programs funded through targeted grants complete case planning activities in accordance with applicable TJJJ standards and the program design.

**Finding**

No findings.

**General Grant Requirements**

**Standard**

PR-4

**Description**

Programs funded through targeted grants provide juvenile and other services in accordance with the program design.

**Finding**

No findings.