

# COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE  
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June 25, 2019

The Honorable Richard Cortez, Hidalgo County Judge  
The Honorable David Fuentes, Commissioner, Precinct No. 1  
The Honorable Eduardo "Eddie" Cantu, Commissioner, Precinct No. 2  
The Honorable Jose M. Flores, Commissioner, Precinct No. 3  
The Honorable Ellie Torres, Commissioner, Precinct No. 4

**RE: Certification of Revenue**

Dear Judge and Commissioners:

Pursuant to Local Government Code § 111.07075 SPECIAL BUDGET FOR REVENUE RECEIVED AFTER START OF FISCAL YEAR:

The county auditor shall certify to the commissioners' court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose of spending the grant or aid money for its intended purpose.

I, Maria Arcilia Duran, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court program income in the amount of \$4,985.00 generated by the Hidalgo County Adult Probation Department for the DWI Court Grant FY2019. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT	PURPOSE
\$ 3,291.00	April 2019 DWI Program Income
\$ 1,694.00	May 2019 DWI Program Income

CERTIFIED BY:

Maria A. Duran  
Maria Arcilia Duran, CPA  
Hidalgo County Auditor

6-28-19  
Date

**HIDALGO COUNTY DISTRICT JUDGES**

- LUIS M. SINGLETERRY JUDGE, 82<sup>ND</sup> D.C.
- FERNANDO MANCIAS JUDGE, 83<sup>RD</sup> D.C.
- J. R. "BOBBY" FLORES JUDGE, 138<sup>TH</sup> D.C.
- ROSE GUERRA REYNA JUDGE, 208<sup>TH</sup> D.C.
- MARLA CUELLAR JUDGE, 275<sup>TH</sup> D.C.
- MARIO E. RAMIREZ, JR. JUDGE, 332<sup>ND</sup> D.C.
- NOE GONZALEZ JUDGE, 370<sup>TH</sup> D.C. OVERSEER
- LETICIA LOPEZ JUDGE, 389<sup>TH</sup> D.C.
- L. KENO VASQUEZ JUDGE, 388<sup>TH</sup> D.C.
- ISRAEL RAMON, JR. JUDGE, 430<sup>TH</sup> D.C.
- RENEE R. BETANCOURT JUDGE, 448<sup>TH</sup> D.C.
- JAIME TIJERINA JUDGE, 464<sup>TH</sup> D.C.

AI-70976

Adult Probation 26. A.

**CC AGENDA SPECIAL MTG**

**Meeting Date:** 07/01/2019

**Submitted For:** Maria Castilleja, ADULT PROBATION

**Submitted By:** Maria Castilleja, ADULT PROBATION

**Department:** ADULT PROBATION

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**Information**

**CAPTION**

**Adult Probation - DWI (1289)**

**April 2019**

1. Approval of certification of revenues as certified by the county auditor for the DWI Grant program income in the amount of \$3,291.00
2. Approval of appropriation of the DWI program income (GPI) in the amount of \$3,291.00.

**May 2019**

1. Approval of certification of revenues as certified by the county auditor for the DWI Grant program income in the amount of \$1,694.00
2. Approval of appropriation of the DWI program income (GPI) in the amount of \$1,694.00.

**BACKGROUND**

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**Fiscal Impact**

**CALENDAR YEAR:** 2019

**ACCT. #:** 9-1289-423-00-320-032-9-XXX

**FUNDS AVAILABLE Y/N?:** Y **MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Appropriation of funds for DWI Grant program income for the months of April & May 2019.

*9-1289-342-30-320-032-9-000 DWI CRT PROGRAM INCOME*

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**Attachments**

DWI April 2019 approp

DWI May 2019 approp

request to certify revenues

DWI approved budget

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Form Review

**Inbox**

Budget & Management

Ivan Cantu

Final Approval

Form Started By: Maria Castilleja

**Reviewed By**

Veronica Ortiz

Ivan Cantu

**Date**

06/21/2019 10:56 AM

06/21/2019 02:49 PM

Started On: 06/21/2019 08:44 AM

## Rossana Schettino

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**From:** Rosario Ramirez-Castilleja [rosario.castilleja@hidalgocountycscd.org]  
**Sent:** Friday, June 21, 2019 8:56 AM  
**To:** Rossana Schettino  
**Subject:** DWI gpi revenues

Please certify the revenues for the DWI grant for April 2019- May 2019. Thanks.

*Rosario Ramirez-Castilleja  
Hidalgo County CSCD  
Budget/Fiscal Director  
P.O. Box 970  
Edinburg, TX 78540  
956.587.6009  
Fax 956.318.2488*

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DATE: June 17, 2019  
 DEPARTMENT HEAD: Arnold K. Patrick, Executive Director  
 DEPARTMENT NAME: Adult Probation  
 PROGRAM: HIDALGO COUNTY DWI COURT  
 ACCOUNT NUMBER: 9-1289-423-00-320-032-9-XXX

SUBJECT: Budget Amendments (decrease/increase) in Accordance with Local Government Code,  
 Chapter 111, Subchapter C

Honorable Bobby Flores, Community Supervision & Corrections Department Overseer

I would like to request the following amendments (increases) to my department budget in  
 accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT					ACCOUNT (OBJECT)		AMOUNT
NUMBER(S)					NAME		
9-1289-423-00-320-	032-9-	113	✓	DWI Court-	Full-Time Employees	2,738.85	✓
9-1289-423-00-320-	032-9-	211		DWI Court-	Health Insurance	0.00	
9-1289-423-00-320-	032-9-	212		DWI Court-	Life Insurance	0.00	
9-1289-423-00-320-	032-9-	220	✓	DWI Court-	FICA	209.52	✓
9-1289-423-00-320-	032-9-	230	✓	DWI Court-	Retirement	326.20	✓
9-1289-423-00-320-	032-9-	250	✓	DWI Court-	Unemployment Compensation	16.43	✓
<b>TOTAL APPROPRIATION</b>						<b>3,291.00</b>	✓
9-1289-342-30-320-	032-9-	000	✓	DWI Court Program Income		3,291.00	✓
<b>TOTAL REVENUES</b>						<b>3,291.00</b>	

**REASON:**

To allocate the GPI for the FY2019 DWI Grant Budget #2413909 from 4/1/2019-4/30/2019.  
 The total GPI is equal to \$3.291.00.

\_\_\_\_\_  
 Arnold K. Patrick, Director  
 Hidalgo County CSCD

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Arcilia Duran, CPA

\_\_\_\_\_  
 Date

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I would like to request the following amendments (increases) to my department budget in  
 accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
9-1289-423-00-320-032-9-113 ✓	DWI Court- Full-Time Employees	1,409.79 ✓
9-1289-423-00-320-032-9-211	DWI Court- Health Insurance	0.00
9-1289-423-00-320-032-9-212	DWI Court- Life Insurance	0.00
9-1289-423-00-320-032-9-220 ✓	DWI Court- FICA	107.85 ✓
9-1289-423-00-320-032-9-230 ✓	DWI Court- Retirement	167.90 ✓
9-1289-423-00-320-032-9-250 ✓	DWI Court- Unemployment Compensation	8.46 ✓
<b>TOTAL APPROPRIATION</b>		<b>1,694.00</b>
9-1289-342-30-320-032-9-000 ✓	DWI Court Program Income	1,694.00 ✓
<b>TOTAL REVENUES</b>		<b>1,694.00</b>

**REASON:**

To allocate the GPI for the FY2019 DWI Grant Budget #2413909 from 5/1/2019-5/31/2019.  
 The total GPI is equal to \$1,694.00.

\_\_\_\_\_  
 Arnold K. Patrick, Director  
 Hidalgo County CSCD

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Arcilia Duran, CPA

\_\_\_\_\_  
 Date

Print This Page

Agency Name: Hidalgo County

Grant/App: 2413909 Start Date: 9/1/2018 End Date: 8/31/2019

Project Title: Hidalgo County DWI Court

Status: Active Grant

**Budget Details Information**

**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Counselor and/or Therapist (licensed)	[RETAIN] (I.H.) - Substance Abuse Counselor will provide intensive outpatient services provided for participants as supported by ASI (Addiction Severity Index) assessment. Services will consist of 48 hours of group therapy sessions and six individual therapy sessions. Our current plan includes one counselor dedicated to providing these services to the participant. When residential care is indicated, the department will look for the most suitable day residential treatment program. The treatment providers will work with the program participant to develop a treatment plan that is tailored to	\$52,014.42	\$0.00	\$0.00	\$0.00	\$52,014.42	100

		<p>the participant's personal assets and needs. The participant will meet privately with the Substance Abuse Counselor on a weekly basis, and the treatment plan will constantly be revisited based on the participant's progress. The Substance Abuse Counselor and the probation officer will provide on-going progress reports to the DWI Court program team, which will monitor the effectiveness of the treatment plan for each participant. Budget Amount allocated would cover: Salary \$37,080.00, Health benefit \$7,436.16, Life Benefit \$26.64, FICA \$2,836.62, Retirement Benefit \$4,412.52, and Unemployment Benefit \$222.48 totaling \$52,014.42.</p>						
Personnel	Probation Officer	<p>[RETAIN] (A.M.) - Probation Officer #1: The ultimate responsibility for case management rests with the probation officer. In terms of the program, case</p>	\$67,272.27	\$0.00	\$0.00	\$0.00	\$67,272.27	100

management is defined as a collaboration between the probation officer and the treatment provider. The probation officer and the treatment provider work closely with the DWI court team, meeting monthly, to fully and holistically manage each case. Through the collaboration with the treatment provider, intensive substance abuse treatment services are provided. The probation officer oversees referral to and provision of all other services, which may include education, employment, and job training services; health services; housing assistance; family counseling; mental health assessment; and any other available collateral services that may be required. Initially, the participant has weekly contact with the probation officer and appears weekly before the Judge in the DWI court. The frequency of meetings and

intensity of monitoring decreases as the participant advances through the program. The participant will meet with the probation officer no less than once per month in the office, with visits as deemed necessary during each phase of the program. Based upon the participant's progress, adjustment to treatment and supervision, and ability to comply with the court's requirements, reporting and court appearances may be reduced as the participant progresses from one phase to the next. The probation officer will monitor participants between DWI Court sessions. Working closely with the treatment provider and program participant, the probation officer will identify and address problems as they arise. Non-compliance with court-ordered conditions will require the probation officer to notify the Judge immediately and

will require an additional court appearance and/or revocation of bond or probation. Upon issuance of an order for arrest, local law enforcement personnel will be contacted by the caseworker or the court to have the participant arrested. The probation officer also provides cognitive intervention services. Individuals participate and enroll in the Thinking For A Change curriculum or Decision Points curriculum instructed by the probation officer. The probation officer will utilize this integrated cognitive approach to changing negative behavior. The curriculum identifies lecture topics and major points to be discussed and will include when appropriate, participants homework assignments and role play. The program focuses on cognitive restructuring and emphasizing critical social

		<p>skills, which support the cognitive restructuring process. All cognitive sessions require a significant level of participation from those in attendance. Budget Amount allocated would cover: Salary \$49,779.00, Health benefit \$7,436.16, Life Benefit \$26.64, FICA \$3,808.09, Retirement Benefit \$5,923.70, and Unemployment Benefit \$298.67 totaling \$67,272.27.</p>						
Personnel	Probation Officer	<p>[RETAIN] (A.Q.) - Probation Officer #2: The ultimate responsibility for case management rests with the probation officer. In terms of the program, case management is defined as a collaboration between the probation officer and the treatment provider. The probation officer and the treatment provider work closely with the DWI court team, meeting monthly, to fully and holistically manage each case. Through the collaboration</p>	\$34,850.30	\$0.00	\$0.00	\$26,609.00	\$61,459.30	51

with the treatment provider, intensive substance abuse treatment services are provided. The probation officer oversees referral to and provision of all other services, which may include education, employment, and job training services; health services; housing assistance; family counseling; mental health assessment; and any other available collateral services that may be required. Initially, the participant has weekly contact with the probation officer and appears weekly before the Judge in the DWI court. The frequency of meetings and intensity of monitoring decreases as the participant advances through the program. The participant will meet with the probation officer no less than once per month in the office, with visits as deemed necessary during each phase of the program. Based upon the

participant's progress, adjustment to treatment and supervision, and ability to comply with the court's requirements, reporting and court appearances may be reduced as the participant progresses from one phase to the next. The probation officer will monitor participants between DWI Court sessions. Working closely with the treatment provider and program participant, the probation officer will identify and address problems as they arise. Non-compliance with court-ordered conditions will require the probation officer to notify the Judge immediately and will require an additional court appearance and/or revocation of bond or probation. Upon issuance of an order for arrest, local law enforcement personnel will be contacted by the caseworker or the court to have the participant arrested. The probation officer

also provides cognitive intervention services. Individuals participate and enroll in the Thinking For A Change curriculum or Decision Points curriculum instructed by the probation officer. The probation officer will utilize this integrated cognitive approach to changing negative behavior. The curriculum identifies lecture topics and major points to be discussed and will include when appropriate, participants homework assignments and role play. The program focuses on cognitive restructuring and emphasizing critical social skills, which support the cognitive restructuring process. All cognitive sessions require a significant level of participation from those in attendance. Budget Amount allocated would cover: Salary \$48,319.00, Health benefit \$10,299.12, Life

		Benefit \$26.64, FICA \$3696.40, Retirement Benefit \$5,749.96, and Unemployment Benefit \$289.91 totaling \$68,381.00 (\$34,850.30 in OOG Funds and \$33,530.70 in GPI Funds).						
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You are logged in as **User Name:** apatrick

Report Date 06/21/19 10:20 AM  
 Periods 05 - 06  
 Ending Date 06/21/19

Hidalgo County

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 FJRED02A

Revenue Detail By Account

Account No/Description		Budget	Amount	Receivable	Percent
9-1289-342-30-320-032-9-000 DWI CRT PROGRAM INCOME		12,013.00	12,013.00	.00	100.0
* Receipts					
DATE	RECEIPT NO. BATCH RECEIVED FROM				
05/07/19 234769	19001718 ADULT PROBATION 05/03/19	3,291.00			
06/07/19 235848	19002205 ADULT PROBATION 06/04/19	1,694.00			
Total:		4,985.00			
* Journal Entries					
DATE	REFERENCE BATCH DESCRIPTION				
05/31/19 JEL91863	19002203 DFR 05/19 REV DWI COURT GRT FY	-3,291.00	-3,291.00		
Total:		12,013.00	13,707.00	-1,694.00	114.1

April 19  
 May 19