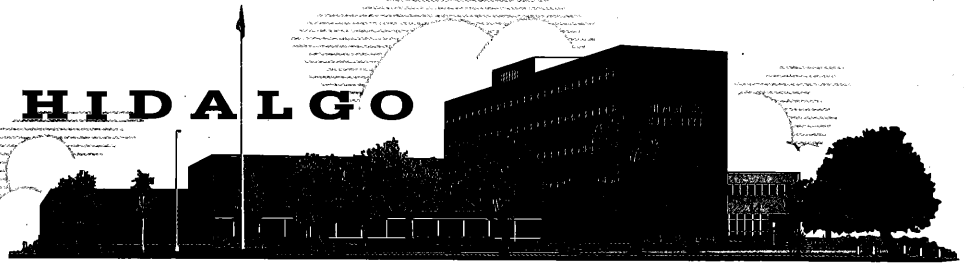


COUNTY of HIDALGO



HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor

EDINBURG, TEXAS 78539

September 05, 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 \$2,057.00 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
\$ 2,057.00	August 2019 DWI Program Income

CERTIFIED BY:

Maria A. Duran

Maria Arcilia Duran, CPA
Hidalgo County Auditor

9.9.19

Date



HIDALGO COUNTY DISTRICT JUDGES

- | | | | | | | | | | | | |
|---|---|--|---|---|---|--|---|---|---|---|------------------------------|
| LUIS M. SINGLETERRY
JUDGE, 22 ND D.C. | FERNANDO MANGAS
JUDGE, 23 RD D.C. | J. R. "BOBBY" FLORES
JUDGE, 15 TH D.C. | ROSE GUERRA REYNA
JUDGE, 20 TH D.C. | MARLA CUELLAR
JUDGE, 27 TH D.C. | MARIO E. RAMIREZ, JR.
JUDGE, 32 ND D.C. | NOE GONZALEZ
JUDGE, 37 TH D.C.
OVERSEER | LETICIA LOPEZ
JUDGE, 38 TH D.C. | L. KENO VARQUEZ
JUDGE, 39 TH D.C. | ISRAEL RAMON, JR.
JUDGE, 43 RD D.C. | RENEE R. BETANCOURT
JUDGE, 44 TH D.C. | JUDGE, 46 TH D.C. |
|---|---|--|---|---|---|--|---|---|---|---|------------------------------|

AI-72084

Adult Probation 26. C.

CC REGULAR AGENDA SPECIAL MTG

Meeting Date: 09/10/2019
Submitted For: Maria Castilleja, ADULT PROBATION
Submitted By: Maria Castilleja, ADULT PROBATION
Department: ADULT PROBATION

Information

CAPTION

Adult Probation - DWI CRT (1289)

1. August 2019

Approval of certification of revenues by the county auditor for the DWI Grant program income in the amount of \$2,057.00 and appropriation of same.

BACKGROUND

Fiscal Impact

CALENDAR YEAR: 2019 ACCT. #: 9-1289-423-00-320-032-9-XXX
FUNDS AVAILABLE Y MATCHING FUNDS N
Y/N?: Y Y/N?:

BUDGETARY IMPACT:

Appropriation of funds.

Attachments

DWI Aug 19 approp
request to certify revenues

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	09/05/2019 11:59 AM
Final Approval		
Form Started By: Maria Castilleja		Started On: 09/03/2019 10:22 AM



Rossana Schettino <rossana.schettino@auditor.co.hidalgo.tx.us>

DWI revenues

1 message

Rosario Ramirez-Castilleja <rosario.castilleja@hidalgocountycscd.org>
To: Rossana Schettino <rossana.schettino@auditor.co.hidalgo.tx.us>

Tue, Sep 3, 2019 at 11:28 AM

Please certify the revenues for the DWI 1289 grant for August 2019.

Rosario Ramirez-Castilleja

Hidalgo County CSCD

Budget/Fiscal Director

P.O. Box 970

Edinburg, TX 78540

956.587.6009

Fax 956.318.2488

****Confidentiality Notice**** This email message, including all the attachments, is for the sole use of the intended recipient(s) and contains confidential information. Unauthorized use or disclosure is prohibited. If you are not the intended recipient, you may not use, disclose, copy or disseminate this information. If you are not the intended recipient, please contact the sender immediately by reply email and destroy all copies of all copies of the original message, including attachments.

10:31 AM

Agency Name: Hidalgo County Grant/App: 2413909 Start Date: 9/1/2018
 Project Title: Hidalgo County DWI Court Status: Pending OOG Review End Date: 8/31/2019 Fund Source: SF-State Criminal Justice Planning (421) Fund
 Current Grant Manager: Kristen Lenz Current Program Manager: Andrew Friedrichs Liquidation Date: 11/29/2019
 Original Award: \$154,136.99
 Current Budget: \$154,136.99 Current Award: \$154,136.99 CFDA: NONE OOG Solicitation: SF19-PY19 State Criminal Justice Planning Fund - Specialty Courts (Adult)

Eligibility Profile Narrative Activities Measures Budget Documents Conditions of Funding General Assessment Summary Monitoring Upload Files My Mail My Home
 Details Financial Status Report Request Advance Request Adjustment Source of Match Budget Summary

S

[Printer Friendly](#)

General Information and Instructions

[View Introduction](#)

[View Instructions](#)

Select and Enter Budget Line Item Details

Budget Category	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
Personnel	\$154,136.99	\$0.00	\$0.00	\$28,666.00	\$182,802.99	
OOG-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
Counselor and/or Therapist (licensed)	\$52,014.42	\$0.00	\$0.00	\$0.00	\$52,014.42	
Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
[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 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.	\$52,014.42	\$0.00	\$0.00	\$0.00	\$52,014.42	100
Probation Officer	\$102,122.57	\$0.00	\$0.00	\$28,666.00	\$130,788.57	
Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
[RETAIN] (A.M.) - Probation Officer #1: 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 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 \$49,779.00, Health benefit \$7,436.16, Life Benefit \$26.64, FICA	\$67,272.27	\$0.00	\$0.00	\$2,057.00	\$69,329.27	100

\$3,808.09, Retirement Benefit \$5,923.70, and Unemployment Benefit \$298.67 totaling \$67,272.27.						
[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 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).						
	Contractual and Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Travel and Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Supplies and Direct Operating Expenses	\$0.00	\$0.00	\$0.00	\$6,305.00	\$6,305.00
	OOG-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project
	Office Supplies (e.g., paper, postage, calculator)	\$0.00	\$0.00	\$0.00	\$2,625.00	\$2,625.00
	Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project Qty / % of Salary
	Office supplies to run the program including supplies for counselor and cso's to include paper, toner, pens, folders and other items.	\$0.00	\$0.00	\$0.00	\$2,625.00	\$2,625.00 0
	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	\$0.00	\$0.00	\$0.00	\$3,680.00	\$3,680.00
	Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project Qty / % of Salary
	Drug testing supplies for program clients. Urinalysis drug testing cups 2000 at \$1.84 each	\$0.00	\$0.00	\$0.00	\$3,680.00	\$3,680.00 0
	Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Totals

OOG Funds:	Cash Match:	In Kind Match:	GPI:	Total Project:
\$154,136.99	\$0.00	\$0.00	\$34,971.00	\$189,107.99

Export Your Budget Detail Item(s)

[Export To Excel](#)

Notes by Grantee to OOG:

Note from Grantee to OOG

Enter on: 9/6/2019 9:41:08 AM By: Arnold Patrick

Corrected the OOG funds for Probation Officer #1 to include the \$2057

Enter on: 9/3/2019 10:48:01 AM By: Arnold Patrick

To add GPI for August 2019 \$2,057.00 for 1st probation officer.

Enter on: 8/19/2019 11:38:01 AM By: Arnold Patrick

Details for drug testing cost added. Urinalysis drug testing cups 2000 at \$1.84 each

Enter on: 8/16/2019 3:48:18 PM By: Arnold Patrick

To add GPI for June 2019 \$3182 and July 2019 3123. Add operating expenses to be covered by program GPI

Enter on: 4/5/2019 11:28:54 AM By: Arnold Patrick

To add GPI to second probation officer for \$2635.00 for January 2019, \$4557.00 for February 2019, and \$4821.00 for March 2019.

Enter on: 3/14/2018 10:43:56 AM By: Kristen Lenz

Application Reduced Budget: CJD has determined that the maximum amount available for consideration of this application is \$154,136.99. If you would like your project considered at the reduced level of funding, please revise the narrative, activities, measures and budget to support the new amount.

Enter on: 2/23/2018 1:53:19 PM By: Kristen Lenz

Travel and Training - Out-of-State Registration Fees, Training, and/or Travel: Please clarify the conference planning to attend, include name, dates, location, who will be attending, cost break down for specific travel, an explanation of how the specific conference is related to grant activities, how attendance will impact the project's goals and objectives, and justification why personnel must go out of state rather than attend a similar training in-state.

Enter on: 2/23/2018 1:53:12 PM By: Kristen Lenz

Travel and Training - In-State Registration Fees, Training, and/or Travel: Please clarify the conference planning to attend, include name, dates, location, who will be attending, cost break down for specific travel, an explanation of how the specific conference is related to grant activities, and how attendance will impact the project's goals and objectives.

Enter on: 2/23/2018 1:52:43 PM By: Kristen Lenz

Personnel: Please include name or initials of personnel funded.

[Printer Friendly](#)

[Previous](#)

DATE: September 3, 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 NUMBER(S)					ACCOUNT (OBJECT) NAME		AMOUNT
9-1289-423-00-320-032-9-113	/	/	/	/	DWI Court-	Full-Time Employees	1,711.88
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	130.96
9-1289-423-00-320-032-9-230	/	/	/	/	DWI Court-	Retirement	203.89
9-1289-423-00-320-032-9-250	/	/	/	/	DWI Court-	Unemployment Compensation	10.27
TOTAL APPROPRIATION							2,057.00
9-1289-342-30-320-032-9-000	/	/	/	/	DWI Court Program Income		2,057.00
TOTAL REVENUES							2,057.00

REASON:
 To allocate the GPI for the FY2019 DWI Grant Budget #2413909 from 8/1/2019-8/31/2019.
 The total GPI is equal to \$2,057.00.

 Arnold K. Patrick, Director
 Hidalgo County CSCD

 Date

 Arcilia Duran, CPA

 Date

0.*
 1,711.88+
 130.96+
 203.89+
 10.27+
 2,057.00*+

 0.*