

# COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE  
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December 5, 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 \$3,481.00 generated by the Hidalgo County Adult Probation Department for the DWI Court Grant FY2020. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT	PURPOSE
\$ 2,219.00	September 2019 DWI Program Income
\$ 1,262.00	October 2019 DWI Program Income

CERTIFIED BY:

Maria A. Duran  
Maria Arcilia Duran, CPA

12-6-19  
Date

**HIDALGO COUNTY DISTRICT JUDGES**

- LUIS M. SINGLETERRY JUDGE, 22<sup>ND</sup> D.C.
- FERRANDO RAMIREZ JUDGE, 25<sup>TH</sup> D.C.
- J. R. "BOBBY" FLORES JUDGE, 139<sup>TH</sup> D.C.
- ROSE GUERRA REYNA JUDGE, 208<sup>TH</sup> D.C.
- MARLA CUELLAR JUDGE, 276<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, 398<sup>TH</sup> D.C.
- ISRAEL RAMON, JR. JUDGE, 439<sup>TH</sup> D.C.
- RENEE R. BETANCOURT JUDGE, 468<sup>TH</sup> D.C.
- YSMAEL D. FONSECA JUDGE, 464<sup>TH</sup> D.C.

AI-73504

Adult Probation 26. A.

CC REGULAR AGENDA SPECIAL MTG

Meeting Date: 12/10/2019

Submitted For: Maria Castilleja, ADULT PROBATION

Submitted By: Maria Castilleja, ADULT PROBATION

Department: ADULT PROBATION

Information

CAPTION

Adult Probation - DWI CRT (1289)

1. September 2019

Approval of certification of revenues, as certified by the Co. Auditor, for the DWI Grant program income in the amount of \$2,219.00 and appropriation of the same.

2. October 2019

Approval of certification of revenues, as certified by the Co. Auditor, for the DWI Grant program income in the amount of \$1,262.00 and appropriation of the same.

BACKGROUND

Fiscal Impact

CALENDAR YEAR: 2019

ACCT. #: 9-1289-423-00-320-032-0-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Appropriation of funds for the months of September & October 2019 grant program income in relation to the DWI Court grant for FY 2020, pending certification of revenues by Co. Auditor.

*Revenue acct #9-1289-342-30-320-032-0-000 DWI CRT PROGRAM INCOME*

Attachments

DWI Sept 19 approp

DWI Oct 19 approp

DWI approved budget

request to certify revenues

**Form Review**

**Inbox**

Budget & Management

Ivan Cantu

Final Approval

Form Started By: Maria Castilleja

**Reviewed By**

Veronica Ortiz

Ivan Cantu

**Date**

12/04/2019 08:18 AM

12/05/2019 09:38 AM

Started On: 12/03/2019 01:04 PM



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

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**DWI**

1 message

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**Rosario Ramirez-Castilleja** <rosario.castilleja@hidalgocountycscd.org>

Tue, Dec 3, 2019 at 1:19 PM

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

Please certify the revenues for the DWI grant program income for September 2019 and October 2019.

*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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**Agency Name:** Hidalgo County

**Grant/App:** 2413910 **Start Date:** 9/1/2019 **End Date:** 8/31/2020

**Project Title:** Hidalgo County DWI Court Program

**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)	Substance Abuse Counselor (L.T.) will provide intensive outpatient treatment 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 DWI court program participants. When residential care is indicated, the department will look for the most suitable residential treatment program. The treatment providers will work with the program participant to develop a	\$52,014.42	\$0.00	\$0.00	\$0.00	\$52,014.42	100

		<p>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 would cover:                  Salary \$37,080.00,                  Health Benefits \$7,471.20, Life Benefit \$26.64,                  FICA \$2,836.62,                  Retirement Benefit \$4,416.23, and                  Unemployment Benefit \$222.48                  Totaling \$52,053.17.</p>						
Personnel	Probation Officer	<p>Probation Officer #1: (A.M.) The ultimate responsibility for case management rests with the probation officer. In terms of the</p>	\$67,272.27	\$0.00	\$0.00	\$0.00	\$67,272.27	100

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 felony 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

felony 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 felony 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 probation officer or the court to have the participant arrested. The probation officer also provides cognitive-behavioral 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,

		<p>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 interventions require a significant level of participation from those in attendance.</p> <p>Budget Amount allocated would cover: Salary \$49,779, Health benefit \$7,471.20, Life Benefit \$26.64, FICA \$3,808.09, Retirement Benefit \$5,928.68, and Unemployment Benefit \$298.67 totaling \$67,312.29.</p>						
Personnel	Probation Officer	<p>P.O. #2: (A.J.Q) 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 felony DWI</p>	\$34,850.30	\$0.00	\$0.00	\$3,481.00	\$38,331.30	100

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 felony 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 felony 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 probation officer or the court to have the participant arrested. The probation officer also provides cognitive-behavioral 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

	<p>process. All cognitive interventions require a significant level of participation from those in attendance. Budget Amount allocated would cover: Salary \$48,319, Health benefit \$10,347.60, Life Benefit \$26.64, FICA \$3,696.40, Retirement Benefit \$5,754.79, and Unemployment Benefit \$289.91 totaling \$68,434.35. (\$39,404 in OOG Funds and \$29,030.35 in GPI Funds).</p>						
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You are logged in as **User Name:** apatrack

DATE: November 27, 2019  
 DEPARTMENT HEAD: Arnold K. Patrick, Executive Director  
 DEPARTMENT NAME: Adult Probation  
 PROGRAM: HIDALGO COUNTY DWI COURT ✓  
 ACCOUNT NUMBER: 9-1289-423-00-320-032-0-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		
9-1289-423-00-320-032-0-113	✓	DWI Court-	Full-Time Employees		1,834.19	✓	
9-1289-423-00-320-032-0-211		DWI Court-	Health Insurance		0.00		
9-1289-423-00-320-032-0-212		DWI Court-	Life Insurance		0.00		
9-1289-423-00-320-032-0-220	✓	DWI Court-	FICA		140.32	✓	
9-1289-423-00-320-032-0-230	✓	DWI Court-	Retirement		233.49	✓	
9-1289-423-00-320-032-0-250	✓	DWI Court-	Unemployment Compensation		11.00	✓	
<b>TOTAL APPROPRIATION</b>					<b>2,219.00</b>		
9-1289-342-30-320-032-0-000	✓	DWI Court Program Income			2,219.00	✓	
<b>TOTAL REVENUES</b>					<b>2,219.00</b>	✓	

**REASON:**

To allocate the GPI for the FY2020 DWI Grant Budget #2413910 from 9/1/2019-9/30/2019.  
 The total GPI is equal to \$2,219.00.

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

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

0.\*  
 1,834.19+  
 140.32+  
 233.49+  
 11.00+  
 2,219.00\*+  
 0.\*

DATE: November 27, 2019  
 DEPARTMENT HEAD: Arnold K. Patrick, Executive Director  
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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
9-1289-423-00-320-032-0-113				DWI Court-	Full-Time Employees	1,043.15
9-1289-423-00-320-032-0-211				DWI Court-	Health Insurance	0.00
9-1289-423-00-320-032-0-212				DWI Court-	Life Insurance	0.00
9-1289-423-00-320-032-0-220				DWI Court-	FICA	79.80
9-1289-423-00-320-032-0-230				DWI Court-	Retirement	132.79
9-1289-423-00-320-032-0-250				DWI Court-	Unemployment Compensation	6.26
<b>TOTAL APPROPRIATION</b>						<b>1,262.00</b>
9-1289-342-30-320-032-0-000				DWI Court Program Income		1,262.00
<b>TOTAL REVENUES</b>						<b>1,262.00</b>

**REASON:**

To allocate the GPI for the FY2020 DWI Grant Budget #2413910 from 10/1/2019-10/31/2019. The total GPI is equal to \$1,262.00.

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

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

0 \*  
  
 1,043.15+  
 79.80+  
 132.79+  
 6.26+  
  
1,262.00\*+  
  
 0 \*