

COUNTY of HIDALGO



EDINBURG, TEXAS 78539

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

September 10, 2021

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 Everardo Villarreal, 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 \$522.00 generated by the Hidalgo County Adult Probation Department for the DWI Court Grant FY2021. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT	PURPOSE
\$ 284.00	July 2021 DWI Program Income
\$ 238.00	August 2021 DWI Program Income

CERTIFIED BY:



Maria Arcilia Duran, CPA

09/20/2021

Date

HIDALGO COUNTY DISTRICT JUDGES

LUIS N. SINGLETERRY JUDGE, 52ND D.C. FERNANDO MARCANO JUDGE, 53RD D.C. J. R. "BOBBY" FLORES JUDGE, 139TH D.C. ROSE GUERRA REYNA JUDGE, 208TH D.C. MARLA CUELLAR JUDGE, 273TH D.C. MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C. NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER LETICIA LOPEZ JUDGE, 389TH D.C. L. XENO VASQUEZ JUDGE, 398TH D.C. ISRAEL RAMON, JR. JUDGE, 430TH D.C. RENEE R. BETANCOURT JUDGE, 448TH D.C. JOSE "JOE" RAMIREZ JUDGE, 664TH D.C.

AI-82360

Adult Probation 12.0.

CC CONSENT AGENDA SPECIAL MTG

Meeting Date: 09/21/2021

Submitted For: Maria Castilleja, ADULT PROBATION

Submitted By: Maria Castilleja, ADULT PROBATION

Department: ADULT PROBATION

Information

CAPTION

Adult Probation - DWI Court (1289):

Approval of certification of revenues, as certified by the Co. Auditor, for the DWI Court Grant program income and appropriation of the same for the months of July 2021 and August 2021 in the amounts of \$284.00 and \$238.00 respectively.

BACKGROUND

Fiscal Impact

CALENDAR YEAR: 2021

ACCT. #: 1-1289-423-00-320-032-1-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Appropriation of funds for the FY 2021 DWI Court program income in the amount of \$284.00 and \$238.00 for the months of July & August 2021, pending COR by Co. Auditor.

Revenue acct #1-1289-342-30-320-0321-000 DWI COURT PROG. INCOME

Attachments

- DWI appropriation - July 2021
- DWI appropriation - August 2021
- request to certify revenues

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	09/09/2021 03:15 PM
Ivan Cantu		
Final Approval		
Form Started By: Maria Castilleja		Started On: 09/09/2021 02:29 PM



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

DWI gpi revenues

2 messages

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

Thu, Sep 9, 2021 at 2:20 PM

Please certify the gpi revenues for the DWI grant. 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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Rosario Ramirez-Castilleja <rosario.castilleja@hidalgocountycscd.org>
To: Rossana Schettino <rossana.schettino@auditor.co.hidalgo.tx.us>

Thu, Sep 9, 2021 at 2:21 PM

Please certify the gpi revenues for the DWI grant for July and August 2021. Thanks.

Rosario Ramirez-Castilleja

Hidalgo County CSCD

Budget/Fiscal Director

P.O. Box 970

Edinburg, TX 78540

956.587.6009

Fax 956.318.2488

9:43 AM

Agency Name: Hidalgo County Grant/App: 2413911 Start Date: 9/1/2020
 Project Title: DWI Court Program Status: Pending OOG Review End Date: 8/31/2021 Fund Source: SF-State Criminal Justice Planning (421) Fund
 Current Grant Manager: Madeline De Amaral Current Program Manager: Andrew Friedrichs Liquidation Date: 11/29/2021
 Original Award: \$146,429.99

Current Budget: \$146,429.99 Current Award: \$146,429.99 CFDA: NONE OOG Solicitation: SF21 PY21 State Criminal Justice Planning Fund - Specialty Courts Announcement

[New Notes - Click Here](#)

- 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

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General Information and Instructions

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Select and Enter Budget Line Item Details

Budget Category	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
Personnel	\$146,429.99	\$0.00	\$0.00	\$9,556.00	\$155,985.99	
OOG-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
Counselor and/or Therapist (licensed)	\$45,518.31	\$0.00	\$0.00	\$0.00	\$45,518.31	
Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
A licensed Substance Abuse Counselor (Laura Torres) 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 treatment plan that is tailored to the participant's assets and needs. The participant will meet privately with the Substance Abuse Counselor weekly, 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 \$32,460.00, Health Benefits \$6,226.20, Life Benefit \$22.24, FICA \$2,483.19, Retirement Benefit \$4,132.16, and Unemployment Benefit \$194.76 Totaling \$45,518.31.	\$45,518.31	\$0.00	\$0.00	\$0.00	\$45,518.31	100
Probation Officer	\$100,911.68	\$0.00	\$0.00	\$9,556.00	\$110,467.68	
Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
Probation Officer #1 (Alex Martinez): The ultimate responsibility for case management rests with the probation officer. 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 court team, meeting monthly, to fully and holistically manage each case. Through collaboration with the treatment provider, intensive substance abuse treatment services are provided. The probation officer oversees referral to all other services. Referral services 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, participant's 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. Budget Amount allocated would cover: Salary \$51,556.48, Health benefit \$6,226.00, Life Benefit \$22.20, FICA \$3,944.07,	\$68,099.23	\$0.00	\$0.00	\$522.00	\$68,621.23	100

Retirement Benefit \$6,563.14, and Unemployment Benefit \$309.34 totaling \$68,621.23.						
<p>Probation Officer #2 (Amada Quiroz):9/1/20-1/17/21 Responsibility for case management rests with the probation officer. 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 court team, meeting monthly, to fully and holistically manage each case. Through collaboration with the treatment provider, intensive substance abuse treatment services are provided. The probation officer oversees referral to all other services. Referral services 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, participant's 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. Budget Amount allocated would cover: Salary \$18,741.25 Health benefit \$2,585.94, Life Benefit \$6.66, FICA \$1,433.71, Retirement Benefit \$2,385.76, and Unemployment Benefit \$112.45 totaling \$25,265.77. Program GPI will pay some of the salary.</p>	\$20,255.77	\$0.00	\$0.00	\$5,010.00	\$25,265.77	50
<p>Probation Officer #2(Luis Gonzalez):1/18-8/31/21 Responsibility for case management rests with probation officer. The program case management is defined as collaboration between probation officer and treatment provider. The probation officer and treatment provider work closely with felony DWI court team, meeting monthly, to fully and holistically manage each case. Through collaboration with treatment provider, intensive substance abuse treatment services are provided. The probation officer oversees referral to other services. Referral services may include education, employment, and job training services, health services, housing assistance, family counseling, mental health assessment, and 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, participant's 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. Budget Amount allocated covers: Salary \$31,854.81, Health benefit \$4,358.20, Life Benefit \$15.54, FICA \$2,436.89, Retirement Benefit \$4,055.12, and Unemployment Benefit \$191.13 totaling \$42,911.69. Program funding pays \$12,556.69 program GPI & other dept funds pay remaining salary & fringe.</p>	\$12,556.68	\$0.00	\$0.00	\$4,024.00	\$16,580.68	50
Contractual and Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel and Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies and Direct Operating Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Totals				
OOG Funds:	Cash Match:	In Kind Match:	GPI:	Total Project:
\$146,429.99	\$0.00	\$0.00	\$9,556.00	\$155,985.99

Export Your Budget Detail Item(s)

Export To Excel

Note from Grantee to OOG

Save Note from Grantee to OOG

Enter on: 9/9/2021 1:48:48 PM By: Arnold Patrick
 To add program generated income in the amount of \$284 for July 2021 and \$238 for August 2021 to be added to Probation Officer slot #1 A.M.

Enter on: 7/6/2021 11:04:27 AM By: Arnold Patrick
 To add GPI of \$606 for May 2021 and \$286 for June 2021 to Probation officer #2 L. G..

Enter on: 4/15/2021 12:10:27 PM By: Arnold Patrick
 To add GPI for March 2021 of \$1232 to Probation Officer slot #2 LG and adjust salary and fringe for counselor slot #1 LT, probation officer slot #1 AM to correctly reflect their respective amounts, difference to be added to probation officer slot #2 LG

Enter on: 3/8/2021 2:26:44 PM By: Arnold Patrick
 To add slot with remaining funds for probation officer Luis Gonzalez that replaced Amada Quiroz.

Enter on: 12/7/2020 2:27:47 PM By: Arnold Patrick
 To add program GPI for September 2020 \$703.00, October 2020 \$662.00, and November 2020 \$2,339.00 to the Probation Officer #2 A.Q..

Enter on: 6/17/2020 4:05:21 PM By: Faustino Lopez, III
 Budget Amount allocated for Probation Officer #2 was reduced to meet this requirement.

Enter on: 6/13/2020 2:16:43 PM By: Alyssa Smith
 CJD has determined that the maximum amount available for consideration of this application is \$146,430.14. If you would like your project considered at the decreased level of funding, please revise the activities, measures and budget as needed to support the new amount.

Enter on: 3/16/2020 8:04:17 AM By: Faustino Lopez, III
 Budget Amount allocated would cover: Salary \$16,947.77, Health benefit \$10,347.60, Life Benefit \$26.64, FICA \$1,898.16, Retirement Benefit \$3,158.63, and Unemployment Benefit \$148.88 totaling \$32,527.68. Program GPI will cover 100% of budgeted amount. Probation Officer #2 Amada Quiroz will spend 100% of time on grant related duties. Total Budget for Probation Officer #2 Includes: Salary \$49,625, Health benefit \$10,347.60, Life Benefit \$26.64, FICA \$3,796.31, Retirement Benefit \$6,317.26, and Unemployment Benefit \$297.75 totaling \$70,410.57. GPI will cover \$37,882.88 of budget.

Enter on: 2/24/2020 10:07:00 AM By: Erin Cole
 Personnel (Amanda Quiroz): Please revise the budget line item to include the total outside salary plus fringe breakdown, not just for the time spent on the grant.

Enter on: 2/24/2020 10:06:53 AM By: Erin Cole
 Personnel (Amanda Quiroz): Please revise the budget line item to include the total outside salary plus fringe breakdown, not just for the time spent on the grant.

Enter on: 2/24/2020 10:04:29 AM By: Erin Cole
 Per the RFA, applicants may not exceed their most recent year's award amount. This project was funded at \$154,136.99 for FY20. Please reduce budget accordingly.

Printer Friendly

Previous

DATE: September 9, 2021

DEPARTMENT HEAD: Faustino Lopez, Executive Director

DEPARTMENT NAME: Adult Probation

PROGRAM: HIDALGO COUNTY DWI COURT

ACCOUNT NUMBER: 1-1289-423-00-320-032-1-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
1-1289-423-00-320-032-1-113 ✓	DWI Court- Full-Time Employees	234.75 ✓
1-1289-423-00-320-032-1-211	DWI Court- Health Insurance	0.00
1-1289-423-00-320-032-1-212	DWI Court- Life Insurance	0.00
1-1289-423-00-320-032-1-220 ✓	DWI Court- FICA	17.96 ✓
1-1289-423-00-320-032-1-230 ✓	DWI Court- Retirement	29.88 ✓
1-1289-423-00-320-032-1-250 ✓	DWI Court- Unemployment Compensation	1.41 ✓
TOTAL APPROPRIATION		284.00
1-1289-342-30-320-032-1-000 ✓	DWI Court Program Income	284.00
TOTAL REVENUES		284.00

REASON:

To allocate the GPI for the FY2021 DWI Grant Budget #2413911 from 7/1/2021-7/31/2021.
The total GPI is equal to \$284.00

Faustino Lopez, Executive Director
Hidalgo County CSCD

Date

Arcilia Duran, CPA

Date

0.00

234.75 +

17.96 +

29.88 +

1.41 +

0.00 +

0.00

DATE: September 9, 2021

DEPARTMENT HEAD: Faustino Lopez, Executive Director

DEPARTMENT NAME: Adult Probation

PROGRAM: HIDALGO COUNTY DWI COURT

ACCOUNT NUMBER: 1-1289-423-00-320-032-1-XXX

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Chapter 111, Subchapter C

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accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE OBJECT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
1-1289-423-00-320-032-1-113	DWI Court- Full-Time Employees	196.73
1-1289-423-00-320-032-1-211	DWI Court- Health Insurance	0.00
1-1289-423-00-320-032-1-212	DWI Court- Life Insurance	0.00
1-1289-423-00-320-032-1-220	DWI Court- FICA	15.05
1-1289-423-00-320-032-1-230	DWI Court- Retirement	25.04
1-1289-423-00-320-032-1-250	DWI Court- Unemployment Compensation	1.18
TOTAL APPROPRIATION		238.00
1-1289-342-30-320-032-1-000	DWI Court Program Income	238.00
TOTAL REVENUES		238.00

REASON:

To allocate the GPI for the FY2021 DWI Grant Budget #2413911 from 8/1/2021-8/31/2021.
The total GPI is equal to \$238.00

Faustino Lopez, Executive Director
Hidalgo County CSCD

Date

Arcilia Duran, CPA

Date

0.00
196.73+
15.05+
25.04+
1.18+
238.00*
0.00

Report Date 09/09/21 02:51 PM

Hidalgo County

Page No 1

Periods 08 - 09

Balance Sheet Detail By Account

FJBA01A

Ending Date 09/09/21

Account No/Description	Debit	Credit
1-1289-223-00-320-032-0-000 GRANTS LVL 9-UNEARNED REVENUE-DWI COURT		
	* Beginning Balance	.00
* Receipts		
DATE RECEIPT NO. BATCH RECEIVED FROM DESCRIPTION		
08/11/21 260529 21003200 ADULT PROBATION - JULY 2021 CO PRE-TRIAL DWI FEE		284.00
09/07/21 261370 21003622 ADULT PROBATION 09/01/21 PRE-TRIAL DWI FEE - AUG 2021		238.00
		522.00
	* Ending Balance	.00
	Total:	522.00