

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

July 8, 2022

The Honorable Richard F Cortez, Hidalgo County Judge
The Honorable David Fuentes, Commissioner, Precinct No. 1
The Honorable Eduardo 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 § 111.016 SPECIAL BUDGET FOR GRANT OR AID MONEY:

The county auditor shall certify to the commissioner's 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, Linda Fong, Interim County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the Texas Indigent Defense Commission. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

AMOUNT	PURPOSE
\$369,050.00	Award No. MH-22-108
	TIDC- Mental Health Defender Improvement

CERTIFIED BY:

Linda Fong, CPFO

07/08/2022
Date

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 52 ND D.C.	FERNANDO MANCIAS JUDGE, 63 RD D.C.	J. R. "BOBBY" FLORES JUDGE, 15 TH D.C.	ROSE GUERRA REYNA JUDGE, 208 TH D.C.	MARLA CUELLAR JUDGE, 275 TH D.C.	MARIO E. RAMIREZ, JR. JUDGE, 332 ND D.C.	HOE GONZALEZ JUDGE, 378 TH D.C. OVERSEER	LETICIA LOPEZ JUDGE, 385 TH D.C.	L. XENO VASQUEZ JUDGE, 395 TH D.C.	ISRAEL RAMON, JR. JUDGE, 430 TH D.C.	RENEE R. BETANCOURT JUDGE, 449 TH D.C.	JOE RAMIREZ JUDGE, 484 TH D.C.
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Moises Beltran <moises.beltran@auditor.co.hidalgo.tx.us>

AI-86431 FY2022 Public Defender Mental Health Defense Unit Grant Certification of Revenues

1 message

Jaqueline Velazquez <jaqueline.velazquez@co.hidalgo.tx.us>

Fri, Jul 8, 2022 at 9:58 AM

To: Linda C Fong <lindac.fong@auditor.co.hidalgo.tx.us>

Cc: Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>, Moises Beltran <moises.beltran@auditor.co.hidalgo.tx.us>, Patricia Ramos <patricia.ramos@co.hidalgo.tx.us>, Larry Esparza <larry.esparza@co.hidalgo.tx.us>

Good Morning Linda,

Please process a Certification of Revenues in the total amount of \$369,050.00 in relation to the FY2022 Public Defender Mental Health Defense Unit Grant.

Agenda item AI-86431 will be presented to Commissioners Court requesting acceptance of these funds on July 12, 2022.

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Respectfully,

Jaqueline A. Velazquez

Executive Assistant I

Hidalgo County Public Defender's Office

100 N. Clossner, 5th Floor

Edinburg, Texas 78539

TEL: (956) 292-7040 Ext. 5431

FAX: (956) 292-7049

jaqueline.velazquez@co.hidalgo.tx.us

AI-86431

Public Defender's Office 18. A.

CC REGULAR AGENDA SPECIAL MTG

Meeting Date: 07/12/2022

Submitted By: Jaqueline Velazquez, PUBLIC DEFENDERS

Department: PUBLIC DEFENDERS

CAPTION

Public Defenders - TIDC Grant / Public Defender Mental Health Defense Unit:

1. Approval to accept grant award from the Texas Indigent Defense Commission (TIDC) for the period of 07/01/2022 to 06/30/2024 with authority for County Judge, as authorized official, to sign grant award form and related documents.
2. Approval of Certification of Revenues as certified by the County Auditor for the Texas Indigent Defense Commission (TIDC) grant award in the amount of \$369,050.00 and appropriation of the same.

BACKGROUND

AI-85145 CC 04-19-22 Approval to Apply
Grant term 7/01/2022 - 6/30/2024

Fiscal Impact

CALENDAR YEAR: 2022

ACCT. #: 2-1282-412-00-085-005-2-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Appropriation of funds for the FY 2022 TIDC Public Defender Mental Health Defense Unit Grant in the amount of \$369,050.00 pending COR by Co. Auditor.

No local cash match required; grant period is 7-1-2022 to 6-30-2024.

Attachments

GRANT APPROVAL

Appropriation

Request COR

Form Review

Inbox

Budget & Management

Ivan Cantu

Final Approval

Form Started By: Jaqueline Velazquez

Reviewed By

Veronica Ortiz

Ivan Cantu

Date

07/01/2022 03:40 PM

07/01/2022 04:54 PM

Started On: 07/01/2022 10:48 AM



TEXAS INDIGENT DEFENSE COMMISSION

CHAIR:

The Honorable Sharon Keller
Presiding Judge
Court of Criminal Appeals

EX OFFICIO MEMBERS:

Honorable Sharon Keller
Honorable Nathan Hecht
Honorable John Whitmire
Honorable Brandon Creighton
Honorable Nicole Collier
Honorable Reggie Smith
Honorable Sherry Radack
Honorable Vivian Torres

MEMBERS APPOINTED BY
GOVERNOR:

Mr. Alex Bunin
Honorable Richard Evans
Mr. Gonzalo Rios
Honorable Missy Medary
Honorable Valerie Covey

EXECUTIVE DIRECTOR:

Geoffrey Burkhart

June 24, 2022

The Honorable Richard F. Cortez
Hidalgo County Judge
Via E-mail: richard.cortez@co.hidalgo.tx.us

RE: FY2022 Improvement Grant Statement of Award—Grant #MH-22-108

Dear Judge Cortez:

I am pleased to inform you that the Texas Indigent Defense Commission has awarded Hidalgo County a two-year Mental Health Defender Improvement Grant in the amount of \$369,050 for the Public Defender Mental Health Defense Unit. Your Statement of Grant Award is attached.

Please sign, scan, and return via e-mail the Statement of Grant Award to me at ecolfax@tidc.texas.gov. You do not need to mail a copy.

Congratulations to Hidalgo County for developing this new indigent defense program. If you have any questions or need clarification of the information contained in this letter or the attached Statement of Grant Award, please contact me at (512) 463-2508.

Sincerely,

Edwin Colfax
Director of Grant Funding

Copy: Larry Esparza, larry.esparza@co.hidalgo.tx.us

Linda Fong, linda.fong@auditor.co.hidalgo.tx.us

Texas Indigent Defense Commission
209 West 14th Street, Room 202, Austin, Texas 78701
512.936.6994
www.tidc.texas.gov



TEXAS INDIGENT DEFENSE COMMISSION

FY2022 Improvement Grant
Statement of Grant Award

Grant Number: MH-22-108
Grantee Name: Hidalgo County
Program Title: Public Defender Mental Health Unit
Grant Period: 7/1/2022 - 6/30/2024
Grant Award: \$369,050

The Texas Indigent Defense Commission (herein, the Commission) has awarded the above-referenced grant to Hidalgo County (herein, the County) for indigent defense services. The authorized official named on the grant application must sign this Statement of Grant Award and return it to the Commission. The grantee will not receive any grant funds until this notice is executed and returned to the Commission. Funding is provided as listed in the categories in the table below:

Table with 2 columns: Category and Amount. Rows include Direct Costs - 24 months, Personnel Salaries (\$264,076), Fringe Benefits (\$91,874), Travel and Training (\$3,500), Equipment (\$3,600), Supplies (\$3,000), Contract Services (Internet) (\$3,000), Indirect Costs (0), Total Approved Budget (\$369,050), County Contribution (0), and Total Amount Funded by Commission (\$369,050).

Handwritten calculations: 0, 264,076.00, 91,874.00, 355,950.00

Standard Grant Conditions:

- The authorized official for the grantee accepts the grant award.
The authorized official, financial officer, and program director, referred to below as grant officials, must comply with the terms of the grant as written in the Supplemental Request for Applications issued in January 2022, including the rules and documents adopted by reference in the Commission's Grant Rules in Title 1, Part 8, Chapter 173, Texas Administrative Code.
The grant officials understand that a violation of any term of the grant may result in the Commission placing a temporary hold on grant funds, permanently de-obligating all or part of the grant funds, requiring reimbursement for funds already spent, or barring the organization from receiving future grants.
Disbursement of funds is always subject to the availability of funds.
The grant officials agree to follow the grant terms contained in the "Terms and Conditions" contained in Attachment A which includes the final grant application as amended.
Any indigent defense plan documents submitted to the Commission must continue to meet all grant eligibility requirements.
The judges hearing criminal and juvenile matters must amend the Indigent Defense Plan for their respective courts as needed to include the program funded under this award and submit it to the Commission by November 1, 2022.

The authorized official for this grant program has read the preceding and indicates agreement by signing the Statement of Grant Award included below.

Signature of Authorized Official

Name & Title (please print)

Date

Attachment A

Terms and Conditions

In addition to the program requirements stated in the Request for Applications (RFA), these specific program requirements apply to this funded program.

1. This grant provides 24 months of funding. If the start of the program occurs after the beginning of the grant term on this award, the County may request an extension of the grant term.
2. The County must provide to TIDC the minimum job requirements and a full job description of the staff positions specified under this project for feedback and approval before positions are publicly posted.
3. Grant funds are distributed quarterly on a reimbursement basis. The county must submit quarterly grant program expenditure reports to obtain reimbursement of the scheduled percentage of expended funds based on actual expenditures. See the Timeline for Reporting and Fund Distribution at the end of this document for dates.
4. This grant requires quarterly progress reports. TIDC will create an on-line progress report to document the work performed in this program and other information necessary to evaluate the impact of the program. The county will be able to request modifications to the on-line report when the progress report items do not accurately reflect the work performed. See the Timeline for Reporting and Fund Distribution at the end of this document for dates.
5. In addition to quarterly progress reports, the County must submit quarterly program staffing reports that document hire dates, separation dates, transfers, and actual salaries and fringe benefits costs for each funded position.
6. The County must develop or maintain a written policy that includes caseload standards for the public defender office as required in Texas Code of Criminal Procedure Articles 26.044 and that is consistent with research-based weighted caseload guidelines published by TIDC. The caseload policy must require the Chief Public Defender to review caseloads at least quarterly. The Chief Public Defender must notify TIDC and the program's Oversight Board in writing within 30 days if caseloads exceed the adopted standards. TIDC will review caseloads exceeding TIDC published guidelines and may withhold program funding based on excessive caseloads.
7. The program must record attorney and support staff work time in a manner that allows for accurate completion of the Indigent Defense Expenditure Report and Public Defender Addendum. Records must contain sufficient detail to allocate time and salary across categories of offenses (capital, non-capital felony, misdemeanor, juvenile, felony appeals, misdemeanor appeals, and juvenile appeals) and to document the number of cases disposed by attorney for each court.
8. The County must develop a Mental Health Defender Representation Policies and Procedures document and provide it to the Commission with the second quarterly progress report. The County should consider relevant professional standards of representation such as the Texas State Bar Performance Guidelines for Non-Capital Criminal Defense Representation when developing the manual. The manual must address referral and intake to the program, how the program will coordinate with, and not duplicate the work of, existing mental health systems, and demonstrate how the program will identify and incorporate referrals to available mental health screening, assessment, treatment, and community services available to the defendants served by the grant program. The manual must also address how the positions funded under this grant will fit into the County's methods for the identification of mentally ill arrestees and for providing assessment, treatment, and bonding options to these arrestees under Article 16.22 and Article 17.032 of the Texas Code of Criminal Procedure. Any revised versions of the Policies and Procedures Manual must be submitted with regular quarterly progress reports.
9. Requests to revise the scope, target, or focus of the project, or substantively alter project activities require advance written approval from TIDC.
10. Budget adjustments consisting of reallocations of funds among or within budget categories in excess of \$10,000 or ten percent of the original approved budget, whichever is less, are considered budget adjustments and are allowable only with prior approval of the executive director of the Commission.

Original Grant Application Follows

The approved grant budget has been reduced from the proposed budget to meet available grant resources. The award funds one attorney and one social worker.

2022 Hidalgo County Improvement Grant Application Narrative
Mental Health Grant Public Defender's Office
Mental Health Public Defender Improvement

a. Application Form

Counties Represented: **Hidalgo**
Fiscal Year: **2022**
State Payee Identification Number: **74-6000717**
Division To Administer Grant: **Hidalgo County**
Program Title: **Mental Health Grant Public Defender's Office**
Requested Grant Amount: **\$468,140.86**
Authorized Official: **Larry Esparza**
Financial Officer: **Linda Fong**
Program Director: **Larry Esparza**
Mailing Address: **100 N. Closner; Annex 1; Edinburg, TX 78539**

b. Introduction (Executive Summary)

Our office would like to create a Mental Health Unit. The MH Unit would consist of an Attorney, a Social Worker, and a Mental Health Coordinator. The goal of the MH Unit would be identification of individuals qualifying for Court Appointed Counsel that are suffering from mental health issues in an effort to help locate treatment services, reduce time spent in jail, assist with pending criminal cases and reduce recidivism. In doing so, we provide a pathway for client success and reduce jail costs.

c. Problem Statement

Over the past three years Texas Tropical has identified and treated approximately 1000 inmates at Hidalgo County jail for mental health issues. Left untreated the inmates condition will only worsen, make matters more difficult for all parties involved in the process, and increase costs to the County. These individuals are being released without any immediate plan to address their needs and as a result many are subsequently re-arrested. The Coordinator will work directly with Indigent Defense to identify clients and appoint them to our office. Once appointed the Attorney and Social Worker will meet with client, identify client needs and develop a plan for release and resolution of the criminal case.

d. Objectives

The Coordinator will work directly with Indigent Defense to identify clients and appoint them to our office. Once appointed the Attorney and Social Worker will meet with client, identify client needs and develop a plan for release and resolution of the criminal case. The social worker will conduct psychosocial evaluations and develop treatment plans. The attorney will coordinate with the prosecutors and set hearings to facilitate release of clients on personal recognizance bonds or reduced bonds. We will track the number of days spent in jail and arrests record and compare with any prior arrest history.

e. Activities

If the Mental Health Grant application is funded, our office will coordinate with Human Resources to develop job descriptions and advertise for the requested positions. Interview qualified candidates for employment and recommend candidates to Human Resources for final approval. Order equipment and supplies for each employee under the Grant.

New employees will be oriented with office procedures and program requirements. Employees will coordinate with Indigent Defense Department to appoint identified program individuals to our office. Attorney and Social Worker will track each individuals arrest history, treatment plan and criminal case. Supervisor will meet weekly to discuss issues and at least once a month to monitor program implementation.

f. Evaluation

The program effectiveness will be measured in several areas. A record of the number of applicants appointed to our office will be maintained to quantify the effectiveness of the

program. Individual logs will be kept tracking days spent in jail from appointment to release for each client. Case resolution for each client will also be a part of the client file for evaluation purposes. Monthly and quarterly reports showing the number of clients, their days spent in jail, services provided by our office, case resolution, and recidivism will be available for inspection.

g. Future Funding

Hidalgo County Public Defender's Office has been in operation since September 2005. The office has seen substantial growth over the years with the support from our Hidalgo County Commissioners. Today our office has thirteen attorneys, a legal assistant, an investigator, and four administrative assistants. The County's approval to submit this Grant application is an example of the Commissioners commitment to supporting not only the needs of our office but that of the community. Success of the program will determine the financial investment from Hidalgo County.

h. Budget Narrative and Budget Form

The Personnel Salary Costs may vary based on the applicants experience. I have provided an amount based on the maximum salary currently allowed under Hidalgo County Policy for an experienced Attorney and Social worker.

The Travel and Training cost is the total for two years to provide CLE training for the attorney and the social worker.

The cost for the equipment is a one time cost for three laptops for the attorney, social worker and Coordinator. I have added \$3000 for Contract services for internet/hotspot services for all three laptops

The proposed budget is prepared for an Oct. 1, 2022 start date should funding be approved through Sept. 30, 2024.

	Personnel Costs		\$455,040.86
	FTE's	3.00	
	Salary	\$330,264.00	
	Fringe Benefits	\$124,776.86	
Approved grant budget has been reduced from proposed budget. See award cover page for approved budget.	Travel and Training		\$3,500.00
	Equipment		\$3,600.00
	Supplies		\$3,000.00
	Contract Services		\$3,000.00
	Indirect		
	Total		\$468,140.86
	Required County Match		
	Total less County Match		\$468,140.86

Home

Actual Grant term

Timeline for Reporting and Fund Distribution

Reports will be submitted through the TIDC grant management website at tidc.tamu.edu

Reporting Period	Type Report Due	Date Report Due	Fund Distribution Date
July 2022 through September 2022	Grant Expenditure Report Progress report	October 15, 2022	November 2022
October 2022 through December 2022	Grant Expenditure Report Progress report	January 15, 2023	February 2023
January 2023 through March 2023	Grant Expenditure Report Progress report	April 15, 2023	May 2023
April 2023 through June 2023	Grant Expenditure Report Progress report	July 15, 2023	August 2023
July 2023 through September 2023	Grant Expenditure Report Progress report	October 15, 2023	November 2023
October 2023 through December 2023	Grant Expenditure Report Progress report	January 15, 2024	February 2024
January 2024 through March 2024	Grant Expenditure Report Progress report	April 15, 2024	May 2024
April 2024 through June 2024	Grant Final Expenditure Report Final Progress report	July 15, 2024	August 2024

DATE: July 12, 2022

DEPARTMENT HEAD: Vidal Roman, Budget Officer

2022
Appropriation
AI-86431



DEPARTMENT NAME: Department of Budget & Management for TIDC-MHDI

ACCOUNT NUMBER: 2-1282-412-00-085-005-2-XXX

Contact Person: Patricia Ramos Ph#: (956) 292-7025 ext. 5416

SUBJECT: Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)		0 * *	OBJECT	AMOUNT
2-1282-412-00-085-005-2- 113	TIDC-MHDI	258,076.00+	REG F/T EMPLOYEES	258,076.00
2-1282-412-00-085-005-2- 118	TIDC-MHDI	6,000.00+	AUTO ALLOWANCE	6,000.00
2-1282-412-00-085-005-2- 211	TIDC-MHDI	35,030.00+	HEALTH INSURANCE	35,030.00
2-1282-412-00-085-005-2- 212	TIDC-MHDI	185.00+	LIFE INSURANCE	185.00
2-1282-412-00-085-005-2- 220	TIDC-MHDI	20,169.00+	FICA	20,169.00
2-1282-412-00-085-005-2- 230	TIDC-MHDI	34,345.00+	RETIREMENT	34,345.00
2-1282-412-00-085-005-2- 250	TIDC-MHDI	1,600.00+	UNEMPLOYMENT COMP	1,600.00
2-1282-412-00-085-005-2- 260	TIDC-MHDI	545.00+	WORKER'S COMP	545.00
2-1282-412-00-085-005-2- 534	TIDC-MHDI	3,000.00+	INTERNET SERVICES	3,000.00
2-1282-412-00-085-005-2- 583	TIDC-MHDI	1,750.00+	TRAVEL OUT OF COUNTY	1,750.00
2-1282-412-00-085-005-2- 584	TIDC-MHDI	1,750.00+	REGISTRATION FEES	1,750.00
2-1282-412-00-085-005-2- 610	TIDC-MHDI	3,000.00+	GENERAL SUPPLIES	3,000.00
2-1282-412-00-085-005-2- 660	TIDC-MHDI	369,050.00*	FURN & EQUIP CNTRLD	3,600.00
2-1282-331-12-085-005-2 000	TIDC-MHDI REVENUE			369,050.00
TOTAL BUDGET INCREASE (DECREASE)				369,050.00

REASON:

To appropriate funds for the Texas Indigent Defense Commission (TIDC) Public Defender Mental Health Defense Unit Grant. Grant period is from 07/01/22 -06/30/24. No cash match required.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

0 * *	0 * *
258,076.00+	1,750.00+
6,000.00+	1,750.00+
35,030.00+	3,500.00*
185.00+	
20,169.00+	
34,345.00+	
1,600.00+	
545.00+	
355,950.00*	

Total Swans & Fringes

ATTEST COUNTY CLERK



Moises Beltran <moises.beltran@auditor.co.hidalgo.tx.us>

F1282 Account Creation Request Public Defenders TIDC Grant

Moises Beltran <moises.beltran@auditor.co.hidalgo.tx.us>

Fri, Jul 8, 2022 at 10:18 AM

To: Deborah Fischer <deborah.fischer@auditor.co.hidalgo.tx.us>

Cc: Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>, Patricia Ramos <patricia.ramos@co.hidalgo.tx.us>, Jaqueline Velazquez <jaqueline.velazquez@co.hidalgo.tx.us>

To financial accounting,

Please create the updated accounts listed below:

2-1282-412-00-085-005-2-113	TIDC-MHDI-REG F/T EMPLOYEES	A
2-1282-412-00-085-005-2-118	TIDC-MHDI-AUTO ALLOWANCE	A
2-1282-412-00-085-005-2-211	TIDC-MHDI-HEALTH INSURANCE	A
2-1282-412-00-085-005-2-212	TIDC-MHDI-LIFE INSURANCE	A
2-1282-412-00-085-005-2-220	TIDC-MHDI-FICA	A
2-1282-412-00-085-005-2-230	TIDC-MHDI-RETIREMENT	A
2-1282-412-00-085-005-2-250	TIDC-MHDI-UNEMPLOYMENT COMP	A
2-1282-412-00-085-005-2-260	TIDC-MHDI-WORKERS COMP	A
2-1282-412-00-085-005-2-583	TIDC-MHDI-TRAVEL OUT OF COUNTY	A
2-1282-412-00-085-005-2-584	TIDC-MHDI-REGISTRATION FEES	A
2-1282-412-00-085-005-2-660	TIDC-MHDI-FURN & EQUIP CNTRLD	A
2-1282-412-00-085-005-2-610	TIDC-MHDI-GENERAL SUPPLIES	A
2-1282-412-00-085-005-2-534	TIDC-MHDI-INTERNET SERVICES	A

2-1282-331-12-085-005-2-000	TIDC-MHDI REVENUE	A
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Ref: AI-86431 CC 07/12/2022

Thank you.

[Quoted text hidden]

 GRANT_APPROVAL.pdf
1562K