

A RESOLUTION AUTHORIZING THE PARTICIPATION IN THE COUNTYWIDE COALITION FOR THE JUVENILE ACCOUNTABILITY INCENTIVE BLOCK PROGRAM; AUTHORIZING THE ADMINISTRATOR TO SIGN THE APPLICATION TO THE MICHIGAN FAMILY INDEPENDENCE AGENCY FOR JUVENILE ACCOUNTABILITY INCENTIVE BLOCK GRANT PROGRAM IN THE AMOUNT OF \$139,853 FOR THE PERIOD JUNE 1, 1999 THROUGH MAY 31, 2000; AMENDING THE BUDGET, AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS, AND AUTHORIZING THE ADMINISTRATOR TO SIGN THE APPLICATION FOR THE SECOND YEAR OF THE PROGRAM CONTINGENT UPON SUCCESSFUL PERFORMANCE OF THE FIRST YEAR

WASHTENAW COUNTY BOARD OF COMMISSIONERS

April 21, 1999

WHEREAS Public Law 105-119 enacted by Congress in November 1997 appropriated funds for the Juvenile Accountability Incentive Block Grant (JAIBG) program, AND

WHEREAS the Family Independence Agency is the designated state agency administering JAIBG funds, AND

WHEREAS Washtenaw County has been allocated \$62,621; City of Ann Arbor has been allocated \$43,911; and City of Ypsilanti has been allocated \$19,336, AND

WHEREAS it is desirable for the three units of government to form a regional coalition to apply for JAIBG funds, AND

WHEREAS members of the proposed regional coalition have developed a joint program proposal for additional Trial Court - Family Division staff and drug testing policy development and training, AND

WHEREAS the net impact of the reorganization is the addition of one (1) full time grant status position and three (3) part time grant status positions; and,

WHEREAS all position changes will be effective June 1, 1999; and,

WHEREAS the JAIBG application is due to the Michigan Family Independence Agency by May 1, 1999; and,

WHEREAS this matter has been reviewed by Corporation Counsel, the Finance Department, Human Resources, the County's Administrator's Office and the Ways and Means Committee.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorized the participation in the countywide coalition with the City of Ann Arbor and City of Ypsilanti

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes the Administrator to sign the application for funding from the Michigan Family Independence Agency for a total program amount of \$139,853 per year for the period June 1, 1999 through May 31, 2000, as on file with the County Clerk

BE IT FURTHER RESOLVED that the Board of Commissioners hereby takes the following actions contingent upon receipt of the grant award in conformity with the application:

1. Authorizing the Administrator to sign the Notice of Grant Award
2. Amending the budget as attached hereto and made a part hereof
3. Authorizing the Administrator to sign the delegate contracts upon review of Corporation Counsel to be filed with the County Clerk
4. Creating the following grant status positions:

Position No.	Title	Group	Grade	Create
2257-0003-	Intake Caseworker	14	22	1.0 (G)
2259-0001	Community Services / Restitution Worker	14	22	0.7 (G)
1869-0001	Field Services Worker	14	18	0.5 (G)
1869-0002	Field Services Worker	14	18	0.5 (G)

5. Adopt the job descriptions as attached hereto and made part of.
6. Authorizing the Administrator to sign the application for funding for the second year of the program contingent upon successful performance of the first year program

Trial Court - Family Division
Juvenile Accountability Incentive Block Grant (JAIBG)
2810996880
June 1, 1999 - May 31, 2000
&
June 1, 2000 - May 31, 2001

Original

Budget

Revenue:

54000 State Revenue \$125,868

69500 Transfers In 13,984

Total \$139,852

Expenses:

70050 Personal Services \$116,380

72600 Supplies 3,047

80000 Other Services & Charges 20,425

Total \$139,852

Indirect Costs \$ 12,586

Washtenaw County

Child Care Fund

January 1, 1999 - December 31, 1999

Business Unit #29900000

Current Revised

Revenue: Budget Budget Variance

69500 Transfers In \$424,159 \$424,159 \$ 0

Expenditures:

98000 Reserves \$424,159 \$410,174 \$(13,985)

99000 Transfers Out \$ 0 \$ 13,985 \$ 13,985

Washtenaw County

Job Description

Job Code:
2259

Authorization:
pending

Employee
Group: 14

April, 1999

CLASS TITLE: COMMUNITY SERVICES / RESTITUTION WORKER

DEPARTMENT: TRIAL COURT-FAMILY DIVISION-JUVENILE CENTER

FLSA STATUS: Exempt

JOB SUMMARY:

Under the general supervision of a higher classified employee, responsible for daily contact with juvenile offenders who have returned from institutional placement, foster homes or who have an open neglect and abuse case under the Department of Social Services.

Evenings and weekends shifts are required, when necessary, in addition to being on 24-hour call.

EXAMPLES OF DUTIES

Essential Duties:

- Identifies and creates partnerships with local nonprofit agencies to provide meaningful community service work opportunities for all Court involved youth.**

- Creates community service work projects and supervises completion of these projects by the youth involved**

with the Court.

- Creates a database to assist in monitoring youth assigned to do community service work.

- Serves as a liaison between the victim, prosecutor's office, and Court staff.

- **Implements graduated sanctions as needed.**

- Communicates with assigned caseworkers through verbal and written reports pertaining to the youth's compliance with court contracts.

- **Communicates with local law enforcement and community agencies about youth at risk.**

- **Transports clients as necessary.**

- **Activities may require consultation after normal working hours.**

- Performs other related duties as assigned.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

LICENSES AND CERTIFICATIONS

Possession of a valid Michigan Vehicle Operator's License required.

PHYSICAL DEMANDS

Duties require sufficient mobility to work in a normal office setting and use standard office equipment including a computer, vision to read printed materials and a VDT screen and hearing and speech sufficient to communicate in person or over the telephone. Sufficient mobility to be able to visit and check on youthful offenders in the community.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

EDUCATION

Possession of a Master's Degree in social work or behavior science.

EXPERIENCE

A minimum of one (1) year of professional casework experience. Three to six month break-in period.

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all inclusive. Incumbents may be requested to perform job-related duties other than those outlined above and may be required to specific job-related knowledge for successful job performance.

Washtenaw County

JOB DESCRIPTION

Job Code: 1869

Authorization: pending

Employee Group: 14

April, 1999

CLASS TITLE: FIELD SERVICES WORKER

DEPARTMENT: Family Division - Juvenile Center

FLSA STATUS: Non-Exempt

JOB SUMMARY:

Under the general supervision of the Field Services Coordinator, provides monitoring of identified youth by visiting schools, monitoring curfews and home behavior in an attempt to modify or eliminate behavioral problems.

EXAMPLES OF DUTIES

Essential Duties:

- Establishes and maintains daily contacts with identified juveniles and their families through random face to face or telephone contacts.
- Prepares and submits a weekly schedule to the Field Services Coordinator for all night surveillance staff.
- Serves as a liaison between other night staff and the Field Services Coordinator.
- Implements graduated sanctions as needed.

- Communicates with local law enforcement and community agencies about youth at risk

- Maintains accurate records and contact logs.

- Makes late night curfew checks on youthful offenders.

- Communicates with assigned caseworkers through verbal and written reports pertaining to the youth's compliance with court contracts by providing other Caseworkers with data gathered during youth monitoring activities.
- Transports clients as necessary.

- Activities may require consultation after normal working hours.

- Performs other related duties as assigned.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

LICENSES AND CERTIFICATIONS

Possession of a valid Michigan Vehicle Operator's License is required.

PHYSICAL DEMANDS

Duties require sufficient mobility to work in a normal office setting and use standard office equipment including a computer, vision to read printed materials and a VDT screen and hearing and speech sufficient to communicate in person or over the telephone. May have to exert up to 20 pounds of force occasionally and 10 pounds of force frequently.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

EDUCATION

Possession of a high school diploma or its equivalent. Possession of advanced degree preferred.

EXPERIENCE

A minimum of two one (1) year of experience in working with delinquent children. Three to six months break-in period

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all inclusive. Incumbents may be requested to perform job-related duties other than those outlined above and may be required to specific job-related knowledge for successful job performance.

[Return to Board of Commissioners April 21, 1999 Agenda](#)