



COUNTY ADMINISTRATOR
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TO: Martha Kern, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Linda Edwards-Brown, Administrator
Juvenile Division

DATE: November 14, 2001

SUBJECT: Resolution to authorize Washtenaw County Trial Courts, Family Division to renew agreement with Michigan Family Independence Agency to provide Reintegration Services and create budget for 2001/2002 fiscal year.

Board Action Requested:

The Washtenaw County Trial Court, Family Division requests that the Board of Commissioners ratify the Administrator's signature on the agreement for the Juvenile Justice Reintegration Program to the Michigan Family Independence Agency for the fiscal year of 2001/2002 in amount of \$83,404; authorizing the Administrator to sign the Notice of Grant Award, amending the budget and authorizing the Administrator to sign the delegate contracts.

Background:

This program was developed collaboratively between the Michigan Family Independence Agency and the Family Division to address the issues and concerns identified by both agencies relative to State delinquency wards and Court wards under FIA supervision. The original agreement was approved by Washtenaw County Resolution #97-0046. The Reintegration program has continued annually.

Discussion:

Program Description:

In the geographic area of Washtenaw County, criteria for eligible clients is described under Provision II C:

- Public Act 150 State Wards and Court Wards under FIA supervision that is recommended for a community based family-focused program.
- Public Act 150 State Wards and Court Wards under FIA supervision who are in an out-of-home placement and are recommended for an accelerated return to the community.

The average duration of services shall be six months and will be reviewed at least quarterly by FIA staff and the Community Treatment Worker.

Program Objectives:

One objective of this agreement is to decrease the number of youth placed in out-of-home placements and to decrease the length of time spent in these placements, thereby reducing

placement costs. The other objective is to enhance community based programs for the clients that fit the program criteria and produce successful community living.

Program Evaluation:

The program will be evaluated based on the criteria specified under Provision III, C, of the attached agreement, pages 20 and 21.

Project Support:

The FIA shall pay the Washtenaw County Trial Courts, Family Division an amount not to exceed \$83,404 for services performed under this agreement. The Family Division Field Services Coordinator will coordinate, implement and monitor this program according to the requirements that are outlined in this agreement.

Impact on Human Resources:

The requested action will continue grant funding for the existing grant status Community Treatment Worker position (2258-0001) and eliminate the grant status Youth Surveillance Worker position (1864-0001), which is currently vacant.

Impact on Budget:

All funding for this project is to be provided by the Michigan Family Independence Agency. The agreement requires FIA to reimburse the Family Division for an amount not to exceed \$83,404. The Court will submit a "Monthly Statement of Expenditures" to acquire reimbursement. This will require the creation of a grant fund for this program for the amount of the agreement. The Family Division Field Services Coordinator will provide supervisory duties.

Impact on Indirect Costs:

The budget includes \$8,487 for reimbursement of indirect costs as set by the Cost Allocation Plan.

Impact on Other County Departments or Outside Agencies:

This is a collaborative effort between the Washtenaw County Trial Courts, Family Division and the Michigan Family Independence Agency.

Conformity to County Policies:

Attachments: 2001/2002 Multi Year Extension Agreement and Program Budget

Prepared By: Kim Minetee, Fiscal Coordinator

**Michigan Family Independence Agency – Office of Contracts and Rate
Setting
Multi-Year Extension Cover Sheet**

Contractor Name: Washtenaw County Family Court		Contract #: DEL 00-81001-3
Contract Administrator Name: Susan Reynolds Bunton		
Phone No.: 734-481-8371		
Complete only if account structure is changing:		
PCA:	Index Code:	AOC:

Contract Administrator's Checklist

Indicate below which steps have been completed in the contract extension process. Required documents must be on file in the local or program office or forwarded to OCRS as appropriate.

- Service(s) included in Program Plan approved by Program Office (CHPR, CSPP, SFSC), if applicable.
Date plan approved: _____
- Program policy exception request (If used, must be forwarded to OCRS.)
- County FIA Board review request
- Evaluation Summary (For renewal contracts)
 - Attached
 - In Process
- Subcontract(s) (If social services to be provided by entity other than the Contractor)
- Cost Documentation (Indicate type of documentation.)
 - Contract budget (CM-468 or CM-468G. If amount less than \$25,001 use CM-469)
 - Contractor fee schedule
 - FIA Fair Market Rate service
- Lobbying certification (If contract amount equals or exceeds \$100,000)
- Administrative Board Request (If contract equals or exceeds \$250,000 for total contract period)

Signature of AUTHORIZED
REPRESENTATIVE: _____

Date

: _____

Contract/Grant No.: DEL 00-81001-3
Contract/Grant Amnt: \$ 83,404.00
County: Washtenaw
Method of Payment: Actual Cost

**STATE OF MICHIGAN
FAMILY INDEPENDENCE AGENCY**

MULTI-YEAR EXTENSION

WHEREAS, the Family Independence Agency (hereinafter referred to as the "FIA") entered into a contractual Agreement effective October 01, 1999, with Washtenaw County Family Court, having a mailing address of 2270 Platt Road, Ann Arbor MI 48108, (hereinafter referred to as the "Contractor"), for the provision of certain services as set forth therein; and,

WHEREAS, it is mutually desirable to the FIA and to the Contractor to amend the aforesaid Agreement.

THEREFORE, in consideration of the promises and mutual covenants hereinabove and hereinafter contained, the parties hereto agree to the following amendment of said Agreement:

Article I

This Agreement is amended to authorize the continuation of services and funding for the period October 01, 2001 through September 30, 2002.

Article II

The maximum dollar amount the Contractor is authorized to expend and bill the FIA for services provided exclusively during the period specified in Article I is Eighty Three Thousand Four Hundred and Four Dollars and 00/100 (\$83,404.00). Payment shall be made in accordance with the attached FIA-468 Budget Statement.

Article III

The estimated number of units to be provided by the Contractor during the specified funding period shall be as follows:

Service #1 of 1 Juvenile Justice Reintegration Actual Cost – Estimated Units 121

Article IV

Article III, Section I, Publication Approval and Copyright, shall be amended to include the following:

All materials created and/or reproduced by the Contractor, or an agent of the Contractor which meet the following criteria must include one of the statements referenced below, as they apply:

- Developed for consumption by the general public or as a general information tool, and
- Funded in whole or in part with FIA funds

Statements for Inclusion:

1. This program is funded by the State of Michigan Family Independence Agency, **or**
2. This program is funded in part by the State of Michigan Family Independence Agency

This Amendment shall be attached to the Agreement and is effective October 01, 2001, said Agreement being hereby reaffirmed and made a part hereof.

The Undersigned has the lawful authority to bind the Contractor to the terms set forth in this Agreement.

Dated at _____, Michigan Washtenaw County Family Court

(Contractor)

This ____ day of _____, _____ By: _____

Witness: _____

Dated at _____, Michigan FAMILY INDEPENDENCE AGENCY

This ____ day of _____, _____ By: _____
Director

Witness: _____

Contract # DEL 00-81001-3

Dated at _____, MICHIGAN WASHTENAW COUNTY

This ____ day of _____, _____ By: _____
Robert E. Guenzel, County Administrator

Witness: _____

A RESOLUTION RATIFYING THE SIGNATURE OF THE ADMINISTRATOR ON THE AGREEMENT APPLICATION WITH THE MICHIGAN FAMILY INDEPENDENCE AGENCY FOR THE PERIOD OF OCTOBER 1, 2001 THROUGH SEPTEMBER 30, 2002, FOR THE REINTEGRATION PROGRAM FOR THE TRIAL COURT FAMILY DIVISION IN THE AMOUNT OF \$ 83,404 TO PROVIDE REINTEGRATION SERVICES TO STATE DELINQUENCY WARDS AND COURT WARDS UNDER FIA SUPERVISION; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRAN AWARD; AMENDING THE BUDGET AND AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

WAHSTENAW COUNTY BOARD OF COMMISSIONERS

November 14, 2001

WHEREAS, the Michigan Family Independence Agency and the Washtenaw County Trial Courts, Family Division have identified a need for a continuum of services for youth supervised by or committed to the Michigan Family Independence Agency; and

WHEREAS, the Michigan Family Independence Agency and the Washtenaw County Trial Courts, Family Division have agreed to continue to provide said services; and

WHEREAS, the Washtenaw County Trial Courts, Family Division is requesting authorization to continue providing said services; and

WHEREAS, the Michigan Family Independence Agency has agreed to pay the Washtenaw County Trial Courts, Family Division \$ 83,404 to perform said services; and

WHEREAS, to fulfill the contractual obligations, the Washtenaw County Trial Courts, Family Division requests the Board to renew the offer from the Michigan Family Independence Agency; and

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

NOW THEREFORE BE IT RESOLVED THAT the Washtenaw County Board of Commissioners hereby ratifies the signature of the Administrator on the agreement application with the Michigan Family Independence Agency for the Juvenile Justice Reintegration Program for the period of October 1, 2001 through September 30, 2002, in the amount of \$ 83,404 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 delegate contracts upon review of Corporation Counsel to be filed with the County Clerk
4. Authorizing the elimination of one (1) full time grant status position:

<u>Position#</u>	<u>Title</u>	<u>Grade Group</u>		<u>Eliminate</u>
1864-0001	Youth Surveillance Worker	18	14	1.0

TRIAL COURT – FAMILY
JUVENILE JUSTICE REINTEGRATION PROGRAM
2800011800

	2001 Current Budget	2001 Revised Budget	Variance
Revenue:			
54000 State	\$ 0	\$ 83,404	\$ 83,404
Total	\$ 0	\$ 83,404	\$ 83,404
Expenditures:			
70050 Personal Services	\$ 0	\$ 48,145	\$ 48,145
80000 Other Services	\$ 0	\$ 26,772	\$ 26,772
94000 Internal Svc Chgs	\$ 0	\$ 8,487	\$ 8,487
Total	\$ 0	\$ 83,404	\$ 83,404