

HONORABLE RALPH H. WALTON, JR.
- District Judge -
355th Judicial District



HONORABLE VINCENT J. MESSINA
- County Court at Law Judge -

HONORABLE DARRELL COCKERHAM
- County Judge -
Hood County, Texas

SHELLI BERRY
- Chief Juvenile Probation Officer -
PO Box 2081 • Granbury, TX 76048
(817) 579-3273 ext 5428

HOOD COUNTY YOUTH SERVICES 355TH JUDICIAL DISTRICT

Notice of the regular meeting of the Hood County Juvenile Board on Wednesday, October 18, 2017 at 8:00 AM in the Central Jury Room located in the Hood County Justice Center at 1200 W. Pearl St., Granbury, TX. At which meeting, the following subjects will be discussed, and the following matters acted upon:

Addendum added on October 13, 2017: Item VIII.

- I. Call to order
- II. Approve minutes from previous meeting(s).
- III. Review requests for budget line item amendments and consider for approval.
- IV. Review bills presented for payment and take appropriate action.
- V. Ratify current payroll.
- VI. Consider and approve personnel changes, new hires, and terminations.
- VII. Authorize County Judge to sign the engagement letter from Davis Kinard & Co., PC for fiscal year 2017 audit.
- VIII. Consider and take appropriate action to adopt the Local Indigent Juvenile Defense Rules & Plan for Hood County in accordance with the provisions of the Texas Fair Defense Act (S.B. 7) and the Texas Family Code, Section 51.101. (*addendum added Oct. 13, 2017*)

ADJOURN

A handwritten signature in cursive script, reading "Darrell Cockerham".

DARRELL COCKERHAM, COUNTY JUDGE

Notice of meeting/agenda posted at Hood County Courthouse, 100 E. Pearl St., Granbury, Texas, on October 11, 2017, by M. Sutton.
Addendum posted at 3:30 PM on October 13, 2017 by M. Sutton.

Notice

Policy of Non-Discrimination on the Basis of Disability

County of Hood does not discriminate on the basis of disability in the admission of access to, or treatment or employment in, its programs or activities. Personnel Director, Personnel Dept. 1410 W. Pearl St., Granbury, Texas 76048, phone 817-408-3450 has been designated to coordinate compliance with the non-discrimination requirements in Section 35.107 of the Department of Justice regulations. *Information concerning the provisions of the Americans with Disabilities Act, and the rights provided there under, is available from the Personnel Director.

Hood County Juvenile Board Reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code, §551.071 (Consultation with Attorney), subsection 551.071(2) (Consultation with Attorney on legal matters that are not related to litigation), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), and §551.087 (Economic Development).

THE FOLLOWING MEMBERS WERE PRESENT:

RALPH H. WALTON, JR., DISTRICT JUDGE
VINCENT MESSINA, COUNTY COURT AT LAW JUDGE
DARRELL COCKERHAM, COUNTY JUDGE

REGARDING ITEM 1: JUDGE WALTON CALLED THE MEETING TO ORDER AT 8:00 A.M. ON THE AFORSAID DATE OF OCTOBER 18, 2017.

REGARDING ITEM 2: MOTION MADE BY JUDGE COCKERHAM TO APPROVE THE MINUTES OF THE OCTOBER 4, 2017 MEETING. SECONDED BY JUDGE MESSINA. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 3: NO ACTION REQUIRED.

REGARDING ITEM 4: MOTION MADE BY JUDGE COCKERHAM TO APPROVE PAYMENT OF THE BILLS FOR THE JUVENILE PROBATION DEPARTMENT. SECONDED BY JUDGE MESSINA. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 5: MOTION MADE BY JUDGE MESSINA TO RATIFY PAYROLL FROM OCTOBER 2, 2017 - OCTOBER 15, 2017. SECONDED BY JUDGE WALTON. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 6: MOTION MADE BY JUDGE COCKERHAM TO APPROVE THE PERSONNEL CHANGES, NEW HIRES AND TERMINATIONS. SECONDED BY JUDGE WALTON. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 7: MOTION MADE BY JUDGE COCKERHAM TO AUTHORIZE JUVENILE BOARD CHAIRMAN, DISTRICT JUDGE RALPH H. WALTON, JR. TO SIGN THE ENGAGEMENT LETTER FROM DAVIS KINARD & CO., PC FOR FISCAL YEAR 2017 AUDIT. SECONDED BY JUDGE MESSINA. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 8: MOTION MADE BY JUDGE MESSINA TO ADOPT THE LOCAL INDIGENT JUVENILE DEFENSE RULES & PLAN FOR HOOD COUNTY IN ACCORDANCE WITH THE PROVISIONS OF THE TEXAS FAIR DEFENSE ACT (S.B. 7) AND THE TEXAS FAMILY CODE, SECTION 51.101. SECONDED BY JUDGE COCKERHAM. MOTION CARRIED. SEE ATTACHED.

ADJOURNED AT 8:06 A.M.

JUDGE RALPH H. WALTON, JR.



JUDGE VINCENT MESSINA



JUDGE DARRELL COCKERHAM

CERTIFICATION FOR THE PAYMENT OF BILLS

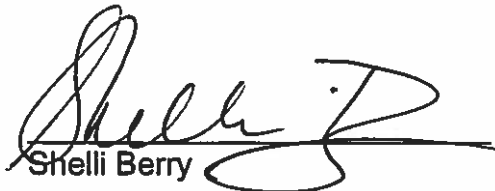
THE STATE OF TEXAS

COUNTY OF HOOD

To certify the authorization for payment of bills as presented and made a part of the minutes of Hood County Juvenile Board on this 18th day of October, 2017 with the following exceptions: None.

(list, if any)

CERTIFIED BY CHIEF ADMINISTRATIVE OFFICER


Shelli Berry



Hood County, TX

Check Register

Packet: APPKT02269 - 10/18/17 JUV PROBATION FY2017

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: GEN DISB-GENERAL DISBURSEMENT						
109038	XEROX CORPORATION	10/12/2017	Regular	0.00	260.88	
110153	RITE OF PASSAGE, INC.	10/12/2017	Regular	0.00	15,720.00	
105838	REDWOOD TOXICOLOGY LABORATC	10/12/2017	Regular	0.00	184.85	
112617	PSYCHOTHERAPY SERVICES & YOKEI	10/12/2017	Regular	0.00	860.00	
106740	MARK PILAND	10/12/2017	Regular	0.00	200.00	
100018	MARK DEWITT	10/12/2017	Regular	0.00	100.00	
109726	LUKAS A. LAWRENCE	10/12/2017	Regular	0.00	400.00	
105618	GRAYSON COUNTY DEPARTMENT	10/12/2017	Regular	0.00	10,440.00	
109786	GARY HIVELY	10/12/2017	Regular	0.00	797.50	
109022	DUE FROM GEN FUND - INDIGENT D	10/12/2017	Regular	0.00	1,750.00	
107872	DANIEL P. WEBB	10/12/2017	Regular	0.00	1,050.00	
118324	3M ELECTRONIC MONITORING, INC.	10/12/2017	Regular	0.00	433.32	

Bank Code GEN DISB Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	14	12	0.00	32,196.55
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	14	12	0.00	32,196.55



Hood County, TX

Check Register

Packet: APPKT02270 - 10/18/17 JUV PROBATION FY2018

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
J19142	AKASHA LIRA	10/12/2017	Regular	0.00	543.47	
J03031	SAM HOUSTON UNIVERSITY	10/12/2017	Regular	0.00	225.00	
J11342	HILTON	10/12/2017	Regular	0.00	341.55	
J05817	GRANBURY TIRE CENTER	10/12/2017	Regular	0.00	931.88	

Bank Code GEN DISB Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	4	4	0.00	2,041.90
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	4	4	0.00	2,041.90

**HOOD COUNTY JUVENILE BOARD
JUVENILE PROBATION PAYROLL**

Payroll from October 02 through October 15, 2017

To be Paid on October 20, 2017

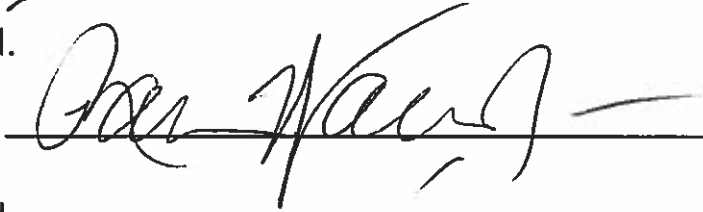
Total Payroll - Fund 56	\$	<u>9,039.96</u>
Total Employees Paid		5

Motion Made by Board Member



To ratify Payroll as presented.

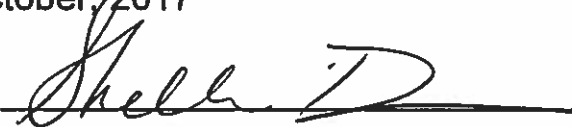
Seconded by Board Member



All voted AYE, motion carried.

Approved this 18th day of October, 2017

Juvenile Probation Director



Treasurer



Auditor

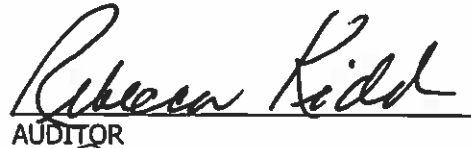




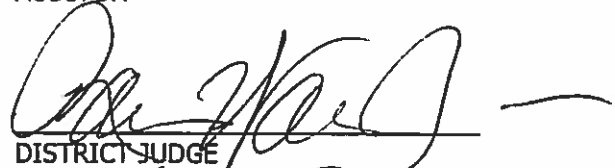
HOOD COUNTY PERSONNEL AND RISK MANAGEMENT

THE ATTACHED PERSONNEL CHANGES HAVE BEEN APPROVED BY THE JUVENILE BOARD ON
October 18, 2017

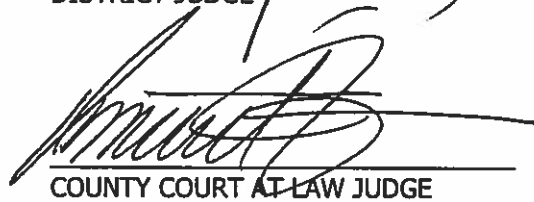

PERSONNEL DIRECTOR


AUDITOR


COUNTY JUDGE


DISTRICT JUDGE


JUVENILE PROBATION DIRECTOR


COUNTY COURT AT LAW JUDGE

Juvenile Board
 Changes For
 October 18, 2017

Salary Changes	Effective Date	From	To	Increase	Annual Salary	Next Review Date	Employee #
None							
Terminations							
New Hires							
Comp Time In Excess of 50 hours as of 10/15/2017							
None							
Comp Time Liability as of 10/15/2017		From	To				
Juvenile Probation Fund 056		201.90	174.27				
Total Liability		From	To	Difference			
Fund		# Employees	# Employees				
Juvenile Probation Department		5	5				
Additional Information							

September 29, 2017

To the Chief and Honorable District Judges of
Hood County Juvenile Probation Department
C/O Ms. Rebecca Kidd
1402 W. Pearl St., Suite 4
Granbury, Tx. 76048

We are pleased to confirm our understanding of the services we are to provide **Hood County Juvenile Probation Department** for the year ended August 31, 2017. We will audit the financial statements of the Texas Juvenile Justice Department (TJJD) Grant Funds, which includes the statement of revenues, expenditures and changes in fund balance by contract – budget and actual – regulatory basis, including the related notes to the financial statements, which collectively comprise the basic financial statements of the **Hood County Juvenile Probation Department TJJD Grant Funds** as of and for the year ended August 31, 2017.

The document we submit to you will also include the following information as required by *Government Auditing Standards* and the TJJD requirements:

- Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*
- Schedules of Current Year and Prior Year Findings and Questioned Costs

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with the regulatory basis as required by the TJJD, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of **Hood County Juvenile Probation Department** and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of **Hood County Juvenile Probation Department's** financial statements. Our report will be addressed to the Chief and the Members of the Board of the **Hood County Juvenile Probation Department**. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the

effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that **Hood County Juvenile Probation Department** is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial

statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of **Hood County Juvenile Probation Department's** compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of **Hood County Juvenile Probation Department** in conformity with the regulatory basis as required by the TJJD, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles, based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls, including evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with the regulatory basis as required by the TJJD, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the Department; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Davis Kinard & Co, PC and constitutes confidential information. However, subject to applicable laws and regulations, reasonable access to audit documentation and appropriate individuals will be made available upon written request and in a timely manner to TJJD, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Davis Kinard & Co, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for not less than five years after the report release date or for any additional period requested by the TJJD. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in approximately January, 2018 and to issue our reports no later than March 1, 2018, the TJJD due date. Robert Womack is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$5,200. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoice for this fee will be rendered upon completion of the engagement and is payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2016 peer review report accompanies this letter.

We appreciate the opportunity to be of service to **Hood County Juvenile Probation Department** and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Finally, please circulate a copy of the executed engagement letter to the Chief and the Department so they are informed of the planned scope and timing of the audit.

Very truly yours,

DAVIS KINARD & CO, PC



Robert Womack, CPA
Audit Shareholder

RESPONSE:

This letter correctly sets forth the understanding of Hood County Juvenile Probation Department.

Management Signature:

Ken W. [Signature]

Title:

District Judge

Date:

10-18-17

Greensburg Office

Charles A. Deluzio, CPA
 Jeffrey P. Anzovino, CPA, MSA
 Joseph E. Petrillo, CPA
 Stacey A. Sanders, CPA, CSEP
 Lisa M. Altschaffl, CPA

Pittsburgh Office

Kay L. Stonemetz, CPA, JD
 Daniel W. Wilkins, CPA

SYSTEM REVIEW REPORT

June 16, 2016

To the Shareholders of
 Davis Kinard & Co., PC
 and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Davis Kinard & Co., PC (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans and audits performed under FDICIA.

In our opinion, the system of quality control for the accounting and auditing practice of Davis Kinard & Co., PC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*; *pass with deficiency(ies)* or *fail*. Davis Kinard & Co., PC has received a peer review rating of *pass*.

A handwritten signature in black ink that reads 'Deluzio & Company LLP'. The signature is written in a cursive, flowing style.

Deluzio & Company LLP

COPY

LOCAL INDIGENT JUVENILE DEFENSE RULES & PLAN
PROMULGATED BY THE JUVENILE BOARD OF HOOD COUNTY, TEXAS,
IN ACCORDANCE WITH THE PROVISIONS OF
THE TEXAS FAIR DEFENSE ACT (S.B. 7) & THE TEXAS FAMILY CODE, SEC. 51.101 EFFECTIVE
NOVEMBER 1, 2017

The Juvenile Board of Hood County, Texas, hereby adopts the following plan and local rules for determination of indigency in juvenile cases; establishing procedures for timely appointment of attorneys to represent indigent juveniles; establishing qualifications for appointment; and setting out uniform schedules of fees for compensation of appointed attorneys.

I. Prompt Detention Hearing

In accordance with Section 51.10 (d) of the Texas Family Code, a juvenile and his/her parent/guardian shall be informed by the Juvenile Court or its designee of their responsibility to obtain counsel. They shall be informed that a determination of indigence is based on the income and assets of the parent or other person responsible for the Juvenile. They will be given instructions for formally requesting appointment of counsel along with the form(s) necessary to make such request at each of the following stages of the juvenile's case.

- initial detention hearing
- after adjudication or certification/discretionary transfer petition is SERVED on juvenile when juvenile is NOT in custody, if an attorney has not already been appointed.
- after modification motion or petition is filed under Section 54.05, Texas Family Code seeking commitment to the Texas Youth Commission (TYC) or confinement in a secure correctional facility.
- at any time the Juvenile Court deems appropriate.

1. When a Juvenile Court determines a juvenile will require an attorney, the parents will be notified and advised that their child will require an attorney and that if they are unable to employ an attorney, they will be required to apply for an appointed attorney by completing under oath a questionnaire concerning their financial resources (Exhibit "A") and by signing an application for the appointment of counsel (Exhibit "A-1"). The Juvenile Court or the Courts designee will review the request and appoint an attorney from the list of eligible attorneys if the court or its designee determines the parent is indigent and financially unable to retain an attorney.

2. A child taken into custody must either be brought to a juvenile processing office without unnecessary delay where they may not be detained for longer than six hours pursuant to §52.025, Family Code, or another disposition authorized by §52.02, Family Code, including referral to the office designated by the juvenile board as intake for the juvenile court. The intake officer shall process the child according the requirement of §53.01, Family Code, and shall also inform the child and the child's parents of the right to appointed counsel if they are indigent and provide a form for the purpose of determining eligibility for appointment of counsel. If the child is not released by intake, then a Detention Hearing shall be held not later than the second working day after the child is taken into custody unless the child is detained on a Friday, Saturday or listed holiday in which case the detention hearing shall be held on the first working day after the child is taken into custody.

3. Prior to the detention hearing the court shall inform the parties of the child's right to counsel and to appointed counsel if they are indigent, and of the child's right to remain silent as to the alleged conduct.

4. The detention hearing may be conducted without the presence of the child's parent(s) or other responsible adult(s), however, in these cases the court must immediately appoint counsel or a guardian ad litem to represent the child.
5. The court shall provide the attorney for the child access to all written matter to be considered by the Court in making the detention decision.

If indigency is not established by the juvenile's parents, the parents shall retain an attorney immediately. The parents shall notify the probation officer by noon the next working day of the name of the juvenile's attorney.

II. Procedures and Financial Standards for Determining Indigency

1. An indigent juvenile is entitled to have an attorney appointed to represent him if a Juvenile Court determines that the juvenile will require an attorney.
2. "Indigent" means a juvenile whose parents are not financially able to employ counsel. Parents who request a determination of indigency and appointment of counsel shall:
 - (a) complete under oath a questionnaire concerning their financial resources; (Exhibit "A")
 - (b) respond under oath to an examination regarding their financial resources by the judge or magistrate responsible for determining whether the juvenile is indigent; or
 - (c) both.
3. The financial standards set forth below shall be used to determine whether a juvenile's parents are indigent (§51.102(b)(1), Texas Family Code and Art. 26.04(l)-(r), Texas Code of Criminal Procedure).
 - (a) A juvenile's parents are considered indigent if:
 - (1) the juvenile's parents net household income does not exceed 100% of the Poverty Guidelines as established and revised annually by the United States Department of Health and Human Services and published in the Federal Register; and
 - (2) the value of the non-exempt assets and property owned by the juvenile's parents:
 - (i) does not exceed \$2,500;
 - (ii) does not exceed \$5,000 in the case of a juvenile's parents whose household includes a person who is age 60 or over, disabled, or institutionalized; or
 - (iii) does not exceed double the estimated cost of obtaining competent private legal representation on the offense(s) with which the juvenile is charged.
 - (b) A juvenile's parents are considered indigent if, at the time of requesting appointed counsel, the juvenile's parents have been determined to be eligible to receive food stamps, Medicaid, Temporary Assistance for Needy Families, Supplemental Security Income, public housing, or similar assistance.
 - (c) A juvenile's parents who do not meet any of the financial standards above shall nevertheless be determined indigent if the juvenile's parents are otherwise unable to retain private counsel without substantial hardship, taking into account the nature of the charge(s), the anticipated complexity of the defense, the estimated cost of obtaining competent private legal representation for the matter charged, and the amount needed for the support of the juvenile's parents and their dependents.

III. Qualifications for Appointment

All attorneys residing or practicing in Hood County, Texas, who are licensed to practice law by the Supreme Court of Texas and who handle juvenile cases in this county for a fee are eligible for appointment to represent indigent juveniles. Appointees must further meet the following minimum qualification standards for appointment.

1. Be a member in good standing of the State Bar of Texas;
2. **CHILD IN NEED OF SUPERVISION (CINS) CASES:**
Minimum of six months experience as counsel/co-counsel.
3. **DELINQUENCY CHARGES WITH NO TYC COMMITMENT:**
Minimum one year experience as counsel/co-counsel on three Juvenile cases.
4. **DELINQUENCY CHARGES WITH TYC COMMITMENT:**
Minimum of two years experience or participation as counsel/co-counsel on five juvenile cases.
5. **DETERMINATE SENTENCE CHARGES:**
A minimum of three years experience or participation as counsel/co-counsel on eight juvenile cases.
6. **CERTIFICATION CHARGES:**
A minimum of four years experience or participation as counsel/co-counsel on ten juvenile cases.
7. (a) Complete a minimum of six hours of continuing legal education pertaining to juvenile law during each 12-month reporting period. Continuing legal education may include activities accredited under Section 4, Article XII, State Bar Rules, self-study, teaching at an accredited continuing legal education activity, attendance at a law school class or legal research-based writing; or (b) be currently certified in juvenile law by the Texas Board of Legal Specialization. A sworn affidavit by the attorney verifying that he/she has completed such annual educational requirement must be filed with the Court on or before December 31 of each year.
8. An attorney shall submit by October 15th each year to the Court a statement that describes the percentage of the attorney's practice time that was dedicated to work based on appointments accepted in this county for adult criminal cases and juvenile delinquency cases for the prior 12 months that begins October 1 and ends on September 30 (Exhibit "B").
9. Must be knowledgeable in juvenile law and be aware of collateral consequences of a juvenile adjudication and disposition;
10. May not have been the recipient of any public disciplinary action by the State Bar of Texas or any other attorney licensing authority of any state or the United States with the last 5 years;
11. An attorney must maintain an office capable of receiving email, fax, and telephone calls;
12. An attorney must have the ability to produce typed motions and orders;
13. An attorney shall notify the Juvenile Board promptly, in writing, of any matter that would disqualify the attorney by law, regulation, rule, or under these guidelines from receiving appointments to represent indigent defendants.

14. Meet any applicable qualifications specified by the Task Force on Indigent Defense, as required in Art. 26.04(d)(3), Texas Code of Criminal Procedure.
15. Each attorney will apply to be placed on the list by completing an attorney profile to be submitted to the Juvenile Board for its consideration (Exhibit "C").
16. After an attorney is approved and placed on the list, the Juvenile Court will appoint an attorney from the next five names that appear on the list on a rotational basis.

IV. Prompt Appointment of Counsel

A. Appointment of Counsel for Children in Detention

- i. Prior to the detention hearing the court shall inform the parties of the child's right to counsel and to appointed counsel if they are indigent, and of the child's right to remain silent as to the alleged conduct.
- ii. Unless the court finds that the appointment of counsel is not feasible due to exigent circumstances, the court shall appoint counsel within a reasonable time before the first detention hearing is held to represent the child at that hearing.
- iii. Prior to the initial detention hearing, the court shall provide the attorney for the child with access to all written matter to be considered by the court in making the detention decision.
- iv. If there is no parent or other responsible adult present, the court must appoint counsel or a guardian ad litem for the child.
- v. If the juvenile is detained, the child has an immediate right to counsel. If counsel has not already been appointed, the court must either appoint counsel or direct the juvenile's parent or other responsible adult to retain an attorney promptly. The court may enforce an order to retain counsel by appointing an attorney to represent the child and requiring that the child's parent or other responsible adult reimburse the court for attorneys' fees.
- vi. Upon appointment, the court administrator shall notify the appointed attorney by fax, e-mail, or personal contact of the appointment and the scheduled hearing time and date.
- vii. The appointed attorney shall make every reasonable effort to contact a child in detention by the end of the first working day after receiving the notice of appointment or to inform the court that the appointment cannot be accepted. Contacting the child in detention may be by personal visit (including contact during a detention hearing), by phone, or by video teleconference. Contacting the court may be by fax, email, phone or personal visit. A court-appointed attorney shall contact the child, in one of the ways mentioned above, no less than once every ten working days while the child remains in detention.
- viii. An attorney appointed for a detention hearing shall continue to represent the child until the case is terminated, the family retains an attorney, or a new attorney is appointed by the juvenile court. Release of the child from detention does not terminate the attorney's representation.
- ix. Court-appointed attorneys shall make every effort to comply with the Texas State Bar Code of Ethics for communication with a client.

B. Appointment of Counsel for Children not Detained at Intake

- i. If the child is released from detention and if a petition to adjudicate or a motion to modify is filed, the juvenile court will use the financial forms gathered at intake to make a determination of indigence. If no financial information is available, the juvenile court shall promptly summon the child's parent/guardian/custodian to the court so that financial information may be gathered for a determination of indigence.
- ii. If the court makes a finding of indigence, the court shall appoint an attorney on or before the fifth working day after:

- a. The date a petition for adjudication or discretionary transfer hearing has been served on the child; or
 - b. A motion to modify disposition seeking commitment to TYC or placing in secure correctional facility has been filed.
- iii. If the family does not qualify for appointed counsel or if the parent or guardian is not available, and the family fails to provide an attorney, the juvenile court may appoint an attorney in any case in which it deems representation necessary to protect the interests of the child.
- iv. The prosecuting attorney/court clerk shall notify the juvenile court upon the filing of and return of service of a motion to modify or the return of service of a petition for adjudication or discretionary transfer.

V. Attorney Selection Process

Appointments shall be made from the public appointment list or lists adopted by the majority of the Juvenile Board of Hood County, Texas, which contain the names of qualified attorneys to represent indigent juveniles. Appointments from the list shall be made in a fair, neutral, and nondiscriminatory manner using a system of rotation. Attorneys shall be appointed in the order in which the names appear on the list, unless the court makes a finding of good cause for appointing an attorney out of order. "Good cause" includes, but is not limited to, experience of the attorney; complexity of the case; severity of the charges; and conflicts in representation. An attorney who is not appointed in the order in which the attorney's name appears on the list shall remain next in the order on the list.

Once an appointment is made, juveniles in detention and their attorneys shall be provided with unlimited access to the video conferencing unit located at the Juvenile Probation Department. By utilizing the unit, the juvenile and his/her attorney are able to more adequately prepare for Court Proceedings.

Grounds for Removal

An attorney may be removed from the appointment list if the attorney:

1. has twice or more failed to contact or interview clients in a timely manner as required by Article 26.04(j)(1), Code of Criminal Procedure;
2. has submitted a claim for legal services not performed as specified in Article 26.05(e), Code of Criminal Procedure;
3. fails to maintain compliance with each of the appointment list guidelines;
4. has been found by a court to have provided ineffective assistance of counsel
5. has violated a rule of professional responsibility;
6. has been convicted of or received a deferred adjudication for any an offense, other than an offense punishable by a fine only;
7. is under indictment or being formally charged with an offense, other than an offense punishable by a fine only; or
8. has intentionally misrepresented statements on the application for the appointment list.

An attorney may also be removed from the appointment list for another stated good cause.

Referral

If a juvenile board member believes that an attorney has violated any of the provisions listed in the paragraph

above, the juvenile board member may refer an attorney to the juvenile board for removal from the appointment list. The referral must be in writing and shall clearly state the grounds that form the basis of the referral. No disciplinary action with respect to the attorney being retained or removed from the appointment list may be made without such a referral.

Notification/Hearing

Upon receiving an attorney referral, the juvenile board shall notify the attorney in writing of the referral and inform the attorney of the grounds that form the basis of the referral. The notice shall also inform the attorney of the time and place the juvenile board will meet to discuss the referral and give the attorney an opportunity to respond to the referral in writing or in person or both.

Action

After the juvenile board meets and gives the attorney an opportunity to be heard, the juvenile board shall determine whether the attorney should:

1. remain on the appointment list at the same level;
2. moved to an appointment list for indigent defendants charges with less serious offenses; or
3. be removed from appointment list altogether.

The attorney may be removed from the appointment list or moved to an appointment list for indigent defendants charged with less serious offenses by a majority vote of the juvenile board members present. In addition, the majority of the juvenile board members may also vote to require the attorney to take other rehabilitative measures. Removals from any list may be probated. For removal or probated removals, the juvenile board members ordering the removal may require the completing of rehabilitative measures as a condition of probation or reapplication. An order of removal should state in the order the earliest date at which the attorney may apply for reinstatement. An attorney who was removed from an appointment list under "e;Grounds for Removal"e; number 7 or 8 shall be immediately reinstated upon providing proof that the charges were dismissed or that the attorney was acquitted, unless other grounds for removal exist against the attorney that would prohibit reinstatement.

The decision of the board of judges or juvenile board is final and may not be appealed.

VI. Compensation of Counsel Appointed to Represent Indigent Juveniles

Counsel appointed to represent indigent juveniles in Hood County shall be paid in accordance with the schedule of fees adopted by the Juvenile Board, to-wit:

- A. **In the 355th District Court:**
(see Exhibit "D" attached hereto)
- B. **In the County Court at Law:**
(see Exhibit "E" attached hereto)

The Court reserves the right in all cases to modify this fee schedule based on the nature or complexity of a given case and the number of hours of professional time reasonably necessary to accomplish the services actually rendered. Attorneys shall also be reimbursed for reasonable and necessary expenses incurred with prior court approval, and the payment of all fees and expenses requires the approval of the court in writing. The attached form marked Exhibit "E" shall be used to report or itemize services rendered and to request payment, and shall be approved by the court prior to payment being made.

The attorney requesting payment under this provision shall keep an accurate account of time expended, services rendered, and dates involved, and shall furnish documentation thereof to substantiate the reasonableness and necessity of the services rendered and time spent on the case. Approval or disapproval of the reasonableness and necessity of time expended and / or services performed and the determination of the hourly rate to be applied shall be within the exclusive discretion of the court, subject to appeal to the presiding judge of the Eighth Administrative Judicial Region. The Judge shall make written findings stating the amount that the judge approves and each reason for approving an amount different from the requested amount in accordance with the provision of Art. 26.05(c), C.C.P. Expenses incurred without prior approval shall be reimbursed if the expenses are reasonably necessary and reasonably incurred in accordance with the provisions of Art. 26.05(d) & 26.052(h), C.C.P.

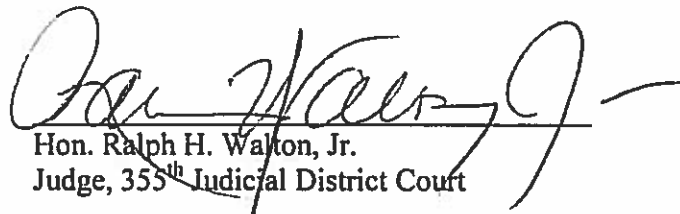
VII. Annual Review

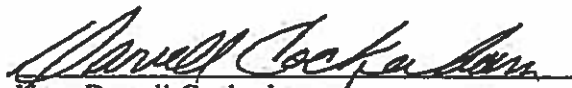
The Juvenile Board of Hood County, Texas, shall annually review and reform the list of eligible court-appointed counsel and cause same to be posted outside the Hood County District Clerk's Office, the Hood County Clerk's Office and made available to the public upon request.

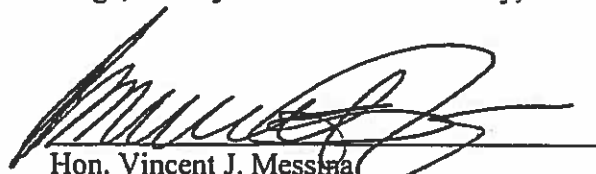
VIII. Adoption of Plan and Rules:

The foregoing plan and local rules for the timely and fair appointment of counsel for indigent juveniles in Hood County, Texas, are hereby adopted by the Juvenile Board of Hood County, Texas, in accordance with the provisions of Texas Fair Defense Act (S.B. 7) and the Texas Family Code, Section 51.101. This plan and local rules are subject to amendment from time to time by the Juvenile Board.

SIGNED AND ORDERED this the 18 day of October, 2017


Hon. Ralph H. Walton, Jr.
Judge, 355th Judicial District Court


Hon. Darrell Cockerham
Judge, County Court of Hood County, Texas


Hon. Vincent J. Messina
Judge, County Court at Law
of Hood County, Texas

CAUSE NO. _____

IN THE MATTER OF

§
§
§
§
§

IN THE 355th DISTRICT COURT

HOOD COUNTY, TEXAS

SITTING AS A JUVENILE COURT

DECLARATION OF FINANCIAL INABILITY TO EMPLOY COUNSEL

I, _____, am the parent/guardian of the juvenile in the above entitled action. The juvenile is not represented by counsel in this proceeding. I have no assets except the following:

1) My earnings are (Name, address of employer, and amount of weekly or monthly earnings):

2) I have other income in the amount of (State source of income and amount per week or month):

3) I am/am not married and support _____ children and/or dependents who are:

_____	,	_____
Name		Relationship
_____	,	_____
Name		Relationship
_____	,	_____
Name		Relationship

4) Earnings of my spouse and/or children are (Name of employer and amount of weekly or monthly earnings):

5) I own the following property: (Address where located) (Payments) (Balance owed) (Value)

- a) Home _____
- b) Automobile _____
- c) Furniture _____
- d) Other (Land/Buildings) _____
- e) Notes, mortgages, trust deeds _____
- f) Motorcycles _____
- g) Other vehicles _____
- h) War bonds _____
- i) Stocks and bonds _____
- j) Animals _____
- k) Jewelry _____
- l) Other personal property _____

6) I have the following money:

- a) In jail..... _____
- b) At home... _____
- c) Checking accounts _____
- d) Savings accounts... _____
- e) In safety deposit box..... _____
- f) Being held or owed to me.. _____
- g) Other... _____

7) I have the following debts and/or expenses in addition to those listed above:

8) I am/am not free on bail. Amount of bail \$ _____, Name of person who paid for bail bond: _____

I have no ability to obtain credit to raise funds with which to employ an attorney to defend the subject juvenile. I declare under penalty of perjury that the foregoing is true and correct.

Dated this _____ day of _____, 20____, at _____, Texas.

Signature of Declarant

IN THE MATTER OF

§
§
§
§
§

IN THE 355th DISTRICT COURT

HOOD COUNTY, TEXAS

SITTING AS A JUVENILE COURT

APPLICATION FOR APPOINTMENT OF COUNSEL

On this _____ day of _____, 20____, I have been advised of the juvenile's right to representation by counsel in the trial of the charge pending against the juvenile. I certify that I am without means to employ counsel of my own choosing and I hereby request the court to appoint counsel for the juvenile. I further certify that all statements in the attached Declaration of Financial Inability to Employ Counsel are true and correct.

Parent/Guardian

SUBSCRIBED AND SWORN TO before me, the undersigned authority, on this the _____ day of _____, 20_____.

Notary Public in and for the State of Texas
My commission expires: _____

ORDER APPOINTING/DENYING COUNSEL

On this the _____ day of _____, 20____, came on to be heard in the above numbered and entitled cause, the sworn affidavit of the parent/guardian of the juvenile requesting appointment of counsel to represent said juvenile in said cause, and it appears to the Court that the parent/guardian is/is not an indigent person, too poor to employ counsel to represent the juvenile, and that the juvenile is entitled to have an attorney appointed to represent him/her.

It is therefore ORDERED, ADJUDGED and DECREED that _____ a licensed practicing attorney in the State of Texas, be, and is hereby appointed counsel for the juvenile; or

It is therefore ORDERED, ADJUDGED and DECREED that the Application for Appointment of Counsel is DENIED.

Presiding Judge

TEXAS INDIGENT DEFENSE COMMISSION
ATTORNEY REPORTING FORM

Hood County, Texas

Under Article 26.04(j)(4), Code of Criminal Procedure, attorneys are required to report the percentage of their practice time devoted to appointed criminal and juvenile offender cases under Article 26.04, Code of Criminal Procedure, and Title 3, Family Code, in each county.

1. Approximately _____% of my total practice time for the preceding fiscal year (October 1st – September 30th) was devoted to work on adult criminal cases in which I was appointed to represent indigent defendants in Hood County, Texas.
2. Approximately _____% of my total practice time for the preceding fiscal year (October 1st – September 30th) was devoted to work on juvenile delinquency cases (cases alleging delinquent conduct or conduct indicating a need for supervision) in which I was appointed to represent the juvenile in Hood County, Texas.

Attorney Name

State Bar of Texas No.

State Bar of Texas Number

Date

Application For Juvenile Indigent Defense Appointments

1. I _____, am applying to be considered for indigent juvenile defense appointments.
2. Are you board certified by the Texas Board of Legal Specialization? Yes No
3. If yes, in what area(s)?
4. Are you a member of the State Bar College? Yes No
5. How many hours of continuing legal education did you average the last three years? _____
6. Have you ever been sanctioned for failure to appear before a court? Yes No
If so, attach a written explanation.
7. How many years have you been in practice? _____
8. What percentage of your practice is in juvenile law? _____
9. Indicate the approximate percentage of your trial experience that has involved:
 - a) Child in Need of Supervision _____
 - b) Delinquency Charges with no TYC Commitment _____
 - c) Delinquency Charges with TYC Commitment _____
 - d) Determinate Sentence Charges _____
 - e) Certification Charges _____
10. What percentage of your practice consists of indigent juvenile appointments? _____
11. How many juvenile cases have you participated in as counsel/co-counsel? _____
12. How many years of experience do you have in handling juvenile cases? _____

Applicant's signature

SWORN TO and SUBSCRIBED before me on _____

Notary Public in and for Hood County,
The State of Texas
My commission expires: _____

Please attach any other information that would qualify you for appointments.

**SCHEDULE OF FEES IN INDIGENT CASES
355TH JUDICIAL DISTRICT**

The following schedule of fees shall determine the compensation to be paid to counsel appointed to defend indigent persons in the 355th Judicial District Court, effective 10-01-17:

<u>SERVICE</u>	<u>FEE</u>
1. Plea of guilty or nolo contendere to the court	\$650.00
2. Representation in a Motion to Revoke Probation or A Motion to Proceed with Adjudication of Guilt a) If involving multiple cases	\$525.00 if contested \$450.00, if based on plea \$625.00 if contested \$500.00 if based on plea
3. Representation resulting in an Order of Dismissal of indictment prior to plea, if based on work of defense counsel a) Multiple cases dismissed prior to indictment based on defense counsel work	\$350.00 \$500.00
4. Representation in a Motion for Shock Probation	\$300.00
5. Representation of multiple cases involving a single Defendant resulting in a Plea of Guilty or Nolo Contendere to the Court and disposition of all cases	\$800.00
6. Trials (Jury and Non-Jury)	a) \$425.00 per half day PLUS b) \$110.00 per hour for trial preparation (15 hr. maximum w/supporting documentation)
7. Filing Motion for New Trial	\$125.00, without hearing \$225.00, with hearing
8. Appeal to the Court of Appeals	\$1,150.00 (brief plus oral argument) \$900.00 (brief only)
9. Representation in Petition for Discretionary Review	\$300.00
10. Appeal to the Court of Criminal Appeals	\$850.00
11. Post-Conviction writ of habeas corpus proceeding	\$500.00
12. Juvenile detention, adjudication & disposition Juvenile Modifications	\$800.00, if contested \$650.00, if based on plea \$350.00, if contested \$250.00, if uncontested
13. C.P.S. Cases	a) Adversary Hearing \$400.00, if contested \$300.00, if uncontested b) Each Review Hearing \$150.00 c) Each Permanency Conference \$100.00 d) Mediation \$350.00 1) Multiple Mediations \$550.00 e) Final Hearing 1) \$550.00, if contested 2) \$400.00, if uncontested 3) \$110.00 per hour for preparation time for contested final hearing (15 hr. maximum with supporting documentation)
14. Hourly rate, for services other than those stated above and as approved by the Court at \$110.00 per hour	

MISDEMEANOR CRIMINAL COURT APPOINTMENT
HOOD COUNTY COURT AT LAW FEE SCHEDULE
Effective 10/1/15

<u>Service</u>	<u>Fee</u>
Dismissal in misdemeanor case (including 1245's)	\$175.00
Plea in misdemeanor case	\$325.00
Multiple misdemeanor pleas (same defendant, same day)	\$375.00
Complex misdemeanor plea (Involving complex issues, lengthy pre-trial, extensive records review/investigation of facts)	\$450.00
Multiple cases on one defendant (maximum fee)	\$500.00
Trial to the Court	\$500.00 (1/2 day) \$750.00 (full day)
Jury Trial (each additional day or partial day thereafter)	\$350.00 (1/2 day) \$500.00
Misdemeanor revocations (contested)	\$400.00
Misdemeanor revocations (uncontested)	\$300.00
Habeas Corpus, Motion for New Trial	\$250.00
Appellate Brief	\$625.00
Appellate Brief w/Oral Argument	\$950.00

JUVENILE CRIMINAL COURT APPOINTMENT
HOOD COUNTY COURT AT LAW FEE SCHEDULE

<u>Service</u>	<u>Fee</u>
Detention Hearings	\$200.00
Uncontested Adjudication/Disposition Hearings	\$400.00
Contested Adjudication/Disposition Hearings	\$650.00
Uncontested Juvenile Modifications	\$300.00
Contested Juvenile Modifications	\$450.00
Appeals to the Court of Appeals	\$1000.00 (brief plus oral argument) \$750.00 (brief only)

