

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



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

HONORABLE RON MASSINGILL
- County Judge -
Hood County, Texas

**HOOD COUNTY YOUTH SERVICES
355TH JUDICIAL DISTRICT**

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

Notice of the regular meeting of the **Hood County Juvenile Board** on Tuesday, December 10, 2019, at **8:00 AM** in the **Lake Granbury Youth Services** located at **1300 Crossland Road, Granbury, TX**. At which meeting, the following subjects will be discussed, and the following matters acted upon:

Agenda

- I. Call to order
- II. Approve minutes from previous meeting(s).
- III. Review requests for budget line item amendments and consider for approval.
- IV. Consider payment of invoices for the period November 20, 2019 through December 04, 2019 and take appropriate action. December 10, 2019 Expenditures: \$8,515.68.
- V. Ratify current payroll.
- VI. Consider and approve personnel changes, new hires, and terminations.
- VII. Receive update from Lake Granbury Youth Services.
- VIII. Approve the Annual Facility Certification and Agreement between Hood County Juvenile Board and Rite of Passage DBA Lake Granbury Youth Services.

ADJOURN

RON MASSINGILL, COUNTY JUDGE

Notice of meeting/agenda posted at Hood County Courthouse, 100 E. Pearl St., Granbury, Texas on December 5, 2019, by A. West.

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 and Governmental Affairs 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 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), §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
RON MASSINGILL, COUNTY JUDGE

REGARDING ITEM 1: JUDGE__WALTON__ CALLED THE MEETING TO ORDER AT 8:00 A.M. ON THE AFORSAID DATE OF __DECEMBER__ 10__, 2019.

REGARDING ITEM 2: MOTION MADE BY JUDGE__MESSINA__ TO APPROVE THE MINUTES OF THE NOVEMBER__26__, 2019 MEETING. SECONDED BY JUDGE__WALTON__. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 3: MOTION MADE BY JUDGE__WALTON__ TO APPROVE THE BUDGET LINE ITEM AMENDMENTS FOR THE JUVENILE PROBATION DEPARTMENT. SECONDED BY JUDGE__MESSINA__. MOTION CARRIED. SEE ATTACHED.

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

REGARDING ITEM 5A: MOTION MADE BY JUDGE__WALTON__ TO RATIFY PAYROLL FROM NOVEMBER 11, 2019 - NOVEMBER 24, 2019. SECONDED BY JUDGE__MESSINA__. MOTION CARRIED. SEE ATTACHED.

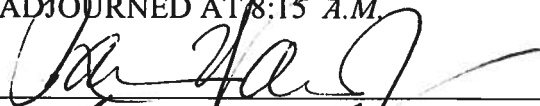
REGARDING ITEM 5B. MOTION MADE BY JUDGE__MESSINA__ TO RATIFY LONGEVITY PAYROLL FOR THE 2019-2020 BUDGET YEAR. SECONDED BY JUDGE__WALTON__. MOTION CARRIED. SEE ATTACHED.

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


REGARDING ITEM 7: RYAN PAYNE, PROGRAM DIRECTOR FOR LAKE GRANBURY YOUTH SERVICES GAVE A MONTHLY UPDATE.

REGARDING ITEM 8: MOTION MADE BY JUDGE__MESSINA__ TO APPROVE THE ANNUAL FACILITY CERTIFICATION AND AGREEMENT BETWEEN HOOD COUNTY JUVENILE BOARD AND RITE OF PASSAGE DBA LAKE GRANBURY YOUTH SERVICES. SECONDED BY JUDGE__MASSINGILL__. MOTION CARRIED. SEE ATTACHED.

ADJOURNED AT 8:15 A.M.



JUDGE RALPH H. WALTON, JR.



JUDGE VINCENT MESSINA



JUDGE RON MASSINGILL

HOOD COUNTY

2020 LINE ITEM TRANSFER

DEPARTMENT	JUVENILE PROBATION	COURT DATE	12/10/2019
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ITEM	TO/FROM REASON	GENERAL LEDGER ACCOUNT CODE	ACCOUNT TITLE	AMOUNT
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1	TO (INCREASE)	010 - 5700 - 10240	JUVENILE PROBATION OFFICER	\$ 5,960.00
	FROM (DECREASE)	010 - 5700 - 40000	ATTORNEY FEES	\$ (3,510.00)
	REASON (BE SPECIFIC)	TO INCREASE SALARY, FICA/MEDICARE AND RETIREMENT FOR NEW EMPLOYEE.		

2	TO (INCREASE)	010 - 5700 - 20100	FICA/MEDICARE	\$ 470.00
	FROM (DECREASE)	010 - 5700 - 40300	JUVENILE DETENTION	\$ (1,755.00)
	REASON (BE SPECIFIC)	TO INCREASE SALARY, FICA/MEDICARE AND RETIREMENT FOR NEW EMPLOYEE.		

3	TO (INCREASE)	010 - 5700 - 20300	RETIREMENT	\$ 590.00
	FROM (DECREASE)	010 - 5700 - 40300	JUVENILE DETENTION	\$ (1,755.00)
	REASON (BE SPECIFIC)	TO INCREASE SALARY, FICA/MEDICARE AND RETIREMENT FOR NEW EMPLOYEE.		

LINE ITEM TRANSFERS MUST BE SUBMITTED TO THE AUDITOR NO LATER THAN 4:00 PM THE TUESDAY PRIOR TO THE NEXT COMMISSIONER COURT DATE.



 ELECTED/APPOINTED OFFICIAL

11/25/19

 DATE

AUDITOR

DATE

CERTIFICATION FOR THE PAYMENT OF BILLS

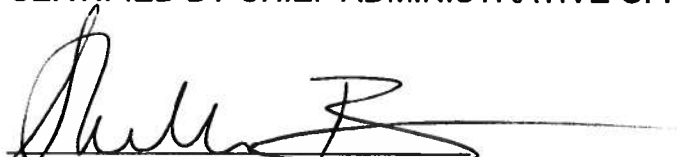
THE STATE OF TEXAS

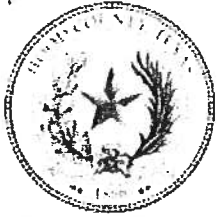
COUNTY OF HOOD

To certify the authorization for payment of bills as presented and made a part of the minutes of Hood County Juvenile Board on this 10th day of December, 2019 with the following exceptions: None.

(list, if any)

CERTIFIED BY CHIEF ADMINISTRATIVE OFFICER


Shelli Berry



Hood County, TX

Check Register

Packet: APPKT03635 - 12/10/19 JUV PROBATION

By Vendor Name

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: GEN DISB-GENERAL DISBURSEMENT						
009022	DUE FROM GEN FUND - INDIGENT C	12/04/2019	Regular	0.00	600.00	
009786	GARY HIVELY	12/04/2019	Regular	0.00	630.00	
009726	LUKAS A. LAWRENCE	12/04/2019	Regular	0.00	200.00	
026970	NORTHEAST TEXAS JUVENILE CHIEF:	12/04/2019	Regular	0.00	150.00	
010153	RITE OF PASSAGE, INC.	12/04/2019	Regular	0.00	6,300.00	
004628	ROBERT THOMAS CHRISTIAN	12/04/2019	Regular	0.00	400.00	
000115	WAL-MART COMMUNITY BRC	12/04/2019	Regular	0.00	39.25	
009038	XEROX CORPORATION	12/04/2019	Regular	0.00	196.43	

Bank Code GEN DISB Summary

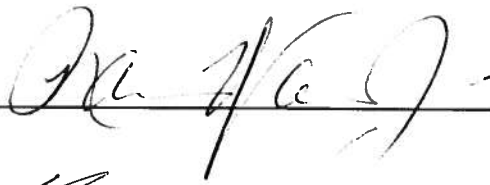
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	8	0.00	8,515.68
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	8	8	0.00	8,515.68

**HOOD COUNTY JUVENILE BOARD
JUVENILE PROBATION PAYROLL**

Payroll from November 11, 2019 through November 24, 2019

Paid on November 29, 2019


Total Payroll - Fund 56	\$	<u>9,820.78</u>
Total Employees Paid		5

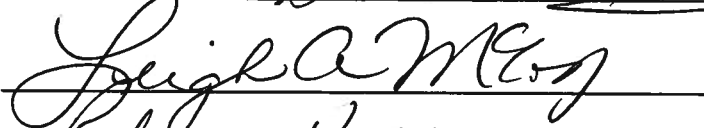
Motion Made by Board Member 
To ratify Payroll as presented.


Seconded by Board Member 

All voted AYE, motion carried.

Approved this 10th day of December, 2019

Juvenile Probation Director 

Treasurer 

Auditor 

**HOOD COUNTY JUVENILE PROBATION
LONGEVITY PAYROLL
2019-2020 budget year**

In accordance with our policy on Longevity Pay
the following was paid on December 4, 2019

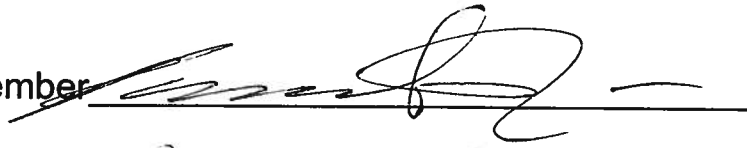
Longevity pay is awarded at \$5.00 per month, per year of continuous service.
Employees' anniversary dates are calculated on the number of years the employee
has served as of December 1st of each year.
(Taxes & Retirement are included in the totals.)

Juvenile Probation - Fund 056 2,581.86

Total Payroll \$ 2,581.86

EMPLOYEES PAID 3

Motion Made by Board Member



To ratify Payroll as presented.

Seconded by Board Member



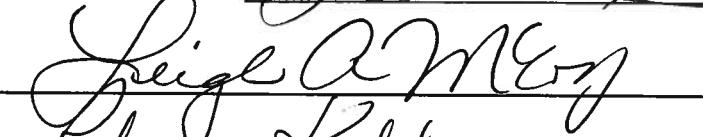
All voted AYE, motion carried.

Approved this 10th day of December, 2019

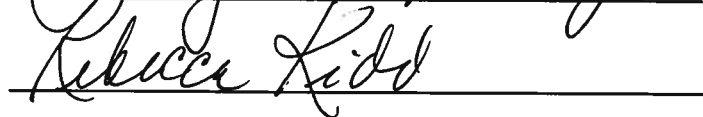
Juvenile Probation Director



Treasurer



Auditor





HOOD COUNTY PERSONNEL AND RISK MANAGEMENT

THE ATTACHED PERSONNEL CHANGES HAVE BEEN APPROVED BY THE JUVENILE BOARD ON
DECEMBER 10, 2019.

Melissa Welborn
PERSONNEL DIRECTOR

Rubeen Kidd
AUDITOR

Scott Manning
COUNTY JUDGE

Mr. [Signature]
DISTRICT JUDGE

[Signature]
JUVENILE PROBATION DIRECTOR

[Signature]
COUNTY COURT AT LAW JUDGE

Lake Granbury Youth Services Juvenile Board Updates

December 10, 2019 Board Meeting

Current Population on 12/10/2019:

74 - Post-Adjudication Students

6 - Pre-Adjudication Students

80 - Total Student (12/10/2019, 5:00AM Head Count)

Reporting Date Range: November 1, 2019 through November 30, 2019

1 – Facility Population and Capacity Report:

- Average Population Post-Adjudication Students: 80
- Average Population Pre-Adjudication Students: 7

2 – Number of Serious Incidents (by category):


- Attempted Escapes: 0
- Attempted Suicide: 0
- Escapes: 0
- Reportable Injury: 0
- Youth-On-Youth Physical Assaults: 8
- Youth-On-Staff Physical Assaults: 4
- Fights: 3 Total Fights/6 Total Incident Reports
- Youth Sexual Conduct: 2
- Personal Restraints: 19
- Mechanical Restraints: 5
- Chemical Restraints: 0

3 – Number of injuries to residents, requiring medical treatment: 0

4 – Number of injuries to staff requiring medical treatment: 1

All information presented is in compliance with Title 37 of the Texas Administrative Code, Chapter 343.212 (i) Duties of Facility Administrator.

Respectfully Submitted,



Ryan Daniel Payne

Program Director/Facility Administrator

Lake Granbury Youth Services: Rite of Passage

STATE OF TEXAS
COUNTY OF HOOD

Rite of Passage, INC.
DBA Lake Granbury Youth Services
Juvenile Board Services

December 10, 2019 – December 10, 2020

This Agreement is entered into by and between the Hood County Juvenile Board, at the request of and on behalf of Rite of Passage, Inc. DBA Lake Granbury Youth Services (facility) a for-profit corporation, licensed to provide child care service by the Texas Juvenile Justice Department, and/or any other appropriate State agency with licensure or regulatory authority over this facility.

ARTICLE I

PURPOSE

- 1.01 The purpose of this Juvenile Board Services Agreement is to provide Rite of Passage, Inc. DBA Lake Granbury Youth Services with Juvenile Board Services in accordance with The Texas Family Code Section 51.12 and Section 51.125. The facility to be utilized is operated by Rite of Passage, Inc. and is located at 1300 Crossland Rd, Granbury, Texas 76048.

ARTICLE II

TERM

- 2.01 The term of this Agreement is for 12 months, commencing December 10, 2019 and ending December 10, 2020.


ARTICLE III

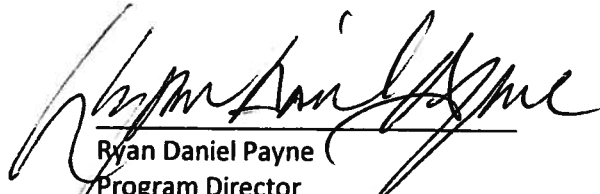
SERVICES

- 3.01 Juvenile Board will provide the appropriate service as defined below:

A. Facility Approval

The Hood County Juvenile board has certified said mentioned Facility located at 1300 Crossland Rd. Granbury, Texas, and agrees that Rite of Passage, Inc. is contracted to Operate said Facility under such provisions as required by law.


The Honorable Ralph H. Walton
355th Judicial Division
Chairman, Hood County Juvenile Board


Ryan Daniel Payne
Program Director
Lake Granbury Youth Services

CERTIFICATION OF LAKE GRANBURY YOUTH SERVICES, RITE OF PASSAGE, INC.

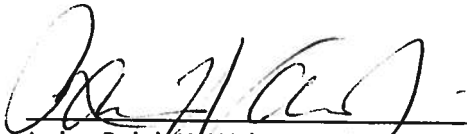
STATE OF TEXAS

HOOD COUNTY

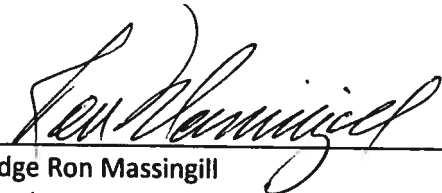
WE, the undersigned, as the Juvenile Board of Hood County, hereby certify that we have personally inspected, reviewed and considered all elements in the Texas Family Code 51.12(c)(1-7) & Texas Family Code 51.125 (b)(1-2) in determining that the Lake Granbury Youth Services at: 1300 Crossland Rd, Granbury, Texas 76048 is suitable for the detention of children.

Let it therefore be known that the Lake Granbury Youth Services is hereby certified as a suitable facility to detain juveniles, both short and long term, for pre-adjudicated and post-adjudicated residents. The building has a total of 95 single-occupancy housing units, with the pre-adjudication and post-adjudication facility's being under one roof. All ninety-five (95) single-occupancy housing units will be dually certified for both pre-adjudicated and post-adjudicated residents.

Inspected this 10th day of December, 2019.



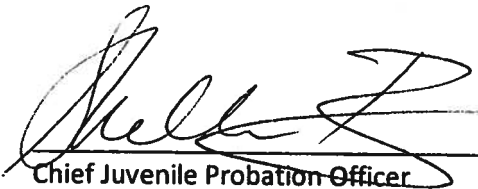
Judge Ralph H. Walton
355th District – Chairman Juvenile Board



Judge Ron Massingill
Hood County Judge



Judge Vincent Messina
County Court-at-law Judge



Chief Juvenile Probation Officer
Shelli Berry