

Lead Agency: Community Justice

Program Contact: Kathleen Treb

Program Offer Type: Administration

Related Programs:

Program Characteristics:

Executive Summary

The Employee, Community and Clinical Services (ECCS) unit implements collaborative program development, develops new community and clinical treatment options and manages volunteers. This unit often works closely with non-profit providers and community members to collaboratively problem solve service-related issues. Additional responsibilities of this unit include: development of Departmental policies and procedures, internal investigations and the coordination of safety and emergency response for the Department of Community Justice (DCJ).

Program Description

The ECCS unit provides administrative support to both the Juvenile and Adult Services Divisions. Responsibilities consist of:

- 1) Providing administration and operational support for alcohol, drug and mental health services for adult offenders.
- 2) Coordinating programs for contracted services.
- 3) Supervision and support of: Quality Systems and Evaluation Services, Contract Monitoring and Compliance, Human Resources, Training, Prevention of Childhood Sexual Exploitation of Children, and Volunteer functions of DCJ.
- 4) Management and support of policies and procedures, internal investigations and Prisoner Rape Elimination Act (PREA) complaints.

Public safety is achieved by investing in both our community and our employees. Careful background investigations ensure that we hire qualified, ethical people. Training programs enhance skills specific to working with a diverse offender population. Competent contracting services strengthen our effectiveness in providing meaningful treatment services. Volunteer engagement allows for connectivity between the Department and the community. Managing 184 volunteers over the last year has contributed more than \$330,600 worth of work time generated for the county. By hiring the right people, giving them the tools they need to do their job and partnering with community members, we can best meet DCJ's mission of holding offenders accountable and changing their behavior while keeping the community safe.

Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY08-09)	Current Year Purchased (FY09-10)	Current Year Estimate (FY09-10)	Next Year Offer (FY10-11)
Output	Number of volunteer hours delivered annually	16,326	0	17,734	18,000
Outcome	Percent of internal investigations completed within 60 days	100.0%	100.0%	75.0%	100.0%

Performance Measure - Description

✔ **Measure Changed**

Output is new.

Legal/Contractual Obligation**Revenue/Expense Detail**

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2010	2010	2011	2011
Personnel	\$764,446	\$0	\$683,517	\$119,727
Contracts	\$78,929	\$0	\$78,929	\$0
Materials & Supplies	\$205,440	\$0	\$54,843	\$260
Internal Services	\$9,286	\$0	\$10,615	\$0
Total GF/non-GF:	\$1,058,101	\$0	\$827,904	\$119,987
Program Total:	\$1,058,101		\$947,891	
Program FTE	7.00	0.00	6.00	1.00
Program Revenues				
Intergovernmental	\$0	\$0	\$0	\$119,987
Total Revenue:	\$0	\$0	\$0	\$119,987

Explanation of Revenues

County General Fund plus US Dept of Justice JAG Grant \$119,987

Significant Program Changes

Last year this program was: #50002, DCJ Employee, Community & Clinical Services

This Program Offer adds a 1.00 FTE Probation & Parole Officer position to the FY 2010 current service level. This position is funded by the US Dept of Justice JAG Grant and assists DCJ adult offenders in accessing alcohol & drug treatment.

During FY 2010, a Program Manager position was transferred to the ASD Management program (program offer 50006) and another Program Manager position was cut.