

**Lead Agency:** Community Justice

**Program Contact:** Kathleen Treb

**Program Offer Type:** Administration

**Related Programs:**

**Program Characteristics:** In Target

### Executive Summary

The Employee, Community and Clinical Services (ECCS) unit oversees implementation of new community and clinical treatment options, updates department-wide policies, conducts internal investigations, coordinates department-wide safety plans and manages volunteers. This unit often works closely with non-profit providers and community members to collaboratively problem solve service-related issues.

### Program Description

The ECCS unit responsibilities to the Juvenile and/or Adult Services Divisions consist of:

- 1) Administration and operational support for alcohol, drug and mental health services for adult offenders;
- 2) Coordination of programs for contracted services;
- 3) Supervision and support of DCJ programs/units - Quality Systems and Evaluation Services, Contract Monitoring and Compliance, Human Resources, Trainings, Prevention of Childhood Sexual Exploitation of Children, and Volunteer functions of DCJ; and
- 4) Management of policies and procedures, internal investigations and Prison Rape Elimination Act (PREA) reports.

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 fosters connectivity between the Department and the community. 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 while changing their behavior and keeping the community safe.

### Performance Measures

Measure Type	Primary Measure	Previous Year Actual (FY09-10)	Current Year Purchased (FY10-11)	Current Year Estimate (FY10-11)	Next Year Offer (FY11-12)
Output	Number of volunteer hours delivered annually	22,464	10,800	23,000	23,000
Outcome	Percent of internal investigations completed within 60 days	90.0%	100.0%	90.0%	90.0%

### Performance Measure - Description

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

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2011	2011	2012	2012
Personnel	\$683,517	\$119,727	\$702,209	\$113,567
Contracts	\$78,929	\$0	\$43,929	\$0
Materials & Supplies	\$54,843	\$260	\$66,002	\$618
Internal Services	\$10,615	\$0	\$6,587	\$876
Total GF/non-GF:	<b>\$827,904</b>	<b>\$119,987</b>	<b>\$818,727</b>	<b>\$115,061</b>
Program Total:	<b>\$947,891</b>		<b>\$933,788</b>	
Program FTE	6.00	1.00	6.00	1.00
<b>Program Revenues</b>				
Intergovernmental	\$0	\$119,987	\$0	\$115,061
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$119,987</b>	<b>\$0</b>	<b>\$115,061</b>

**Explanation of Revenues**

County General Fund plus US Dept of Justice JAG Grant \$115,061. Funds 1.00 FTE that assists DCJ adult clients in accessing alcohol & drug treatment. Grant ends 9/30/2012, but anticipating grant will be renewed for another year.

**Significant Program Changes****Last year this program was:**

50002 DCJ Employee, Community & Clinical Services Management