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**Gary E. Miller Canadian County
Children's Justice Center**

Annual Report

July 1, 2012 – June 30, 2013

**Gary E. Miller Canadian County Children's Justice Center
7905 East Highway 66
El Reno, Oklahoma 73036**

Canadian County Clerk's Office

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Mission Statement

The Gary E. Miller Canadian County Children's Justice Center exists to serve the children and families of Canadian County, Oklahoma with respect, dignity, fairness, and compassion. With services to Canadian County as our foundation, we are driven by the motivation to enhance the quality of life for children and their families. In order to fulfill our mission, the Gary E. Miller Canadian County Children's Justice Center provides a variety of services including assessment, prevention, education, probation, treatment, independent living services, home based services, and detention.

Organization and Leadership

The Gary E. Miller Canadian County Children's Justice Center is a Department under the fiscal umbrella of Canadian County. All personnel are employees of the County and the Children's Justice Center's fiscal matters fall under the County Purchasing Act in the Oklahoma Statute. Canadian County has three elected County Commissioners who are responsible for these operations.

Dave Anderson---Commissioner for District 2
Phil Carson---Commissioner for District 1
Jack Stewart---Commissioner for District 3

Program and Statutory Responsibility falls under the purview of the Associate District Judge who handles all Juvenile Dockets. Since September 2008, the Honorable Bob Hughey has served as the Associate District Judge for Canadian County. The Center is supported by a 1/3 cent County sales tax and revenues generated from program contracts and grants. This sales tax is dedicated to the juvenile justice system for the construction, maintenance, and programming of the services at the Center.

Management Team

The Associate District Judge and the Facility Co-Directors designate managerial and administrative staff to participate in the Management Team. The Management Team meets on at least a monthly basis to plan programs, address issues of concern, to be advised of new developments in service delivery and needs, and other issues as needed. The Management Team then communicates issues and information to staff within their specific programs of responsibility. Members of the Management Team are:

Bill Sharp, Ph.D., Facility Co-Director
Bill Alexander, Facility Co-Director
Michael Ellison, Juvenile Bureau Director
Cindy Bacon, Assistant Juvenile Bureau Director
Charles Hunt, Detention Director
Ronnie Warrior, Detention Coordinator
Kendra Lantz, Sanctions Coordinator
Jahree Edwards, Office Manager
Tarae McDonald, Human Resources Director
Bill Sharp, Ph.D., Director of Behavioral Health Services
Doni Duggan, Assistant Director of Behavioral Health Services
Kim White, Group Home Director
Jackie Richards, Assistant Group Home Director II
David Tanner, Assistant Group Home Director I
Michelle Wilson, Comprehensive Home Based Services Supervisor
Karen Carter, Director of Canadian County Education Center
Jamie Girard, Director of Operations
Megan Stringer, Community Education and Resource Coordinator

Citizens Advisory Board

The Citizens Advisory Board was created in 2004. This board serves “to aid in the more effective administration of the statutes relating to juveniles and for the purposes of counsel and advice”. The board members are appointed by the Associate District Judge and serve without pay for a period of four (4) years and until their successors are appointed. The Center’s Citizen Advisory Board members during FY12-13 are:

John Bickerstaff
Sandy Bohannon
Leroy Bridges
Phil Carson
Mary K. Hollingsworth
Mark House
Jennifer King
Tony Kouba
Kent Mathers
Gary Miller
Linda Ramey
Becky Reuter
Brooke Stroman
Donna VonTungeln
Cleve Wheeler

Programs and Services

Canadian County Juvenile Court for Deprived, Delinquent, and In Need of Supervision

28 Bed Juvenile Detention/Sanctions Center

Outpatient Behavioral Health Services

24 Bed Ft. Reno Adolescent Center

Juvenile Bureau

Canadian County Education Center

Drug Screening Program

Comprehensive Home Based Services

Family Drug Court

Supervised Visitation and Exchange Program

For **fiscal year 2012-2013**, the Children's Center provided the following services:

Juvenile Bureau

The Canadian County Juvenile Bureau was established in July 2004. The Juvenile Bureau is statutorily responsible for the provision of intake and probation services for delinquent and in need of supervision youth. The Juvenile Bureau staff consists of administrative personnel and probation officers. The Juvenile Bureau provides a variety of programs for youth in the County. These programs are offered at no cost to the youth and parents/guardians.

Court Intake: Juvenile Bureau officers conduct intakes for cases referred by law enforcement to the Juvenile Division of the District Court. Following intake, a case is referred for prosecution, diversion services, and/or referral to other community resources.

Detention Screening: Juvenile Bureau officers are delegated authority by the Court to screen for admission to secure detention. The Juvenile Bureau has an on-call officer 24 hours a day 7 days a week.

Court Probation: The Juvenile Bureau provides probation supervision for youth adjudicated by the Juvenile Court as delinquent or in need of supervision. Youth are assessed and an individual service plan is designed to provide the framework for services.

Restitution: This program seeks to provide monetary reimbursement to the victims of juvenile crime while at the same time provides an element of restorative justice to the offender.

In Need of Supervision: Youth who are beyond parental control may be adjudicated as In Need of Supervision. The Juvenile Bureau provides probation services to assist the youth and the parents/guardians with services as needed.

Truancy Program: Each school district in the county may refer juveniles who meet the statutory requirement for truancy (missed 4 days or parts of days in a 4 week period or 10 days or parts of days in a semester) to the Juvenile Bureau with the aim of getting these students back in school. A variety of interventions, such as deferred filings, graduated sanctions, and court probation are used to help juveniles improve school attendance. Services provided for our schools from the Truancy Program included the deployment of six deputies from the Canadian County Sheriff's Office within 40 schools across Canadian County. These deputies processed 324 Action Requests, delivered letters and/or summons to Court to parents, and developed and conducted a junior police academy. Further, the deputies manned the Canadian County supervised visitation program in the evenings, assisted probation officers with curfew checks, and accepted court room detail.

Graduated Sanctions Program: This is a diversion program used for youth who are truant or who have committed minor misdemeanor delinquent offenses. A major goal of the program is to keep juveniles from penetrating deeper into the juvenile court system. With the Graduated Sanction Program, the Juvenile Bureau works with the Assistant District Attorney to provide pre-court services to these youth. These juveniles are supervised to assure they are attending school regularly and behaving appropriately. If they continue to have problems, the juvenile and his/her parents are given the option of going before the Graduated Sanctions committee instead of becoming involved in the court system. The Graduated Sanctions committee is comprised of members from the youth's school, law enforcement, counseling services and the Juvenile Bureau. The youth and his/her family come before this board to discuss the youth's issues and problems and how these problems can be resolved. The case is monitored by Juvenile Bureau staff with the goal of getting the juvenile back on track. If participation in the Graduated Sanctions Program does not result in improvements in behavior, then the Assistant District Attorney has the option to file a petition and bring the matter before the Judge.

Orientation to the Juvenile Justice System: When receiving services from the Juvenile Bureau, youth and their parents/guardians are required to attend a one hour orientation presented by Juvenile Bureau staff. The orientation provides information regarding the legal process of the juvenile system and an overview of services, requirements, and consequences.

Outreach: Juvenile Bureau staff members perform outreach to schools in the County, providing information regarding the juvenile justice system, bullying, delinquent behavior and possible consequences, substance abuse, and laws regarding truancy. Staff also meet with school counselors, principals, and other administrators to discuss problems and issues at the school and resources available to assist with these issues. The staff maintains an open line of communication with local law enforcement regarding current juvenile justice issues of concern such as substance abuse and gang issues.

Intensive Supervision Program (ISP): Youth who have difficulty adhering to the requirements of probation, by evidencing multiple violations of probation rules, may be court-ordered into the Intensive Supervision Program. Probation youth in the ISP are required to attend court on a weekly basis and receive a more intensive level of supervision by the probation officer. Youth in the ISP typically are court-ordered to perform additional community service. Each case is reviewed weekly by the ISP Team which consists of the judge, the assistant district attorney, the probation officer, defense attorneys, and other service providers. Youth who are successful in the ISP may be returned to standard probation or their legal case may be dismissed. Youth who are not successful may be placed in the custody of the Office of Juvenile Affairs.

Next Step Program: Canadian County youth who are on probation and who complete the Ft. Reno Adolescent Center substance abuse treatment program are provided the Next Step Program to assist them in making the transition from the structure of Ft. Reno to their home communities. During the probation youth's stay in Fort Reno, the assigned probation officer serves on the youth's treatment team, closely monitoring progress and any problems that may arise. Upon discharge from Ft. Reno back to home, these youth continue to receive intensive supervision as they reconnect with their family support system and participate in aftercare services provided by Behavioral Health staff and other services as per their specific need.

Summer Program: The Bureau offers a summer program to probation youth. The program is provided one day per week during the summer months, offering the participants educational, cultural, and recreational experiences. During this fiscal year, Bureau staff provided the following activities: making tie dyed t-shirts, playing volleyball and basketball, visiting the Tiger Safari, and visiting the Oklahoma Science Museum.

Community Service: The Bureau staff assists probation youth in accessing community service opportunities as ordered by the Court. This program focuses on accountability and giving back to the community.

Curfew Checks: Bureau staff make random evening telephone checks on probation youth to verify that court-ordered curfews are followed.

Gang Awareness: Bureau staff maintain current information on gang activity in Oklahoma by attending gang task force meetings and conferences. Staff serve as a resource to the community regarding gang activity and trends and are members of the Oklahoma Gang Investigators Association.

Bullying Prevention Program-A bullying prevention program was implemented for the FY 11-12 year and continued into the FY 12-13 year. Schools receiving services included Skyview Elementary, Mustang Elementary, Mustang South Mid School, Lakehoma Elementary, Centennial Elementary, Mustang Creek Elementary, Piedmont Middle School, Mustang North Mid School, Mustang Mid-High School, Northwood Elementary, Stoneridge Elementary, Mustang Trails Elementary. Services were provided to 144 youth from these schools.

Juvenile Bureau Legal Statistics for FY12-13:

Referrals:	304	Restitution Collected:	\$817.16
Delinquent	108	Probation Fees Collected	\$450.00
In Need of Supervision (INS)	196	Community Service Hours	2252.37

Intakes:	242
Deferred Cases:	92
Delinquent	49
INS/ Graduated Sanctions	43
Adjudications:	60
Cases Dismissed	110

Juvenile Bureau Programs' Statistics for FY12-13

Orientation to Juvenile Justice System:	63 (participants)
Next Step Aftercare Program	19 (participants)
Intensive Supervision Program	18 (participants)

Juvenile Bureau Community Outreach Activities for FY12-13:

Juvenile Bureau staff conducted presentations at 11 schools, Canadian County Caring for Kids organization, the Red Rock/Systems of Care organization, the Parents of Autistic Children organization, the Down Syndrome State Conference, the Canadian County Family Network, the Canadian County Junior Deputies, the State Court Clerk's Conference, the El Reno School System Principals' group, and the Yukon Police Department.

Juvenile Detention Center

The Canadian County Juvenile Detention Center is a 28 bed detaining facility. Eleven of those beds are designated for Canadian County residents and ten are designated for regional use. The other seven beds are contracted with the Office of Juvenile Affairs to provide a three to five day Sanctions Program to all seventy seven counties who wish to participate. Both programs are well structured and emphasize self discipline, self respect as well as focus on improving the youth we serve.

Detention Program: Canadian County contracts with the Office of Juvenile Affairs (OJA) for 10 beds to be used as regional beds for juveniles from across the state. This year, Canadian County had contracts with 72 counties for utilization of the Detention Center. The OJA contract stipulates that the state pays 85% of the rate and the sending county pays 15% of the rate. Canadian County pays the entire cost for the 12 Canadian County beds. During FY12-13, there were a total of 415 admissions to **Detention** (333 from Canadian County and 88 from contracting counties) The average length of stay was 12.45 days for Canadian County and 29.61 days for OJA regional beds.

Sanctions Program: The Center contracts with the Office of Juvenile Affairs (OJA) to provide a short-term seven-bed sanctions program of 3 to 5 days for juveniles who violate court-ordered probation plans. All juvenile admitted to the program are court-ordered and the program is available for juveniles from throughout the state. During FY12-13 there were 456 admissions to the program from 42 counties. Program participants are administered the University of Rhodes Island Changes Assessment Scales (URICA) test, which evaluates a juvenile's readiness for change, the Slossen Reading Assessment to identify the juvenile's reading level, and a curriculum of Life Skills lessons.

Drug Screening Program (DSP)

The Canadian County Children's Justice Center provides free drug screening for children living in Canadian County and for adults in association with a Canadian County juvenile court case via the Drug Screening Program (DSP). Using the Sure-Screen 7 panel cup test w/ adulteration strip, and Intercept-OraSure oral swabs provides an accurate and simple to administer test, with quick results for the detection of seven substances: Marijuana, Benzodiazepines, Oxycodone, Opiates, Cocaine, Methamphetamines, Amphetamines and other substances if requested. The Drug Screening Program also has the capability for the testing of alcohol with 11,037 alcohol breathalyzers being performed during the year.

During FY12-13, 14,847 drug screening were administered with 10.60% being positive, 89.40% being negative, and 108 drug screenings being sent for outside testing and confirmation. Further, 725 drug screening kits and 329 nicotine screening kits were used by the Fort Reno Adolescent Center (FRAC). Listed below are referral statistics for each agency using the DSP:

Drug Screenings Per Referral Source

Department of Human Services	10,306
Canadian County Juvenile Bureau	2,977
Canadian County Education Center	17
Office of Juvenile Affairs	501
CC Youth & Family Services	40
Yukon Schools	29
Mustang Schools	161
Yukon Municipal Court	1
Family Recovery	92
Parent Referrals	151
Judge B. Hatfield	6
Judge Gary McCurdy	68
Judge Bob Hughey	138
Canadian Valley Technology Center	68
Juveniles Tested while in Detention/Sanctions	259
Total	14,847

DSP Demographics

# of Urine Specimens Collected	14,847
# of Positive Drug Screen Results	1,574
#of Breath Alyzers Performed	11,037
# of Test Kits Given to F.R.A.C.	725
# of Nicotine Kits Given To F.R.A.C.	329
# of Confirmations Sent Out	108
# of ETG/ETOH Sent to Med Tox	127
# of Oral Swabs Sent to MedTox	16
# of Hair Analysis Test Sent to MedTox	116
# of K2/Synthetic Marijuana Tests Sent to MedTox	91
# of Females Tested	7,539
# of Males Tested	7,308

Canadian County Education Center (CCEC)

CCEC is an alternative school that contracts with school districts in the County to provide education services for students who are under long-term suspension or are at high risk of being suspended. It is a voluntary placement with parents/guardians agreeing that this is the placement of their choice. The school has an administrator/director, a dean of students, and four teachers who specialize in Math, Science, English and History. El Reno Public Schools serves as the Lead Educational Agency for CCEC. The students also participate in life skills training and physical education and tutors are available to help students in math, reading and language arts. There are computers in each classroom where the students can work on the Study Island software curriculum to supplement their learning experience. CCEC is evaluated annually through the Oklahoma State Department of Education. During FY12-13, 1 senior received his high school diploma while attending CCEC.

During FY12-13, CCEC served 49 students using 46 slots. 92% of the students were males and 8% were female. The breakdown of the percentage of students per grade was:

6 th grade:	4%	10 th grade:	35%
7 th grade:	4%	11 th grade:	21%
8 th grade:	14%	12 th grade:	6%
9 th grade:	16%		

Behavioral Health Services

Behavioral Health Services provides integrated assessment and treatment services. All services are provided free of charge to the client. The **Family Recovery Program (FRP)** provides substance abuse assessments, psychological assessments, and group and individual outpatient treatment. **FRP** services are available to any child who resides in Canadian County and any adult who needs services in conjunction with the treatment or case management of a child's case. Additionally, through a contract with the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS), FRP is able to provide substance abuse assessment and treatment services to DHS referred recipients of Temporary Assistance for Needy Families (TANF).

The **Fort Reno Adolescent Center (FRAC)** is a 24 bed program that provides residential substance abuse treatment for adolescents ages 13-17 years. ODMHSAS contracts with the Center for the **FRAC** program, with residential treatment services offered to adolescents statewide who meet the clinical criteria for the American Society of Addiction Medicine PPC-2R III.5 level of care. With a targeted length of stay of 5 months, residents attend a full day of scheduled therapeutic activities which includes 4.5 hours of attendance at the program's on-site school that is provided by the El Reno Public School system's alternative education program. Therapeutic interventions include cognitive behavioral treatment, behavioral modeling, didactic educational presentations, and family therapy. Additionally, the residents receive sober living and vocational skills training, and may participate in spiritual activities, peer support activities, and a variety of recreational activities such as indoor and outdoor sports. Field trip opportunities for the residents during this fiscal year included attendance at sporting events, area museums, bowling, and other recreational activities.

Behavioral Health Services is under the direction of a Ph.D. Clinical Psychologist who is also a Licensed Alcohol and Drug Counselor. Assessment and treatment staff consists of masters level clinicians who are licensed or under supervision for licensure and bachelor's level clinicians who are Certified Drug and Alcohol Counselors or who are under supervision for certification. The FRAC program staff consists of supervisory, direct care, and clerical staff. The Behavioral Health Services program is accredited by the Commission of Accredited Rehabilitation Facilities (CARF) and certified the Oklahoma State Department of Mental Health and Substance Abuses Services (ODMHSAS).

Screenings/Assessments:

During FY 12-13 the **Family Recovery Program** provided the following services:

Substance Abuse Screenings (TANF)

Completed: 80

Substance Abuse Assessments

Adults: 94

Adolescents: 68

Adult Referral Sources:

DHS 66

Judge 5

OJA 1

TANF 22

Juvenile Referral Sources:

CCJB 50

Parent 8

Municipal 3

Yukon School 5

Mustang School 2

217 appointments were made for Adult Assessments with a completion rate of 43% (94 completed)

111 appointments were made for Adolescent Assessments with a completion rate of 61% (68 completed)

Outpatient Chemical Dependency Treatment: (Clients Served)

Adults: 57

Adolescents: 40

Fort Reno Adolescent Center:

Number of Youth Served: 95

Bed Utilization Rate: 7839/8760 89%

Number of Canadian County Youth Served: 41

Number of Out of County Youth Served: 54

Total Yearly Discharges: 73

Reason for Discharge:

Completed: 28

Transferred to another treatment facility: 2

Discharged by program 20

AWOL: 23

Primary Presenting Problems at Admission:

Drug Dependency 53 (56%)

Poly Abuse both alcohol and drug 15 (16%)

Poly Dependence both alc. % drug 7 (7%)

Alcohol Abuse 3 (3%)

Alcohol Dependency 0 (0%)

Drug Abuse 17 (18%)

Nicotine Dependency 81 (85%)

Educational Achievements:

Residents who passed GED	6
Residents who graduated high school	3
Residents who took the ACT	3
Residents who received high School credits	67
Residents receiving a semester or more of credit	27

Trainings:

Staff of the Behavioral Health Services provide a variety of training and treatment related functions at the Center as well as to groups outside of the Center. In FY 12-13, the following trainings were provided to local and state-wide groups by the Behavioral Health Services staff:

- 02-04-13-Cheyenne and Arapaho Tribe D.&A. Training
- 02-07-13: Group Home Staff Training on Conflict Resolution
- 03-28-13-ODMHSAS State Children's Conference Presentation
- 04-04-13: Provided leadership and master of ceremonies functions for two day State Conference on Substance Abuse Prevention and Treatment

Comprehensive Home Based Services (CHBS)

The Department of Human Services contracts with Canadian County through NorthCare Mental Health to provide Comprehensive Home Based Services to Child Welfare clients. These in-home services are provided on an individual basis as each family's needs require. Case Managers make home visits for up to a period of nine months in order to assist in preventing children from being removed from the home due to issues of abuse and neglect or to provide reunification services to families in which children have been removed from the home. During this year, the unit was comprised of a supervisor, three full-time Case Managers, one part-time Case Manager, and an administrative assistant. Within the 2012-2013 fiscal year, this unit provided services for 90 referrals. A breakdown of the cases is as follows.

“Carry Over” cases from the previous fiscal year: 26
(Voluntary cases, Reunification Cases, Maintain Kinship Cases, and Maintain Permanent Out of Home Placement Case)

“Voluntary” cases (no court involvement): 29

“Reunification” cases (court involvement): 60

“Maintain Kinship” cases: 1

“Maintain Permanent Placement” cases: 0

Out of the 90 referrals, 13 referrals were received and withdrawn prior to 28 days of service. Reasons for withdrawn referrals were lack of cooperation by family and/or the referring DHS worker did not schedule the intake staffing within the time frames dictated by the CHBS contract. This contract also allows for families to receive special funding that can be used for a variety of things such as payment of utility or medical bills, the purchase of clothing, school supplies, rent, household supplies, furniture, or supplies needed to make repairs to the home. During this year, \$9,096.72 was spent on special funding for the families receiving CHBS services. For cases open at least 90 days, 91% of FIND assessments were completed within 30 calendar days of the intake. For cases open for 180 days or more 94% of cases met all or most of their risk and non-risk related goals.

Supervised Visitation and Exchange Program

Canadian County began the Canadian County Supervised Visitation and Exchange Program in July of 2010. The program has provided parents, grandparents, and other family members safe visits with children who are no longer in the custody of their parents. Children may be in the custody of one biological parent, another family member, or the Department of Human Services. Supervised visits and exchanges may be court ordered due to family issues such as, divorce and custody issues, domestic violence, child abuse, substance abuse, sexual assault, stalking, or the need for parents to have no contact with one another. Supervised visitations and exchanges occur at the Gary E. Miller Canadian County Children's Justice Center in the presence of trained visitation monitors and a deputy sheriff.

During the FY12-13, the program has served **59** supervised visitation cases and **0** supervised exchanges. During the course of the year 981 hours of visitation were provided in a safe and secure manner. A total of 598 visits were conducted. The supervised visits allowed 103 children to visit with family members in a setting where positive interactions and safety were promoted.

Performance Improvement

The Center is committed to improving the agency and service delivery to our clients, residents, and students. This is a dynamic and continuous process in which feedback on a number of issues including overall feelings of satisfaction and accessibility to services is routinely obtained from individuals and family members who receive services. Additionally, the Center obtains feedback from referral sources and community stakeholders regarding how we are meeting the needs of the county and recommendations for additional programming. Effective collaboration with other service providers is also an essential component in the improvement overall service delivery by the Center.

Our Outcome Measure System provides valuable information regarding the **effectiveness** of our services (the quality of care through measuring change over time), the **efficiency** of our services (relationship between resources used and results obtained), **access** to services, and **client satisfaction**. Other components of Performance Improvement are the Annual Center Goals, the Multi-Cultural Committee, the Health and Safety Committee, and the annual "Walk Through" exercise in which Center staff members play the roles of "client receiving Behavioral Health Services" and "family member" and experience the process of intake and admission for Behavioral Health Services.

Information regarding Performance Improvement activities during FY12-13:

Client Satisfaction Surveys were completed by a total of 832 clients and/or family members that received services during the fiscal year. When averaging results from the quarterly reports, the responses to items rated perceptions of services to be **4.3** on a 5 point scale. A selection of statements from clients and/or their family members from the surveys is as follows:

Canadian County Education Center:

- How nice everyone is here.
- Treated with respect.
- How you got to work at your own pace.
- This service kept me on track.

Comprehensive Home Based Services:

- My worker was extremely helpful and was great with my son and listened.
- You can tell people really care and I enjoy that.
- Helped me and the boys a lot.
- Everyone that came to my house was extremely professional and kind and cared about the well being of my family.

Detention Program:

- Staff helped me when I needed it.
- I learned a lot.
- It's great that there is support available for families.
- The staff respected me.

Fort Reno Adolescence Center:

- I got the help I needed.
- Thank you.
- Thank you for saving my son!
- I'm sober and closer with my family.

Juvenile Bureau:

- The staff is nice.
- The worker was knowledgeable and helpful.
- It was fair.
- Everything was very helpful.

Supervised Visitation and Exchange Program:

- The trust and bond me and the kids developed with staff.
- Thank you!

Substance Abuse Assessments:

- Staff was knowledgeable.
- It was comfortable and it was helpful.
- Friendly to people.
- Easy to comprehend.

Drug Screening Program:

- Friendliness of the staff.
- The staff is very pleasant.
- The workers are encouraging.
- The staff is pleasant.

Needs Assessments were sent to over **100** referral sources, community stakeholders, and Center staff. After the end of the 2012-13 year, an on-line survey service was used to distribute the Needs Assessment and total the responses. Referral sources, community stakeholders and Center staff were emailed a request to complete the Needs Assessment by accessing the survey link, or by opening the attached document containing the assessment and emailing or faxing the completed survey back to the Center. Respondents were also encouraged to forward the assessment to colleagues and other interested individuals. Of the 63 responses tendered, respondents' suggestions for needed services in the county included: the desire for more slots for FRAC and CCEC, help for younger students (elementary), programs that utilize community service in lieu of school suspensions, more Sanctions beds and longer periods of stay, in-serve training for Canadian County law enforcement with regards to juvenile justice, counseling services for adults, parenting classes, and a "step-down" program for at risk youth instead of placing them back in their homes.

Collaboration: Working closely with other social service agencies is a key goal for the Center staff. It is a fact that not any one agency can meet the needs of children and their families in Canadian County. It takes close cooperation and a spirit of collaboration to make the juvenile justice system work. The Center works closely with many child and family serving entities, including the following:

- Youth and Family Services
- Office of Juvenile Affairs
- Department of Human Services
- Oklahoma Department of Mental Health and Substance Abuse Services
- Systems of Care/ Caring for Kids
- Red Rock Behavioral Health Services
- Area Law Enforcement
- Area Schools

- Canadian County Coalition for Children and Families
- Health Department
- Cheyenne-Arapaho Indian Tribe
- CASA
- CART Team
- Sooner Success
- Partnership for a Healthy Canadian County
- Oklahoma Family Counseling Services

Positive feedback from our community partners and referral sources regarding services provided by our agency is as follows:

- All of the services provided are needed.
- Do not decrease services, but increase services.
- A reduction (in services) would be detrimental to the families of Canadian County
- Canadian County is moving in the right direction. A reduction of services would be a step in the wrong direction.

Annual Center Goals: As a part of the Center's performance improvement and strategic planning processes, the Management Team develops annual goals and objectives for the Center. These focus on specific programs, developments, and/or processes that will result in improvements in the service provision and overall operation of the Center. The goals and results for FY12-13 are:

Goal One:

To plan, implement, and make on-going use of a Children's Justice Center employee benefits standardization task force. Work Group: Dr. Sharp , Mr. Alexander, invited Management Team Members and the Hon. Bob Hughey. Bill Alexander (Lead)

Objective 1A: Dr. Sharp and Mr. Alexander to hold a first meeting date and invite selected members of the Management Team to attend for the purpose of broadly assessing priority needs within the area of employee reimbursement and rules standardization . Target Date: 9-1-12

Objective 1B: Dr. Sharp and Mr. Alexander to a hold a second meeting date with invited Management Team membership for the purpose of specifically defining which projects will be addressed during the FY12-13 year, which members will be assigned to particular projects, and dates for preliminary recommendations to be generated by said project groups. Target Date: 10-1-12.

Objective 1C: Dr. Sharp and Mr. Alexander to collect recommendations from all work groups on the target date of 10-31-12 and synthesize such into a brief report provided to Presiding Associate District Judge Bob Hughey for the purpose of obtaining general feedback on such recommendations. Target Date: 11-1-12.

Objective 1D: Dr. Sharp and Mr. Alexander are to hold a third general meeting date with invited Management Team membership for the purpose of sharing feedback obtained from Presiding Judge Hughey . Target Date: 1-1-13.

Objective 1E: Dr. Sharp and Mr. Alexander to hold a fourth general meeting date with invited Management Team membership for the purpose of assigning further work related to those projects for which Presiding Judge Hughey deems worthy of Center commitment. Target Date: 2-1-13.

Objective 1F: Dr. Sharp and Mr. Alexander to hold a fifth general meeting date with invited Management Team membership for the purpose of sharing with the group on the status of projects accepted by Center Leadership for integration within the agency's policy, budget, mission and/or future goals and objectives. Target Date: 3-31-13.

Evaluation:

All meetings were scheduled and held. Judge Hughey generally endorsed most topics addressed by the group but cautioned that many would depend on the following year's tax base and subsequent budget that was approved.

Goal Two

For Behavioral Health to prepare, complete a pre-audit, participate in actual site-visit and audit, and to receive a score of, "With Commendation," on the ODMHSAS tri-annual site visit and audit. Work Group: Dr. Sharp, Doni Duggan (Lead), Kim White, and Eva Massey.

Objective 2A: Assistant Director of Behavioral Health to review appropriate standards and make necessary curriculum, documentation, training and program changes. Target Date: November 2013.

Objective 2B: Assistant Director, Group Home Director, and Lead Counselor to plan, implement, and record all required trainings in appropriate personnel records. Target Date: February 2013.

Objective 2C: Director of Behavioral Health, Assistant Director, and Lead Counselor to make use of the ODMSHAS Contract Audit as a tool in the preparation for the ODMHSAS Certification Audit. Target Date: February 2013.

Objective 2D: Behavioral Health Clinical Supervisor to review existing documentation for the possible prevention of future errors. Target Date: March 2013.

Evaluation: Three year certification status received.

Goal Three:

To define the role, establish a title, hire, train, and fully integrate the recently created Outreach position. Work Group: Dr. Sharp, Mr. Alexander (lead), and Micheal Ellison.

Objective 3A: Facility Administration to define role, establish title, and develop a search and hire procedure for recently created Outreach position. Target Date: September 30, 2012.

Objective 3B: Facility Administration to initiate search procedure and hire individual for recently created Outreach position. Target Date: October 30, 2012.

Objective 3C: Facility Administration to establish and initiate training and transition for recently created Outreach position. Target Date: November 30, 2012.

Objective 3D: Facility Administration to seek feedback from community partners regarding provision of services by recently created Outreach position. Target Date: April 1, 2013.

Evaluation: Role was define, title developed, search was held, and individual was hired. Employee did not require a great deal of training because of skills that they had already developed. Only informal feedback was obtained.

Goal Four:

To define the role, hire, train, and fully integrate the recently funded Assistant Detention Director position with the Juvenile Detention Center. Work Group: Dr. Sharp, Mr. Alexander (lead) and Charles Hunt.

Obj. 4A. Facility Administration to define role for recently funded Assistant Detention Director position with the Juvenile Detention center. Target Date: September 30, 2012.

Obj. 4B. Facility Administration to initiate search procedure and hire individual for recently funded Assistant Detention Director position within the Juvenile Bureau. Target Date: October 30, 2012.

Obj. 4C. Facility Administration to establish and initiate training and transition for recently funded Assistant Detention Director position. Target Date: November 30, 2012.

Obj. 4D. Facility Administration to see feedback from community partners regarding provision of services by recently funded Assistant Detention Director position. Target Date: April 1, 2013.

Evaluation: Role was defined, search was initiated, individual was hired, and training/transition occurred as planned. Only informal feedback was obtained.

Goal Five:

Assist the Canadian County Behavioral Health Community with their annual obligation to obtain continuing education units. (Work group: Dr. Bill Sharp, Doni Duggan, Kim White, and Jamie Girard)

Obj. 5A: Director of Behavioral Health to suggest at least three behavioral health training topics that would be of interest and use to multiple behavioral health providers within Canadian County by December 31, 2012.

Obj. 5B: Director of Behavioral Health to select a potential speaker, potential presentation date, and potential topic of interest and use to multiple behavioral health providers within Canadian County by February 28, 2013.

Obj. 5C: Assistant Director of Behavioral Health to make application for CEU approval in advance for various behavioral health disciplines on the above described presentation by April 30, 2013.

Obj. 5D: the Assistant Director of Behavioral Health is to implement the above described training event no later than June 30, 2013.

Evaluation: Topic and presenter were selected, CEU approval was obtained, but event was rescheduled for July of 2013 due to unavoidable conflict on the part of the planned speaker.

Program Outcome Measures and Results: Center programs determine outcomes to measure **efficiency** and **effectiveness**. This outcome information is used for program development and enhancement. Program outcome findings are as follows:

Juvenile Bureau:

Efficiency: At least 80% of all referrals will be screened and processed with an intake appointment set within two (2) working days of receipt of referral.

Result: 63% of the referrals were processed within two (2) working days.

Effectiveness: At least 80% of juveniles placed on deferred filing status will achieve dismissal of their case without a further filing of a petition.

Result: 63% of juveniles placed on deferred filing status achieved dismissal of their case without a further filing of a petition.

Canadian County Education Center:

Efficiency: Reduce number of out of school suspensions by 50% per semester.

Result: 82% reductions in out of school suspensions when comparing Fall 2013 semester (3 suspensions) to Fall 2012 Semester (17 suspensions)

Effectiveness: Reduce number of expulsions, or students removed from program for disciplinary reasons, by 50%.

Result: 100% reduction when comparing Fall 2013 semester (0 removals/expulsions) to Fall 2012 Semester (5 removal/expulsions).

Comprehensive Home Based Services:

Efficiency: For all cases open for at least 90 days, 75% of the FINDs will be completed within 30 days of intake.

Result: 91% of the FINDs were completed within 30 days of intake.

Effectiveness: For all cases open for at least 180 days, 80% will meet all or most of their risk and non-risk related goals.

Result: 94% of all cases open for at least 180 days met all or most of their risk and non-risk related goals.

Behavioral Health—Outpatient and Intensive Outpatient Treatment:

Efficiency: 90% of all clients receiving outpatient and IOP services will have a completed the Biopsychosocial Assessment and Treatment Plan by the 4th/5th visit.

Result: 100% of all clients receiving outpatient and IOP services had a completed Biopsychosocial Assessment and Treatment Plan by the 4th/5th visit.

Effectiveness: 60% of clients will show an increase of at least 2 points in Global Assessment of Functioning (GAF) score each quarter.

Result: 71% of clients showed an increase of at least 2 points in Global Assessment of Functioning (GAF) score each quarter.

Behavioral Health—Fort Reno Adolescent Center:

Efficiency: 90% of all residents will have a completed Biopsychosocial Assessment and Treatment Plan by the 7th /8th day of admission.

Result: 100% of residents had a completed Biopsychosocial Assessment and Treatment Plan by the 7th/8th day of admission.

Effectiveness: 60% of residents will show an increase of at least 2 points in Global Assessment of Functioning (GAF) score each quarter.

Result: 81% of residents showed an increase of at least 2 points in Global Assessment of Functioning (GAF) score each quarter.

Health and Safety

During FY10-11 the operations department recorded the following activity, including incident reports, and external inspections and internal inspections.

External Inspections:

Firetrol	08-28-13	Pass
Dept. of Envir. Quality	12-05-13	Pass
State Fire Marshall	11-14-13	Pass
Commercial Power	01-04-13	Pass

Internal Inspections

Bomb Drill	09-17-13	Pass
Van Inspections	11-08-13	Pass
Verbal Test	12-12-13	Pass
Bomb Evacuation	09-07-13	Pass
H/S internal inspection	11-08-13	Pass
Fire Drill	09-30-13	Pass
Tornado Drill	09-12-13	Pass

Incident Reports

Fort Reno Adolescent Center		
Total Resident Admissions	95	
Restraints (Cape)	1	
AWOL	27	
Total incident reports	409	

Detention/Sanctions	
Total Resident Admissions	749
Restraints	8
AWOL	0
Total incident reports	49

Staff and Clients in Non-Residential Programs	
Total incident reports	1

Grievance System Annual Review

The **Fort Reno Adolescent Center (FRAC)** had 316 grievances filed during the fiscal year. Grievances filed by FRAC residents were regarding the following concerns: staff conflict, rules, medication, recreation, telephone and environment. The **Sanctions Program** had 25 grievances filed during the fiscal year, while the **Detention Program** had 116 grievances filed. Grievances filed by Detention and Sanctions residents were regarding issues of staff conflict, rules, medication, recreation, telephone, and environment. There were no grievances filed by clients served in the Center's non-residential programs and there were no complaints filed.

SUMMARY:

The Sanctions department had **25** grievances filed for the year. The detention department had **116** grievances filed for the year. Fort Reno reported having **316** grievances filed for the year. The majority of grievances filed were for staff conflict, rules, medication, recreation, phone, and facility.

Fort Reno has continued to work with staff on role playing scenarios, communication and dealing with difficult situations residents maybe going thru. Staff continues to strive with consistency with all residents.

Trends:

The Sanction, Detention and Fort Reno continue to have problems with effective communication between staff and residents. Trying to distinguish what is acceptable and the rules of each department is sometimes challenged by residents with new and old staff (staff conflict). Another problem residents are experiencing is getting along with fellow residents due to jealousy, prior experience with each other, and trust issues (resident). The departments have never denied medical attention to residents. Some residents believe they are not receiving their medication at the time they want it (medical). Recreation is given in all departments for a certain length of time (recreation). To improve recreation, Fort Reno has increased activities allowing residents more choices in activities.

Actions for Improvement:

Management and administration will continue to train staff and new hires on working relations with residents. Communication is an essential area when working with this type of population. Residents are may not express themselves in the best manner all the time, and staff must learn to work within the perimeters with guidance to deal with residents. New hires will continue go through the mandatory orientation upon hire and learn the rules of the program and maintain consistency in the workplace.

Results of Performance Improvement Plans:

Continued Hands on training working on the floor.

Continued knowledge of changing policies and procedures of each department.

Continued safety training for residents, staff and the facility through quarterly trainings onsite.

Learning a brief history of each resident staff is working with through individual safety plans.

Staff will continue to work on healthy boundaries with residents.

Staff will continue to receive training on working on other departments during AWOL and suicide procedures.

Staff will network with nurse and facility to doctor to better meet the needs and improve services of residents in the program.

Staff will work on answering phones calls at FRAC 24/7.

Necessary Education and Training of Staff:

Staff will complete Cape, CPR 1st Aid, Ethics, MAT, Van driving, quarterly safety meetings, and continue to work on communication and boundaries in every department. Staff will learn steps to crisis response training and reporting incidents. Staff will work on AWOL prevention and become familiar with new procedures of AWOL. All staff will continue to receive training in suicide training and prevention.

Prevention of Recurrence:

Gary Miller Justice Center is a non smoking facility and employees must adhere to policies and procedures to remain employees. Smoking cessation is available to employees.

Internal and External Reporting:

Staff will continue to follow chain of command and report incidents to supervisors and administration. Staff will work to understand the program working in and learn consistency to provide improvement and satisfaction working with residents and families. Staff is utilizing all facility resources by working with other departments for the safety of all residents and families served.

Administration

Human Resources: The Human Resources Department is the center point for recruitment, hiring, retention, new employee orientation, employee relations, performance management, termination, workers' compensation, employment policies, FMLA, employee disciplinary matters, employee records and related issues. Highlights during FY12-13 include:

- Attended several college and university "Job Fairs" for employee recruitment.
- Successful management and resolution of several Workers' Compensation cases and FMLA leaves.
- Provided employee trainings on cultural competency.

Multicultural Committee: During FY12-13, the Multicultural Committee met with staff representatives from each major department of the agency, as well as with any employee who wish to be present. Meetings were devoted to establishing a working knowledge and understanding of appropriate activities that might be sponsored and/or undertaken by the group.

Fiscal Management: The Center is a Department of Canadian County and as such all fiscal operations are in accordance with all applicable state statutes and county policies and procedures. The Center's financial records are audited annually by the Oklahoma State Auditor's Office. As per County requirements, the Center developed a "temporary" budget in June 10 for FY12-13 and a "final" budget on Sept. 10. The budget is prepared based on the projection of 1) revenues generated from the one-third cent County sales tax and from grants and contracts; and 2) expenditures for the operation of the Center's programs and facility. The FY12-13 Budget was as follows:

FY11- 12	Estimated Unencumbered Balance	\$200,000.00
Anticipated Revenues:		
	Sales Tax Transfer from CCPFA	\$5,816,746.75
	Contract Revenue	\$2,239,253.25
TOTAL FUNDS AVAILABLE:		<hr/> <u>\$8,256,000.00</u>

Anticipated
Expenditures:

Personal Services	\$5,991,502.00
Part Time Help	\$180,000.00
Travel Expenses	\$74,500.00
Education	\$350,000.00
M & O	\$1,566,663.00
Capital Acquisitions	\$ 23,875.00
IV-E	\$ 20,000.00
Est. reserve for unknown misc. expenses	\$49,460.00

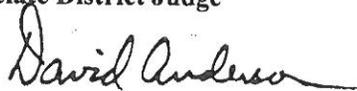
TOTAL EXPENDITURES OF FUNDS: \$8,256,000.00

The Fiscal Year 12-13 Annual Report for the Gary E. Miller Canadian County Children's Justice Center has been reviewed and approved by:



The Honorable Bob Hughey
Associate District Judge

1-29-14
Date



David Anderson
Canadian County Commissioner

FEB 03 2014
Date



Jack Stewart
Canadian County Commissioner

FEB 03 2014
Date



Phil Carson
Canadian County Commissioner

FEB 03 2014
Date