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

**Annual Report**

**July 1, 2013 – June 30, 2014**

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

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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. This team meets at least once per month to plan programs, address issues of concern, to be advised of new developments in service delivery and needs, and to discuss other issues as needed. Management team members then communicate this information to staff within their program of responsibility. Members include:

Bill Sharp, Ph.D., Facility Co-Director  
Bill Alexander, Facility Co-Director  
Michael Ellison, Juvenile Bureau Director  
LaTanya Freeman, Detention Director  
Ronnie Warrior, Assistant Detention Director  
Robert Cole, Assistant Detention Director  
Jahree Edwards, Office Manager  
Kim Rhodes, Accountant  
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  
Jessica Arkeketa, Assistant Group Home Director I  
Michelle Wilson, Comprehensive Home Based Services Supervisor  
Karen Carter, Director of Student Services  
Jamie Girard, Director of Operations  
Megan Stringer, Community Education and Resource Coordinator  
Angel Johnson, Kitchen Supervisor  
Joanne Bush, Supervised Visitation and Exchange Program

### 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”. Board members are appointed by the Associate District Judge and serve without pay for a period of four years and until their successor is appointed. The Center’s Citizen Advisory Board members during FY13-14 are:

John Bickerstaff	Sandy Bohannan
Leroy Bridges	Phil Carson
Mary K. Hollingsworth	Mark House
Jennifer King	Tony Kouba
Kent Mathers	Gary Miller
Sara Myers	Linda Ramey
Becky Reuter	Brooke Robertson
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

Truancy Program

**For fiscal year 2013-2014, 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 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: took youth to the Oklahoma City Zoo, Frontier City, and Chickasaw Cultural Center, as well as supervised youth for community service at the Yukon Community Center, the Oklahoma City Food Bank, and the Oklahoma City Boxer Rescue.

**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 makes random evening telephone checks on probation youth to verify that court-ordered curfews are followed.

**Gang Awareness:** Bureau staff maintains current information on gang activity in Oklahoma by attending gang task force meetings and conferences. Staff serves 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 13-14 year. Schools receiving services included Skyview Elementary, Mustang Elementary, Mustang South Middle School, Lakehoma Elementary, Centennial Elementary, Mustang Creek Elementary, Piedmont Middle School, Mustang North Middle School, Mustang Mid-High School, Northwood Elementary, Stoneridge Elementary, and Mustang Trails Elementary. Services were provided to 92 youth from these schools.

**Juvenile Bureau Legal Statistics for FY13-14:**

Referrals:	403	Restitution Collected:	\$3,018.01
Delinquent	181	Probation Fees Collected	\$645.00
In Need of Supervision (INS)	222	Community Service Hours	3,494.75
Intakes:	281	IA Fees:	\$1,595.00
Deferred Cases:	117		
Delinquent	65		
INS/ Graduated Sanctions	52		
Adjudications:	109		
Cases Dismissed	136		

**Juvenile Bureau Program Statistics for FY13-14**

Orientation to Juvenile Justice System:	102 participants)
Next Step Aftercare Program:	23 participants)
Intensive Supervision Program:	11 participants)

**Juvenile Bureau Community Outreach Activities for FY13-14:**

Juvenile Bureau staff conducted presentations at nine schools, to include: Piedmont Elementary, Piedmont Intermediate, Piedmont Middle School, Skyview Elementary, Mustang Horizons, Mustang Intermediate, Mustang Cedar Ridge Intermediate, Yukon Middle School, and Banner School.

**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 77 counties who wish to participate. Both programs are well structured and emphasize self discipline, and 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 ten beds to be used as regional beds for juveniles from across the state. This year, Canadian County had contracts with 68 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 FY13-14, there were a total of **485 admissions** to Detention (437 from Canadian County and 48 from contracting counties). The average length of stay was 16.83 days for Canadian County and 9.24 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 three to five days for juveniles who violate court-ordered probation plans. All juveniles admitted to the program are court-ordered and the program

is available for juveniles across the state. During FY13-14 there were **484 admissions** to the program from 42 counties. Program participants are assessed with the University of Rhode Island Changes Assessment Scales or URICA test (which evaluates juveniles' readiness for change) and the Slossen Reading Assessment (which identifies juvenile reading levels) plus enrolled in Life Skills curriculum.

**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 seven panel cup test with adulteration strip, and Intercept-Oral swabs provide an accurate yet simple way to administer tests, with quick results for detection of seven substances: Marijuana, Benzodiazepines, Oxycodone, Opiates, Cocaine, Methamphetamines, Amphetamines and other substances if requested. The DSP also has the capability to test for alcohol and performed **11,338 alcohol breathalyzers** during FY2013-14.

During FY13-14, **drug screenings administered totaled 13,092** (14.25% registered positive while 85.75% registered negative.) 340 drug screenings were sent for outside testing and confirmation. 800 drug screening kits, 150 K2 screening kits, and 670 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	7,364
Canadian County Juvenile Bureau	4,102
Canadian County Education Center	89
Office of Juvenile Affairs	412
CC Youth & Family Services	27
Yukon Schools	39
Mustang Schools	161
El Reno Schools	21
Yukon Municipal Court	27
Family Recovery	154
Parent Referrals	110
Judge B. Hatfield	27
Judge Gary McCurdy	159
Judge Jack McCurdy	2
Judge Bob Hughey	235
Canadian Valley Technology Center	71
Juveniles Tested while in Detention/Sanctions	524*
*Already added in agency and female/male count	
<b>Total</b>	<b>13,092</b>

## DSP Demographics

# of Urine Specimens Collected	13,092
# of Positive Drug Screen Results	1,865
# of Breathalyzers Performed	11,338
# of Test Kits Given to F.R.A.C.	800
# of Nicotine Kits Given To F.R.A.C.	670
# of Confirmations Sent Out	138
# of ETG/ETOH Sent to MedTox	61
# of Oral Swabs Sent to MedTox	26
# of Hair Analysis Test Sent to MedTox	115
# of K2/Synthetic Marijuana Tests Sent to MedTox	23
# of Bath Salts Sent to MedTox	0
# of Females Tested	6,381
# of Males Tested	6,711

### Canadian County Education Center (CCEC)

CCEC is an alternative school that contracts with school districts in the county to provide educational services for students who are long term suspended or at risk for being suspended or not graduating. Placement is voluntary with parents/guardians agreeing this is the placement of their choice. El Reno Public Schools serves as the Lead Educational Agency. The school has an administrative principal/director, a dean of students, and four highly qualified teachers specializing in English, Math, Science, and Social Studies. Students participate in life skills training and physical education plus receive assistance from tutors as needed in core subject areas (math, language arts, science and social studies.) Computers are in each classroom for students to access Study Island curriculum to supplement learning plus increase opportunities to meet state mandated testing requirements. CCEC is evaluated annually by the Oklahoma State Department of Education. During FY13-14, **seven students received their high school diploma** while attending CCEC.

During FY13-14, CCEC **served 49 students using 46 slots**. 84% of the students were males and 16% were female. The breakdown of the percentage of students per grade upon entrance was:

6 <sup>th</sup> grade:	3%
7 <sup>th</sup> grade:	3%
8 <sup>th</sup> grade:	13%
9 <sup>th</sup> grade:	28%
10 <sup>th</sup> grade:	21%
11 <sup>th</sup> grade:	21%
12 <sup>th</sup> grade:	11%

## **Behavioral Health Services**

**Behavioral Health Services** provides integrated assessment and treatment services. All services are provided free of charge to the clients. 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 Gary Miller Children's Juvenile Justice 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 five months, residents attend a full day of scheduled therapeutic activities including four and one half hours of on-site alternative education provided by El Reno Public Schools. Therapeutic interventions include cognitive behavioral treatment, behavioral modeling, didactic educational presentations, and family therapy. Additionally, 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 13-14 the **Family Recovery Program** provided the following services:

Substance Abuse Screenings (TANF)

Completed: 82

Substance Abuse Assessments

Adults: 136

Adolescents: 86

Adult Referral Sources:

DHS	92
Judge	13
TANF	31

Juvenile Referral Sources:

CCJB	48
Parent	3
Municipal	0
Yukon School	22
Mustang School	0
OJA	2
Judge	8
DHS	3

299 appointments were made for Adult Assessments with a completion rate of 45% (136 completed)

131 appointments were made for Adolescent Assessments with a completion rate of 66% (86 completed)

**Outpatient Chemical Dependency Treatment: (Clients Served)**

Adults: 54  
 Adolescents: 50

**Fort Reno Adolescent Center:**

Number of Youth Served:	83
Bed Utilization Rate: 8760/8074	92%
Number of Canadian County Youth Served:	43
Number of Out of County Youth Served:	40
Total Yearly Discharges:	64
Reason for Discharge -	
Completion of Program	27
Transferred to another treatment facility	1
Discharged by program	23
AWOL	12
Left ACA	1

Primary Presenting Problems at Admission:

Drug Dependency	49 (59%)
Poly Abuse both alcohol and drug	0 (0%)
Poly Dependence both alc. % drug	0 (0%)
Alcohol Abuse	0 (0%)
Alcohol Dependency	0 (0%)
Drug Abuse	34 (41%)
Nicotine Dependency	74 (89%)

Educational Achievements:

Residents who passed GED	4
Residents who graduated high school	4
Residents who took the ACT	3
Residents who received high school credits	45
Residents receiving a semester or more of credit	45

**Trainings:**

Staff of Behavioral Health Services provide a variety of training and treatment related functions at the center as well as to groups outside the center. In FY 13-14, the following trainings were provided to local and state-wide groups by Behavioral Health Services staff:

- 07/29/13: Provided 3 Hour State Training for ODMHSAS on "Experiencing Success with Adolescent Substance Abuse."
- 10/04/13: Provided 1 and 1/2 Hour State Training for ODAPCA on "Redneck Ethics."
- 11/05/13: Provided 1 hour training for 12x12 in Tulsa, OK, on "Redneck Ethics."
- 12/18/13: Provided 3 Hour State Training for ODAPCA on "Experiencing Success with Adolescent Substance Abuse."
- 03/12/14: Provide 6 hours State Training for NJRC on "Experiencing Success with Adolescent Substance Abuse."
- 04/03 and 04/04/13: Provided Leadership and Master of Ceremonies Duties for State ODAPCA 2 day Conference for both spring and fall.

**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 FY13-14 fiscal year, this unit provided **services for 100 referrals, which included a total of 219 children**. A breakdown of the cases is as follows:

- “Carry Over” cases from the previous fiscal year: 32  
(Voluntary Cases, Reunification Cases, Maintain Kinship Cases, and Maintain Permanent Out of Home Placement Case)
- “Voluntary” cases (no court involvement): 30
- “Reunification” cases (court involvement): 53
  - “Maintain Kinship” cases: 7
  - “Maintain Permanent Placement” cases: 0
  - "Parent Aid Services" cases: 3

Out of the 100 referrals, seven 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 who 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 home repairs. During FY2013-14, \$5,334.98 was spent on special funding for the families receiving CHBS services.

### *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 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 FY13-14, the program has served 68 supervised visitation cases and 0 supervised exchanges. During the course of the year 992.75 hours of visitation were provided in a safe and secure manner. A total of **598 visits were conducted**. The supervised visits allowed 102 children to visit with family members in a setting where positive interactions and safety were promoted.

### *Performance Improvement*

The Gary Miller Children's Juvenile Justice 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 receiving 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. Ongoing collaboration with other service providers is an essential component of the centers' improvement in overall services.

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), **accessibility** to services, **client satisfaction**, and **Quarterly Surveys**. 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 play the roles of "clients receiving Behavioral Health Services" and "family members" to experience the process of intake and admission for Behavioral Health Services.

Information regarding Performance Improvement activities during FY13-14:

**Client Satisfaction Surveys** were completed by a **total of 1074 clients and/or family members** receiving services during the fiscal year. When averaging results from quarterly reports, client responses rated services 4.4 on a 5 point scale. A selection of survey statements from clients and/or their family members follows:

**Canadian County Education Center:**

- The things that were taught to me really helped me out in the long run.
- They gave me motivation to work.
- The food. And the help I got when I needed it.
- Everyone is understanding and will try their best to help you in any way possible.

**Comprehensive Home Based Services:**

- Wonderful service.
- Torrie was extremely friendly and easy to talk to, as well as kind and compassionate. I enjoyed the way she presented the material, and how she taught me how to communicate with my preteen.
- The people we worked with were very easy to ask for assistance.
- Very pleasant and helpful and resources if needed.

**Detention Program:**

- Everyone was consistent with the rules.
- They were nice and understood me.
- The center is good, no reason to improve services.
- Mr. Brown is a positive role model.

**Fort Reno Adolescence Center:**

- I got to voice my opinion on certain things.
- They listened.
- Phillip was easy to talk to and understand.
- We really appreciate everything, thank you so much.

**Supervised Visitation and Exchange Program:**

- Nothing, it was great.
- Love seeing our daughter, wish it was for more time.

**Juvenile Bureau:**

- The UA's and the counseling encourage me to keep and stay clean.
- I do believe everyone here cares, and I do appreciate that.
- I learned some things I really didn't know.
- Very helpful

**Substance Abuse Assessments:**

- Very excellent counselor.
- Very respectful to me.
- Fast and easy.
- Friendly.

**Drug Screening Program:**

- Friendly environment.
- I felt comfortable.
- Courteous people.
- The workers Brandi and Becca are amazing (as well as the others.)

**Quarterly Surveys** for the fiscal year 2013-2014 were completed by 13 clients and visitors who entered the main reception area of the Center. The results of the Quarterly Surveys revealed an **average positive rating of 4.4 on a 5 point scale**. Statements made by respondents included:

- They are always very nice and you are always greeted with a smile and a greeting.
- I really enjoy the receptionist. She is very kind, polite, and respectful.

**Needs Assessments were sent to over 100 referral sources, community stakeholders, and center staff.** After the end of the 2013-14 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, suggestions for needed county services 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 placement back in their home.

**Collaboration:** Working closely with other social service agencies is a key goal for center staff. It is a fact that no one agency can meet the needs of children and their families in Canadian County. It takes concentrated 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:

- Canadian County is moving in the right direction. A reduction of services would be a step in the wrong direction.
- Outstanding facility, services, and staff.

**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 FY13-14 are:

**Goal One -**

**To fund and implement salary adjustments for employee position groupings designated by the Benefits Task Committee during the FY12-13 year.**

Objective 1A: Director(s) of CCCJC will advocate for the inclusion within the general budget of salary adjustments for employee position groupings designated by the Benefits Task Committee during the FY12-13 year by July 31, 2013.

Objective 1B: With consent of the Associate District Judge, Director(s) of CCCJC will propose a date for the initiation as well as initiate salary adjustments to become effective no later than December 31, 2013 for employee position groupings designated by the Benefits Task Committee during the FY12-13 year.

**Goal Two -**

**To fund and implement a cost of living raise for those employees not receiving salary adjustments during the FY13-14 year.**

Objective 2A: Director(s) of CCCJC will advocate for the inclusion within the general budget of cost of living raises for employees not receiving salary adjustments during the FY13-14 year by July 31, 2013.

Objective 2B: With consent of the Associate District Judge, Director(s) of CCCJC will propose a date for the initiation as well as initiate cost of living raises to become effective no later than December 31, 2013 for employee not receiving the salary adjustments during the FY13-14 year.

**Goal Three -**

**To fund and implement longevity pay for those CCCJC employees during the FY13-14 year.**

Objective 3A: Director(s) of CCCJC will advocate for the inclusion within the general budget of cost of longevity pay for CCCJC employees during the FY13-14 year by July 31, 2013.

Objective 3B: With consent of the Associate District Judge, Director(s) of CCCJC will propose a date for the initiation as well as initiate longevity pay on the employee's annual employment anniversary to become effective no later than the completion of the January 2014 calendar year.

**Goal Four -**

**To fund and implement GPS technology safety tracking for CCCJC employees whose work requires them to interact within the client's home.**

Objective 4A: Director(s) of CCCJC will advocate for the inclusion within the general budget of GPS technology safety tracking for CCCJC employees whose work requires that they interact within the client's home by July 31, 2013.

Objective 4B: With consent of the Associate District Judge, Director(s) of CCCJC will propose a date for the initiation as well as initiate GPS technology safety tracking for CCCJC employees whose work requires that they interact within the client's home no later than December 31, 2013.

**Goal Five -**

**To fund and implement GPS technology safety tracking for Bureau clients for whom the District Court designates.**

Objective 5A: Director(s) of CCCJC will advocate for the inclusion within the general budget of GPS technology safety tracking for Bureau clients for whom the District Court designates by July 31, 2013.

Objective 5B: With consent of the Associate District Judge, Director(s) of CCCJC will propose a date for the initiation as well as initiate GPS technology safety tracking for Bureau clients for whom the District Court designates no later than December 31, 2013.

**Goal Six -**

**To assist the Canadian County Behavioral Health Community with their annual obligation to obtain continuing education units.**

Objective 6A: 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 March 30, 2014.

Objective 6B: Coordinator of Community Outreach to make application for CEU approval in advance for various behavioral health disciplines, develop necessary program documentation, publicize through email and other venues, invite appropriate attendees, and set appropriate facility structure on the above described presentation by April 30, 2014.

**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:** 51% of the referrals were processed within two (2) working days.

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

**Result:** 85% 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 the number of out of school suspensions by 50% per semester.

**Result:** 82% reduction 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:** 90% 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:** 100% of all clients receiving outpatient and IOP services will have a completed the Biopsychosocial Assessment and Treatment Plan by the 4<sup>th</sup>/5<sup>th</sup> visit.

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

**Effectiveness:** 80% of clients will show an increase of at least 2 points in Global Assessment of Functioning (GAF) score each quarter.

**Result:** 62.75% 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 Biopsychsocial Assessment and Treatment Plan by the 7<sup>th</sup> /8<sup>th</sup> day of admission.

**Result:** 100% of residents had a completed Biopsychsocial Assessment and Treatment Plan by the 7<sup>th</sup>/8<sup>th</sup> day of admission.

**Effectiveness:** 80% of residents will show an increase of at least 2 points in Global Assessment of Functioning (GAF) score each quarter.

**Result:** 100% 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	05-24-14	Pass
Commercial Power	05-29-14	Pass

Internal Inspections

Bomb Drill	01-21-14	Pass
Van Inspections	11-08-13	Pass
Verbal Test	12-12-13	Pass
Bomb Evacuation	01-21-14	Pass
H/S internal inspection	11-08-13	Pass
Fire Drill	07-15-14	Pass
Tornado Drill	09-12-13	Pass

Incident Reports

Fort Reno Adolescent Center

Total Resident Admissions	83
Restraints (Cape)	0
AWOL	20
Total incident reports	276

Detention/Sanctions

Total Resident Admissions	949
Restraints	22
AWOL	0
Total incident reports	57

Staff & Clients in Non-Residential Programs

Total incident reports	8
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## Grievance System Annual Review

During FY13-14, **Fort Reno Adolescent Center (FRAC) had 339 grievances** while the **Detention Program had 61 and the Sanctions Program had 26**. There were no grievances filed by clients served in the center's non-residential programs and there were no complaints filed.

FRAC: Grievances filed by residents regarded the following concerns: staff conflict, rules, medical and medication, recreation, telephone and environment.

Detention/Sanctions: Grievances filed by residents regarded issues of staff conflict, rules, medication, recreation, telephone, and environment.

### **Trends:**

Fort Reno grievances continue to escalate in the areas of food, staff conflict, medical and medication, rules, and resident conflict. Many residents appear to see the grievance procedure as a mechanism to demonstrate their anger with the agency, staff, or other residents. Staff members spend considerable time allowing residents a voice to express themselves when angry and then attempting to resolve their grievances. Detention grievances were few and focused mainly in the areas of staff conflict, perceived rule violations, policy disputes, clothing concerns, and questions surrounding recreation. Sanctions grievances were even fewer, and focused mainly in the areas of staff conflict, perceived rule violations, clothing issues, and quality of life concerns.

### **Actions for Improvement:**

Management and administration will continue to train staff and new employees on establishing appropriate relationships with residents. New employees will continue to go through the mandatory orientation upon hire and learn the rules of the program and maintain consistency in the workplace. Senior staff will receive additional training during monthly staff meetings as well as Quarterly Safety Meetings.

### **Results of Performance Improvement Plans:**

Ft. Reno has demonstrated no reduction in grievances filed by adolescent residents. There have been, however, no grievances filed by adolescents receiving services on an outpatient basis. Detention and Sanctions have maintained acceptable low incident report numbers.

### **Necessary Education and Training of Staff:**

Staff will complete Cape, CPR, 1<sup>st</sup> Aid, Ethics, MAT, Van driving, Quarterly Safety Training, as well as continue to work on communication and boundaries in every department. Staff will learn the 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 prevention.

### **Prevention of Recurrence:**

Fort Reno may look at reducing the number of admissions to the unit with a possible eye towards a hopeful reduction of reported grievances. Fort Reno is also considering discontinuing competitive sports among residents to defray anger responses triggered by competition. The Detention and Sanctions programs appear to be within acceptable limits of grievance reporting as they now stand.

### **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 they work 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 FY13-14 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 FY13-14, 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 attempts to develop a "temporary" budget by June 10 for the upcoming fiscal year and a "final" budget by July 1. 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 FY13-14 Budget was as follows:

<u>ANTICIPATED FUNDING</u>	
FY 12-13 Estimated Unencumbered	\$ 200,000.00
FY 12-13 Cash Reserves	25,000.00
Anticipated Revenues -	
Sales Tax Revenue for Canadian County (\$7,060,922.22)	
Sales Tax Transfer from CCPFA	6,221,324.75
Contract Revenue	361,998.25
<b>TOTAL FUNDS AVAILABLE:</b>	<b><u>\$8,808,323.00</u></b>

<u>ANTICIPATED EXPENDITURES</u>	
Personal Services	\$6,465,378.00
Part Time Help	150,000.00
Travel Expenses	74,500.00
Education:	350,000.00
M&O	1,724,570.00
Capital Acquisitions	23,875.00
Title IV-E	20,000.00
<b>TOTAL COSTS ANTICIPATED:</b>	<b><u>\$8,808,323.00</u></b>

The Fiscal Year 2013-14 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

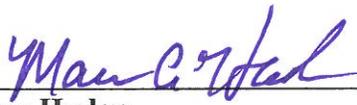
4-10-15  
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Date

  
\_\_\_\_\_  
Jack Stewart  
Canadian County Commissioner (Chairman)

APR 13 2015  
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Date

  
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David Anderson  
Canadian County Commissioner

APR 13 2015  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Marc Hader  
Canadian County Commissioner

APR 13 2015  
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Date