



WASHOE COUNTY

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Risk Mgt. _____
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Grant Mgt. _____

STAFF REPORT

BOARD MEETING DATE: August 23, 2016

DATE: June 30, 2016
TO: Board of County Commissioners
FROM: Janine Baker, Court Administrator, Sparks Justice Court
353-7600, jbaker@washoecounty.us

THROUGH: Kevin Higgins, Administrative Judge

SUBJECT: Recommendation to retroactively acknowledge a Specialty Court General Fund Allocation from the Judicial Council of the State of Nevada to the Sparks Justice Court [\$45,050 for FY17, no match required], paid in quarterly installments retroactive to July 2016, grant end date June 30, 2017; and direct the Comptroller to make the appropriate budget adjustments. (Commission Districts 3, 4 & 5)

SUMMARY

Sparks Justice Court applied to the Judicial Council of the State of Nevada (JSCN) to receive funding to continue operation of a specialty court, pursuant to NRS 176.0613, for misdemeanor drug and alcohol offenses. On June 28, 2016, the Sparks Justice Court received notification that the sum of \$45,050 had been approved for FY17 to be paid in quarterly installments retroactive to July 2016; the remaining installments will be distributed in October 2016, January 2017 and April 2017. The grant is being accepted retroactively, as notification of the award was received June 28, 2016.

County Priority/Goal supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

Previously, on December 8, 2015, the Board of County Commissioners approved a Specialty Court General Fund Allocation from the Judicial Council of the State of Nevada (JCSN) to the Sparks Justice Court for FY16 in the amount of \$45,050.

BACKGROUND

Pursuant to NRS 176.059, Sparks Justice Court collects a \$7 Specialty Court Assessment on each fine levied on a misdemeanor matter to fund Specialty Courts in the State of Nevada. There has been a need in the Sparks Township for a specialty court to deal with drug and alcohol related offenses for many years. In January 2013, Sparks Justice Court relocated to a new facility able to support the needs of a Specialty Court.

AGENDA ITEM # 5.A.

In September 2015, Sparks Justice Court submitted an application for funding to the JCSN. On October 29, 2015, Sparks Justice Court was approved for a general fund allocation to serve up to 50 participants.

The Judicial Council of the State of Nevada has awarded Sparks Justice Court \$45,050 to continue these services to up to 25 participants in this program.

GRANT AWARD SUMMARY

Project/Program Name: Sparks Recovery Court.

Scope of the Project: The scope of this project is to provide offenders who have a drug and/or alcohol addiction access to a therapeutic drug and alcohol treatment program with ongoing monitoring and supervision. The program will provide participants with the foundation to live a drug and alcohol-free life.

Benefit to Washoe County Residents: The Sparks Recovery Court will provide a path for offenders to gain sobriety and/or independence from drug use and become a productive member of society thereby reducing the recidivism rate.

On-Going Program Support: On-going support of this program will be partially funded through program fees paid by participants. Sparks Justice Court will continue to apply for additional grant funds from the JCSN on an annual basis.

Award Amount: \$45,050

Grant Period: July 1, 2016 – June 30, 2017

Funding Source: Supreme Court, AOC, FY17 General Fund for Specialty Courts

Pass through From: N/A

CFDA Number: N/A

Grant ID Number: N/A

Match Amount and Type: N/A

Indirect Cost Rate (applicable to the award): N/A

Special Terms & Conditions: N/A

Sub-Awards and Contracts: N/A

FISCAL IMPACT

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$45,050 in both revenues and expenditures in the following accounts:

Cost Object	G/L Account	Amount
Revenue:		
IO 20416	471220 – Court Admin Assess.	\$45,050
Expenditures:		
IO 20416	701120 – Part Time wages	\$ 11,500
IO 20416	710100 – Professional Services	\$ 11,345
IO 20416	710300 – Operating Supplies	\$ 1,075
IO 20416	710500 – Other Expenses	\$ 21,130

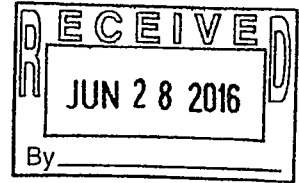
RECOMMENDATION

It is recommended that the Board of County Commissioners retroactively acknowledge a Specialty Court General Fund Allocation from the Judicial Council of the State of Nevada to the Sparks Justice Court [\$45,050 for FY17, no match required], paid in quarterly installments retroactive to July 2016, grant end date June 30, 2017; and direct the Comptroller to make the appropriate budget adjustments.

POSSIBLE MOTION

Should the Board agree with staff’s recommendation, a possible motion would be: *move that the Board of County Commissioners retroactively acknowledge a Specialty Court General Fund Allocation from the Judicial Council of the State of Nevada to the Sparks Justice Court [\$45,050 for FY17, no match required], paid in quarterly installments retroactive to July 2016, grant end date June 30, 2017; and direct the Comptroller to make the appropriate budget adjustments.*

Supreme Court of Nevada
ADMINISTRATIVE OFFICE OF THE COURTS



ROBIN SWEET
Director and
State Court Administrator



JOHN McCORMICK
Assistant Court Administrator
Judicial Programs and Services

RICHARD A. STEFANI
Deputy Director
Information Technology

June 27, 2016

The Honorable Chris Wilson
Sparks Justice Court
1675 East Prater Way, Suite 107
Sparks, Nevada 89434

Re: FY17 Specialty Court General Fund Allocation
Sparks Justice Court

- Alcohol and Other Drug Court

Dear Judge Wilson:

The Judicial Council of the State of Nevada (JSCN) has approved a FY17 General Fund allocation of \$45,050 to help support the above referenced specialty court(s), and increase the number of participants in these programs. The breakdown of this funding is:

Program	FY17 Distribution	Number of Participants to be Served
Alcohol and Other Drug Court	\$45,050	25

The term of this funding is July 1, 2016 - June 30, 2017. Distribution of these funds is quarterly at 25 percent of the total allocation. Your quarterly installments will be sent in July, October, January, and April. Funds for the above referenced programs will be retained by the Administrative Office of the Courts (AOC). The following conditions apply to this funding:

- Compliance with the approved *Nevada Specialty Court Funding Guidelines and Criteria*;
- Use of all required menus in the Drug Court Case Management System (DCCM), and the tracking of participants served with this allocation by using the appropriate funding resource code in DCCM;
- Keeping an itemized accounting of revenues and expenditures of this general fund allocation in a separate ledger account;
- Serving the number of additional participants proposed in your application and;
- Compliance with the required financial status and statistical reporting requirements.

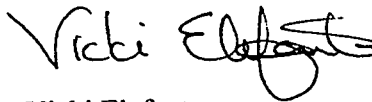
You must submit a budget identifying how your program plans to expend the funds. This budget should be assembled from your FY17 Specialty Court Funding Application. Programs must expend the funds according to the approved funding priorities as outlined in the *Nevada Specialty Court Funding Guidelines and Criteria*. The *Funding Guidelines and Criteria* can be found at <http://nvcourts.gov/AOC/Templates/documents.aspx?folderID=8973>. Reallocating any of the approved distribution to another program is not authorized. Your budget must equal the amount of the approved distribution. Additionally, funds are intended to be used to supplement existing funds for specialty courts and are not to replace (supplant) other funds that would otherwise be budgeted for the same purpose.

Award recipients are responsible to provide, on a quarterly basis, a financial status report to include receipts, and a statistical report. Forms for these reports can be found at <http://www.nevadajudiciary.us/index.php/viewdocumentsandforms/AOC-Files/SpecialtyCourtsFiles/>. Both reports are due one month after the end of the respective quarter. Failure to submit the reports may delay your quarterly distribution. In order to receive the quarterly distribution, the AOC must receive and review both the financial status and statistical reports from the program. The participants served with this general fund award are existing participants from FY16 and new participants for FY17. New participants are in addition to any participants the court program may be currently serving with other funding sources.

The AOC has two judicial branch auditors. Among the duties assigned to these positions is the responsibility to conduct periodic audits or reviews of individual specialty court financial records. A judicial branch auditor may contact you to audit your financial records in the near future.

Please consider that receipt and use of these funds is acknowledgment of the conditions outlined above. If you have any questions, please contact me.

Sincerely,



Vicki Elefante
Court Services Analyst

/ve

cc: Robin Sweet, Director and State Court Administrator
Emily Rahmeyer, Manager Finance & Budget