

PUBLIC NOTICE

Union County Juvenile Crime Prevention Council Regular Monthly Meeting

NOTICE IS HEREBY GIVEN that the Union County Juvenile Crime Prevention Council will hold its regular monthly meeting on Wednesday, April 10, 2024, at 8:00 AM.

The meeting will be held in person in the Health and Human Services Conference Room at the Health and Human Services Building located at 2330 Concord Avenue, Monroe, NC 28110.

Location: Union County Health and Human Services, Conference Room; 2330 Concord Ave., Monroe, NC 28110

Date: April 10, 2024

Time: 8:00 a.m.

Subject: Union County Juvenile Crime Prevention Council Meeting

Call to Order

I. Attendance

Attendance capture.

- Twenty-five (25) current board members; fourteen (14) needed to establish a quorum.

II. Welcome & Introduction

Welcome all JCPC members, program providers, and others present.

III. Approval of Minutes (Board Action)

Approval of previous month(s) minutes upon established quorum.

- March 13, 2024 – Union County JCPC Meeting Minutes
-

Old Business

IV. Conflict of Interest Form

All JCPC Board Members are required to complete a Conflict of Interest Form. Please complete and return to Ulayah Ivey.

V. Vacancies

One (1) Current Vacancy:

April | 2024

- United Way/Nonprofit Representative (*Pending*)
-

New Business

VI. Funding Committee Update

The Funding Committee met on 3/22/2024 discuss FY 24-25 funding allocations for programs.

- Parenting Support
 - Requested Amount: \$21,500
- Kids At Work
 - Requested Amount: \$60,312
- ARISE
 - Requested Amount: \$66,835
- UC Teen Court
 - Requested Amount: \$71,695
- Get Hired
 - Requested Amount: \$66,419
- SHIFT
 - Requested Amount: \$98,304
- DASH (4 Components)
 - Requested Amount: \$146,593
- JCPC Admin.
 - Requested Amount: \$9,227

VII. Funding Decision (Board Action)

The Union County JCPC Board must approve FY 24-25 funding decision for programs.

VIII. Budget Revisions (Board Action)

FY 23-24 Budget Revision were due April 1, 2024. The following programs submitted Budget Revisions:

- JCPC Admin.

IX. New Appointments

April | 2024

The following individuals are acknowledged as new appointees to the Union County JCPC Board:

- Lilly Patton, Youth Under 21
- Natasha Stoval, County Commissioner Appointee

X. Expired Terms

Six (6) Board Member terms expected to expire 6/30/2024. Ulayah Ivey will follow up with those board members regarding reappointment. An updated roster including expired terms will be sent out to all board members.

DPS Area Consultant Updates

XI. State Updates

Review of State Updates provided by DPS Area Consultant, Sherri Hill.

- General State Updates
- 3RD Quarter Amounts
- JCPC Officers

XII. Client Tracking Numbers

Review of information associated with the Client Tracking Numbers document

- Union County JCPC Funded Program Summary Fiscal Year 2023-2024 (Updated as of 04/2024).

Program Updates

XIII. JCPC Monthly Program Reports/Updates

Program Reports and Updates provided by the following programs/representatives:

- Parenting Support – Nicole Blevins
- Aspire Youth and Family - Kids at Work, Kasshema Samuels
- DASH - Strengthening Families, Glenn Smith
- DASH - Life Connections Counseling Center, Angela Reid
 - TYM - Teen Court, Tyler Castle

- TYM - Mentoring Program, Tyler Castle
- TYM - SHIFT Restitution and Community Service, Tyler Castle
- TYM - Youth Employability - Get-Hired Program, Tyler Castle

Public Announcements

Adjournment (Board Action)

The next Union County JCPC Meeting will be held on Wednesday, May 8, 2024, at 8:00 a.m. in the Union County Health and Human Services Conference Room.



Union County Juvenile Crime Prevention Council

Board/Council: **Union County Juvenile Crime Prevention Council**

Subject: Minutes

Date: Wednesday, March 13, 2024

Time: 8:00 a.m.

Location: Union County Health and Human Services, Conference Room; 2330 Concord Avenue, Monroe, NC 28110

Attendees (Board Members): Anna Goodwin, James Johnson Jr., John J. Kirkpatrick, Malisha Ross, Angela Watkins, Angie Horne, Rachel Patton, Lilly Patton, Natasha Stovall, Monique Holt, Jim Chaffin, Jacob Byers, Teresa Holmes, Jarrod McCraw, Ryan Caldwell, Phillip Speight, Kiara Davis

Present Program Providers/Representatives: Heather Jones, TYM; Reggie McNeil, TYM; Tyler Castle, TYM; Chef Kimberly Townsend, Aspire Youth & Family Inc. Kids at Work; Nicole Blevins, Parenting Support; Angela Reid, Life Connections of the Carolinas Inc. – DASH; Glenn Smith, Life Connections of the Carolinas Inc. - DASH; Dominique Williams, Kre8ivU (ARISE); Douglas Greene, Kre8ivU (ARISE)

Others in Attendance: Dee Allen, Union County Sheriff's Office; Danny, Stephanie Missick, Court Counselor; Phillip, Sherri Hill, DPS Area Consultant

Absent (Board Members): Monica Smith, Dennis Joyner, Ashley Kuly, Tyris Rorie, Patrick Niland, Chris Black, Kristopher Westover, J.R. Rowell

Absent (Other):

Call to Order

Attendance

Board Member attendance was recorded with a total of seventeen (17) Board Members present.

Welcome & Introduction

JCPC Chairperson John Kirkpatrick IV called the meeting to order and thanked JCPC Members, Program Providers, and others present for attending the JCPC meeting.

Quorum

A quorum was established. Seventeen (17) Union County JCPC Board Members were present.

Approval of Minutes

Board Member Rachel Patton made a motion to approve the January 10, 2024, Union County JCPC meeting minutes. Board Member James Johnson Jr. seconded the motion.

All Board Members were in favor of approving the January 10, 2024, Union County JCPC meeting minutes.

Board Member James Johnson Jr. made a motion to approve the February 14, 2024, Union County JCPC meeting minutes. Board Member Malisha Ross seconded the motion.

All Board Members were in favor of approving the February 14, 2024, Union County JCPC meeting minutes.

The January 10, 2024, and February 14, 2024, Union County JCPC meeting minutes were approved.

Old Business

Old Business Postponed

All old business is postponed until 4/10/2024 due to Funding Presentations.

New Business

Decision for Programs to Move Forward

Due to Program Application paperwork errors or lack of submission of proper paperwork, the Union County JCPC Board had to decide whether to move forward with the funding process and hear Program Funding Presentations from the following programs.

- **ARISE**
 - **Error:** Uploaded required paperwork, but all paperwork stated other counties information (not addressed to Union).
- **UC Teen Court**
 - **Error:** Uploaded outdated forms that was signed July 2023.



- **Get Hired**
 - **Error:** Uploaded outdated forms that was signed July 2023.
- **SHIFT**
 - **Error:** Uploaded outdated forms that was signed July 2023.
- **DASH (4 Components)**
 - **Error:** Uploaded a blank form: No Overdue Taxes (Required).

If the Union County JCPC Board decides to move forward with the funding process for each program, 5 minutes will be allocated for presenting per program component.

Board Member and Funding Committee Co-Chair, Malisha Ross, opened the floor to Board Members to determine how to move forward. Funding Committee Co-Chair Ross posed giving programs who had document submission errors an opportunity to correct those errors and allow them to present without making a funding decision on those programs until errors are corrected.

Chairperson Kirkpatrick asked if programs were notified about their document submission errors. It was confirmed that programs were notified via email on March 6, 2024, one week prior to Funding Presentations. To clarify, Sherri Hill added that Program Applications were due by, and closely submitted on, February 15, 2024. After the deadline, programs can not change or update their submission. Due to programs' close submission of applications, review of the submitted applications occurred 2 – 3 business days later where errors were discovered. Upon discovery, Sherri Hill notified the Funding Committee of the Program Application errors.

The timeline of notification was as follows:

February 23, 2024 – February 28, 2024

- *The Funding Committee reviewed the applications over a period of time.*

February 28, 2024 – March 4, 2024

- *Chairperson Kirkpatrick IV called for a possible Special Meeting to address how to move forward with the funding process and hear Program Funding Presentations from the programs that submitted Program Applications with errors.*
- *Polls were sent out to Board Members to determine board availability for a possible Special Meeting.*

March 5, 2024

- *Based on lack of ability to establish a quorum due to limited availability and timing of Board Members response to the polls in accordance with the County's 48-hour Public Notice policy, a Special Meeting could not be established.*

March 6, 2024

- *Program Applicants with application errors received notification of errors via email, and were informed that the Union County JCPC Board would vote to determine how to move forward with the funding process and hear Program Funding Presentations from those programs during the upcoming Funding Presentations Meeting (3/13/2024).*



Sherri Hill stated that the board can decided to move forward with the funding process for all programs or, if the board believes that the programs with clerical errors did not meet the expectations of funding, then the board can move forward with the funding process of the two programs (Parenting Support and Kids At Work) that submitted the program applications correctly. The board could also release another Request for Proposal (RFP), but it would be open to any organization who is interested in applying, not just the programs with clerical errors.

Board Member Malisha Ross asked if the RFP process could be ammended to avoid lengthiness. Sherri Hill confirmed that the RFP process could not be ammended. The state requirement is that the RFP has to be posted for at least 30 days and it has to be open to any organization that wants to apply. If the board chooses to move forward with the funding process for Parenting Support and Kids At Work and release a new RFP, the board can remove those program types from the new RFP, meaning, the need for those program types would be met through those programs and there would be no additional need to seek out similar program types.

Board Member Anna Goodwin asked if there was an option to allow programs to ammend their application. Sherri Hill stated that allowing programs with program application clerical errors to ammend their application would technically be the Union County JCPC Board going against what the board promotes as a rule and expectation for programs to meet. Doing so could potentially open the opportunity of an appeal. If the board decides to allow programs to correct clerical errors and an appeal occurs, the decision will be brought up and will reverse the board's decision. The decision to move forward would ultimately be up to the board.

Board Member Anna Goodwin stated that she is not opposed to allowing clerical errors to be corrected, as long as programs do not make any changes to their funding request. Board Member Jarrod McCraw expressed agreement with Board Member Goodwin's statement.

Board Member Anna Goodwin asked for clarification regarding the appeal process. Sherri Hill provided an example from another county in which a program was not happy with their funding allocation and appealed the decision. When an appeal occurs, there is a review of all things including minutes, attendance, voting, conflict of interests, etc., following the appeal process that is in the Bylaws. Also, the county could potentially get involved in the process. When appeals occur, all funding is on hold until the appeal is complete, including funding for programs that the board chooses to fund. These are things to consider if the board decides to move forward with the funding process for all programs.

Chairperson Kirkpatrick IV stated that releasing a new RFP causes all programs who turned in an application, regrardless of errors, to suffer a longer waiting period, and allows for other organizations who should have met the original deadline to participate in an opportunity that they should have initially prioritized.

Board Member Anna Goodwin stated that releasing a new RFP could cause potential issues, as their was previous experience with funding delays, and suggested that we set a specific date for programs to correct clerical errors.

Board Member and Funding Committee Co-Chair, Malisha Ross, reiterated Board Member Anna Goodwin's statement for clarity purposes, stating that the suggesstion at hand is that due to minor clerical errors, the Union County JCPC Board should listen to all program Funding



Presentations and give programs time to correct their clerical error information. Board Member Anna Goodwin confirmed this summary.

Board Member Rachel Patton stated that programs should be given a deadline of when to submit updated information to correct their clerical errors.

Chairperson John Kirkpatrick IV initiated setting board action in place regarding the decision to move forward with the funding process for programs who submitted their program application with clerical areas. The following board action occurred:

No RFP

Chairperson John Kirkpatrick IV asked to get a motion to collectively decided that the Union County JCPC Board will not release a new FY 24-25 Request for Proposal (RFP) Board Member Anna Goodwin made the motion that the Union County JCPC Board will not release a new FY 24-25 Request for Proposal (RFP). Board Members Malisha Ross and Kiala Davis simultaneously seconded the motion. All 17 Board Members present were in favor of approving this motion. No Board Members opposed or abstained from voting.

The Union County JCPC Board will not release a new FY 24-25 Request for Proposal (RFP).

Program Presentations

Chairperson John Kirkpatrick IV asked to get a motion to collectively decided that the Union County JCPC Board will allow all programs, regardless of clerical errors, to present their Funding Presentation as scheduled. Board Member Anna Goodwin made a motion to allow all programs, regardless of clerical errors, to present their Funding Presentation as scheduled. All 17 Board Members present were in favor of approving this motion. No Board Members opposed or abstained from voting.

All programs, regardless of clerical errors, will present their Funding Presentation as scheduled.

Clerical Errors

Chairperson John Kirkpatrick IV asked to get a motion to collectively decided that the Union County JCPC Board will allow programs with program application errors (ARISE, Union County Teen Court, Get Hired, SHIFT, and DASH) to fix clerical errors by April 1, 2024 in order for the board to make a Funding Decision for those programs at the next monthly JCPC Meeting. Board Malisha made a motion to allow programs with program application errors (ARISE, Union County Teen Court, Get Hired, SHIFT, and DASH) to make fix clerical errors by April 1, 2024 in order for the board to make a Funding Decision for those programs at the next monthly JCPC Meeting. Board Members Anna Goodwin, Jarrod McCraw, and James Johnson Jr. simultaneously seconded the motion. All 17 Board Members present were in favor of approving this motion. No Board Members opposed or abstained from voting.

ARISE, Union County Teen Court, Get Hired, SHIFT, and DASH are expected to fix clerical errors by April 1, 2024.

No Changes to Funding

Chairperson John Kirkpatrick IV asked to get a motion for the Union County JCPC Board to collectively decided that the programs with program application errors (ARISE, Union County Teen Court, Get Hired, SHIFT, and DASH) are not permitted to adjust their funding



request at any point during or after clerical error corrections. Programs will only be permitted to correct identified clerical errors. Board Member Malisha Ross made a motion to permit programs with program application errors (ARISE, Union County Teen Court, Get Hired, SHIFT, and DASH) to correct identified clerical errors without adjusting their funding request at any point during or after clerical error corrections. Board Member Rachel Patton seconded the motion. All 17 Board Members present were in favor of approving this motion. No Board Members opposed or abstained from voting.

ARISE, Union County Teen Court, Get Hired, SHIFT, and DASH are permitted to correct identified clerical errors without adjusting their funding request at any point during or after clerical error corrections.

Sherri Hill stated that Program Managers for ARISE, Union County Teen Court, Get Hired, SHIFT, and DASH should see her following this meeting for instructions on how to correct their clerical errors. Any Program Managers that can not speak with Sherri following this meeting, it is their responsibility to contact her for instructions.

Board Member Kiala Davis asked that Sherri Hill put her statement in writing via email and send it to the programs ARISE, Union County Teen Court, Get Hired, SHIFT, and DASH. Board Member Anna Goodwin asked that the board receives a copy of the corrected clerical errors and applications after deadline submission on April 1, 2024. All 17 Board Members present were in favor of Board Member Kiala Davis and Anna Goodwin's proposals.

Following this meeting, Sherri Hill will send out an email to ARISE, Union County Teen Court, Get Hired, SHIFT, and DASH to provide instruction on how to correct their program application clerical errors and to remind them of the April 1, 2024 deadline to do so.

Ulayah Ivey will coordinate sending copies of the corrected clerical errors and applications to the board following deadline submission on April 1, 2024.

Program Funding Presentations

Program Funding Presentations were completed in the following order. Programs were allotted 5 minutes each, per program, with an opportunity for Q&A with Board Members.

- **Parenting Support:** Nicole Blevins
 - **FY 24-25 Funding Request:** \$21,500
- **Kids At Work:** Chef Kimberly Townsend
 - **FY 24-25 Funding Request:** \$60,312
- **DASH (4 Components):** Glenn Smith; Angela Reid
 - **FY 24-25 Funding Request:** \$146,593
- **ARISE:** Dominique Williams; Douglas Greene
 - **FY 24-25 Funding Request:** \$66,835
- **TYM - UC Teen Court:** Heather Jones; Tyler Castle; Reggie McNeil
 - **FY 24-25 Funding Request:** \$71,695
- **TYM - Get Hired:** Heather Jones; Tyler Castle; Reggie McNeil
 - **FY 24-25 Funding Request:** \$66,419
- **TYM - SHIFT:** Heather Jones; Tyler Castle; Reggie McNeil
 - **FY 24-25 Funding Request:** \$98,304



A Funding Presentation is not required of JCPC Administration. It is noted on the Union County JCPC Funding Allocation Worksheet that Union County JCPC Administration requested amount for FY 24-25 IS \$9,227. All present Board Members, Program Providers and others present were profived with a copy of the Union County JCPC Funding Allocation Worksheet.

Funding Decision

It was questioned whether a funding decision could be made regarding Parenting Support and Kids At Work, the programs that properly submitted their program application, due to Board Member's early departure of the meeting, dismantling the quorum that was established in the beginning of the meeting. Chairperson John Kirkpatrick IV and Sherri Hill confirmed, per the Bylaws, a quorum should be determined at the beginning of the business meeting (*Article VI: Section 4*). Board Member Angela Watkins also confirmed that the Bylaws are currently being updated by the Bylaws Committee. The Bylaws currently do not permit virtual meetings unless in a State of Emergency (*Article VI: Section*).

Multiple Board Members were concerned about not having a quorum established, and expressed preference for waiting to make a funding decision until more Board Members could be present.

Board Member Phillip Speight inquired about the Funding Committee's tasks prior to the monthly meeting. Sherri Hill and the Funding Committee confirmed that there were discussions via email in preparation for the Funding Presentations. It was also noted that previously, the Funding Committee hosted Funding Presentations separately, then brought funding decisions to the board to vote. This fiscal year, Funding Presentations were held during the monthly meeting per request.

Board Members Angie Horne and Phillip Speight stated that in years past, the Funding Committee would meet again following Funding Presentations to decide the program funding allocations that will be presented to the board for approval.

Rachel Patton made a motion to postpone approving any funding allocations. Board Members Phillip Speight and Malisha Ross seconded the motion. The remaining Board Members were in favor of approving the motion. No present Board Members opposed or abstained from voting.

Board Members Angie Horne asked if the Funding Committee could meet before the next meeting. The Funding Committee Co-Chair and Board Member, Malisha Ross, agreed to meet before the next meeting. Board Members Angela Watkins, Phillip Speight, and Lilly Patton will be joining the committee. The Funding Committee set the following meeting:

Friday, March 22, 2024 at 9 a.m.
1956 Wellness Blvd.
Monroe, NC 28110

Board Member and Funding Committee Co-Chair, James Johnson Jr., expressed concern about the Funding Committee meeting before the April 1, 2024, deadline given to programs to correct clerical errors. The Funding Committee ultimately decided that it would not be necessary to postpone a Funding Committee meeting being that programs with program application clerical errors have sufficient time to correct their errors and programs are not permitted to adjust their funding request.

It was confirmed that the Funding Committee include the following Board Members:



- Malisha Ross, Funding Committee Co-Chair
- James Johnson Jr., Funding Committee Co-Chair
- Rachel Patton
- Angie Horne
- Phillip Speight
- Angela Watkins

Chairperson John Kirkpatrick IV noted that accommodation is made per the board's request, and it is important that the board follows through with what is agreed upon. Consistency is encouraged.

DPS Area Consultant Updates

State Updates

All present Union County JCPC Board Members and program providers received the following State updates.

- **JCPC Monitoring Reports:** All current Union County JCPC funded programs have been monitored by the Monitoring Committee in teams of two as follows:
 - Parenting Support: Completed on 2/1/2024 Chairperson Kirkpatrick IV and Board Member James Johnson Jr.
 - Kids At Work: Completed on 3/6/2024 by Chairperson Kirkpatrick IV and Board Member Jarrod McCraw
 - DASH Counseling: Completed on 3/12/2024 by Chairperson Kirkpatrick IV and Board Member Jarrod McCraw
 - TYM (4 Components): Completed on 2/1/2024 by Chairperson Kirkpatrick IV and Board Member James Johnson Jr.
 - Get Hired
 - Teen Court
 - SHIFT Restitution
 - SHIFT Mentoring

Certain programs expressed concern about receiving referrals and ensuring that the JCPC Board approves funding in a timely manner. Monitoring Reports were given to Ulayah Ivey.

- **Thrid Quarter Accounting:** Third Quarter Accounting is due on March 15, 2024. It is important that programs submit Third Quarter Accounting in a timely manner in order to meet State deadlines. For questions or assistance with Thrid Quarter Accounting, please reach out to Sherri Hill.
- **Budget Revisions:** Budget Revisions for the Third Quarter are due April 1, 2024. If NC Allies prompts programs to complete a budget revision, please be prepared to submit by or befor the deadline to avoid payback to the State. For questions or assistance with Budget Revisions, please reach out to Sherri Hill.



Funded Program Summary & Client Tracking

All present Union County JCPC Board Members and program providers were given printed copies of the Funded Program Summary & Client Tracking document.

- Union County JCPC Funded Program Summary Fiscal Year 2023-2024 (Updated as of March 6, 2024)

A detailed review was not provided to ensure that enough time was allocated to Program Funding Presentation matters. Board Members and program providers are encouraged to reach out to Sherri Hill for further questions or concerns regarding Funded Program Summary & Client Tracking.

Public Announcements

There were no public announcements.

Adjournment

Board Members Jarrod McCraw and James Johnson Jr. simultaneously made a motion to adjourn the Wednesday, March 13, 2024, Union County JCPC Meeting. Board Member Malisha Ross and Rachel Patton simultaneously seconded the motion.

The Wednesday, March 13, 2024, Union County Juvenile Crime Prevention Council meeting was adjourned.

The next Union County JCPC Meeting will take place on Wednesday, April 10, 2024, at 8:00 a.m. in the Union County Health and Human Services Conference Room

