

Board Meeting
Friday, January 20, 2012

10:00 a.m.

4900 North Lamar

Austin, Texas 78751

BOARD MEMBERS PRESENT:

Scott W. Fisher, Chairman

Joseph Brown

Jane Anderson King

Rob Kyker

Michael Meade

Mary Lou Mendoza

Dr. Rene Olvera

The Honorable Laura Parker

The Honorable Jimmy Smith

Calvin Stephens

Melissa Weiss

BOARD MEMBERS ABSENT OR EXCUSED:

The Honorable Carol Bush

The Honorable John Brieden III

EXECUTIVE STAFF PRESENT:

Cherie Townsend, Executive Director

Cris Love, Chief Inspector General

Toysha Martin, General Counsel

Janie Duarte, Financial Officer

Rick Bishop, Information Resources

Mary Wood, Human Resources Director

Amy Lopez, Acting Superintendent of Education

Jim Southwell, Information Resources

Kevin Dubose, Director of Investigations

Jeannette Cantu, Executive Assistant

Karin Hill, Director of Internal Audit

Nancy Arriagona, Research Director

Debbie Unruh, Chief Ombudsman

James D. Smith, Youth Services Director

Jim Hurley, Public Affairs

Dr. Chuck Jeffords, Research Director

Dr. Rajendra Parikh, Medical Services Director

Lisa Capers, Deputy Executive Director

Bill Monroe, Financial Officer

Linda Brooke, Director of External Affairs, Policy
and Education Services

OTHER TJJD STAFF IN ATTENDANCE:

Karen Roe	Kaci Sohrt	Annie Collier
Jack Allen	Eleazar Garcia	Judy Ybarbo
Joe Schriever	Art Hinojosa	Diane Laffoon
Lesly Jacobs	Sami Chadli	April Griffin
Yolanda Hall	Lucy Rodriguez	Melanie Cleveland

Karol Davidson

OTHER GUESTS IN ATTENDANCE

Michael A. Martinez, Bexar County	Laura Nicholes, Texas Assoc. of Counties
Candace Nolte, Lt. Governor's Office	Jay Arnold, Boys & Girls Clubs
Carlos Zuniga, Bexar County	Tom Duck, Bexar County
Jeanette Moss, Texas Public Policy Foundation	Monica Kelley, Hardin County
Mario Martinez, Bexar County	Colleen Buck, Governor's Office
Ashton Morgan, Granite Public Affairs	John Hildred, Issue Link
Jill M. Bazan, Atascosa County	Emily Riddle, Texas Criminal Justice Coalition
Chelsea Buchholtz, Governor's Office	Deborah Fowler, Texas Appleseed
The Hon. Ray West, Brown County	Kathryn Freeman, Texas Appleseed
Sarah Combs, Texas Alliance of Child & Family Services	Jennifer Carreon, Texas Criminal Justice Coalition
Justin Keener, Granite Public Affairs	David E. Moore, Orange County
Susan Humphrey, Bell County	R. Barela, Bexar County
Mark Williams, Tom Green County	Shelly Baltimore, Bexar County
Marc Herrera, Bexar County	Joe A. Gonzales, Guadalupe County
Roy Washington, Bexar County	William Carter, Lubbock County
Lauren Rose, Texas Care for Children	Lakesha Pope, Southwest Key
Joella Brooks, Southwest Key	Ed Cockrell, Jefferson County
Jarrold Fountain, Hardin County	Mike Heagerty, Disability Rights Texas Youth
Commission Neva Schmidt, Karnes County	Israel "Buddy" Silva, Hidalgo County
Estela P. Medina, Travis County	Billy Mullens, General Land Office
Robert Colacino, Van Zandt County	Terra James, Sen. John Whitmire's Office
Jim Arnold, Arnold Public Affairs	Billie Bram, Wharton County

OPENING REMARKS

Chairman Scott W. Fisher called the board meeting of the Texas Juvenile Justice Department (TJJD) to order at 10:00 a.m., January 20, 2012. All present recited the Pledge of Allegiance.

EXCUSED ABSENCES

Chairman Fisher acknowledged the absence of The Honorable John Brieden III and The Honorable Carol Bush. Mr. Rob Kyker moved to excuse their absences. Ms. Jane King seconded. The motion passed unanimously.

PUBLIC COMMENTS

Chairman Fisher called for public comments.

Lauren Rose, Health Policy Coordinator for the Texans Care for Children, expressed her concern that reports in the TJJD board binders had not been released for public viewing. Ms. Rose requested that the TJJD Board make such documents available to the public prior to all board meetings. She asked the TJJD Board to delay the vote on approving the operating budget until stakeholders and advocates can review it and provide meaningful feedback. Her primary concern is the funding for prevention and intervention. Ms. Rose is concerned that if the TJJD Board does not move forward with prevention and intervention correctly, the Legislature will not fund it during the next session.

CONSIDERATION AND APPROVAL OF THE DECEMBER 1, 2011 MEETING MINUTES

Chairman Fisher acknowledged the December 1, 2011 board meeting minutes. He requested a motion to accept the meeting minutes as submitted. Mr. Joseph Brown moved to approve the minutes. The Honorable Jimmy Smith seconded. The motion passed unanimously.

CONSIDERATION AND APPROVAL OF THE JANUARY 6, 2012 MEETING MINUTES

Chairman Fisher acknowledged the January 6, 2012 board meeting minutes. He requested a motion to accept the meeting minutes as submitted. Ms. Jane Anderson King moved to approve the minutes. Mr. Calvin Stephens seconded. The motion passed unanimously.

REPORT FROM THE CHAIRMAN

Chairman Fisher distributed a schedule for future 2012 Board and Committee meeting dates. Committees will be announced and members will be appointed during the February 17, 2012 board meeting and committee meetings will commence in April 2012.

Chairman Fisher congratulated Ms. Cherie Townsend on her appointment to serve as the Executive Director of TJJD and requested her report to the board.

REPORT FROM THE EXECUTIVE DIRECTOR

Ms. Cherie Townsend said she was honored to be appointed as the Executive Director of TJJD and thanked everyone for their support. She is continuing her communications with staff and travel across Texas to meet with TJJD staff and Juvenile Probation Departments.

Ms. Townsend reported that last week, she and Chairman Fisher visited the Chief Probation Office in Dallas County, made unannounced visits to Cottrell Halfway House and the Dallas Parole Office. Monday, she made unannounced visits to two different shifts at the Mart facility. She met with Guadalupe County and the Central Texas Chiefs Association. Next week, she will meet with the North Texas Chiefs Association and following that, she'll meet with the South East Texas Chiefs Association and the West Texas Chiefs Association. She has also scheduled a number of meetings with individual chief probation officers. Her goal is to meet with 20 individual departments before the end of February. She anticipates many opportunities for innovation and she perceives part of her role as helping to facilitate it.

Ms. Townsend met with the Conference of Urban Counties regarding the Juvenile Case Management System (JCMS) and also met with the Council on Children and Families, which gives the agency more opportunities to partner with other agencies. The agency entered an agreement with the LBJ School of Public Affairs for the Governor's Executive Development Program to provide leadership training to the agency's leadership council.

Mr. Stephens requested to be invited to attend visits to facilities and probation departments scheduled in his region. Ms. Townsend said she plans to schedule individual meetings with board members when she visits their areas and also plans to invite them to join her in visiting the various departments.

REPORT FROM THE INSPECTOR GENERAL

Chairman Fisher called upon Inspector General Cris Love for his report to the board. Mr. Love provided a brief history and case analysis of the Office of the Inspector General.

In June 2007, following the 80th session of the Texas Legislature and the enrollment of Senate Bill (SB) 103, the Office of the Inspector General (OIG) was established within the Texas Youth Commission (TYC) for the purpose of investigating crimes committed by commission employees, including parole officers employed by or under contract with the commission, and crimes committed at a facility operated by TYC or at a residential facility operated by another entity under contract with TYC.

In addition, a 24-hour toll-free investigations hotline, which is now referred to as the Incident Reporting Center (IRC), was established within OIG to receive and document allegations of criminal activity, abuse, neglect, and/or exploitation involving TYC interests, and the TYC Apprehension Specialists were placed under the supervision and direction of OIG. Apprehension Specialists are primarily responsible for locating and apprehending TYC youth who have escaped or absconded from a TYC facility, or violated a condition of their release while under the supervision of TYC.

In September 2011 following the 82nd session of the Texas Legislature and the enrollment of SB 653, OIG continued to operate as previously established, and preparation began for the abolishment of TYC and the Texas Juvenile Probation Commission (TJPC) and the establishment of TJJD on December 1, 2011.

In November 2011, as required by SB 653, the TJPC abuse, neglect, and exploitation toll-free number was consolidated with the IRC toll-free number operated by OIG.

Mr. Love reviewed and explained the statistical data provided in the board notebooks for twelve months of FY 2011 and four months of FY 2012.

Chairman Fisher asked that Inspector General Love explain the difference between criminal investigations and administrative investigations. Criminal investigations are associated with violations of law, such as the Texas Penal Code, and administrative investigations are associated with violations of agency policy and/or procedure,

which may or may not be associated with the Texas Family Code definitions of abuse, neglect, and/or exploitation. Within the IRC, it is OIG's responsibility to review every report that comes in and make an assignment for criminal and/or administrative investigation based on the information that is reported to the IRC. Complaints and/or incidents reported to the IRC may also be forwarded or referred to the Texas Youth Grievance System or Youth Services Division within the agency, local law enforcement, and/or other resources. In response to a question by Mr. Joseph Brown, Mr. Love acknowledged that the IRC statistical data for November and December FY 2012 included calls to the hotline for both county and state operated facilities; however prior to those months the IRC and OIG statistics were pulled only from state operated facilities or facilities under contract with the state.

In response to a question from Mr. Brown, Mr. Love indicated that effective November 1, 2011, every probation facility (locally owned or operated) was recorded in the IRC database, which enables the IRC to document the location of an incident or allegation that occurred at facility or program not operated by or under contract with the state. Once the IRC receives a complaint or incident report, it is then reviewed by OIG management and assigned for investigation or referred to the appropriate division or agency. Complaints associated with locally owned or operated programs or facilities are automatically forwarded from the IRC to an electronic abuse, neglect, and exploitation mailbox for review by a probation investigator.

Mr. Mike Meade stated he is pleased the number of investigations has dropped significantly in 2012. He asked, out of the 99 IRC reports forwarded to the probation abuse, neglect, and exploitation mailbox in December 2011, how many were prosecuted and what happened to the employees who are accused of abuse and found not guilty. Mr. Love informed the board he submits a quarterly report to various authorities, to include the TJJD Board, the TJJD Executive Director and the Governor's Office, which outline all prosecutions and dispositions associated with OIG criminal investigations. He further explained that if an administrative investigation is unfounded, the employee may be returned to their previous assignment. Ms. Townsend noted that if an employee does not meet the requirements for criminal charges, the employee may still be subjected to administrative action because of policy violations, and an appropriate disciplinary action will be taken as a result of the investigative findings.

Chairman Fisher asked if a case could be subject to both a criminal and an administrative investigation and prosecution. Inspector General Love stated, if necessary, an allegation or incident received by the IRC may be assigned a dual criminal and administrative investigation.

Chairman Fisher requested the number of apprehension specialists currently employed by OIG, and Mr. Love identified three (Dallas/Ft. Worth, San Antonio, and Houston). Mr. Meade asked if that was enough to carry out all of the outstanding directives, and Inspector General Love clarified local law involvement in assisting the apprehension specialists. Mr. Love stated that when a directive is issued, it is then entered into the Texas Crime Information Center (TCIC) and/or the National Crime Information Center (NCIC) databases as a regular warrant. These databases automatically alerts an outside law enforcement officer who may come in contact with a youth that has a warrant/directive in the TCIC or NCIC database, and the outside law enforcement officer will then arrest the youth. Mr. Love reported OIG currently employs seventeen peace officers, including one Chief, one Deputy, two Lieutenants, one Use of Force Monitor, three Apprehension Specialists, and nine Criminal Investigators.

Mr. Love also noted TJJJ has a camera system within the state operated facilities, which has been a strong resource for OIG in conducting their investigations within institutions.

In response to a question by Mr. Calvin Stephens, Mr. Love confirmed that all OIG investigators have access to the camera system, as well as certain employees within the agency to view and use as a management tool. Ms. Townsend further noted that certain employees have the access to view the video, but do not have the ability to manipulate the footage. Only the OIG staff may download the video onto a DVD or thumb-drive, and in those cases, it is only done in the event they need to utilize it for an investigation.

In response to a question by Ms. Mary Lou Mendoza, Inspector General Love explained institutions are secure residential facilities, whereas half-way houses are non-secure residential facilities. Ms. Townsend clarified residential programs are the facilities operated by TJJJ under this Board, and the residential contract programs are contract providers that the agency seeks contracts for services.

REPORT FROM THE INDEPENDENT OMBUDSMAN

Chairman Fisher called upon Ms. Debbie Unruh, Chief Ombudsman, for her report to the board. She described the purpose and duties of the Office of the Independent Ombudsman's (OIO). The office was established to investigate, evaluate and secure the rights of the youth committed to the Texas Juvenile Justice Department.

OIO staff travel to each secure facility once a month, all half way houses and contract care facilities every other month, and parole offices once a quarter. During these visits, the ombudsman interviews youth, observes programs and education services, and checks that proper procedures are followed in security and throughout the facility. The ombudsman also tries to get a feel for the overall climate of the campus. Any concerns, both facility issues and individual youth issues, that arise from the visit are addressed at an exit interview with the Superintendent and a request for a written response is sent to the superintendent following the visit.

The OIO responds to complaints received from youth, families, advocacy groups, legislators and the Governor's office. All complaints received by the OIO are investigated by an ombudsman. To investigate a complaint, the ombudsman will review all relevant records and databases and speak with the youth and any involved staff. If a resolution is not found at the facility level, the issue will be referred to central office staff.

Additionally, the OIO collects data about specific issues and track this data for trends or systemic issues that may be developing. This data is collected from youth interviews, site visits, complaints received, and reports from the IRC. They also perform weekly reviews of abuse, neglect and exploitation reports from county facilities to identify trends in these facilities. The OIO is planning future site visits to county facilities.

Ms. Unruh meets monthly with the Executive Management Team to discuss site visits and any other important issues from the previous month. These meetings make executive staff aware of the Ombudsman's findings and the responses provided from facility staff. When warranted, a special report will be prepared related to an incident or issue and an emergency meeting is called.

Information is compiled and published in a quarterly report, which will be provided to the Board. The report shows the activities of the office during the quarter and breaks down complaints by source of complaints, facility, type of complaint and outcome. Prior to the publication of the report, TJJD executive members review

the report and prepare a written response. Our report and TJJD's response are published together on the Ombudsman's webpage.

In response to a question by Ms. Mendoza, Ms. Unruh explained there are a variety of complaints ranging from their dislike for the food or activity level. It is a broad range of complaints and they break it down into much more detail in the OIO quarterly report.

Chairman Fisher asked if and how Ms. Unruh's role was expanded due to the agency merger. Ms. Unruh explained that she now receives and tracks the ANE reports from the county facilities.

Dr. Olvera requested clarification on how a youth would differentiate between the OIG and Ombudsman. Ms. Unruh indicated posters are posted on the walls in the facilities with the toll-free numbers to call from the phones provided in the facility. The contact information is also provided in the Family Handbook so that families know where to call to report a complaint. If the OIO receives a call that should be investigated by the OIG, it is transferred to the OIG's office and vice versa.

Mr. Meade expressed concern with the quality of education services in the county facilities provided to the youth and inquired as to whether or not the Ombudsman office talk to the youth to ensure they are getting the proper education.

Ms. Unruh identified the Rockdale facility as having classrooms onsite which are connected to a charter school. One observation made is the lack of push to educate for the GED. While visiting the facilities, she is observing the teacher/student interaction within the classroom. Mr. Meade agreed and again stated his concern about the quality of the educational services the youth is receiving.

In response to a question by Ms. Mendoza, Ms. Unruh confirmed the school (including Charter Schools) curriculums are meeting guidelines mandated by the Texas Education Agency, Texas Essential Knowledge and Skills (TEKS) and the schools follow Texas guidelines for what is required for education.

UPDATE ON ALLEGATIONS OF ABUSE, NEGLECT AND EXPLOITATION FOR COMMUNITY BASED PROGRAMS AND FACILITIES FOR FISCAL YEAR 2012

Chairman Fisher called upon Kevin DeBose, Director of Abuse and Neglect and Exploitation (ANE) Division, for his report to the board. The ANE Division has seven investigators, two being certified peace officers. He gave an overview of the data provided in the board notebook. For FY 2012, through December, of the total 809 reports, 152 were classified as abuse and neglect incidents, which are consistent with the number as compared to this same time last year, and 222 were serious incidents, a 23% decline in comparison to the same timeframe last year.

Dr. Olvera asked if the number of youth remain constant as a denominator in order to get a true comparison. Mr. DeBose noted in 2008 grievance referrals were all classified as abuse/neglect, since then they have devised a classification system which allows his department to be more efficient for classifying and recording the referrals. Dr. Olvera requested he add the step to include the number of youth in the reports to get an accurate comparison.

In response to a question by Chairman Fisher, Mr. DeBose reported eleven different classifications for allegations of abuse, neglect and exploitation. An example would be classified as Physical Abuse Restraint or Physical Abuse Non-Restraint. There are nine classifications of serious incidents, including attempted suicide reportable injury (for example, an injury that occurs while playing basketball and requires medical treatment), escapes, attempted escapes, and other classifications. Please note, if there is an escape, in the classifications are broken out further to determine whether it was due to supervisory neglect.

Mr. Meade expressed concern regarding escapes categorized on a home visit. Mr. DeBose referred to the Penal Code's definition of *escape*. In FY 2011, a subcategory was created for *escaped furlough and actual escapes from a secured facility*.

Mr. Dubose clarified call line activity and as of November 2011, calls from secured facilities go through the IRC call line. Once IRC receives a report, it is then forwarded to his department through a general email account. Once received it is determined whether the report should be investigated as a grievance. Mr. Dubose also noted the bigger the facility the more calls they receive.

The vast majority of abuse originates from secure and pre-adjudicated facilities; 91 allegations from pre and 51 from post secure placement. Of the total 152 allegations of abuse, the majority are classified as physical abuse by physical restraint. Of the total 222 serious incidents reported, the majority are attempted suicide.

Ms. Mendoza asked if they worked closely with Child Protective Services (CPS). Mr. Dubose acknowledged they do on occasion; however, CPS typically investigates issues resulting in the home.

In response to a question by Mr. Stephens, Mr. DeBose explained issues classified as “non-reportable” are not an allegation of abuse and/or neglect. For example, if a youth were to fall and scrape a knee it would not be considered a reportable incident, because the youth is not being treated by a physician. The non-reportable encompass a number of incidences within the standard. The non-reportable’s are typically received by fax from the local jurisdiction. Also noted, non-reportable issues do not fit within the classification of Texas Administrative Code.

Ms. Weiss made an inquiry of the creation of Chapter 358. Mr. DeBose confirmed the development of this Chapter was mostly by the Texas Juvenile Probation Commission staff, which was prompted by the Prison Rape Elimination Act. The chapter was also influenced by national practice and Texas Penal Code.

CONSIDERATION AND POSSIBLE ACTION REGARDING REQUESTED REPURPOSING AND TRANSFER OF CLOSED RON JACKSON STATE JUVENILE CORRECTIONAL COMPLEX UNIT II TO BROWN COUNTY

Ms. Toysha Martin, General Counsel, introduced the panel, General Land Office Attorney, Billy Mullens, The Honorable Ray West and James Smith, TJJJ Director of Youth Services.

Senate Bill 653 provides authority in Section 4.007(b) for TJJJ to transfer the property of a closed state-owned facility to the county or municipality in which the facility is located with both of the following conditions:

1. The county must have a total population of less than 100,000.
2. The property must be used for a purpose that benefits the public interest of the State.

The authority to transfer such property is permissive; there is no obligation to transfer. The legislation establishes that the transfer provisions expire on September 1, 2017. Therefore, the board of Texas Juvenile

Justice Department (TJJD) on or after December 1, 2011, may transfer the closed facilities at any time until September 1, 2017. Only two closed facilities would qualify for transfer under the statutory population criterion: Ron Jackson II in Brown County and Crockett State School in Houston County.

Senate Bill 653 also establishes specific conditions that must be addressed in the instrument of transfer, which must be executed by the Texas General Land Office (GLO):

1. If the transferee uses the property for any purpose other than a purpose that benefits the interest of the state, ownership of the property will automatically revert to the TJJD.
2. The property to be transferred must be described by metes and bounds.
3. The transfer must exclude all mineral interests in and under the property and prohibit any exploration, drilling, or other similar intrusion on the property related to mineral interests.

TJJD staff received guidance from the Texas Legislative Council regarding legislative usage of the terms public purpose and public interest, and determined that the only legal references in Texas law appear in the context of taxation. In Ms. Martin's legal opinion, the TJJD Board along with help of the GLO would have significant flexibility in determining what would constitute a public purpose.

A request by Houston County officials to transfer the Crockett facility was previously considered by the Board of the Texas Youth Commission at its final meeting in November 2011. The TYC Board voted to approve the transfer of the Crockett facility, contingent upon an award by the federal Immigration and Customs Enforcement (ICE), to Houston County to operate as a family holding facility.

The Houston County proposal to ICE continues pending; therefore, negotiation of the transfer instrument has not commenced, and TJJD remains in possession of, and continues to maintain, the Crockett facility. Houston County has contingent authority for transfer of this facility; however, if the ICE contract falls through, Houston County will have to come back to this Board for any other land usage purpose.

Ms. Martin reviewed the land requested by Brown County on the aerial plat projected.

The property for the Ron Jackson Unit II facility consists of two tracts encompassing approximately 54 acres, which include the facility, two parking lots and undeveloped surrounding acreage. Brown County has requested transfer of tract II which is approximately 36 of the aggregate 53 acres.

An issue that must be addressed relates to the larger parking lot located within Tract II. This larger lot has historically provided parking for both Units I and II and continues to be used by Unit I staff and visitors. GLO and County officials suggest a perpetual easement granting TJJD continued parking access. TJJD staff does not object to this recommendation.

Additional expenses for site grading, utility extensions, and construction would be associated with developing the undeveloped acreage. These expenses would be the responsibility of the County.

In response to a question by Chairman Fisher regarding the training facility and parking lot, Ms. Martin clarified Judge West's request of the 36 acres noted on the aerial map presented. The General Land office and TJJD staff agree to have a perpetual easement for parking.

Mr. Brown requested clarification on the benefit of transferring the unimproved area if Brown County does not need it. Judge West indicated they would be using the unimproved area for activities. Ms. Martin estimated a cost range of \$17,000 to \$30,000 to survey each tract, which would be necessary for separating the undeveloped portion. Mr. Brown called on Mr. Mullens to verify the cost to re-survey the land, and Mr. Mullens confirmed the estimate.

Judge West acknowledged the unimproved area's potential costs for development; however, it is a tract of land they wish to hold. The land must be used for a public purpose to benefit the State or economic development. The initial intent of the County is to move their juvenile probation office and holdover facility to this unit as their current facility is not up to par. Their hope in the future is to speak to the Chiefs in other West Texas counties west of the 35 corridor to potentially convert the facility into a Center for Life Resource to treat mentally ill kids. A greater number of youth, who are committed to TJJD, have mental illness. Their hope is to develop a central location in West Texas for youth needing mental health services. They will accept a deed that does not have any guarantee of title, they will be glad to add to or subtract from this deed as long as it is a conveyance and not a quit claim deed. They cannot accept a quit claim because it would be an anomaly, a release of rights. He has included all the easements and exceptions that existed from before.

Ms. Martin explained the significant structural foundation repair needs at a potential estimated cost of \$50,000 to \$100,000 to repair the Ron Jackson Unit II facility. Judge West acknowledged the condition of the facility and explained the county has agreed to accept the facility "as is." Judge West also requested a bill of sale to include an itemized list of movable assets in the current facility, such as furniture, fixtures, cameras and other small items.

Ms. Townsend stated that for the immediate purpose Brown County has proposed for the offices and holdover facility, the Ron Jackson Unit II facility is in excellent shape and should have no compliance issues.

Mr. Brown expressed concerns with the future needs of TJJD and transferring the undeveloped property, and questioned whether we should transfer the entire 36 acres. Judge West clarified the future use would not be for buildings, it would be used for outdoor facilities that would benefit youth who need some outside time. Mr. Jimmy Smith stated the Center for Life Resources would be a fantastic idea to provide services in their area, as it is not going to have an economic value for our need. Mr. James Smith pointed out the additional 134 acres which encompass Ron Jackson I has space available for TJJD expansion if needed. Mr. Meade asked if this area could attract qualified professionals for mentally ill offenders and would they contract their services out. Judge West said they have a solid community and good relations with the Center for Life Resources. He is confident they can attract the pertinent professionals. Judge West believes they will have the capacity to house mentally ill youth and contract out for services.

Billy Mullens of the General Land Office stated he has discussed the contents of the proposed deed without warranty to transfer the facility with Judge West and feels they are close to an agreement. If the Board were to approve the transfer it could be accomplished quickly.

Chairman Fisher called for a motion to approve the transfer of the facility to Brown County, and direct the staff to collaborate with the General Land office in negotiating the transfer instrument, and authorize the TJJD Executive Director to approve the transfer terms and conditions prior to execution by the General Land Office. Mr. Michael Meade moved to approve the transfer request. Mr. Jimmy Smith seconded. The motion passed unanimously.

In response to a question by Dr. Olvera, Chairman Fisher confirmed there is no expiration to this transfer. This is a conveyance that would not expire unless the use no longer benefited the state. For that purpose, there is a reversion clause so it reverts back to the state.

RECESS

Chairman Fisher announced the meeting in recess at 11:50 a.m.

ANNOUNCEMENT TO RECONVENE

Chairman Fisher reconvened the meeting at 12:26 p.m. and moved ahead on the agenda to the budget agenda item.

CONSIDERATION AND POSSIBLE ACTION ON FY 2012 TJJD OPERATING BUDGET

Chairman Fisher called upon Ms. Janie Duarte and Bill Monroe, Chief Financial Officers, to present the proposed budget to the board. Ms. Townsend provided an overview of the proposed budget and noted the budget length of seven months, as opposed to a 12 month budget. Last summer, the previous Texas Juvenile Probation Commission Board and the Texas Youth Commission Board approved separate annual budgets for consistency with legislative intentions. In the fall, Senate Bill 653's transition team approved a temporary budget. The appropriation act was laid out to take the goals and strategies of the two agencies and combine them. On December 1, 2011 the TJJD Board approved a "get started" budget to move forward.

Normally, State agencies are required by the Legislative Budget Board (LBB) and the Governor's Office to submit their budgets to the legislative board by December 1st. During our agency transition period, the LBB gave TJJD a two month extension. TJJD has a combined budget which reflects a continuing investment in the major reforms enacted in the State of Texas prior to this point, so all the investment in community corrections, diversion, special needs, caseloads, and post-adjudications facilities continued as part of this budget. Within state operated programs the investments in education, treatment, the protections of children and aftercare also continue in this operating budget.

Based on the communications given to the transition team we are all are very clear on the strong focus to rebalance juvenile justice services. Greater emphasis will be put on front-end services; however, this will take time to develop a strategic plan and begin to implement those changes. The TJJD Board is faced with approving

a seven month budget. Normally, TJJD would have received more input from the field, advocacy groups, data, and others; however, with the constraint of a quick turnaround of one week, limited input was given. Ms. Townsend gave direction to her staff regarding the agency's goals. TJJD will continue to fully invest in probation and field programs that were previously supported, and there will be no reduction.

This agency has a statutory responsibility for prevention and early intervention; however, it was not funded. Throughout the transition team meetings everyone agreed the focus should be on prevention and TJJD must find a way to fund it and bring it together. She is aware of communication the board has received expressing concerns about the recommendation to consider money for prevention and early intervention, and it is at the forefront. First on Ms. Townsend's agenda is to fund staff to develop a more formalized plan for prevention and early intervention but also recognizing the restraints and timeframes we are facing. This spring and summer TJJD will be developing a legislative appropriations request and before TJJD goes into the next legislative session, she would hope we could have some demonstration projects piloted in small, medium and large counties that we could leverage to encourage support of the plan. Ms. Townsend recommends \$1.5 million be put aside for the request. At this point, it has not been determined how that will be distributed but as a part of the plan, we will pilot projects at small, medium and large counties.

The transition team also wanted to increase support in the Ombudsman's office. This need was emphatically endorsed by advocacy groups.

The JCMS is an information system for juvenile probation. The basic program has been developed but it has only been minimally rolled out. If we don't roll it out faster, we will lose the available enhancements to this system. TJJD has requested funding for an accelerated roll-out of JCMS.

The proposed budget accounts for a reduction in central office positions and salaries. Part of the concern is that right now it's only \$500,000, for a half year report. Next year it will be annualized for at least \$1 million. Ms. Townsend noted over the past 3 three years there has been a very significant reduction in central office staff and salaries, totally \$6.4 million annually and this reduction will add another \$1 million to that total. Currently, there are differing opinions on how many positions could be reduced. She will be reviewing opportunities for efficiencies and finalizing those decisions over the next month.

Ms. Townsend emphasized that this is a starting point. There are some areas where expenditures haven't been up to what we would have projected at this point in of year. We will closely monitor that and to the degree that we have rider capability, we will propose to transfer and reallocate monies especially to the community where we could support increased services to the kids.

In response to a question by Mr. Stephens, Ms. Townsend confirmed the \$500,000 reduction in salaries is the amount TJJD will have to meet.

Ms. Townsend recognized Mr. Monroe and Ms. Duarte who presented the FY 2012 operating budget.

Ms. Duarte stated the General Appropriations Act requires that each fiscal year itemized operating budgets to be filed with the Governor's Office of Budget, Planning and Policy and with the Legislative Budget Board.

The FY 2012 operating budget is in the official format required for the February 1st submission. Ms. Duarte also stated resource documents that contain important and detailed background material were discussed at length in yesterday's budget workshop.

Ms. Duarte reported the FY 2012 Operating Budget is balanced and has been adjusted for the requirements of Senate Bill 653 and is in the required TJJD budget structure. Reflected in this budget are Ms. Townsend's directives, which include \$1.5 million for prevention and intervention services, funding to accelerate the rollout of the Juvenile Case Management (JCMS) to the counties and fully fund the Office of the Independent Ombudsman.

Ms. Duarte and Mr. Monroe reviewed the summary of budget by strategy. This schedule has three years of data; FY 2010 expended, FY 2011 expended as well as budgeted for FY 2012.

Mr. Monroe reported that Goal 1 - Community Juvenile Justice, totals \$159 million. This goal contains the grant funds utilized by the juvenile probation departments for community supervision and placement of youths. Prevention and intervention is also included. The second subsection for the goal is funding for staff for training probation officers and professionals in the field. The last subsection is funding for the staff who monitor the facility and financial activities at community centers, residential facilities, as well as the county departments.

Ms. Duarte reviewed Goal 2 – State Services and Facilities. The overall reduction from FY 2011 is approximately \$25.7 million; which is largely attributable to reduced population levels.

The notable difference from FY 2011 for Goal 3 – Office of the Independent Ombudsman, includes the funding implemented in FY 2012 to fully staff the Office with 5 full time equivalents (FTEs) supported by General Revenue.

Ms. Duarte reported that Goal 4 - Indirect Administration, includes funding for the administrative functions such as executive, finance, legal services, human resources, research, business services, and information resources. The \$1.1 million decrease from FY 2011 is attributed to the \$500,000 reduction planned for central office staff, \$350,000 for computers, and \$210,000 for the annex lease the agency no longer has this fiscal year.

Ms. Duarte continued with detail for the summary of budget by method of finance.

Adjustments to the regular general revenue appropriations amounts are made using either rider appropriations or transfers. In FY 2010 - 2011, the agency received funding through a special appropriation for a Reading Behavior Plan to address reading deficits for youth entering the agency. Although the special appropriations have ended, the agency continues to use general revenue to fund this program.

For the FY 2010 - 2011 biennium, agencies were instructed to reduce their appropriations by 5%, which was followed by an additional amount of about 3% as specified in House Bill 4. For the agency, those reductions totaled \$36.9 million for both years. In addition to the required reductions, the agency lapsed \$9.6 million in FY 2011 mainly attributed to salary savings, facility closures, medical savings, and lower contract care and parole populations. Lapsed appropriations refers to the funding the agency didn't spend that goes back to the State Treasury.

Ms. Duarte further reported the agency's General Revenue decreased \$20 million from \$323 million for FY 2011 compared to \$303 million in FY 2012 due to a decrease of \$49.5 million in appropriations and \$211,000 for data center costs offset by GR reductions and amounts lapsed in FY 2011 of almost \$30 million.

In FY 2010 - 2011, the agency received stimulus funding under the American Recovery and Reinvestment Act (ARRA) for Title IV-E foster care and educational improvements. The agency expects to fully spend this stimulus

funding in FY 2012. The decrease in federal funds was approximately \$2.2 million attributed to \$1.4 million decrease in Title IV-E funding and \$800,000 decrease in Juvenile Justice Grants.

Interagency contracts consist of funding for the Department of State Health Services (DSHS) for the specialized treatment grant and Project Rio. For the 2012 - 2013 biennium's, the agency was reduced funding of \$481,250 for each fiscal year and 9 FTEs for the Project Rio program. Ms. Duarte stated that Project Rio provided employability skills training and career exploration and employment transition training for youth at secure facilities.

Regarding the agency's FTEs, there is a 635 decrease in the appropriated full time equivalences (FTEs) from FY 2011 which was attributed to closures due to reduced funding. For FY 2012, TJJD is projected to lapse 347.6 FTEs. This number represents the adjustment needed in order to operate with the amount appropriated for salaries.

Ms. Duarte reported that the objects listed in the summary of budget by object expense are defined by the LBB and used for categorization of expenditures for all state agencies. Notable differences include \$24.9 million decrease in salaries and personnel costs attributed to facility closures and consolidation and \$3.7 million increase in grants allocated to the counties. The decrease of \$1.1 million in capital is due to the loss of funding for vehicles and business computer items.

Mr. Monroe stated \$155,798,378 is the total grants that will be passed on to the county probation departments. The original grant amounts for FY 2010 and FY 2011 were higher; however, the funds spent were actually lower than what is appropriated now. This is due to the fact that the probation departments were provided \$159 million dollars in 2011; however, \$7 million was required to be returned during the fiscal year due to State budget reductions. Mr. Monroe stated the chart on page 10 in the board packet budget tab shows the actual expenditure. Our plan is to spend \$155 million this fiscal year.

Mr. Monroe noted funding for the prevention and intervention strategy is for a staff person as well as additional funds for contracts and grants in this particular area. There is no history for FY 2010 and FY 2011.

Ms. Townsend also noted the agency will work with the field to design initial measures that could reflect how well we do with intervention and prevention. We should receive a fair amount of input and want to know the return on investment to seek additional funding.

Ms. Duarte continued with the review of the Capital Budget project schedule. Projects include the expense and funding detail for new repair projects that include site improvements, roof replacement, HVAC systems, fire protections systems, and structural repairs and renovations. Also included is \$2.8 million for new construction. Ms. Duarte noted that in the 80th legislature, the agency was appropriated funding for a recreation building at Ron Jackson Unit II and an educational building at the Crockett facility. Due to the closure of these facilities, we have inquired of the Texas Public Finance Authority about the potential for diverting these funds from the recreational building at Ron Jackson Unit II to build additional recreational space at the Mart facility. The agency is still awaiting their response.

The capital schedule also shows Information Resources capital projects with breakouts for computer workstations and infrastructure paid with education grant funding of \$838,000.

Mr. Jimmy Smith asked if the repairs of the facilities will be the main focus for these funds. Ms. Duarte stated yes, as they were not appropriated new funding and are using unspent funds carried over from the 80th and 81st legislature. Ms. Townsend noted the focus would be on preventive maintenance strategies, and the priority of health and safety.

Mr. Monroe stated the community side of the agency has not received much capital money over the last decade or more. In FY 2010 the agency was fortunate to receive two grants from the Criminal Justice Division of the Governor's office to purchase electronic equipment so that each region throughout the state can have a full electronic two way video training center.

Ms. Duarte reported the \$2.2 million decrease in federal funds is attributable to reduction in Title IV-E (\$1.4 million) funding and one-time Juvenile Justice Grants (\$800,000).

Ms. Duarte continued with the last schedule in the budget for the estimated revenue collections. The appropriation authority for most of these accounts is provided in Rider 3, and the budgeted amounts are consistent with the appropriation.

Mr. Monroe stated one of these revenue accounts is for a significant number of training functions the agency does for all types of juvenile professionals throughout the state. The law requires us to charge for any food and beverages to be served to limit the use of state funds or revenues for these functions as well as cover as much as possible of other costs.

Mr. Meade asked if TJJD is required to have an independent audit. Mr. Monroe stated that TJJD does not, as the State of Texas as a whole does an audit simultaneously with certain tests of each agency. Ms. Townsend noted a post payment audit from the Comptroller's office was conducted and completed this past fall for the former TJPC and a post payment audit is currently underway for the former TYC. Both audit reports will ensure combined controls. Mr. Meade suggested for budget saving purposes, the counties have their own county operational auditors certify an audit so in the future, the county will not incur the cost to conduct these audits. Mr. Mead also requested that in the future the Harris County Leadership Academy be named such in the state budget and the former name of Harris County Boot Camp no longer be used. Mr. Monroe indicated this request will be made again in the state budget process.

Ms. Weiss and Mr. Stephens thanked Ms. Duarte, Mr. Monroe and their staff for putting together the FY 2012 TJJD budget in a format that was readable and understandable. Ms. Mendoza was pleased they found a way to fund preventions and interventions. Ms. Mendoza inquired about whether stimulus money is for one year or all the time. Ms. Duarte responded it was a new event for this past biennium. The State of Texas received stimulus funding from the federal government.

Ms. Duarte and Mr. Monroe requested the board's approval of the proposed FY 2012 Operating Budget. Chairman Fisher called for a motion to approve the FY 2012 Operating Budget of the Texas Juvenile Department. Mr. Calvin Stephens moved to approve the budget as presented. Mr. Meade seconded. The motion passed unanimously.

CONSIDERATION AND POSSIBLE ACTION ON PUBLIC FUNDS INVESTMENT ACT COMPLIANCE AUDIT

Chairman Fisher called upon Karin Hill, Internal Audit Director, for her report to the board. Ms. Hill reviewed the Public Funds Investment Act Audit. The objective of this audit was to determine the agency's compliance with the Act during fiscal years 2010 and 2011 in its administration of the John C. Wende and Parrie Haynes trust funds. This audit is required to be conducted every two years.

There are five elements of the Public Funds Investment Act that must be met to be in compliance. Ms. Hill stated that TJJD was found to be in compliance with each element in the administration of the two trusts. These elements include:

1. An investment officer was appointed and investment policy and strategies approved.
2. Investments are limited to the most conservative.
3. Board member training was completed.
4. Investment officer meeting training requirements.
5. Management and the Board receive quarterly bank account and investment statements.

Ms. Hill stated that the audit reviewed the transactions made during that period to ensure revenue was maximized in accordance to policy and expenditures were properly authorized, approved and documented.

Chairman Fisher stated that the Parrie Haynes property contains 4,400 acres in Bell County. It was appraised in excess of \$15 million, which is not reflected in the statement of assets. The Wende Trust includes commercial property in Austin; it might be beneficial from a reporting standpoint to have market values included on the detailed schedules of assets and cash flows.

Chairman Fisher noted that as part of this audit, each board member has six months from the time of their appointment to complete "Board Member Training" required to be in compliance with this Act.

Mr. Calvin Stephens moved to approve the audit report. Ms. Mendoza seconded. The motion passed unanimously.

CONSIDERATION AND POSSIBLE ACTION ON THE FY2012 INTERNAL AUDIT PLAN

The Texas Internal Auditing Act requires the Board to approve the annual audit plan and any subsequent changes. The initial 2012 audit plan was approved by the Texas Youth Commission Board in August 2011. With the consolidation of TJPC and TYC, Ms. Hill is proposing changes to that plan to focus primarily on controls through this fiscal year, deleting the majority of the current plan, keeping two facility audits on the plan and adding information technology general controls, financial controls and construction controls.

Chairman Fisher called for a motion to approve the amendment to the Internal Audit Department's fiscal year 2012 annual audit plan and direct that it be forwarded to the State Auditor's Office. Ms. Jane King moved to approve the amendment. Ms. Mendoza seconded. The motion passed unanimously.

CONSIDERATION AND POSSIBLE ACTION ON THE INTERNAL AUDIT CHARTER

Audit standards require the development of a charter that defines the purpose, authority and responsibility of the Internal Audit Department and that it be presented to Senior Management and the Board for approval.

The charter being presented includes the Internal Audit Department's mission and values; discusses the department's authority and outlines the standards followed in audit work; and delineates internal audit and management responsibilities.

The Charter is posted on the Internal Audit Department's intranet web page, which is accessible to all agency staff.

Chairman Fisher called for a motion to approve the internal Audit Department's Charter and directs that it be posted on the agency's intranet. Mr. Jimmy Smith moved to approve the amended audit charter. Mr. Stephens seconded. The motion passed unanimously.

CONSIDERATION AND POSSIBLE ACTION ON ACKNOWLEDGEMENT OF GIFTS

Ms. Duarte, Fiscal Officer, explained the Texas Government Code, Chapter 575, provides that for gifts with a value of \$500 or more, acknowledgement by the board is required.

Valley K9 Detection Service donated a narcotic detection canine. Canine "Shotsi" is a three year-old female Dutch Shepard with current medical records. She is trained in narcotic detection and should be certified by the National Narcotic Detector Dog Association very soon. Valley K9 would normally charge \$4,000 for this dog and has generously donated her to be used at the Gainesville State School.

The staff recommends acknowledgement of the following gift pursuant to the provisions of Government Code and TJJD policy. Following the Board's acknowledgement of this gift, a letter will be sent to the organization notifying them of the acknowledgement in a public meeting and expressing appreciation for their support of the Texas Juvenile Justice Department.

Chairman Fisher called for a motion to approve the gift. Ms. Melissa Weiss moved to approve the acknowledgement. Ms. Mendoza seconded. The motion passed unanimously. The Board also expresses its appreciation of the gift.

DISCIPLINE OF CERTIFIED OFFICERS – DEFAULT HEARING JUDGMENTS FROM SOAH CONDUCTED ON JULY 11 AND SEPTEMBER 26, 2011

Ms. Karen Roe, Staff Attorney, advised the Board of the Texas Juvenile Justice Department that it has the authority to reprimand, suspend, or revoke the certification of a certified juvenile probation or detention/supervision officer. The officer is entitled to a hearing before the State Office of Administrative Hearings (SOAH) if suspension or revocation of the certification is recommended.

Agency rules require the Department to give to the certified officer a statement of facts or conduct alleged to warrant an adverse certification action as well as notice of the discipline sought to be imposed. The notice must invite the officer to show compliance with all requirements of law for the retention of the license, give notice that the officer must file a written answer to the formal charges and give notice that a failure to file a written answer may result in the alleged conduct being admitted as true and the relief sought being granted by default. The notice must be sent via certified mail, return receipt requested to the certified officer's most recent address of record with the Department.

Agency standards require that a certified officer file an answer to a formal disciplinary action within 20 calendar days of receipt of the action. If an officer fails to respond to a disciplinary action notice, the officer waives the

opportunity to contest the charges and waives any objection to the proposed sanction. Agency standards authorize the Department to enter a default judgment against the officer and impose the disciplinary action sought.

Ms. Roe presented documents related to six cases sent to SOAH, in which the officers repeatedly failed to respond to notices of proposed disciplinary action. These cases were heard on the default judgment docket. In each case, Administrative Law Judge Shannon Kilgore found the respondents in default because they had not responded to the notices of disciplinary action. Her Proposals for Decision find that the facts alleged in the petitions and hearing notices are true, and grant the relief requested. In each case, the agency requested revocation of the officer’s certification for violation of agency standards.

Judge Kilgore issued Proposals for Decision containing Findings of Fact and Conclusions of Law on September 27, 2011. The Proposals for Decision were properly served on all parties, who were given an opportunity to file Exceptions and Replies as part of the record. No exceptions or responses have been filed in any of these cases.

Ms. Roe presented proposed Final Orders, adopting the administrative law judge’s findings in each of these cases. Staff requests that the Board issue a Master Default Order regarding certification of each of these officers. If the proposed Orders are adopted as presented, certification of the officers will be permanently revoked for the following employees:

NAME, CERTIFICATION NUMBER, LOCATION	RECOMMENDED ORDER TERMS	COUNTY
Stuart Rollerson # 12104	Revocation	Dallas
Jose Lopez # 19778	Revocation	Harris
Anthony Johnson # 13607	Revocation	Harris
Carlos Gonzales # 11229	Revocation	Tarrant
Derrick Baysinger # 8820	Revocation	Harris
Jaramie McClure, # 17118	Revocation	Bexar

Mr. Brown inquired as to why the board had to approve Default Orders in these case, but did not do so for employees at state operated facilities formerly run by TYC. Ms. Roe stated TJJJ officers are required to be certified by state law and TYC employees are not, so different rules apply. Mr. Brown recognized action needed in a contested matter; however, he would like to propose to adopt a rule for the TJJJ Board to not have to approve defaults. Ms. Roe explained some cases may also be resolved informally by agreed order. Chairman Fischer advised Mr. Brown that these might be sent to a Board committee in the future. Ms. Sohr further expanded on how the rule was written, might allow the TJJJ Board to delegate this responsibility for approving agreed orders to the Executive Director.

Ms. Roe described the format of the order presented for approval and reminded Board members that those who are Chief Juvenile Probation Officers are prohibited from voting on issues that solely impact the counties in which they are employed. She explained that Board members are free to choose to recuse themselves from any issue, and the order form includes a section in which Chairman Fisher could note which Board members did not vote on a particular matter.

Mr. Stephens asked why some cases took a couple of years and wanted to know if these employees were still employed and paid. Ms. Roe confirmed the employees had either been terminated or had resigned, and explained the reasons for the delays that applied to most of the cases presented

Dr. Olvera wanted to know if the employee applied for another job would it show up as a resignation or termination. Ms. Roe reported the TJJJ database for certified officers does not denote which; however it is reflected in the county files.

Mr. Brown encouraged Chairman Fisher to ensure that a committee will be appointed to make the change for delegation of authority in these cases of default judgment and agreed orders.

Mr. Meade requested clarification regarding whether the local department requested their certification be revoked. Ms. Roe indicated the TJJJ disciplinary committee makes a recommendation based on investigation outcome. Information from the local probation department is considered, but is not binding on the TJJJ for a final decision.

The following board members chose to abstain from voting in Ms. Jaramie McClure case: Judge Laura Parker and Dr. Rene Olvera. Mr. Michael Meade recused himself from voting in all matters presented.

Chairman Fisher called for a motion to enter a Master Default Order in each of the submitted cases. Mr. Jimmy Smith moved to approve the motion. Mr. Brown seconded. The motion was passed with the recusals as noted.

DISCIPLINE OF CERTIFIED OFFICERS – DEFAULT HEARING JUDGMENTS FROM SOAH CONDUCTED ON AUGUST 29, 2011

Ms. Roe presented six cases sent to SOAH, in which the officers repeatedly failed to respond to notices of proposed disciplinary action. These cases were heard on the default judgment docket. In each case, Administrative Law Judge Henry Card found the respondents in default because they had not responded to the notices of disciplinary action. His Proposals for Decision find that the facts alleged in the petitions and hearing notices are true, and grant the relief requested. In each case, the agency requested revocation of the officer’s certification for violation of agency standards.

Judge Card issued Proposals for Decision containing Findings of Fact and Conclusions of Law on September 27, 2011. The Proposals for Decision were properly served on all parties, who were given an opportunity to file Exceptions and Replies as part of the record. No exceptions or responses have been filed in any of these cases.

Ms. Roe requested approved of the proposed Final Orders, adopting the administrative law judge’s findings in each of these cases. Staff requests that the Board issue a Master Default Order regarding certification of each of these officers. If the proposed Orders are adopted as presented, certification of the following officers will be permanently revoked:

<i>NAME, CERTIFICATION NUMBER, LOCATION</i>	<i>RECOMMENDED ORDER TERMS</i>	<i>COUNTY</i>
Eric Garcia, # 2162	Revocation	Dimmit
Daniel Rodriguez, # 2317	Revocation	Bexar
Thomas P. Hill, # 2167	Revocation	Bexar

<i>NAME, CERTIFICATION NUMBER, LOCATION</i>	<i>RECOMMENDED ORDER TERMS</i>	<i>COUNTY</i>
Todd Mullen, # 1147	Revocation	Bell
Juan Torres, # 2317	Revocation	Bexar
Stanley Sneed, # 1277	Revocation	Travis

The following board members chose to abstain from voting in Mr. Daniel Rodriguez, Mr. Thomas P. Hill and Mr. Juan Torres cases: Judge Laura Parker and Dr. Rene Olvera. Mr. Michael Meade recused himself from voting in all matters presented.

Chairman Fisher called for a motion to enter a Master Default Order in each of the submitted cases. Mr. Brown moved to approve the master default order. Ms. Mendoza seconded. The motion was passed with the recusals as noted.

DISCIPLINE OF CERTIFIED OFFICERS – DEFAULT CASES RETAINED BY THE AGENCY

Ms. Kaci Sohrt, Attorney, referred to the Requests for Default Orders in the cases listed below. Each request is based on her review, in the capacity of hearing officer. She determined that proof of proper notice and failure to respond exists in each case. Each Request for Default Order explains the notice provided the lack of response, the alleged conduct and violations, and the requested sanctions.

Ms. Sohrt requested that the Board enter a Default Order in each of the submitted cases:

<i>NAME, CERTIFICATION NUMBER, LOCATION</i>	<i>RECOMMENDED ORDER TERMS</i>
Kerry Brown # 25008 Grayson County Department of Juvenile Services	Probated Suspension 4/20/2011- 4/20/2012
Robert Bullock # 17199 Victoria Regional Juvenile Justice Facility	Active Suspension 12/2/2010-12/1/2011
Steven Douglas # 17387 Gregg County Juvenile Detention Center	Revocation

NAME, CERTIFICATION NUMBER, LOCATION	RECOMMENDED ORDER TERMS
Patrick Hearld #24091 Minnie Rogers Juvenile Justice Center	Probated Suspension 4/20/2011- 4/19/2012
Jessica Hernandez # 23097 Burnett Bayland Reception Center	Revocation
Michelle Hillen # 25257 Youth Center of the High Plains	Probated Suspension for 6 months upon return to work in certified position
Vincent Roberts # 19646 Harris County Delta Boot Camp	Revocation
Eric Ruiz # 16290 Texas Adjudicated Placement Services (TAPS) (Private Facility)	Revocation
Daniel C. Taylor # 20558 Harris County Juvenile Justice Center	Probated Suspension 2/16/2011-3/21/2011
Ana Vidrio # 24479 Darrell B. Hester Juvenile Justice Center	Probated Suspension for 6 months upon return to work in certified position
Alpha Williams # 20156 Harris County Leadership Academy	Probated Suspension 2/18/2011-3/30/3011

Ms. Jane King did not vote in Ms. Michelle Hillen's case. Mr. Michael Meade recused himself from voting in all matters presented.

Chairman Fisher called for a motion to enter a Master Default Order in each of the submitted cases. Mr. Brown moved to approve the master default order. Mr. Smith seconded. The motion passed with the recusals as noted.

ADJOURN

Chairman Fisher announced the Board adjourned at 1:48 p.m.

**Texas Juvenile Justice Department
Board Meeting**

February 17, 2012

Recommended Motion

Approval of the January 20, 2012 Board Meeting Minutes

I move that the TJJJ Board approve the January 20, 2012 Board Meeting Minutes as presented.

Motion Made By: _____

Seconded By: _____