

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

September Session of the July Adjourned

Term. 20 11

In the County Commission of said county, on the 22<sup>nd</sup> day of September 20 11

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the contract between the Village of Pierpont and Boone County, Missouri for the road and bridge capital improvement of Tomlin Hill Road. The terms of this agreement are stipulated in the attached contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Done this 22<sup>nd</sup> day of September, 2011.

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Edward H. Robb  
Edward H. Robb  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Absent  
Skip Elkin  
District II Commissioner

**BOONE COUNTY ROAD & BRIDGE IMPROVEMENT/REPAIR  
COOPERATIVE AGREEMENT  
VILLAGE OF PIERPONT (2010-2012 Funding)**

THIS AGREEMENT, dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, is made and entered into by and between Boone County Missouri, a first class non-charter county and political subdivision of the State of Missouri by and through its County Commission, herein "County" and the Village of Pierpont, a municipal corporation, herein "Village or Pierpont".

WHEREAS, County has, in a letter dated April 5, 2010 (copy attached hereto) expressed an intention to award Pierpont certain road funding relating to the Tomlin Hill Road project; and

WHEREAS, County has already made one payment of Ten Thousand Dollars (\$10,000.00) to Pierpont in FY2010; and

WHEREAS, it is the parties' intent that the remaining funding be used to retire a certain loan Pierpont received from Boone County National Bank to pay the contractor on the Tomlin Hill Road project; and

WHEREAS, the contractor, APAC, has been paid in full for the Tomlin Hill Road project, including that portion of the contract which related to the work for the Village; and

WHEREAS, the payoff figure for the loan at this time is approximately Sixteen Thousand Dollars (\$16,000.00); and

WHEREAS, the County intends to grant Pierpont Ten Thousand Dollars (\$10,000.00) in FY2011 and an amount sufficient to pay off the remaining balance of the Boone County National Bank loan to Pierpont in FY2012, all in accordance with the expressed intention contained in the April 5, 2010 letter; and

WHEREAS, the parties intend to memorialize their mutual understandings regarding such funding in this Cooperative Agreement (hereinafter referred to as "Agreement"); and

WHEREAS, the parties have the authority to enter into cooperative agreements for the purposes herein stated pursuant to RSMo §70.220 and RSMo §229.040.

NOW, THEREFORE, IN CONSIDERATION of the mutual undertakings and agreements herein contained, the parties agree as follows:

1. **PURPOSE.** The purpose of this Agreement is to memorialize the annual funding payments contemplated from County to Village to effectuate the intent of the County Commission as reflected in a letter dated April 5, 2010, a copy of which is attached hereto and incorporated herein by reference.

**2. COUNTY AGREEMENTS.**

- a. County will pay to Village the sum of Ten Thousand Dollars (\$10,000.00) in FY2011 and an amount sufficient to pay off the remaining balance of the Boone County National Bank loan to Pierpont that relates to the costs incurred on the Tomlin Hill Road Project in FY2012, with said FY2012 amount not to exceed Ten Thousand Dollars (\$10,000.00).

**3. VILLAGE AGREEMENTS.**

- a. Village agrees to use the funds that it receives from County pursuant to this Agreement solely for improving and maintaining its roads and bridges, including the retirement of debt relating to the costs incurred for the Tomlin Hill Road project.
- b. Village agrees that it shall submit to an audit by the County or its designated auditor upon request for purposes of determining whether the funds received by the Village from the County under this agreement have been expended in compliance with this agreement.
- c. Village agrees to consult with the County on mutually-beneficial road and bridge improvement projects on at least an annual basis.
- d. Village agrees that it shall reimburse the County for any funds paid to it under this agreement which are expended in violation of this agreement or applicable law, rule or regulation, within ninety (90) days of notification of such a finding by County.
- e. Village agrees to timely provide any documentation or information reasonably requested by County which relates in any way to this Agreement.
- f. Village agrees that it will be liable for, and agrees to be liable for, and shall indemnify, defend and hold the County of Boone harmless from all claims, suits, judgments or damages, including court costs and attorney's fees, arising out of or in the course of the operation of this agreement. Notwithstanding the foregoing, nothing herein is intended to waive either the Village's or the County's sovereign immunity as to any third party.
- g. Village agrees that, for any work not performed by the Village's own employees, Village will comply with any and all applicable competitive bidding statutes or

ordinances, the state Prevailing Wage law, domestic products purchase laws and such other laws, rules and regulations which are applicable to the Village in letting and carrying out the types of contracts contemplated herein.

4. **PAYMENTS IN EXCESS OF LEGAL OBLIGATIONS.** Village represents that the payments from County to Village contemplated herein are in excess of any legal obligations imposed on County by virtue of applicable Missouri law, including RSMo §137.556 and the ballot language presented to voters authorizing the current Road & Bridge Sales Tax Levy under RSMo §67.547.
5. **TIMING OF PAYMENTS.** The payments from County to Village contemplated herein will occur one time per year, near the beginning of the fourth quarter of the calendar year.
6. **REPORTING.** Village shall file a written report with County identifying all project costs associated with the Tomlin Hill Road Project, including but not limited to, date of payments, payee, amount of payment, payment documentation, receipts, invoices and other relevant project documentation. This report will be filed before the County releases the contemplated 2012 payment, and shall support the final 2012 payment request, not to exceed \$10,000.00.
7. **ASSIGNMENT.** Neither party may assign or transfer any of its rights or obligations under this Agreement to any other person or entity without the prior, written consent of the other party.
8. **SOLE BENEFIT OF PARTIES.** This Agreement is for the sole benefit of Village and County. Nothing in this Agreement is intended to confer any rights or remedies on any third party.
9. **RELATIONSHIP OF PARTIES.** Nothing herein shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent, or of partnership, or of joint venture, between the parties hereto.
10. **TERM.** This Agreement shall be in effect from its execution until January 1 of the following calendar year. Thereafter, this Agreement shall automatically renew for an additional, one-year term to expire on December 31, 2012, with the payments from County to Village contemplated herein being those amounts set out in an approved County appropriation order for FY2012.

11. **NONAPPROPRIATION.** The payments from County contemplated herein are conditioned upon there being a sufficient, unencumbered fund balance budgeted for that purpose. The County's obligations hereunder shall not in any way be construed to be a debt of the County in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness by the County, nor shall anything contained herein constitute a pledge of the general credit, tax revenues, funds or moneys of the County beyond that which is specifically required by state law. Notwithstanding any provision of this Agreement, the decision whether or not to budget or appropriate funds, or to extend this Agreement for any subsequent fiscal year, is solely within the discretion of the then-current governing body of the County, it being understood that adjustments to an appropriation may be made by the County in accordance with its Economic Development Adjustment policies adopted as part of its policies relating to the distribution of road sales taxes and road property taxes.
12. **GOVERNING LAW AND VENUE.** This Agreement shall be governed by the laws of the State of Missouri, and any action relating to the same shall be brought in the Circuit Court of Boone County, Missouri.
13. **BINDING ON SUCCESSORS.** The covenants, agreements, and obligations herein contained shall extend to, bind, and inure to the benefit of the parties hereto and their respective successors and approved assigns.
14. **COUNTERPARTS.** This Agreement may be executed by the parties in several counterparts, each of which shall be deemed an original instrument.
15. **COMPLETE AGREEMENT.** All negotiations, considerations, representations, and understandings between the parties are incorporated herein, shall supersede any prior agreements, and may be modified or altered only in writing signed by the parties hereto.
16. **AUTHORITY OF SIGNATORIES.** Each of the persons signing this Agreement on behalf of either party represent that he/she has been duly authorized and empowered, by order, ordinance or otherwise, to execute this Agreement and that all necessary action on behalf of said party to effectuate said authorization has been taken and done.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed by their duly-authorized officers on day and year indicated by their signature below.

**BOONE COUNTY, MISSOURI**

**VILLAGE OF PIERPONT**

By:

By:

\_\_\_\_\_  
Presiding Commissioner

\_\_\_\_\_  
Chair, Board of Trustees

Date: \_\_\_\_\_

Date: \_\_\_\_\_


ATTEST:

ATTEST:

\_\_\_\_\_  
County Clerk

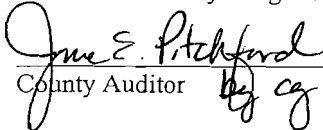
\_\_\_\_\_  
Village Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
County Attorney

**Boone County Auditor Certification:**

I hereby certify that a sufficient, unencumbered appropriation balance exists and is available to satisfy the obligation arising from this contract.  
(Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

 9/24/11 2049-71452  
\_\_\_\_\_  
County Auditor *by cg* Date

# Boone County Public Works



Derin Campbell, P.E.  
Interim Director/Manager  
Engineering Design and Construction

5551 Highway 63 South  
Columbia MO 65201-9711  
Phone (573) 449-8515 ext. 236  
Fax (573) 875-1602  
E-mail: [dcampbell@boonecountymo.org](mailto:dcampbell@boonecountymo.org)

April 5, 2010

Justin John  
City of Pierpont  
1999 E Highway 163  
Columbia, MO 65201

Dear Mr. John:

This letter is to inform you the County Commission intends to grant you \$10,000 for the next three years toward the project cost on Tomlin Hill Road. The \$10,000 will be granted from 2010-2012. The monies allocated are to be used only toward the Tomlin Hill Road project, and is subject to annual appropriation, but this letter is an expression of the Commission's current intent to appropriate those funds.

Should you have any questions please feel free to contact me at the above number.

Sincerely,

Derin Campbell, P.E.  
Interim Director

  
Kenneth M Pearson, Presiding Commissioner  
Karen Miller, District I Commissioner  
Skip Elkin, District II Commissioner

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

September Session of the July Adjourned

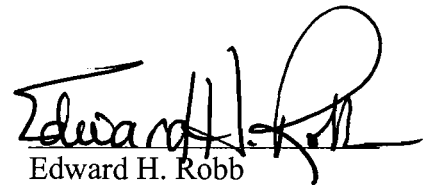
Term. 20 11

In the County Commission of said county, on the 22<sup>nd</sup> day of September 20 11

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the contract between Columbia Public Schools and Boone County, Missouri to participate in some costs relating to the road improvements on St. Charles Road by making a payment of \$250,000.00 to Columbia Public Schools. The terms of this agreement are stipulated in the attached contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

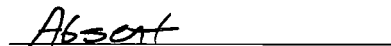
Done this 22<sup>nd</sup> day of September, 2011.



Edward H. Robb  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Skip Elkin  
District II Commissioner

ATTEST:



Wendy S. Noren  
Clerk of the County Commission



**COOPERATIVE AGREEMENT  
BATTLE HIGH SCHOOL CONSTRUCTION PROJECT**

THIS AGREEMENT is entered into by and between Boone County, Missouri, through its County Commission, a political subdivision of the State of Missouri, herein "County;" and the Columbia Public Schools, a political subdivision of the State of Missouri, herein "CPS".

WHEREAS, CPS is conducting a building project to construct a new high school building and associated facilities, the Battle High School Project, herein "Project"; and

WHEREAS, CPS has undertaken certain necessary road improvements near the site of the Project; and

WHEREAS, County is willing to assist CPS by way of participating in some of the costs relating to the road improvements on St. Charles Road, an open and existing public road which is part of the County road system; and

WHEREAS, County and CPS are empowered to enter into cooperative agreements for these purposes by virtue of RSMo §70.220; and

WHEREAS, CPS has already undertaken some of the required road improvements, and has incurred costs relating to the same, in accordance with the Columbia High School Roadway Improvements plans on file with County's Resource Management department.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations in this agreement the parties agree as follows:

1. CPS agrees to complete, in a timely fashion, the construction of the contemplated improvements to St. Charles Road, to include new drainage facilities, installation of traffic control devices, widening of the road surface, installation of turn lanes and other improvements to St. Charles Road, as reflected in the approved Columbia High School Roadway Improvements plans on file with the Boone County Resource Management department.
2. CPS agrees to contact the Missouri Department of Transportation (MoDOT) prior to completion of the Battle High School project to facilitate the contemplated installation of appropriate traffic control devices at the intersection of Route Z and St. Charles Road.
3. County agrees to participate in a portion of the costs of the improvements to St. Charles Road set out in the Columbia High School Roadway Improvements plans,

by making a payment to CPS in the amount of Two Hundred Fifty Thousand Dollars (\$250,000.00). Said payment shall occur within thirty (30) days of acceptance by the Boone County Commission of the improvements to St. Charles Road contemplated in the Columbia High School Roadway Improvements plans.

4. The individuals signing this agreement below certify that they have obtained the appropriate authority to execute this agreement on behalf of the respective parties.
5. This agreement shall be binding on the parties hereto and their respective successors and assigns.
6. The parties hereto mutually pledge and agree to exercise reasonable diligence and good faith in the performance of their respective obligations under this agreement and to cooperate to the greatest extent practicable in fulfilling the general terms, conditions and objectives reflected therein.

**IN WITNESS WHEREOF** the parties through their duly authorized representatives have executed this agreement effective as of the date of the last party and execute the same.

Executed by Columbia Public Schools this 23 day of June, 2011.

Executed by Boone County this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

**COLUMBIA PUBLIC SCHOOLS:**

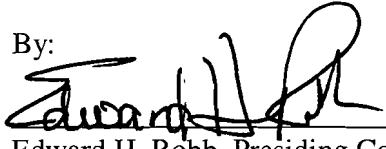
By:   
Tom Rose, President of the Board of Education

ATTEST:

  
Secretary

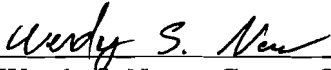
**BOONE COUNTY**  
**(By and through its County Commission):**

By:



Edward H. Robb, Presiding Commissioner

ATTEST:



Wendy S. Noren, County Clerk

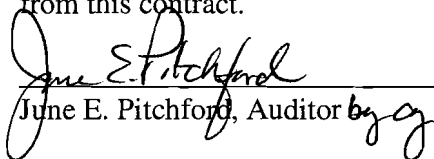
**Approved as to legal form:**



Charles J. Dykhouse, County Counselor

**Auditor Certification:**

I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of said appropriation sufficient to pay the costs arising from this contract.



June E. Pitchford, Auditor

9/15/11 2045-71100  
Date

**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI

} ea.

September Session of the July Adjourned

Term. 20 11

County of Boone

In the County Commission of said county, on the

22<sup>nd</sup>

day of

September

20

11

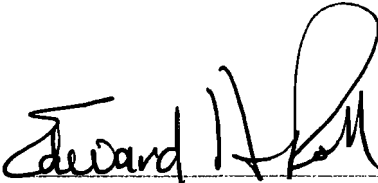
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby accept the Title II Formula Grant from the Missouri Department of Public Safety for the 13<sup>th</sup> Judicial Circuit Juvenile Detention Alternatives Initiative Program. It is further ordered the Presiding Commissioner is hereby authorized to sign said grant.


Done this 22<sup>nd</sup> day of September, 2011.

ATTEST:

Wendy S. Noren cc  
Wendy S. Noren  
Clerk of the County Commission



Edward H. Robb  
Presiding Commissioner



Karen M. Miller  
District I Commissioner

Absent  
Skip Elkin  
District II Commissioner



MISSOURI DEPARTMENT OF PUBLIC SAFETY  
 OFFICE OF THE DIRECTOR  
 AWARD OF CONTRACT

P.O. Box 749  
 Jefferson City, Missouri 65102  
 Phone: 573/751-4905

Contractor Name  
**Boone, County of**

Project Title  
 13th Judicial Circuit Juvenile Detention Alternatives Initiative Program

Contract Period FROM: 10/1/2011 TO: 9/30/2012	State Funds Awarded \$36,566.40	Contract Number 2009-2010-Title2-22
--	------------------------------------	--

Award is hereby made in the amount and for the period shown above to the above mentioned Contractor. This award is subject to compliance with the general conditions governing grants and contracts, as well as, the attached Special Conditions. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines.

The undersigned hereby certify acceptance of the above described contract on the terms and conditions specified or incorporated by reference above and herein, including those stated in the contract application.

**APPROVED AS  
 TO LEGAL FORM**  
*[Signature]*  
 DATE: 09/19/2011

*[Signature]* 9-22-2011  
 Authorized Official Date

*[Signature]* 9-22-2011  
 Project Director Date

This contract shall be in effect for the duration of the contract period stated herein, and funds shall become available on the award date with the signed return of this form to the Missouri Department of Public Safety and the signature of the director of the Department of Public Safety.

\_\_\_\_\_  
 Director, Department of Public Safety

\_\_\_\_\_  
 Award Date



## The Missouri Department of Public Safety, Office of the Director Juvenile Justice Program Certified Assurances Title II Formula Grant Program (Title II)

---

In addition to the general terms contained in the *Title II Application Packet, (Funding Opportunity Guidelines)* the Applicant is also conditioned upon and subject to compliance with the following assurances:

1. The Applicant assures that it shall comply, and all its subcontractors shall comply, with the applicable provisions of the *Title II Formula Grants Program* as authorized under Title II, Sections 221-223, of the Juvenile Justice and Delinquency Prevention (JJDP) Act of 1974, as amended (Public Law 93-415, 42 U.S.C.5601 et seq.), the *DPS Financial and Administrative Guide*; the current edition of the *Office of Justice Programs Financial Guide*; the current *Title II Grant Application Packet (Funding Opportunity Guidelines)*; and all other applicable federal laws, orders, circulars, or regulations.
2. **Availability of Appropriated Funds:** The Applicant understands all awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed. It is understood and agreed upon that in the event funds from state and/or federal sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
3. **Evaluation:** The Applicant agrees to maintain the programmatic and financial records necessary to evaluate the effectiveness of the program.
4. **Reporting:** The Applicant agrees to submit monthly expenditure and performance reports to the Department of Public Safety by the 10<sup>th</sup> of each month. Additionally, the Applicant agrees to submit a year-end report summarizing the total annual outputs and outcomes. This year-end report must provide a comparison between the program's expected and actual progress toward meeting the stated goal and performance measurement targets. Furthermore, the Applicant agrees to submit the appropriate records in a timely manner as required in the *DPS Financial and Administrative Guide*.
5. **Administration:** The Applicant agrees to comply with the financial and administrative requirements set forth in the current edition of the *Office of Justice Programs Financial Guide* and the current Title II Application. The Applicant shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.
6. **Personnel:** The Applicant assures that time/attendance records shall support any personnel costs and that proper records shall be maintained to adequately substantiate time spent to carry out the specific objectives for which the contract was approved. These records must clearly show the hours worked and time spent specifically on this grant project. Job descriptions will also be maintained. Payroll records and time sheets shall be made available during monitoring visits.
7. **Travel/Training:** The Applicant agrees to follow the state of Missouri Travel Policies as set forth by the Office of Administration or those policies of the Applicant Agency; whichever is most restrictive. Applicant further agrees that expenditures for travel shall be supported and documented by signed travel vouchers. Lodging, transportation, and itemized meal receipts must be provided. Incidentals are not eligible for grant reimbursement. The Applicant is responsible for ensuring that travel is completed in the most cost effective means. Travel costs may be reimbursed only after travel has been completed. Reimbursement of conference registration fees will not be provided until the conference has taken place. No indirect costs will be allowed. Approval must be obtained from the Missouri Department of Public Safety, Office of the Director, prior to attending any training/travel that is not specifically outlined in the approved budget. *Refer to the DPS Financial and Administrative Guide for more information regarding allowable travel costs and rates.*
8. **Supplies/Operating Expenses:** The Applicant assures that expenditures for supplies and operating expenses shall be in accordance with the approved budget. Documentation, in the form of paid bills and vouchers, shall be provided to support each expenditure. Care shall be given to assure that all items purchased directly relate to the specific project objectives for which the contract was approved. The titles of films, brochures, curricula and other "miscellaneous items", not specifically outlined in the approved budget, shall be submitted to the Missouri Department of Public Safety, Office of the Director, for approval **prior** to purchase.

9. **Contractual Services:** The Applicant assures that the following general requirements will be followed when subcontracting for work or services contained in the proposal:
1. All consultant and contractual services shall be supported by written contracts stating the services to be performed, rate of compensation, and length of time over which the services will be provided, which shall not exceed the length of the grant period.
  2. Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the marketplace. Rates exceeding \$450 (excluding travel and subsistence costs) per day requires written, prior approval from the U.S. Department of Justice. An 8-hour day may include preparation, evaluation, and travel time mat be included in calculating the day(s) for which a consultant mat receive compensation.
  3. A copy of all written contracts for contractual or consultant services shall be forwarded to the Missouri Department of Public Safety, Office of the Director, upon ratification.
  4. Payments shall be supported by statements documenting the services rendered and the period covered.
  5. Any contract or agreement for service(s) of \$3,000 or more, which is not entered into as a result of a competitive bid process (or if only one bid is received), shall receive prior approval from the Missouri Department of Public Safety, Office of the Director.
10. **Interest:** The Applicant assures that federal funds will not be used to pay interest or any other financial costs. The Applicant shall refund any interest earned on federal funds to the Missouri Department of Public Safety, Office of the Director.
11. **Non-Supplanting:** The Applicant assures that federal funds awarded will be used to supplement (add to) existing funds and not substitute or replace local or state funds that have been appropriated or would otherwise be spent for the same purpose. The Missouri Department of Public Safety, Office of the Director, may take corrective action as it deems necessary. Suspension of federal and/or state funds, suspension or debarment from federal and/or state grants, recoupment of monies provided under this grant, and civil and/or other criminal penalties may be imposed. Potential supplanting will be the subject of monitoring and an audit.
12. **Auditing:** The Applicant agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues that may be identified by from OMB Circular A-133 audits (and any other audits of Office of Justice Programs grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the Office of Justice Programs Financial Guide, Chapter 19. The Applicant further agrees to provide an annual audit of their organization, if required, in accordance with the provision of the Office of Management and Budget Circulars applicable to their organization.
13. **Fiscal Procedures:** The Applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety, Office of the Director, shall prescribe will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this contract. These records will clearly delineate other sources of revenue that may be utilized for this project and/or by this agency.
14. **Documentation:** The Applicant assures that it shall maintain such data and information and submit such reports, in such form, at such times, and containing such information as the Missouri Department of Public Safety, Office of the Director, may require. This includes any additional information that may be necessary in follow-up to monitoring and/or audit issues and in response to requests from the U.S. Department of Justice.
15. **POST Certification:** If the Applicant is a law enforcement agency, the Applicant assures that the agency is in compliance with Sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2, states "any law enforcement agency which employs a peace officer who is not certified as required by Sections 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety, or criminal justice purposes."
16. **UCR and Racial Profiling:** If the Applicant is a law enforcement agency, the applicant assures that the agency is in compliance with the provisions of Section 43.505, RSMo, relating to uniform crime reporting and Section 590.650, RSMO, relating to racial profiling.

17. **Media:** – When discussing the Title II Grant Program in print or electronic media, the subgrantee agrees to include an acknowledgement of the funding source similar to the following:

“This project was supported by funding made available through the Title II Formula Grant Program contained in the Juvenile Justice and Delinquency Prevention Act administered by the Office of Juvenile Justice and Delinquency Prevention; the Missouri Department of Public Safety, Office of the Director; and the Missouri Juvenile Justice Advisory Group.”

18. **Anti-Lobbying:** The Applicant agrees to comply with the Anti-Lobbying Act (18 USC Section 1913) as amended to expand significantly the restriction on use of appropriated funding for lobbying. This expansion also makes the anti-lobbying restrictions enforceable via large civil penalties, with civil fines between \$10,000 and \$100,000 per each individual occurrence of lobbying activity. These restrictions are in addition to the anti-lobbying and lobbying disclosure restrictions imposed by 31 USC Section 1352. The Applicant further agrees to comply with any state anti-lobbying laws and guidelines.
19. **Debarment, Suspension, and Other Responsibility Matters (direct recipient):** The Applicant agrees to comply with all provisions as required by Executive Order 12549, Debarment and Suspensions, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510. Applicant further agrees to comply with any debarment, suspension, and other responsibility matters contained in states laws and guidelines.
20. **Non-Profit Organizations:** All nonprofit subrecipients of formula funds provided under the Juvenile Justice and Delinquency Prevention Act must have 501(c)(3) status recognized by the Internal Revenue Service. The nonprofit Applicant certifies its 501(c)(3) status is recognized by the Internal Revenue Service and the Missouri Secretary of State and is in good standing.
21. **For-Profit Organizations:** Commercial organizations agree not to make a profit as a result of an award and not to charge a management fee for the performance of an award. Furthermore, commercial organizations agree to comply with the contract cost principles of subpart 31.2 of the Federal Acquisition Regulations.
22. **Government Performance and Results Act (GPRA):** The Applicant agrees to collect data (on a quarterly, semi-annual, or annual basis, as requested) appropriate for facilitating reporting requirements established by Public Law 103-62 for the Government Performance and Results Act. The Applicant ensures that valid and auditable source documentation is available to support all data collected for each performance measure specified in the program solicitation.
23. **Right in Intellectual Property:** The Applicant understands that the Department of Justice reserves certain rights with respect to data, patentable inventions, works subject to copyright, and other intellectual property associated with an award of federal funds. See 28 CFR Sections 66.34, 70.36, and 37 CFR Part 401.
24. **Department of Justice Information Technology Standards:** The Applicant agrees that, as appropriate, all equipment and software developed under this project will comply with Department of Justice information technology interface standards, including the National Criminal Intelligence Sharing Plan, the Global Justice XML Data Model, and the Law Enforcement Information Sharing Plan. A list of additional standards can be found at the Office of Justice Programs Standards Clearinghouse.
25. **Federal Funding Accountability and Transparency Act (FFATA) of 2006:** The Applicant agrees to comply with the requirements of the Federal Funding Accountability and Transparency Act (FFATA) of 2006.
26. **Drug-Free Workplace (Grantees other than Individuals):** The Applicant agrees to comply with provisions, as required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620.
27. **Drug-Free Workplace (Grantees who are Individuals):** As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620
- a. As a condition of the grant, I certify that I or any employee of this agency will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
  - b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I or any employee of this agency will report the conviction, in writing, within 10 calendar days of the conviction, to:



Department of Justice  
Office of Justice Programs  
ATTN: Control Desk  
810 Seventh Street, N.W.,  
Washington, D.C. 20531

and

Missouri Department of Public Safety  
Office of the Director  
Juvenile Justice Unit  
P.O. Box 749  
Jefferson City, MO 65102-0749

28. **Federal Standard Assurances:** The Applicant hereby assures and certifies compliance with all federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-110, A-122, A-133 which may be found in 2 CFR, Parts 215-230 and OMB Circular A-102; E.O. 12372; and Uniform Administrative Requirements for Grants and Cooperative Agreements, 28 CFR, Part 66, Common Rule, that govern the application, acceptance, and use of federal funds for this federally-assisted project. The Applicant assures and certifies that:
- a. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
  - b. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
  - c. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
  - d. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 CFR Parts 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 CFR Section 175.15(b).
  - e. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 USC Section 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 USC Section 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 USC Section 4321).
  - f. If a governmental entity,
    - 1) It will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 USC Section 4601 et seq.), which governs the treatment of persons displaced as a result of federal and federally-assisted programs; and
    - 2) It will comply with requirements of 5 USC Sections 1501-08 and Sections 7324-28, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
29. **Association of Community Organizations for Reform Now (ACORN):** The Applicant understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or sub-award to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of Office of Justice Programs.
30. **Confidentiality and Human Subjects Protection:** Applicant agrees to comply with the requirements of 28 CFR Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject to informed consent.
31. **Civil Rights Compliance:** Applicant will comply with applicable federal civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Justice Department's regulation for the Equal Treatment of Faith-Based Organizations. Depending on the funding source, a recipient must also comply with the nondiscrimination provisions within the applicable program statutes, which may include the Omnibus Crime Control and Safe Streets Act of 1968, the Victims of Crime Act, or the Juvenile Justice and Delinquency Prevention Act. Collectively, these federal laws prohibit a recipient of Office of Justice Programs funding from discriminating either in *employment* (subject to the exemption for certain faith-based organizations discussed below; see "Funding to Faith-Based Organizations") or in the *delivery of services or benefits* on the basis of race, color, national origin, sex, religion, or disability. In addition, Office of Justice Program recipients may not discriminate on the basis of age in the delivery of services or benefits.

Compliance with Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of national origin in the delivery of services or benefits, entails taking reasonable steps to ensure that persons with limited English proficiency (LEP) have meaningful access to funded programs or activities. An LEP person is one whose first language is not English and who has a limited ability to read, write, speak, or understand English.

The Applicant will also comply, and will require any sub-grantees or contractors to comply, with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 USC Section 3789d); the Victims of Crime Act (42 USC Section 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 USC Section 5672(b)); the Civil Rights Act of 1964 (42 USC Section 2000d); the Rehabilitation Act of 1973 (29 USC Section 794); the Americans with Disabilities Act of 1990 (42 USC Section 12131-34); the Education Amendments of 1972 (20 USC Sections 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 USC Sections 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).

32. **Faith-Based Organizations (FBO):** The Applicant agrees to comply with Executive Order 13279 which relates to the fair treatment of Faith Based Organizations (FBO's). The Executive Order and regulations also prohibit FBO's from using Justice Department funding to engage in inherently religious activities, such as proselytizing, scripture study, or worship. *Please see the DPS Financial and Administrative Guide for more information.*
33. **Safe Streets Act:** The Applicant is aware that an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 USC Section 3789d(c), or other federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Opportunity Plan (EEO), 28 CFR Section 42.301-.308, and (2) submitting the OCR Findings and Discrimination (see 28 CFR Sections 42.205(5) or 31.202(5)).
34. **Suspension or Termination of Funding:** The Missouri Department of Public Safety, Office of the Director, reserves the right to suspend or terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the contractor. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the Missouri Department of Public Safety, Office of the Director, become property of the state of Missouri. The contractor shall be entitled to receive just and equitable compensation for work completed prior to the effective date of termination.
35. **Criminal Penalty for False Statements:** The Applicant understands false statements or claims made in connection with any Office of Justice Programs grant may result in fines, imprisonment, and debarment from participating in state and federal grants or contracts, and/or other remedy by law.

The Applicant must promptly refer to the Department of Justice, Office of Inspector General any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. Potential fraud, waste, abuse, or misconduct should be reported to the OIG and DPS by mail at:

Office of Inspector General  
Office of Justice Programs                      and  
Investigations Division  
950 Pennsylvania Ave., N.W., Rm. 4706  
Washington, D.C. 20530

Missouri Department of Public Safety  
Office of the Director  
Juvenile Justice Unit  
P.O. Box 749  
Jefferson City, MO 65102-0749

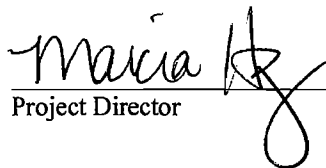
36. **Contract Renewal:** An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety, Office of the Director, for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public Safety, Office of the Director, shall have the right, at its sole discretion, to renew any such award of contract on a year to year basis. Should the Department of Public Safety, Office of the Director, exercise its right to renew the contract, the renewal shall be subject to the terms set forth by the Department of Public Safety, Office of the Director, in the documents developed for such renewal. Failure to comply with such terms set forth by the Department of Public Safety, Office of the Director, will result in the forfeiture of such a renewal option.

Failure to comply with any of the foregoing certified assurances could result in

- a. Funds being withheld until such time as the contractor takes appropriate action to rectify the incident(s) of non-compliance or
- b. The immediate termination of the award of contract.

The applicant hereby certifies, by signature, acceptance of the terms and conditions specified or incorporated by reference herein, including those stated in the application packet, the DPS Financial and Administrative Guide, and the Office of Justice Programs Financial Guide.

  
Authorized Official                      9-22-2011  
Date

  
Project Director                      9-22-2011  
Date



**Application**

**912 - 2011 Title II Formula Grant Program**  
**1035 - 13th Circuit Juvenile Detention Alternatives Initiative Program**  
**Title II Formula Grant**

**Status:** Editing **Submitted Date:**

**Applicant Information**

**Primary Contact:**

**Name:\*** Ms. Marcia Hazelhorst  
Title First Name Last Name

**Job Title:** Superintendent

**Email:** marcia.hazelhorst@courts.mo.gov

**Mailing Address:** 5665 Roger I Wilson Memorial Drive

**Street Address 1:**

**Street Address 2:**

**\* City State/Province Postal Code/Zip**  
 Columbia Missouri 65202

**Phone:\*** 573-886-4450 Ext.

**Fax:** 573-886-4461

**Organization Information**

**Applicant Agency:** Boone County, Juvenile Office

**Organization Type:** Government

**Federal Tax ID#:** 43600034

**DUNS #:** 073755977

**CCR Code:**

**Organization Website:** Valid Until Date <http://www.courts.mo.gov/hosted/circuit13/>

**Mailing Address:** 5665 Roger I Wilson Memorial Drive

**Street Address 1:**

**Street Address 2:**

**\* City State/Province Postal Code/Zip**  
 Columbia Missouri 65202 6522  
City State/Province Postal Code/Zip

**County:** Boone

**Congressional District:** 09

**Phone:\*** 573-886-4450 Ext.

**Fax:** 573-886-4461

**Contact Information**

**Authorized Official**

Authorized Official:\*

Mr. Edward Robb  
Title First Name Last Name

Job Title: Presiding Commissioner

Agency: County of Boone

Mailing Address: 801 East Walnut, Room 245

Street Address 1:

Street Address 2:

\* Columbia Missouri 65201  
City State Zip Code

Email: erobb@boonecountymmo.org

Phone:\* 573-886-4305 Ext.

Fax: 573-886-4311

**Project Director**

Project Director:\*

Mrs. Marcia Hazelhorst  
Title First Name Last Name

Job Title: Superintendent

Agency: Robert L. Perry Juvenile Justice Center

Mailing Address: 5665 Roger I. Wilson Drive

Street Address 1:

Street Address 2:

\* Columbia Missouri 65202  
City State Zip Code

Email: Marcia.Hazelhorst@courts.mo.gov

Phone:\* 573-886-4450 Ext.

Fax: 573-886-4461

**Fiscal Officer**

Fiscal Officer:\*

Ms Nicole Galloway  
Title First Name Last Name

Job Title: Treasurer

Agency: Boone County

Mailing Address: 801 E. Walnut Room 205

Street Address 1:

Street Address 2:

\* Columbia Missouri 65201  
City State Zip Code

Email: ngalloway@boonecountymmo.org

Phone:\* 573-886-4365 Ext.

Fax: 573-886-4369

**Project Contact Person**

Project Contact Person:

Mrs. Marcia Hazelhorst  
Title First Name Last Name

Job Title: Superintendent

Agency: Robert L. Perry Juvenile Justice Center

Mailing Address: 5665 Roger I. Wilson Drive

Street Address 1:  
Street Address 2:

Columbia Missouri 65202  
City State Zip Code

Email: Marcia.Hazelhorst@courts.mo.gov

Phone: 573-886-4450

Ext.

Fax: 573-886-4461

**Non-Profit Chairperson**  
Non-Profit Chairperson:

Title First Name Last Name

Job Title:

Agency:

Mailing Address:

Street Address 1:

Street Address 2:

City Missouri Zip Code  
State

Email:

Phone:

Ext.

Fax

**Title II Project Summary**

**Application Type:**

**New**-the application is being submitted as part of a competitive bid process and is not currently funded by the Department of Public Safety.

**Renewal**-the agency has specifically been notified of the opportunity to renew an existing contract.

**Continuation**-Not Applicable for 2011 Title II.

**Expand/Enhance**-Not applicable for 2011 Title II.

Application Type: Renewal

**Current Contract Number(s):**

List all active contract numbers as assigned by the Department of Public Safety relating to the proposed project. If you have more than one active contract number, separate each number by commas.

Current Contract Number(s): 2008-TITLE2-19

**Title II Purpose Areas:**

Based on the current Three-Year Plan, and in conjunction with the recommendations of the JJAG, the eligible purpose areas for **new projects** for 2011 include:

- Alternatives to Detention (JDAI), and
- Gender Specific Services for Girls.

Based on the current Three-Year Plan, and in conjunction with the recommendations of the JJAG, all second and third year Title II projects my submit a **Renewal Application** that is not subject to the competitive bid process for 2011. The eligible amount that can be requested in the Renewal Application cannot exceed the amount awarded for 2010. The purpose areas for these existing projects remain the same.

Title II Purpose Area: Alternatives to Detention (JDAI)

**Geographic Area:**

Identify the geographic area to be served by the proposed project.

Geographic Area: 13th Circuit, Boone and Callaway County

**Brief Summary:**

Provide a brief summary of the proposed project and the services that will be offered. The information in the summary

*may be used for reporting and press releases if funded.*

**Brief Summary:** To implement phase three of the Annie E. Casey Foundation Juvenile Detention Alternatives Initiative by conducting regular meetings with a collaborative board and it's sub-committees; collaborating with other JDAI sites both nationally and locally by attending site visits; gathering data specific to the use of detention, detention alternatives, the JDTA and disproportionate minority contact; analyzing this data to steer our reform measures and lastly implementing phase three by training staff on DMC issues and core strategies pertaining to special detention populations.

**Estimated Number of Youth to Be Served** 360  
**Estimated Cost Per Youth** \$101.57

**Personnel**

Name	Title	Position	Employment Status	Salary per Pay Period	Number of Pay Periods	% of Grant Funded Time	Total Cost
							\$0.00

**Personnel Justification**

*If personnel is not included in the budget, put N/A or leave this section blank.*

*If personnel is included in the budget, provide justification for each position. If the position is new (created), provide a description of the job responsibilities the individual will be expected to perform. If the position exists (retained), provide a description of the job responsibilities and the experience and/or any certification the individual possesses.*

*If a salary increase is included, address the individual's eligibility for such increase, the percentage of increase, and the effective date of the increase.*

**Personnel Justification**

N/A

**Personnel Benefits**

Category	Item	Salary/Premium	Percentage/# of Periods	% of Funding Requested	Total Cost
					\$0.00
					\$0.00

**Personnel Benefits Justification**

*If personnel benefits are not included in the budget, put N/A or leave this section blank.*

*If personnel benefits are included in the budget, provide justification for each fringe benefit. If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Benefits Justification**

N/A

**Travel/Training**

Item	Category	Unit Cost	Duration	Number	Total Cost
JDAI Inter-Site Conference	Airfare/Baggage	\$400.00	1.0	2.0	\$800.00
JDAI Inter-Site Conference	Airport Parking	\$10.00	3.0	1.0	\$30.00
JDAI Inter-Site Conference	Rental Car	\$50.00	3.0	1.0	\$150.00
JDAI Inter-Site Conference	Fuel	\$50.00	1.0	1.0	\$50.00
JDAI Inter-Site Conference	Meals	\$74.00	1.0	2.0	\$148.00
JDAI Inter-Site Conference	Mileage	\$0.37	325.0	1.0	\$120.25
National Site Visit	Airfare/Baggage	\$400.00	1.0	6.0	\$2,400.00
National Site Visit	Rental Car	\$85.00	3.0	2.0	\$510.00
National Site Visit	Lodging	\$81.00	3.0	6.0	\$1,458.00
National Site Visit	Mileage	\$0.37	325.0	2.0	\$240.50
National Site Visit	Airport Parking	\$10.00	4.0	2.0	\$80.00
National Site Visit	Meals	\$49.00	4.0	6.0	\$1,176.00
National Site Visit	Fuel	\$75.00	1.0	2.0	\$150.00
					<b>\$7,312.75</b>

**Travel/Training Justification**

*If travel/training is not included in the budget, put N/A or leave this section blank.*

*If travel/training is included in the budget, provide justification for each expense and why such is necessary to the success of the proposed project.*

*For training, identify the location and date(s) of the training. If either the location or date(s) is unknown, clearly identify such. Describe the anticipated benefit and/or a synopsis of the training and who will be attending such event.*

**Travel/Training Justification**

In year three of JDAI implementation, we plan on sending a team of six to a JDAI National Site Visit in Albuquerque, New Mexico on a date to be determined in this next grant period. The team will consist of circuit personnel as well as members from our collaborative team. The purpose of the site visit is to gain further knowledge and insight into the JDAI as well as to learn from others and share materials that have been developed that would prove useful to us as we implement phase three of JDAI. The following is a breakdown of the costs associated with us participating in a National Site Visit:

1. **\$2,400** is being requested to cover airfare and baggage costs for six team members to fly roundtrip to Albuquerque, New Mexico. This figure is based on \$400/flight x 6 people=\$2,400.
2. **\$1,458** is being requested to cover lodging expenses for six team members for three nights. This figure is based \$81/night x 3 nights x 6 people=\$1,458. The \$81/night rate is the federal per diem rate for Albuquerque, New Mexico.
3. **\$1,176** is being requested to cover meal expenses for six team members for four days. This figure is based on the out of state travel per diem rate of \$49. The total meal reimbursement is figured by \$49/person x 4 days x 6 team members=\$1,176.



4. **\$510** is being requested to cover the cost of two rental cars which are needed for ground transportation to/from the airport and hotel as well as to/from the hotel and training site and to/from the hotel to restaurants for meals. We would look at renting a full size vehicle which could easily accommodate three passengers each and all their luggage. The expected cost of this would be  $\$85/\text{day} \times 3 \text{ days} \times 2 \text{ vehicles} = \$510$ .

5. **\$150** is being requested to cover the cost of fuel for each rental vehicle. It is expected that each vehicle will need to be filled up upon return to the rental company. With these being full size cars, it is expected that it would take approximately  $\$75/\text{vehicle}$  for fuel.

6. **\$80** is being requested to cover airport parking for two vehicles for four days. This figure is based on  $\$10/\text{day} \times 4 \text{ days} \times 2 \text{ vehicles} = \$80$ .

7. **\$240.50** is being requested to cover mileage to/from the airport for two vehicles. It is expected that we would fly out of Kansas City, International Airport which is approximately 325 miles roundtrip from Columbia, Missouri. This figure is based on  $325 \text{ miles} \times .37/\text{mile} \times 2 \text{ vehicles} = \$240.50$ .

Also in year three of implementing JDAI in our circuit, we anticipate sending two staff to attend the JDAI Inter-Site conference on a date to be determined during this grant period. It is important for us to attend this in order to hear others progress, what is working and not within other JDAI sites. The location for the conference as not yet been determined. Last year there was consideration given to holding it in Minnesota, which is the location used this time to figure an estimated cost for two staff to go to Minneapolis. The following is a breakdown of the costs for two staff to attend the JDAI Inter-site Conference:

1. **\$800** is being requested to cover airfare and baggage costs for two 13th Circuit staff to fly roundtrip to Minneapolis, Minnesota. This figure is based on  $\$400/\text{flight} \times 2 \text{ people} = \$800$ .

2. **\$148** is being requested to cover meal expenses for two staff as follows: Lunch on day one at  $\$16/\text{person} \times 2 = \$32$ ; dinner on day two and on day three at  $\$29/\text{person} \times 2 \text{ nights} \times 2 \text{ staff} = \$116$ . It is expected that lunch will be provided on day two and day three and dinner provided on day one. The meal allowance is based off the out of state travel per diem of  $\$64$  for Minneapolis, Minnesota.

3. **\$150** is being requested to cover the cost of a mid size rental car which is needed for ground transportation to/from the airport and hotel as well as to/from the hotel and to/from the hotel to restaurants for meals. We would look at renting a mid size vehicle which could easily accommodate two passengers and their luggage. The expected cost of this would be  $\$50/\text{day} \times 3 \text{ days} = \$150$ .

4. **\$50** is being requested to cover the cost of fuel for the rental vehicle. It is expected that the vehicle will need to be filled up upon return to the rental company. With these being a mid size car, it is expected that it would take approximately  $\$50$  for fuel.

5. **\$30** is being requested to cover airport parking for one vehicle for three days. This figure is based on  $\$10/\text{day} \times 3 \text{ days} \times 1 \text{ vehicle} = \$30$ .

6. **\$120.25** is being requested to cover mileage to/from the airport for one vehicle. It is expected that we would fly out of Kansas City, International Airport which is approximately 325 miles roundtrip from Columbia, Missouri. This figure is based on  $325 \text{ miles} \times .37/\text{mile} \times 1 \text{ vehicle} = \$120.25$ .

## Supplies/Operations

Item	Basis for Cost Estimate	Unit	Quantity	% of Funding Requested	Total Cost
Gift Cards for Incentives	Annually		100.0	100.0	\$1,000.00
Lunch at JDAI Site Coordinators' Meetings	Other		1.0	100.0	\$64.00
Materials for Focus Visit	One-Time		20.0	100.0	\$105.00
Meals for Collaborative Team Meetings	Other		6.0	100.0	\$810.00
Meals for Focus Visit	One-Time		20.0	100.0	\$180.00
Meals for JDAI Core Strategies Training	One-Time		3.0	100.0	\$27.00
Meals for Sub-committee meetings	Other		6.0	100.0	\$432.00
					<b>\$2,618.00</b>

## Supplies/Operations Justification

*If supplies/operations are not included in the budget, put N/A or leave this section blank.*

*If supplies/operations are included in the budget, provide justification for each expense. Address why the item is necessary for the proposed project, who will use it, and how it will be used.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

### Supplies/Operations Justification

1. **\$810** is being requested to cover meals for collaborative team members when they attend collaborative team meetings and trainings. Meetings and trainings are expected to be held over the lunch or dinner hour in order to accommodate most team member's schedules. We anticipate having meetings approximately every other month leaving us with holding approximately six meetings during the grant period. We expect approximately 15 members will attend at \$9 per person which follows the state per diem rate for Columbia, Missouri.  $\$9 \times 15$  members =  $\$135$ /meeting.  $\$135 \times 6$  meetings =  $\$810$ /grant period. Having regular ongoing meetings with a collaborative board is necessary to guide our circuit's reform efforts as the collaborative team acts as an advisory board to us.

2. **\$432** is being requested to cover meals for sub-committee meetings for the case processing, detention programming and detention alternatives committee. It is expected that these committees will meet every other month for a total of six sub-committee meetings. Not each of the sub-committees will need to meet each time over the lunch or dinner hour but some will need to due to the scheduling needs of their committee members. It is expected that the DMC sub-committee will meet directly following the collaborative team meetings as many of the committee members are also on the collaborative board. It is expected that approximately 8 people will attend each meeting and will be provided lunch at \$9 per person which follows the state per diem rate for Columbia, Missouri.  $\$9 \times 8$  members =  $\$72$ /meeting.  $\$72 \times 6$  meetings =  $\$432$ /grant period. It is imperative to our JDAI effort that these sub-committees meet regularly in order to review data and make recommendations to our executive and collaborative team on what reform efforts are needed.

3. **\$64** is being requested to cover meals for two staff to attend three Site Coordinators' meetings which are being planned for the next year. It is expected that each meeting will be held at different locations in Missouri. At this time, the State JDAI Site Coordinator expects these meetings to be held in Columbia, St. Charles, and Jefferson City. The rate for lunch was based on the State per diem rate for Columbia-\$9, St. Charles-\$14, Jefferson City-\$9. The breakdown for each location will be as follows: Columbia-\$9 x2 staff=\$18; St. Charles-\$14 x 2 staff=\$28; Jefferson City-\$9 x 2

staff=\$18. Attendance at site coordinators' meetings is necessary in order for our circuit to be kept informed as to changing JDAI practices across the state.

4. **\$180**-is being requested to cover the cost of lunch and snacks for 20 visitors from new, upcoming JDAI sites when we host a focus visit. This is based on \$9/person x 20 people=\$180. We have been asked by the State JDAI Site Coordinator to host a focus visit for new JDAI sites in this next grant period. We will be sharing information on what worked and did not work for us in our first two years of implementing JDAI in our circuit.

5. **\$105** is being requested to cover materials for when our circuit hosts a focus visit for new upcoming JDAI sites. We have been asked to do this during this next year. We have several photocopies of documents/procedures, etc. that we wish to copy, put into a binder and provide to those in attendance. We will also plan on dividing the binder into our major areas of focus during our two years of being a JDAI site. We would plan to purchase 20 binders at \$4/each for a total of \$80 and then 20 packages of tab dividers at \$1.25/each for a total of \$25.

6. **\$1,000** is being requested to cover the cost of purchasing gift cards from various fast-food restaurants, Wal-mart and movie theatres to be given to youth who are under formal or informal supervision for when they are in compliance with their probation conditions. This should help reduce the number of probation violations as it is believed that if youth are provided with tangible incentives that they will be more motivated to work harder to maintain compliance with their probation conditions. Gift cards would be purchased in varying amounts in order to reinforce compliance from youth at various levels of their supervision as well as based upon progress they are making in supervision. If funding is awarded we would purchase them as follow:

- 50-\$5 gift cards
- 45-\$10 gift cards
- 15-\$20 gift cards

7. **\$27** is being requested to cover the cost of lunch for three staff who will attend training on the JDAI core strategies. It is expected that training will be provided in Springfield, Missouri on a date to be determined and will focus on a particular aspect of one of the core JDAI strategies. For example, special populations could be focused on with the emphasis being on gender specific training. We will plan on sending three of our staff to this training so that we can improve our knowledge of JDAI concepts.

**Contractual**

Item	Basis for Cost Estimate	Unit	Quantity	Cost	% of Funding Requested	Total Cost
Cell Unit-Alternative to Detention	Other		95.0	\$5.00	100.0	\$475.00
ERC-Alternative to Detention	Weekly		44.0	\$530.00	100.0	\$23,320.00
GPS-Alternative to Detention	Other		100.0	\$5.25	100.0	\$525.00
Shelter Care-Alternative to Detention	Other		29.0	\$79.85	100.0	\$2,315.65
						<b>\$26,635.65</b>

**Contractual Justification**

*If contractual or consultant services are not included in the budget, put N/A or leave this section blank.*

*If contractual or consultant services are included in the budget, provide justification for each expense. Address why each item is necessary for the proposed project and who will benefit from the services.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

### **Contractual Justification**

All of our contractual requests are to provide detention alternatives to youth who might otherwise be detained for their referring offense as well as for releasing a youth from secure detention and placing them in an alternative to avoid them having to remain in secure detention any longer than need be. The following is a breakdown of cost for each alternative listed that we are requesting funds for:

1. **\$2,315.65** is being requested so that we can contract with a private agency to provide a total of twenty-nine shelter days at the current state of Missouri Emergency Residential care rate of \$79.85/day. Shelter care would be provided for youth who have committed a status or law violation offense, who score in the detention alternative range; have no suitable custodian to release to; the parent or custodian is refusing custody due to their behavior; or they are in need of placement for a short period of time until probation services can be arranged. We have provided shelter care as an alternative to detention since April 1, 2010. We currently have MOU's with three local providers and if approved will plan on extending this agreement with at least two of them. The amount requested for shelter care is based on  $\$79.85/\text{day} \times 29 \text{ days} = \$2,315.65$ . The estimated number of days is determined by looking at past years usage. From April of 2010 to September 2010, we used 39 days of shelter care and from October 1, 2010 to present, we have only used 5 days. We have had more of a need for shelter care than what has been used since October 1, however we have encountered some problems with our shelter care providers not having beds open for us to use. This has happened on at least three occasions during this period of time. We also feel that shelter care has been underutilized by our deputy juvenile officers and we will be working with them during this grant period to focus more on using this alternative.

2. **\$23,320** is being requested so that we can contract with The Intersection, a local not for profit agency in Boone County that provides supervision and programming to at risk youth. The Intersection has been providing our Evening Reporting Center services since August of 2010. Since August of 2010 to April 30, 2011, we have had 39 youth participate in the program. It is expected that at the end of the current grant year, we will have sent over 50 youth to the program. Of the youth who have participated, we have had 60% complete the program successfully. We currently have a MOU with The Intersection that allows us to send five youth/day, who are provided programming, supervision and a meal five days per week for a total cost of \$270/week. Recently we submitted a budget adjustment requesting that we be able to send ten youth per day for a total cost of \$530/week. We requested to increase the number of youth we are allowed to place at The Intersection because we have for the most part been keeping our five slots per day full and we want to allow some of our much younger youth who are scoring detention on the Juvenile Detention Assessment and who are not age appropriate for detention to attend the ERC. The total amount requested is based off of  $\$530/\text{week} \times 44 \text{ weeks}$  that the ERC is expected to be open which totals \$23,320.

In keeping with our year two JDAI implementation goal of increasing availability of and utilization of detention alternatives we are asking for funds to pay for our newest detention alternatives which are the Global Positioning System (GPS) along with the use of cell units to provide electronic monitoring for youth who do not have a land line in their home. We began using these in March and have found that this can become relatively costly for our families and as a result they are reluctant to participate in them because of the cost. Currently, the GPS system costs \$5.25 per day and the cell unit is \$5.00 per day. The three youth that have been on these systems since March are remaining on them for approximately 20+ days at a time, making the cost come to about \$100 for the time they are on the GPS or cell unit. Given how new this program is to us and the limited

use since March, it is difficult to determine how much will be needed to cover the youth placed on GPS or cell unit, who do not have the means to pay. We would request that the Judge or Family Court Commissioner make the final determination on a family's indigency in order to determine who would receive this benefit of having the GPS or cell unit paid for. The breakdown for the costs of the GPS and cell unit alternatives is as follows:

3. **\$525** for GPS services for indigent families is figured at \$5.25/day x 100 days=\$525.

4. **\$425** for cell unit service for indigent families is figured at \$5.00/day x 95 days=\$475.

## Total Budget

Total Project Cost: \$36,566.40

## Experience and Reliability

### Experience and Reliability \*

*Provide a description that clearly establishes who is applying for funds. Summarize the services currently being provided by your agency. Do not include every issue the agency addresses, only those that may be impacted by this funding. Include the following:*

- background information about the community you serve;
- the geographic location/jurisdiction you plan to serve; and
- demographics of the population in the location/jurisdiction served by your agency.

*Provide examples of experiences that support your agency's ability to provide the proposed services. For example:*

- recent accomplishments;
- statistical data on youth served;
- related services provided by your agency; and
- other accomplishments.

*For all applicants, this section should clearly, but briefly, show the agency possesses the necessary skills, experience, and qualifications to achieve success if the proposal is funded.*

*Please refer to 2011 Title II Funding Opportunity Guidelines for definitions regarding the types of applicants eligible for this funding.*

The 13<sup>th</sup> Judicial Circuit Juvenile Division is comprised of Boone and Callaway counties which are progressive counties located in the center of the state at the crossroads of major east-west and north-south highways. Population growth and prospects for additional growth are placing increasing demands on county government. The 13<sup>th</sup> Circuit Family Court-Juvenile Division operates within a 2009 U.S Census Bureau estimated population of approximately 200,104. Boone County makes up 156,377 of this population and Callaway 43,727. According to population data provided by OJJDP, youth ages 10-16 made up 8% of the total population within the two counties in 2009. It is expected that this population percentage will remain about the same once the 2010 census data becomes available. Demographics are of an urban, semi-urban, and rural composition with a unique degree of ethnic diversity. Boone and Callaway Counties are the home to a significant number of minority populations, including Asians, American Indian, Hispanic, Latino, African-Americans, in addition to the Caucasian population. Minority youth age 10-16 make up 16% of the 10-16 year old population in Boone and Callaway counties.

The 13<sup>th</sup> Circuit Juvenile Division is made up of the Boone and Callaway County Juvenile Offices and the Robert L. Perry Juvenile Justice Center. The Boone and Callaway County Juvenile Offices handle all juvenile referrals for the circuit in addition to providing supervision/probation services for youth placed on informal or formal supervision. As part of the referral process, deputy juvenile officers screen all referrals making decisions to release or detain youth; whether or not to work formally or informally with youth referred as well as prepare pre-dispositional reports for youth who have been placed at the Robert L. Perry Juvenile Justice Center for contract evaluations. Deputy juvenile officers are also responsible for facilitating an array of Cognitive Behavioral Intervention programs to youth who are on supervision. Currently, we have eleven deputy juvenile officers, two supervisors and the Juvenile Officer who oversee these services. At present we are down three deputy juvenile officer positions between the Boone and Callaway County Juvenile Offices. Staff at the Robert L. Perry Juvenile Justice Center is responsible for supervising youth who are placed at the center for both detention and placement and seeing that their overall needs are met while placed at the Juvenile Justice Center. They also prepare pre-dispositional reports for youth placed at the center for evaluations as well as prepare certification reports on youth awaiting possible certification. Finally, like deputy juvenile officers, they facilitate an array of Cognitive Behavioral Intervention Programs to youth who are placed at the detention center. Currently there are five caseworkers and two evaluators as well as several program assistants, two supervisors and the Superintendent who oversee these services.

Over the past several years, the 13<sup>th</sup> Circuit Juvenile Division has been chosen to pilot various projects through the Office of State Courts Administrator due to our prestigious reputation for being committed to improving the Juvenile Justice System. We have been a Fostering Court Improvement Site for the past four years, where we have created a parent education program; conducted case reviews to address timely reunification and implemented various changes in court proceedings in order to achieve permanency sooner for children. We participated in the INotes Project through OSCA which opened the doors to communication with school personnel, etc. Further, the 13<sup>th</sup> Circuit Juvenile Division has had several programs receive the Missouri Juvenile Justice Association's Award of Excellence. The Victim's Services Program received the award in 2001; Family Therapy Program in 1995; Juvenile Sex Offender Program in 1994; and the Intensive Supervision Program in 1993.

## Statement of the Problem

### Statement of the Problem\*

*Clearly define the problem you propose to impact with the project proposed to be funded through Title II. Be specific and only include information relevant to this request.*

*This section must justify the need for the proposed services outlined in the Methodology section of your proposal. Use local data and other sources of information to define and describe the problem. Link the problem(s) to specific social and environmental factors.*

*Successful applicants will show a clear need for the proposed programming through a logical, concise, and complete evaluation of:*

- *Local data pertaining to the source(s), history, current scope and dimension(s) of the problem;*
- *A definition of the target population (age, gender, educational performance, socioeconomic background, etc.);*
- *The risk and protective factors present within the proposed area of service;*
- *Trend analyses, forecasts, and/or other data relating to the problem(s);*
- *The comparison between available local, regional, and state data (utilizing graphs whenever possible) pertaining to the problem and level of incidence as evidenced by official statistics; (arrest statistics, school records, juvenile court referrals, etc.); and*
- *Current and/or recent local efforts to combat or address the problem and the results of those efforts.*

Please see PDF attachment, "Statement of the Problem Attachment" which is located under other attachments. Our statement of the problem included numerous graphs to display data collected during 2010 which were unable to be copied and pasted into this section without distorting the graphs. The majority of the narrative is tied to information displayed in the graphs and charts.

## Program Goals and Objectives

### Title II Program Goals and Objectives\*

*Provide the single, overall, defined goal for this proposed project. Then provide the objectives (activities) that will be implemented in order to support and achieve that goal. Refer to the Performance Based Measures when developing the Goals and Objectives.*

*A goal is a broad-based statement that reflects an overall end result you are trying to attain. A goal must be clearly stated, realistic, and achievable. A project will usually have one broad based goal.*

#### **Example of a Goal:**

*To reduce the number of juveniles reoffending within the city of ABC.*

#### **Example of Supporting Activities:**

- 1. To provide after school mentoring services to delinquent youth.*
- 2. Program youth will participate in the proposed site-based mentoring program and after- school academic recovery program.*
- 3. After the first month of services, youth and their families will meet weekly with the community services coordinator to review their progress.*

**Goal:** To improve the 13<sup>th</sup> Circuit Juvenile Justice System by successfully completing phase three of the Juvenile Detention Alternatives Initiative.

### Supporting Activities:

1. Implement the detention self assessment work plan that was developed in year two and evaluate changes made to detention based off the assessment as well as identify any other areas needing detention reform.
2. Continue working with a collaborative team to monitor and evaluate progress towards JDAI goals.
3. Work with the State DMC Coordinator and our DMC committee to reduce the number of minority referrals received from Boone County schools and law enforcement agencies.
4. Collect and analyze data on the use of detention including but not limited to the average daily population; reasons for detention; length of stay in detention; number of minority youth placed in detention; and demographic information on youth placed in detention.
5. Collect data on the use of the JDTA and evaluate data to steer future detention reforms.
6. Increase the use of detention alternatives for medium risk youth.
7. Participate in a national JDAI model site visit to gain insight and knowledge for the further development of JDAI in the 13<sup>th</sup> Circuit.
8. Attend the JDAI Inter Site conference in order to hear others progress, what is working and not within other JDAI sites.

## Methodology

### Methodology\*

*The Methodology is considered the operational or "who, what, when and how" portion of the proposal. Include the proposed model program and services to be provided through the use of Title II funds. Also include the rationale for this program selection and the anticipated impact it will have on the juvenile issue(s) previously described in the Statement of the Problem.*

*The model program and the degree of fidelity to the model must be discussed in this section. Key topics to fully address the Methodology may include, but are not limited to:*

- *The model program being referenced, the services that will be provided, and a detailed explanation of how all of the components of the model, best, and/or promising practice will be incorporated into the program.*
- *A full description of the services that will be provided by this project*
- *The geographic area to be served by this project*
- *Who will provide and receive services*
- *When the services will be provided*
- *Where the services will be provided*
- *How the services will be provided (include screening, assessment, and/or referral procedures)*
- *The organizations that will assist in the delivery of services and their roles*
- *The impact the program/services will have on your community.*
- *A three month implementation timeline (funded proposals must be operational within 90 days of October 1st)*

The 13<sup>th</sup> Circuit Juvenile Division agreed to participate in the model program Juvenile Detention Alternatives Initiative (JDAI) in 2009. We finished implementing phase one of the initiative in September, 2010 and since October of 2010 have been working on completing phase two of the initiative. If grant funding is awarded, we plan to further implement the model in our Circuit by implementing phase three.

According to information provided on the JDAI Help Desk Website([www.jdaihelpdesk.org](http://www.jdaihelpdesk.org)) the JDAI began as a project of the Annie E. Casey Foundation in 1992 with a primary focus of addressing the efficiency and effectiveness of juvenile detention. The identified goals of the JDAI are:

- To decrease the number of youth unnecessarily or inappropriately detained;
- To reduce the number of youth who fail to appear in court or re-offend pending adjudication;
- To redirect public funds towards effective juvenile justice processes and public safety strategies;
- To reduce the disproportionate minority confinement and contact of the juvenile justice system;
- To improve the juvenile justice system overall.

The JDAI has identified eight core strategies that if followed effectively have been proven to "reduce the unnecessary and inappropriate use of detention, reduce costs, increase system fairness and improve the juvenile justice system overall without compromising public safety". The eight core strategies as identified by the JDAI are as follows:



1. Collaboration among juvenile justice agencies, community organizations and other government agencies;
2. The use of data in making policy and case-level decisions;
3. Objective instruments to guide detention decisions;
4. Operation of a continuum of non-secure detention alternatives;
5. Case processing efficiencies to reduce time between arrest and case disposition;
6. Improve conditions of confinement;
7. Safe reductions of special populations(i.e. probations violations, warrants, and cases awaiting placement);
8. Racial/ethnic fairness in policy and case-level decision-making

The JDAI began with a select few number of initial sites to pilot and test the initiative. Of those original sites, four remain as model sites which are as follows: Cook County (Chicago), Illinois; Multnomah County (Portland), Oregon; Santa Cruz County, California; and Bernalillo County (Albuquerque), New Mexico. Each of these sites applied the eight core strategies of detention reform and accomplished tremendous results. In Multnomah County, they reduced their detention population by 65% and developed several alternatives to detention programs as well as developed a risk assessment instrument along with an intake team who reviews all of the detention decisions. In Santa Cruz County, by participating in the JDAI, they lowered the number of youth in their detention center by half and further diverted plans for building a new detention facility which ultimately saved them millions of dollars. Further, Santa Cruz California was able to lower the number of Latino youth being placed in detention as well as other minority youth being detained. Like Multnomah and Santa Cruz County, Bernalillo County reduced its detention population by 44% and reorganized staff and resources to focus on community based treatment programs and less secured detention facilities. Finally, just like the other sites, Cook County showed tremendous success in reducing its detention population from 693 in 1996 to 454 in 2003. They focused on developing alternatives to detention which included Evening Reporting Centers. The State of New Jersey has recently been added as a model JDAI site. They have managed to reduce their annual admissions to detention by 41% and their average daily population by 44%. New Jersey is unique from the other sites in that this is a state-wide initiative and not just county based.

Now there are several courts in the United States implementing the JDAI with nine of those being in Missouri. Missouri also has four original model JDAI sites which are: St. Louis County, St. Louis City, Jackson and Greene County. Since implementing JDAI in these model circuits in Missouri, these sites have lowered their average daily population by 26%; the number of annual admissions by 23% and their average length of stay in detention by 8%.

The 13<sup>th</sup> Circuit Juvenile Division's plan to further implement the JDAI model would follow the JDAI developmental milestones and tasks identified in the JDAI Starter Kit for year three, a copy of which is attached hereto and incorporated by reference.

Step One: Collaboration-Conduct an assessment of year two implementation efforts and provide this information to collaborative team. Formally develop a work plan for year three which includes

continued JDAI training for detention and probation staff as well as conducting at least one model site visit; attendance at Site Coordinator's meetings and attendance at the inter-site conference to further our development of JDAI in our circuit. Continue working with current collaborative team as well as recruit further collaborative team members to ensure diversity.

Step Two: Data-Complete monthly and quarterly management and statistical reports which collect relevant JDAI information and share said reports with executive and collaborative team as well as probation and detention staff. Use data to inform executive team on necessary policy changes as well as dig deeper into data obtained in order to analyze targeted populations, specifically youth of color.

Step Three: Objective Admission Policies and Practices-Continue using the JDTA instrument to objectively determine the use of detention. Develop procedures for when Law Enforcement brings youth to detention. Assess the implementation and outcomes of the JDTA by completing data to be analyzed on a quarterly basis.

Step Four: Alternatives to Detention-Make sure that our alternatives to detention are responsive to youth needs and that we serve those youth who would otherwise be detained. Collection of data on the use of alternatives including demographic information on youth placed on detention alternatives; geographic profiles of youth referred for detention; and implementation and outcomes of youth on detention alternatives. Finally, we will work on further development of detention alternatives based on youth needs in our circuit.

Step Five: Case processing-Make sure that cases are processed in a fair and efficient manner by following recommendations from the case processing analysis completed in year two by the case processing sub-committee. Write policy and procedures based off these recommendations including running monthly reports which show average length of stay by gender, offense and race.

Step Six: Special Detention Cases- Ensure that policies and practices are followed to reduce and monitor the use of detention for special detention cases, such as youth being detained due to technical probation violations as well as female offenders being detained due to having no other options. Ensure that there is proper management oversight on warrant requests and increased efforts to locate youth and maintain compliance with supervision conditions prior to warrants being issued.

Step Seven: Conditions of Confinement-Complete a second self-assessment of detention once detention reform has occurred from initial self-assessment. Provide training on best practices for detention operations.

**Step Eight: Racial/Ethnic Disparities & DMC-**Develop a plan to help all staff understand how daily decisions might impact racial/ethnic disparities. Provide training on disparities and disproportionality to staff on a regular basis. Continue data collection that is disaggregated by race/gender/ethnicity.

In summary, if funding is awarded, youth who are taken into custody and referred to the Boone and Callaway County Juvenile Offices for possible detention will be served under this program by being administered the Missouri Juvenile Detention Assessment by deputy juvenile officers from either Boone or Callaway County prior to them being detained, released or placed on a detention alternative. It is expected that the instrument's recommendation will be followed unless an override is authorized by administrative staff. The use of the sanctions grid and positive incentives grid are needed to help us reduce the number of youth placed in detention for probation violations. Due to youth scoring in the detention alternative range, the detention alternatives are needed to prevent youth from having to go to detention and for the community's protection. We will also work with our collaborative team and other sub-committees to ensure that minority youth are not overly represented in detention or in the referral process as well as work to ensure our detention center provides a safe, secure environment for residents as well as meets their educational and programming needs. Finally, in addition to the above noted services, if funding were granted we would use funds to provide lunch to our collaborative team and sub-committee teams who will help us reach the milestones outlined above for phase three of the JDAI Implementation. We will also attend the Inter-Site conference and visit a Model JDAI site in order to learn from others and to share materials that have been developed that would prove useful to us as we implement phase three of JDAI in our circuit.

#### **First Three Month Implementation Time Line:**

<b>Task to be completed:</b>	<b>Date task to be completed by:</b>
Hold a Collaborative Team Meeting	October, 2011
DMC/Detention Programming Committee Meeting	November, 2011
Complete 2011 data report	December, 2011
Share 2011 Data Report with Collaborative Team	January, 2011

#### **Coordination of Services**

##### **Coordination of Services\***

*Explain how this applicant agency will collaborate with other service providers in the community that serve the target*

population.

*For example,*

- *Who are other service providers in the community?*
- *How will the applicant agency avoid service duplication?*
- *How will referrals be obtained and shared?*
- *Does the applicant agency have formal agreements in place with these other services providers?*
- *Will the applicant agency set up formal agreements with the other services providers?*

*And so forth.*

Services under this grant continue to be coordinated with our State JDAI coordinator who is through OSCA and the AECF as well as our local law enforcement agencies, county commissioners, school and mental health personnel. We have current Memorandums of Understanding with three local residential facilities, Coyote Hills, Rainbow House and Prenger Family Center, to provide emergency shelter care and we have a Memorandum of Understanding with The Intersection, a not for profit agency who provides our Evening Reporting Services. We have also began working with MJJA's State DMC Coordinator, Carolyn Kampeter. If these services are approved again for funding, this coordination of service will continue. We also have representatives from some of the school districts in addition to law enforcement, mental health and Division of Youth Services on our collaborative team. Service duplication will be avoided as the services to be provided focus on JDAI and mostly change the way the 13<sup>th</sup> Circuit makes decisions to detain youth. Other efforts to coordinate services will be to continue to work with Division of Youth Services for the purpose of sharing resources.

**Performance Measures - Outcomes**

<b>Title II Purpose Areas:</b>	<b>Title II Performance Measures Outcomes:</b>
Alternatives to Detention (JDAI)	Percent change in the ADP in secure detention-Long Term
Alternatives to Detention (JDAI)	Percent change of ALOS in secure detention-Short Term
Alternatives to Detention (JDAI)	Percent change in the ADP in secure detention-Short Term
Alternatives to Detention (JDAI)	Percent change of ALOS in secure detention-Long Term
Alternatives to Detention (JDAI)	MANDATORY-Number and percent of program youth completing program requirements-Mandatory-Short Term

**Performance Measures - Outputs**

<b>Title II Purpose Areas</b>	<b>Title II Performance Measure Outputs</b>
Alternatives to Detention (JDAI)	Number and percent of program youth receiving RAI
Alternatives to Detention (JDAI)	Number of hours of program staff training provided
Alternatives to Detention (JDAI)	MANDATORY-Number of Youth Served-Mandatory

**Program Evaluation**

**Performance Based Measurement (Program Evaluation)\***

*Restate the Goal, Objectives, and Performance Measures for this project. For each, indicate the procedures to be utilized by your agency to collect and report on the data necessary to measure the progress and success of the project. Keep in*

*mind that the Performance Measures are set by the Office of Juvenile Justice and Delinquency Prevention and that data must be collected on a continuous basis and reported to the Department of Public Safety monthly.*

**Goal:** To improve the 13<sup>th</sup> Circuit Juvenile Justice System by successfully completing phase three of the Juvenile Detention Alternatives Initiative.

**Supporting Activities:**

1. Implement the detention self assessment work plan that was developed in year two and evaluate changes made to detention based off the assessment as well as identify any other areas needing detention reform.
2. Continue working with a collaborative team to monitor and evaluate progress towards JDAI goals.
3. Work with the State DMC Coordinator and our DMC committee to reduce the number of minority referrals received from Boone County schools and law enforcement agencies.
4. Collect and analyze data on the use of detention including but not limited to the average daily population; reasons for detention; length of stay in detention; number of minority youth placed in detention; and demographic information on youth placed in detention.
5. Collect data on the use of the JDTA and evaluate data to steer future detention reforms.
6. Increase the use of detention alternatives for medium risk youth.
7. Participate in a national JDAI model site visit to gain insight and knowledge for the further development of JDAI in the 13<sup>th</sup> Circuit.
8. Attend the JDAI Inter Site conference in order to here others progress, what is working and not within other JDAI sites.

<b>PERFORMANCE MEASURES</b>	
<b>PERFORMANCE OUTPUT MEASURES</b>	
<b>Expected Output Measure</b>	<b>How data will be collected and reported</b>
Number of program youth served: an average of 30 youth per month for a total of 360 youth served	Data will be kept on the number of youth that are presented for detention each month where the deputy juvenile officer has in person contact and completes the JDTA
Number of hours of program staff training provided: 14 hours of training will be provided to staff during the grant period.	The number of training opportunities, the length of the training and number of staff who attended will be kept.
Number and percent of program youth receiving RAI: 100% of youth presented for detention will be assessed using the Missouri RAI(JDTA)	Monthly we will report the number of youth who were assessed using the JDTA.
<b>PERFORMANCE OUTCOME MEASURES</b>	
<b>Expected Outcome Measure</b>	<b>How data will be collected and reported</b>
Number and percent of program youth completing program requirements: 360 youth or 100% will complete the program successfully	We will keep track of the number of youth served under our program each month as well as how many were released or terminated from services.
Percent change in the Average Daily Population in secure detention (long and short): the percent change in average daily	Daily population reports will be kept for each month. The daily population will be reported for each month along with the percent change

population for 13 <sup>th</sup> Circuit youth will be no greater than a 10% increase.	from the previous year's average daily population. End of the year change will also be provided at the close of the grant year.
Percent change of Average Length of Stay in secure detention (long and short): the percent change in average length of stay in secure detention for 13 <sup>th</sup> Circuit youth will be no greater than a 10% increase.	Records will be kept on the number of days each youth remains on detention. This number will be compared to numbers from the previous year. We will report the average length of stay for kids each month and at the end of the grant period, the percent change from the previous year.

**\*All data collected will be disaggregated by race/sex/age/type of offense.**

### Program Sustainability

**Program Sustainability\***

*Title II grant awards are defined by OJJDP as "seed money" for new and innovative programs at the state, regional, and local levels. New applicants must develop a sustainability plan that includes no more than up to three years of federal funding. At the conclusion of federal funding, it is expected that subgrantees will continue the Title II programming even if it is only at a reduced level. Applicants must explain what steps will be taken to sustain this program after the three-year cycle of the grant. Renewal applicants must submit an updated Sustainability Plan.*

*Applicants must provide narrative information on their history of sustaining any Title II grant-funded program previously funded through the Department of Public Safety. Additionally, **utilizing a table format**, applicants must list grants received from the Department or other funding sources and provide details for each program indicating if it was or is currently being sustained.*

The 13<sup>th</sup> Circuit Juvenile Division has participated in several prior grant funding opportunities under the Title II, JAIBG, and JABG grant funds. Specifically within prior Title II funded projects we have sustained our gender specific program by adopting the Cognitive Behavioral Intervention WINGS program which is a gender specific program for girls. Substance Abuse Intervention Services are also being provided by the utilization of our Cognitive Behavioral Program entitled Why Can't I Stop as well as through services provided by Pathways and Preferred Family Health Center. The Juvenile Drug Court program is no longer in existence. Further, we have applied for and received prior grant funding from the Office of State Court's Administrator in the areas of Multi-Disciplinary Training in Abuse and Neglect cases as well as grant funds under Juvenile Delinquency Prevention Programs/Services. Finally we have received funds from the Department of Youth Services under their Youth, Family and Community JCD grant project. The table below outlines some of our prior grant funding projects and successes related to those projects as well as our sustainability of these programs:

Grant Period	Source	Services Provided	Outcomes	Sustainability
1999-2011	JABG	A variety of services have been provided over the years through this grant source. The primary construction of the art building at the RLPJJC along	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations.	Funds for the legal assistant have been allocated into our personnel budget; many of these items were purchased and continue to be maintained at the RLPJJC, BCJO, and CCJO.

		with the Art Instructor's salary; computer lab, fitness center and security cameras at the center. Addition of a legal assistant in the Boone County Juvenile Office; purchase of digital video camera; drug testing; video conferencing purchase; SASSI and music program at the RLPJJC and the purchase of resource materials that have been used in programming; Intensive Supervision Services; purchase of laptops and vehicles.		
1998-2009	Title II	Substance Abuse Intervention Services; Gender specific services and Drug Court Program.	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations.	The Substance Abuse Intervention Services are continuing at this time and Gender Specific Services continued for several years after grant funding ended. We have since changed our gender specific services to the CBI WINGS program which is currently being provided to female offenders.
<b>Grant Period</b>	<b>Source</b>	<b>Services Provided</b>	<b>Outcomes</b>	<b>Sustainability</b>
1995-1999	DYS JCD Funds	Officers were assigned to supervise a young offender caseload.	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations	Services are still being provided that are specific to child offenders-Options to Anger and Thinking for a Change.
2001-2011	DYS JCD Funds	Two deputy juvenile officer positions	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations.	Service is still being provided.
2002-2011	DYS JCD Funds	Family therapist	In each of these grant periods, the 13 <sup>th</sup> Circuit met or exceeded expectations.	Service is still being provided.
2006-2011	OSCA	Mulit-disciplinary training for Child	In each of these grant periods, the 13 <sup>th</sup>	These are one year grants, specific for training

		Abuse/Neglect cases	Circuit met or exceeded expectations.	opportunities.
2008-2009	OSCA	Restitution Coordinator position	We met or exceeded expectations for this funding cycle.	Funding was extended for us for an additional six month period, however funding has ended. We now have a program assistant who has assumed this role.

If funding is awarded for this program, it is expected that we will not have difficulty sustaining the program, as many of the costs are one time costs with the intent to familiarize agencies with the JDAI. The only areas in the grant application that we will have to work to sustain would be funding for our detention alternatives and positive incentives. If these alternatives continue to be successful, resources would be examined from our existing budget or other funds would be used to sustain them as an alternative to detention. For incentives, we could rely on donations or other grant funding sources to assist in maintaining our use of tangible positive incentives.

**Non-Supplanting Statement**

**Non-Supplanting\***

*Address the issue of supplanting as it pertains to this grant application.*

*Supplanting applies to public, governmental, and non-profit agencies. If you are requesting funds for existing costs not covered previously through Title II funds, address in detail how using the proposed Title II funds for the existing costs would not constitute supplanting. These federal funds are not intended to replace local funds or other state/federal funds.*

*Provide enough information to ensure that the reviewer knows that you have a thorough understanding of supplanting.*

This funding will not supplant existing funding. We acknowledge that federal funds will be used to supplement existing funds and not substitute or replace local or state funds that have been appropriated or would otherwise be spent for the same purpose.

**Audit Requirements**

**Date last audit was completed:** 6/28/10  
**Date(s) covered by last audit:** 1/1/2009-12/31/2009  
**Last audit performed by:** Rubin Brown LLP  
**Phone number of auditor:** 314-290-3300  
**Date of next audit:** 6/30/11  
**Date(s) to be covered by next audit:** 1/1/2010-12/31/2010  
**Next audit will be performed by:** Rubin Brown LLP

*Total amount of financial assistance received from all entities, including the Missouri Department of Public Safety, during the date(s) covered by your agency's last audit, as indicated above.*



The **Federal Amount** refers to funds received directly from the Federal Government or federal funds passed through state agencies.

The **State Amount** refers to funds received directly from the State of Missouri, not including federal pass-thru funds.

**Federal Amount:** \$2,154,000.00  
**State Amount:** \$2,685,000.00

**Required Attachments**

Attachment	Description	File Name	Type
Organizational Chart(s)	Organizational Chart for JJC and Juvenile Office	Organization Chart Attachment.ppt	ppt
Job Description(s), (if applicable)			
2 Letters of Support			
Resume(s) (if applicable)			
Memorandum(s) of Understanding (if applicable)			
Model Program Information			
Current Copy of 501(c)(3) (if applicable)			
Board of Directors Contact Information (if applicable)			

**Other Attachments**

File Name	Description
Statement of the Problem Attachment.doc	Statement of the Problem attachment.

**Application Certified Assurances Form**

*To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:*

*Title II Certified Assurances*

*I am aware that failure to comply with any of the Certified Assurances could result in funds being withheld until such time that I, the recipient, take appropriate action to rectify the incident(s) of non-compliance.*

**I have read and agree to the terms and conditions of the Juvenile Accountability Block Grant.** Yes

*Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. You must include your title, full legal name, and the current date.*

**Title:** Presiding Commissioner  
**Authorized Official Name:** Edward H. Robb  
**Date:** 05/30/2011



# MISSOURI JUVENILE JUSTICE ASSOCIATION

..... promoting justice for children, youth and families

## **Board of Directors**

*President*  
Tammy Walden  
Camdenton

*Vice President*  
Marcia Hazelhorst  
Fulton

*Secretary*  
Beverly A. Newman  
Harrisonville

*Treasurer*  
Douglas E. Abrams  
Columbia

## **Board Members**

David Boucher  
Jefferson City

Paula Cunningham  
Jefferson City

Vera Freeman  
Kansas City

Joyce Guleff  
St. Louis County

Catherine Horejes  
St. Louis City

Jordan Land  
West Plains

Paul Roberts  
Jefferson City

*Ex Officio*  
Kim Moeckel  
St. Louis County

## **MJJA Office**

*Executive Director*  
Vivian L. Murphy

*DMC Coordinator*  
Carolyn Kampeter

*Development Specialist*  
Patty Hasselbring

*Executive Assistant*  
Lisa DeBroeck

May 24, 2011

Marcia Hazelhorst  
Robert L. Perry Juvenile Justice Center  
5665 Roger I. Wilson Memorial Drive  
Columbia, Missouri 65202

On behalf of the Missouri Juvenile Justice Association (MJJA), I am offering this letter of support for the 13<sup>th</sup> Judicial Circuit, JDAI (Juvenile Detention Alternatives Initiative) Title II grant proposal.

The 13<sup>th</sup> Circuit has made great progress in providing alternatives to detention for youth, and MJJA supports them in continuing this valuable work. Valuable programs, such as Shelter Care and Evening Reporting Center, have been set up to give youth the best possible chance to improve their lives and become contributing members of society.

MJJA is partnering with the 13<sup>th</sup> Circuit on their Disproportionate Minority Contact (DMC) initiative, specifically. The foundation has been built and the work will continue to ensure that all youth are treated fairly from a community perspective. This grant will enhance and continue that work.

MJJA looks forward to working with the 13<sup>th</sup> Circuit to further the goals of the project and to assure the well-being of Missouri's children.

Sincerely,

Carolyn Kampeter  
DMC Coordinator



# CITY OF COLUMBIA, MISSOURI



POLICE DEPARTMENT

June 1, 2011

Nancy Capps  
Missouri Department of Public Safety  
Office of the Director  
Truman State Office Building, Room 870  
301 West High Street  
P.O. Box 749  
Jefferson City, Missouri 65102-0749

Dear Ms. Capps:

Please accept this letter of support for the 13<sup>th</sup> Circuit Juvenile Division's application for Title II Grant funding. I have been an active participant on their JDAI collaborative board since December of 2009. I have participated in the Detention Self Assessment and observed how hard they worked to address recommended areas of detention reform. As a collaborative team member, I have been kept informed of their JDAI endeavors as well as been provided with progress reports which reflect the data they have been keeping on their use of the JDTA as well as detention. I am interested in continuing to follow their progress and look forward to the continued collaboration between our agencies.

In closing, I highly recommend that you continue funding the 13<sup>th</sup> Circuit's Juvenile Detention Initiative Program. The work they do for our youth in the community is overwhelming. If I could provide you with any additional information please do not hesitate to contact me.

Sincerely,

Stephen Monticelli  
Deputy Police Chief  
Columbia Police Department

# 13<sup>th</sup> Circuit Juvenile Division

## Memorandum of Understanding

The undersigned hereby agree that certain juveniles, as determined by the Missouri Juvenile Detention Assessment Form, will be considered for placement at Coyote Hill. Further, it is understood that the juvenile's placement is voluntary and the Juvenile Officer is not responsible for any actions of the juvenile or juvenile's parents. It is agreed that staff from the Juvenile Office, a law enforcement agency or other adult approved by the Juvenile Office will transport youth to Coyote Hill located at: 9501 Coyote Hill Road, Harrisburg, Mo 65256; Phone # 573-874-0179.

### **Those youth appropriate for Shelter care as an alternative to detention:**

- ✓ Youth 10-16 years of age
- ✓ Youth scoring within the range that qualifies for release or an alternative to detention based on the Missouri Juvenile Detention Assessment form.

### **The following youth are NOT appropriate for the Shelter care bed as an alternative to detention:**

- ✓ Youth that are referred for a sexual offense or have had prior legally sufficient referrals for sexual offending behavior
- ✓ Youth who are at the time of the referral under the influence of drugs/alcohol
- ✓ Youth that are referred for felony crimes against person offenses
- ✓ Youth that are out of state runaways/missing persons

### **The 13<sup>th</sup> Circuit Juvenile Division agrees to:**

- ✓ Dependent on Grant Funding awarded through an OJDDP and Mo Department of Public Safety, Title II Formula Grant to provide payment of \$79.85 per day, effective October 1, 2010, and continuing through September 30, 2011. "Day" being defined as 12:00 a.m. through 11:59 p.m. It is agreed that payment would be requested for the first day of placement and would not be requested for the discharge day, provided departure occurred before 11:00 a.m. on the day of discharge.
- ✓ Payment will allow the 13<sup>th</sup> Circuit Juvenile Division to have access to a shelter care bed upon request and availability of said shelter care bed
- ✓ Provide a written referral including a copy of the Missouri Juvenile Detention Assessment prior to the utilization of the shelter care bed
- ✓ Provide 24 hour consultation with a Deputy Juvenile Officer for any questions or concerns resulting from the placement of youth. **Weekdays between 8:00 a.m.**

**and 5:00 p.m. staff may be reached at 573-886-4200(Boone), 573-642-7992(Callaway) and after 5:00 p.m. evenings, weekends and holidays staff for both counties can be reached at 573-886-4450**

- ✓ Develop an exit strategy for the youth
- ✓ Provide, by fax a written request to release youth. Release document will include designated custodian or person to whom the juvenile may be released with anticipated date and time of release.

**Coyote Hill will:**

- ✓ Provide a point of contact with phone number for the access and referral process
  - During business day 573-874-0179 to 1) Bill Atherton
  - After 5:00 p.m., weekends and holidays 573-808-6588 to Bill Atherton.
- ✓ Agree to accept male or female youth referred by the 13<sup>th</sup> Circuit Juvenile Division that meet the above criteria and provided shelter care bed(s) is available
- ✓ Have the right to refuse to admit youth whom they feel do not meet the above criteria
- ✓ Youth placed in the shelter care bed will be eligible for all treatment and services provided by Coyote Hill to include, but not limited to: nursing services, medical services, health assessment, mental health assessment, visitation, school (as appropriate), service coordination services, orientation and screening process to include behavioral/educational assessment and psychological evaluation and any other services provided to clients of Coyote Hill that would sustain a successful reunification to any alternative community placement.
- ✓ Provide a monthly itemized statement that includes the billing for the cost of the bed, dates of utilization of shelter care bed(s), names of youth utilizing bed, date and time of discharge and release.
- ✓ Maintain separate and confidential files for youth referred under this contract.
- ✓ Maintain custody of youth and comply with the written request for release.
- ✓ Group email notification will be provided upon shelter care bed(s) being unavailable. Those included in this email group would be: Rick Gaines, Cindy Garrett, and Tara Eppy. List of email addresses will be provided.
- ✓ Upon release from placement, Coyote Hill will provide a copy of all paperwork, to include any assessments, evaluations, examinations, reports and notes pertaining to juvenile and/or the juvenile's family, done during placement

\_\_\_\_\_  
Rick Gaines, Juvenile Officer  
13<sup>th</sup> Circuit Juvenile Division  
Date: \_\_\_\_\_

\_\_\_\_\_  
Larry McDaniel, Director  
Coyote Hill  
Date: \_\_\_\_\_

## Shelter Care Bed Referral Process

1. When a youth is presented for detention and the Deputy Juvenile Officer has in person contact with the youth, the responding Deputy Juvenile Officer will complete the JDTA.
2. If the youth scores in the detention alternative range or release, and is deemed appropriate for utilization of shelter care, the responding Deputy Juvenile Officer will obtain consent from the parent/custodian and juvenile to place the youth in shelter care at one of the following approved shelter care sites: Coyote Hill, Rainbow House, Prenger Family Center.
3. Upon obtaining consent, the Deputy Juvenile Officer will complete the admission inquiry form.
4. Once the admission inquiry form has been completed, the Deputy Juvenile Officer will contact a shelter care site nearest to the youth's residence provided the residence is in Boone or Callaway County. Out of jurisdiction youth in need of shelter care will be placed at the shelter care site nearest to the location the youth is taken into custody at.
5. Once accepted at a shelter care placement, the deputy juvenile officer will complete that facility's referral packet with the parent/custodian and obtain all necessary signatures authorizing the voluntary placement, including the Juvenile Officer's consent to participate in shelter care.
6. The Deputy Juvenile Officer will request the parent/custodian provide all medication that the youth is currently taking as well as at least three changes of clothing.
7. The Deputy Juvenile Officer will make a copy of the referral packet as well as the JDTA form to be given to the shelter care site upon the youth's arrival.
8. The Deputy Juvenile Officer will then arrange for the youth to be transported to the shelter care site. **Note: The parent is not to transport the youth.**
9. The Deputy Juvenile Officer will establish contact with the youth and parents within 24 hours of placement (excluding Saturdays, Sundays and legal holidays) to discuss possible probation services.
10. Within 48 hours (excluding Saturdays, Sundays and legal holidays), the deputy juvenile officer will have a proposed exit strategy for the youth, reviewed and signed by a supervisor with a proposed release date.
11. Within 72 hours (excluding Saturdays, Sundays and legal holidays) the deputy juvenile officer will either have a signed informal adjustment agreement or will have completed the necessary paperwork for formal case processing.
12. The deputy juvenile officer will fax a written request to release youth to the shelter care site prior to the release date. The Release document should include designated custodian or person to whom the juvenile may be released with anticipated date and time of release.

## **Shelter Care Contact Numbers:**

Coyote Hill

Contact: Bill Atherton

Business Hours: 573-874-0179

Evenings/Weekends: 573-808-6588

Fax 573-875-0510

Rainbow House

Contact: 1) Kristi Turner 2) Jan Stock 3) House Parent

All hours: 573-474-6600

Fax 573-474-5992

Prenger Family Center

Contact: 1) Danny Emerson 2) David Boucher

All hours: 573-636-5177

Fax 573-634-5162

# 13<sup>th</sup> Circuit Juvenile Division

## Memorandum of Understanding

The undersigned hereby agree that certain juveniles, as determined by the Missouri Juvenile Detention Assessment Form, will be considered for placement at Prenger Family Center. Further, it is understood that the juvenile's placement is voluntary and the Juvenile Officer is not responsible for any actions of the juvenile or juvenile's parents. It is agreed that staff from the Juvenile Office, a law enforcement agency or other adult approved by the Juvenile Office will transport youth to Prenger Family Center located at: 400 Stadium Drive, Jefferson City Missouri 65101; Phone # 573-636-5177.

### **Those youth appropriate for Shelter care as an alternative to detention:**

- ✓ Youth 10-16 years of age
- ✓ Youth scoring within the range that qualifies for release or an alternative to detention based on the Missouri Juvenile Detention Assessment form.

### **The following youth are NOT appropriate for the Shelter care bed as an alternative to detention:**

- ✓ Youth that are referred for a sexual offense or have had prior legally sufficient referrals for sexual offending behavior
- ✓ Youth who are at the time of the referral under the influence of drugs/alcohol
- ✓ Youth that are referred for felony crimes against person offenses
- ✓ Youth that are out of state runaways/missing persons

### **The 13<sup>th</sup> Circuit Juvenile Division agrees to:**

- ✓ Dependent on Grant Funding awarded through an OJDDP and Mo Department of Public Safety, Title II Formula Grant to provide payment of \$79.85 per day, effective October 1, 2010, and continuing through September 30, 2011. "Day" being defined as 12:00 a.m. through 11:59 p.m. It is agreed that payment would be requested for the first day of placement and would not be requested for the discharge day, provided departure occurred before 11:00 a.m. on the day of discharge.
- ✓ Payment will allow the 13<sup>th</sup> Circuit Juvenile Division to have access to a shelter care bed upon request and availability of said shelter care bed
- ✓ Provide a written referral including a copy of the Missouri Juvenile Detention Assessment prior to the utilization of the shelter care bed
- ✓ Provide 24 hour consultation with a Deputy Juvenile Officer for any questions or concerns resulting from the placement of youth. **Weekdays between 8:00 a.m.**



**and 5:00 p.m. staff may be reached at 573-886-4200(Boone), 573-642-7992(Callaway) and after 5:00 p.m. evenings, weekends and holidays staff for both counties can be reached at 573-886-4450**

- ✓ Develop an exit strategy for the youth
- ✓ Provide, by fax a written request to release youth. Release document will include designated custodian or person to whom the juvenile may be released with anticipated date and time of release.

**Prenger Family Center will:**

- ✓ Provide a point of contact with phone number for the access and referral process
  - During business day 573-636-5177 to 1) Danny Emerson , 2) David Boucher
  - After 5:00 p.m., weekends and holidays 573-636-5177 to 1) Danny Emerson, 2) David Boucher
- ✓ Agree to accept male or female youth referred by the 13<sup>th</sup> Circuit Juvenile Division that meet the above criteria and provided shelter care bed(s) is available
- ✓ Have the right to refuse to admit youth whom they feel do not meet the above criteria
- ✓ Youth placed in the shelter care bed will be eligible for all treatment and services provided by Prenger Family Center to include, but not limited to: nursing services, medical services, health assessment, mental health assessment, visitation, school (as appropriate), service coordination services, orientation and screening process to include behavioral/educational assessment and psychological evaluation and any other services provided to clients of Prenger Family Center that would sustain a successful reunification to any alternative community placement.
- ✓ Provide a monthly itemized statement that includes the billing for the cost of the bed, dates of utilization of shelter care bed(s), names of youth utilizing bed, date and time of discharge and release.
- ✓ Maintain separate and confidential files for youth referred under this contract.
- ✓ Maintain custody of youth and comply with the written request for release.
- ✓ Group email notification will be provided upon shelter care bed(s) being unavailable. Those included in this email group would be: Rick Gaines, Cindy Garrett, and Tara Eppy. List of email addresses will be provided.
- ✓ Upon release from placement, Prenger Family Center will provide a copy of all paperwork, to include any assessments, evaluations, examinations, reports and notes pertaining to juvenile and/or the juvenile's family, done during placement

\_\_\_\_\_  
Rick Gaines, Juvenile Officer  
13<sup>th</sup> Circuit Juvenile Division  
Date: \_\_\_\_\_

\_\_\_\_\_  
Michael Couty, Court Administrator  
Prenger Family Center  
Date: \_\_\_\_\_

# 13<sup>th</sup> Circuit Juvenile Division

## Memorandum of Understanding

The undersigned hereby agree that certain juveniles, as determined by the Missouri Juvenile Detention Assessment Form, will be considered for placement at Rainbow House. Further, it is understood that the juvenile's placement is voluntary and the Juvenile Officer is not responsible for any actions of the juvenile or juvenile's parents. It is agreed that staff from the Juvenile Office, a law enforcement agency or other adult approved by the Juvenile Office will transport youth to Rainbow House located at: 1611 Towne Drive, Columbia Missouri 65202; Phone # 573-474-6600.

### **Those youth appropriate for Shelter care as an alternative to detention:**

- ✓ Youth 10-16 years of age
- ✓ Youth scoring within the range that qualifies for release or an alternative to detention based on the Missouri Juvenile Detention Assessment form.

### **The following youth are NOT appropriate for the Shelter care bed as an alternative to detention:**

- ✓ Youth that are referred for a sexual offense or have had prior legally sufficient referrals for sexual offending behavior
- ✓ Youth who are at the time of the referral under the influence of drugs/alcohol
- ✓ Youth that are referred for felony crimes against person offenses
- ✓ Youth that are out of state runaways/missing persons

### **The 13<sup>th</sup> Circuit Juvenile Division agrees to:**

- ✓ Dependent on Grant Funding awarded through an OJDDP and Mo Department of Public Safety, Title II Formula Grant to provide payment of \$79.85 per day, effective October 1, 2010, and continuing through September 30, 2011. "Day" being defined as 12:00 a.m. through 11:59 p.m. It is agreed that payment would be requested for the first day of placement and would not be requested for the discharge day, provided departure occurred before 11:00 a.m. on the day of discharge.
- ✓ Payment will allow the 13<sup>th</sup> Circuit Juvenile Division to have access to a shelter care bed upon request and availability of said shelter care bed
- ✓ Provide a written referral including a copy of the Missouri Juvenile Detention Assessment prior to the utilization of the shelter care bed
- ✓ Provide 24 hour consultation with a Deputy Juvenile Officer for any questions or concerns resulting from the placement of youth. **Weekdays between 8:00 a.m.**

**and 5:00 p.m. staff may be reached at 573-886-4200(Boone), 573-642-7992(Callaway) and after 5:00 p.m. evenings, weekends and holidays staff for both counties can be reached at 573-886-4450**

- ✓ Develop an exit strategy for the youth
- ✓ Provide, by fax a written request to release youth. Release document will include designated custodian or person to whom the juvenile may be released with anticipated date and time of release.

**Rainbow House will:**

- ✓ Provide a point of contact with phone number for the access and referral process
  - During business day 573-474-6600 to 1) Kristi Turner, 2) Jan Stock
  - After 5:00 p.m., weekends and holidays 573-474-6600 to house parent on duty.
- ✓ Agree to accept male or female youth referred by the 13<sup>th</sup> Circuit Juvenile Division that meet the above criteria and provided shelter care bed(s) is available
- ✓ Have the right to refuse to admit youth whom they feel do not meet the above criteria
- ✓ Youth placed in the shelter care bed will be eligible for all treatment and services provided by Rainbow House to include, but not limited to: nursing services, medical services, health assessment, mental health assessment, visitation, school (as appropriate), service coordination services, orientation and screening process to include behavioral/educational assessment and psychological evaluation and any other services provided to clients of Rainbow House that would sustain a successful reunification to any alternative community placement.
- ✓ Provide a monthly itemized statement that includes the billing for the cost of the bed, dates of utilization of shelter care bed(s), names of youth utilizing bed, date and time of discharge and release.
- ✓ Maintain separate and confidential files for youth referred under this contract.
- ✓ Maintain custody of youth and comply with the written request for release.
- ✓ Group email notification will be provided upon shelter care bed(s) being unavailable. Those included in this email group would be: Rick Gaines, Cindy Garrett, and Tara Eppy. List of email addresses will be provided.
- ✓ Upon release from placement, Rainbow House will provide a copy of all paperwork, to include any assessments, evaluations, examinations, reports and notes pertaining to juvenile and/or the juvenile's family, done during placement

\_\_\_\_\_  
Rick Gaines, Juvenile Officer  
13<sup>th</sup> Circuit  
Date: \_\_\_\_\_

\_\_\_\_\_  
Jan Stock, Director  
Rainbow House  
Date: \_\_\_\_\_

# 13<sup>th</sup> Circuit Boone County Juvenile Division

## Memorandum of Understanding

The undersigned hereby agree that certain juveniles, as determined by the 13<sup>th</sup> Circuit Boone County Juvenile Division will be considered for attendance at the Evening Reporting Center located at The Intersection at 7 East Sexton Road, Columbia, Missouri 65203.

### **Those youth appropriate for the Evening Reporting Center as an alternative to detention:**

- ✓ Youth 10-16 years of age
- ✓ Youth who are in post-filing/pre-adjudication status or post adjudication
- ✓ Youth who have parent consent/cooperation

### **The following youth are NOT appropriate for the Evening Reporting Center as an alternative to detention:**

- ✓ Youth that have pending referrals for felony against person
- ✓ Youth who have referrals for sexual offenses unless they have successfully completed treatment
- ✓ Youth who have weapon offense

### **The 13<sup>th</sup> Circuit Juvenile Division agrees to:**

- ✓ Dependent on Grant Funding awarded through an OJDDP and Mo Department of Public Safety, Title II Formula Grant to provide payment of \$270 per week, effective October 1, 2010, and continuing through September 30, 2011. "Week" being defined as Monday through Friday, except major holidays.
- ✓ Payment will allow the 13<sup>th</sup> Circuit Juvenile Division to send up to five youth per day to the Intersection for supervision, tutoring, programming and a daily meal.
- ✓ Provide a written referral to The Intersection with appropriate contact information prior to sending a youth to The Intersection
- ✓ Designate a Deputy Juvenile Officer as the point of contact for the Boone County Juvenile Office who will be responsible for monitoring youth who attend The Intersection:
  - Richard Brobst, 886-4200, Monday-Friday
- ✓ Ensure that each day The Intersection is open and the Juvenile Division has youth placed there for the Evening Reporting Center, a Deputy Juvenile Officer or other designated person will come to The Intersection and check attendance and address any issues youth attending from the Juvenile Office are having.
- ✓ Provide 24- hour consultation with a Deputy Juvenile Officer for any questions or concerns resulting from placement of a youth at The Intersection. Weekdays

between 8:00 a.m. and 5:00 p.m. staff may be reached at 573-886-4200 after 5:00 p.m. evenings, weekends and holidays staff can be reached at 573-886-4450.

- ✓ Provide a written notice of release from the Evening Reporting Center to the Intersection upon the Court's decision to release

**The Intersection will:**

- ✓ Provide a point of contact with phone number for the access and referral process:
  - Dana Battison, 817-0089, Monday-Friday
- ✓ Agree to accept a total of five male or female youth daily who are referred by the 13<sup>th</sup> Circuit Boone County Juvenile Division that meet the above criteria
- ✓ Have the right to refuse to admit youth whom they feel do not meet the above criteria
- ✓ Youth placed at The Intersection will be eligible for all services provided by The Intersection to include, but not limited to: supervision, tutoring/assistance with school homework assignments, programming, recreation a hot meal and any other services provided to clients of The Intersection that would help sustain their placement in the community.
- ✓ Provide a monthly itemized statement that includes the billing for the cost of the weekly Evening Reporting Center along with the names of youth who attended and their corresponding dates of attendance.
- ✓ Maintain separate and confidential files for youth referred under this contract.
- ✓ Notify the designated Juvenile Office point of contact immediately with any concerns regarding inappropriate behavior or lack of attendance by any youth.

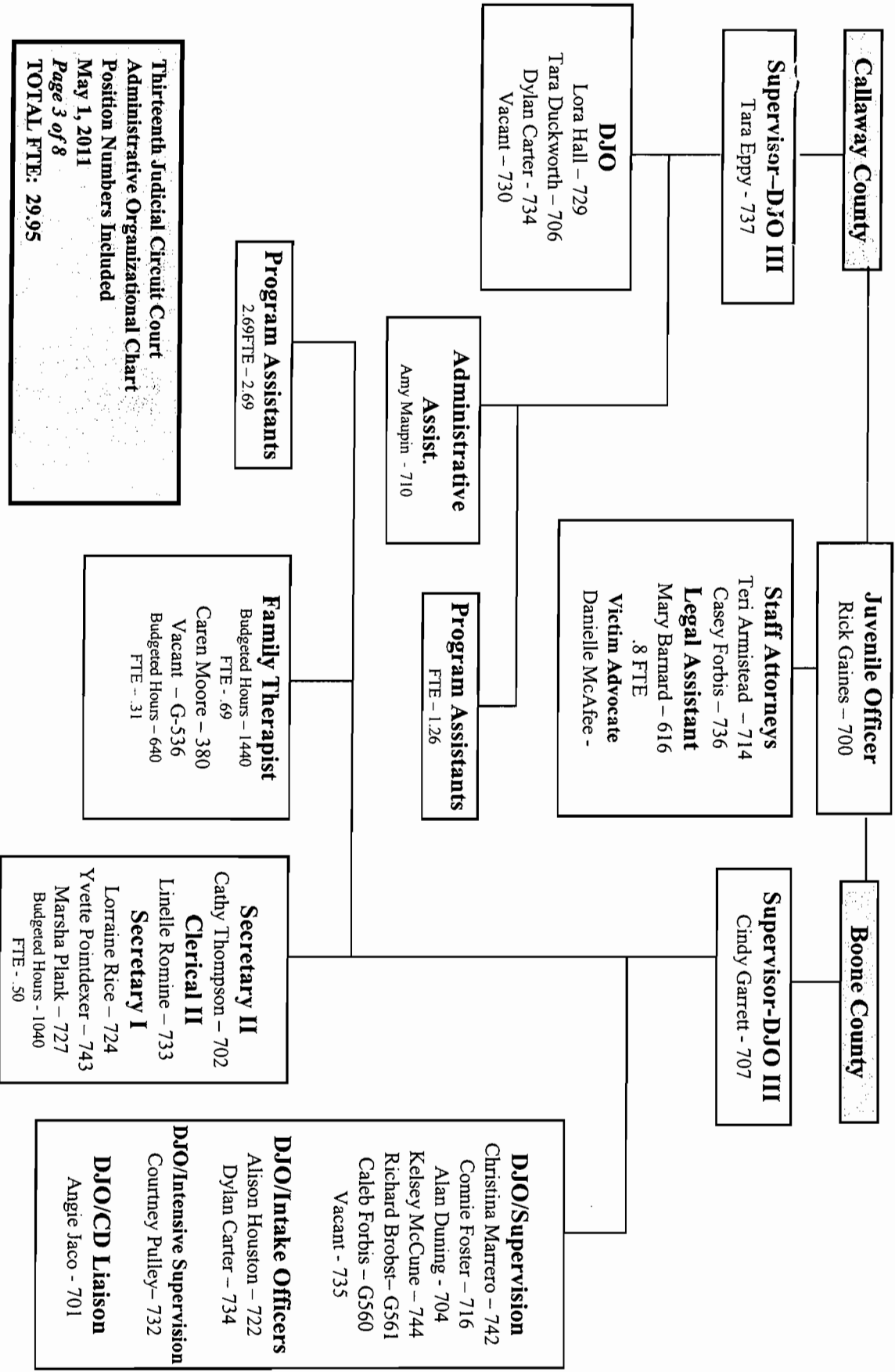
---

Rick Gaines, Juvenile Officer

---

Dana Battison  
The Intersection

# Juvenile Office



Thirteenth Judicial Circuit Court  
 Administrative Organizational Chart  
 Position Numbers Included  
 May 1, 2011  
 Page 3 of 8  
 TOTAL FTE: 29.95

## About JDAI

### JDAI Objectives & Core Strategies

The Juvenile Detention Alternatives Initiative (JDAI) is designed to address the efficiency and effectiveness of juvenile detention across the United States. JDAI demonstrates that communities can improve their detention systems without sacrificing public safety. The goals of JDAI are to:

- decrease the number of youth unnecessarily or inappropriately detained;
- reduce the number of youth who fail to appear in court or re-offend pending adjudication;
- redirect public funds towards effective juvenile justice processes and public safety strategies;
- reduce the disproportionate minority confinement and contact of the juvenile justice system; and,
- improve the juvenile justice system overall.

JDAI is a process, not a conventional program, which means JDAI helps restructure policy and practice to create system improvements that reach far beyond detention alone.

JDAI sites have demonstrated safe reductions in the number of youth detained through a set of interrelated strategies that result in:

1. collaboration among juvenile justice agencies, community organizations and other government agencies;
2. the use of data in making policy and case-level decisions;
3. objective instruments to guide detention decisions;
4. operation of a continuum of non-secure detention alternatives;
5. case processing efficiencies to reduce time between arrest and case disposition;
6. improvement of conditions of confinement;
7. safe reductions of special populations (e.g. violations of probation, warrants and cases awaiting placement); and,
8. racial/ethnic fairness in policy and case-level decision-making.

By systematically addressing each of these areas, JDAI has proven that juvenile detention rates can be dramatically reduced without a corresponding increase in juvenile crime.

### How JDAI developed

In 1992, as a step towards meeting its vision, the Annie C. Casey Foundation established the Juvenile Detention Alternatives Initiative; its primary target - youth who are in detention or at-risk to be detained in the future. Beginning with a handful of jurisdictions, the JDAI core strategies were proven to reduce the unnecessary and inappropriate use of detention, reduce costs, increase system fairness and improve the juvenile justice system overall without compromising public safety.

### JDAI Now

Today, reform efforts are under way in over 125 jurisdictions in 30 states and the District of Columbia, and JDAI is now operational in those places responsible for almost 75 percent of the country's detained population.

- Read more about JDAI's eight core strategies [here](#).
- Want more details on how to implement JDAI? Visit our *Practice Guides* and *Pathways to Juvenile Detention Reform Series*.
- For more overview on JDAI or to order hard copies of any JDAI publication visit the Annie E. Casey Foundation's JDAI section.

Putting the Spotlight on Juvenile Detention – Why is Reform Needed?

**Each year, more than 2 million arrests are made of youth, resulting in approximately 300,000 to 600,000 admissions to secure detention.** Of these children detained, two thirds are racial or ethnic minorities, arrested at rates that are out of proportion to the rate of their unlawful behavior. Roughly a quarter of children detained are acutely mentally ill. Eighty percent of girls detained report physical abuse and 50 percent report sexual abuse. JDAI's vision is to handle these children differently; appropriately.

**Studies of juvenile detention reveal a system that is arbitrary, discriminatory, and ineffective.** In the decade before JDAI was launched, detention populations increased by more than 70 percent, even though there was no corresponding increase in juvenile crime. By the beginning of the 1990's, two out of every three youth admitted to secure detention was entering a place that was crowded, that could not provide the kinds of custody and care that case law and professional standards require. Less than a third of youth in detention were charged with violent crimes. And, by 1995, almost two-thirds of detained youth were youth of color, a percentage that was disproportionate to both their percentage in the general population and their percentage of youth arrested.

**Detention is a growing expense in most jurisdictions.** In some places, the average cost to operate a detention bed exceeds \$70,000 annually, and experts estimate that the cost of building, financing and operating a single bed over twenty years is in the range of \$1.25 to \$1.5 million. As expensive to operate as they are, detention centers do not ensure the rehabilitation of the young people they hold nor do they always ensure their safety while detained.

**Research has shown that lowering juvenile detention populations are commensurate with improved public safety strategies.** Research also shows that there is a likelihood kids will have a much greater chance of avoiding adult criminal if they are diverted from secure detention to community alternatives.

- Research by the Oregon Social Learning Center has shown that when youth are congregated together for treatment, they are more likely to have worse short term behavior and fare worse as adults in their employment, family stability, and interpersonal relationships than youth treated individually.
- Another study of youth in Arkansas showed that prior incarceration was the strongest predictor of future incarceration.

In contrast to the impact that overuse of detention has on young people, the communities that reduced detention populations through JDAI, experienced the same or greater crime drop than that experienced in the rest of the United States.

By focusing attention to detention, the spotlight is shined on the gateway to deeper involvement in the system. By safely minimizing detention, local personnel and officials can effectively minimize unnecessary penetration of youth into the system and free up abundant and wastefully spent public resources.

JDAI Help Desk at the Pretrial Justice Institute, 730 11th St. NW, Suite 302, Washington, DC 20001  
Tel: 202-638-3080 x306 Fax: 202-347-0493 E-mail: [jdaihelpdesk@pretrial.org](mailto:jdaihelpdesk@pretrial.org)



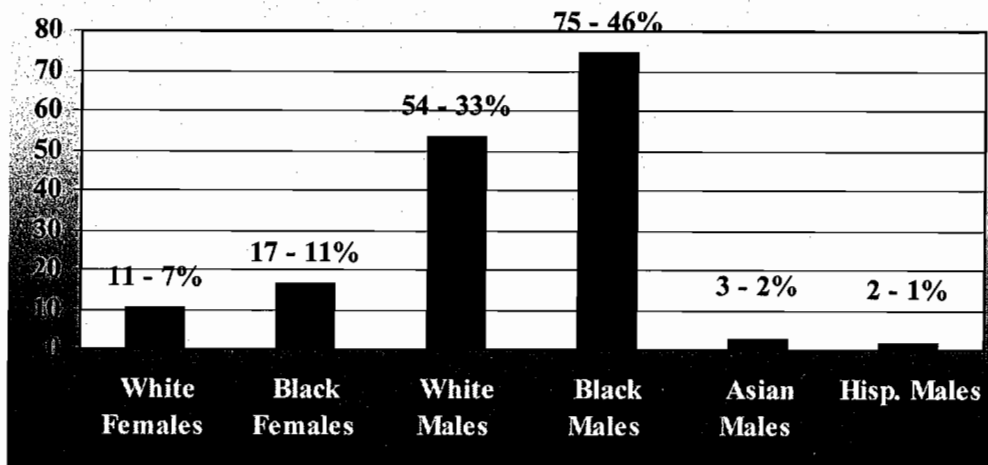
## Statement of the Problem

According to the information posted on the JDAI Help Desk website ([www.jdaihelpdesk.org](http://www.jdaihelpdesk.org)), studies conducted on the juvenile justice system across the United States found the system to be “arbitrary, discriminatory, and ineffective”. Specifically speaking, the system of detaining youth was faulted across the U.S. In the early 1990’s, two out of every three youth who were detained went to detention centers that were over crowded and could not provide the programs and services mandated by law. Less than one third of the youth were in detention for violent offenses and in 1995, two-thirds of these youth in detention were minority youth. Further research posted on the JDAI help desk website shows that youth who are placed in detention with other delinquent youth are more likely to leave detention having more undesirable behaviors than when they entered and further one study conducted in Arkansas revealed that once a youth has been placed in detention one time, their likelihood of returning was high.

As stated previously, the 13<sup>th</sup> Circuit Juvenile Division is comprised of the Boone and Callaway County Juvenile Offices along with the Robert L. Perry Juvenile Justice Center (RLPJJC). The RLPJJC is a co-educational, secure facility that has bed space for 45 youth. Of these 45 bed spaces, 24 are on the detention wing and 21 are on the program wing. The RLPJJC provides detention, evaluation, short-term care and placement services to juveniles found to be within the jurisdiction of the juvenile court. The RLPJJC not only provides these services to 13<sup>th</sup> circuit youth, but also contracts with surrounding circuits to provide these same services. The 13<sup>th</sup> Circuit began participating in JDAI in October of 2009. It was not until January 1, 2010, that we officially began using the Juvenile Detention Assessment (JDTA) to screen referrals to detention. Shortly thereafter, other JDAI core strategies were focused on and implemented in our Circuit.

In 2010, there were a total of 162, 13<sup>th</sup> circuit youth admitted to detention at the RLPJJC, which is a decrease from the 169 admitted in 2009. The 162 youth admitted produced an average daily population of 5.1, which is a 27% increase from the average daily population of 4 in 2009. This increase in average daily population could be explained by the fact that 2010 youth had a higher average length of stay than those in 2009. The graph below shows the 13<sup>th</sup> Circuit Admissions to detention by race and gender:

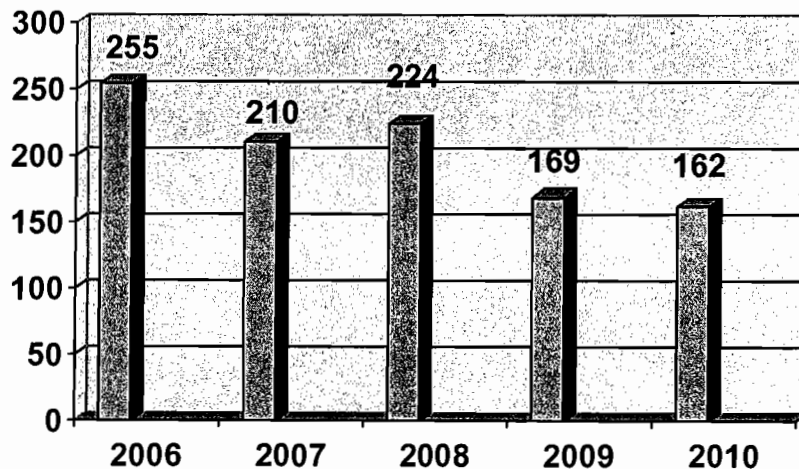
**2010 Admissions to Detention:  
13th Circuit Youths, by Race and Gender  
N=162**



Total #/% White Youths	Total #/% Black Youths	Total #/% Asian Youths	Total #/% Hispanic Youths
65, 40%	92, 57%	3, 2%	2, 1%

The average length of stay on detention status in 2010 was 10.8 days. This is a 26% increase from 2009, wherein the average length of stay was 8.6 days. 2011 first quarter data shows that 53 13<sup>th</sup> circuit youth were in detention between January 1 and March 31, 2011, producing an average daily population of 2.4 and an average length of stay in detention of 12.2 days. Youth of color made up 57% of the total youth detained from the 13<sup>th</sup> circuit during this quarter. While our average daily population decreased by 53% during this quarter, our average length of stay increased by 13%. Considering the fact that youth of color age 10-16 make up just 16% of the youth population makes our 57% of minority youth in detention questionable. Based on information provided by the Office of State Courts Administrator's Office, minority youth in Boone County are more than four times as likely to be referred to the juvenile justice system compared to Caucasian youth. In particular, African American youth are more than seven times likely to be referred. Based on further data collected it is believed that minority youth are over referred by school systems and law enforcement. Given that youth of color are more likely to be referred, this could certainly explain youth of color being over represented in our detention center. As part of our phase two implementation of JDAI, we have developed a Disproportionate Minority Contact (DMC) committee to work directly with the Columbia Public School system and the Columbia Police Department. We have also began working with Missouri Juvenile Justice Association's state DMC Coordinator, Carolyn Kampeter to address these issues, however have much more work to do.

From 2006 to the present, the number of 13<sup>th</sup> circuit admissions to detention has fluctuated over the past five year period as the graph below illustrates:



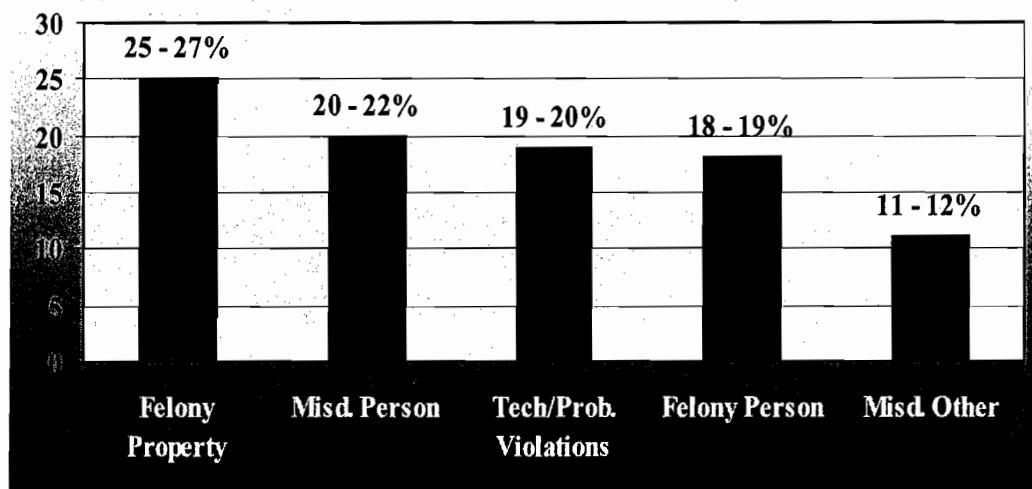
It is anticipated that this current trend will remain constant this year and years to come due to analysis of our current referrals to the Juvenile Office. The 5-year referral table illustrates this as well:

### Total Referrals to the Juvenile Office

Year	Number of Status Offense Referrals	Number of Law Violation Referrals	Number of Abuse/Neglect Referrals	Total Number of Referrals 13 <sup>th</sup> Judicial Circuit
2006	1,604	1,737	366	3,707
2007	1,516	1,579	456	3,551
2008	1,444	1,640	301	3,385
2009	1,299	1,438	324	3,061
2010	1,110	1,459	271	2,840

After looking at detention admission numbers for the RLPJJC, the next area of focus was to determine why youth are being detained at the RLPJJC. The following table is a breakdown of the top five reasons for admission and the number and percentage of youths admitted for each category.

### 2010 13th Circuit Admissions - Top Five Reasons for Detention



As noted from the chart above, a significant number of youth are still being detained for technical probation violations. We did see a reduction from 2009 by 14%; however this number still remains high. It is apparent from the number of detentions for supervision

violations committed by 13<sup>th</sup> Circuit youth that efforts need to be made to learn more appropriate responses to supervision violations. It should be noted that the majority of these youth placed at the RLPJJC for status offenses or supervision violations have previously committed law violations or they would not be entering detention. In year one of JDAI implementation, we had training on responding to probation violations as well as the use of a sanctions grid. A detention alternatives committee was also formed who developed a sanctions grid to assist us in responding to probation violations. We began using this in April of 2011 to guide deputy juvenile officers on using a continuum of consequences/sanctions for probation violations instead of placing youth in detention for these violations. At our training, it was also recommended that we develop some type of incentive list to reward youth who are under supervision and who are in compliance with their supervision conditions. It is believed that youth who are motivated to comply with their probation conditions will have less probation violations. During our model site visits, this was also recommended. In April of 2011, we developed this list which includes both tangible and intangible rewards. At present, we do not have the funds to provide some of the tangible rewards that youth often request such as gift cards to the movies, McDonald's and other fast-food places.

According to experts in the field of Juvenile Justice, professional standards suggest that secure detention should be used to accomplish the following: to make sure that the youth appears in court and to minimize the risk of serious re-offending while waiting to appear in Court. Prior to January 1, 2010 in the 13<sup>th</sup> Circuit, the decision to detain youth was at the discretion of fourteen different deputy juvenile officers, leaving the decision to detain or not, to be highly subjective.

The circuit had guidelines to follow when making a decision to detain, but the bottom line was that whether or not a youth was a threat to the person or property of others or at risk to fail to appear in Court was based generally on the offense committed; how cooperative the youth/parents were; whether or not they had a suitable adult to supervise them; and the need to hold youth accountable for their actions. All these factors can be influenced by the youth's attitude; pressure from law enforcement to authorize detention; the deputy juvenile officers' frustration in not knowing what else to do with the youth as well as our responsibility to the safety of our communities.

On January 1, 2010, we began using the Missouri Juvenile Detention Assessment (JDTA) on all youth who were presented for detention whom we had in-person contact with. In 2010, 366 juveniles were administered the Missouri Juvenile Detention Assessment form (JDTA). A score of 1 to 9 (Low) indicates release; a score of 10 to 14 (Medium) indicates release with detention alternative; and a score of 15 and above (High) indicates detention. There is a capability for supervisory override of the indicated action, based on specific criteria.

Of the 366 youths screened using the JDTA, 198 were placed in detention. The following is a breakdown of the number and percentage of total youths, by assessment score categories and gender, who were administered the JDTA and were detained. It should be noted that youths on DYS warrants are not always administered the JDTA. Additionally, out-of-jurisdiction youths are not assessed using the JDTA, as the 13<sup>th</sup> Circuit does not authorize those detentions. A result of both practices is that the number and percentage of youths detained will not match the number and percentage of admissions for detention.

**Music Program:** Salary and FICA/Medicare for Music Instructor. Total Project Cost: \$1,813.44.

We are requesting funding to pay the music instructor for 2 hours per week, 47 weeks of the year, at an hourly rate of \$17.92. The instructor would have 5 weeks off. The instructor's hourly salary was originally based on the starting salary of a teacher in the Columbia Public School District. In following years, we requested and received percentage increases in the hourly rate that corresponded with increases received in other state-funded programs. Like the participants in the Art Program, we believe that the participants in the Music Program will experience the self-gratification and increased self-esteem that results from being engaged in the creative process. Increased self-esteem leads to more accountable behaviors.

**Job Description of Music Instructor:** Primary Duties - provide instruction and assistance in beginning piano (keyboard) to juvenile law violators in detention facility, who are behaviorally eligible to participate in the music program. Document number of participants/hours of participation monthly, for grant reporting purposes.

**Experience/Certification:** Bachelor of Science in Music Education and Master of Education in Music with additional graduate credit. Independent music teacher for 40 years. Accompanist for Department of Music, University of Missouri. Vocal music teacher for 9 years. High school piano and organ instructor for 24 years. Adjunct instructor, community college, for 2 years. Many honors and professional affiliations.

**Personnel Benefits**

Category	Item	Salary or Premium	Percentage or Number of Pay Periods	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal or State Share
FICA/Medicare	FICA/Date Range	\$11,791.52	0.0765	100.0	\$902.05	10.0	\$90.21	\$811.85
FICA/Medicare	FICA/Date Range	\$1,684.57	0.0765	100.0	\$128.87	10.0	\$12.89	\$115.98
					<b>\$1,030.92</b>		<b>\$103.10</b>	<b>\$927.83</b>
					<b>\$1,030.92</b>		<b>\$103.10</b>	<b>\$927.83</b>

**Personnel Benefits Justification**

*If personnel benefits are not included in the budget, put N/A or leave this section blank.*

*If personnel benefits are included in the budget, provide justification for each fringe benefit. If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Benefits Justification**

The personnel benefits for the art and music instructors is .0765 of their salaries to cover the cost of FICA/Medicare.

**Travel/Training**

Item	Category	Unit Cost	Duration	Number	Total Cost	Local Match %	Local Match Share	Federal or State Share
------	----------	-----------	----------	--------	------------	---------------	-------------------	------------------------

	\$0.00	\$0.00	\$0.00
--	--------	--------	--------

### Travel/Training Justification

If travel/training is not included in the budget, put N/A or leave this section blank.

If travel/training is included in the budget, provide justification for each expense and why such is necessary to the success of the proposed project.

For training, identify the location and date(s) of the training. If either the location or date(s) is unknown, clearly identify such. Describe the anticipated benefit and/or a synopsis of the training and who will be attending such event.

### Travel/Training Justification

### Equipment

Item	Description	Unit Cost	Quantity	Source of Bid	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal or State Share
Power Cable	25224B Plenum	\$75.00	1.0	Alarm Communication Center	100.0	\$75.00	10.0	\$7.50	\$67.50
Coax Cable	25815 RG59U Plenum	\$150.00	1.0	Alarm Communication Center	100.0	\$150.00	10.0	\$15.00	\$135.00
Crimp Connectors	301-1BNC Plenum	\$2.00	8.0	Alarm Communication Center	100.0	\$16.00	10.0	\$1.60	\$14.40
Outdoor Housing with Heater	7100K	\$130.00	2.0	Alarm Communication Center	100.0	\$260.00	10.0	\$26.00	\$234.00
ActivBoard with Projector (Includes shipping, installation, and 2-year warranty)	ActivBoard 178, 78", 2 ActivPens, 16' USB cable, Installation Guide	\$2,754.62	1.0	Promethean	100.0	\$2,754.62	10.0	\$275.46	\$2,479.16
Mini Dome Camera	GANS ZC-D7312NHA	\$280.00	2.0	Alarm Communication Center	100.0	\$560.00	10.0	\$56.00	\$504.00
Installation Cost	Installation/Set-up of Cameras	\$375.00	1.0	Alarm Communication Center	100.0	\$375.00	10.0	\$37.50	\$337.50
Directional Microphone	Louroe Electronics Verifact A-A Omni	\$130.00	1.0	Alarm Communication Center	100.0	\$130.00	10.0	\$13.00	\$117.00
Lens for Security Camera	TG4Z2813FCS 2.8-12mm	\$80.00	2.0	Alarm Communication Center	100.0	\$160.00	10.0	\$16.00	\$144.00
Security Cameras	YCH-03A Hi-Res Day/Nite Camera	\$190.00	2.0	Alarm Communication System	100.0	\$380.00	10.0	\$38.00	\$342.00
						<b>\$4,860.62</b>		<b>\$486.06</b>	<b>\$4,374.56</b>

### Equipment Justification

*If equipment is not included in the budget, put N/A or leave this section blank.*

*If equipment is included in the budget, provide justification for each item. Address why the item is needed, whether it is a replacement or an addition, who will use it, and how it will be used.*

#### Equipment Justification

**Security/Monitoring Program:** Total Project Cost: \$2,106.00. We are proposing the addition of four additional cameras in the following areas: 1) 1 outdoor camera in the boys' detention wing recreation area to address the issue of a "blind spot" on the walkway to the recreation area; 2) 1 camera in C-wing on the program side, so staff can monitor residents who may be going to other resident's rooms, which is not permitted, but which has occurred on occasion; 3) 1 camera in D-wing on the program side, so staff can monitor residents who may be going to other residents' rooms, which is not permitted, but which has occurred on occasion; and 4) 1 camera on E-wing on the program side, so staff can monitor residents who may be going to other residents' rooms, which is not permitted, but which has occurred on occasion. Monitoring the actions of youths in the facility enables staff to hold juveniles accountable more quickly and easily and, at times, to determine exactly what happened in certain situations when that would not be possible otherwise. Monitoring the actions of visitors inside and outside the facility helps staff/security officers to maintain safety and security for residents, staff, and visitors. Additionally, videos may always be reviewed, e.g., to determine exactly what happened in an altercation between residents. The cost is fair market value.

**Education and Programming Enhancement:** Total Project Cost: \$2754.62. The use of state-of-the-art technological devices that enhance the provision of educational and programming activities will engage youths more fully in these processes and broaden the scope of the programming that can be provided to them. An interactive smartboard/whiteboard is a large, interactive display that engages students with vivid images, video, and audio. It is strongly believed that the effect will be an enhanced programming experience with the possible and even likely outcome of having a greater impact on the youths in our care. We are proposing the addition of a smartboard/whiteboard in the program wing area of the facility. The cost is fair market value.

### Supplies/Operations

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal or State Share
Art Supplies for Art Program	Annually	\$1,728.00	1.0	100.0	\$1,728.00	10.0	\$172.80	\$1,555.20
Drug Tests	Annually	\$3.75	400.0	100.0	\$1,500.00	10.0	\$150.00	\$1,350.00
					<b>\$3,228.00</b>		<b>\$322.80</b>	<b>\$2,905.20</b>

### Supplies/Operations Justification

*If supplies/operations are not included in the budget, put N/A or leave this section blank.*

*If supplies/operations are included in the budget, provide justification for each expense. Address why the item is necessary for the proposed project, who will use it, and how it will be used.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Supplies/Operations Justification**

**Drug Tests:** Total Project Cost: \$1,500.00. Every juvenile is drug-tested upon admission to the Juvenile Justice Center. We are requesting 400 tests @ \$3.75 each, which includes shipping and handling, for a total of \$1500.00. These are 10-panel tests that test for the presence (in the urine) of the following drugs: marijuana, cocaine, methadone, Ecstasy, opiates, methamphetamines, barbiturates, benzodiazepines, Oxycodone, and PCP. Being aware of the use of drugs by youths helps the Juvenile Officer determine the most appropriate interventions for those youths. The cost is based on fair market value and includes shipping and handling.

**Art Supplies:** Total Project Cost: \$1,728.00. We are attaching a document that lists all of our art supplies, which is many pages in length. The amount requested for art supplies is \$1728.00. Art supplies are required for our Art Program. Throughout the year, eligible residents are taught how to do many different types of projects, the main ones being pottery, weaving, wood burning, making jewelry, pen and ink drawings, and wood staining. However, there are many other art projects the participants are involved in, such as etchings, hand-made keychains, etc., and some new ones that we are adding this year (rocket building, bird house kits, gingerbread house kits). The program participants experience the self-gratification and increased self-esteem that results from being engaged in the creative process. Increased self-esteem and successful, positive pursuits lead to more accountable behaviors. The costs are based on fair market value and include shipping and handling.

**Contractual**

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost	Local Match %	Local Match Share	Federal or State Share
					\$0.00		\$0.00	\$0.00

**Contractual Justification**

*If contractual or consultant services are not included in the budget, put N/A or leave this section blank.*

*If contractual or consultant services are included in the budget, provide justification for each expense. Address why each item is necessary for the proposed project and who will benefit from the services.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Contractual Justification**

**Renovation/Construction**

Item	Basis for Cost Estimate	Total Cost	Local Match %	Local Match Share	Local Match Share Amount	Federal or State Share
		\$0.00		\$0.00		\$0.00

**Renovation/Construction Justification**



**Renovation/Construction Justification**

**Total Budget**

**Total Budget**

Total Federal or State Share:	\$20,336.05
Federal or State Share Percentage:	90.0%
Total Local Match Share:	\$2,259.56
Local Match Share Percentage:	10.0%

**Total Budget Minus Renovation/Construction**

Total Federal/State Share:	\$20,336.05
RequestPercentNegReno	90.0%
Total Local Match Share:	\$2,259.56
MatchPercentNegReno	10.0%

**Total Renovation/Construction Budget**

Total Federal/State Share:	\$0.00
RequestPercentReno	0%
Total Local Match Share:	\$0.00
MatchPercentReno	0%
<b>Total Project Cost:</b>	<b>\$22,595.60</b>

**Experience and Reliability**

**Experience and Reliability\***

*Provide a description that clearly establishes who is applying for funds. Summarize the services currently being provided by your agency. Do not include every issue the agency addresses, only those that may be impacted by this funding. Include the following:*

- background information about the community you serve;
- the geographic location/jurisdiction you plan to serve; and
- demographics of the population in the location/jurisdiction served by your agency.

*Provide examples of experiences that support your agency's ability to provide the proposed services. For example:*

- recent accomplishments;
- statistical data on youth served;
- related services provided by your agency; and
- other accomplishments.

*For all applicants, this section should clearly, but briefly, show the agency possesses the necessary skills, experience, and qualifications to achieve success if the proposal is funded.*

*\*For Pass-Thru Applicants, include information about your coalition, its makeup, meeting dates, etc. Please refer to JABG Funding Opportunity Guidelines for definitions regarding the types of applicants eligible for this funding.*

**I. EXPERIENCE AND RELIABILITY**

**Applicant For Services**

Boone County is the government entity applying for Juvenile Accountability Block Grant funding; however, the funding would be used for services that would be provided at the Robert L. Perry Juvenile Justice Center. The Juvenile Justice Center serves youths from the 13<sup>th</sup> Judicial Circuit who are placed here by the court. Additionally, youths are placed here from other regional circuits that do not have facilities where youths in their jurisdictions can be housed and receive services. The Robert L. Perry Juvenile Justice Center is located in Columbia, Missouri, near Highway 63 and Prathersville Road, which is near Interstate 70 and easily accessible to residents of the 13<sup>th</sup> Judicial Circuit and other regional circuits.

**General Demographics Of The 13<sup>th</sup> Judicial Circuit (Boone And Callaway Counties) According To OJJDP 2009 Population Estimates**

	Boone County #'s	Boone County %'s	Callaway County #'s	Callaway County %'s	TOTALS by #'s	TOTALS by %'s
Number of people	156,377	100%	43,727	100%	200,104	100%
Number of Juveniles, Ages 10 through 16	12,068	8%	4,014	9%	16,082	8%
<b>Demographic Breakdown</b>						
	<b>Boone County</b>		<b>Callaway County</b>		<b>TOTALS (approximate)</b>	
	<b>% and #</b>		<b>% and #</b>			
Caucasian, non-Hispanic	9,333 (77.3%)		3,685 (92%)		13,018 (81%)	
Caucasian, Hispanic	358 (2.9%)		78 (1.9%)		436 (2.7%)	
Black, non-Hispanic	1,752 (14.5%)		208 (5.2%)		1,960 (12.2%)	
Black, Hispanic	52 (<1%)		4 (<1%)		56 (<1%)	
Asian, non-Hispanic	492 (4%)		11 (<1%)		503 (3.1%)	
Asian, Hispanic	18 (<1%)		1 (<1%)		19 (<1%)	
American Indian, non-Hispanic	48 (<1%)		27 (<1%)		75 (<1%)	
American Indian, Hispanic	15 (<1%)		0 (0%)		15 (<1%)	
Totals (and percentage of county population of juveniles, ages 10 through 16)	12,068 (100%)		4,014 (100%)		16,082 (100%)	

**Summary Of Services Provided That Will Be Impacted By Funding**

**Art Program:** The Art Program has been provided, through JABG funding, since February 2000.

**Music Program:** The Music Program has been provided, through JABG funding, beginning in the 2001-2002 grant year.

**Drug Testing Program:** The drug testing program has been provided, through JABG funding, beginning in the 2001-2002 grant year. For the 2010-2011 grant year, we did not need to purchase drug tests as a result of a surplus; however, we have continued to conduct and report on the Drug Testing Program.

**Security/Monitoring Program:** The ability to monitor entrances to the facility and juveniles in the facility, in certain areas, began in the 2000-2001 grant year, through JABG funding.

**Ability To Provide Proposed Services: Examples Of Achieving Past Goals And Objectives Through JABG Funding**

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
Art Program	2000-2001	107	2284.50	Under 25%
	2001-2002	111	1926.50	Under 25%
	2002-2003	100	2294.50	Under 25%
	2003-2004	128	2358.25	Under 25%
	2004-2005	138	2273.25	Under 25%
	*The instructor's hours were cut significantly because of less funding available	2005-2006	115	960.50 (instructor had less hours*)
*The instructor's hours were cut significantly because of less funding available	2006-2007	79	713.50 (instructor had less hours*)	Under 25%
*The instructor's hours were increased by 4 hours a week	2007-2008	87	1093.25 (instructor's hours increased slightly*)	Under 25%
	2008-2009	53  In this year, juveniles had to be on level 2 or 3 to participate; thus, number of youths decreased	1180.25	All programs, short-term: 28%; long-term: 16%

**Art Program (continued)**

	2009-2010	149	1248.25	All programs, short-term: 28%; long-term: 4%
		Staff wanted more residents to be able to participate, so discretion was used in choosing youths who were not on level 2 or 3.		

During all of the years the Art Program has been in existence, hundreds of individual projects have been entered in the Boone County Fair, with the majority being awarded first place ribbons.

Youths on the program wing of the Juvenile Justice Center (those who are placed here on evaluation, short term care, or placement status) who are on Level 2 or Level 3 status are eligible to participate in the Art Program. Some residents who are level 1 may now participate, at the discretion of supervisory staff.

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
Security/Monitoring Program	2000-2001	N/A—cameras enabled staff to visually monitor entrances to facility	N/A	N/A
	2007-2008	Additional cameras allowed staff to review videos involving 15 residents, in order to determine the details of situations of inappropriate behaviors.	N/A	Under 25%
	2009-2010	Additional cameras allowed staff to review videos involving 14 residents, in order to determine the details of situations of inappropriate behaviors.	N/A	All programs, short-term: 28%; long-term: 4%

The three additional cameras installed in the 2007-2008 and 2009-2010 grant years enabled staff to better monitor youths and to determine what actually happened, in 29 separate behavioral situations, by reviewing video tapes from the security cameras.

<b>Drug Testing Program</b>	2001-2002	218 tests—93 had positive results	N/A	Under 25%
	2002-2003	235 tests—111 had positive results	N/A	Under 25%
	2003-2004	328 tests—166 had positive results	N/A	Under 25%

<b>Drug Testing Program (continued)</b>				
	2004-2005	455 tests—224 had positive results	N/A	Under 25%
	2005-2006	487 tests—288 had positive results	N/A	Under 25%
*For reporting and tracking purposes, only 13 <sup>th</sup> Circuit youths were included, although all youths were tested upon admission. Please note that we could not purchase drug tests until 11/07.	2007-2008	255* tests—85 had positive results	N/A	Under 25%
The required reporting format changed in this year  *For reporting and tracking purposes, only 13 <sup>th</sup> Circuit youths were included, although all youths were tested upon admission. Please note that we could not purchase drug tests until January 2009.	2008-2009	233* tests—69 had positive results	N/A	All programs, short-term: 28%; long-term: 16%
	2009-2010	191 tests – 75 had positive results	N/A	All programs, short-term: 28%;

			long-term: 4%
--	--	--	---------------

All youths admitted to the Juvenile Justice Center are to be drug-tested, unless they have been drug-tested at the Juvenile Office just prior to admission. The test results for youths from other circuits and the Division of Youth Services are reported to their deputy juvenile officers and service coordinators. 13<sup>th</sup> Circuit youths testing positive are further evaluated, and depending upon the results of further assessment, some are referred for substance abuse assessments. Of those, some are referred for inpatient or outpatient substance abuse treatment services.

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
Music Program	2001-2002	71	137	Under 25%
	2004-2005	64	766	Under 25%
	Suppl. Grant			
	2006-2007	106	115	Under 25%
	2007-2008	77	169	Under 25%

Music Program (continued)				
Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
The required reporting format changed in this year	2008-2009	43*	94	All programs, short-term: 28%; long-term: 16%
*The music instructor missed sessions because her parents had been injured in an auto accident				
*The music instructor	2009-2010	76	74	All programs,

missed sessions because of surgery and recuperation				short-term: 28%; long-term: 4%
---	--	--	--	-----------------------------------

Keyboards were purchased in the 2001-2002 grant year and community volunteers were used for keyboard instruction. A music instructor was hired in January 2005, through a JABG supplemental grant and the position has been continued since then, through regular JABG funding.

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
Leadership RAP Program	2008-2009	39	140	All programs, short-term: 28%; long-term: 16%

Program	Grant Year That the Program Was Fully Implemented	Number of Individual Youths Served	Number of Programming Hours Provided	Recidivism Information
(Cognitive Behavioral Intervention) CBI Program	2009-2010	9	28.5	All programs, short-term: 28%; long-term: 4%

**Juvenile Crime Enforcement Coalition**

Some of the members of the coalition have changed throughout the years, but the members have represented the police, sheriff, prosecutor, state/local probation services, juvenile court, schools, business, prevention organizations, other social services, and other law enforcement, in the community. The coalition has met quarterly since its beginning. The proposed dates for the upcoming grant year are November 17, 2011; February 16, 2012; May 17, 2012; and August 16, 2012. The proposed members for the upcoming grant year are Police: Officer Steven McCormack, Columbia Police Department; Sheriff: Captain Greg Vandegriffe, Boone County Sheriff's Department; Prosecutor: Teri Armistead, Legal Counsel to the Juvenile Officer; State/Local Probation Services: Rick Gaines, Juvenile Officer of the 13<sup>th</sup> Judicial Circuit; Juvenile Court: Kathy Lloyd, Court Administrator; Schools: Vince Thompson, Alternative Programs Site Manager; Prevention Organizations: Eric Lawman, Chair, Religious Education Coordination Council; Other, Social Services: and Janie Bakutes, Director, Rainbow House Regional Child Advocacy Center.

Currently, we do not have a representative in the Business or Other Law Enforcement categories, but intend to fill those vacancies. (We have included a more comprehensive explanation on the page following the listing of the members of the coalition).

From the beginning, the coordinated enforcement plan has been simple and direct. Youths who have committed law violations and have subsequently become involved in the juvenile system are youths who are making poor choices and who are not accepting responsibility for the choices they make. Therefore, the primary goals of the programs and services for law violator juveniles who are in placement at the Robert L. Perry Juvenile Justice Center are to hold youths accountable, help them learn ways to make better choices and change their behaviors, and increase their self-esteem. All should have the predicted effect of lowering recidivism rates among the participants. Lowering recidivism rates is the objective of this project. When juveniles learn to be accountable for their choices and replace poor decisions with good decisions, their rates of recidivism decrease.

## Statement of the Problem

### Statement of the Problem\*

*Clearly define the problem you propose to impact with the project proposed to be funded through JABG. Be specific and only include information relevant to this request.*

*Since part of the JABG funding is competitively bid, it is necessary for you to carefully articulate the problem you wish to address; demonstrate the need for funding; and provide supporting data.*

*This section must justify the need for the proposed services outlined in the Methodology section of your proposal. Use local data and other sources of information to define and describe the problem. Link the problem(s) to specific social and environmental factors.*

*Successful applicants will show a clear need for the proposed programming through a logical, concise, and complete evaluation of:*

- *Local data pertaining to the source(s), history, current scope and dimension(s) of the problem;*
- *A definition of the target population (age, gender, educational performance, socioeconomic background, etc.);*
- *The risk and protective factors present within the proposed area of service;*
- *Trend analyses, forecasts, and/or other data relating to the problem(s);*
- *The comparison between available local, regional, and state data (utilizing graphs whenever possible) pertaining to the problem and level of incidence as evidenced by official statistics; (arrest statistics, school records, juvenile court referrals, etc.); and*
- *Current and/or recent local efforts to combat or address the problem and the results of those efforts.*

## II. STATEMENT OF THE PROBLEM

### The Problem We Are Trying To Impact

Our intended impact, as in past years, is to lower the rates of recidivism among law violator youths who are placed at the Robert L. Perry Juvenile Justice Center. It can be clearly seen in the Comparison of National, State, and Local Juvenile Offender Data that follows later in this section that a higher percentage of juveniles in Boone County and in the 13<sup>th</sup> Judicial Circuit as a whole are arrested for certain crimes than juveniles nationally or state-wide. This data from the FBI is for the year 2007, which is the most recent year for which the data can be obtained.

### Specific Environmental And Social Factors Contributing To Recidivism

According to the Missouri Juvenile Risk Assessment (the use of which began locally in 2006), higher scores related to the following factors contribute to the likelihood of recidivism: 1) age at first referral; 2) number of prior referrals; 3) assault referrals; 4) history of placement; 5) peer relationships; 6)



history of child abuse; 7) substance abuse; 8) school attendance/disciplinary problems; 9) parental management style; and 10) parental history of incarceration.

According to the Missouri Juvenile Needs Assessment (used locally beginning in 2006), higher scores related to the following factors contribute to the likelihood of recidivism: 1) behavior problems; 2) attitude; 3) interpersonal skills; 4) peer relationships; 5) history of child abuse or neglect; 6) mental health; 7) substance abuse; 8) school attendance/disciplinary problems; 9) academic performance; 10) learning disorder; 11) employment; 12) juvenile's parental responsibility; 13) health/handicaps; 14) parental management style; 15) parental mental health; 16) parental substance abuse; and 17) social support system.

Since 2005, we were not able to perform analyses of residents' risk and needs scores, because of limitations in extracting information from JIS. For calendar year 2010, we were able to utilize risk and needs data.

### **Risk Assessment Scores**

A primary tool used by the Juvenile Division in delinquency and status offense cases is the Risk and Needs Assessment Form. A risk assessment is completed on a juvenile by the detaining deputy juvenile officer, upon the time of the juvenile's admission, and helps guide decision-making regarding disposition. On the risk assessment, a youth scoring 8 and above is considered to be high risk; a youth scoring 1 to 7 is considered to be moderate risk; and a youth scoring -3 to 0 is considered to be low risk. Following is data extracted from the risk scores for juveniles detained at the Juvenile Justice Center in 2010:

### **Definition Of Target Population**

#### **RISK LEVELS, Based on Risk Scores of Residents for the Year 2010:**

**Age at First Referral:** 60% of residents had their first referral at age 12 or under.

**Assault Referrals:** 58% of residents had one or more prior or present misdemeanor assaults.

**History of Child Abuse/Neglect:** 44% of residents had a child abuse/neglect history.

**History of Placement:** 70% of residents had prior out-of-home placements.

**Parental History/Incarceration:** 65% of residents' parents had a history of incarceration.

**Parental Management Style:** The parental management styles of 52% of residents' parents were severely ineffective.

**Peer Relationships:** 49% of residents' peer relationships were a negative influence. 42% were a strong negative influence.

**Prior Referrals:** 95% of residents had one or more prior referrals.

**School Attendance/Disciplinary:** 35% of residents had moderate problems and 50% had severe problems.

**Substance Abuse:** 37% of residents had a moderate alcohol and/or drug abuse problem and 15% had a severe alcohol and/or drug abuse problem.

## **Needs Assessment Scores**

A needs assessment is completed when the Juvenile Officer is going to provide some level of supervision and is used to assist with determining the level of programs/services that would best meet the youth's needs. Following is data extracted from the needs assessments completed on juveniles detained at the Juvenile Justice Center in 2010:

### **Definition Of Target Population**

#### **NEEDS LEVELS, Based on Needs Scores for the Year 2010:**

**Attitude:** 50% of residents were generally uncooperative, defensive, not motivated to change; 30% of residents had a very negative attitude, were defiant, and resistant to change.

**Behavior Problems:** 44% of residents had moderate problems; 52% had severe problems.

**Employment (this is scored only if the resident is 16 and not enrolled full-time in school, vocational training, or other education program):** this did not apply to 98% of our residents.

**Health/Handicaps:** 1% had limited access to health care; 8% had a mild physical handicap or medical condition.

**History of Child Abuse/Neglect:** 48% had a history of child abuse/neglect.

**Interpersonal Skills** 55% had moderately impaired skills; 25% had severely impaired skills.

**Juvenile's Parental Responsibility:** 99% had no children.

**Learning Disorder:** 35% had a diagnosed learning disorder.

**Mental Health:** 54% had a mental health disorder with treatment; 6% had a mental health disorder without treatment;

**Parental Management Style:** 34% of parents' management styles were moderately ineffective; 55% were severely ineffective.

**Parental Mental Health:** 31% of parents had a mental health history.

**Parental Substance Abuse:** 46% of parents had a substance abuse history.

**Peer Relationships:** 46% of peers were negative influences; 44% were strong negative influences.

**School Attendance/Disciplinary:** 36% of residents had moderate problems; 50% had severe problems.

**Social Support System:** 39% of residents had weak support with no positive role models; 8% had strong negative or criminal influence.

**Substance Abuse:** 39% had moderate alcohol and/or drug abuse problems; 16% had severe alcohol and/or drug problems/dependence.

### **Risk And Protective Factors Present In Proposed Area Of Service**

The risk factors are described in the previous two sections, Specific Environmental and Social Factors Contributing to Recidivism, and Definition of the Target Population, which include 1) age at first referral; 2) number of prior referrals; 3) assault referrals; 4) history of placement; 5) peer relationships; 6) history of child abuse; 7) substance abuse; 8) school attendance/disciplinary problems; 9) parental management style; and 10) parental history of incarceration.

Protective factors that reduce the potential for youths committing law violations are strong social skills; negative attitudes toward crime; family attachment; parental monitoring of children's activities with peers; clear rules of conduct that are consistently enforced within the family; involvement of parents in the lives of their children; success in school performance; strong bonds with institutions, such as school and religious organizations; and adoption of conventional norms about crime. Other protective factors for the juveniles at the Robert L. Perry Juvenile Justice Center would include programming received while at the Center; supervision services through the Juvenile Officer after release from the Juvenile Justice Center; an adult family member or friend on whom the juvenile could rely as a stable influence, a concerned teacher, etc.

### **Trend Analyses, Forecasts, And Other Data Related To Problem**

From what we can discern from national, state, and local data, the incidence of serious crimes committed by youths has decreased over the past several years in many areas. However, there is concern about the percentages of youths arrested for crimes in Boone and/or Callaway counties that are higher than the national or state percentages, according to data from 2007.

### **Comparison Of National, State, And Local Juvenile Offender Data**

This information was gathered from FBI Arrest Statistics, for the year 2007 (the most recent year available), found on the OJJDP web site. The figures below represent the percentage of total arrests involving persons ages 10 to 17, in the U.S., Missouri, Boone County, and Callaway County, respectively:

<b>Crime</b>	<b>United States</b>	<b>Missouri</b>	<b>Boone County</b>	<b>Callaway County</b>
Population Ages 10 to 17	33,328,000	648,600	14,281	4,779
<b>Violent Crime Index</b>				
Murder/nonneg. mans.	10.0%	10.1%	0.0%	0.0%
Forcible Rape	15.4%	13.8%	<b>35.7%</b>	0.0%
Robbery	27.2%	23.1%	21.1%	<b>33.3%</b>
Aggravated Assault	13.3%	10.9%	12.0%	<b>25.0%</b>
<b>Property Crime Index</b>				
Burglary	27.0%	26.0%	<b>40.8%</b>	<b>47.2%</b>
Larceny/Theft	25.6%	23.1%	<b>35.2%</b>	<b>27.0%</b>
Motor Vehicle Theft	25.0%	22.5%	<b>52.8%</b>	21.4%
Arson	47.4%	45.1%	<b>66.7%</b>	<b>83.3%</b>
<b>Nonindex</b>				
Other Assaults	18.4%	18.8%	<b>24.8%</b>	<b>26.6%</b>
Forgery/Counterfeiting	3.0%	2.3%	<b>5.1%</b>	0.0%
Fraud	3.1%	4.8%	<b>9.3%</b>	0.0%
Embezzlement	7.6%	9.9%	0.0%	<b>11.1%</b>
Stolen Property	18.3%	14.7%	<b>25.0%</b>	<b>54.5%</b>
Vandalism	38.3%	32.3%	<b>53.3%</b>	25.7%

Weapons	23.2%	18.3%	<b>31.3%</b>	<b>42.9%</b>
Prostitution/Commercialized Vice	2.0%	0.8%	0.0%	No figure
Sex Offenses (other)	18.4%	18.8%	<b>50.0%</b>	<b>30.0%</b>
Drug Abuse Violations	10.6%	9.9%	<b>16.0%</b>	<b>19.0%</b>
Gambling	17.3%	7.1%	No figure	No figure
Offenses Against Family	4.7%	2.2%	<b>18.0%</b>	0.0%
Driving Under Influence	1.3%	1.5%	1.1%	1.6%
Liquor Laws	22.3%	18.7%	9.7%	19.2%
Drunkenness	2.9%	11.4%	No figure	No figure
Disorderly Conduct	28.4%	15.7%	<b>36.1%</b>	<b>27.8%</b>
Vagrancy	11.4%	31.8%	No figure	No figure
All Other Offenses	9.6%	6.4%	<b>15.3%</b>	9.9%
Suspicion	19.1%	No figure	No figure	No figure
Curfew and Loitering	100.0%	100.0%	100.0%	100.0%
Runaway	100.0%	100.0%	100.0%	100.0%

The percentages under the headings of Boone County and Callaway County that are bolded in the table are either somewhat or significantly higher than the U.S. and/or Missouri percentages, according to available data from 2007.

### **Current And/Or Local Recent Efforts To Combat Problem And Results Of Efforts**

The following information is based on local efforts to combat the problem of youths committing crimes. The data is taken verbatim from the "Family Court Services, Juvenile Division – Boone County – Callaway County - 2010 Annual Report." These programs are all based on the philosophy of accountability and are provided to juveniles who are under the informal or formal supervision of the Juvenile Officer.

#### **Community Service Work**

10,833 hours of CSW were completed. To understand what impact this has on the community, the number of hours multiplied by the rate of compensation equal to the current minimum wage equals \$78,539.00 of benefit to the community.

#### **Community Service Work for Restitution**

Since all youths are not able to pay restitution to victims of crime, due to their age or lack of employment opportunities, the Juvenile Officer developed this program. Youths who are unable to pay restitution as ordered are assigned to perform CSW. The CSW is then calculated at minimum wage and that amount is paid to victims from a fund. 682 hours were completed in the program, which provided \$4,940.00 in restitution to victims who would not have otherwise received payment.

#### **Restitution**

Victims who have suffered a financial loss as a result of a crime committed by a youth receive restitution for their loss. \$17,480.00 in restitution was collected. This figure would include amounts collected for restitution ordered in previous years.

#### **Cognitive Behavioral Intervention (CBI)**

The Thirteenth Judicial Circuit Family Court adopted the Cognitive Behavioral Intervention Theory. Cognitive behavioral interventions are based on techniques and practices that work to change

thinking (cognition) and behavior (actions). The underlying principle of cognitive behavioral intervention is that if we alter our thinking, our behavior will change. The names of the programs and numbers of successful participants follow: Options to Anger, 26; Thinking for a Change, 17; Why Can't I Stop?, 6; and Wings, N/A.

The remainder of programs was listed in the annual report as follows:

PROGRAMS	NUMBER OF PARTICIPANTS				
	2006	2007	2008	2009	2010
Abuse/Neglect Parent Education Program	N/A	N/A	N/A	25	39
Anger Management for Teens	60	36	7	8	N/A
Boone County Family Resources	26	28	44	21	11
Burrell Behavioral Health	47	40	44	23	22
Cage the Rage	104	133	91	47	N/A
*Consequence Program	N/A	N/A	N/A	N/A	150
Drug and Alcohol Program	114	106	98	49	N/A
Drug Testing	532	498	272	268	318
Employment Program	N/A	N/A	N/A	23	N/A
Family Therapy Program	24	36	39	42	23
In-Home Detention/Electronic/Voice Verification	49	41	56	27	35
Intensive Intervention Model Program	52	45	31	30	27
Intensive Youth Anger Management	38	75	19	13	N/A
It's Your Life Program/How to Save a Life	N/A	60	17	45	5
*Shoplifter's Program	112	108	110	78	33
Social Skills Program	N/A	N/A	N/A	7	N/A
STD Prevention for Females	N/A	N/A	7	16	N/A
STD Prevention for Males	N/A	N/A	10	10	N/A
*Tobacco Program	42	40	16	22	5
*Victim Impact Panel	81	122	63	72	14

\* In 2010, the Juvenile Officer implemented the Consequence Program. It is a one-time program for the juvenile and their parent/custodian. Eligibility for the program includes review of the referral and the juvenile's file to determine if the referral is legally sufficient; if the referral is the juvenile's only legally sufficient referral within the past six months; ensuring the juvenile has not previously been under the supervision of the Juvenile Officer; ensuring the juvenile is at least 13 years of age; and whether the offense is a status offense (excluding parental referrals), an offense of shoplifting, peace disturbance, minor in possession, trespassing, third degree assault, or a traffic offense for youths 15 ½ years old or younger. It should be noted that the number of juveniles referred to the Shoplifter's Program, Tobacco Program, and Victim Impact Panel have decreased due to the implementation of the Consequence Program.

## Program Goal and Objectives

### JABG Program Goal and Objectives \*

*Provide the single, overall, defined goal for this proposed project. Then provide the objectives (activities) that will be implemented in order to support and achieve that goal. Refer to the Performance Based Measures when developing the Goals and Objectives.*

*A goal is a broad-based statement that reflects an overall end result you are trying to attain. A goal must be clearly stated, realistic, and achievable. A project will usually have one broad based goal.*

#### **Example of a Goal:**

*To reduce the number of juveniles reoffending within the city of ABC.*

#### **Example of Supporting Activities:**

- 1. To provide after school mentoring services to delinquent youth.*
- 2. Program youth will participate in the proposed site-based mentoring program and after- school academic recovery program.*
- 3. After the first month of services, youth and their families will meet weekly with the community services coordinator to review their progress.*

### **Program Goal**

To lower the rate of recidivism by youths who participate in the proposed programs at the Robert L. Perry Juvenile Justice Center.

### **Supporting Activities**

1. To provide art instruction to eligible youths on both the detention wing and program wing of the Juvenile Justice Center. Participation in the Art Program is an earned privilege based on effort and behavior.
2. To provide music instruction to eligible youths (those on the program wing, on all levels of the RLPJJC program, with supervisory approval). Participation in the Music Program is an earned privilege based on effort and behavior.
3. To provide additional cameras/audio equipment for security/monitoring services at the Robert L. Perry Juvenile Justice Center.
4. To provide drug testing to all youths admitted to the RLPJJC.
5. To provide a smartboard/whiteboard for use by Juvenile Justice Center staff and teachers, to enhance educational and programming presentations and promote greater involvement by residents in these services.

## Methodology

### Methodology\*

The Methodology is considered the operational or "who, what, when and how" portion of the proposal. Include the proposed program and services to be provided through the use of JABG funds. Also include the rationale for this program selection and the anticipated impact it will have on the juvenile crime problem previously described in the Statement of the Problem.

Key topics to fully address the Methodology may include, but are not limited to:

- A full description of the services that will be provided by this project
- The geographic area to be served by this project
- Who will provide and receive services
- When the services will be provided
- Where the services will be provided
- How the services will be provided (include screening, assessment, and/or referral procedures)
- The organizations that will assist in the delivery of services and their roles
- The impact the program/services will have on your community.
- A three month implementation timeline (funded proposals must be operational within 90 days of October 1st)

Be sure to provide a clear and precise description of and explanation for the services proposed in this application.

## IV. METHODOLOGY

**Who Will Provide And Receive Services?** Robert L. Perry Juvenile Justice Center staff (supervisors, caseworkers, teachers, program assistants, art instructor, and music instructor, depending on which service is being provided) will provide services to residents at the Juvenile Justice Center.

- Residents at the Juvenile Justice Center will receive services through the Drug Testing Program.
- Residents, visitors, staff, and security officers will receive services through the Security/Monitoring Program.
- Eligible residents on both the detention and program wings of the Juvenile Justice Center will receive services through the Art Program. Detention wing residents deemed eligible by supervisory staff will receive services on the detention wing. Eligible program wing residents will receive services in a separate building on the facility grounds; therefore, a resident must have outside privileges. Both detention and program wing residents must have earned the privilege of participation through effort and behavior.
- Program wing residents on all levels of the Robert L. Perry Juvenile Justice Center program are eligible to participate in the Music Program, but participation is dependent upon good behavior.
- Residents on the program wing of the facility will be able to use a smartboard in school and JJC programming.

### **The Services That Will Be Provided By This Project:**

**Art Program:** Historically, only approved program wing residents could participate in the Art Program. In an effort to expand programming and services to youths, we will include youths in secure detention for participation in the Art Program, which will be facilitated on the detention wing. We have experimented with providing this programming on days when the detention population was low, with success and enthusiasm on the part of the detention wing residents.

During the school year, the Art Program takes place from noon to 1:00 p.m., on Mondays through Thursdays, and additionally from 2:15 p.m. to 3:15 p.m., on Tuesdays and Thursdays. A maximum of 5 to 6 residents may participate at one time. Detention wing residents will be provided art programming from noon to 1:00 p.m., on Tuesdays and Thursdays. During the summer, the Art

Program takes place on Mondays through Thursdays, from noon to 1:30 p.m. on Mondays, and noon to 2:00 p.m., on Tuesdays, Wednesdays, and Thursdays. Additionally, there is a second session in the summer from 2:30 p.m. to 3:45 p.m., on Tuesdays, Wednesdays, and Thursdays. Program wing residents will have art classes during the early sessions on Mondays through Thursdays, and detention wing residents will have art classes during the later sessions on Tuesdays and Thursdays.

Throughout the year, residents are taught how to do many different types of projects, the main ones being pottery, weaving, wood burning, making jewelry, pen and ink drawings, and wood staining. The instructor teaches the participants about the color wheel (and how to mix colors to produce a color they may not have on hand), perspective, proportion, and composition. She has also introduced a weekly, brief art history session, presenting information about a different artist or art movement each week. The Art Program takes place during 47 weeks of the year.

**Music Program:** The music program takes place on Thursdays and Fridays, from 3:30 p.m. to 4:30 p.m. The music instructor provides participants with beginner keyboard lessons, using electronic keyboards that were purchased through previous JABG funding. The program takes place on the program wing of the facility; therefore, even residents who have not earned outside privileges (which they must have to participate in the Art Program) may participate, as long as their behavior is appropriate. The Music Program takes place during 47 weeks of the year.

**Drug Testing Program:** Youths are drug-tested during the admission process at the Juvenile Justice Center. The tests are ten-panel drug tests, which test for the presence of marijuana, cocaine, methadone, Ecstasy, opiates, methamphetamines, barbiturates, benzodiazepines, Oxycodone, and PCP in a urine sample. Results are recorded in a permanent record and assigned deputy juvenile officers are notified of positive or negative results. Drug testing, the use of a written testing instrument used at the facility, and self-report by residents and their families aid in developing the most effective plans of intervention for youths with substance abuse problems.

**Security/Monitoring Program:** The ability to monitor additional areas of the facility enables staff to hold juveniles accountable more quickly and easily and, at times, to determine exactly what happened in certain situations when that would not be possible otherwise (video tapes are available for review). Cameras enhance the safety and security of residents, staff, and visitors at the facility. We are proposing the addition of four additional cameras in the following areas: 1) 1 outdoor camera in the boys' detention wing recreation area to address the issue of a "blind spot" on their walkway to the recreation area; 2) 1 outdoor camera at the driveway entrance to the facility, so staff can monitor vehicles entering facility property; 3) 1 camera in the front lobby in order to be able to monitor visitors/parents; and 4) 1 camera in D-wing on the program wing, so staff can monitor residents who may be going to other residents' rooms, which is not permitted.

**Education and Programming Enhancement:** The use of state-of-the-art technological devices that enhance the provision of educational and programming activities will engage youths more fully in these processes, broaden the scope of the programming that can be provided to them-- programming that is designed to lower rates of recidivism. We are proposing the addition of a smartboard/whiteboard in the program wing area of the facility.

**The Geographic Area To Be Served By This Project:** The 13<sup>th</sup> Judicial Circuit (Boone and Callaway counties).

**When The Services Will Be Provided:** During a youth's placement at the Robert L. Perry Juvenile Justice Center.

**How The Services Will Be Provided:** The programs/services will be facilitated by Juvenile Justice Center staff and teachers, and provided during regularly-scheduled, daily programming, with the



exception of the drug testing and the security/monitoring. Youths will be drug-tested upon admission to the facility and the security/monitoring services will be in place at all times.

**The Organizations That Will Assist In The Delivery Of Services And Their Roles:** Since the Columbia Public Schools teachers assigned to the Juvenile Justice Center will be allowed to use the smartboard/whiteboard during school, they will be assisting in the delivery of services.

**The Impact The Programs/Services Will Have On Your Community:** Youths involved in the juvenile justice system have long been known to suffer from feelings of poor self-esteem, which can result from many factors (many of the factors have been noted in the Definition of the Target Population and The Risk and Protective Factors Present Within the Proposed Area of Service sections). Poor self-esteem often leads juveniles to have and maintain extreme feelings of incompetence and inadequacy. Those extreme feelings can cause youths to be unable to be as successful as they are capable of being in school, in social situations, and in interpersonal relationships. Feelings of poor self-esteem can cause competent youths to begin to care less about themselves, their families, their school performance, their friends, etc., until they often turn to activities in which they would not normally involve themselves: acts of delinquent and illegal behaviors, extreme sexual promiscuity, and/or substance abuse, etc. Youths who have been placed at the Robert L. Perry Juvenile Justice Center have obviously involved themselves in serious and/or repetitive acts of illegal behaviors. They are in primary need of obtaining assistance to develop more positive self-concepts. They are also in need of close monitoring, so they can be held quickly accountable for lapses in behavior, such as the monitoring that would be provided by additional security cameras. Drug-testing a juvenile upon admission allows the Juvenile Officer to recommend the most effective interventions for those who test positive for drug use. A positive self-concept will allow a youth to hold himself/herself more accountable and to facilitate a positive change in behavior. The Art Program and the Music Program afford youths the opportunities to experience positive self-expression and personal achievement, which helps them to develop more positive self-concepts. The use of a smartboard in the classroom and during programming will enable youths to engage more fully in the educational and programming experience. Experience and research demonstrate that when youths change their problematic behaviors and begin to achieve success, their chances of permanently altering the negative behaviors are significantly increased.

**Three-Month Implementation Timeline:** Because of the cash match requirement, which comes from the Juvenile Justice Center budget, the purchase of the security cameras and the smartboard/whiteboard must be made after the start of the new budget year, which will begin on January 1, 2011. The other programs will continue seamlessly, because 1) we still have some art supplies to work with; 2) the music program requires no supplies; and 3) drug tests will last through the beginning of the new year. This delay until January on some programs has occurred every year that Boone County has received JABG funding.

## Coordination of Services

### Coordination of Services\*

*Explain how this applicant agency will collaborate with other service providers in the community that serve the target population.*

*For example,*

- *Who are other service providers in the community?*
- *How will the applicant agency avoid service duplication?*
- *How will referrals be obtained and shared?*
- *Does the applicant agency have formal agreements in place with these other services providers?*
- *Will the applicant agency set up formal agreements with the other services providers?*

*And so forth.*

We will not collaborate with other established agencies and programs in the community. Service duplication is avoided by the fact that youths would receive these specific services when they are placed at the Robert L. Perry Juvenile Justice Center.

**Performance Measures - Outcomes**

JABG Purpose Areas:	Performance Measures Outcomes:
Accountability-Based Programs	MANDATORY-No. & % of program youth completing program requirements-Direct Service Mandatory -Short
Accountability-Based Programs	MANDATORY-Number and percent of program youth who reoffend -Direct Service Mandatory -Short
Accountability-Based Programs	MANDATORY-Number and percent of program youth who reoffend -Direct Service Mandatory -Long
Accountability-Based Programs	Antisocial Behavior*-Short
Accountability-Based Programs	Number of supervision meetings per youth per month -Short

**Performance Measures - Outputs**

JABG Purpose Areas	Performance Measures Outputs
Accountability-Based Programs	Number of people trained during the reporting period.
Accountability-Based Programs	MANDATORY-Number and percent of eligible youth served using graduated sanctions approaches-Direct Service and System Improvement Mandatory
Accountability-Based Programs	Number of planning or training events held during the reporting period.

**Evaluation**

**Evaluation\***

*Restate the Goal, Objectives, and Performance Measures for this project. Keep in mind that the Performance Measures chosen must be tied to the Goal and Objectives for the proposed project.*

*For each, indicate the procedures to be utilized by your agency to collect and report on the data necessary to measure the progress and success of the project. Keep in mind that the Performance Measures are set by the Office of Juvenile Justice and Delinquency Prevention and that data must be collected on a continuous basis and reported to the Department of Public Safety monthly.*

This accountability project includes the following five components: Art Program, Music Program, Security/Monitoring Program, Drug Testing Program, and Education and Programming Enhancement. The goals are to hold youths accountable, help them learn ways to make better choices and change their behaviors, and increase their self-esteem. All should have the predicted effect of lowering recidivism rates among the participants. Lowering recidivism rates is the objective of this project.

**VIII. PERFORMANCE-BASED MEASUREMENT (PROGRAM EVALUATION)**

**Performance Measure Outcomes**

- A. Number and percent of program youth completing program requirements (MANDATORY): This will be the number/percent of unduplicated youths served in all of the proposed programs, who successfully complete program requirements. Caseworkers will be assigned to maintain data for each of the programs and are responsible for submitting information to the secretary who reports on performance measures monthly and annually.
- B. Percentage/Number of Program Youth Who Reoffend (short term - MANDATORY): We expect that, overall, no more than 25% of program participants will reoffend in the short term. The secretary who reports on the monthly and annual performance measures will maintain a list of all program participants and use the CMIPCHI screen in JIS to track the recidivism of each program participant, monthly.
- C. Percentage/Number of Program Youth Who Reoffend (long term - MANDATORY): We expect that, overall, no more than 25% of program participants will reoffend in the long term (residents who have been released from the Juvenile Justice Center for at least 6 months after participation in one or more programs). The secretary who reports on the monthly and annual performance measures will maintain a list of all program participants and use the CMIPCHI screen in JIS to track the recidivism of each program participant, monthly.
- D. Percentage/Number of Youths who have Exhibited a Decrease in Anti-social Behavior 1ST ADDITIONAL OUTCOME PERFORMANCE MEASURE: Of the number/percentage of youths who have participated in any of the programs funded by this grant, the number/percentage who exhibited a decrease in anti-social behavior. This will be objectively measurable for program wing youths, by comparing the level they had attained at their times of release compared to the level at times of admission. This will be reported monthly and annually by the secretary who reports on the performance measures.
- E. Number of Supervision Meetings Per Youth, Per Month 2ND ADDITIONAL OUTCOME PERFORMANCE MEASURE: This will be the number of times Juvenile Justice Center caseworkers meet with youths assigned to their caseloads during the month. Caseworkers will report this information monthly and annually to the secretary who reports on the performance measures.

### **Performance Measure Outputs**

- A. Percentage/Number of Eligible Youth Served Using Graduated Sanctions Approaches (MANDATORY): This number should always be 100%, as a youth's placement in this facility by the court is a graduated sanction of the juvenile justice system. Additionally, within the Robert L. Perry Juvenile Justice Center, graduated sanctions are used for infractions of program rules. This will be reported monthly and annually by the secretary who reports on the performance measures.
- B. Number of People Trained During the Reporting Period (1ST ADDITIONAL OUTPUT PERFORMANCE MEASURE): This will be the number of people receiving any formal training relevant to the program or their position as program staff. Administrative staff will report this information monthly and annually to the secretary who reports on the performance measures.
- C. Number of Planning or Training Events Held During the Reporting Period (2ND ADDITIONAL OUTPUT PERFORMANCE MEASURE): This will be the "number of planning or training activities held during the reporting period...including...meetings held..." Administrative staff will report this information monthly and annually to the secretary who reports on the performance measures.

### Non-Supplanting

**Non-Supplanting\***

Address the issue of supplanting as it pertains to this grant application.

Supplanting applies to public, governmental, and non-profit agencies. If you are requesting funds for existing costs not covered previously through JABG funds, address in detail how using the proposed JABG funds for the existing costs would not constitute supplanting. These federal funds are not intended to replace local funds or other state/federal funds.

Provide enough information to ensure that the reviewer knows that you have a thorough understanding of supplanting.

This funding will not supplant existing funding. These programs have been sustained through JABG funding since they began. We acknowledge that federal funds will be used to supplement existing funds and not substitute or replace local or state funds that have been appropriated or would otherwise be spent for the same purpose.

### Certification of Local Match

Agency Name	Source	Amount
Boone County	Robert L. Perry Juvenile Justice Center Budget	\$2,259.56
		<b>\$2,259.56</b>

### Audit Requirements

**Date last audit was completed:** June 28, 2010  
**Date(s) covered by last audit:** 1/1/2009 to 12/31/2009  
**Last audit performed by:** Rubin Brown LLP  
**Phone number of auditor:** 314-290-3300  
**Date of next audit:** June 30, 2011  
**Date(s) to be covered by next audit:** 1/1/10 to 12/31/10  
**Next audit will be performed by:** Rubin Brown LLP

Total amount of financial assistance received from all entities, including the Missouri Department of Public Safety, during the date(s) covered by your agency's last audit, as indicated above.

The **Federal Amount** refers to funds received directly from the Federal Government and/or federal funds passed through state agencies.

The **State Amount** refers to funds received directly from the state of Missouri, not including federal pass-thru funds.

**Federal Amount:** \$2,154,000.00  
**State Amount:** \$2,685,000.00

### JABG Controlled Substance Testing Policy Form

must be submitted in the Required Attachments section of the application.

It is hereby certified Applicant Agency does not have direct responsibility for the controlled substance testing practices and policies of juveniles within the juvenile justice system. **No**

It is hereby certified that the Applicant Agency has implemented a controlled substance

testing policy of appropriate categories of juveniles within the juvenile justice system. A copy of said policy is attached to this application. Yes

*Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. You must include your title, full legal name, and the current date.*

**Title:** Presiding  
Commissioner  
**Authorized Official Name:** Edward H. Robb  
**Date:** 05/12/2011

**Required Attachments**

Attachment	Description	File Name	Type	File Size
Organizational Chart(s)	Organizational Chart of the Robert L. Perry Juvenile Justice Center	organizational chart.doc	doc	38 KB
Job Description(s)	Job descriptions of art and music instructors.	job descriptions.doc	doc	26 KB
2 Letters of Support	Two letters of support.	Letters of Support.doc	doc	674 KB
Resume(s) (if applicable)	Resumes of art and music instructors.	Resume Pages.doc	doc	34 KB
Memorandum(s) of Understanding (if applicable)	Not applicable.	MOU's.doc	doc	24 KB
Juvenile Crime Enforcement Coalition Form	Juvenile Crime Enforcement Coalition members.	Juvenile Crime Enforcement Coalition.doc	doc	47 KB
Current Copy of 501(c)(3) (if applicable)	Not applicable.	501.doc	doc	24 KB
Contract(s) (if applicable)	Not applicable.	Contracts.doc	doc	24 KB
Controlled Substance Testing Policy (if applicable)	Controlled Substance Testing Policy	JABG CONTROLLED SUBSTANCE TESTING POLICY.doc	doc	25 KB

**Other Attachments**

File Name	Description	File Size
ART SUPPLIES ATTACHMENT.doc (86 KB)	ART SUPPLY LIST	86 KB

**Application Certified Assurances Form**

*To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following if the funding is awarded:*

*JABG Certified Assurances*

*I am aware that failure to comply with any of the grant guidelines could result in funds being withheld until such time that I, the recipient, take appropriate action to rectify the incident(s) of non-compliance.*

**I have read and agree to the terms and conditions of the Juvenile Accountability Block Grant.** Yes

*Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. You must include your title, full legal name, and the current date.*

**Title:** Boone County Presiding

**Authorized Official Name:**  
**Date:**

Commissioner  
Edward H. Robb  
05/19/2011

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

September Session of the July Adjourned

Term. 20 11

In the County Commission of said county, on the 22<sup>nd</sup> day of September 20 11

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the Missouri Department of Public Safety Request to Revise the Budget form, to extend the JABG grant and expend remaining funds. It is further ordered the Presiding Commissioner is hereby authorized to sign said form.

Done this 22<sup>nd</sup> day of September, 2011.

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Edward H. Robb  
Edward H. Robb  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Absent  
Skip Elkin  
District II Commissioner



MISSOURI DEPARTMENT OF PUBLIC SAFETY  
OFFICE OF THE DIRECTOR  
**REQUEST TO REVISE THE BUDGET**

P.O. Box 749  
Jefferson City, MO 65102  
Telephone: 573-751-4905  
FAX: 573-751-5399



Contractor Name Boone, County of					
Project Title Accountability Programs and Services			Contract Number 2009-JABG-LG-01		
COST CATEGORY	CURRENT BUDGET		REQUESTED REVISED BUDGET		NET CHANGE (+ OR -)
PERSONNEL <i>(Plus Fringes and Overtime)</i>					
VOLUNTEER TIME					
TRAVEL					
EQUIPMENT					
SUPPLIES/OPERATIONS					
CONTRACTUAL					
RENOVATION/CONSTRUCTION					
TOTAL PROJECT COSTS		100%		100%	
TOTAL FEDERAL/STATE SHARE		%		%	
TOTAL LOCAL MATCH SHARE		%		%	

**NARRATIVE JUSTIFICATION** – Briefly explain the requested change. Explain why a reduction in some categories will not be detrimental to the project and an increase in others will further the objectives of the project. **Attach copies of each changed budget detail sheet.**

Requesting an extension to expend remaining amounts in salaries for the Music and Art Instructor. At the end of September, it is estimated there will be \$376.32 (21 hours) remaining in the Art Instructor's salary, \$53.76 (3 hours) in the Music Instructor's salary and \$32.90 in FICA. We would like to transfer the \$53.76 from the Music Instructor Salary to the Art Instructor's salary.

Second request, is to transfer \$60.00 from Camera Equipment to Supplies for Art Program. This will allow the purchase of additional supplies for that project.

<b>PREPARED BY</b>		
Signature <i>Marcia Hazelhorst</i>	Date 9-20-11	Telephone Number: 573-886-4450 E-Mail Address: marcia.hazelhorst@courts.mo.gov Fax Number: 573-886-4461
<b>APPROVED BY</b>		Date
Authorized Official <i>Edward J. ...</i>		9-22-2011



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

September Session of the July Adjourned

Term. 20 11

In the County Commission of said county, on the 22<sup>nd</sup> day of September 20 11

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the contract between the Missouri Highways and Transportation Commission and Boone County, Missouri to allow for reimbursement by MoDOT to Boone County for traffic enforcement to be conducted in MoDOT work zones by the Sheriff's Department. The terms of this agreement are stipulated in the attached contract.

Done this 22<sup>nd</sup> day of September, 2011.

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Edward H. Robb  
Edward H. Robb  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Absent  
Skip Elkin  
District II Commissioner



**CHARLES J. DYKHOUSE**  
**BOONE COUNTY COUNSELOR**  
801 E. WALNUT, SUITE 211  
COLUMBIA, MISSOURI 65201  
TELEPHONE (573) 886-4414  
FAX (573) 886-4413

TO: Edward H. Robb, Presiding Commissioner  
Karen M. Miller, District I Commissioner  
Skip Elkin, District II Commissioner  
Dwayne Carey, Boone County Sheriff

FROM: C.J. Dykhouse, County Counselor

A handwritten signature in black ink, appearing to read "C.J. Dykhouse", is written over the "FROM:" line.

DATE: September 12, 2011

RE: MoDOT Work Zone Enforcement Agreement

The attached contract that is being routed for signatures relates to St. Brian Leer's contacts with the Missouri Department of Transportation. This would allow for reimbursement by MoDOT to Boone County for traffic enforcement to be conducted in MoDOT Work Zones by the Boone County Sheriff's Department.

Capt. Martin has confirmed that the County will not use any subcontractors in connection with this agreement. BCSD will only use its own forces (who are already county employees) to perform these work zone enforcement activities. As a result, I have no legal objection to the provisions contained in paragraph 3(B), and the related subparagraphs, of MoDOT's proposed Agreement.

Please let me know if you would like to visit further, and I will stand by. Thank you.

CCO Form: HS3  
Approved: 07/06 (AMN)  
Revised: 08/10 (MWH)  
Modified:

Award name/number: Boone County Sheriff's Dept.  
Award year: 2012  
Region: CD - Central  
Job Number: 5WZEA06Z

**MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION  
STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM ON CALL WORK  
ZONE ENFORCEMENT PROGRAM AGREEMENT**

THIS AGREEMENT is entered into by the Missouri Highways and Transportation Commission (hereinafter, "Commission") and the

City of \_\_\_\_\_, a municipal corporation in the State of Missouri  
(hereinafter, "City");  
OR

County of Boone, (hereinafter referred to as "County"); OR

Department of \_\_\_\_\_, a department within the executive  
branch of the government of the State of Missouri (hereinafter, "Department"); OR

\_\_\_\_\_, a recognized vendor with the State of Missouri (hereinafter, "Vendor").

WITNESSETH:

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations in this Agreement, the parties agree as follows:

(1) PURPOSE: The Commission has authorized funds to be used to support Statewide Transportation Improvement Program (hereinafter, "STIP") On Call Work Zone Enforcement activities. The purpose of this Agreement is to grant the use of such funds to the County.

(2) ACTIVITY: The funds which are the subject of this Agreement, are provided to support law enforcement work zone activities to further STIP On Call Work Zone Enforcement.

(3) INDEMNIFICATION:

(A) To the extent allowed or imposed by law, the County shall defend, indemnify and hold harmless the Commission, including its members and the Missouri Department of Transportation (MoDOT or Department) employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the County's wrongful or negligent performance of its obligations under this Agreement.

(B) The County will require any contractor procured by the County to work under this Agreement:

(1) To obtain a no cost permit from the Commission's district engineer prior to working on the Commission's right-of-way, which shall be signed by an authorized contractor representative (a permit from the Commission's district engineer will not be required for work outside of the Commission's right-of-way); and

(2) To carry commercial general liability insurance and commercial automobile liability insurance from a company authorized to issue insurance in Missouri, and to name the Commission, and MoDOT and its employees, as additional named insureds in amounts sufficient to cover the sovereign immunity limits for Missouri public entities as calculated by the Missouri Department of Insurance, Financial Institutions and Professional Registration, and published annually in the Missouri Register pursuant to Section 537.610, RSMo. The County shall cause insurer to increase the insurance amounts in accordance with those published annually in the Missouri Register pursuant to Section 537.610, RSMo.

(C) In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either party's rights or defenses with regard to each party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitution or law.

(4) AMENDMENTS: Any change in this Agreement, whether by modification or supplementation, must be accomplished by a formal contract amendment signed and approved by the duly authorized representatives of the County and the Commission.

(5) COMMISSION REPRESENTATIVE: This Commission's District Engineer is designated as the Commission's representative for the purpose of administering the provisions of this Agreement. The Commission's representative may designate by written notice other persons having the authority to act on behalf of the Commission in furtherance of the performance of this Agreement.

(6) NONDISCRIMINATION CLAUSE: The County shall also comply with all state and federal statutes applicable to the County relating to nondiscrimination, including, but not limited to, Chapter 213, RSMo; Title VI and Title VII of the Civil Rights Act of 1964 as amended (42 U.S.C. Sections 2000d and 2000e, *et seq.*); and with any provision of the "Americans with Disabilities Act" (42 U.S.C. Section 12101, *et seq.*).

(7) ASSIGNMENT: The County shall not assign, transfer or delegate any interest in this Agreement without the prior written consent of the Commission.

(8) LAW OF MISSOURI TO GOVERN: This Agreement shall be construed according to the laws of the State of Missouri. The County shall comply with all local, state and federal laws and regulations relating to the performance of this Agreement.

(9) CANCELLATION: The Commission may cancel this Agreement at any time for a material breach of contractual obligations by providing the County with written notice of cancellation. Should the Commission exercise its right to cancel this Agreement for such reasons, cancellation will become effective upon the date specified in the notice of cancellation sent to the County.

(10) FUNDING/REIMBURSEMENT: With regard to work under this Agreement, the County agrees that funds to implement work zone law enforcement activities shall only be available for reimbursement of eligible costs which have been incurred by County. The County shall supply to the Commission copies of all bid information; purchase orders; invoices; and name, date, hours worked, and rate of pay (on Program Agreements that include salaries). Any costs incurred by County prior to authorization and notification to proceed from the Commission are **not** reimbursable costs. The Commission shall not be responsible for any costs associated with the activity herein unless specifically identified in this Agreement or subsequent written amendments. The Commission shall not provide more than One Thousand dollars (\$1,000.00) for this STIP On Call Work Zone Enforcement.

(11) USE OF FUNDS: Any employee of County whose salary or wages are paid in whole or in part with federal funds is prohibited from participating in certain partisan political activities, including, but not limited to, being a candidate for elective office pursuant to Title 5 United States Code (hereinafter, "U.S.C."), Sections 1501-1508. If an employee of County participates in activities prohibited by the Hatch Act, County shall no longer pay that employee's salary or wages with federal funds unless the requirements of 5 U.S.C. Sections 1501-1508 are not applicable to that employee pursuant to 5 U.S.C. Section 1502(c).

(12) AUDIT OF RECORDS: The County must maintain all records relating to this Agreement, including but not limited to invoices, payrolls, etc. These records must be available at all reasonable times at no charge to the Commission and/or its designees or representatives during the period of this Agreement and any extension thereof, and for three (3) years from the date of final payment made under this Agreement.

(13) VENUE: It is agreed by the parties that any action at law, suit in equity, or other judicial proceeding to enforce or construe this Agreement, or regarding its alleged breach, shall be instituted only in the Circuit Court of Cole County, Missouri.

(14) FINAL AUDIT: The Commission may, in its sole discretion, perform a final audit of project costs. The County shall refund any overpayments as determined by the final audit.

(15) SOLE BENEFICIARY: This Agreement is made for the sole benefit of the parties hereto and nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Commission and the County.

(16) EMPLOYEES ONLY: The funding granted by the Commission to the County under this Agreement extends only to reimbursement for work zone enforcement by employees of the County covered by the County worker's compensation plan.

(17) AUTHORITY TO EXECUTE: The signers of this Agreement warrant that they are acting officially and properly on behalf of their respective institutions and have been duly authorized, directed and empowered to execute this Agreement.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below.

Executed by the \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Executed by the Commission this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

MISSOURI HIGHWAYS AND  
TRANSPORTATION COMMISSION

BOONE COUNTY  
NAME OF AGENCY OR VENDOR

By \_\_\_\_\_

By SEE ATTACHED

Title \_\_\_\_\_

Title \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Secretary to the Commission

By \_\_\_\_\_

Title \_\_\_\_\_

Approved as to Form

\_\_\_\_\_  
Commission Counsel

By \_\_\_\_\_

Title \_\_\_\_\_

ATTEST:

By \_\_\_\_\_

Title \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Title \_\_\_\_\_

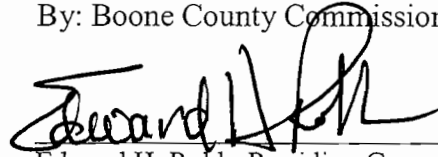
Ordinance No \_\_\_\_\_

\*Note: If agency is a County with a county commission form of government, 3 signatures are required.

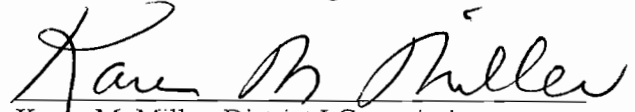
**APPROVAL OF AGREEMENT WITH  
MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION  
WORK ZONE ENFORCEMENT PROGRAM**

**BOONE COUNTY, MISSOURI**

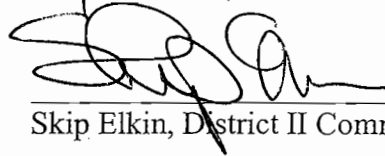
By: Boone County Commission



Edward H. Robb, Presiding Commissioner

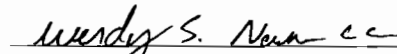


Karen M. Miller, District I Commissioner



Skip Elkin, District II Commissioner

ATTEST:



Wendy S. Noren, Boone County Clerk

**APPROVED – SHERIFF’S DEPT.:**



Dwayne Carey, Boone County Sheriff

**CERTIFICATION:**

I certify that this contract is **within the** purpose of the appropriation to which it is to be charged and there is **an unencumbered** balance of such appropriation sufficient to pay the costs arising from this contract.

June Pitchford by JTB 09/14/14

Auditor

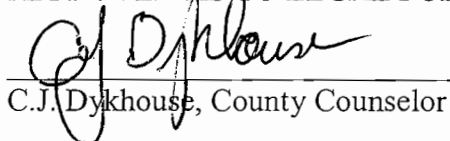
Date

*"Contract imposes no financial obligation to the County-NA"*

**ACKNOWLEDGED FOR  
BUDGET/AUDIT PURPOSES:**

\_\_\_\_\_  
June E. Pitchford, Boone County Auditor

APPROVED AS TO LEGAL FORM:



C.J. Dykhouse, County Counselor

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

September Session of the July Adjourned

Term. 20 11

In the County Commission of said county, on the 22<sup>nd</sup> day of September 20 11

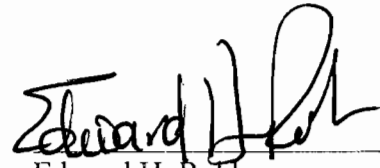
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the utilization of MODOT Request for Quote 7-110610BT2 for a Star Macro Deck Concrete Protector. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

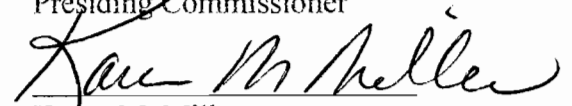
Done this 22<sup>nd</sup> day of September, 2011.

ATTEST:

Wendy S. Noren cc  
Wendy S. Noren  
Clerk of the County Commission



Edward H. Robb  
Presiding Commissioner



Karen M. Miller  
District I Commissioner

Absent  
Skip Elkin  
District II Commissioner



# Boone County Purchasing

**Tyson Boldan**  
Buyer



601 E. Walnut, Room 209  
Columbia, MO 65201  
Phone: (573) 886-4392  
Fax: (573) 886-4390

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Tyson Boldan  
DATE: September 20, 2011  
RE: Purchase Agreement For Star Macro Deck Concrete Protector

Purchasing and Public Works request permission to utilize MODOT Request For Quote 7-110610BT2 for Star Macro Deck Concrete Protector.

This contract will allow Boone County to receive MODOT pricing for this product under Boone County's Terms and Conditions until May 31, 2012.

Invoices from this Term and Supply contract will be paid from department 2040 – Public Works Maintenance Operations and account 26300 – Materials and Chemical Supply.

cc: Contract File  
Chet Dunn, Public Works

**PURCHASE AGREEMENT FOR  
STAR MACRO DECK CONCRETE PROTECTOR**

THIS AGREEMENT dated the 9<sup>th</sup> day of Sept. 2011 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **SASCO Pavement Coatings, Inc.**, herein "Contractor."

IN CONSIDERATION of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for **Star Macro Deck Concrete Protector**, in compliance with the Missouri Department of Transportation Request for Price Quotation number 7-110610BT2, as well as the Boone County Standard Terms and Conditions. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this Request For Proposal if not attached. In the event of conflict between any of the foregoing documents, this purchase agreement and the Missouri Department of Transportation Request for Price Quotation number 7-110610BT2 shall prevail and control over the Contractor's bid response.
2. **Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County, Star Macro Deck Concrete Protector as identified and responded to on Page 2 of the Contractor's response to Missouri Department of Transportation Request for Price Quotation number 7-110610BT2. Products will be provided as required in the Quotation and in conformity with the contract documents for the prices set forth in the Quotation Response, as needed and as ordered by the County.
3. **Contract Duration** - This agreement shall commence on **the date written above** and extend through **May 31, 2012** subject to the provisions for termination specified below..
4. **Delivery** - Contractor agrees to deliver products FOB destination with no additional cost, in a timely manner.
5. **Billing and Payment** - All billing shall be invoiced to the Boone County Public Works Department, 5551 Hwy 63 South, Columbia, MO 65201, and billings may only include the prices listed in the Contractor's quote response. No additional fees for delivery or extra services or taxes shall be included as additional charges in excess of the charges in the Contractor's quote response. The County agrees to pay all correct monthly statements within thirty days of receipt; Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.
6. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.
7. **Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.
8. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

**IN WITNESS WHEREOF** the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

**SASCO PAVEMENT COATINGS INC.**

**BOONE COUNTY, MISSOURI**

by Mark Camnefax  
title Sales Mgr.

by: Boone County Commission  
Edward H. Robb  
Edward H. Robb, Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

Ed Blaine  
County Counselor

Wendy S. Noren  
Wendy S. Noren, County Clerk

**AUDITOR CERTIFICATION**

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of the contract do not create in a measurable county obligation at this time.)

James E. Pitchford  
Signature

2040 /26300 Term and Supply  
9/15/11  
Date

No Encumbrance Required  
Appropriation Account

**STANDARD TERMS AND CONDITIONS – CONTRACT WITH BOONE COUNTY, MISSOURI**

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an “all or none” basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine or **e-mail** will be accepted. **U.S. mail only.**
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
13. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms. The resulting contract will be considered a non-exclusive contract.
14. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration’s Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.
15. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.



**REQUEST FOR PRICE QUOTATION  
FOR SINGLE FEASIBLE SOURCE**

**MISSOURI DEPARTMENT OF TRANSPORTATION  
830 MoDOT DRIVE - PO Box 270  
JEFFERSON CITY, MO 65109**

**REQUEST FOR PRICE QUOTATION**

Please quote the lowest prices covering material specified and provide all information requested.

TODAY'S DATE:	4/25/11	QUOTE DUE BY:	5/10/11	F.O.B. REQUIREMENTS:	DESTINATION - VARIOUS LOCATIONS THROUGHOUT THE STATE OF MISSOURI
TIME REQUIRED FOR DELIVERY:		QUOTATION No:	7-1106108T2	BUYER NAME TELEPHONE NUMBER FAX NUMBER	BRENDA TYREE (TEL: 573-751-7482) (FAX: 673-626-1218)
TO BE DELIVERED NO LATER THAN		Vendor Mailing Address/Facsimile #:	Sasco Pavement Coatings, Inc. Springfield, MO Tele: 417-862-7237 Fax: 417-862-1287	Delivery Locations:	As Specified on each Purchase Order

**Star Macro Deck - Concrete Protector**

For Concrete Protector in MoDOT Districts 5, 7, 8, 9, and 10.

See Page 2 to submit pricing.

CONTRACT PERIOD: Notice to Proceed through May 31, 2012

Fax quote to 573-526-1218

Quoted prices must be inclusive of all shipping/freight and handling costs, and remain firm from notice of award through one year. A separate invoice for each order is required.

Other than the price specified above, no other payment or reimbursements shall be made to the contractor for any reason whatsoever.

Bidders are encouraged to obtain minority business enterprise (MBE) and women business enterprise (WBE) participation in this work through the use of subcontractors, suppliers, joint ventures, or other arrangements that afford meaningful participation for M/WBEs. Bidders are encouraged to obtain 10% MBE and 5% WBE participation.

Company Name: **SASCO Pavement Coatings Inc.**

All responses to this Request for a Price Quotation For Single Feasible Source MUST be submitted on this form and all pages MUST be returned to the Buyer listed above.

VENDOR NOTES

VENDOR INFORMATION

Vendor Name /Mailing Address	SASCO 718 N. Broadv Springfield, MO. 65802	Vendor Contact Information (including area codes):	
		Phone #:	417-862-7237
		Fax #	417-862-1287
Printed Name and Title of Responsible Officer or Employee:	Mark Cannefax Sales Mgr.	Cellular #	417-840-8736
		Signature:	Mark Cannefax
Is your company registered/certified with the State of Missouri as a (please circle):		Is your firm MBE Certified?	Yes <input type="checkbox"/> No <input type="checkbox"/>
		Is your firm WBE Certified?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Would your company like information on becoming a registered/certified MBE/WBE vendor?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
List all agencies your firm is currently certified with?			

Range for # of 5 gallon Pails	Range for # of 5 gallon Pails	Range for # of 5 gallon Pails	Range for # of 5 gallon Pails
1-4	18 = (1/2 pallet)	36 = (1 pallet)	37 and Over
\$ 26.32 per gal Per 5 Gallon Pail	* \$ 25.00 per gal Per 5 Gallon Pail	* * \$ 23.69 per gal Per 5 Gallon Pail	\$ 26.32 per gal Per 5 Gallon Pail

Range for # of 55 gallon Drums	Range for # of 55 gallon Drums	Range for # of 55 gallon Drums	Range for # of 55 gallon Drums
1-4	5-9	10-14	15 and Over
\$ 23.59 per gal Per 55 Gallon Drum	\$ 23.59 per gal Per 55 Gallon Drum	\$ 23.59 per gal Per 55 Gallon Drum	\$ 23.59 per gal Per 55 Gallon Drum

Range for # of 275 gallon Totes	Range for # of 275 gallon Totes	Range for # of 275 gallon Totes	Range for # of 275 gallon Totes
1-4	5- 17	18 = (1 T/L)	18 and Over
\$ 18.85 per gal Per 275 Gallon Totes	\$ 18.85 per gal Per 275 Gallon Totes	* \$ 18.40 per gal Per 275 Gallon Totes	* * \$ 18.40 per gal Per 275 Gallon Totes

\* Discounted  
\* \* Best Discount

(ordered @ one time) ←  
Dist. 5, 7, 8, 9, 10 & Central Office

# PREFERENCE IN PURCHASING PRODUCTS

DATE: \_\_\_\_\_

The bidders attention is directed to Section 34.076 RSMo 2000 which gives preference to Missouri corporations, firms, and individuals when letting contracts or purchasing products.

Bids/Quotations received will be evaluated on the basis of this legislation.

All vendors submitting a bid/quotation must furnish ALL information requested below.

**FOR CORPORATIONS:**

State in which incorporated: .. MO. ..

**FOR OTHERS:**

State of domicile: \_\_\_\_\_

**FOR ALL VENDORS:**

List address of Missouri offices or places of business:

\_\_\_\_\_  
.....  
718 N. Broadview Place  
Springfield, MO. 65802

**THIS SECTION MUST BE COMPLETED AND SIGNED:**

FIRM NAME: SASCO Pavement Coatings Inc.

ADDRESS: 718 N. Broadview Place

CITY: Springfield STATE: MO. ZIP: 65810

BY (signature required): Mark Cammefax

NOTE: For bid/quotation to be considered, the "Preference in Purchasing Products" form must be on file in the General Services (Procurement) Division and must be dated in the current calendar year.

Missouri Department of Transportation

### MISSOURI DOMESTIC PRODUCTS PROCUREMENT ACT

The bidder's attention is directed to the Missouri Domestic Products Procurement Act, Sections 34.350 to 34.359, RSMO, which requires all manufactured goods or commodities used or supplied in the performance of this contract or any subcontract to be manufactured or produced in the United States.

Section 34.355, RSMO, requires the vendor or contractor to certify his compliance with Section 34.353 and, if applicable, Section 34.359, RSMO, at the time of bidding and prior to payment. Failure to comply with Section 34.353, RSMO, during the performance of the contract and to provide certification of compliance prior to payment will result in nonpayment for those goods or commodities.

Section 34.353.2, RSMO, specifies that it does not apply where the total contract is less than Twenty-Five Thousand Dollars (\$25,000.00). If your total bid is Twenty-Five Thousand Dollars (\$25,000.00) or more, you must complete this form as directed below.

Failure to complete and return this document with this bid will cause the State to presume the manufactured goods or products listed in the bid are not manufactured or produced in the United States, and the bid will be evaluated on that basis. Please read the certification appearing below on this form.

- If all the goods or products specified in the attached bid which the bidder proposes to supply to the State shall be manufactured or produced in the "United States" as defined in Section 34.350, RSMO, check the box at left.
- If only one item of any particular goods or products specified in the attached bid is manufactured or produced in the "United States" as defined in Section 34.350, RSMO, check the box at left and list the items (or item number) here: \_\_\_\_\_
- If any or all of the goods or products specified in the attached bid which the bidder proposes to supply to the State are not manufactured or produced in the "United States" as defined in Section 34.350, RSMO, then: (a) check the box at left; (b) list below, by item (or item number), the country other than the United States where each good or product is manufactured or produced; and (c) check the boxes to the left of the paragraphs below if applicable and list the corresponding items (or item numbers) in the spaces provided.

Item (or item number)	Location Where Item Manufactured or Produced
Raw Materials	Columbus, Ohio (Mgf / Blended @)

(attach an additional sheet if necessary)

- The following specified goods or products cannot be manufactured or produced in the United States in sufficient quantities or in time to meet the contract specifications. Items (or item numbers): \_\_\_\_\_
- The following specified goods or products must be treated as manufactured or produced in the United States, in accordance with an existing treaty, law, agreement, or regulation of the United States, including a treaty between the United States and any foreign country regarding export-import restrictions or international trade. Items (or item numbers): .. \_\_\_\_\_

### CERTIFICATION

By submitting this document, completed as directed above, with a bid, the bidder certifies under penalty of making false declaration (Section 575.060, RSMO) that the information contained in this document is true, correct and complete, and may be relied upon by the State in determining the bidders qualifications under and in compliance with the Missouri Domestic Products Procurement Act.

The bidder's failure to complete and return this document with the bid as directed above will cause the State to presume the manufactured goods or products listed in the bid are not manufactured or produced in the United States, and the bid will be evaluated on that basis pursuant to Section 34.353.3(2), RSMO.



**MISSOURI SERVICE-DISABLED VETERAN BUSINESS PREFERENCE**

By virtue of statutory authority, RSMo 34.074, a preference will be given all contracts for the performance of any job or service to service-disabled veteran business either doing business as Missouri firms, corporations, or individuals; or which maintain Missouri offices or places of business, when the quality of performance promised is equal or better and the price quoted is the same or less or whenever competing bids, in their entirety, are comparable.

**Definitions:**

Service-Disabled Veteran is defined as any individual who is disabled as certified by the appropriate federal agency responsible for the administration of veterans' affairs.

Service-Disabled Veteran Business is defined as a business concern:

- a. Not less than fifty-one (51) percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than fifty-one (51) percent of the stock of which is owned by one or more service-disabled veterans; and
- b. The management and daily business operations of which are controlled by one or more service-disabled veterans.

If a bidder meets the definitions of a service-disabled veteran and a service-disabled veteran business as defined in 34.074 RSMo and is either doing business as a Missouri firm, corporation, or individual; or maintains a Missouri office or place of business, the bidder must provide the following with the bid in order to receive the Missouri service-disabled veteran business preference over a non-Missouri service-disabled veteran business when the quality of performance promised is equal or better and the price quoted is the same or less or whenever competing bids, in their entirety, are comparable:

- a. A copy of a letter from the Department of Veterans Affairs (VA), or a copy of the bidder's discharge paper (DD Form 214, Certificate of Release or Discharge from Active Duty) from the branch of service the bidder was in, stating that the bidder has a service-connected disability rating ranging from 0 to 100% disability; and
- b. A completed copy of this exhibit

(NOTE: For ease of evaluation, please attach copy of the above-referenced letter from the VA or a copy of the bidder's discharge paper to this Exhibit.)

By signing below, I certify that I meet the definitions of a service-disabled veteran and a service-disabled veteran business as defined in 34.074 RSMo and that I am either doing business as a Missouri firm, corporation, or individual; or maintain Missouri offices or places of business at the location(s) listed below.

<u>Veteran Information</u>	<u>Business Information</u>
Service-Disabled Veteran's Name, (Please Print)	Service-Disabled Veteran Business Name
Service-Disabled Veteran's Signature	Missouri Address of Service-Disabled Veteran Business

# CERTIFIED COPY OF ORDER

---

STATE OF MISSOURI }  
 County of Boone } ea.

September Session of the July Adjourned

Term. 20 11

In the County Commission of said county, on the 22<sup>nd</sup> day of September 20 11  
 the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the request by the Circuit Court, Sheriff's Department, and IT to dispose of miscellaneous equipment.

Done this 22<sup>nd</sup> day of September, 2011.

ATTEST:

Wendy S. Noren  
 Wendy S. Noren  
 Clerk of the County Commission

Edward H. Robb

Edward H. Robb  
 Presiding Commissioner

Karen M. Miller

Karen M. Miller  
 District I Commissioner

Absat

Skip Elkin  
 District II Commissioner

**Boone County Purchasing**  
**David Eagle**  
 Office Specialist



601 E. Walnut, Room 205  
 Columbia, MO 65201  
 Phone: (573) 886-4394

**MEMORANDUM**

TO: Boone County Commission  
 FROM: David Eagle  
 RE: Surplus Disposal  
 DATE: September 14, 2011

The Purchasing Departments requests permission to dispose of the following list of surplus equipment.

	Asset #	Description	Make	Model	Condition of Asset	Serial #
1.	15788	LASER PRINTER	LEXMARK	T430DN	UNKNOWN	
2.	14679	17" LCD MONITOR	HP	L1702	UNKNOWN	
3.	NO TAG	KEYBOARD TRAY			FAIR	
4.	NO TAG	KEYBOARD TRAY			FAIR	
5.	NO TAG	KEYBOARD TRAY			FAIR	
6.	NO TAG	17" MONITOR	ACER	1715M	UNKNOWN	
7.	NO TAG	19" MONITOR	HP	L1910	UNKNOWN	
8.	NO TAG	17" MONITOR	ACER	AL17166	UNKNOWN	
9.	NO TAG	GRAY MONITOR	SONY	SDM-S71R	UNKNOWN	
10.	NO TAG	LARGE SILVER MONITOR	VISION	EZ17F	UNKNOWN	

11.	NO TAG	LARGE SILVER MONITOR	VISION	EZ17F	UNKNOWN	
12.	11863	APC	SMART	USP-1100	UNKNOWN	
13.	11562	SATELITE	TOSHIBA	PA-5401U	UNKNOWN	
14.	9303	SATELITE	TOSHIBA	PA1114U	UNKNOWN	
15.	14009	LARGE TOWER	COMPAQ	D51C	UNKNOWN	
16.	NO TAG	LAPTOP	COMPAQ	ARMADA 1700	UNKNOWN	
17.	NO TAG	LAPTOP	COMPAQ	ARMADA 1700	UNKNOWN	
18.	10609	PC WAND			UNKNOWN	
19.	12548	LARGE ETHERNET CARD			UNKNOWN	
20.	8031	BLACK 12 PORT ETHERNET HUB	ACCTON		UNKNOWN	
21.	12975	LARGE WHITE TOWER	COMPAQ		UNKNOWN	
22.	12907	LARGE WHITE TOWER	COMPAQ		UNKNOWN	
23.	NO TAG	LARGE WHITE TOWER	COMPAQ		UNKNOWN	
24.	NO TAG	WHITE BATTERY BACKUP	APC/350		UNKNOWN	
25.	NO TAG	OLD WINDOWS MOBILE DEVICE	DELL/AXIM X30		UNKNOWN	

26.	8241	DIGITAL PHONE HANDSET	NT4X36		UNKNOWN	
27.	NO TAG	DIGITAL PHONE HANDSET	NT2N24AD114 1		UNKNOWN	
28.	NO TAG	DIGITAL PHONE HANDSET	NT2N24AD131 5		UNKNOWN	
29.	NO TAG	OLD TANDBERG UNIT	CODEC 3000		UNKNOWN	
30.	NO TAG	CRT MONITOR	COMPAQ	710	UNKNOWN	
31.	NO TAG	CRT MONITOR	COMPAQ	710	UNKNOWN	
32.	NO TAG	CRT MONITOR	COMPAQ	710	UNKNOWN	
33.	NO TAG	CRT MONITOR	COMPAQ	710	UNKNOWN	
34.	NO TAG	5 BOXES OF DEAD KEYBOARDS			UNKNOWN	
35.	NO TAG	2 BOXES OF DEAD PHONES/HAN DSET			UNKNOWN	
36.	NO TAG	KEYBOARD TRAY			FAIR	

cc: Caryn Ginter, Auditor  
Surplus File

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : September 9, 2011

FIXED ASSET TAG NUMBER: 00015788

RECEIVED

DESCRIPTION LEXMARK T430DN  
PRINTER LASER

SEP - 9 2011

REQUESTED MEANS OF DISPOSAL: SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: NON-WORKING

REASON FOR DISPOSITION: REPLACED BY MAINT VENDOR

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible - In IT Printer Room.*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: SHERIFF

SIGNATURE

*Judy*

### AUDITOR

ORIGINAL PURCHASE DATE 12/31/2004  
ORIGINAL COST 1,070.76  
ORIGINAL FUNDING SOURCE 2731  
ASSET GROUP 1603

RECEIPT INTO 1190-3835  
TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE

*Edward A. Roll*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : September 9, 2011

FIXED ASSET TAG NUMBER: 00014679

RECEIVED

DESCRIPTION HP L1702  
MONITOR LCD 17 INCH

SEP - 9 2011

REQUESTED MEANS OF DISPOSAL: SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: NON-WORKING

REASON FOR DISPOSITION: REPLACEMENT

COUNTY/COURT IT DEPT. (circle one) DOES/DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *As soon as possible. In IT Printer Room.*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: INFORMATION TECHNOLOGY

SIGNATURE *Judy*

### AUDITOR

ORIGINAL PURCHASE DATE 12/31/2004  
ORIGINAL COST 1.00  
ORIGINAL FUNDING SOURCE 2731  
ASSET GROUP 1603

RECEIPT INTO 1190-3835  
TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/20/11

SIGNATURE *Edward H. Roll*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 8/30/11

FIXED ASSET TAG NUMBER: NO TAG

DESCRIPTION: KEYBOARD TRAY

REQUESTED MEANS OF DISPOSAL: TRADE SELL OR TRADE

OTHER INFORMATION:

CONDITION OF ASSET: FAIR

REASON FOR DISPOSITION: NO LONGER NEEDED

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 8/30/11

DEPARTMENT: 1121

SIGNATURE

*Louisa E. Kuster*

**AUDITOR**

Receipt into:

ORIGINAL PURCHASE DATE \_\_\_\_\_ ?  
ORIGINAL COST \_\_\_\_\_  
ORIGINAL FUNDING SOURCE \_\_\_\_\_

1190-3835

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE *Edward H. Roth*



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 8/30/11

FIXED ASSET TAG NUMBER: NO TAG

DESCRIPTION: KEYBOARD TRAY

REQUESTED MEANS OF DISPOSAL: TRADE SELL OR TRADE

OTHER INFORMATION:

CONDITION OF ASSET: FAIR

REASON FOR DISPOSITION:

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 8/30/11

DEPARTMENT: 1121

SIGNATURE: Lonnie A. Eustace

**AUDITOR**

Receipt into: 1190-3835

ORIGINAL PURCHASE DATE \_\_\_\_\_ ?  
ORIGINAL COST \_\_\_\_\_  
ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE: Edward H. Kott

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 8/4/11

FIXED ASSET TAG NUMBER: N/A

RECEIVED

AUG 04 2011

BOONE COUNTY AUDITOR

DESCRIPTION: Keyboard Tray

REQUESTED MEANS OF DISPOSAL: Remove from Treasurer's Office

OTHER INFORMATION:

CONDITION OF ASSET: Fair

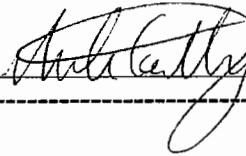
REASON FOR DISPOSITION: Not needed

COUNTY / COURT IT DEPT:  DOES  DOES NOT WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

DEPARTMENT: 1140- Treasurer

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

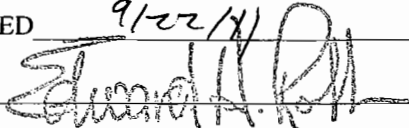
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

NONE

DATE : 08/04/11

FIXED ASSET TAG NUMBER: ~~See attached list~~

DESCRIPTION: White 17in Monitor ACER / AL 1715m  
~~Variety of Technology Equipment~~

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE Kathy [Signature]

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: **08/04/11** FIXED ASSET TAG NUMBER: ~~See attached list~~ **NONE**

DESCRIPTION: **19 IN MONITOR HP/L1910**  
~~Variety of Technology Equipment~~

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) **DOES NOT** (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT IN NO **1190-3835**

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER **392-2011**

DATE APPROVED **9/22/11**

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: <sup>NONE</sup> ~~See attached list~~

DESCRIPTION: ~~Variety of Technology Equipment~~  
BLACK 17IN Monitor ACER / AL17166

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

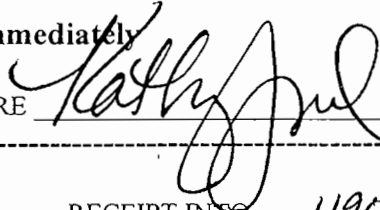
REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES ~~DOES NOT~~ (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : **08/04/11**      FIXED ASSET TAG NUMBER: <sup>NONE</sup> ~~See attached list~~

DESCRIPTION: **GRAY SONY MONITOR**      **SONY SDM-571R**  
~~Variety of Technology Equipment~~

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**      SIGNATURE *Kathy [Signature]*

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 8/22/11

SIGNATURE *Edward H. [Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: <sup>NONE</sup> ~~See attached list~~

DESCRIPTION: ~~Variety of Technology Equipment~~ <sup>LARGE SILVER MONITOR VISION/EZ17F</sup>

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE Kathy [Signature]

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INFO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 8/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11                      FIXED ASSET TAG NUMBER: ~~See attached list~~ <sup>NONE</sup>

DESCRIPTION: ~~Variety of Technology Equipment~~ <sup>LARGE SILVER MONITOR VISION / E217F</sup>

RECEIVED

AUG - 5 2011

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: **Surplus**

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INFO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/04/11  
FIXED ASSET TAG NUMBER: <sup>11863</sup> ~~See attached list~~

DESCRIPTION: APC Smart UPS - 1100  
~~Variety of Technology Equipment~~

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES ~~DOES NOT~~ (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court** 1210

SIGNATURE Kathy [Signature]

**AUDITOR**

ORIGINAL PURCHASE DATE 5/20/1999

RECEIPT INFO 1190-3835

ORIGINAL COST 576.82

ORIGINAL FUNDING SOURCE 2731

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: <sup>11562</sup> ~~See attached list~~

DESCRIPTION: Toshiba/satelite PA-5401U  
~~Variety of Technology Equipment~~

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES ~~DOES NOT~~ (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE Kathy [Signature]

**AUDITOR**

ORIGINAL PURCHASE DATE 12/31/1998

RECEIPT INTO 1190-3835

ORIGINAL COST 1,824.00

GRANT FUNDED 4

ORIGINAL FUNDING SOURCE 2744

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

9303

DATE : 08/04/11

FIXED ASSET TAG NUMBER: ~~See attached list~~

DESCRIPTION: Toshiba/satellite PA1114U  
~~Variety of Technology Equipment~~

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES (DOES NOT (circle one)) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court 1210** SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE 4/21/1995 RECEIPT INFO 1190-3835

ORIGINAL COST 1,429.00

ORIGINAL FUNDING SOURCE 2731  
ASSET GROUP 1603

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: <sup>14009</sup> ~~See attached list~~

DESCRIPTION: Compag DS1C  
~~Variety of Technology Equipment~~

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES (DOES NOT (circle one)) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**    1241

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE 4/10/2003

RECEIPT INTO 2904-3835

ORIGINAL COST 821.00

ORIGINAL FUNDING SOURCE 2787

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1403

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

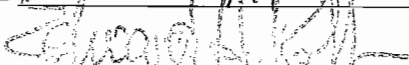
INDIVIDUAL \_\_\_\_\_

TRADE       AUCTION       SEALED BIDS

OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: <sup>NONE</sup> ~~See attached list~~

DESCRIPTION: *Compaq / Armada 1700*  
Variety of Technology Equipment

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES ~~DOES NOT~~ (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE *Kathy [Signature]*

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE       AUCTION       SEALED BIDS

OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: **08/04/11** FIXED ASSET TAG NUMBER: <sup>NONE</sup> ~~See attached list~~

DESCRIPTION: Compaq/Amada 1700  
~~Variety of Technology Equipment~~

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

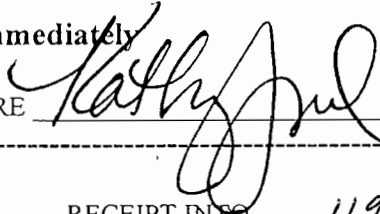
REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES ~~DOES NOT~~ (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INFO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11  
FIXED ASSET TAG NUMBER: <sup>10609</sup> ~~See attached list~~

DESCRIPTION: <sup>PC - WAND</sup> ~~Variety of Technology Equipment~~

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court 1210**

SIGNATURE *Kathy [Signature]*

**AUDITOR**

ORIGINAL PURCHASE DATE 4/18/1996

RECEIPT INTO 1190-3835

ORIGINAL COST 168.00

ORIGINAL FUNDING SOURCE 2731

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1604

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE *[Signature]*

RECEIVED

AUG - 5 2011

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/04/11

FIXED ASSET TAG NUMBER: <sup>12548</sup> ~~See attached list~~

DESCRIPTION: LARGE ETHERNET CARD  
~~Variety of Technology Equipment~~

RECEIVED

REQUESTED MEANS OF DISPOSAL: Surplus

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: Poor, broken or not functioning properly

REASON FOR DISPOSITION: Not functioning properly

COUNTY / COURT IT DEPT. (circle one) DOES (circle one) ~~DOES NOT~~ WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Immediately

DEPARTMENT: Circuit Court

SIGNATURE *Kathy [Signature]*

**AUDITOR**

ORIGINAL PURCHASE DATE 9/21/2000

RECEIPT INFO 1190-3835

ORIGINAL COST 660.00

Previously removed from inventory 12/31/2003

ORIGINAL FUNDING SOURCE 2731

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS \_\_\_\_\_

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE *Stewart H. [Signature]*



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

8031

DATE: 08/04/11

FIXED ASSET TAG NUMBER: ~~See attached list~~

DESCRIPTION: BLACK 12 PORT HUB OLD  
~~Variety of Technology Equipment~~

ACCTON/ETHERHUB - 12R

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE 1/24/1994

RECEIPT INTO 1190-3835

ORIGINAL COST 423.83

ORIGINAL FUNDING SOURCE 2731

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11

FIXED ASSET TAG NUMBER: <sup>12975</sup> ~~See attached list~~

DESCRIPTION: LARGE WHITE TOWER COMPAQ IENL/P733  
~~Variety of Technology Equipment~~

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE Kathy [Signature]

AUDITOR

ORIGINAL PURCHASE DATE 5/10/2001

RECEIPT INTO 1190-3835

ORIGINAL COST 1,343.03

ORIGINAL FUNDING SOURCE 2731

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1003

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS \_\_\_\_\_

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11  
FIXED ASSET TAG NUMBER: ~~See attached list~~ 12907

DESCRIPTION: **LARGE WHITE TOWER** COMPAGIENL1P733  
~~Variety of Technology Equipment~~

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court** 1241 SIGNATURE Kathy J...

**AUDITOR**

ORIGINAL PURCHASE DATE 1/23/2001 RECEIPT INTO 1190-3835

ORIGINAL COST 1,598.83

ORIGINAL FUNDING SOURCE 2731 TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE ✓ AUCTION \_\_\_\_\_ SEALED BIDS \_\_\_\_\_

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: ~~See attached list~~ *NONE*

DESCRIPTION: *COMPAQ/ENL/P733*  
~~Variety of Technology Equipment~~

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE *Kathy [Signature]*

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INFO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : **08/04/11** FIXED ASSET TAG NUMBER: <sup>NONE</sup> ~~See attached list~~

DESCRIPTION: <sup>APC/350</sup> ~~Variety of Technology Equipment~~

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS \_\_\_\_\_

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 342-2011

DATE APPROVED 9/22/11

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: ~~See attached list~~ <sup>NONE</sup>

DESCRIPTION: DELL AXIM X30  
Variety of Technology Equipment

RECEIVED

REQUESTED MEANS OF DISPOSAL: Surplus

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: Poor, broken or not functioning properly

REASON FOR DISPOSITION: Not functioning properly

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Immediately

DEPARTMENT: Circuit Court

SIGNATURE Kathy [Signature]

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

     TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

     TRADE       AUCTION           SEALED BIDS

     OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 342-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11  
FIXED ASSET TAG NUMBER: <sup>8241</sup> ~~See attached list~~

DESCRIPTION: N.T.4436 DIGITAL PHONE HANDSET  
~~Variety of Technology Equipment~~

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court** 1210

SIGNATURE Kathy [Signature]

**AUDITOR**

ORIGINAL PURCHASE DATE 8/31/1993

RECEIPT INFO 1190-3835

ORIGINAL COST 467.00

ORIGINAL FUNDING SOURCE 2782

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1603

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE / AUCTION \_\_\_\_\_ SEALED BIDS \_\_\_\_\_

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: ~~See attached list~~ <sup>NONE</sup>

DESCRIPTION: ~~Variety of Technology Equipment~~ <sup>DIGITAL PHONE HANDSET NT2N24AD0141</sup>

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE 

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE       AUCTION      \_\_\_ SEALED BIDS

\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: ~~See attached list~~ <sup>NONE</sup>

DESCRIPTION: ~~Variety of Technology Equipment~~ <sup>DIGITAL PHONE HANDSET</sup>

NT2N24AD1315

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

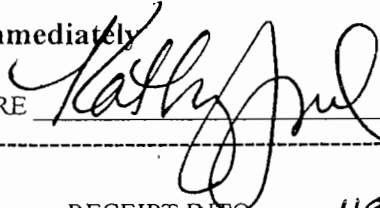
REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES (DOES NOT (circle one)) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

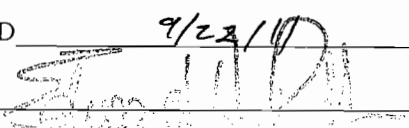
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11                      FIXED ASSET TAG NUMBER: <sup>NONE</sup> ~~See attached list~~

DESCRIPTION: <sup>TANDBERG CODEC 3000</sup> ~~Variety of Technology Equipment~~

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

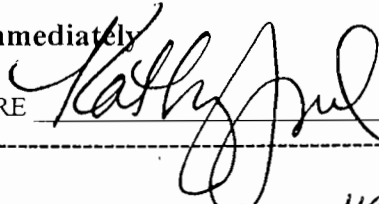
REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES (DOES NOT (circle one)) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11                      FIXED ASSET TAG NUMBER: ~~See attached list~~ <sup>NONE</sup>

DESCRIPTION: ~~Variety of Technology Equipment~~ <sup>COMPARIS 710 MONITOR</sup>  
938CG 43 HAS21

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE Kathy [Signature]

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/04/11  
FIXED ASSET TAG NUMBER: <sup>NONE</sup> ~~See attached list~~

DESCRIPTION: Compaq/5710 CRT MONITOR  
~~Variety of Technology Equipment~~ 937CG43Hm686

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES ~~DOES NOT~~ (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE Kathy [Signature]

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT IN TO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11      FIXED ASSET TAG NUMBER: ~~See attached list~~ <sup>NONE</sup>

DESCRIPTION: ~~Variety of Technology Equipment~~ <sup>Compaq 15710 CRT MONITOR</sup>  
<sup>938 CG43HA376</sup>

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: Surplus

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES (circle one) ~~DOES NOT~~ WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE Kathy [Signature]

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 342-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 08/04/11  
FIXED ASSET TAG NUMBER: ~~See attached list~~ <sup>NONE</sup>

DESCRIPTION: ~~Variety of Technology Equipment~~  
Compaq/5710 CRT monitor

110CG43H5596

RECEIVED

AUG - 5 2011

REQUESTED MEANS OF DISPOSAL: Surplus

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: Poor, broken or not functioning properly

REASON FOR DISPOSITION: Not functioning properly

COUNTY / COURT IT DEPT. (circle one) DOES ~~DOES NOT~~ (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Immediately

DEPARTMENT: Circuit Court

SIGNATURE Kathy [Signature]

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/04/11

FIXED ASSET TAG NUMBER: ~~See attached list~~ <sup>NONE</sup>

DESCRIPTION: ~~Variety of Technology Equipment~~  
5 BOXES OF DEAD KEYBOARDS

RECEIVED

REQUESTED MEANS OF DISPOSAL: Surplus

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE *Kathy [Signature]*

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE  AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/04/11      FIXED ASSET TAG NUMBER: ~~See attached list~~ <sup>NONE</sup>

DESCRIPTION: 2 BOXES OF DEAD PHONES/HANDSET  
~~Variety of Technology Equipment~~

RECEIVED

REQUESTED MEANS OF DISPOSAL: **Surplus**

AUG - 5 2011

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: **Poor, broken or not functioning properly**

REASON FOR DISPOSITION: **Not functioning properly**

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

DEPARTMENT: **Circuit Court**

SIGNATURE *Kathy [Signature]*

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE *[Signature]*



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 8/4/11

FIXED ASSET TAG NUMBER: N/A

DESCRIPTION: Keyboard Tray

REQUESTED MEANS OF DISPOSAL: Remove from Treasurer's Office

OTHER INFORMATION:

CONDITION OF ASSET: Fair

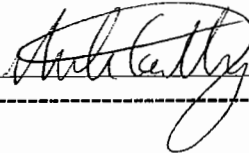
REASON FOR DISPOSITION: Not needed

COUNTY / COURT IT DEPT:  DOES  DOES NOT WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

DEPARTMENT: 1140- Treasurer

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE       AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 392-2011

DATE APPROVED 9/22/11

SIGNATURE 

RECEIVED

AUG 04 2011

BOONE COUNTY AUDITOR

**CERTIFIED COPY OF ORDER**STATE OF MISSOURI }  
County of Boone } ea.

September Session of the July Adjourned

Term. 20 11

In the County Commission of said county, on the 20<sup>th</sup> day of September 20 11

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby appoint/ reappoint the following:

Name	Board	Period
Jim Schepers	Industrial Development Authority	Effective: 9/20/2011 Expires: 9/20/2017
Paul A. Prevo	Board of Directors for Boone County Family Resources	Effective: 9/20/2011 Expires: 9/20/2014
Patrick Lee	Airport Advisory Board	Effective: 9/22/2011 Expires: 9/22/2015

Done this 20<sup>th</sup> day of September, 2011.

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Edward H. Robb  
Edward H. Robb  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Absent  
Skip Elkin  
District II Commissioner

Ed Robb, Presiding Commissioner  
Karen M. Miller, District I Commissioner  
Skip Elkin, District II Commissioner



Boone County Government Center  
801 E. Walnut, Room 333  
Columbia, MO 65201  
573-886-4305 • FAX 573-886-4311  
E-mail: commission@boonecountymo.org

# Boone County Commission

9/22/11 thru 9/22/15  
Term - 4 years

## BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

Board or Commission: Airport Advisory Board Term: 6/20/2011

Current Township: \_\_\_\_\_ Today's Date: 6/20/2011

Name: Patrick Lee

Home Address: 1351 E. Nashville Church Road Zip Code: 65010

Business Address: Same Zip Code: \_\_\_\_\_

Home Phone: 573-657-2670 Work Phone: 573-657-2739  
Fax: \_\_\_\_\_ E-mail: Jefferson@PatrickLee.com

Qualifications: I've been interested in airports and everything that goes on at them for over 40 years! Out of this interest, I began attending AAB meetings last summer and have perfect attendance over the last 11 months!  
I didn't start attending because I wanted a seat on the Board. I began because I use the airport as often as I can and want to see it prosper, not only for commercial aviation but for general aviation and economic development. When I learned Boone County's seat would be available, I jumped at the chance!  
Since I've attended meetings for a year, chances are I am more familiar with the issues the Board is addressing than anyone else in Boone County who isn't already a member. My learning curve would be minimal.

Past Community Service: Past member of the Industrial Authority Board (correct name?) for several years, the entity that authorizes bonding for development projects.  
Active member of the Chamber of Commerce for a number of years, until my business began to be almost exclusively outside of central Missouri.  
There was no longer much piece for someone like myself.  
For the last 8 1/2 years, my wife and I have been foster parents to a pair of high-maintenance twin boys, now 13. They take up much of our available time and energy!

References: Bruce Wallace, Boone County Journal Publisher, 657-2334, bruce@bocojo.com  
Jane Flink, past Journal owner, janedflink@gmail.com  
Bob Simpson, Principal, Southern Boone Middle School, 657-2146, RSimpson@mail.ashland.k12.mo.us  
Greg Cecil, AAB Chair, CecilG@missouri.edu  
Dave Cover, Pastor, 256-4410, dave@thecrossingchurch.com

I have no objections to the information in this application being made public. To the best of my knowledge at this time I can serve a full term if appointed. I do hereby certify that the above information is true and accurate.

\_\_\_\_\_  
Applicant Signature

Return Application To: Boone County Commission Office  
Boone County Government Center  
801 East Walnut, Room 333  
Columbia, MO 65201  
Fax: 573-886-4311

Ed Robb, Presiding Commissioner  
Karen M. Miller, District I Commissioner  
Skip Elkin, District II Commissioner



Boone County Government Center  
801 E. Walnut, Room 333  
Columbia, MO 65201  
573-886-4305 • FAX 573-886-4311  
E-mail: commission@boonecountymo.org

RECEIVED  
SEP 14 2011

# Boone County Commission

9-20-11 thru 9-20-17  
Term - Leys  
T.M.K

BOONE COUNTY CLERK

## BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

Board or Commission: Industrial Development Authority Term: 7/6/2011

Current Township: Columbia Today's Date: 7/6/2011

Name: Jim Schepers

Home Address: 4009 Beach Point Drive Zip Code: 65203

Business Address: 111 E. Broadway Zip Code: 65203

Home Phone: 573-445-3587 Work Phone: 573-817-5452  
Fax: \_\_\_\_\_ E-mail: jschepers1@hotmail.com  
jm@yahoo.com

Qualifications: Have served faithfully as Treasurer of this organization for over 16 years only missing four meetings in that time frame

Past Community Service: President of Columbia Jaycees, President of Kiwanis Lodge, Volunteer of Month - City of Columbia Others -

References: Nes Borgmeyer - Sales Mgr Tribune - 815-886-1683  
Hal James - President / CEO - Missouri Credit Union - 874-147  
Joe Moseley - V.P. - Shelter Ins. Companies - 449-5061

I have no objections to the information in this application being made public. To the best of my knowledge at this time I can serve a full term if appointed. I do hereby certify that the above information is true and accurate.

Jim Schepers  
Applicant Signature

Return Application To: Boone County Commission Office  
Boone County Government Center  
801 East Walnut, Room 333  
Columbia, MO 65201  
Fax: 573-886-4311

RECEIVED SEP 16 2011  
Term - 2 years  
9/20/2011 - 9/20/2014

Application for Appointment to Board of Director of Boone County Family Resources

Boone County Family Resources was established in 1976 with the passage of a special property tax levy. The agency, through its Board of Directors, purchases and provides services for eligible persons of all ages with developmental disabilities. As an administrative agent of the Department of Mental Health, the scope of services has expanded since establishment of the agency, and has grown to include residential services, vocational and practical living skills training, and family support services. The agency is nationally accredited and has a multi-million dollar budget. Additional information about the agency may be obtained at the agency's website, [www.bcfr.org](http://www.bcfr.org), or by contacting the agency.

Composition of the board of directors must meet the statutory requirements of the enabling legislation. Additionally, persons appointed to the board must comply with the provisions of the bylaws of the board, agency policy and the resolution adopted by the Board regarding disclosure of potential conflicts of interest on file with the Missouri Ethics Commission. Board members of Boone County Family Resources also serve on the board of Life and Work Connections, Inc., a Section 501(c)(3) corporation that provides vocational services to young adults through a contractual arrangement with Boone County Family Resources. As appointees of a statutorily created entity with broad powers, board members have certain fiduciary duties, which require that they conduct themselves without conflict to the interest of the agency they serve. Conflicts of interest are not prohibited, but disclosure is critical. Disclosure should not be construed as creating a presumption of impropriety or as automatically precluding someone from participation. Rather, it reflects the recognition of the many factors that can influence one's judgment and a desire to make as much information as possible available to other participants. Potentially conflicting interests may relate to programs and services or operations, such as contracts with third parties.

APPLICATION

Name: Prevo Paul A  
*Last First Middle Initial*

Home Address: 15451 N Tucker School Rd

City: Hallsville Zip: 65255

Employment Address: 1809 Paris Rd Suite 101

City: Columbia Zip: 65201

At which address would you prefer to be contacted:  Home  Business

Email Address (where you wish to be contacted): marketreadyrealty@gmail.com

Home Phone: 573-881-3961 Business Phone: 573-441-0919

Section 205.970 RSMo requires that at least 7 of the board members be residents of the county where the facility is located. Are you a Boone County resident and how long have you lived in Boone County? 11 Years 6 Months

Are you a registered voter? X Yes \_\_\_\_\_ No

Have you previously served as a member of a board? If yes, identify the board and the dates of service.

Boone County Planning & Zoning 01/2010 Boone County Parks & Rec 01/2010  
Columbia C.A.R.E. Advisory Board 04/2011 Boone County Building Code Board of Appeals

What other professional, civic or community endeavors are you currently involved in?

I have some responsibilities with early childhood organizations;  
neighborhood associations; and at times volunteer services for fundraisers.

Are you or have you previously held any local, state or federal government positions, appointments or elected office(s)? If so, please list dates and positions held.

Boone County Republican Central Committee 2005-2006?

Section 205.970, Revised Statutes of Missouri, requires that at two of the nine members of the board of directors be related by blood or marriage within the third degree to a handicapped person as defined in Section 205.968 as a person who is "lower range educable or upper range trainable mentally retarded or a person who has a developmental disability." Are you related by blood or marriage within the third degree to a handicapped person as defined in Missouri statutes? [Relationships in the third degree include mother, father, child, brother, sister, (including half, step and in-law relationships in these same categories), and grandparent, grandchild, aunt, uncle, niece, nephew, great grandparent, great grandchild.] If yes, please identify the person and the relationship.

Nephew - name withheld to protect identity  
Person Relationship

**For purposes of the following questions, "related family member" is defined to include relationships within the third degree by blood or marriage.** [Relationships in the third degree include mother, father, child, brother, sister, (including half, step and in-law relationships in these same categories), and grandparent, grandchild, aunt, uncle, niece, nephew, great grandparent, great grandchild.]

Have you or a related family member applied for eligibility and been determined eligible or ineligible for services of Boone County Family Resources at any time? If yes, identify the individual who applied, their relationship to you and the date of application.

No

---

Explain briefly why you are seeking this position and identify any special qualifications you have for this position.

I witness the needs of families and children in particular in both my real estate and childcare careers. My experience with individuals with special needs as well as my background in business, education and prior

Do you or any related family member have any financial interest, directly or indirectly, in any contract or subcontract with Boone County Family Resources; or have you or a related family member been employed by any agency or entity that contracts or subcontracts with Boone County Family Resources; or in the sale to Boone County Family Resources of land, materials, supplies, or services? If yes, please explain.

No

---

Are you or any related family member now or have you or a related family member ever been employed by Boone County Family Resources? If so, please give dates of employment and position held.

No

---

Do you or does any related family member have any other interest which might conflict or be perceived to conflict with your duty of loyalty to the interests of Boone County Family Resources? If so, identify the interest and the relationship.

No

---

Have you ever been arrested, charged, or convicted of any felony? \_\_\_\_\_ Yes  No  
If yes, please explain.

---

Have you ever been disciplined, cited, or sanctioned for a breach of ethics or unprofessional conduct by, or been the subject of a complaint to any court, administrative agency, professional association, disciplinary committee, or other professional group? \_\_\_\_\_ Yes  No  
If yes, please explain.

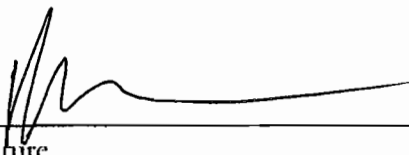
Are your Boone County taxes paid in full to date?  Yes  No

If "No", please explain.

References:

<u>Dr. Justin Blount</u>	<u>friend</u>	<u>3+/-</u>
<i>Name</i>	<i>Nature of Relationship</i>	<i>Contact Information Years Known</i>
<u>Dr. Julie Sordal</u>	<u>friend</u>	<u>2+/-</u>
<i>Name</i>	<i>Nature of Relationship</i>	<i>Contact Information Years Known</i>

By my signature, I agree to comply fully with board policy, bylaws, and conflict of interest requirements of the board of directors and certify that the information above is complete and accurate to the best of my knowledge and that should a potential conflict arise during my term, I will bring it to that attention of the Board of Directors of Boone County Family Resources.

  
Signature

09/15/11  
Date