

2019 PROGRAM SPECIFICATION
Professional Services Group

PROGRAM #: 507

STANDARD PROGRAM: Community Panels

TARGET POP: Youth

YEAR: 2019

UNITS: Actuals

PANELS: 300 Minimum

ALLOCATION: TBD

UNIT DEFINITION:

Panel

GEOGRAPHICAL AREA TO BE SERVED:

Racine County

DAYS/HRS OF SERVICE AVAILABILITY:

traditional and non-traditional work hours

MINIMUM STANDARDS:

Provider must agree to comply with the following terms and conditions:

- Standard contract language
- Certification standards where applicable
- Fiscal and program reporting criteria
- Allowable Cost Policy
- Audit criteria
- Policies and procedures as defined in Racine County Human Services Department Contract Administration Manual
- Maintain adequate liability coverage
- Recognize that authorization for services is approved by Racine County Human Services Department.
- All informational materials (program descriptions, brochures, posters, etc.) must identify it as a RCHSD program through the use of a standardized RCHSD format provided by Racine County.
- The program must be identified as a RCHSD program in all public presentations and media contacts/interviews.
- Civil Rights/Affirmative Action Policies
- Fair Labor Standards Act
- Criminal and Caregiver background checks, drug screening, driver's license checks for all staff working within the project scope.

PROGRAM DESCRIPTION:

The Community Panel Program is a juvenile diversion program which gives minor offenders (usually first time) apprehended for a misdemeanor the option of appearing before a panel of community volunteers rather than entering the juvenile justice system. To be eligible for the program, youth must also admit to the charges against them, have no cases pending, no prior adjudications, no consent decrees and no prior referrals to the panel process. Juveniles who accept and complete the contractual obligation offered by the panel avoid the stigma and possible effects of a criminal record; that is, they are "diverted" from juvenile court. Unlike traditional methods of intervention in which courts assume the decision-making process, the Community Panel draws the youths' families and community into the contracting process. This approach is critical to the prevention and rehabilitation goals that underlie the program. Such intervention provides swift and meaningful community response to minor delinquent behavior. This response is aimed at ending youths' illegal activities.

The key element of this diversion program is to help youth understand the seriousness of their actions and the effect that delinquent activity has on themselves, their families and the community. The panel assists youth by holding them accountable for their behavior and encouraging them to behave responsibly.

The following apprehensions/charges are NOT appropriate for Community Panels and should be sent to the Human Services Intake:

Charges involving physical assault
Incidents in which a weapon was used
Sexual assault (including consensual)
Apprehensions involving a substantial amount of restitution

In addition, youth who have had previous involvement with the juvenile justice system are not eligible for the Community Panels.

PROCESS:

Panels are developed geographically and composed of carefully screened and trained volunteers who reside in the neighborhood. Youth are referred to the program through law enforcement officers and the Racine County Human Services Department. Youth accepted in the program are scheduled for a hearing before a panel. A Community Panel staff interviews the youth and the youth's family to gather background information to present to the panel.

Each youth is entitled to one hearing. Victims may appear in person to substantiate losses. After the victim is excused, the defendant and his/her parent(s) are interviewed together and individually.

When panel members are satisfied as to the statements made by the youth and his/her family, the panel meets privately to decide the conditions of the contract. Conditions often include apology letters to victims, school attendance/behavior issues and restitution/community services arrangements. Referrals for AODA and/or mental health services may also be included in the contract.

The contract specifics are then outlined to the youth, his/her parents and the victim. One member of the panel is assigned to provide follow-up monitoring services to the youth, to assess compliance, determine the need for extensions and coordinate services. Contract periods are expected to last no longer than 30 days.

A COMMUNITY PANEL STAFF MEMBER WILL IMMEDIATELY REFER YOUTH THAT FAIL TO COMPLY WITH THE CONDITIONS OF THE CONTRACT TO JUVENILE COURT INTAKE WITHIN 30 DAYS OF PANEL INTAKE.

At the conclusion of the contract period, youth and family will complete a satisfaction survey. Provider may use an instrument of Provider's choice or HSD can supply one. Completed surveys are to be returned to the HSD Coordinator of Internal Programs, 1717 Taylor Avenue, Racine WI 53403.

EVALUATION OUTCOMES:

1. At least 90% of the youth participating in a Community Panel will successfully complete their contracts.
2. 75% of the youth who successfully complete their contract will not be re-apprehended for a delinquent offense for a period of one year.
3. 90% of closed contracts will have a completed satisfaction survey returned to HSD Coordinator.
4. 85% of completed satisfaction surveys will indicate the client feels his/her needs have been satisfactorily addressed.

REPORTING REQUIREMENTS:

Client demographics must be tracked using the database provided by RCHSD. Demographics to be tracked include race, ethnicity, gender, age, the referral, start and end dates, census tracking, zip code and the marital status of the head of household as well as SACWIS individual and family identifiers. This report should also include the total served in the program to date.

Quarterly Evaluation Outcome and Demographic Reports reflecting the aforementioned criteria must be provided no later than 4/15/19, 7/15/19 and 10/15/19 to Racine County HSD Contract Compliance Monitor.

Annual Evaluation Outcome and Demographic Reports must be submitted to Racine County HSD Contract Compliance Monitor by 2/1/20.