



# HAYWOOD COUNTY BOARD OF COMMISSIONERS

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## AGENDA REQUEST

***Must be presented to the County Manager's Office  
NO LATER THAN 5 P.M. FRIDAY THE WEEK BEFORE THE MEETING***

DATE OF REQUEST: July 8, 2011

FROM: David Teague

MEETING DATE REQUESTED: July 18

Regular meetings: First (1<sup>st</sup>) Monday of the month at 9:00 am  
Third (3<sup>rd</sup>) Monday of the month at 5:30 pm

SUBJECT: JCPC Certification

### REQUEST:

*(What action are you seeking?)*

Approval of the JCPC certification and membership roster as required by the NC Dept. of Juvenile Justice and Delinquency.

### BACKGROUND:

*(Research and justification of proposal and need; Alternatives evaluated; Legal Basis: Outcome-What will be achieved and how will it be measured?)*

This is an annual requirement for all JCPCs

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### IMPLEMENTATION PLAN:

*(How and when will staff undertake the action?)*

NA.

### FINANCIAL IMPACT STATEMENT:

*(What is the cost? Where is the money coming from? Optional or mandated?)*

NA

-continued on next page-

SUPPORTING ATTACHMENTS: YES  NO  HOW MANY? 1

LIST: Certification forms

**If yes, one ORIGINAL ATTACHMENT, and 14 copies, copied front and back side of pages, stapled and three-hole punched must accompany the agenda request**

PowerPoint Presentation: YES \_\_\_\_\_ NO X

PERSON MAKING PRESENTATION AT MEETING: Torrie Murphy

TITLE: JCPC Vice-Chairman

PHONE NUMBER: 452-1447

E-MAIL: tmurphy@mountainprojects.org

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THIS SECTION FOR OFFICE USE ONLY

Received (Date/Time): \_\_\_\_\_

County Manager / Clerk to the Board Comments: \_\_\_\_\_

\_\_\_\_\_

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In an effort to save paper, attachments should be copied on both front and back sides.



N.C. Department of Juvenile Justice and Delinquency Prevention  
Juvenile Crime Prevention Council Certification

Fiscal Year: 2011-2012

County: **Haywood** Date: **July 18, 2012**

**CERTIFICATION STANDARDS**

**STANDARD #1 - Membership**

- A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? Yes
- B. Is the membership list attached? Yes
- C. Are members appointed for two year terms and are those terms staggered? Yes
- D. Is membership reflective of social-economic and racial diversity of the community? Yes
- E. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.A. 143B-543? No

If not, which positions are vacant and why?

Positions 4, 10, 12, 13, 15 and 16. We are working to fill them.

**STANDARD #2 - Organization**

- A. Does the JCPC have written Bylaws? Yes
  - B. Bylaws are  attached or  on file (Select one.) Yes
  - C. Bylaws contain Conflict of Interest section per JCPC policy and procedure. Yes
  - D. Does the JCPC have written policies and procedures for funding and review? Yes
  - E. These policies and procedures  attached or  on file. (Select one.) Yes
  - F. Does the JCPC have officers and are they elected annually? Yes
- JCPC has:  Chair;  Vice-Chair;  Secretary;  Treasurer.

**STANDARD #3 - Meetings**

- A. JCPC meetings are considered open and public notice of meetings is provided. Yes
- B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? Yes
- C. Does the JCPC meet bi-monthly at a minimum? Yes
- D. Are minutes taken at all official meetings? Yes
- E. Are minutes distributed prior to or during subsequent meetings? Yes

**STANDARD #4 - Planning**

- A. Does the JCPC conduct an annual planning process which includes a needs assessment, monitoring of programs and funding allocation process? Yes
- B. Is this Annual Plan presented to the Board of County Commissioners and to The Department of Juvenile Justice and Delinquency Prevention? Yes
- C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? Yes



**N.C. Department of Juvenile Justice and Delinquency Prevention  
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**STANDARD #5 - Public Awareness**

- A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? ( RFP, distribution list, and article attached) \_\_\_\_\_ Yes
- B. Does the JCPC complete an annual needs assessment and make that information available to agencies which serve children or their families, and to interested community members? \_\_\_\_\_ Yes

**STANDARD #6 – No Overdue Tax Debt**

- A. As recipient of the county DJJDP allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. 105-243.1, at the Federal, State, or local level? \_\_\_\_\_ Yes

Briefly outline the plan for correcting any areas of standards non-compliance.

We are working to fill vacancies. Recently we went thru advertising process for first time this year to make process as transparent and open as possible.

Having complied with the Standards as documented herein, the Juvenile Crime Prevention Council may use up to \$15,500 of its annual Juvenile Crime Prevention fund allocation to cover administrative and related costs of the council. Attach Line Item Budget Information and Budget Narrative sheets detailing the expenditure budget. The JCPC Certification **must be received by June 30, 2011.**

**JCPC Administrative Funds  
SOURCES OF REVENUE**

DJJDP	_____ \$1530
Local	_____
Other	_____
<b>Total</b>	_____ \$1530

\_\_\_\_\_  
JCPC Chairperson Date

\_\_\_\_\_  
Chairman, Board of County Commissioners Date

\_\_\_\_\_  
Secretary or Designee, Department of Juvenile Justice and Delinquency Prevention Date

Haywood

County

FY 2011-12



**N.C. Department of Juvenile Justice and Delinquency Prevention  
Juvenile Crime Prevention Council Certification**

Instructions: N.C.G.A. 143B-543 (2002 Session) specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members (G.S. 147-33.61)	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Dr. Anne Garrett	Superintendent	<input type="checkbox"/>	C	F
2) Chief of Police	Tyler Howell	Juvenile Officer	<input checked="" type="checkbox"/>	C	M
3) Local Sheriff or designee	Heide Warren	Youth Resource	<input checked="" type="checkbox"/>	C	F
4) District Attorney or designee	vacant		<input type="checkbox"/>		
5) Chief Court Counselor or designee	Chuck Mallonee	Chief Court Counselor	<input type="checkbox"/>	C	M
6) Director, AMH/DD/SA, or designee	Dianne Conger	Smoky Mtn. Mental Health	<input checked="" type="checkbox"/>	C	F
7) Director DSS or designee	Gayla Jones	DSS	<input checked="" type="checkbox"/>	C	F
8) County Manager or designee	David Teague	Public Information Officer	<input checked="" type="checkbox"/>	C	M
9) Substance Abuse Professional	Judith Collins	Haywood Psychological Svcs	<input type="checkbox"/>	C	F
10) Member of Faith Community	vacant		<input type="checkbox"/>		
11) County Commissioner	Bill Upton	Commissioner	<input type="checkbox"/>	C	M
12) Two Persons under age 18 (State Youth Council Representative, if available)	vacant		<input type="checkbox"/>		
	vacant		<input type="checkbox"/>		
13) Juvenile Defense Attorney	vacant		<input type="checkbox"/>		
14) Chief District Judge or designee	Marsha Dunlap	Guardian Ad Litem	<input checked="" type="checkbox"/>	C	F
15) Member of Business Community	vacant		<input type="checkbox"/>		
16) Local Health Director or designee	vacant		<input type="checkbox"/>		
17) Rep. United Way/other non-profit	Celesa Willett	Ex. Director, United Way	<input type="checkbox"/>	C	F
18) Representative/Parks and Rec.	Claire Carleton	Director, Haywood Recreation & Parks	<input type="checkbox"/>	C	F



**N.C. Department of Juvenile Justice and Delinquency Prevention  
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19) County Commissioner appointee	Torrie Murphy	Mountain Projects Inc.	<input type="checkbox"/>	C	F
20) County Commissioner appointee	Shawn Moore	Juvenile Court Counselor	<input type="checkbox"/>	C	M
21) County Commissioner appointee	John Chicoine	Haywood-Jackson Volunteer Center	<input type="checkbox"/>	C	M
22) County Commissioner appointee	Dr. Ed Brown	retired	<input type="checkbox"/>	C	M
23) County Commissioner appointee			<input type="checkbox"/>		
24) County Commissioner appointee			<input type="checkbox"/>		
25) County Commissioner appointee			<input type="checkbox"/>		





**Program:** Juvenile Crime Prevention Council

**Fiscal Year:** 2011-2012      **Number of Months:** 12

	Cash	In-Kind	Total
<b>I. Personnel Services</b>	\$ -	\$ -	\$ -
120 Salaries & Wages			\$ -
180 Fringe Benefits			\$ -
190 Professional Services			\$ -
<b>II. Supplies &amp; Materials</b>	\$ 1,530	\$ -	\$ 1,530
210 Household & Cleaning			\$ -
220 Food & Provisions	\$ 530		\$ 530
230 Education & Medical			\$ -
240 Construction & Repair			\$ -
250 Vehicle Supplies & Materials			\$ -
260 Office Supplies & Materials			\$ -
280 Heating & Utility Supplies			\$ -
290 Other Supplies & Materials	\$ 1,000		\$ 1,000
<b>III. Current Obligations &amp; Services</b>	\$ -	\$ -	\$ -
310 Travel & Transportation			\$ -
320 Communications			\$ -
330 Utilities			\$ -
340 Printing & Binding			\$ -
350 Repairs & Maintenance			\$ -
370 Advertising			\$ -
380 Data Processing			\$ -
390 Other services			\$ -
395 Contingency (Grp. Hm. Only)			\$ -
<b>IV. Fixed Charges &amp; Other Expenses</b>	\$ -	\$ -	\$ -
410 Rental of Real Property			\$ -
430 Equipment Rental			\$ -
440 Services & Maint. Contracts			\$ -
450 Insurance & Bonding			\$ -
490 Other Fixed Charges			\$ -
<b>V. Capital Outlay</b>	\$ -	\$ -	\$ -
510 Office Furniture & Equipment			\$ -
530 Educational Equipment			\$ -
540 Motor Vehicle			\$ -
550 Other Equipment			\$ -
580 Buildings, Structures & Improv.			\$ -
<b>Total</b>	\$ 1,530	\$ -	\$ 1,530

