



HAYWOOD COUNTY
BOARD OF COMMISSIONERS

AGENDA REQUEST

*Must be presented to the County Manager's Office
NO LATER THAN 5 P.M. FRIDAY 10 DAYS BEFORE THE MEETING*

DATE OF REQUEST: August 15, 2016

FROM: Brian Matlock

MEETING DATE REQUESTED: **Monday, September 19, 2016**

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

SUBJECT: JCPC Board appointments; Introduction to new JCPC Chairperson

REQUEST: Approval of recommended board members
(What action are you seeking?)

BACKGROUND: To meet state recommendations and more fully fill our JCPC board to have monthly quorums
(Research and justification of proposal and need; Alternatives evaluated; Legal Basis: Outcome-What will be achieved and how will it be measured?)

IMPLEMENTATION PLAN: Officially welcome and induct at 10/5/16 JCPC board meeting
(How and when will staff undertake the action?)

FINANCIAL IMPACT STATEMENT: No cost
(What is the cost? Where is the money coming from? Optional or mandated?)

SUPPORTING ATTACHMENTS: YES NO HOW MANY?
LIST: JCPC certification form with new members added.

PowerPoint Presentation: YES NO

PERSON MAKING PRESENTATION AT MEETING: Brian Matlock
TITLE Court Counselor/JCPC Chairperson
PHONE NUMBER: 828-456-7265 / 828-550-9747
E-MAIL: brian.matlock@ncdps.gov

THIS SECTION FOR OFFICE USE ONLY

Received (Date/Time): _____

County Manager / Clerk to the Board Comments: _____



**NC Department of Public Safety
Juvenile Crime Prevention Council Certification**

Fiscal Year: 2016 -2017

County: Haywood	Date: 9/7/2016
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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.S. §143B-846? | No |

If not, which positions are vacant and why?

Several vacancies will be addressed in summer due to changes in leadership in several required positions

STANDARD #2 - Organization

- | | |
|---|-----|
| A. Does the JCPC have written Bylaws? | Yes |
| B. Bylaws are <input type="checkbox"/> attached or <input checked="" type="checkbox"/> on file (Select one.) | |
| 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 <input checked="" type="checkbox"/> attached or <input type="checkbox"/> on file. (Select one.) | |
| F. Does the JCPC have officers and are they elected annually? | Yes |
| JCPC has: <input checked="" type="checkbox"/> Chair; <input checked="" type="checkbox"/> Vice-Chair; <input checked="" type="checkbox"/> Secretary; <input type="checkbox"/> 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 DPS? | Yes |
| C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? | Yes |

Juvenile Crime Prevention Council Certification (cont'd)

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 DPS JCPC 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 will contact and recruit potential members during June 2016

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. *Form JCPC/OP 002 (b) JCPC Certification Budget Pages* detailing the expenditure budget must be attached to this certification.

The JCPC Certification **must be received by June 30, 2016.**

**JCPC Administrative Funds
SOURCES OF REVENUE**

DPS JCPC

Only list requested funds for
JCPC Administrative Budget.

Local

Other

Total

2700

2700

JCPC Chairperson

Date

Chairman, Board of County Commissioners

Date

DPS Designated Official

Date

Juvenile Crime Prevention Council Certification (cont'd)

Haywood

County

FY 2016-17

Instructions: N.C.G.S. § 143B-846 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	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Alesea Glance	Support Services	<input checked="" type="checkbox"/>	C	F
2) Chief of Police			<input type="checkbox"/>		
3) Local Sheriff or designee	Heidi Warren	Youth Resource/DARE	<input checked="" type="checkbox"/>	C	F
4) District Attorney or designee			<input type="checkbox"/>		
5) Chief Court Counselor or designee	Dianne Whitman	Chief Court Counselor	<input checked="" type="checkbox"/>	C	F
6) Director, AMH/DD/SA, or designee	Dianne Conger	Smoky Mt Center	<input checked="" type="checkbox"/>	C	F
7) Director DSS or designee	Gayla Jones	Social Work Supervisor	<input checked="" type="checkbox"/>	C	F
8) County Manager or designee	Dona Stewart	Haywood County Administrator/ Program Evaluator	<input checked="" type="checkbox"/>	C	F
9) Substance Abuse Professional	Jamie Oxendine	Meridian Behavioral Health Services	<input checked="" type="checkbox"/>	C	F
10) Member of Faith Community	Jeremy Rogers	Student Pastor @1st Baptist Lake Junaluska	<input type="checkbox"/>	C	M
11) County Commissioner	Bill Upton	County Commissioner	<input checked="" type="checkbox"/>	C	M
12) Two Persons under age 18 (State Youth Council Representative, if available)	Payton Renegar	Youth/Waynesville Middle School	<input checked="" type="checkbox"/>	C	F
	Gabe Frazier	Senior at Pisgah High School	<input type="checkbox"/>	C	M
13) Juvenile Defense Attorney	Alex Bourcier	Juvenile Defense Attorney	<input type="checkbox"/>	C	F
14) Chief District Judge or designee	Brad Renegar	Guardian Ad Litem	<input checked="" type="checkbox"/>	C	M
15) Member of Business Community			<input type="checkbox"/>		
16) Local Health Director or designee	Tammy Quinn	School Nursing Supervisor	<input checked="" type="checkbox"/>	C	F

Juvenile Crime Prevention Council Certification (cont'd)

17) Rep. United Way/other non-profit	Celesa Willett	UW Director	<input checked="" type="checkbox"/>	C	F
18) Representative/Parks and Rec.	Claire Carlton	Haywood Rec & Parks Director	<input checked="" type="checkbox"/>	C	F
19) County Commissioner appointee	John Chicoine	Haywood Co Senior Resource Center Director	<input checked="" type="checkbox"/>	C	M
20) County Commissioner appointee	Ed Brown	Retired Educator	<input checked="" type="checkbox"/>	C	M
21) County Commissioner appointee	Torrie Murphy	Mountain projects/Senior Corps Programs	<input checked="" type="checkbox"/>	C	F
22) County Commissioner appointee	Jonathan Metellus	Juvenile Court Counselor	<input checked="" type="checkbox"/>	AA	M
23) County Commissioner appointee	Kane Teague	KARE	<input checked="" type="checkbox"/>	C	M
24) County Commissioner appointee	Patti Tibiri	Mountain Projects WNC TIPS Prevention Coordinator	<input checked="" type="checkbox"/>	C	F
25) County Commissioner appointee	Elizabeth S Chambers	Retired community member	<input checked="" type="checkbox"/>	C	F