

131-2025

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

March Session of January Adjourned

Term 20

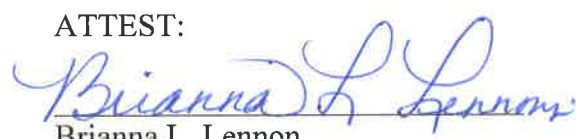
In the County Commission of said county, on the 13th day of March 20 25


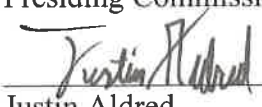
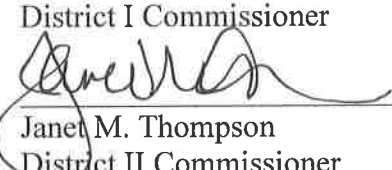
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby enter into the record a Proclamation recognizing March 2025 as Public Purchasing Month.

Done this 13<sup>th</sup> day of March 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner  
  
Justin Aldred  
District I Commissioner  
  
Janet M. Thompson  
District II Commissioner

**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI

March Session of January Adjourned

Term 25 20

County of Boone

}

ea.

In the County Commission of said county, on the

13th

day of

March

20

25

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

Now on this day, the County Commission of the County of Boone does hereby approve the attached K-9 Basic Training Agreement between Boone County and Osage County Sheriff.

The terms of the Agreement are set out in the attached and the Presiding Commissioner is authorized to sign the same.


Done this 13<sup>th</sup> day of March 2025.

ATTEST:



Brianna L. Lennon

Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner  
Justin Aldred  
District I Commissioner  
Janet M. Thompson  
District II Commissioner

**COOPERATIVE AGREEMENT  
FOR K-9 BASIC TRAINING SERVICES**

THIS AGREEMENT dated the 13<sup>th</sup> day of March, 2025, is entered into by and between Boone County, Missouri (County), by and through the Boone County Sheriff's Office (BCSO), and the Osage County Sheriff's Office (Agency):

**WHEREAS**, BCSO can provide K-9 basic training through its certified K-9 training staff; and

**WHEREAS**, BCSO can assist Agency in selecting a canine for purchase from an approved vendor to receive the training; and

**WHEREAS**, Agency desires to procure a canine to receive training from a vendor approved by County and train one of Agency's officers as that canine's handler through the BCSO's K-9 basic training program; and

**WHEREAS**, County and Agency have the authority to cooperate with each other for the purposes of this Agreement pursuant to RSMo §70.220;

**NOW, THEREFORE**, it is agreed by and between the parties as follows:

1. **ASSISTANCE WITH PROCUREMENT OF CANINE.** County's K-9 trainer will provide advice on the selection of an appropriate canine from a vendor approved by County. The approved vendor will provide a minimum of a 6-month trainability guarantee and a 1-year health guarantee on a purchased canine that will run to the benefit of Agency. County will provide Agency with information about approved vendors.
2. **TRAINING.** BCSO agrees to provide Agency's K-9 handler and canine basic training by and through BCSO's certified staff. Training areas will include obedience, tracking, area search, article search, building search, and narcotics detection with respect to cocaine, heroin, and methamphetamines. The training shall consist of not less than forty (40) sessions, with each session consisting of approximately one, 8-hour day. The training will be conducted over a period of eight (8) weeks, Monday – Friday, in regularly-scheduled sessions during that 8-week period. Agency will receive a certificate documenting successful completion of the BCSO's program if the K-9 team meets the standards and requirements of the Missouri Police Canine Association at the conclusion of the training contemplated herein.
3. **EMPLOYED STATUS OF K-9 HANDLER.** Agency agrees that the training contemplated herein is within the scope and course of its handler's employment and Agency will be responsible for all appropriate compensation and the provision of Worker's Compensation coverage to Agency's employee. Agency's handler will execute a Waiver & Release as set out in the attached Exhibit "A" prior to being permitted to participate in the training.
4. **CONTRACT PRICE AND PAYMENT.** Agency shall pay County a total sum of Four Thousand Dollars (\$4,000.00) for the training contemplated herein, calculated at a rate of \$100.00/session. Agency may pay the full amount upon execution of this contract or, at Agency's option, Agency shall pay one-half, or \$2,000.00, upon execution of this contract and the remaining one-half, or \$2,000.00, after twenty (20) sessions have been completed.
5. **TERM AND TERMINATION.** The Agreement contemplates training sessions to commence on or about the 24<sup>th</sup> day of February, 2025, and sessions will proceed consecutively, Monday –

Friday, for a period of eight (8) weeks as scheduled by County. Either party may terminate this Agreement at any time by providing the other written notice of their intent to terminate. Upon termination for convenience by either party, the parties will reconcile the payments paid and/or due based on the number of sessions attended at the rate of \$100.00 per session (with each session being approximately one, 8-hour day).

6. **MODIFICATION AND WAIVER.** No modification or waiver of any provision of this Agreement nor consent to any departure therefrom, shall in any event be effective, unless the same shall be in writing and signed by County and Agency and then such modification, waiver or consent shall be effective only in the specific instance and for the specific purpose for which mutually agreed.
7. **FUTURE COOPERATION.** The parties agree to fully cooperate with each other to give full force and effect to the terms and intent of this Agreement.
8. **ENTIRE AGREEMENT.** The parties state that this document contains the entire agreement between the parties, and there are no other oral, written, express or implied promises, agreements, representations or inducements not specified herein.
9. **AUTHORITY.** The signatories to this Agreement warrant and certify that they have obtained the necessary authority, by resolution or otherwise, to execute this Agreement on behalf of the named party for whom they are signing.

SO AGREED.

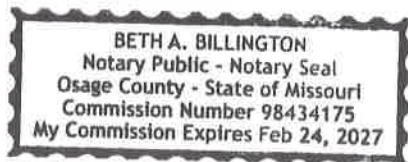
**AGENCY**

By: [Signature] / Chief Deputy

Printed Name:

Travis Shaffer  
Attest:

Beth A. Billington  
Notary Public - Beth A. Billington



**BOONE COUNTY, MISSOURI**

By: [Signature]  
Kip Kendrick, Presiding Commissioner

Attest: [Signature]  
Brianna L. Lennon, County Clerk

Approved: [Signature]  
Dwayne Carey, Sheriff

Approved as to legal form:

[Signature]  
C. Dykhouse, County Counselor

Acknowledged for Budgeting Purposes:

[Signature]  
Kyle Rieman, Auditor

Exhibit "A"

**INFORMED CONSENT WAIVER AND RELEASE**

ASSUMPTION OF RISKS: I acknowledge that participation in the BCSO Basic Dual Purpose K-9 Training Class [hereinafter the "Program"] involves physical activities which, by their very nature, carry certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. These physical activities involve strenuous exertions of strength using various muscle groups and also involve quick movements using speed and change of direction, all of which could result in injury. These risks range from minor bruises and scratches to more severe injuries, including the risk of heart attacks or other catastrophic injuries. I understand and appreciate that these physical activities carry certain inherent risks and I hereby assert that my participation is voluntary and that I knowingly assume all such risks.

WAIVER AND RELEASE: In consideration of accepting my entry into this Program, I hereby, for myself, my heirs, executors, administrators, or anyone else who might claim on my behalf, covenant not to sue, and waive, release and discharge the Boone County Sheriff's Office, Boone County, Missouri, and/or its employees and agents engaged by them for any purpose relating to the Program that I have been permitted to participate in. This release and waiver extends to all claims of every kind of nature, whatsoever, foreseen or unforeseen, known or unknown.

INDEMNIFICATION AND HOLD HARMLESS: I also agree to indemnify and hold harmless the Boone County Sheriff's Department, Boone County, Missouri, and/or its employees and agents all from any and all claims, actions, suits, procedures, costs, expenses, damages, and liabilities, including attorney's fees, that result from my participation in or involvement with the Program.

Waivers and Releases for minors are accepted only with a parent/guardian signature.

**Signature of Participant/Date**

Ben Sallin 3-3-25

**Printed Name of Participant**

Ben Sallin

**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI

} ea.

March Session of January Adjourned

Term 520

County of Boone

In the County Commission of said county, on the

13th

day of

March

20

25

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

Now on this day, the County Commission of the County of Boone does hereby approve the attached Juvenile Justice Program Assistance - Mental Health & Trauma-Informed Assessment and Counseling Program grant proposal submitted by the 13th Judicial Circuit, Family Court -- Robert L. Perry Juvenile Justice Center.


Done this 13<sup>th</sup> day of March 2025.

ATTEST:



Brianna L. Lennon

Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner  
Justin Aldred  
District I Commissioner  
Janet M. Thompson  
District II Commissioner



STATE OF MISSOURI  
OFFICE OF STATE COURTS ADMINISTRATOR  
REQUEST FOR PROPOSAL

RFP NO: OSCA 25-02703  
TITLE: Juvenile Justice Program Assistance  
ISSUE DATE: January 9, 2025


CONTACT: Trish Adamson  
PHONE NO: 573-526-8818  
EMAIL: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

RETURN PROPOSAL NO LATER THAN: 4 p.m., March 7, 2025

Return proposal electronically to: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

CONTRACT PERIOD: July 1, 2025 through June 30, 2026

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE 	DATE 3/16/25
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)	TITLE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	DATE
COUNTY 13TH JUDICIAL CIRCUIT	
MAILING ADDRESS 5665 ROGER I WILSON MEMORIAL DRIVE	
CITY, STATE, ZIP COLUMBIA, MO 65202	
CONTACT PERSON TARA EPPY	TITLE SUPERINTENDENT
PHONE NUMBER 573-886-4450	EMAIL ADDRESS TARA.EPPY@COURTS.MO.GOV

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:			
CONTRACT NO.		CONTRACT PERIOD	
CONTRACTS SECTION	DATE	DEPUTY STATE COURTS ADMINISTRATOR	

**1. INTRODUCTION**

The Family Court Committee of the Supreme Court of Missouri, through the Office of State Courts Administrator, (OSCA), is seeking proposals from courts for the implementation of programs and services dedicated to promoting evidenced based practices in specific categories of juvenile justice that may include:

- a. Supervision
- b. Treatment
- c. Restorative Justice
- d. Competency

**1.1 Pre-Proposal Conference:**

A pre-proposal conference regarding this Request for Proposal will be held on **January 16, 2025, beginning at 11:00 a.m.** The pre-proposal will be held via WebEx and should last no more than one hour. The information will be sent as soon as the meeting is scheduled.

**1.2 These programming categories are to be used to provide specific programs and services to address the following issues in juvenile justice:**

- a. Juvenile alternative to detention programming for delinquent youth who can be diverted from secure detention by the use of the objective screening instrument, Missouri's Juvenile Detention Assessment (JDTA), into a non-secure, pre-adjudication placement or program.
- b. Post-dispositional programming and services for delinquent youth who can benefit from these services to assist in lowering recidivism and out-of-home placements through the use of objective assessment instruments. Programs should serve high risk and high need youth per the Missouri's Risk and Needs Assessment and Classification System.
- c. Diversion programs or strategies to divert youth from delinquent or status referrals into the juvenile office.
- d. Programs and strategies which remedy identified issues of racial and ethnic disparities.

**1.3 The funding allows for reimbursement to one county treasurer of the circuit on behalf of the juvenile and family court for costs associated with ongoing programs or the development and implementation of such services. This Request for Proposal (RFP) encourages juvenile and/or family courts to create new programs and services that promote the best practices in juvenile justice.**

**1.4 The Family Court Committee will review and approve specific requests for proposals based on the merits of each proposal and the availability of funds.**

**1.5 Funding is for FY26 (July 1, 2025 – June 30, 2026). Funding of this project will be considered by the Family Court Committee (FCC), the Circuit Court Budget Committee (CCBC) and OSCA based upon the success of the previous year's awards and the availability of funds. Amounts awarded to any one court may be limited to \$25,000.00 per fiscal year or less if the total of the proposals received from the courts exceed the authorized amount of funds allocated. If more than \$25,000.00 is requested, the courts must prioritize their needs and indicate their preferences for funding. Courts may request funding for more than one program or service**



within each proposal and should include details for each program requested as outlined in Section 7.3.

- 1.6 Programs may find the need to request transferring funds either to or from awarded line items or between programs, if the court received awards for multiple programs. Any request to transfer funds must be in writing to [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov).

If the need is found for additional funds, the local program contact may request funds by emailing [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov). All requests for additional funds shall be in writing addressed to the Family Court Committee for their review and consideration. The committee will not consider reallocating funds prior to January 2, 2026 unless additional funding is available. If approved, proper notification shall be provided in writing.

## 2. PROGRAM KEY COMPONENTS

Juvenile Justice Program Assistance funds are intended to support evidence based practices in Missouri's juvenile justice system. Courts receiving these funds are expected to adhere to the following guidelines.

### 2.1.1 Courts shall be in compliance with:

- a. The Missouri Juvenile Officer Performance Standards (2017). The report may be viewed at <http://www.courts.mo.gov/file.jsp?id=108677>.
- b. Supreme Court Operating Rule 28, the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=52417>.
- c. Supreme Court Operating Rule 29, the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=70333>.
- d. Missouri's Standards for Operation of a Secure Juvenile Detention Facility, if involved in the operation of a court operated or a court funded regionally operated secure detention center. The report may be viewed at <https://www.courts.mo.gov/file.jsp?id=81013>.
- e. Section 211.141.4 RSMo the complete section of the statute may be viewed at <https://revisor.mo.gov/main/OneSection.aspx?section=211.141&bid=11503>
- f. OSCA recommended procedures for providing accurate program implementation and outcome information using the judicial case management system, Microsoft Excel® spreadsheets, report templates or other manual forms as needed, provided by OSCA.
- g. OSCA recommended procedures for using the Juvenile Detention Assessment Instrument (JDTA) and Missouri's Risk and Needs Assessment and Classification System.
- h. Supreme Court Rule 82.04 the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=992>.
- i. Efforts to identify and reduce racial and ethnic representation, through coordination with Missouri's Racial and Ethnic Disparities Research Analyst, if the court demonstrates a statistically significant Relative Rate Index (RRI).

- 2.2 Programs should focus on pre-referral diversion alternatives, pre-adjudication alternatives to secure detention, post-dispositional services including various forms of supervision, programming to address needs, or racial and ethnic disparity strategies, and shall have an evidence-based conceptual framework. Specific program examples may include, but are not limited to:
- a. Supervision: Day/Evening Reporting Center, Day/Evening Supervision Tracking, Electronic Monitoring/Global Positioning System or Mentoring and other alternatives to detention;
  - b. Treatment: Cognitive-behavioral mental health treatment, drug/alcohol treatment, virtual counseling and intensive crisis services;
  - c. Restorative Justice Programs: Victim empathy classes, impact panels, apology sessions and mediation, truancy and peer courts, community service, and restitution;
  - d. Competency Programs: Tutoring, GED, vocational, life skills, and offense specific education (e.g. sex offense, shoplifting, arson and domestic violence);
  - e. Other appropriate programs or service, such as the previously awarded services set out in Exhibit A.

### 3. **PROGRAM REPORTING REQUIREMENTS**

OSCA will provide program related information to the Family Court Committee and to each award recipient. The data and program reports will be evaluated for progress toward achievement of the specific program goals, as indicated in each proposal, and to identify barriers to successful implementation.

- 3.1 Each circuit court receiving an award must submit a twelve (12) month final program report on a template provided by OSCA. Reports must be submitted to OSCA by emailed to [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov). The final report will cover a twelve-month period and will be due thirty days after the fiscal year ends.
- 3.1.1 The data and program reports are intended to:
- a. Assure that use of the funds is consistent with the project application and the intent of the funding source;
  - b. Determine the number of parties served and/or number of service hours provided;
  - c. Document the types of services provided; and
  - d. Provide OSCA, the Family Court Committee, legislature and other interested parties with information regarding consumer satisfaction, program efficiency and effectiveness.
- 3.2 Specific program codes will be provided to each court's case management system and is required to be entered timely to retrieve the information from the case management system for program reporting.

3.3 Requests for technical assistance should be submitted in writing to the Office of State Courts Administrator, P.O. Box 104480, Jefferson City, MO 65110-4480, Attn: OSCA Court Programs or via e-mail to [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov).

3.4 Failure to submit reporting forms within the specified time frame may result in suspension of funding until such reports are submitted and accepted by OSCA.

#### 4. CATEGORY OF ELIGIBLE FUNDS

Applicants may request funds to reimburse for the costs associated with the following categories only:

- I. Contractual Services
  - a. Supervision
  - b. Treatment
  - c. Restorative Justice
  - d. Competency
- II. Resource Materials
- III. Equipment
- IV. Youth Education

##### 4.1 Contractual Services

**Funds awarded as a result of this RFP shall not be used to fund any additional full time employee (FTE) positions.** However, courts may request a new county employee to be reimbursed through the project, but the reimbursement shall be at the contractual rate, as set by the county and the state approved mileage rate. Any and all personnel request must follow the county's personnel policies. Benefits, such as social security cost, health benefits or paid leave (annual or sick) for a county employee shall not be reimbursed through the award. Continued funding beyond this fiscal year is subject to availability of funds and not guaranteed. If you choose to fund a county employee through this project, the court should develop options to fund the county employee upon completion of this award period. This should be considered when issuing any contracts for services.

4.1.1 Judicial employees **shall not** be contracted for any program/services nor receive monetary reimbursement or payment under this program.

##### 4.1.2 OSCA Contractor Travel Policy

Expenses for non-court employee contractual services and mileage reimbursements must follow the OSCA Contractor Travel Policy. The link to the travel policy is:  
<http://www.courts.mo.gov/page.jsp?id=3714>

##### 4.2 Resource Materials

Funds may be awarded for resource materials to be shown, loaned or distributed by court staff to clients, attorneys or the general public. Resource materials may include videos, brochures and pamphlets describing the programs and available services. The resource materials are limited to no more than \$500.00 per circuit.

4.2.1 The courts must acknowledge the Juvenile Justice Program Assistance as the source of funding on any and all manuals or public relations materials created with monies from this fund. This includes videos, brochures, pamphlets and any informational material describing the programs

and available services. This does not include program forms, written internal policies and procedures.

**4.3 Equipment**

Equipment requests may be included in the proposal but only if purchased for the court and specifically needed for the services to be provided for this program. Electronic computer equipment, portable electronic devices, scanners, printers and/or communication devices will not be provided. Funding for vehicles, vehicle equipment and maintenance are not allowed.

- 4.3.1 Awards will not be made for additional office space, furnishings or expenses required for the daily performance of duties including, but not limited to, desks, chairs, workstations, book cases, vehicles or costs associated with mail, telephone or the purchase of books, reference materials or professional memberships.

**4.4 Youth Education**

Funds may be awarded for educational materials to use within a program. They must have a direct connection to the implementation and success of the program.

**5. AWARD CRITERIA**

- 5.1 The FCC reserves the right to adjust, in whole or in part, each program request based upon the reasonableness of each request and the availability of funds.

- 5.1.1 Priority will be given to courts that demonstrate the greatest need for the creation and/or the continuation of evidence based programs and services as outlined in Section 2.2.

- 5.1.2 Awards shall be made by the FCC based upon the merits of the proposal in meeting the following criteria:

- a. Documentation of the particular needs for the alternative program and why those needs are not currently being met,
- b. Documentation of a plan to implement programs.
- c. Identification of program goals that are clearly defined.
- d. Projected number of youth estimated to receive program services.

- 5.1.3 All requests for reimbursement must be received at OSCA no later than June 5, 2026, to ensure requests are processed before the end of the fiscal year.**

- 5.1.4 Courts are encouraged to:

- a. Maximize the use of available funds by collaborating with neighboring circuits to jointly provide programs that one circuit would otherwise be unable to afford or sustain.

- b. Collaborate with other agencies and service providers to maximize the use of existing resources in the community, thereby reducing the amount of funding needed through this award.

5.1.5 If it appears a court will not use all of the funds awarded, the FCC may, at its sole discretion, reduce the amount of awarded funds to the juvenile/family court and redistribute those funds as needed.

## **6. REIMBURSEMENT OF FUNDS**

Payments by OSCA shall not be made directly to any contracted providers. Payments for services must be first paid by the county. Reimbursements made by OSCA will be made and sent to the county treasurer. OSCA anticipates a 2-4 week turnaround on reimbursement requests.

6.1 All reimbursements must be made to a county treasurer. If more than one county is included in the proposal, the application must designate which county treasurer to whom all reimbursements shall be sent.

**Note:** This issue must be addressed with your fiscal officer when planning your project proposal.

6.2 Invoices shall be submitted by the court no later than ten (10) days after the end of each month on a Certificate of Compliance Form which will be provided by OSCA. Copies of all invoices as well as supporting documentation must be submitted to OSCA with the request for reimbursement: [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov) or:

Office of State Courts Administrator  
P.O. Box 104480  
Attn: OSCA Court Programs  
Jefferson City, MO 65110-4480

## **7. APPLICATION REQUIREMENTS**

All courts desiring to apply for funding for costs associated with the implementation of programs as identified herein, must submit a complete proposal incorporating all the items identified in Section 7.

7.1 Proposals must be signed by the Presiding Judge of the circuit requesting funds or if applicable, the Family Court Administrative Judge. If a joint application is being submitted, the Presiding Judge or Family Court Administrative Judge of each participating circuit must sign the application.

7.2 Proposals may be submitted by:  
Email to [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov);

7.3 Proposals must clearly separate each program and include the following:

- a. **Name and Brief Description of Proposed Program:**

Proposals must identify the circuit and/or court applying for funds, the program category (Supervision, Treatment, Restorative Justice, or Competency), and a brief descriptive program summary including goals.

b. **Geographic Area and Need for the Program:**

Proposals must describe unique characteristics of the population and location to be served (urban, rural, ethnicity, race, gender, socioeconomic factors, etc.). Proposals must explain the particular need for the program and why those needs are not currently being met through existing materials, programs, services, or other resources.

c. **Target Population and Selection Process:**

The proposal must describe the program target population (age, ethnicity, race, gender, status/law offense, etc.) and how the participants are selected (JDTA or Risk/Needs Assessment, mental health/substance abuse screening, offense or population specific characteristics, etc.).

d. **Service Provider:**

Proposals must identify the individual(s) or company that will provide or deliver the service or program. Proposals must provide details on their credentials as they pertain to the service and/or program, explaining how the service providers are educated, experienced, certified/licensed or otherwise uniquely qualified to provide and/or deliver the service and/or program expectations. Proposals should also include provider resumes when applicable.

e. **Number of Youth Served:**

Proposals must identify the intended number of youth to be served during the funding period.

f. **Hours of Service:**

Proposals must identify the intended number of hours of service to be provided per participant. Proposals must justify and show the calculations of how the court arrived at the estimate.

g. **Fidelity Plan:**

Proposals must provide a timeline and description of the steps that will be taken to implement the service and/or program and must describe the measures that will be taken to ensure adequate utilization of the service/program. This plan shall include implementation of a program to ensure the safety and health of youth and staff during a health pandemic, such as COVID-19. Implementation of the plan shall follow local, county, state or federal guidelines or directives during a health pandemic.

h. **Budget:**

Justifications for budgets should include the total amount requested and an itemized budget for each funding category requested. The funding categories are listed below.

- I. Contractual Services
- II. Resource Materials
- III. Equipment
- IV. Youth Education

## Exhibit A

### JJPA Services and Awarded Circuits FY23-25

Electronic Monitoring/GPS Monitoring: 2<sup>nd</sup>, 7<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup>

Alternatives to Detention: 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>, 23<sup>rd</sup>, 24<sup>th</sup>, 28<sup>th</sup>, 37<sup>th</sup>, 38<sup>th</sup>, 41<sup>st</sup>, 44<sup>th</sup>

Intensive Support Services: 9<sup>th</sup>

Tracker, Mentor and Truancy Program: 9<sup>th</sup>

Domestic Violence Counseling Program: 11<sup>th</sup>

Anger Management Counseling Program: 11<sup>th</sup>

In-Home Monitoring Service: 13<sup>th</sup>

Secure Detention Contract Nurse: 16<sup>th</sup>

Community Outreach and Training: 16<sup>th</sup>

Restitution Services: 17<sup>th</sup>, 20<sup>th</sup>, 28<sup>th</sup>, 31<sup>st</sup>,

Delinquency Prevention and Diversion Project: 23<sup>rd</sup>

Juvenile Enhanced Tracking Program: 28<sup>th</sup>

Juvenile Achievement Court: 29<sup>th</sup>

Youth Accountability Tracking Program: 30<sup>th</sup>

Music Therapy: 31<sup>st</sup>

Life Skills Reimagined: 31<sup>st</sup>

Midnight Watch and Evening Report Program: 32<sup>nd</sup>

Students on the Right Track: 33<sup>rd</sup>

Girls Circle/Boys Council: 33<sup>rd</sup>, 34<sup>th</sup>

Tutoring Diversion Program: 9<sup>th</sup>

Teen Solutions- Girls and Boys: 11<sup>th</sup>

School Attendance Initiative: 11<sup>th</sup>

Healthy Relationships-Male: 11<sup>th</sup>

Healthy Solutions-Female: 11<sup>th</sup>

OSCA 25-02703 – Juvenile Justice Program Assistance

Change Agent Initiative: 17<sup>th</sup>

Learning through the Arts: 22<sup>nd</sup>

Computer Village: 22<sup>nd</sup>

Ranken: 22<sup>nd</sup>

Diversion Project: 23<sup>rd</sup>

At-Risk Youth Services: 24<sup>th</sup>

Court Liaisons: 29<sup>th</sup>

Leader In Me: 31<sup>st</sup>

Community Based Alternatives: 37<sup>th</sup>

Mental Health and Trauma-Informed Assessment Program: 13<sup>th</sup>

Crisis Intervention Services: 13<sup>th</sup>

Girl Matters SAVVY Sisters Program: 13<sup>th</sup>

Step-Up: Building Respectful Family Relationships Program: 13<sup>th</sup>

VOCA-JJC Program: 13<sup>th</sup>

The Community Action Points (CAPS) Program: 31<sup>st</sup>



**Juvenile Justice Program Assistance Funding Proposal**  
**RFP No: OSCA 25-02703**

**13<sup>th</sup> Judicial Circuit - Robert L. Perry Juvenile Justice Center**

**Name & Brief Description of Proposed Program:**

**Mental Health & Trauma-Informed Assessment and Counseling Program**

The Robert L. Perry Juvenile Justice Center (JJC) is a 45-bed, co-educational juvenile detention center located in Boone County within the 13<sup>th</sup> Judicial Circuit. In addition to working with juveniles from the 13<sup>th</sup> Judicial Circuit (Boone and Callaway counties), JJC currently has contracts to hold youth from 19 other jurisdictions and the Division of Youth Services. The program category would encompass the Treatment category.

Youth participating in this program would complete the Adverse Childhood Experience (ACE) Questionnaire, a Patient Health Questionnaire and General Anxiety Disorder (PHQ-9 and GAD-7) assessment, Vanderbilt ADHD Scales, and a Bio-Psycho-Socio-Cultural-Spiritual (BPS) Mental Health Assessment, all administered by a MSW-level clinician and supervised by at least a LCSW-level clinician. Youth would be referred for continued mental health services, vocational training, education services, mentorship, spiritual engagement, and prosocial activities based on responses and recommendations. This could include referral to psychiatrist, individual counseling, medication management, group programming, and more. Reports would be filed with the Court, so that continuation of care could continue after release from detention and re-entry to the community.

Implementation will address issues of mental health, not only while in detention, but upon transition out of detention. The program will assist in more timely assessments, recommendations, and implementation of mental health services.

Goal 1: 70% of youth detained with Caution or Warning scores on the MAYSI self-report assessment will successfully complete the ACE, PHQ-9 and GAD-7, Vanderbilt, and BPS Vitality assessments.

Goal 2: 70% of youth completing assessments will be referred to mental health services as recommended in assessments.

Goal 3: 50% of youth successfully completing assessments will actively engage in mental health services for at least 3 months (or as recommended).

Goal 4: 50% of youth participating in mental health services will have a reduction in either MAYSI or PHQ-9/GAD-7 assessment scores.

**Geographic Area & Need for the Program:**

JJC is centrally located in Missouri, however the population of youth in secure detention is varied based on the 19 different jurisdictions and the Division of Youth Services that utilize JJC

for detention services. Demographics are of an urban, semi-urban, and rural composition with a unique degree of ethnic diversity. The JJC is a coeducational facility, with residents primarily between the ages of 12 and 18 years of age. The JJC also holds Division of Youth Services youth, Post-Certified youth, and youth from surrounding jurisdictions that do not have a juvenile detention facility.

Currently, youth in detention are covered by Medicaid insurance and Medicaid is billed for youth being placed out of the home and in detention. Mental health providers are unable to “double-bill” Medicaid for providing mental health services to the detained youth. This barrier prevents mental health services to detained youth from occurring without obtaining an alternative funding method. In both 2022 and 2023, five of the top mental health diagnoses for youth detained at Robert L. Perry Juvenile Justice Center was Depression, Post Traumatic Stress Disorder, Attention Deficit Hyperactivity Disorder, Mood Disorder, and Anxiety Disorder. Additionally, every resident is administered the Massachusetts Youth Screening Inventory (MAYSI) related to mental health issues. In 2023, 50% of youth scored in the Warning or Caution areas for Depression/Anxiety. Furthermore, approximately 26% of youth scored in the Warning or Caution areas for Suicidal Ideation. Even more concerning is that in 2023, 73% of youth scored as having had at least one Traumatic Experience. As the average length of stay in detention has increased over the last 3 years, due in part to holding certified youth in juvenile detention, the need for mental health assessment and services in detention is crucial.

JJC does not currently have direct care staff with necessary credentials to administer the Adverse Childhood Experience (ACE) Questionnaire, a Patient Health Questionnaire and General Anxiety Disorder (PHQ-9 and GAD-7) assessment, Vanderbilt ADHD Scales, and a Bio-Pscho-Socio-Cultural-Spiritual (BPS) Mental Health Assessment, or to provide individual counseling services.

### **Target Population & Selection Process:**

All youth in detention, regardless of age, ethnicity, and offense, at JJC would be eligible to participate in the Mental Health & Trauma-Informed Assessment and Counseling Program. However, youth with MAYSI scores in the Warning or Caution areas will have priority for participation. The facility is already structurally set up to facilitate both individual and small group programming. All completed assessments will be filed with the Court to allow for maximized continuity of care.

### **Service Provider:**

The Robert L. Perry Juvenile Justice Center has been fortunate to have a relationship with Vitality Psychological Services in Columbia, Missouri. Dr. Rebekah Freese, LCSW, PhD will oversee and complete the assessments. Dr. Freese has worked with both the University of Missouri and Columbia College. Her doctoral research focused on competence and confidence of mental health providers in conducting assessments. She has completed research in behavioral health across the lifespan and suicidology.

Additionally, Dr. Devara Brock and Licensed Professional Counselor Misty Werkmeister have both worked with justice-involved adolescents, and are willing to provide individual and small group counseling to identified youth.

### **Number of Youth Served:**

From 2018 to 2024, the average number of youths detained at Robert L. Perry Juvenile Justice Center has been between 165 to 241 youths. Every youth detained has the ability to participate in the program. Priority for participation would occur with youth that have elevated MAYSI scores. It is estimated that approximately 50 youth could participate in the assessment and 50 youth in the counseling program during the grant period.

### **Hours of Service:**

Each youth participating in the program would complete an Adverse Childhood Experience (ACE) Questionnaire, a Patient Health Questionnaire and General Anxiety Disorder (PHQ-9 and GAD-7) assessment, Vanderbilt ADHD Scales, and a Bio-Psycho-Socio-Cultural-Spiritual (BPS) Mental Health Assessment with the contract provider. Each youth's assessment would take approximately 4 hours to complete the direct interview process, gather historical information, and complete written reports.

1 youth x 4 hours = 4 hours per youth

4 hours per youth x 50 youth = 200 service hours

Additionally, each youth recommended through the above assessment process to participate in individual or small group counseling while in detention, would receive this service during their detention. Each youth recommended for this service would receive at least 1 hour of counseling or group programming each week.

4-6 youth x 1 hour of group programming = 4-6 hours weekly x 50 weeks = 200-300 hours of total service

4-6 youth x 1 hour of individual counseling = 4-6 hours weekly x 50 weeks = 200-300 hours of total service

### **Fidelity Plan:**

Preparation of implementation of the Mental Health & Trauma-Informed Assessment and Counseling Program would include contact with the contract provider to solidify referral process. This would take approximately 5-7 days. The Court has already reviewed the assessment tools. There will also be the need to implement a means to track enrollment, participation, and outcomes for the participants in the program. These items are projected to take approximately 5-7 days to accomplish.

The contract provider has already been identified. To ensure the safety and health of all participants and facilitator, there is the ability to physically distance within the identified classroom, as well as the ability to wear masks. Additionally, there is an identified scheduled time for the program to occur at JJC.

**Budget:**

The total amount requested for the Mental Health & Trauma-Informed Assessment and Counseling Program is \$28,250.00.

**Contractual Services - \$28,250.00**

The contract service provider would receive \$275.00 per completed assessment. This includes the Adverse Childhood Experience (ACE) Questionnaire, a Patient Health Questionnaire and General Anxiety Disorder (PHQ-9 and GAD-7) assessment, Vanderbilt ADHD Scales, and a Bio-Psycho-Socio-Cultural-Spiritual (BPS) Mental Health Assessment. The fee also includes the interview portion, review of records, and written report with recommendations.

$$1 \text{ youth assessment} \times \$275.00 = \$275.00$$

$$50 \text{ assessments} \times \$420 = \$13,750.00$$

The contract service providers for individual and small group counseling would receive the following:

$$1 \text{ youth individual counseling session} \times \$35.00 = \$35.00$$

$$4 \text{ youth weekly} = \$140.00 \text{ weekly}$$

$$\$140 \text{ weekly} \times 50 \text{ weeks} = \$7,000$$

$$1 \text{ small group counseling session (4-6 youth)} \times \$150.00 = \$150.00$$

$$1 \text{ small group} \times 50 \text{ weeks} = \$7,500.00$$

**Resource Materials - \$0**

**Equipment - \$0**

**Youth Education - \$0**

The total amount requested is \$28,250.00.

**Proposed Number of Juveniles Served:** A contracted service provider would complete approximately 1 assessment per week, for a total of approximately 50 youth per grant period.

The individual and small group counseling sessions could include approximately 50-75 youth, as the youth recommended for individual and/or small group could vary.

**Number of Hours of Service Provided:**

Assessments

1 youth x 4 hours = 4 hours per youth

4 hours per youth x 50 youth = 200 service hours

Individual and Small Group Counseling

4-6 youth x 1 hour of group programming = 4-6 hours weekly x 50 weeks = 200-300 hours of total service

4-6 youth x 1 hour of individual counseling = 4-6 hours weekly x 50 weeks = 200-300 hours of total service

**Cost of Proposed Service Per Person or Per Hour:** The total amount requested is \$28,250.00.

Assessments

1 youth x 4 hours = \$275

\$275 / 4 hours = \$68.75 per hour per youth

Individual and Small Group Counseling

1 youth individual counseling session x \$35.00 = \$35.00 per hour

4 youth weekly = \$140.00 weekly

\$140 weekly x 50 weeks = \$7,000

1 small group counseling session (4-6 youth) x \$150.00 = \$150.00

\$150 / 4 youth = \$37.50 per youth per session

\$150 / 6 youth = \$25.00 per youth per session

1 small group x 50 weeks = \$7,500.00

**Calculation of How Costs Determined:**

Total amount requested of \$28,250.00 is for Contractual Services.

1 youth assessment x \$275.00 = \$275.00

50 assessments x \$275 = \$13,750.00

1 youth individual counseling session x \$35.00 = \$35.00

4 youth weekly = \$140.00 weekly

\$140 weekly x 50 weeks = \$7,000

1 small group counseling session (4-6 youth) x \$150.00 = \$150.00

1 small group x 50 weeks = \$7,500.00

**County Treasurer to which all reimbursements will be made:**

Jenna Redel, Boone County Treasurer

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

March Session of January Adjourned

Term 20

In the County Commission of said county, on the 13th day of March 20 25

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

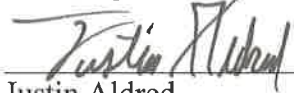
Now on this day, the County Commission of the County of Boone does hereby approve the attached Juvenile Justice Program Assistance - VOCA-JJC Program grant proposal submitted by the 13th Judicial Circuit, Family Court -- Robert L. Perry Juvenile Justice Center.

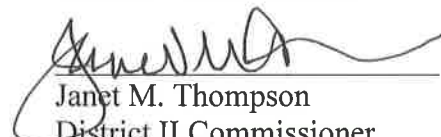
Done this 13<sup>th</sup> day of March 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner



STATE OF MISSOURI  
OFFICE OF STATE COURTS ADMINISTRATOR  
REQUEST FOR PROPOSAL

RFP NO: OSCA 25-02703  
TITLE: Juvenile Justice Program Assistance  
ISSUE DATE: January 9, 2025


CONTACT: Trish Adamson  
PHONE NO: 573-526-8818  
EMAIL: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

RETURN PROPOSAL NO LATER THAN: 4 p.m., March 7, 2025

Return proposal electronically to: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

CONTRACT PERIOD: July 1, 2025 through June 30, 2026

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE 	DATE 3/6/25
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)	TITLE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	DATE
COURT 13TH JUDICIAL CIRCUIT	
MAILING ADDRESS 5665 ROGER I WILSON MEMORIAL DRIVE	
CITY, STATE, ZIP COLUMBIA, MO 65202	
CONTACT PERSON TARA EPPY	TITLE SUPERINTENDENT
PHONE NUMBER 573-886-4450	EMAIL ADDRESS TARA.EPPY@COURTS.MO.GOV

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		
CONTRACT NO.		CONTRACT PERIOD
CONTRACT SECTION	DATE	DEPUTY STATE COURTS ADMINISTRATOR



## 1. INTRODUCTION

The Family Court Committee of the Supreme Court of Missouri, through the Office of State Courts Administrator, (OSCA), is seeking proposals from courts for the implementation of programs and services dedicated to promoting evidenced based practices in specific categories of juvenile justice that may include:

- a. Supervision
- b. Treatment
- c. Restorative Justice
- d. Competency

### 1.1 Pre-Proposal Conference:

A pre-proposal conference regarding this Request for Proposal will be held on **January 16, 2025, beginning at 11:00 a.m.** The pre-proposal will be held via WebEx and should last no more than one hour. The information will be sent as soon as the meeting is scheduled.

### 1.2 These programming categories are to be used to provide specific programs and services to address the following issues in juvenile justice:

- a. Juvenile alternative to detention programming for delinquent youth who can be diverted from secure detention by the use of the objective screening instrument, Missouri's Juvenile Detention Assessment (JDTA), into a non-secure, pre-adjudication placement or program.
- b. Post-dispositional programming and services for delinquent youth who can benefit from these services to assist in lowering recidivism and out-of-home placements through the use of objective assessment instruments. Programs should serve high risk and high need youth per the Missouri's Risk and Needs Assessment and Classification System.
- c. Diversion programs or strategies to divert youth from delinquent or status referrals into the juvenile office.
- d. Programs and strategies which remedy identified issues of racial and ethnic disparities.

### 1.3 The funding allows for reimbursement to one county treasurer of the circuit on behalf of the juvenile and family court for costs associated with ongoing programs or the development and implementation of such services. This Request for Proposal (RFP) encourages juvenile and/or family courts to create new programs and services that promote the best practices in juvenile justice.

### 1.4 The Family Court Committee will review and approve specific requests for proposals based on the merits of each proposal and the availability of funds.

### 1.5 Funding is for FY26 (July 1, 2025 – June 30, 2026). Funding of this project will be considered by the Family Court Committee (FCC), the Circuit Court Budget Committee (CCBC) and OSCA based upon the success of the previous year's awards and the availability of funds. Amounts awarded to any one court may be limited to \$25,000.00 per fiscal year or less if the total of the proposals received from the courts exceed the authorized amount of funds allocated. If more than \$25,000.00 is requested, the courts must prioritize their needs and indicate their preferences for funding. Courts may request funding for more than one program or service

within each proposal and should include details for each program requested as outlined in Section 7.3.

- 1.6 Programs may find the need to request transferring funds either to or from awarded line items or between programs, if the court received awards for multiple programs. Any request to transfer funds must be in writing to [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov).

If the need is found for additional funds, the local program contact may request funds by emailing [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov). All requests for additional funds shall be in writing addressed to the Family Court Committee for their review and consideration. The committee will not consider reallocating funds prior to January 2, 2026 unless additional funding is available. If approved, proper notification shall be provided in writing.

## 2. PROGRAM KEY COMPONENTS

Juvenile Justice Program Assistance funds are intended to support evidence based practices in Missouri's juvenile justice system. Courts receiving these funds are expected to adhere to the following guidelines.

### 2.1.1 Courts shall be in compliance with:

- a. The Missouri Juvenile Officer Performance Standards (2017). The report may be viewed at <http://www.courts.mo.gov/file.jsp?id=108677>.
- b. Supreme Court Operating Rule 28, the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=52417>.
- c. Supreme Court Operating Rule 29, the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=70333>.
- d. Missouri's Standards for Operation of a Secure Juvenile Detention Facility, if involved in the operation of a court operated or a court funded regionally operated secure detention center. The report may be viewed at <https://www.courts.mo.gov/file.jsp?id=81013>.
- e. Section 211.141.4 RSMo the complete section of the statute may be viewed at <https://revisor.mo.gov/main/OneSection.aspx?section=211.141&bid=11503>
- f. OSCA recommended procedures for providing accurate program implementation and outcome information using the judicial case management system, Microsoft Excel® spreadsheets, report templates or other manual forms as needed, provided by OSCA.
- g. OSCA recommended procedures for using the Juvenile Detention Assessment Instrument (JDTA) and Missouri's Risk and Needs Assessment and Classification System.
- h. Supreme Court Rule 82.04 the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=992>.
- i. Efforts to identify and reduce racial and ethnic representation, through coordination with Missouri's Racial and Ethnic Disparities Research Analyst, if the court demonstrates a statistically significant Relative Rate Index (RRI).

- 2.2 Programs should focus on pre-referral diversion alternatives, pre-adjudication alternatives to secure detention, post-dispositional services including various forms of supervision, programming to address needs, or racial and ethnic disparity strategies, and shall have an evidence-based conceptual framework. Specific program examples may include, but are not limited to:
- a. Supervision: Day/Evening Reporting Center, Day/Evening Supervision Tracking, Electronic Monitoring/Global Positioning System or Mentoring and other alternatives to detention;
  - b. Treatment: Cognitive-behavioral mental health treatment, drug/alcohol treatment, virtual counseling and intensive crisis services;
  - c. Restorative Justice Programs: Victim empathy classes, impact panels, apology sessions and mediation, truancy and peer courts, community service, and restitution;
  - d. Competency Programs: Tutoring, GED, vocational, life skills, and offense specific education (e.g. sex offense, shoplifting, arson and domestic violence);
  - e. Other appropriate programs or service, such as the previously awarded services set out in Exhibit A.

**3. PROGRAM REPORTING REQUIREMENTS**

OSCA will provide program related information to the Family Court Committee and to each award recipient. The data and program reports will be evaluated for progress toward achievement of the specific program goals, as indicated in each proposal, and to identify barriers to successful implementation.

- 3.1 Each circuit court receiving an award must submit a twelve (12) month final program report on a template provided by OSCA. Reports must be submitted to OSCA by emailed to [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov). The final report will cover a twelve-month period and will be due thirty days after the fiscal year ends.
- 3.1.1 The data and program reports are intended to:
- a. Assure that use of the funds is consistent with the project application and the intent of the funding source;
  - b. Determine the number of parties served and/or number of service hours provided;
  - c. Document the types of services provided; and
  - d. Provide OSCA, the Family Court Committee, legislature and other interested parties with information regarding consumer satisfaction, program efficiency and effectiveness.
- 3.2 Specific program codes will be provided to each court's case management system and is required to be entered timely to retrieve the information from the case management system for program reporting.

3.3 Requests for technical assistance should be submitted in writing to the Office of State Courts Administrator, P.O. Box 104480, Jefferson City, MO 65110-4480, Attn: OSCA Court Programs or via e-mail to [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov).

3.4 Failure to submit reporting forms within the specified time frame may result in suspension of funding until such reports are submitted and accepted by OSCA.

#### 4. CATEGORY OF ELIGIBLE FUNDS

Applicants may request funds to reimburse for the costs associated with the following categories only:

- I. Contractual Services
  - a. Supervision
  - b. Treatment
  - c. Restorative Justice
  - d. Competency
- II. Resource Materials
- III. Equipment
- IV. Youth Education

##### 4.1 Contractual Services

**Funds awarded as a result of this RFP shall not be used to fund any additional full time employee (FTE) positions.** However, courts may request a new county employee to be reimbursed through the project, but the reimbursement shall be at the contractual rate, as set by the county and the state approved mileage rate. Any and all personnel request must follow the county's personnel policies. Benefits, such as social security cost, health benefits or paid leave (annual or sick) for a county employee shall not be reimbursed through the award. Continued funding beyond this fiscal year is subject to availability of funds and not guaranteed. If you choose to fund a county employee through this project, the court should develop options to fund the county employee upon completion of this award period. This should be considered when issuing any contracts for services.

4.1.1 Judicial employees **shall not** be contracted for any program/services nor receive monetary reimbursement or payment under this program.

4.1.2 OSCA Contractor Travel Policy  
Expenses for non-court employee contractual services and mileage reimbursements must follow the OSCA Contractor Travel Policy. The link to the travel policy is:  
<http://www.courts.mo.gov/page.jsp?id=3714>

##### 4.2 Resource Materials

Funds may be awarded for resource materials to be shown, loaned or distributed by court staff to clients, attorneys or the general public. Resource materials may include videos, brochures and pamphlets describing the programs and available services. The resource materials are limited to no more than \$500.00 per circuit.

4.2.1 The courts must acknowledge the Juvenile Justice Program Assistance as the source of funding on any and all manuals or public relations materials created with monies from this fund. This includes videos, brochures, pamphlets and any informational material describing the programs

and available services. This does not include program forms, written internal policies and procedures.

**4.3 Equipment**

Equipment requests may be included in the proposal but only if purchased for the court and specifically needed for the services to be provided for this program. Electronic computer equipment, portable electronic devices, scanners, printers and/or communication devices will not be provided. Funding for vehicles, vehicle equipment and maintenance are not allowed.

- 4.3.1 Awards will not be made for additional office space, furnishings or expenses required for the daily performance of duties including, but not limited to, desks, chairs, workstations, book cases, vehicles or costs associated with mail, telephone or the purchase of books, reference materials or professional memberships.

**4.4 Youth Education**

Funds may be awarded for educational materials to use within a program. They must have a direct connection to the implementation and success of the program.

**5. AWARD CRITERIA**

- 5.1 The FCC reserves the right to adjust, in whole or in part, each program request based upon the reasonableness of each request and the availability of funds.

- 5.1.1 Priority will be given to courts that demonstrate the greatest need for the creation and/or the continuation of evidence based programs and services as outlined in Section 2.2.

- 5.1.2 Awards shall be made by the FCC based upon the merits of the proposal in meeting the following criteria:

- a. Documentation of the particular needs for the alternative program and why those needs are not currently being met,
- b. Documentation of a plan to implement programs.
- c. Identification of program goals that are clearly defined.
- d. Projected number of youth estimated to receive program services.

- 5.1.3 All requests for reimbursement must be received at OSCA no later than June 5, 2026, to ensure requests are processed before the end of the fiscal year.

- 5.1.4 Courts are encouraged to:

- a. Maximize the use of available funds by collaborating with neighboring circuits to jointly provide programs that one circuit would otherwise be unable to afford or sustain.

- b. Collaborate with other agencies and service providers to maximize the use of existing resources in the community, thereby reducing the amount of funding needed through this award.

- 5.1.5 If it appears a court will not use all of the funds awarded, the FCC may, at its sole discretion, reduce the amount of awarded funds to the juvenile/family court and redistribute those funds as needed.

## **6. REIMBURSEMENT OF FUNDS**

Payments by OSCA shall not be made directly to any contracted providers. Payments for services must be first paid by the county. Reimbursements made by OSCA will be made and sent to the county treasurer. OSCA anticipates a 2-4 week turnaround on reimbursement requests.

- 6.1 All reimbursements must be made to a county treasurer. If more than one county is included in the proposal, the application must designate which county treasurer to whom all reimbursements shall be sent.

**Note:** This issue must be addressed with your fiscal officer when planning your project proposal.

- 6.2 Invoices shall be submitted by the court no later than ten (10) days after the end of each month on a Certificate of Compliance Form which will be provided by OSCA. Copies of all invoices as well as supporting documentation must be submitted to OSCA with the request for reimbursement: [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov) or:

Office of State Courts Administrator  
P.O. Box 104480  
Attn: OSCA Court Programs  
Jefferson City, MO 65110-4480

## **7. APPLICATION REQUIREMENTS**

All courts desiring to apply for funding for costs associated with the implementation of programs as identified herein, must submit a complete proposal incorporating all the items identified in Section 7.

- 7.1 Proposals must be signed by the Presiding Judge of the circuit requesting funds or if applicable, the Family Court Administrative Judge. If a joint application is being submitted, the Presiding Judge or Family Court Administrative Judge of each participating circuit must sign the application.
- 7.2 Proposals may be submitted by:  
Email to [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov);
- 7.3 Proposals must clearly separate each program and include the following:
  - a. **Name and Brief Description of Proposed Program:**

Proposals must identify the circuit and/or court applying for funds, the program category (Supervision, Treatment, Restorative Justice, or Competency), and a brief descriptive program summary including goals.

b. **Geographic Area and Need for the Program:**

Proposals must describe unique characteristics of the population and location to be served (urban, rural, ethnicity, race, gender, socioeconomic factors, etc.). Proposals must explain the particular need for the program and why those needs are not currently being met through existing materials, programs, services, or other resources.

c. **Target Population and Selection Process:**

The proposal must describe the program target population (age, ethnicity, race, gender, status/law offense, etc.) and how the participants are selected (JDTA or Risk/Needs Assessment, mental health/substance abuse screening, offense or population specific characteristics, etc.).

d. **Service Provider:**

Proposals must identify the individual(s) or company that will provide or deliver the service or program. Proposals must provide details on their credentials as they pertain to the service and/or program, explaining how the service providers are educated, experienced, certified/licensed or otherwise uniquely qualified to provide and/or deliver the service and/or program expectations. Proposals should also include provider resumes when applicable.

e. **Number of Youth Served:**

Proposals must identify the intended number of youth to be served during the funding period.

f. **Hours of Service:**

Proposals must identify the intended number of hours of service to be provided per participant. Proposals must justify and show the calculations of how the court arrived at the estimate.

g. **Fidelity Plan:**

Proposals must provide a timeline and description of the steps that will be taken to implement the service and/or program and must describe the measures that will be taken to ensure adequate utilization of the service/program. This plan shall include implementation of a program to ensure the safety and health of youth and staff during a health pandemic, such as COVID-19. Implementation of the plan shall follow local, county, state or federal guidelines or directives during a health pandemic.

h. **Budget:**

Justifications for budgets should include the total amount requested and an itemized budget for each funding category requested. The funding categories are listed below.

- I. Contractual Services
- II. Resource Materials
- III. Equipment
- IV. Youth Education

- 7.4 Each proposal must provide details to justify the budget requested. Be sure to include, at a minimum, documentation for the following with the request:
- a. The proposed number of juveniles served;
  - b. The number of hours of service to be provided;
  - c. The cost of any proposed services per person and/or per hour; and
  - d. A calculation of how costs have been determined.
- 7.5 Each proposal must indicate which county OSCA shall send reimbursements. Payments will not be made to multiple counties.
- 7.6 All proposals must be submitted to OSCA no later than **4 p.m., March 7, 2025**.



## Exhibit A

### JJPA Services and Awarded Circuits FY23-25

Electronic Monitoring/GPS Monitoring: 2<sup>nd</sup>, 7<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup>

Alternatives to Detention: 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>, 23<sup>rd</sup>, 24<sup>th</sup>, 28<sup>th</sup>, 37<sup>th</sup>, 38<sup>th</sup>, 41<sup>st</sup>, 44<sup>th</sup>

Intensive Support Services: 9<sup>th</sup>

Tracker, Mentor and Truancy Program: 9<sup>th</sup>

Domestic Violence Counseling Program: 11<sup>th</sup>

Anger Management Counseling Program: 11<sup>th</sup>

In-Home Monitoring Service: 13<sup>th</sup>

Secure Detention Contract Nurse: 16<sup>th</sup>

Community Outreach and Training: 16<sup>th</sup>

Restitution Services: 17<sup>th</sup>, 20<sup>th</sup>, 28<sup>th</sup>, 31<sup>st</sup>,

Delinquency Prevention and Diversion Project: 23<sup>rd</sup>

Juvenile Enhanced Tracking Program: 28<sup>th</sup>

Juvenile Achievement Court: 29<sup>th</sup>

Youth Accountability Tracking Program: 30<sup>th</sup>

Music Therapy: 31<sup>st</sup>

Life Skills Reimagined: 31<sup>st</sup>

Midnight Watch and Evening Report Program: 32<sup>nd</sup>

Students on the Right Track: 33<sup>rd</sup>

Girls Circle/Boys Council: 33<sup>rd</sup>, 34<sup>th</sup>

Tutoring Diversion Program: 9<sup>th</sup>

Teen Solutions- Girls and Boys: 11<sup>th</sup>

School Attendance Initiative: 11<sup>th</sup>

Healthy Relationships-Male: 11<sup>th</sup>

Healthy Solutions-Female: 11<sup>th</sup>

Change Agent Initiative: 17<sup>th</sup>

Learning through the Arts: 22<sup>nd</sup>

Computer Village: 22<sup>nd</sup>

Ranken: 22<sup>nd</sup>

Diversion Project: 23<sup>rd</sup>

At-Risk Youth Services: 24<sup>th</sup>

Court Liaisons: 29<sup>th</sup>

Leader In Me: 31<sup>st</sup>

Community Based Alternatives: 37<sup>th</sup>

Mental Health and Trauma-Informed Assessment Program: 13<sup>th</sup>

Crisis Intervention Services: 13<sup>th</sup>

Girl Matters SAVVY Sisters Program: 13<sup>th</sup>

Step-Up: Building Respectful Family Relationships Program: 13<sup>th</sup>

VOCA-JJC Program: 13<sup>th</sup>

The Community Action Points (CAPS) Program: 31<sup>st</sup>

**Juvenile Justice Program Assistance Funding Proposal  
RFP No: OSCA 25-02703**

**13<sup>th</sup> Judicial Circuit - Robert L. Perry Juvenile Justice Center**

**Name & Brief Description of Proposed Program:**

**VOCA-JJC Program**

The Robert L. Perry Juvenile Justice Center (JJC) is a 45-bed, co-educational juvenile detention center located in Boone County within the 13<sup>th</sup> Judicial Circuit. In addition to working with juveniles from the 13<sup>th</sup> Judicial Circuit (Boone and Callaway counties), JJC currently has contracts to hold youth from 19 other jurisdictions and the Division of Youth Services. The program category would encompass Competency (life skills and vocational).

The VOCA-JJC Program is a combination of three different vocational and life skills program opportunities for youth in detention at JJC.

- 1) CPR/First Aid/AED Certification Program – This program (American Red Cross) would allow for residents to obtain official certification at \$80 per resident. The course length is approximately 3 hours of training and testing. The certification is good for two years and includes testing fees.
- 2) Warehouse/OSHA Training and Certification Program – This program would allow for residents to complete OSHA 10 certification and participate in a workforce-based training. OSHA 10 is a 10-hour safety course designed by OSHA to cover safety basics for workers in high-risk industries like construction. This is a lifetime certification and includes testing fees.
- 3) Flaggers Certification Program – This program would allow for resident to be Flaggers certified and participate in a workforce-based training. The Work Zone Flaggers course trains person is flagging operations and flagging procedures. The participants will acquire a strong knowledge in proper flagging techniques and be ready to work on the job as a work zone flagger. This is a 4 year certification and includes testing fees.

**Goals for residents participating include:**

- 50% reduction of subsequent detention within 6 months of release for residents completing at least 1 program.
- 40% reduction of subsequent law violation referral within 6 months of release for residents completing at least 1 program.
- 70% of participants released into community (Columbia partner) with incomplete programming at time of release will contact service provider within 2 months of release to complete program.
- 40% of participants released into community (Columbia partner) with incomplete programming at the time of release will complete program within 6 months.

**Geographic Area & Need for the Program:**

JJC is centrally located in Missouri, however the population of youth in secure detention is varied based on the 19 different jurisdictions and the Division of Youth Services that utilize JJC for detention services. Demographics are of an urban, semi-urban, and rural composition with a unique degree of ethnic diversity.

The VOCA-JJC Program would provide competency-building programming to detained youth in the areas of vocation and life skills, and would allow for a greater chance of successful reintegration and transition back into the community. Youth in detention are disproportionately affected and unable to access and easily navigate community services upon re-entry to their community. These detained youth want and are able to learn independent living skills, vocational skills, and participate in job training programming while in detention. Participating in these programs would provide the youth with the best possible resources and skills to affect change upon their re-entry into the community.

With the average age of youth in detention rising and the length of stay increasing, it is necessary to offer and provide vocational training that can assist the youth in obtaining the necessary qualifications to enter the workforce in fields geared towards older youth/young adults. In 2024 at JJC, 54% of youth were detained for 15 days or more and 29% were still detained for more than 30 days. Additionally, 81% of detained youth were ages 15-18 years of age. The VOCA-JJC programming is aimed at providing youth with the opportunity to develop their skills and knowledge in a specific area and obtain certifications/licenses. There are numerous studies (RAND Press Release) that indicate that vocational programming for youth in detention significantly reduce the recidivism rate after release.

The Zoukis Consulting Group released information that less than 10% of detained youth receive vocational training. They also reported that vocational training is one of the most critical educational and rehabilitative programs that detained youth can be provided (Crayton & Neusteter). The workforce-aged youth detained at JJC could benefit greatly from the VOCA-JJC Program that offers relatively short-term vocational certification programs. Youth have the potential to leave detention with concrete vocational training certifications in-hand.

Since 2018, of the juveniles referred to the Juvenile Office for delinquency offenses, there has been at least 74% reported as unemployed or not applicable on the Risk Assessment tool. In 2018 and 2019, that percentage was as high as 90%. Additionally, for that same population of juvenile, since 2018 over 45% scored as having a Limited/Weak/Strong Negative Social Support System in place.

JJC does not currently have direct care staff certified or licensed to provide the above-mentioned vocational and life skills programming to detained juveniles.

**Target Population & Selection Process:**

All youth in detention, regardless of age, ethnicity, and offense, at JJC would be eligible to participate in the VOCA-JJC Program. Youth would have the ability to participate in more than

one VOCA-JJC Program. The average daily population in 2024 was 21.5. The average length of stay in detention in 2024 was 33.1 days.

#### **Service Provider:**

The Robert L. Perry Juvenile Justice Center has been fortunate to have a relationship with Job Point in Columbia, Missouri. Job Point's vision is to unleash human potential by creating life-changing solutions for personal fulfillment and economic independence. Job Point has staff certified and licensed to teach the 3 different VOCA-JJC Programs.

#### **Number of Youth Served:**

From 2018 to 2024, the average number of youths detained at JJC has been between 165 to 244 youths. Every youth detained has the ability to participate in a program, with numerous youth able to participate in more than one program during their placement in detention. It is estimated during the grant period that approximately 200 individual youths could participate in at least one VOCA-JJC Program.

#### **Hours of Service:**

- 1) CPR/First Aid/AED Certification Program – This program takes an average of 3 to 5 hours to complete for each resident. Approximately 3 to 6 youth can participate in each group cycle of this program. If 50 residents participate, that would be 150 to 250 total hours of service to youth.
- 2) Warehouse/OSHA Training and Certification Program – This program takes an average of 10 hours to complete for each resident. This program is module based and residents can enter the program cycle at any module, which allows for approximately 8 to 10 youth participating at any given time. If 50 residents participate, that would be 500 total hours of service to youth.
- 3) Flaggers Certification Program – This program takes an average of 8 to 10 hours to complete for each resident. Approximately 4 to 6 youth can participate in each group cycle of this program. If 50 residents participate, that would be 400 to 500 total hours of service to youth.

For all 3 programs combined, total hours of service to youth would be from 1,050 to 1,250 hours.

#### **Fidelity Plan:**

Job Point has already identified staff that have the appropriate licenses and certificates to facilitate the VOCA-JJC Programs. The identified staff have completed the necessary preliminary background screenings and tour of the facility. Some of the programming requires

computers and online testing capabilities. JJC and Job Point have already secured the necessary computers and technology to allow these capabilities. The VOCA-JJC Programming would commence immediately upon receiving funding. To ensure the safety and health of all participants and facilitator, there is the ability to physically distance within the identified classroom, as well as the ability to wear masks. Additionally, there is an identified scheduled time for the program to occur during the program day at JJC. There is also the potential to coordinate with Columbia Public Schools for the CPR/First Aid/AED Certification Program to be applied towards a 0.5 credit Health course.

### **Budget:**

The total amount requested for the VOCA-JJC program is \$12,750.00

Contractual Services - \$12,750.00

- 1) CPR/First Aid/AED Certification Program – This program would cost \$80 per resident. Approximately 50 residents could participate during the grant period. Total cost is \$4000.00.
- 2) Warehouse/OSHA Training and Certification Program – This program would cost \$100 per resident. Approximately 50 residents could participate during the grant period. Total cost is \$5000.00.
- 3) Flaggers Certification Program – This program would cost \$75 per resident. Approximately 50 residents could participate during the grant period. Total cost is \$3750.00.

Resource Materials - \$0

Equipment - \$0

Youth Education - \$0

**Proposed Number of Juveniles Served:** Based on current trends, it is estimated that there would be approximately 200-250 admissions at JJC during the grand period. However, the number of program completions could be higher as youth would have the opportunity to complete more than one program during their placement.

**Number of Hours of Service Provided:** For all 3 programs combined, total hours of service to youth would be from 1,050 to 1,250 hours.

- 1) CPR/First Aid/AED Certification Program – This program takes an average of 3 to 5 hours to complete for each resident. Approximately 3 to 6 youth can participate in each group cycle of this program. If 50 residents participate, that would be 150 to 250 total hours of service to youth.

- 2) Warehouse/OSHA Training and Certification Program – This program takes an average of 10 hours to complete for each resident. This program is module based and residents can enter the program cycle at any module, which allows for approximately 8 to 10 youth participating at any given time. If 50 residents participate, that would be 500 total hours of service to youth.
- 3) Flaggers Certification Program – This program takes an average of 8 to 10 hours to complete for each resident. Approximately 4 to 6 youth can participate in each group cycle of this program. If 50 residents participate, that would be 400 to 500 total hours of service to youth.

**Cost of Proposed Service Per Person or Per Hour:** The total amount requested is \$12,750.00 for a total of 1,050 to 1,250 service hours. Each program does have a specific range of hours per participant though.

- 1) CPR/First Aid/AED Certification Program – This program takes an average of 3 to 5 hours to complete for each resident.
- 2) Warehouse/OSHA Training and Certification Program – This program takes an average of 10 hours to complete for each resident.
- 3) Flaggers Certification Program – This program takes an average of 8 to 10 hours to complete for each resident.

$\$12,750.00 / 1,050 \text{ service hours} = \$12.14 \text{ per hour per resident}$

$\$12,750.00 / 1,250 \text{ service hours} = \$10.20 \text{ per hour per resident}$

**Calculation of How Costs Determined:**

Total amount requested of \$12,750.00 is for Contractual Services.

- 1) CPR/First Aid/AED Certification Program  
 $50 \text{ residents} \times \$80 = \$4000$
- 2) Warehouse/OSHA Training and Certification Program  
 $50 \text{ residents} \times \$100 = \$5000$
- 3) Flaggers Certification Program  
 $50 \text{ residents} \times \$75 = \$3750$

**County Treasurer to which all reimbursements will be made:**

Jenna Redel, Boone County Treasurer

135-2025

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

March Session of January Adjourned

Term 20


In the County Commission of said county, on the 13th day of March 20 25


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

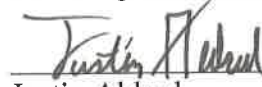
Now on this day, the County Commission of the County of Boone does hereby approve the attached Juvenile Justice Program Assistance - Vitality Rising & Mentoring Program grant proposal submitted by the 13th Judicial Circuit, Family Court - Juvenile Office.

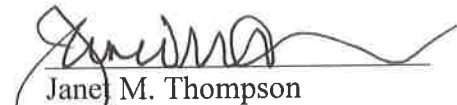
Done this 13<sup>th</sup> day of March 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner





STATE OF MISSOURI  
OFFICE OF STATE COURTS ADMINISTRATOR  
REQUEST FOR PROPOSAL

RFP NO: OSCA 25-02703  
TITLE: Juvenile Justice Program Assistance  
ISSUE DATE: January 9, 2025

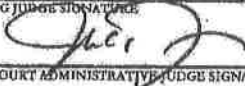
CONTACT: Trish Adamson  
PHONE NO: 573-526-8818  
EMAIL: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

RETURN PROPOSAL NO LATER THAN: 4 p.m., March 7, 2025

Return proposal electronically to: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

CONTRACT PERIOD: July 1, 2025 through June 30, 2026

SIGNATURE REQUIRED

PRESIDING JUDGE SIGNATURE 	DATE 3/7/25
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)	TITLE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE	DATE
COURT 13TH JUDICIAL CIRCUIT	
MAILING ADDRESS BOONE COUNTY COURTHOUSE, 705 E. WALNUT STREET	
CITY, STATE, ZIP COLUMBIA, MO 65201	
CONTACT PERSON TARA EPPY	TITLE SUPERINTENDENT
PHONE NUMBER 573-886-4450	EMAIL ADDRESS TARA.EPPY@COURTS.MO.GOV

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		
CONTRACT NO.	CONTRACT PERIOD	
CONTRACTS SECTION	DATE	DEPUTY STATE COURTS ADMINISTRATOR

**1. INTRODUCTION**

The Family Court Committee of the Supreme Court of Missouri, through the Office of State Courts Administrator, (OSCA), is seeking proposals from courts for the implementation of programs and services dedicated to promoting evidenced based practices in specific categories of juvenile justice that may include:

- a. Supervision
- b. Treatment
- c. Restorative Justice
- d. Competency

**1.1 Pre-Proposal Conference:**

A pre-proposal conference regarding this Request for Proposal will be held on **January 16, 2025, beginning at 11:00 a.m.** The pre-proposal will be held via WebEx and should last no more than one hour. The information will be sent as soon as the meeting is scheduled.

**1.2 These programming categories are to be used to provide specific programs and services to address the following issues in juvenile justice:**

- a. Juvenile alternative to detention programming for delinquent youth who can be diverted from secure detention by the use of the objective screening instrument, Missouri's Juvenile Detention Assessment (JDTA), into a non-secure, pre-adjudication placement or program.
- b. Post-dispositional programming and services for delinquent youth who can benefit from these services to assist in lowering recidivism and out-of-home placements through the use of objective assessment instruments. Programs should serve high risk and high need youth per the Missouri's Risk and Needs Assessment and Classification System.
- c. Diversion programs or strategies to divert youth from delinquent or status referrals into the juvenile office.
- d. Programs and strategies which remedy identified issues of racial and ethnic disparities.

**1.3 The funding allows for reimbursement to one county treasurer of the circuit on behalf of the juvenile and family court for costs associated with ongoing programs or the development and implementation of such services. This Request for Proposal (RFP) encourages juvenile and/or family courts to create new programs and services that promote the best practices in juvenile justice.**

**1.4 The Family Court Committee will review and approve specific requests for proposals based on the merits of each proposal and the availability of funds.**

**1.5 Funding is for FY26 (July 1, 2025 – June 30, 2026). Funding of this project will be considered by the Family Court Committee (FCC), the Circuit Court Budget Committee (CCBC) and OSCA based upon the success of the previous year's awards and the availability of funds. Amounts awarded to any one court may be limited to \$25,000.00 per fiscal year or less if the total of the proposals received from the courts exceed the authorized amount of funds allocated. If more than \$25,000.00 is requested, the courts must prioritize their needs and indicate their preferences for funding. Courts may request funding for more than one program or service**

within each proposal and should include details for each program requested as outlined in Section 7.3.

- 1.6 Programs may find the need to request transferring funds either to or from awarded line items or between programs, if the court received awards for multiple programs. Any request to transfer funds must be in writing to [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov).

If the need is found for additional funds, the local program contact may request funds by emailing [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov). All requests for additional funds shall be in writing addressed to the Family Court Committee for their review and consideration. The committee will not consider reallocating funds prior to January 2, 2026 unless additional funding is available. If approved, proper notification shall be provided in writing.

## 2. PROGRAM KEY COMPONENTS

Juvenile Justice Program Assistance funds are intended to support evidence based practices in Missouri's juvenile justice system. Courts receiving these funds are expected to adhere to the following guidelines.

### 2.1.1 Courts shall be in compliance with:

- a. The Missouri Juvenile Officer Performance Standards (2017). The report may be viewed at <http://www.courts.mo.gov/file.jsp?id=108677>.
- b. Supreme Court Operating Rule 28, the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=52417>.
- c. Supreme Court Operating Rule 29, the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=70333>.
- d. Missouri's Standards for Operation of a Secure Juvenile Detention Facility, if involved in the operation of a court operated or a court funded regionally operated secure detention center. The report may be viewed at <https://www.courts.mo.gov/file.jsp?id=81013>.
- e. Section 211.141.4 RSMo the complete section of the statute may be viewed at <https://revisor.mo.gov/main/OneSection.aspx?section=211.141&bid=11503>
- f. OSCA recommended procedures for providing accurate program implementation and outcome information using the judicial case management system, Microsoft Excel® spreadsheets, report templates or other manual forms as needed, provided by OSCA.
- g. OSCA recommended procedures for using the Juvenile Detention Assessment Instrument (JDTA) and Missouri's Risk and Needs Assessment and Classification System.
- h. Supreme Court Rule 82.04 the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=992>.
- i. Efforts to identify and reduce racial and ethnic representation, through coordination with Missouri's Racial and Ethnic Disparities Research Analyst, if the court demonstrates a statistically significant Relative Rate Index (RRI).

- 2.2 Programs should focus on pre-referral diversion alternatives, pre-adjudication alternatives to secure detention, post-dispositional services including various forms of supervision, programming to address needs, or racial and ethnic disparity strategies, and shall have an evidence-based conceptual framework. Specific program examples may include, but are not limited to:
- a. Supervision: Day/Evening Reporting Center, Day/Evening Supervision Tracking, Electronic Monitoring/Global Positioning System or Mentoring and other alternatives to detention;
  - b. Treatment: Cognitive-behavioral mental health treatment, drug/alcohol treatment, virtual counseling and intensive crisis services;
  - c. Restorative Justice Programs: Victim empathy classes, impact panels, apology sessions and mediation, truancy and peer courts, community service, and restitution;
  - d. Competency Programs: Tutoring, GED, vocational, life skills, and offense specific education (e.g. sex offense, shoplifting, arson and domestic violence);
  - e. Other appropriate programs or service, such as the previously awarded services set out in Exhibit A.

**3. PROGRAM REPORTING REQUIREMENTS**

OSCA will provide program related information to the Family Court Committee and to each award recipient. The data and program reports will be evaluated for progress toward achievement of the specific program goals, as indicated in each proposal, and to identify barriers to successful implementation.

- 3.1 Each circuit court receiving an award must submit a twelve (12) month final program report on a template provided by OSCA. Reports must be submitted to OSCA by emailed to [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov). The final report will cover a twelve-month period and will be due thirty days after the fiscal year ends.
- 3.1.1 The data and program reports are intended to:
- a. Assure that use of the funds is consistent with the project application and the intent of the funding source;
  - b. Determine the number of parties served and/or number of service hours provided;
  - c. Document the types of services provided; and
  - d. Provide OSCA, the Family Court Committee, legislature and other interested parties with information regarding consumer satisfaction, program efficiency and effectiveness.
- 3.2 Specific program codes will be provided to each court's case management system and is required to be entered timely to retrieve the information from the case management system for program reporting.

3.3 Requests for technical assistance should be submitted in writing to the Office of State Courts Administrator, P.O. Box 104480, Jefferson City, MO 65110-4480, Attn: OSCA Court Programs or via e-mail to [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov).

3.4 Failure to submit reporting forms within the specified time frame may result in suspension of funding until such reports are submitted and accepted by OSCA.

#### 4. CATEGORY OF ELIGIBLE FUNDS

Applicants may request funds to reimburse for the costs associated with the following categories only:

- I. Contractual Services
  - a. Supervision
  - b. Treatment
  - c. Restorative Justice
  - d. Competency
- II. Resource Materials
- III. Equipment
- IV. Youth Education

##### 4.1 Contractual Services

**Funds awarded as a result of this RFP shall not be used to fund any additional full time employee (FTE) positions.** However, courts may request a new county employee to be reimbursed through the project, but the reimbursement shall be at the contractual rate, as set by the county and the state approved mileage rate. Any and all personnel request must follow the county's personnel policies. Benefits, such as social security cost, health benefits or paid leave (annual or sick) for a county employee shall not be reimbursed through the award. Continued funding beyond this fiscal year is subject to availability of funds and not guaranteed. If you choose to fund a county employee through this project, the court should develop options to fund the county employee upon completion of this award period. This should be considered when issuing any contracts for services.

4.1.1 Judicial employees **shall not** be contracted for any program/services nor receive monetary reimbursement or payment under this program.

##### 4.1.2 OSCA Contractor Travel Policy

Expenses for non-court employee contractual services and mileage reimbursements must follow the OSCA Contractor Travel Policy. The link to the travel policy is:

<http://www.courts.mo.gov/page.jsp?id=3714>

##### 4.2 Resource Materials

Funds may be awarded for resource materials to be shown, loaned or distributed by court staff to clients, attorneys or the general public. Resource materials may include videos, brochures and pamphlets describing the programs and available services. The resource materials are limited to no more than \$500.00 per circuit.

4.2.1 The courts must acknowledge the Juvenile Justice Program Assistance as the source of funding on any and all manuals or public relations materials created with monies from this fund. This includes videos, brochures, pamphlets and any informational material describing the programs

and available services. This does not include program forms, written internal policies and procedures.

**4.3 Equipment**

Equipment requests may be included in the proposal but only if purchased for the court and specifically needed for the services to be provided for this program. Electronic computer equipment, portable electronic devices, scanners, printers and/or communication devices will not be provided. Funding for vehicles, vehicle equipment and maintenance are not allowed.

- 4.3.1 Awards will not be made for additional office space, furnishings or expenses required for the daily performance of duties including, but not limited to, desks, chairs, workstations, book cases, vehicles or costs associated with mail, telephone or the purchase of books, reference materials or professional memberships.

**4.4 Youth Education**

Funds may be awarded for educational materials to use within a program. They must have a direct connection to the implementation and success of the program.

**5. AWARD CRITERIA**

- 5.1 The FCC reserves the right to adjust, in whole or in part, each program request based upon the reasonableness of each request and the availability of funds.

- 5.1.1 Priority will be given to courts that demonstrate the greatest need for the creation and/or the continuation of evidence based programs and services as outlined in Section 2.2.

- 5.1.2 Awards shall be made by the FCC based upon the merits of the proposal in meeting the following criteria:

- a. Documentation of the particular needs for the alternative program and why those needs are not currently being met,
- b. Documentation of a plan to implement programs.
- c. Identification of program goals that are clearly defined.
- d. Projected number of youth estimated to receive program services.

- 5.1.3 All requests for reimbursement must be received at OSCA no later than June 5, 2026, to ensure requests are processed before the end of the fiscal year.**

- 5.1.4 Courts are encouraged to:

- a. Maximize the use of available funds by collaborating with neighboring circuits to jointly provide programs that one circuit would otherwise be unable to afford or sustain.

- b. Collaborate with other agencies and service providers to maximize the use of existing resources in the community, thereby reducing the amount of funding needed through this award.

- 5.1.5 If it appears a court will not use all of the funds awarded, the FCC may, at its sole discretion, reduce the amount of awarded funds to the juvenile/family court and redistribute those funds as needed.

## **6. REIMBURSEMENT OF FUNDS**

Payments by OSCA shall not be made directly to any contracted providers. Payments for services must be first paid by the county. Reimbursements made by OSCA will be made and sent to the county treasurer. OSCA anticipates a 2-4 week turnaround on reimbursement requests.

- 6.1 All reimbursements must be made to a county treasurer. If more than one county is included in the proposal, the application must designate which county treasurer to whom all reimbursements shall be sent.

**Note:** This issue must be addressed with your fiscal officer when planning your project proposal.

- 6.2 Invoices shall be submitted by the court no later than ten (10) days after the end of each month on a Certificate of Compliance Form which will be provided by OSCA. Copies of all invoices as well as supporting documentation must be submitted to OSCA with the request for reimbursement: [osca.jjpa@courts.mo.gov](mailto:osca.jjpa@courts.mo.gov) or:

Office of State Courts Administrator  
P.O. Box 104480  
Attn: OSCA Court Programs  
Jefferson City, MO 65110-4480

## **7. APPLICATION REQUIREMENTS**

All courts desiring to apply for funding for costs associated with the implementation of programs as identified herein, must submit a complete proposal incorporating all the items identified in Section 7.

- 7.1 Proposals must be signed by the Presiding Judge of the circuit requesting funds or if applicable, the Family Court Administrative Judge. If a joint application is being submitted, the Presiding Judge or Family Court Administrative Judge of each participating circuit must sign the application.
- 7.2 Proposals may be submitted by:  
Email to [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov);
- 7.3 Proposals must clearly separate each program and include the following:

- a. **Name and Brief Description of Proposed Program:**

Proposals must identify the circuit and/or court applying for funds, the program category (Supervision, Treatment, Restorative Justice, or Competency), and a brief descriptive program summary including goals.

**b. Geographic Area and Need for the Program:**

Proposals must describe unique characteristics of the population and location to be served (urban, rural, ethnicity, race, gender, socioeconomic factors, etc.). Proposals must explain the particular need for the program and why those needs are not currently being met through existing materials, programs, services, or other resources.

**c. Target Population and Selection Process:**

The proposal must describe the program target population (age, ethnicity, race, gender, status/law offense, etc.) and how the participants are selected (JDTA or Risk/Needs Assessment, mental health/substance abuse screening, offense or population specific characteristics, etc.).

**d. Service Provider:**

Proposals must identify the individual(s) or company that will provide or deliver the service or program. Proposals must provide details on their credentials as they pertain to the service and/or program, explaining how the service providers are educated, experienced, certified/licensed or otherwise uniquely qualified to provide and/or deliver the service and/or program expectations. Proposals should also include provider resumes when applicable.

**e. Number of Youth Served:**

Proposals must identify the intended number of youth to be served during the funding period.

**f. Hours of Service:**

Proposals must identify the intended number of hours of service to be provided per participant. Proposals must justify and show the calculations of how the court arrived at the estimate.

**g. Fidelity Plan:**

Proposals must provide a timeline and description of the steps that will be taken to implement the service and/or program and must describe the measures that will be taken to ensure adequate utilization of the service/program. This plan shall include implementation of a program to ensure the safety and health of youth and staff during a health pandemic, such as COVID-19. Implementation of the plan shall follow local, county, state or federal guidelines or directives during a health pandemic.

**h. Budget:**

Justifications for budgets should include the total amount requested and an itemized budget for each funding category requested. The funding categories are listed below.

- I. Contractual Services
- II. Resource Materials
- III. Equipment
- IV. Youth Education



- 7.4 Each proposal must provide details to justify the budget requested. Be sure to include, at a minimum, documentation for the following with the request:
- a. The proposed number of juveniles served;
  - b. The number of hours of service to be provided;
  - c. The cost of any proposed services per person and/or per hour; and
  - d. A calculation of how costs have been determined.
- 7.5 Each proposal must indicate which county OSCA shall send reimbursements. Payments will not be made to multiple counties.
- 7.6 All proposals must be submitted to OSCA no later than **4 p.m., March 7, 2025**.

## Exhibit A

### JJPA Services and Awarded Circuits FY23-25

Electronic Monitoring/GPS Monitoring: 2<sup>nd</sup>, 7<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, 21<sup>st</sup>

Alternatives to Detention: 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>, 23<sup>rd</sup>, 24<sup>th</sup>, 28<sup>th</sup>, 37<sup>th</sup>, 38<sup>th</sup>, 41<sup>st</sup>, 44<sup>th</sup>

Intensive Support Services: 9<sup>th</sup>

Tracker, Mentor and Truancy Program: 9<sup>th</sup>

Domestic Violence Counseling Program: 11<sup>th</sup>

Anger Management Counseling Program: 11<sup>th</sup>

In-Home Monitoring Service: 13<sup>th</sup>

Secure Detention Contract Nurse: 16<sup>th</sup>

Community Outreach and Training: 16<sup>th</sup>

Restitution Services: 17<sup>th</sup>, 20<sup>th</sup>, 28<sup>th</sup>, 31<sup>st</sup>,

Delinquency Prevention and Diversion Project: 23<sup>rd</sup>

Juvenile Enhanced Tracking Program: 28<sup>th</sup>

Juvenile Achievement Court: 29<sup>th</sup>

Youth Accountability Tracking Program: 30<sup>th</sup>

Music Therapy: 31<sup>st</sup>

Life Skills Reimagined: 31<sup>st</sup>

Midnight Watch and Evening Report Program: 32<sup>nd</sup>

Students on the Right Track: 33<sup>rd</sup>

Girls Circle/Boys Council: 33<sup>rd</sup>, 34<sup>th</sup>

Tutoring Diversion Program: 9<sup>th</sup>

Teen Solutions- Girls and Boys: 11<sup>th</sup>

School Attendance Initiative: 11<sup>th</sup>

Healthy Relationships-Male: 11<sup>th</sup>

Healthy Solutions-Female: 11<sup>th</sup>

OSCA 25-02703 – Juvenile Justice Program Assistance

Change Agent Initiative: 17<sup>th</sup>

Learning through the Arts: 22<sup>nd</sup>

Computer Village: 22<sup>nd</sup>

Ranken: 22<sup>nd</sup>

Diversion Project: 23<sup>rd</sup>

At-Risk Youth Services: 24<sup>th</sup>

Court Liaisons: 29<sup>th</sup>

Leader In Me: 31<sup>st</sup>

Community Based Alternatives: 37<sup>th</sup>

Mental Health and Trauma-Informed Assessment Program: 13<sup>th</sup>

Crisis Intervention Services: 13<sup>th</sup>

Girl Matters SAVVY Sisters Program: 13<sup>th</sup>

Step-Up: Building Respectful Family Relationships Program: 13<sup>th</sup>

VOCA-JJC Program: 13<sup>th</sup>

The Community Action Points (CAPS) Program: 31<sup>st</sup>

**Juvenile Justice Program Assistance Funding Proposal**  
**RFP No: OSCA 25-02703**

**13<sup>th</sup> Judicial Circuit – Juvenile Office**

**Name & Brief Description of Proposed Program:**

**Vitality Rising & Mentoring Program**

This proposal outlines a targeted intervention program for justice-involved youth, informed by a comprehensive and data-driven approach. The program was developed after an extensive literature review on best practices for the justice-involved population, review of the 2022 and 2023 Juvenile Division Annual Report, and discussions with key personnel in the justice system. This multifaceted approach allowed identification of critical data points and leverage points.

Using these insights, a specific segment of the justice-involved youth population was pinpointed in need of immediate intervention: males, aged 14-17, currently under formal supervision. Data revealed a concerning prevalence of status offenses, delinquency violations, and risk factors associated with offenses against persons and property. To maximize program impact, the focus will be on youth assessed as moderate risk.

The Vitality Rising & Mentoring Program will draw from a comprehensive blend of evidence-based frameworks, including:

- **Dialectical Behavior Therapy:** This framework provides participants with essential skills in emotional regulation, distress tolerance, interpersonal effectiveness, and mindfulness. These skills equip them to manage their emotions effectively, navigate challenging relationships, and cope with difficult situations in a healthy way.
- **Cue-centered therapy:** This approach helps participants identify and manage triggers associated with negative emotions and problematic behaviors. By understanding their personal cues, participants can develop proactive strategies to avoid negative reactions and promote positive responses.
- **Anger management for juveniles:** This program equips participants with specific skills to recognize and manage anger constructively. Participants learn to identify triggers, express anger in healthy ways, and develop effective coping mechanisms for dealing with frustration and conflict.
- **Seeking safety:** This framework emphasizes personal safety planning and teaches participants how to identify and avoid unsafe situations. Participants learn to set boundaries, develop assertive communication skills, and navigate potentially hazardous situations with increased awareness and self-protection strategies.
- **Fostering healthy futures:** This program component focuses on developing a positive vision for the future, setting realistic goals, and building the necessary skills to achieve them. Participants learn about health decision-making, explore

potential career paths, and gain essential tools for building a successful and meaningful life.

Additionally, participants will be encouraged to identify one supportive adult or peer from their natural environment and practice reaching out to them for collaborative problem-solving. This promotes the development of healthy support networks and reinforces the learned skills within their daily lives.

Vitality Rising & Mentoring Program provides a comprehensive support structure focused on individual and long-term growth:

- 5-week intensive program: This initial phase provides a concentrated learning environment, establishing a foundation in core skills.
- Mentoring component: Each participant will be paired with a qualified program mentor who provides individual guidance and support within their natural environment, promoting generalization and real-world application.
  - Extended follow-up: Following the intensive phase, participants engage in a progressive follow-up schedule with program mentors:
    - Weekly sessions for 4 weeks: This period maintains momentum and addresses emerging challenges.
    - Bi-weekly sessions for 8 weeks: Visits gradually decrease, encouraging independent application of skills.
    - Monthly sessions for 3 months: Continued support ensures long-term retention and fosters resilience.

#### Core Modules Outline

##### Week 1: Introduction & Building Core Skills

- Program overview and introductions
- Psychoeducation on emotions and triggers
- Identifying personal triggers
- Building mindfulness and relaxation skills

##### Week 2: Emotion Regulation & Communication

- Understanding and managing emotional responses
- Developing coping mechanisms for difficult emotions
- Effective communication and assertiveness training

##### Week 3: Interpersonal Effectiveness & Problem-Solving

- Healthy relationship building and boundaries
- Conflict resolution and problem-solving strategies
- Seeking safety planning

#### Week 4: Fostering a Positive Future

- Goal setting and decision-making
- Exploring career options and educational opportunities
- Developing a positive vision for the future

#### Week 5: Building Long-Term Skills & Support

- Reviewing and reinforcing program learnings
- Building self-advocacy skills and accessing community resources
- Mentoring program introduction and expectations

Vitality Rising & Mentoring Program also incorporates a dedicated mentoring component to bridge the gap between learned skills and real-world application. Each participant will be paired with a qualified program mentor who will provide individual guidance and support within the participant's natural environment. This crucial element allows for:

- In-vivo practice: Mentors can observe participants applying learned skills in real-time situations, offering immediate feedback and encouragement.
- Contextualization: Mentors can help participants adapt and utilize their skills in various real-world contexts, promoting flexibility and generalizability.
- Positive role modeling: Mentors can serve as positive role models, demonstrating healthy behaviors and fostering positive social interactions.

Through this personalized approach, program mentors play a vital role in facilitating the transfer of learned skills from the program setting to the participant's daily life, promoting long-term success and positive behavior change.

A robust evaluation model is central to establishing our program as an evidence-based practice and demonstrating its effectiveness. We will employ a multi-pronged approach, incorporating formative evaluations conducted weekly to track participants' knowledge, skill development, and overall attitude towards the program. Additionally, pre- and post-program summative evaluations will offer a comprehensive assessment of participant progress. The ideal scenario involves collecting data from the participants themselves, their mentors, caregivers, and involved Juvenile Officers. This approach will provide a holistic understanding of the program's impact on knowledge, skills, attitudes, and behavior, solidifying its value and laying the groundwork for future iterations and broader implementation.

Goal 1: 70% of participants will complete all 5 intensive program sessions.

Goal 2: 80% of participants completing all 5 intensive program sessions will identify at least one supportive adult or peer from their natural environment.

Goal 3: 70% of youth assigned a mentor will complete all mentoring session phases.

Goal 4: 70% of youth completing both programming sessions and mentoring sessions will not receive a subsequent law violation referral to the Juvenile Office within 3 months of completion.

Goal 5: 50% of youth completing both programming sessions and mentoring sessions will not receive a subsequent law violation referral to the Juvenile Office within 6 months of completion.

### **Geographic Area & Need for the Program:**

The 13th Judicial Circuit 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. Demographics are of an urban, semi-urban, and rural composition with a unique degree of ethnic diversity. Boone and Callaway Counties are home to a varying number of minority populations, including Asian, Native American, Hispanic, African American, and Multi-Racial, in addition to the Caucasian population. Population growth and prospects for additional growth are placing increasing demands on county government.

In 2022 and 2023, the 13<sup>th</sup> Circuit received over 2,000 referrals. In 2023, law enforcement referrals accounted for 35% of all disposed referrals, with school referrals accounting for an additional 21%. Also, in 2023, of the referrals received, 886 status referrals were received and 813 law violation referrals were received. The largest percentage of law violation referrals were Acts Against Persons.

In reviewing the 2023 Risk and Needs Assessment data for justice-involved youth, 61% were involved with negative or strong negative influence peer relationships. Approximately 55% of youth had a prior referral to the Juvenile Office. However, over 65% of youth were identified as motivated to change, and 45% of youth identified as having a limited/weak/strong negative social support system. Youth placed on informal and formal supervision, and identified in the Moderate Risk range, accounted for the largest percentage of supervised youth – 61% for Formal Supervision and 79% for Informal Supervision.

### **Target Population & Selection Process:**

The target population is males, aged 14-17, currently under formal supervision. Data revealed a concerning prevalence of status offenses, delinquency violations, and risk factors associated with offenses against persons and property. To maximize program impact, the focus will be on youth assessed as moderate risk. Deputy Juvenile Officers will refer participants and provide copy of completed Risk & Needs Assessment.

**Service Provider:**

The 13<sup>th</sup> Judicial Circuit has been fortunate to have a relationship with Vitality Coaching & Consulting in Columbia, Missouri. Dr. Rebekah Freese, LCSW, PhD will oversee the program. Dr. Freese has worked with both the University of Missouri and Columbia College. Her doctoral research focused on competence and confidence of mental health providers in conducting assessments. She has completed research in behavioral health across the lifespan and suicidology.

**Number of Youth Served:**

This intensive program is aimed to serve 10 males, aged 14-17, under formal supervision and identified as Moderate Risk.

**Hours of Service:**

10 youth x 2-hour weekly session x 5 weeks = 100 hours

10 youth x 1-2 hour mentoring x 4 weeks = 40-80 hours

10 youth x 1-2 hours mentoring x 8 weeks (bi-weekly = 4 weeks) = 40-80 hours

10 youth x 1-2 hours mentoring x 3 months = 3-6 hours

Total services hours = 183 – 266 hours

Total service hours per participant = 18.3 – 26.6 hours

**Fidelity Plan:**

Preparation of implementation of the Vitality Rising & Mentoring Program would include contact with the contract provider to solidify referral process. This would take approximately 5-7 days. There will also be the need to implement a means to track enrollment, participation, and outcomes for the participants in the program. These items are projected to take approximately 5-7 days to accomplish.

The classroom space for the program has already been identified. The contract provider has already been identified. To ensure the safety and health of all participants and facilitator, there is the ability to physically distance within the identified classroom, as well as the ability to wear masks.



**Budget:**

The total amount requested for the Vitality Rising & Mentoring Program is \$13,400.00

**Contractual Services - \$11,250.00**

The contract service provider would receive \$7250.00 for facilitating the 5-week intensive program with the youth participants, and identifying/training/supervising mentors. The mentors would receive \$4000.00 for mentoring services with youth.

5 weekly programming session:      \$5250 total

5 sessions = \$1,050 per session

\$1,050 per session / 10 participants = \$105 per participant

\$105 per participant / 2 hours = \$52.50 per hour

Identifying/training/supervising mentors:      \$2000 total

Recruitment/Interviews = \$500

Training = \$500

Weekly Supervision (24 weeks) = \$1000

Mentor sessions:      83 – 166 mentoring hours

\$4000 / 83 = \$48 per hour per participant

\$4000 / 166 = \$24 per hour per participant

**Resource Materials - \$0****Equipment - \$0****Youth Education - \$2,150.00**

The Vitality Rising & Mentoring Program includes workbooks and assigned homework to participants.

\$2,150 / 10 participants = \$215 per participant

\$215 per participant / 5 sessions = \$43 per participant

The total amount requested is \$13,400.00.

**Proposed Number of Juveniles Served:** This intensive program is aimed to serve 10 males, aged 14-17, under formal supervision and identified as Moderate Risk.

**Number of Hours of Service Provided:**

10 youth x 2-hour weekly session x 5 weeks = 100 hours

10 youth x 1-2 hour mentoring x 4 weeks = 40-80 hours

10 youth x 1-2 hours mentoring x 8 weeks (bi-weekly = 4 weeks) = 40-80 hours

10 youth x 1-2 hours mentoring x 3 months = 3-6 hours

Total services hours = 183 – 266 hours

Total service hours per participant = 18.3 – 26.6 hours

**Cost of Proposed Service Per Person or Per Hour:** The total amount requested is \$13,400.00.

$\$13,400 / 10 \text{ participants} = \$1,340 \text{ per participant}$

The range of service hours is 183-266 hours:

$\$1,340 / 183 = \$7.32 \text{ per hour per participant}$

$\$1,340 / 266 = \$5.04 \text{ per hour per participant}$

**Calculation of How Costs Determined:**

Total amount requested of \$13,400.00.

Hours of Service Calculated:

10 youth x 2-hour weekly session x 5 weeks = 100 hours

10 youth x 1-2 hours mentoring x 4 weeks = 40-80 hours

10 youth x 1-2 hours mentoring x 8 weeks (bi-weekly = 4 weeks) = 40-80 hours

10 youth x 1-2 hours mentoring x 3 months = 3-6 hours

Total services hours = 183 – 266 hours

Total service hours per participant = 18.3 – 26.6 hours

Contractual Services Calculated:

5 weekly programming session:      \$5250 total

5 sessions = \$1,050 per session

$\$1,050 \text{ per session} / 10 \text{ participants} = \$105 \text{ per participant}$

$\$105 \text{ per participant} / 2 \text{ hours} = \$52.50 \text{ per hour}$

Identifying/training/supervising mentors: \$2000 total

Recruitment/Interviews = \$500

Training = \$500

Weekly Supervision (24 weeks) = \$1000

Mentor sessions: 83 – 166 mentoring hours

$\$4000 / 83 = \$48$  per hour per participant

$\$4000 / 166 = \$24$  per hour per participant

Youth Education Calculated:

$\$2,150 / 10$  participants = \$215 per participant

$\$215$  per participant / 5 sessions = \$43 per participant

Cost Per Participant Per Hour based on \$13,400.00 requested.

$\$13,400 / 10$  participants = \$1,340 per participant

The range of service hours is 183-266 hours:

$\$1,340 / 183 = \$7.32$  per hour per participant

$\$1,340 / 266 = \$5.04$  per hour per participant

**County Treasurer to which all reimbursements will be made:**

Jenna Redel, Boone County Treasurer

136 -2025

## CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

March Session of January Adjourned

Term 520

County of Boone

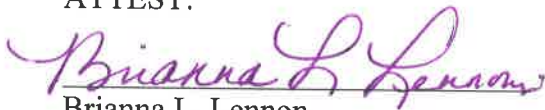
In the County Commission of said county, on the 13th day of March 20 25


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


Now on this day the County Commission of the County of Boone does hereby rescind commission order 113-2025 and approve the request to convert position 920, Radio Technician II (class code 409101, Range 39), from one (1) full-time, benefited position budgeted at 2,080 hours to one (1) part-time, benefited position to be budgeted at 1,560 hours per year. At a later date, the position can be converted back to the original classification of one (1) full-time, benefitted position at vacancy or at the request of the Administrative Authority during the next budget cycle.

Done this 13<sup>th</sup> day of March 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

137-2025

## CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

March Session of January Adjourned

Feb. 20

County of Boone

In the County Commission of said county, on the 13th day of March 20 25

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 to convert position 853, Emergency Telecommunicator I in department 2701 (class code 409450, range 35) to Radio Technician I in department 2704 (class code 409100, range 35). At a later date, the position can be converted back to the original classification at vacancy or at the request of the Administrative Authority during the next budget cycle.

Done this 13<sup>th</sup> day of March 2025.

ATTEST:



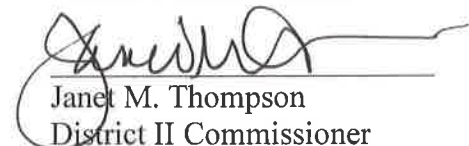
Brianna L. Lennon  
Clerk of the County Commission



Kip Kendrick  
Presiding Commissioner



Justin Aldred  
District I Commissioner



Janet M. Thompson  
District II Commissioner

138-2025

## CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

March Session of January Adjourned

Term 2520

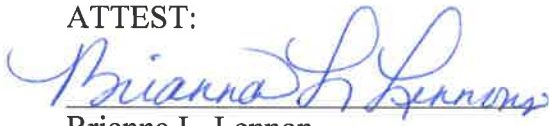
In the County Commission of said county, on the 13th day of March 20 25

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


Now on this day, the County Commission of the County of Boone does hereby enter into the record a Proclamation recognizing March 2, 2025, through March 8, 2025, as Women in Construction Week throughout Boone County.

Done this 13<sup>th</sup> day of March 2025.

ATTEST:

  
Brianna L. Lennon  
Clerk of the County Commission

  
Kip Kendrick  
Presiding Commissioner

  
Justin Aldred  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

139 -2025

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

March Session of January Adjourned

Term 2520

In the County Commission of said county, on the 13th day of March 20 25

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

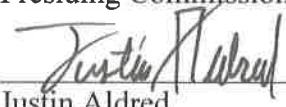
Now on this day, the County Commission of the County of Boone does hereby re-appoint the following:

Tec Chapman	Boone County Family Resources Board of Directors	Re-Appointment	3-year term	3/31/25 – 3/31/28
Heather Koch	Boone County Family Resources Board of Directors	Re-Appointment	3-year term	3/31/25 – 3/31/28
Gregory Grupe	Children's Services Board	Re-Appointment	3-year term	3/31/25 – 3/31/28
Michele Kennett	Children's Services Board	Re-Appointment	3-year term	3/31/25 – 3/31/28
Sebastián Martínez Valdivia	Children's Services Board	Re-Appointment	3-year term	3/31/25 – 3/31/28

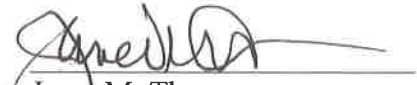
Done this 13<sup>th</sup> day of March 2025.



Kip Kendrick  
Presiding Commissioner

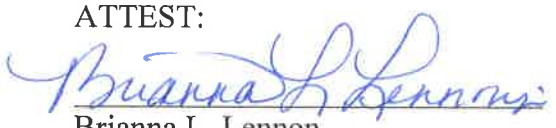


Justin Aldred  
District I Commissioner



Jane M. Thompson  
District II Commissioner

ATTEST:



Brianna L. Lennon  
Clerk of the County Commission



# Boone County Commission

## BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

**Board or Commission:** Boone County Family Resources Board of Directors

**Name:** Tec Chapman

**Home Address:** 13413 W US HWY 50

**City:** Rocheport **Zip Code:** 65279

**Business Address:** 918 Bernadette Drive

**City:** Columbia **Zip Code:** 65203

**At which address would you prefer to be contacted?** HOME

**E-mail:** tec.chapman@gmail.com

**Phone (Home):** (573)239-8136 **Phone (Work):** \_\_\_\_\_ **Phone (Cell):** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**References:**

Kay Conklin, professional and friend 573-474-0361 31 years; Les Wagner, professional 573-424-2642 28 years; Bob Bailey, professional 12 years

**Are you a Boone County resident?** Y

**How long have you lived in Boone County?** 18 Years 7 Months

**Are you a registered voter?** Y

**Have you previously served as a member of a board? If yes, identify the board and dates of service.**

Boone County Family Resources March 2013-present; 2017-2019 Missouri Statewide Independent Living Council 2011-2018 State Interagency Coordinating Council (SICC) 2006 - 2010 Missouri Planning Council for Developmental Disabilities, DEAFLead 2019-pres

**What other professional, civic or community endeavours are you currently involved in?**

2019-present ECHO Autism Family Advocate-HUB Team member, 2015-present Columbia Chamber of Commerce-Emerging Issues Committee member appointment 2014-present Columbia Chamber of Commerce-Government Affairs Committee member; Co-Chair 2014-2015

**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.**

Missouri Department of Mental Health, Division of Developmental Disabilities-Deputy Director July 2006-July 2010 United States Senate, Health, Education, Labor, and Pensions Committee, Professional Staff January 2005-July 2006

**Are you related by blood or marriage within the third degree to a handicapped person as defined in Missouri statutes? N**  
**If yes, please identify the person and relationship:** \_\_\_\_\_

**Have you or a family member applied for eligibility and been determined eligible or ineligible for services of Boone County Family Resources at any time? N**

**If yes, identify the individual who applied, their relationship to you and the date of the application.**  
\_\_\_\_\_

**Explain briefly why you are seeking this position and identify any special qualifications you have for this position.**

To serve Boone County, BCFR, people with developmental disabilities and their families, I have nearly 40 years of experience in the field of developmental disabilities from the direct service side to programs, policy, and leadership.

**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? N**

**If yes, please explain.**  
\_\_\_\_\_



Are you or any related family member now or have you or a related family member ever been employed by Boone County Family Resources? N

If so, please give dates of employment and position held.

—

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? N

If so, identify the interest and the relationship.

—

Have you every been arrested, charged, or convicted of any felony? N

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? N

If yes, please explain.

—

Are your Boone County taxes paid in full to date? Y

If no, please explain.

—

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

An Affirmative Action/Equal Opportunity Institution



# Boone County Commission

## BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

**Board or Commission:** Boone County Family Resources Board of Directors

**Name:** Heather Koch

**Home Address:** 2929 S. Running Deer Ct

**City:** Columbia **Zip Code:** 65201

**Business Address:** 1818 W. Worley Street

**City:** Columbia **Zip Code:** 65203

**At which address would you prefer to be contacted?** HOME

**E-mail:** hturekkoch@gmail.com

**Phone (Home):** (314)610-2121 **Phone (Work):** \_\_\_\_\_ **Phone (Cell):** (314)610-2121

**Fax:** \_\_\_\_\_

**References:**

Bob Bailey, chair of board of Boone County Family Resources. I have known him for 6 years. (baileyr@missouri.edu) Vanessa Beauchamp, executive director of the MO Board of OT. I have known her for 10 years. (Vanessa.beauchamp@pr.mo.gov)

**Are you a Boone County resident?** Y

**How long have you lived in Boone County?** 13 Years 7 Months

**Are you a registered voter?** Y

**Have you previously served as a member of a board? If yes, identify the board and dates of service.**

Yes. Boone County Family Resources

**What other professional, civic or community endeavours are you currently involved in?**

Currently serve as Chairperson of the Missouri Board of Occupational Therapy

**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.**

no

**Are you related by blood or marriage within the third degree to a handicapped person as defined in Missouri statutes?** Y

**If yes, please identify the person and relationship:** Joseph Koch

**Have you or a family member applied for eligibility and been determined eligible or ineligible for services of Boone County Family Resources at any time?** Y

**If yes, identify the individual who applied, their relationship to you and the date of the application.**

My son Joseph was diagnosed with autism at age 3 in October 2017. He has been receiving services with BCFR since 2016.

**Explain briefly why you are seeking this position and identify any special qualifications you have for this position.**

I have been serving in this position since 2019. I have been an occupational therapist for over 20 years and find this appointment to be very rewarding and important.

**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?** N

**If yes, please explain.**

\_\_\_\_\_  
**Are you or any related family member now or have you or a related family member ever been employed by Boone County Family Resources?** N

**If so, please give dates of employment and position held.**

\_\_\_\_\_

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? N  
If so, identify the interest and the relationship.

Have you ever been arrested, charged, or convicted of any felony? N  
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? N  
If yes, please explain.

Are your Boone County taxes paid in full to date? Y  
If no, please explain.

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

An Affirmative Action/Equal Opportunity Institution

### Application for Appointment to Boone County Children's Services Board

The Boone County Children's Services Board was established in 2013 with the passage of a special sales tax levy in November, 2012. The Board, in partnership with the Boone County Commission, is charged with making Boone County a better and healthier community through the provision of services to protect the well-being and safety of children under the age of nineteen (19) and their families. The Board's goal is to maximize positive outcomes in a transparent, accountable fashion in recognition of the fact that the taxpayers of Boone County are an important stakeholder and beneficiary of this program. The Board's partnership with the Boone County Commission allows it to benefit from the ability to hire dedicated, professional staff with competitive salary and benefits packages into a professional environment with supports that include facilities maintenance, purchasing, human resources, legal, auditing, and other organizational supports and synergies that stem from being integrated into Boone County government as a County department. This partnership also allows the Boone County taxpayers to benefit from a coordination of social service spending at the County level in order to avoid duplication of effort, ensure efficient spending of public resources, and increase transparency. Finally, being part of County government allows the Children's Services sales tax proceeds to retain its character as "local tax dollars," allowing for the pursuit of matching federal dollars through various federal programs administered through the State Department of Mental Health, State Department of Social Services, and other federal matching programs.

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 and the conflict of interest policies promulgated by the County Commission and the Board. As appointees of a statutorily created Board with powers to direct the expenditure of public funds, board members have certain fiduciary duties, which require that they conduct themselves without conflict to the interest of the Children's Services Board or the Boone County taxpayer. Certain types of 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: Grupe Gregory Alan  
*Last First Middle Initial*

Home Address: 4012 Quinton Court

City: Columbia Zip: 65202

Employment Address: Work from home for UMC Social Studies Education

City: \_\_\_\_\_ Zip: \_\_\_\_\_

At which address would you prefer to be contacted: ☒ Home ☐ Business

Email Address (where you wish to be contacted): ggrupevolunteer@gmail.com

Home Phone: 5739990438 Business Phone: 5739990438

Section 210.861 RSMo requires board members be residents of Boone County. Are you a Boone County resident and how long have you lived in Boone County? 50 Years  
6 Months

Are you a registered voter? ☒ Yes ☐ No

Have you previously served as a member of a board? If yes, identify the board and the dates of service.

Heart of Missouri United Way Board off and on for the past two decades,

Ended HMUW board service spring 2024

What other professional, civic or community endeavors are you currently involved in?

Work with UMC Social Studies Education majors, Retired Teachers Association,

HMUW volunteer

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.

NA

Have you ever volunteered with or been employed by an agency that may provide services to eligible service recipients of the Children's Services Fund (examples include the following services provided to one under the age of 19 or their families: outpatient chemical dependency or psychiatry treatment services, counseling services, or other services as a result of being abused, neglected, runaway, homeless, or emotional disturbance, or services to an unwed mother)? If so, please list the Agency, a description of the services provided by the Agency, the time frames of your involvement, and contact person and contact information for said Agency.

NA

Section 210.861, Revised Statutes of Missouri, prohibits membership on the board by certain persons, including current County Commissioners, those having any financial interest in any agency

receiving funds from the Children's Services Fund, and those employed by any agency receiving funds. In addition, the Boone County Commission, based on its experience with other board appointments and the experiences of other counties in the administration of other Children's Services funds, prohibits membership on the board by those who are board members or volunteers with agencies that receive funds, or are employed by, have a financial interest in, serve on the board of, or otherwise volunteer with affiliated organizations of those agencies receiving funds. For purposes of this policy, "affiliated organizations" are those organizations which are controlled by or have systemic legal relationships with an agency who receive funds from the Children's Services Fund. [For example, two entities controlled by the same Board of Directors or the same administration team or an entity that relies on another almost exclusively for its financial support. Many other examples of such affiliated organizations exist, and the intent of this policy is to examine the substance of the relationships between entities and not the strict legal organization they have chosen to employ.] The questions below are designed to determine if a prohibited conflict of interest exists and to allow for the disclosure of any conflicts that do not amount to a prohibition but, absent disclosure, would tend to indicate that a board member may have an appearance of a conflict of interest.

***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.]

Do you or any related family member have any financial interest, directly or indirectly in any agency or entity, or are employed by any agency or entity, or volunteer or serve as a Board member of any agency or entity or any "affiliated organization" of any such agency or entity, that has applied for or receives funds from, or plans to apply for funds, or otherwise contracts, or subcontracts with the Boone County Children's Services Board? If yes, please explain.

NA

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Have you or a related family member applied for eligibility and been determined eligible or ineligible for funding from the Boone County Children's Services Fund at any time? If yes, identify the individual who applied, their relationship to you and the date of application.

NA

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Explain briefly why you are seeking this position and identify any special qualifications you have for this position.

I was on the original BCCSB and have served as vice chair since the board was

established. I seek to continue my service for another term.

Are you or any family member now or have you or a related family member ever been employed by Boone County? If so, please give dates of employment, the position held, and describe if the position had any responsibilities or duties regarding the Boone County Children's Services Fund.

NA

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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 Children's Services Fund? If so, identify the interest and the relationship.

NA

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Have you ever been arrested, charged, or convicted of any felony? ☐ Yes ☒ No  
If yes, please explain.

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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.

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Have you ever been the subject of a substantiated allegation of abuse, neglect, or misconduct by any agency that involves care to others or abuse of others? ☐ Yes ☒ No  
If yes, please explain.

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Are your Boone County taxes paid in full to date? ☒ Yes ☐ No

If "No", please explain.

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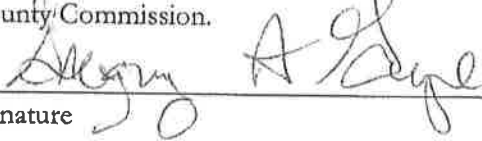
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References:

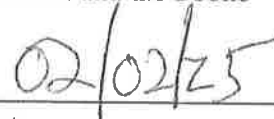
Dr. Antonio	UMC supervisor	castroaj@missouri.edu	15
<i>Name</i>	<i>Nature of Relationship</i>	<i>Contact Information</i>	<i>Years Known</i>
Dr. Nyle Klir	Colleague at CPS	nklingin@gmail.com	45
<i>Name</i>	<i>Nature of Relationship</i>	<i>Contact Information</i>	<i>Years Known</i>

By my signature, I agree to comply fully with board policies, 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 Boone County Children's Services Fund Board and the Boone County Commission.

Signature



Date







# Boone County Commission

## BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

**Board or Commission:** Childrens Services Board

**Name:** michele R kennett

**Home Address:** 7100 S Lakota Ridge Lane

**City:** Columbia **Zip Code:** 65203

**Business Address:** 310 Jesse Hall

**City:** Columbia **Zip Code:** 65211

**At which address would you prefer to be contacted?** HOME

**E-mail:** kennettmr@missouri.edu

**Phone (Home):** (573)882-9500 **Phone (Work):** \_\_\_\_\_ **Phone (Cell):** (573)489-5592

**Fax:** \_\_\_\_\_

**References:**

Wally Bley (844) 443-8385 friend, 25 Robert Hall 573-476-4404 friend 22

**Are you a Boone County resident?** Y

**How long have you lived in Boone County?** 28 Years    Months

**Are you a registered voter?** Y

**Have you previously served as a member of a board? If yes, identify the board and dates of service.**

Mental health board approx. 2009-2012 Board of Health National Committee of Research Administrators Region IV board 2022-2024

**What other professional, civic or community endeavours are you currently involved in?**

NCURA

**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.**

no

**Have you ever volunteered with or been employed by an agency that may provide services to eligible service recipients of the Children's Services Fund?** N

**If so, please list the Agency, a description of the services provided by the Agency, the time frames of your involvement, and contact person and contact information for said Agency.** \_\_\_\_\_

**Have you or a family member applied for eligibility and been determined eligible or ineligible for funding from the Boone County Children's Services Fund at any time?** N

**If yes, identify the individual who applied, their relationship to you and the date of the application.**

**Explain briefly why you are seeking this position and identify any special qualifications you have for this position.**

I have been on the board since its creation, I believe I contribute and at this point bring some historical perspective. I believe new blood is important but at this point organically there has maintained a nice mix of old and new.

**Do you or any related family member have any financial interest, directly or indirectly in any agency or entity, or are employed by any agency or entity, or volunteer or serve as a Board member of any agency or entity or any "affiliated organization" of any such agency or entity, that has applied for or receives funds from, or plans to apply for funds, or otherwise contracts, or subcontracts with the Boone County Children's Services Board?** N

**If yes, please explain.**

**Are you or any related family member now or have you or a related family member ever been employed by Boone County?** N

**If so, please give dates of employment and position held.**

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 Children's Services Board? N  
If so, identify the interest and the relationship.

Have you ever been arrested, charged, or convicted of any felony? N  
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? N  
If yes, please explain.

Have you ever been the subject of a substantiated allegation of abuse, neglect, or misconduct by any agency that involves care to others or abuse of others? N  
If yes, please explain.

Are your Boone County taxes paid in full to date? Y  
If no, please explain.

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

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# Boone County Commission

## BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

Board or Commission: Childrens Services Board

Name: Sebastian Martinez

Home Address: 302 Westwood Avenue

City: Columbia Zip Code: 65023

Business Address: 311 S 9th Street

City: Columbia Zip Code: 65211

At which address would you prefer to be contacted? HOME

E-mail: sebastian.martinez.valdivia@gmail.com

Phone (Home): \_\_\_\_\_ Phone (Work): \_\_\_\_\_ Phone (Cell): (573)673-9418

Fax: \_\_\_\_\_

### References:

Mark Horvit, department chair, horvitm@missouri.edu, 7 years Stacey Woelfel, professional mentor, woelfels@missouri.edu, 14 years

Are you a Boone County resident? Y

How long have you lived in Boone County? 31 Years 2 Months

Are you a registered voter? Y

Have you previously served as a member of a board? If yes, identify the board and dates of service.

Yes, Boone County Children's Services Board, 2023-present

What other professional, civic or community endeavours are you currently involved in?

I am a professor at the Missouri School of Journalism and co-director of the Jonathan B. Murray Center for Documentary Journalism

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.

No

Have you ever volunteered with or been employed by an agency that may provide services to eligible service recipients of the Children's Services Fund? Y

If so, please list the Agency, a description of the services provided by the Agency, the time frames of your involvement, and contact person and contact information for said Agency. University of Missouri

Have you or a family member applied for eligibility and been determined eligible or ineligible for funding from the Boone County Children's Services Fund at any time? N

If yes, identify the individual who applied, their relationship to you and the date of the application.

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Explain briefly why you are seeking this position and identify any special qualifications you have for this position.

I am seeking this position because I have found my past two years of service on the board to be informative and gratifying, and I believe I can still be of use to the board.

Do you or any related family member have any financial interest, directly or indirectly in any agency or entity, or are employed by any agency or entity, or volunteer or serve as a Board member of any agency or entity or any "affiliated organization" of any such agency or entity, that has applied for or receives funds from, or plans to apply for funds, or otherwise contracts, or subcontracts with the Boone County Children's Services Board? Y

If yes, please explain.

My spouse and mother both work for the University of Missouri, which receives funds from the board for FACE.

Are you or any related family member now or have you or a related family member ever been employed by Boone County? N

If so, please give dates of employment and position held.

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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 Children's Services Board? N  
If so, identify the interest and the relationship.

Have you every been arrested, charged, or convicted of any felony? N  
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? N  
If yes, please explain.

Have you ever been the subject of a substantiated allegation of abuse, neglect, or misconduct by any agency that involves care to others or abuse of others? N  
If yes, please explain.

Are your Boone County taxes paid in full to date? Y  
If no, please explain.

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

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