

Section A

Please complete each item. Add extra rows if more space is needed to provide complete responses.

A. Applicant Organization

Name	Clark County Department of Juvenile Justice Services
Mailing Address	601 North Pecos Road
Physical Address	601 North Pecos Road
City & State	Las Vegas, NV Zip (9-digit) 89101
Federal Tax ID #	886000028
UEI#	DF4MDGFTBJB4
State of Nevada Vendor #	

B. Organization Type ☒ Government Agency ☐ 501(c)(3) Nonprofit ☐ Other_____

C. Geographic Area of Services Delivery

- Check applicable boxes and provide a brief narrative of the service area.

<input checked="" type="checkbox"/> Clark County	The Harbor Crisis Response Services will offer services within Clark County.
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D. Proposed Service Numbers

- Indicate projected number of youths to be served:

Youth: 775

E. Program Point of Contact

Name	Cheryl Wright
Title	Deputy Director
Phone	702-455-5226
Email	WrightCL@ClarkCountyNV.gov

F. Fiscal Officer

Name & Title	Danilo Chavarria
Phone & Email	(702) 455-2429

G. Subcontracts

Does your organization subcontract its services? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, complete information below.	
Subcontractor Eagle Quest	
Mailing Address 3680 N Rancho Dr., Las Vegas, NV 89130	
Physical Address	3680 N. Rancho Dr., Las Vegas, NV 89130
City Las Vegas	Zip (9-digit) 89130-3180
Federal Tax ID #	27-367-4006

H. Key Personnel

Name	Title	Resume included?
Cheryl Wright	Deputy Director	◆ Yes <input type="checkbox"/> No
Jessica Sasso	Manager	◆ Yes <input type="checkbox"/> No
Samantha Day	Sr. Divisional Manager	◆ Yes <input type="checkbox"/> No

I. Current Funding List. List all revenue for the agency/organization.

Funding Source	Pending/Secured	Time Period	Amount (\$)
Clark County, Nevada – General Fund	Secured	Ongoing	\$59,004,013

J. Funding Request. List funding requested for the award period.

Funding	Amount Requested
Youth Crisis Triage and Intervention Services	\$922,302.78

K. Certification by Authorized Official

As the authorized official for the applying agency, I certify that the proposed project and activities described in this application meet all requirements of Youth Crisis Triage and Intervention Services program governing the grant as indicated by DCFS and the certifications included in the application packet; that all the information contained in the application is correct; that the appropriate coordination with affected agencies and organizations, including subcontractors, took place; and that this agency agrees to comply with all provisions of the applicable grant program and all other applicable federal and state laws, current or future rules, and regulations. I understand and agree that any award received as a result of this application is subject to the conditions set forth in the Notice of Subaward and accompanying documents.

Name (type/print)

Eboni T. Washington

Title

Deputy Director

Signature

Eboni T. Washington

Phone

702-455-5210

Email

eboniw@clarkcountynv.gov

Date

9/20/23

Section B – Narrative/ Scope of Work

Overview

- 1) The Department of Juvenile Justice Services (DJJS) is a comprehensive public agency service agency that performs more than the traditional Juvenile Court functions of probation and detention. The department provides intervention, services, and guidance for youth ages 18 and under who are involved in delinquency.

There are seven divisions within the Department of Juvenile Justice Services: Probation Services, Detention Services, Spring Mountain Youth Camp, Health Care Services, Central Support, The Harbor Juvenile Assessment Centers, and the Truancy Prevention Outreach Program. The Probation Division has four offices geographically located throughout Clark County. The Harbor has five assessment center locations. The Harbor also includes mobile, rural and in-home crisis response services. The Truancy Prevention Outreach Program has two main sites located at 2000 East Flamingo and 4341 Stewart Avenue. The Detention Division and Health Care Services Division are centrally located on the campus of the Family Division of the Eighth Judicial District Court. The Spring Mountain Youth Camp is a staff-secure correctional facility, housing male youth between the ages of 12 and 18 who have been adjudicated for delinquent acts. The Youth Camp is located at Angels Peak in the Mt. Charleston Recreational/Toiyabe National Forest Area.

The mission of The Harbor Juvenile Assessment Centers is to be responsive to the well-being of youth, families and victims, by providing meaningful services to improve connectedness to the community through academic achievement, reducing truancy and providing a safe place for guidance. The Harbor develops and implements effective and coordinated prevention supports for the community, intervention and diversion programs to improve the juvenile justice system so that it protects the community, holds youth accountable, and provides treatment and rehabilitative services tailored to the needs of youth and families.

- 2) The Department of Juvenile Justice Services, in partnership with a qualified service provider, Eagle Quest, currently operates The Harbor Crisis Response Services (HCRS). HCRS targets adolescents and their families when youth receive their first and/or second domestic battery citations by providing immediate in-home supports while delivering targeted interventions aimed at increasing family communication and decreasing conflict in the home. HCRS meets with youth and families immediately in their time of crisis in Juvenile Booking, at the home, in the community, or at a Harbor location. The purpose of this proposal is to expand and enhance the current HCRS program through the provision of timely, in-home services designed to stabilize any type of crisis that a family may be experiencing.

Target Population

- 1) The purpose of this proposal is to serve Southern Nevada's youth aged 17 years old or younger and their families experiencing crisis and other emergent issues within the home. The Harbor Crisis Response Services (HCRS), will provide crisis intervention, triage and follow-up, ensuring the entire family system is assessed, a safety plan is developed, and services and supports are initiated. Appropriate services and supports are driven by assessment results that include youth and family feedback and information gleaned from validated tools administered. The initial part of the program is specifically designed to divert youth and families from entering

formal systems such as juvenile justice and child welfare when families can safely receive services within the community, thereby reducing traumatic experiences, building family resilience, and creating community connectedness. The goal is to strengthen the family by providing resources and supports that address the family system as a whole.

This application is for The Harbor Division within the Department of Juvenile Justice Services. The Harbor has five locations throughout Clark County and is open seven days a week. The Harbor is a safe network where families and youth can seek guidance. The Harbor operates in three cities within Clark County: Las Vegas, North Las Vegas, and Henderson. Within the Harbor network are agencies and resources for families that can provide family counseling, mental health counseling, anger management, youth mentorship, substance abuse counseling, tutoring, truancy prevention, distance learning support, as well as food and clothing assistance. HCRS supports underserved population through no cost access to assessment, intervention, and case management services.

Program Design and Implementation

- 1) The main objective of the program is to help families develop tools and coping skills to resolve current as well as future issues or problems, improve the overall health of the family system, as well as the community. This program will provide family intervention on the front end in three different ways, the first is in the field responding once police have identified a family in crisis, but no arrest was warranted. Second, the Community Oriented Policing (COP) team identifies a youth and family in crisis and completes a referral to HCRS. Thirdly, HCRS staff will continue to respond to Juvenile Booking, but will expand services to youth transitioning back to the home and provide crisis stabilization services for the whole family.

HCRS completes an initial intake that includes assessments, youth and family interviews, safety plan, and case plan. The case plan is developed with the voice of the youth and family and the results of the assessments and interviews. The case plan is designed with specific, measurable, attainable, relevant, and timely goals to set up the youth up for success. HCRS staff utilize skills in building relationships and family engagement to increase family success. HCRS will coordinate with Mobile Crisis Response Team to ensure a streamlined approach to crisis intake and triage in order to provide a continuity of care.

HCRS will provide 60 days of case management services that include subsequent in-home visits with the youth and family. During the case management period, staff will continue to monitor the case plan and initial safety plan for effectiveness. At 30 days, the case plan will be fully reviewed with the youth and family to determine additional needs and progress towards goals.

DJJS engages with numerous community providers to support youth and families. Community providers undergo a comprehensive process to become a vetted provider. HCRS will identify services needed to meet the needs of youth and families with access to the DJJS vetted providers. These providers offer services for mental health, parenting, behavioral health, substance abuse, housing, employment, and educational support.

Goal 1: 80% of youth and families served will complete their case plan successfully.

Goal 2: 90% of youth and families will be referred to two or more resources.

Goal 3: 80% of youth will not escalate to the juvenile justice system three years post services.

- 2) The HCRS as a program within The Harbor will focus on the most underserved populations within our community, just as The Harbor does. The Harbor Juvenile Assessment Center opened with the goal of diverting youth of color from the juvenile justice system. The HCRS will continue that mission to serve youth of color.
HCRS will respond to homes, eliminating transportation barriers. The program will seek out bilingual specialists as well as those that sign to best serve the clients of the program. We will also advertise the program with agencies that specialize in serving the LGBTQIA+ community. Current trainings offered are being reviewed in order to enhance curriculum specific to underserved and specialty populations. The Harbor partners with The Center, which provides programs, resources, and services to meet the needs of the LGBTQIA+ community.
- 3) The Harbor provides direct services to referred youth and their families. Harbor locations are open for community members to seek guidance, assistance, or direction. HCRS staff engage youth and families by providing services in-person, in the home, at Juvenile Booking, at a Harbor location, or community. Also, Harbor staff is comprised of multi-disciplinary teams including but not limited to Mental Health Providers, Case Managers, Outreach Workers, Attendance Officers, and Family Services Specialists.
- 4) The Harbor is currently offering HCRS in partnership with the Eighth Judicial Court specific to youth with first and/or second Battery Domestic Violence charges. Currently there is no waitlist for services.

Availability of Services

- 1) Services are available to Clark County residents. HCRS will operate seven days a week from 10:00 am-11:00 pm.
- 2) Clark County Department of Juvenile Justice Services is funded by Clark County, Nevada. Clark County employs more than 10,000 in 38 departments. The County is known for its strong ending-fund balance, overall financial strength, and an investment-quality credit rating. Annual revenue for DJJS secured through 6/30/24 totaled \$59,004,013. DJJS obtains funding from numerous resources to sustain its programs. Federal, state, and local government dollars provide the foundation for the agency, augmented by grant funds from both public and private sources. DJJS is the local public agency whose role is to provide juvenile justice services.

There are dedicated full-time staff from multiple agencies who work at The Harbor. DJJS has interlocal agreements in place with local government agencies and has agreements with providers such as Eagle Quest.

Measurable, Goals, and Objectives: Scope of Work

- 1) HCRS will maintain an average case load of 24 families. Maintaining low case load will increase attention and quality provided to each case. HCRS will serve approximately 775 families per year.

Methods of Accomplishments

- 1) Goals and objectives will be achieved by the provider selected by DJJS's The Harbor.

- a. How: In-person, in family's homes, Juvenile Booking, community, and/or Harbor locations.
 - b. Who: HCRS staff will work with local law enforcement to identify at-risk youth and families.
 - c. Where: City of Las Vegas, North Las Vegas, Henderson, Boulder City, and unincorporated Clark County.
 - d. When: HCRS will operate seven days a week from 10:00am-11:00pm.
- 2) Measurements used to report on the program's success will be surveys developed by the National Assessment Center Association, case goal attainment, and escalation reports from Department of Juvenile Justice Services.

Partnerships and Publicity

- 1) The Department of Juvenile Justice Services currently partners with the Clark County Department of Family Services, the Division of Child and Family Services, the Division and Welfare and Supportive Services, Adult Mental Health, Clark County School District, Nevada Partnership for Homeless Youth, and There is No Hero in Heroin. DJJS's The Harbor has an existing interlocal agreement with the Las Vegas Metropolitan Police Department, City of North Las Vegas Police Department, and City of Henderson Police Department. The Harbor currently partners with local law enforcement on various projects and programs and the expansion of HCRS will help to continue to increase these partnerships as well as further engage existing community providers.

HCRS attends law enforcement briefings and other community meetings to educate regarding services available. Clark County Communications works closely with The Harbor and HCRS on marketing materials, media awareness, and press releases. In addition, The Harbor website is updated regularly to highlight new and existing programming for youth and families.

SECTION B

Description of Services, Scope of Work and Deliverables

Harbor Crisis Response Services (HCRS) helps youth and families develop tools and coping skills while connecting to resources and supports in the community to resolve current as well as future issues or problems. HCRS provides timely, in-home services designed to stabilize any type of crisis that families are experiencing.

Clark County's Department of Juvenile Justice's Harbor Crisis Response Services, hereinafter referred to as Subrecipient, agrees to provide the following services and reports according to the identified timeframes:

Scope of Work for Subrecipient

Goal 1: Youth and families will successfully complete services.

Service Numbers for Goal #1

620

<u>Objective</u>	<u>Activities</u>	<u>Due Date</u>	<u>Documentation Needed</u>	<u>How will this Goal be measured (quantitative)</u>
<i>80% of youth and families successfully complete services.</i>	<ol style="list-style-type: none">1. Meet with local law enforcement and develop a referral process.2. Obtain referrals from local law enforcement and booking.3. Families will be referred to appropriate resources through program enrollments in the case management system.4. 60 days of case management activities completed which include subsequent in-home visits.	12/31/2024	<ol style="list-style-type: none">1. Referral forms2. Case notes3. Case plans	<ol style="list-style-type: none">1. Families that have made progress towards their case plan or completed most/all goals.2. Program enrollments are completed.

Goal 2: Youth and families will increase access to resources and supports.

Service Numbers for Goal #2

697

<u>Objective</u>	<u>Activities</u>	<u>Due Date</u>	<u>Documentation Needed</u>	<u>How will this Goal be measured (quantitative)</u>
90% of youth and families will be referred to at least 2 resources.	<ol style="list-style-type: none">1. Obtain referrals from local law enforcement and booking.2. Families will be referred to appropriate resources through program enrollments in the case management system.3. 30-day case plan review as a status check on progress towards goals.4. Communication with referral agents	12/31/2024	<ol style="list-style-type: none">1. Referral forms2. Case notes	HCRS will use the case management system to track number of program enrollments.

Goal 3: Youth will not escalate to the juvenile justice system.

Service Numbers for Goal #3

620

<u>Objective</u>	<u>Activities</u>	<u>Due Date</u>	<u>Documentation Needed</u>	<u>How will this Goal be measured (quantitative)</u>
80% of youth will not escalate to the juvenile justice system three years post services.	<ol style="list-style-type: none">1. 30- day case plan review as status check on progress towards goals.2. Additional support given as needed for success.3. 60 days after case closure, after care check-in completed.4. Youth and families given surveys at case closure and 1 year post services.	12/31/2024	Juvenile Justice case management system records	Youth will not have escalated charges.

Budget: Section C

Proposed Project Budget for performance period, see attached Budget Spreadsheet.

Budget Line Item	Amount Requested (\$)
Personnel	\$622,270.73
Travel/Training	\$122,351.60
Operating	\$43,521
Equipment	\$9,913.74
Contractual/Consultant	\$0
Other	\$40,400
Indirect	\$83,845.71
Total Funding Requested	\$922,302.78

SECTION D: AGENCY SELF-ASSESSMENT

DEPARTMENT OF HEALTH & HUMAN SERVICES ANNUAL SUBRECIPIENT QUESTIONNAIRE

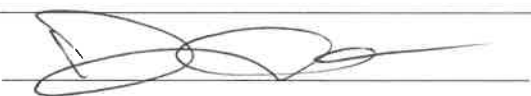
This questionnaire is used for monitoring fiscal and program compliance requirements as well as determining risk of our subrecipients. Please complete and return within the next 5 business days.

Section A: GENERAL INFORMATION		
Organization Name: Department of Juvenile Justice Services		
Fiscal Point of Contact		
Name: Danilo Chavarria Title: Manager		
Address: 601 N Pecos Rd		
Phone: 702-455-2429 Email: ChavarDE@ClarkCountyNV.gov		
Program Point of Contact		
Name: Cheryl Wright Title: Deputy Director		
Address: 601 N Pecos Rd		
Phone: 702-455-5226 Email: WrightCL@ClarkCountyNV.gov		
Organization Info		
DUNS #: 083782953 EIN #: 886000028 URL: clarkcountynv.gov		
State Vendor #: # of Employees: 554		
Registered with SAM.gov? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Expiration Date: 3/21/24		
Is your organization or its principles presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from transactions by any federal department or agency? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If yes, please skip the rest of questionnaire, sign and return)		
1. Type of Organization (check all that apply):		
<input type="checkbox"/> University <input type="checkbox"/> Foundation <input type="checkbox"/> Private, Non-Profit <input type="checkbox"/> Private, For-Profit		
<input type="checkbox"/> Government Entity – City <input type="checkbox"/> Government Entity – District <input checked="" type="checkbox"/> Government Entity – County		
<input type="checkbox"/> Government Entity – State <input type="checkbox"/> Other: _____		
2. Organizational Fiscal Year (Month and Year): July 1 2023 - June 30 2024; FY 2024		
3. Name of Cognizant Federal Agency (if applicable): Approved Indirect Rate:		
4. Approximate total organization-wide annual operating budget:		
Federal Funds	Previous Fiscal Year \$ 0 _____	Current Fiscal Year \$ 0 _____
Non-Federal Funds	\$ 56,631,182 _____	\$ 59,004,013 _____

5. Did your organization expend more than \$750,000 annually in Federal funds combined?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
6. Has your organization annual financial statements been audited by an independent audit firm?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
7. Has your organization received funds for activities which are like, or the same as the currently proposed subaward?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
8. Has your organization managed federal or state funds in the last 5 years?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
9. Organization Director has been in place for:		
<input checked="" type="checkbox"/> Less than 1 year	<input type="checkbox"/> 1-2 years	<input type="checkbox"/> 3-5 years <input type="checkbox"/> 5+ years
10. Fiscal key personnel have been in place for:		
<input type="checkbox"/> Less than 1 year	<input checked="" type="checkbox"/> 1-2 years	<input type="checkbox"/> 3-5 years <input type="checkbox"/> 5+ years
11. Program key personnel have been in place for:		
<input type="checkbox"/> Less than 1 year	<input type="checkbox"/> 1-2 years	<input type="checkbox"/> 3-5 years <input checked="" type="checkbox"/> 5+ years
12. Certify that checked policies and procedures exist within your organization:		
<input checked="" type="checkbox"/> Personnel (including Time and Attendance, Pay Rate & Benefits, Time and Effort, Discipline and Conflict of Interest)		
<input checked="" type="checkbox"/> Travel <input checked="" type="checkbox"/> Financial Management (including Purchasing, Receivables, and Payables) <input type="checkbox"/> Internal Controls		
<input checked="" type="checkbox"/> Equipment & Inventory <input checked="" type="checkbox"/> All National Policy Regulations (i.e., Civil Rights, Disability etc.)		
Section B: BUDGET FORMATION & ADMINISTRATION		
1. Does the organization have an operating budget for each of its grants? (UG §200.302)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2. Who are the people responsible for developing and reviewing the budget(s) for your organization?		
Names and titles: Fe Chase, Danilo Chavarria, Eboni Washington, Karen Martin		
3. Does the organization have fiscal controls that result in (UG §200.303):		
a. Control of expenditures within the approved operating budget? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
b. Management review and approval prior to issuing budget amendments or incurring obligations or expenditures that deviate from the operating budget? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
4. Is there timely, periodic financial reporting to management that permits (UG §200.308):		
a. Comparison of actual expenditures with the budget for the same period? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
b. Comparison of revenue estimates with actual revenue (including program income, if applicable) for the same period? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
5. Is the responsibility for maintain budget control established at all appropriate levels? <input type="checkbox"/> YES <input type="checkbox"/> NO		
6. What steps are taken if projected revenues were insufficient to cover actual expenditures?		
Describe: Clark County's budgeting process has a system of checks and balances in place at all levels. In the case projected revenues were insufficient to cover expenditures the Clark County central budget office would analyze and decide how to proceed.		
Section C: INTERNAL CONTROLS		
1. Describe your organization-wide segregation of responsibilities in context of checks and balances and advise where they reside within your policies or procedures regarding segregation of responsibilities:		
Clark County Administrative Guidelines and Clark County Fiscal Directives.		
2. Are specific officials designated to approve payrolls and financial transactions at various dollar levels?		
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
3. Do the procedures for cash receipts and disbursements include the following safeguards?		
a. Receipts are promptly logged, restrictively endorsed and deposited in an insured bank account.		
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
b. Bank statements are promptly reconciled to the accounting records and are reconciled by someone other than the individuals handling cash, disbursements and maintaining accounting records.		
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

c. All disbursements (except petty cash and electronic disbursements) are made with pre-numbered checks. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
d. Supporting documents (e.g., purchase orders, invoices, etc.) accompany the checks submitted for signature, and are marked paid or otherwise prominently noted after payments are made. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
e. Checks drawn to "cash" and advance signing of checks are prohibited. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
f. Multiple signatures are required on checks. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
4. Are individuals of trust required to take leave and delegate their duties to others while on leave? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
Section D: ACCOUNTING		
1. Does the organization have written accounting policies and procedures to assure uniform practice in the following areas?		
a. Procurement	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
b. Contract Administration	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
c. Payroll	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
d. Records to justify costs of salaries and wages	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
e. Inventory	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
f. Vendor payments	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
g. Federal draws	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
h. Grants budgeting and accounting	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
i. Cash management	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
j. Audit resolution	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
k. Cash receipts	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
l. Disbursements	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
m. Records retention	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2. Does the organization use the same policies and procedures for accounting for, and expending federal funds as it does for its organization funds? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
3. Are all appropriate accounting staff trained on current federal policies, procedures and instructions on accounting for, and expending, federal funds? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
4. What accounting system does your organization use (e.g. QuickBooks, Peachtree, Socrates Media or custom)? Describe: SAP How long has it been in use? Since 2005		
5. Which accounting basis is used by your organization? <input type="checkbox"/> Cash basis <input checked="" type="checkbox"/> Accrual basis <input type="checkbox"/> Modified Accrual		
6. Are grant funds accounting for separately in your financial management system? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Describe. There is a designated Clark County Fund – Fund 2031		
7. Does your organization use a chart of accounts and accounting manual? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
8. For each grant, does the accounting system provide the following information?		
a. Authorizations	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
b. Obligations	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
c. Funds received	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
d. Program income	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
e. Subawards	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
f. Outlays	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
g. Unobligated balances	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
9. Are obligations records by:		
a. Funding source	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
b. Object codes	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

10. Are accounting records supported by source documentation (e.g. canceled checks, paid bills, payrolls, contract and subaward documents, etc.)		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
11. Are purchasing and payment functions separate?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
12. Do accounting staff review the following items prior to entry into the system:			
a. Authorizations	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
b. Purchase Orders	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
c. Payments	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
13. Are there controls to preclude:			
a. Over-obligation	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
b. Under- or overstatement of unliquidated obligations	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
c. Duplicate payments	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
d. Inappropriate charges to grants	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
14. Does the organization have effective control over, and accountability for, all funds, property and other assets? The organization must adequately safeguard all assets and assure they are used solely for authorized purposes (UG §200.302)			
		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
15. Does the organization reconcile bank statements (at least) monthly?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
16. Are vouchers or supporting documents identified by grant, number, date and expense classifications?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
17. Are checks submitted for signature accompanied by supporting documents?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
18. Are invoices and vouchers approved in advance by authorized officials, prior to payment?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
19. For credit cards:			
a. Does the bank provide the subrecipient with a list of credit-card users?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
b. Are the balances of credit cards capped?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
c. Are credit card purchases used for business purposes only?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	

Organization Authorized Representative	
By signing below, the authorized representative certifies, all information submitted on this form is accurate and complete.	
 (Signature)	9/20/23 (Date)
Danilo Chavarria, Manager (Printed Name & Title)	

Cheryl Wright

(702) 278-7839

cheriw@cox.net

EDUCATION

- **MASTER OF SOCIAL WORK DEGREE, May 1993**
University of Nevada, Las Vegas
Scholarly Paper - Mentoring Programs
- **BACHELOR OF ARTS DEGREE - SOCIOLOGY, May 1990**
Pitzer College, Claremont, California

LICENSURE

- **LICENSE: Nevada Licensed Clinical Social Worker (LCSW) 2255-C**
- **Board Approved Clinical Supervisor**

PROFESSIONAL ACCOMPLISHMENTS

- **Recipient of the Community Partners for Better Health, 2019 Healthcare Clinician Award**
- **National Association of Counties, 2019 Achievement Award to Clark County for The Harbor Juvenile Assessment Centers**
- **The Harbor was the recipient of the 2019 Cashman Good Government Award sponsored by the Nevada Taxpayers Association**
- **Member of the School Justice Partnership, 2018-Present**
- **Presenter at the Youth Thrive 2019 National Convening, New Orleans, Louisiana**
- **Presenter at the 2018 Suicide Prevention Symposium, Las Vegas, Nevada**
- **Presentation to the Southern Nevada Behavioral Health Policy Board on Behavioral Health Issues with Justice Involved Youth, Diversion, and The Harbor Juvenile Assessment Center, Las Vegas, Nevada (2018)**
- **Routine speaking engagements and media interviews to market The Harbor Juvenile Assessment Centers**
- **Member of the Clark County Children's Mental Health Consortium, 2009-2018**
- **National Assessment Center Board Member, 2020-Present**

PROFESSIONAL EXPERIENCE

DEPARTMENT OF JUVENILE JUSTICE SERVICES, CLARK COUNTY

Deputy Director, 03/2020-Present

Areas of responsibility include oversight and expansion of The Harbor Juvenile Assessment Centers to include selection and approval of assessment tools, curriculums, and service array utilized. Assist in identifying funding streams necessary for program sustainability. Collaborate with other governmental agencies, private providers and local jurisdictions in order to maintain a consistent mission and vision for the program. Work with community partners, the Civil District Attorney and the Purchasing Department to ensure all contracts, lease agreements, licensing agreements, purchase orders and Memorandums of Understanding meet all County requirements and legal approvals. Responsible for developing a Truancy Prevention Outreach Program within the Harbor to address chronic absenteeism by identifying barriers to attendance and supporting youth and families through collaboration, supports, and services aimed to increase attendance and connectedness to school.

DEPARTMENT OF JUVENILE JUSTICE SERVICES, CLARK COUNTY

Manager, 11/2008-03/2020

Areas of responsibility include mental health and medical services as well as The Harbor Juvenile Assessment Centers. Provide clinical and administrative oversight to employees including completing performance evaluations, setting performance standards, and issuing discipline. Attend management team meetings as well as other community-based meetings/work groups to address children's mental health issues, disproportionate minority contact, diversion, chronic absenteeism and other related issues. Responsible for developing and implementing programs for the youth under the supervision of the department and their families as well as the Harbor Juvenile Assessment Centers. Engage community providers and stakeholders in order to form collaborations that will result in better outcomes for the youth and families of Clark County. Develop policies and standard operating procedures that meet best practice standards and comply with

Nevada Revised Statutes. Work with other executive management team members to ensure consistent application of discipline, policies, and work related expectations.

Chair of the SEIU Labor Management Committee and member of the Juvenile Justice Probation Officer Association Labor Management Committee, Chair the Trauma Informed Care Committee, and voting member of the Clark County School Justice Partnership.

Negotiate contracts, draft scopes of work, and ensure that services delivered are in compliance with the terms outlined. Budget construction and monitoring to ensure that client needs are prioritized and within budget. Grant writing, monitoring, and oversight. Quantify and prepare quarterly reports to ensure compliance with federal, state, and local guidelines and law.

PRIVATE PRACTITIONER

11/2001-03/2020

Provide strategic therapeutic services to adults, teenagers, and children. Conduct professional counseling, perform diagnostic assessments, and develop treatment plans. Provide individual, couples, and family counseling for a specified period time, based upon presenting issues, treatment modality, and client response to treatment. Document and store client treatment records in accordance with best practice standards and Nevada Revised Statutes.

Provide clinical supervision to social work interns to assist in the professional development process resulting in clinical licensure through the state of Nevada. Provide ongoing mentorship and consultation to colleagues and previous social work interns.

DEPARTMENT OF JUVENILE JUSTICE SERVICES, CLARK COUNTY

Senior Child & Family Intervention Specialist, 07/2000-11/2008

Provided lead direction to Child and Family Intervention Specialists conducting a variety of assessments and providing therapeutic services. Other duties included Courtroom presentations and consultations as well as review of all Court ordered mental health assessments prior to Court submission. Responsible for clinical supervision and all case assignments. Collaborated with local providers to ensure continuity of care for youth and families transitioning to the community.

Provided consultation and support to the Psychological Services Administrator as well as the Director related to crisis situations and high profile cases involving media exposure. Developed policy, implemented practices, and trained staff members related to new legislative requirements to ensure departmental compliance.

DEPARTMENT OF FAMILY AND YOUTH SERVICES, CLARK COUNTY

Child & Family Intervention Specialist II, 06/1995-07/2000

Conducted a variety of Court ordered assessments to include administering and interpreting psychometric testing on youth and parents involved in child welfare system as well as youth involved in the juvenile justice system. Provided crisis intervention as well as a variety of counseling services to youth and their families. Supervised practicum students including collaborating with liaisons, completing student evaluations, providing teaching and training, and modeling professional clinical skills.

DEPARTMENT OF FAMILY AND YOUTH SERVICES, CLARK COUNTY

Child & Family Intervention Specialist I, 12/1993-06/1995

Provided consulting services to Child Protective Services and Juvenile Justice staff as well as crisis intervention for system involved children and families. Other duties included providing home-based family therapy services. Trained in evidenced based models to include Functional Family Therapy by developer James Alexander as part of a departmental site certification process. The program was implemented as an alternative to incarceration and commitment.

PROFESSIONAL RELATED EXPERIENCE

- The Harbor Juvenile Assessment Centers - Member of the Juvenile Assessment Center Research Team that conducted site visits to several jurisdictions in order to inform decision-making related to governance model, funding, and program structure. Chaired the sub-committee that developed the structured interview/intake process and selected the validated assessments tools currently utilized at both Harbor locations. Directly involved in the marketing of the Harbor to include interviews with local news outlets and a variety of other speaking engagements. Since its opening in October 2016, The Harbor has served over 30,000 youth and families with a 85% success rate.
- The Trauma Informed Care Initiative and Committee - Conducted research to identify nationally recognized experts in the area of trauma and juvenile justice to conduct a trauma audit and training using a train the trainer model. Currently chair the Trauma Informed Care Committee for the Department and lead the Department's Trauma Informed Care Initiative. Based upon the audit results, I identified and developed four sub-committees focused on the following areas: training, environmental improvements, data collection, and staff

support. The training has launched and has been well received by the Department. Client surveys have been implemented to gather information to inform areas of improvement.

- **Legislative Experience** - Conducted research and assisted with testimony preparation for AB386, a pilot program for Mental Health Screening. In the 2017 and 2019 legislative sessions, reviewed bills related to mental health and medical issues for the department and provided input to the Director's office regarding the potential fiscal and systemic impacts.
- **Member of the Crossover Youth Practice Model Committee** - Selected as the clinical representative on the startup team, I conducted research and a site visit in order to assist the team in developing the best practice model locally for this population. In addition to general areas of contribution, I assisted with the assessment and treatment components of the model.
- **Risk Assessment** - Conducted a thorough analysis of all validated risk assessments instruments used in juvenile justice settings and provided an implementation recommendation to the Director's Office. The recommendation was accepted by the Juvenile Justice Commission and the instrument is utilized statewide.

JESSICA SASSO

SENIOR DIRECTOR

Contact



702.580.2020



Jessica.sasso84@gmail.com

Professional Profile

A career dedicated to improving the lives of others by leading, training, coaching, inspiring, and developing others to meet well-defined organizational goals and objectives.

Experience with contributing to and implementing strategy to achieve organizational goals, ensure continuous quality improvement, and measure performance and implementation.

Education

Master of Science,
Human Services
Administration
BELLEVUE UNIVERSITY

Bachelor of Arts,
Psychology
UNLV

BISHOP GORMAN HIGH

Work Experience

Clark County Department of Juvenile Justice
Services

*Manager for The Harbo, Juvenile Assessment
Centers*

Provide oversight and leadership for multiple services which include model implementation, contract and licensing, budgeting, talent management, and business development.

- Secured new and diverse sustainable revenue including school Title funding and expanded contract funding by approximately \$3 million in 2022
- Met or exceeded all internal benchmarks for performance
- Facilitated the implementation of Boys Town's education model into the Clark County School District
- Initiated and engaged community stakeholder relationships in support of Boys Town Nevada's strategic initiatives including DJJS, DFS, Diversion Court, CCSD, and elected officials

Boys Town Nevada
Senior Director

Provide oversight and leadership for multiple services which include model implementation, contract and licensing, budgeting, talent management, and business development.

- Secured new and diverse sustainable revenue including school Title funding and expanded contract funding by approximately \$3 million in 2022
- Met or exceeded all internal benchmarks for performance
- Facilitated the implementation of Boys Town's education model into the Clark County School District
- Initiated and engaged community stakeholder relationships in support of Boys Town Nevada's strategic initiatives including DJJS, DFS, Diversion Court, CCSD, and elected officials
- Experience as Interim Executive Director

Skills

Leadership

Employee Development

Strategic Planning

Business Development

Community Engagement

Grant Writing

Program Development

JESSICA SASSO

SENIOR DIRECTOR

Technical

Microsoft Suite

Social Media

System Development

Data Management

Grant Management

CRM

Achievements

Certified in Teaching-

Family Model

Trained Evaluator

Trainer Peer Reviewer

Work Experience (Cont.)

- Assisted with writing grant and contract proposals and reports for foundations, corporations, and government agencies
- Developed new school-based program and successfully replicated in multiple states

Program Director

Provided oversight of the integration, design, management, and implementation of the In-Home Family Services program.

- Met or exceeded all internal benchmarks for performance including 90% certification and over 90% successful service completion
- Achieved budget goals each year for revenue and expenses
- Managed diversified funding stream including eight contracts (federal, state, and local)
- Initiated mentorship program for new hires to increase retention and job satisfaction

In-Home Family Services Supervisor

Provided oversight and leadership for a unit of In-Home Family Services Consultants with a focus on quality and safety.

- Met or exceeded all internal benchmarks for performance including 100% certification
- Managed state contract which included developing relationships with key stakeholders (Department of Family Services), contract compliance, and financial management
- Established best practices for contract management and referrals, which was replicated with other contracts
- Maintained 80% retention each year

Volunteer Experience

Junior League of Las Vegas Volunteer

Junior League's mission is to promote voluntarism, develop the potential of women and improve the community through the effective action and leadership of trained volunteers.

- Volunteered with Done in a Day, Repeat Boutique, and Help of Southern Nevada.



SAMANTHA DAY

Profile

Certified Drug and Alcohol Counselor with leadership experience.
Passionate helping professional.

EXPERIENCE

SENIOR HARBOR DIVISIONAL MANAGER

Eagle Quest

April 2018-Present

- Manages Henderson Harbor location and oversees operations at Flamingo, Charleston, and North LV Harbor sites as well as Mobile, Rural and Crisis Response services.
- Program management and development, supervision and training, quality assurance control, data reports and collection

FAMILY COURTS PROGRAM SUPERVISOR AND LEAD SUBSTANCE ABUSE COUNSELOR

Choices Group Inc.

2016-2018

- Court liaison - treatment provider, individual and group substance abuse counseling
- Training of new counselors, data reports, and facilitation of team meetings and individual staff supervisionrs

LEAD SUBSTANCE ABUSE COUNSELOR

Center for Behavioral Health

2012-2016

- Supervision and training of new CADCA interns
- Individual counselor, ASAM and substance abuse diagnosing, treatment planning and case management, caseloads of 60+

HOSTESS- LEAD TRAINER

Elephant Bar

2006-2012

- Responsible for maintaining the flow of the restaurant, training new hosts, and greeting guests. Position maintained through high school, worked during breaks from college following 2008



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Henderson, NV

EDUCATION & CERTIFICATIONS

SECONDARY SCHOOL

Coronado High School
2004 - 2008

BACHELOR OF ARTS: SOCIOLOGY

Marquette University
2008 - 2012

CERTIFIED ALCOHOL AND DRUG COUNSELOR-NEVADA

SKILLS

- Individual and Family Case Management, Treatment Planning, Behavior Modification and Safety Planning
- Program Development
- Dependable and Punctual
- Team Building
- Problem-Solving
- Data-Driven Decision Making
- Project Management
- Strong Communication