

9/19/77

Introduced by RUBY CHOW

Proposed No. 77-905

MOTION NO. 03223

A MOTION of intention to continue Probation Subsidy Program during 1978.

WHEREAS, Chapter 307, Laws of 1977, 1st Ex. Sess., amending RCW 13.06.050, provides that a special supervision program for Juvenile Court probation services would be reimbursed from State funds, and

WHEREAS, the payment of said reimbursement is regulated by the Department of Social and Health Services rules and regulations, and

WHEREAS, said laws and regulations require participating counties to notify the State of their intent to continue said program as a preliminary application for funding reimbursement;

NOW, THEREFORE, BE IT MOVED by the Council of King County:

1. That it is the expressed intent of King County to continue the Probation Subsidy Program for the fiscal year 1978 and that the budget document entitled, "King County Department of Youth Services, Special Supervision Program Budget for January 1 - December 31, 1978," which is attached hereto and by this reference made a part hereof shall be submitted to the Director of the State Department of Social and Health Services to insure continued State participation in said program.

PASSED this 3rd day of October, 1977.

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

Mike Lowry  
Chairman

ATTEST:

Dorothy M. Owens  
Deputy Clerk of the Council

32233

KING COUNTY  
DEPARTMENT OF YOUTH SERVICES  
SPECIAL SUPERVISION PROGRAM

BUDGET FOR JANUARY 1 - DECEMBER, 1978

KING COUNTY  
DEPARTMENT OF YOUTH SERVICES  
SPECIAL SUPERVISION PROGRAM  
BUDGET FOR 1978

---

INTRODUCTION:

King County has been allocated \$1,849,103 as its share of the appropriation for support of the State's Probation Subsidy Program during the current biennium, July 1, 1977 through June 30, 1979. Advice from the State Coordinator of the program indicates that the total sum may be budgeted at the County's option in regard to timing of expenditures. A sum of \$459,414 has already been budgeted and allocated for the first six months of the biennium, July 1, 1977 through December 31, 1977. This was the same amount allocated for the first six months of the calendar year and is sufficient only to continue the program at its same level in terms of staff and services through the balance of the year. This leaves a balance of \$1,389,679 for the remaining 18 months of the biennium plus any of the initial allocation that is unexpended during the first six months. The indications are that there will be no further problems about carrying forward to the next budget period within the biennium any unexpended balances. Even so, there is insufficient state money to continue King County's program through the remaining 18 months at its present staffing and service level. The budget proposed for 1978, therefore, indicates a reduction of four caseworker positions from the number supported by the Special Supervision Program in 1977. The supervisory function and the caseloads of these positions will be assumed by the County current expense budget through a reorganization of the Department of Youth Services and the addition of probation officer positions.

It is expected that recent changes in the funding formula made by the Senate Bill 2406 and revisions in W.A.C. 275.32 will eliminate concern about King County's ability to qualify for total reimbursement of its proposed expenditures during 1978.

APPLICATION FOR FUNDS

W.A.C. 275.32.120 requires that an application for funds providing certain specified information be submitted to the Secretary of the Department of Social and Health Services along with a Resolution of Intention from the County Council of their intent to continue the Special Supervision Program during the year. The State Coordinator for Special Supervision Programs has requested that the Application include information and follow the format hereinafter provided:

I. *Brief statement describing total special supervision program.*

The Special Supervision Program in King County Department of Youth Services is designed to provide special services to juvenile offenders who have been placed on probation for treatment in the community as an alternative to commitment to a state corrections institution.

The major program emphasis is on individual case planning, counseling, and supervision provided in-house by Department of Youth Services staff. Service delivery will follow the established community-based format, with Probation Officers arranging most client contacts in the community where the child lives, either at home, at school, or at one of the community probation offices located in the County. In addition to providing direct services to clients, probation staff also make use of in-house support services and various existing community services to supplement the overall rehabilitation effort.

II. *Characteristics of clients to be served.*

The program serves both boys and girls who are legally eligible for commitment to the Department of Social and Health Services for placement in a correctional institution. They are generally high risk offenders.

Assignment to the Special Supervision Program is based mainly on two criteria: the seriousness and extent of delinquency, and the need for specialized services. Each probation case is assigned to one of six geographically based units; the location of the youth's residence determining the unit assignment. Each unit supervisor recommends probationers suitable for the program and delineates services needed. Termination is based upon the probation officer's assessment of the probationer's progress, and a recommendation for dismissal of probation commitment. In a few cases, the youth may be terminated from the Subsidy Program, but remain on probation in the regular program.

III. *Special Supervision Programs*

Counseling

Individual counseling remains the core method of the Subsidy program in King County, with most of the counseling provided by Department of Youth Services staff. Probation Officers are well trained, experienced professional social workers who are able to draw upon a wide range of skills to treat each case on an individualized basis.

At the time a case is transferred to the Probation Division, and assigned to the Special Supervision Program, an interim treatment plan has already been formulated, based upon the findings of the predisposition investigation.

Early cooperation between the Intake and Probation workers assures a smooth transition and acquaints the youth and his or her family with the Probation process and expectations. A detailed treatment plan is developed soon after assignment to Probation, and this plan is reviewed every three months by the unit supervisor for the duration of the probationary period.

While most client contacts are on a direct one-to-one basis, group counseling methods for youth and/or their parents are also used when appropriate.

#### Support Services

In addition to direct client contacts, field-workers also act as service brokers for their clients, drawing upon a wide range of in-house support services designed to meet a variety of needs.

#### Education Specialist Services

The function of the Education Specialist is to assist caseworkers in planning and implementing education programs for clients. This includes administering and interpreting achievement, aptitude and vocational interest tests; liaison placement work with public schools; arranging for individual tutoring, and coordination with the Department of Youth Services employment program regarding occupational potential and job placement.

By specific arrangement, the Education Specialist provides diagnostic services for cases in the Intake state that are likely to be transferred to Probation, thereby assuring better planning capability.

#### Employment Specialist Services

The function of the employment service is to assist the caseworkers in planning for employment needs, and to provide employment opportunities and vocational training for probationers.

Job searching and placement are the core activities in this program. In the public sector, referrals are made to Jobline (a section of the Department of Youth Services); the work training programs sponsored by the public schools, the county and NYC-2; and the various Youth Service Bureaus. Only a portion of the clients are eligible for these programs, and the placements are limited, so a continuing major emphasis is the development of a job bank in the private sector. The Department of Youth Services employment service is tied to the Washington State Employment Service by means of a micro-fische reader for screening daily job announcements. Goodwill Industries also provides some placements, and many jobs are found with private employers.

In order to enhance the possibilities of employment in the private sector, a job subsidy program is in operation, under which the Subsidy program pays part of the probationers' salary for a contracted term, after which the employer assumes an increasing portion of the salary.

Expansion of employment services remains a high priority goal, since the need and demand far outstrip the ability to supply the services. The degree of expansion will depend on the amount of funding available.

#### Foster Care Program

Foster care services are provided by a team of caseworkers (one of whom is funded by the Special Supervision Program) in conjunction with the Department of Social and Health Services, Social Services Division. The function of the program is to provide out-of-home placements for delinquent youth in need of an alternative living situation. Both short-term and long-term foster homes are provided, and group home care is provided when necessary.

The budget proposed for 1978 reflects the expectation that the Department of Social and Health Services will assume foster care payments for juvenile probation children in the Subsidy program either through a revision of state regulations or through court orders assigning supervision of foster home placements to the Department of Social and Health Services.

#### Volunteer Program

There are two volunteer coordinators on the Department of Youth Services staff, one of whom is funded by the Subsidy program. They work as a team to bring to the Department of Youth Services a coordinated total volunteer program. The team is responsible for recruiting and training volunteers, and for matching volunteers with requests for services. Requests for Subsidy clients are handled by the Subsidy coordinator.

#### Research

The Research Analyst provides basic caseload data and analysis to caseworkers and administration for use in planning and manpower allocation. Monthly statistical reports include all relevant data on case movement; unit, division and individual caseload; commitment rates; and program analysis. Semi-annual and annual summary reports also are prepared. The Research Analyst also evaluates programs upon request and prepares all necessary reports to the state on the Subsidy program.

#### Program Statistics

During 1978, King County Department of Youth Services Probation staff is expected to supervise a projected 2,552 probationers. Of these, approximately 1,397 (55%) will be in the Subsidy Program. These estimates are based on presently active cases plus intake projections; they do not take into account the possible impact of the new Juvenile Code which will go into effect July 1, 1978.

TOTAL CASES HANDLED

	<u>1976</u>	<u>1977 6-Month Actual</u>	<u>Est. 1977 Total</u>	<u>1978 Projection</u>
SUBSIDY	1,432	1,039	1,397	1,397
REGULAR	<u>752</u>	<u>578</u>	<u>819</u>	<u>1,155</u>
	2,184	1,617	2,216	2,552

ACTIVE CASES IN PROBATION DIVISION

<u>Beginning 1976</u>	<u>End 1976</u>	<u>June 1977</u>
967	1,082	1,018

AVERAGE CASELOAD SIZE

	<u>End 1976</u>	<u>June, 1977</u>	<u>Est. End 1977</u>	<u>1978 Projection</u>
SUBSIDY	32.1	28.3	28	31.5
REGULAR	28.1	30.1	31	34.3

SPECIAL SUPERVISION PROGRAM

STAFF - SALARIES AND WAGES

1978

IV. *What staff members will participate in the Special Supervision Program?*

<u>FUNCTION</u>	<u>CLASS</u>	<u>POSITION</u>	<u>No.</u>	<u>MONTHLY AVERAGE</u>
<u>Special Supervision</u>				
	7606	Juvenile Probation Counselor III	3	1,688
	7636	Office Assistant III	5	900
	7610	Juvenile Probation Counselor II	19	1,440
		Extra Help (Vacation, Sick Leave, Holidays, Case Aides)		
<u>Support Services</u>				
	7636	Office Assistant III	1	888
	7665	Employment Coordinator	1	1,300
	7666	Youth Services Specialist I (Foster Home Finder)	1	1,110
	7667	Youth Services Specialist II (Education Specialist)	1	1,440
	7667	Youth Services Specialist II (Research Program Analyst)	1	1,220
	7673	Volunteer Coordinator	1	1,220
<u>Business</u>				
	7616	Business Manager	1	1,490
	7649	Accounting Technician	1	900
	7636	Office Technician I	1	1,000
		<b>TOTAL SALARIES</b>	<b>36</b>	



Employee Benefits

Medical and Hospital Benefits (\$864 per person per year)  
O.A.S.I. (6.05% up to a maximum of \$17,700)  
State Retirement (5.67% of gross salary)  
Industrial Insurance (\$166 per year for field  
employees; \$28 for office employees)  
Dental Benefits (\$333.60 per person per year)

TOTAL BENEFITS:

TOTAL PERSONNEL COSTS:

- Notes: 1. All salary figures are based on an 8 percent cost of living increase over authorized for 1977 adjusted for step increases. If actual cost of living to county employees differ from this figure, adjustments will be made due availability of funds. The intention is to maintain parity between Special Program employees and comparable positions in the current expense budget.
2. Employees benefit calculations are based upon the latest available information. It is possible that some changes will be made before the end of the year. It is expected that any increases in Employee Benefit costs can be absorbed in salary savings.

V. *Identify tools, equipment necessary to implement and operate programs*

We do not plan to purchase any new equipment during 1978.

VI. *Identify and describe proposed training programs for staff members.*

A formal staff training program is not included in this budget. Our probation staff are highly qualified by training and experience. During 1978, we intend as in the past to take advantage of the special opportunities for staff development that always materialize during the course of a year, such as special seminars, short courses on new social work techniques, etc. Scheduling for these special events will be based upon staff availability and funds.

VII. *Identify and describe all special services and resources supplementing in house services by Department of Youth Services staff.*

Needed services not provided in-house are contracted for with community agencies and individuals. Included are psychological, psychiatric, and neurological testing; therapeutic counseling services; dental and health care; purchase of clothing and personal grooming supplies; vocational training at accredited institutions; public transportation tokens; and various recreational activities.

IX. Briefly state tentative program plans for the remainder of the biennium.

Because of the limited amount of Subsidy funds available to King County for the 1977-79 biennium, the Department of Youth Services may, after a review of probation functions, recommend that the County support additional probation division workload on its current expense budget in 1979.

X. A statement of assurance that the County or any agent will not in the operation and administration of the facilities and services of the County Special Supervision Program refuse or deny admission to, employment, or otherwise deny participation in such Program on the grounds of race, creed, color, or national origin.

Our Agency does not, and will not deny employment or services on grounds of race, creed, color, sex, or national origin.

Submitted by:

Edna L. Goodrich 9/19/77  
Director Date

Approved by:

John D. Spellman 9/21/77  
County Executive Date

ELG:JBC:FJE:lh  
9-16-77