

# County of Los Angeles Probation Department

Summary of Probation Responses

County of Los Angeles Auditor-Controller

Accumulation of Juvenile Justice Crime Prevention Act Funds

First Follow-Up Review (6/27/19) and Progress Updates

Juvenile Justice Coordinating Council Meeting

Liberty Community Plaza

November 6,<sup>1</sup>2019

# Collaborative Efforts to Expediently Implement JJCPA Programs/Services

## Collaborative efforts to expediently implement JJCPA programs/services for our youth and families in Los Angeles County:

- **\$12.52 Million Funding to Public-Private Partnerships** – JJCC approved additional funding for Public-Private Partnerships on 4/15/19 and 7/26/19 to expand their work and strategies to further improving the utilization of JJCPA funds through the expeditious re-granting process.
- **\$12 Million Allocated to Office of Youth Diversion and Development**
- **JJCC Growth Fund Goals and Guiding Principles** – Drafting of Growth Fund Goals and Guiding Principles led by Patricia Soung and Marcus Castain with Ad Hoc Subcommittee, adopted by JJCC on 9/6/19. Designed to promote innovative services, programs, and strategies through JJCPA funding to change and transform lives of youth involved in or at-risk of involvement in the probation system and lower recidivism.
- **Fiscal Year (FY) 2018-19 Growth Fund Allocation** – All growth funding for FY 2018-19, with exception of \$476,000 has been allocated by JJCC as of their 9/6/19 meeting.
- **Special Revenue Fund** – In partnership with the Chief Executive Office (CEO) and Auditor-Controller's Office, a Special Revenue Fund for enhanced tracking and increased transparency to facilitate reporting of revenues and expenditures for JJCPA programs/services was implemented effective 11/1/19.

# Summary of Probation Responses by Recommendation

(Recommendation 6)

- **Recommendation 6 (Partially Implemented):** Probation management re-establish a JJCPA Steering Committee that includes program, fiscal and contract monitoring representatives and provide periodic reports to executive management that identify programming, spending and other concerns/issues.
- **Probation's Response (6/27/19):** The JJCPA Steering Committee was re-established to provide oversight of issues such as those noted in this review; Probation's quarterly reports to the Board include a compilation of management oversight and; Probation continues to seek support to enhance the Department's administrative infrastructure as documented in its Accountability Project report and budget requests.
- **Progress Update:**
  - JJCPA Steering Committee is comprised of an expanded 12 members who meet monthly to review program invoices, future estimated expenses, contract implementation timelines, and compliance issues.
    - Led by Sharon Harada, Bureau Chief, Juvenile Special Services
    - Representatives from:
      - Budget/Finance
      - Contact Monitoring
      - JJCPA Administration
      - Prospective Authorization and Utilization Review (PAUR) Unit
      - Systems Accountability Bureau



# Summary of Probation Responses by Recommendation

(Recommendation 1)

- **Recommendation 1 (Partially Implemented):** Probation management work with CBOs and County/City agencies to ensure that reimbursement requests for JJCPA programs and services provided are submitted more timely.
- **Probation's Response (6/27/19):** Probation sends government entities and CBOs reminders and works closely with their leadership each year; Probation gathers interim information/estimated costs of services; Probation provides CBOs with capacity building and business acumen training; Unspent funds are often annual growth fund allocations that have been approved by JJCC for multi-year programs; There is a natural timeframe between provision of services to client by the ultimate provider (e.g. CBO), billing to the direct oversight entity (e.g. a LAC department), and the oversight entity claiming those costs to Probation/against the trust fund balance.
- **Progress Update:**
  - Probation continues to meet monthly with program administrators and documents contact with partner agencies.
    - For example, a 09/12/19 letter sent to LAC agencies and CBOs entitled "Timely Billing of Expenditures for Services Funded by the Juvenile Justice Crime Prevention Act."
  - JJCPA Steering Committee developed new tracking system for late and missing invoices
  - Effective 12/01/19 JJCPA Steering Committee will request updated reimbursement expenses for each program on a monthly basis:
    - Written requests for updated information
    - Phone contact for late or incomplete responses (e.g. missing invoices)
    - Individual meetings for program administrators requiring additional support

# Summary of Probation Responses by Recommendation

(Recommendation 2)

- **Recommendation 2 (Partially Implemented):** Probation management take immediate action to ensure that new JJCPA programs and services are established and provided as expeditiously as possible, including establishing timelines and accountability for these programs.
- **Probation's Response (6/27/19):** Probation regularly communicates with partner agencies about substantive milestones along those entities' contracting continuum; although Probation is unable to monitor another entities internal contracting processes, however will communicate to affected departments and share a copy of this audit in order to improve processes.
- **Progress Update:**
  - Probation continues to expeditiously implement new programs as approved by JJCC by selecting the most efficient contracting method allowable (e.g. RFP, MSA, MOU, etc.).
  - Effective 12/01/2019 JJCPA Steering Committee will meet with partner agencies within 21 days of program authorization to develop a timeline for contract implementation and milestones for the provision of identified services.



# Summary of Probation Responses by Recommendation

(Recommendation 4)

- **Recommendation 4 (Partially Implemented):** Probation management track and periodically evaluate the unmet needs of the JJCPA program and expedite the process of proposing potential uses of unspent funds to the JJCC.
- **Probation's Response (6/27/19):** Probation proactively seeks opportunities for utilization of unmet needs and guiding the JJCC; Probation monitors referrals and client engagement through the Department's Referral unit, JJCPA Contract Monitoring, JJCPA Cluster Manager reviews of referrals and expenditures with contracted CBOs in their catchment areas, Deputy Probation Officer case management/youth engagement activities when CBOs document inability to engage the youth, Departmental manager meetings with other County Departments regarding deficiencies in programs/services contracted.
- **Progress Update:**
  - JJCPA Evaluator pending CAR/Board of Supervisor approval, contract targeted January 2020
    - Evaluator will assist with evaluating JJCPA programs and identifying gaps in services
  - Probation provides quarterly updates to the Board of Supervisors on oversight efforts and the amount of funds encumbered but not yet spent. These reports are publicly available on [www.probation.lacounty.gov](http://www.probation.lacounty.gov)
  - Bi-annual reallocation of unspent funds at the recommendation of the JJCPA evaluator and at the approval of the JJCC

# Summary of Probation Responses by Recommendation

(Recommendation 5)

- **Recommendation 5 (Partially Implemented):** Probation management ensure that future expenditures for JJCPA funds are properly justified and supported based on accurate and realistic information.
- **Probation's Response (6/27/19):** Probation will continue to improve projections, acknowledging this area is challenging because: the amount of growth funding is tied to variable economic indicators and changes each year such that Probation and JJCC do not know how much one-time funding will be available until mid-fiscal year when the State releases its analysis and; Probation will continue to track projected versus actual expenditures and collaborate with CBOs and County partners to improve forecasting and capacity collaboration.
- **Progress Update:**
  - As of September 2019, JJCPA Steering Committee enhanced its process to include obtaining supporting documentation for estimations of projected expenditures from partner agencies
  - Effective 12/01/19 Steering Committee will request updates to spending projections from each program on a monthly basis.
    - Written requests for updated information
    - Phone contact for late or incomplete responses
    - Individual meetings for program administrators requiring additional support

# Questions