



RICHARD L. AINSA
REFEREE
JUVENILE COURT I

MARIA T. LEYVA-LIGON
REFEREE
JUVENILE COURT II

JUDGE ENRIQUE H. PEÑA JUVENILE JUSTICE CENTER

YAHARA LISA GUTIERREZ
JUDGE
65TH JUDICIAL DISTRICT COURT

ROGER MARTINEZ
CHIEF
JUVENILE PROBATION OFFICER

MARC MARQUEZ
DEPUTY CHIEF
JUVENILE SERVICES AND OPERATIONS

LORENA HEREDIA, CPA
DEPUTY CHIEF
FINANCE AND SUPPORT

Chief's Quarterly Report August 9th, 2021

Accounting Unit

- Finalized the Departments FY 2022 \$22.8 million budget proposal.
- Successfully transferred \$307,000 of COVID-19 payroll related expenditure's from the Departments General Fund to the CARES ACT.
- Completed the Department's FY 2021 3rd quarter expenditures in the Texas Juvenile Justice's Grant Manager.

Intake Unit

- El Paso Center for Children nominated JJAEP and Diversionary Program Administrator J. Contreras to become a trained facilitator for the Parent Café's initiative. The goal is to minimize less youth in the Child Welfare system through improvement of five protective factors. The Café's are a No judgement forum for parents that acts as a support group.
- DP JPO, Sally Rubio, was certified by NAMI to provide the Basics Series Parenting Classes. She coordinated the first series this quarter that will accept youth from our Juvenile Justice population. NAMI Basic Series are six weeks long and focus on increasing skills and knowledge for parents with children coping with mental illness.

Detention Unit

- Unit continues Juvenile Referral Screening and have had no COVID-19 positive juvenile cases since September 2020.
- Partnering with Immunize El Paso to provide on-site and drive through COVID-19 Vaccines for qualifying detained youth.
- Detention JSO, Sergio Loera, presented on our response to the COVID-19 pandemic at the West Texas Juvenile Chiefs Conference.

Probation Services Unit

- Effective Practices in Community Supervision (EPICS) Trainers trained by University of Cincinnati Corrections Institute (UCCI) for future sustainability of EPICS at JPD in El Paso County.
- Reconstitution of in person CIP Projects working with St. Vincent de Paul, Ascarate Park, and Good Will – CIP referrals to community service sites reconstituted.
- UA's are completely reconstituted and being conducted via court order.

Clinical Unit

- Two clinical team members (Francisco Torres/Kim Shumate) were awarded scholarships from the Governor's Office to participate/attend the LOVE 146 T4T Training in Houston. Training is designed to certify trainers to teach others how to implement and administer the Love 146 Not a number curriculum designed to increase awareness, identify and prevent human trafficking.
- Michel Loustauna was selected by UT Austin to participate and become a trainer for the Families Thrive program which is designed to support, assist and heal families exposed to trauma and domestic violence. Once trained she will be able to train others to use the model.
- Challenge and Clinical Team members have collaborated on the development and enhancement of aftercare services and APECS, with service focusing on reentry and family engagements.
- Whittina McLilly received her license as an Associate Sex Offender Treatment Provider.

Challenge Academy

- Six Cadets earned their G.E.D.
- 510 Facility Service hours were completed.
- 100% of JSO certifications are maintained.
- Received an Excellent rating of Suitability during the 2021 TJJD Audit.

Maintenance Unit

- Installed new 3 ton A/C units and Electrical Supply upgrades to service Challenge Base Control & Separation Rooms.
- Installed new 15 ton A/C units servicing Administration HR & Intake Offices.
- Processed Building preparations for the Fire License Inspection & Renewal for 2021/2022.

Training Unit

- Completed another successful 3rd Quarter NEO. Everyone passed their final exam with outstanding scores.
- Liz Calvillo provided a thorough training to the Kitchen staff. Anabel Tarango assisted during training. It was a hands-on training, everyone had their own laptop and they practiced how to upload training documents, how to check their training hours, how to navigate Training Manger2, register for trainings, etc.
- M.I. MINT Instructors Liz Calvillo and Julio Acevedo trained 2 staff members from Domestic Relations Office.

Culinary Unit

- Received a transfer of U.S.D.A. commodity products from another district. We received \$800 dollars in commodity product at no charge to JPD.
- Unit Staff attended a Minnie food show on school nutrition products.
- One staff retired from the unit with 20 years of service with the department.
- All staff continue to work onsite.

Special Programs Unit

- Ms. Catherine Garcia has joined SPU's management team as a Senior Probation Officer and we are very excited for her to lead our ISP and Sex Offender programs.
- During this quarter, SPU had two teams join Texas Tech's steps challenge as part of the units Wellness initiative for the third quarter. Both teams cumulatively took over 7 million steps during the 30 day challenge.
- Director Medina provided Juvenile Drug Treatment Court training to approximately 200 Columbian governmental and community counterparts during this quarter. Our El Paso program design has been the focus of the trainings provided thus far which incorporate our national drug court guidelines. The individuals trained represent 8 urban and rural communities who are in varying stages of program design and/or implementation.
- During this quarter the unit has experience a lot of changes and our teams have demonstrated patience, flexibility, adaptability and resiliency during this time and are performing very well.

Information Systems and Records Unit

- **TJJD's Comprehensive Data Audit:** Every year the Texas Juvenile Justice Department runs a comprehensive report of all the data reported by every county, the report covers a window of 5 years; with the Data Audit tool implemented in JMIS and the help of all

Data Entry staff, **the County of El Paso was able to reduce the number of errors by a 94% since 2017.**

- **Digitalization Project:** the Records team has been able to convert **2,161** physical juvenile records into electronic records; the system is now able to provide access to 1-3 PDF files of the juvenile record.
 - a. A total of 115 records were related to Death Offenses (DOB's: 1974-1980). These records have been cleaned, scanned and transferred into new file folders.
- **Organizational Development Tool:** the Information Systems team was able to launch the tool that allows units to request help from the Maintenance and Information Systems & Records units; this tool keeps track of total number of requests, progress, and activities performed by every unit and staff.
- **Documents Translated:** Court Interpreter has been able to translate a total of 16 documents; 3 court related documents, 7 placement related documents, and the 6 Strategic Planning pyramids.

Chief's Announcement

Chief Juvenile Probation Officer, Roger Martinez, submitted his letter of intent to retire, effective December 31st, 2021.

Respectfully submitted,



Roger Martinez
Chief Juvenile Probation Officer
Public Servant
El Paso County Juvenile Justice Center

