



COUNTY ADMINISTRATOR
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TO: Katie Scott
Chair, Ways & Means Committee

THROUGH: Gregory Dill
County Administrator

FROM: Jerry L. Clayton
Sheriff

DATE: September 4, 2019

SUBJECT: Create Millage Supported SURE Program Coordinator Position

BOARD ACTION REQUESTED:

It is requested the Board of Commissioners create a 1.0 FTE SURE Program Coordinator position.

BACKGROUND:

Starting in 2016, a partnership between the Sheriff's Office and Trial Court began that focused on families with children who were involved in the juvenile justice system. The idea was to help families in a multitude of ways so that they could successfully navigate the system and reduce the likelihood of future involvement within the courts. The partnership developed into a support group for moms called "SURE." SURE stands for Sisters United, Resilient and Empowered. The success of the program has prompted a request for expanded services as part of the Sheriff's Office overall diversion strategy. Currently, SURE is facilitated by a part time employee, serving 10 to 15 families.

In November 2017, the residents of Washtenaw County passed a dedicated millage for mental health and police services. As part of these millage funds, the Sheriff's Office has been working to formalize re-entry and diversion services for community members who come into contact with the criminal justice system. The proposed SURE expansion is an integral part of the overall diversion plan of the Sheriff's Office.

DISCUSSION:

The SURE Moms group has had great success in working with families in a number of ways. Moms are getting the support to become better mothers, deal with their own trauma or other issues, assist their children in dealing with behavioral health issues, and

help themselves and other families take more of an active role in juvenile court requirements. Additionally, SURE has worked well with the problem-oriented approach of our road patrol officers. Several deputies have participated in groups since its inception. Participation has fostered better relationships between deputies and families, helped to de-escalate a number of serious community problems, and ultimately helped to build community trust. SURE has become an invaluable component to the Sheriff's Office overall mission. The group is unique as it is integrated with law enforcement, juvenile justice and community mental health.

Currently, the group is made of up of 10 to 15 mothers. On average, each participating mother has 3 children. This proposed expansion would create one full-time employee and increase the number of participating families up to a maximum of 60 mothers. This would also increase the number of children impacted from roughly 30 in its current capacity to upwards of 180 once the expansion is complete. Additionally, the expansion will enable the deployment of neighborhood based groups versus one centrally located group.

Why SURE is unique:

- Integration of law enforcement, juvenile justice system, and community mental health.
- Due to this unique connection, SURE is helping to facilitate systems change in the courts, with road patrol, and mental health services.
- Focused on the root causes of "juvenile troubles" through family system intervention. Specifically, focusing on mothers as a way to impact the entire family system.
- SURE has become a diversion program for mothers who otherwise may have additional court sanctions imposed.
- SURE has become the place for moms to go when there are early signs that they may be starting to "lose control" of their children. It's the alternative to court involvement.

Strategies:

- Provide support and advocacy
- Introduce effective parenting, coping, and self-advocacy skills
- Address traumatic life experiences
- Instill effective decision-making skills
- Actively engage, support, encourage, and motivate

Outcomes:

- Improve family dynamics
- Improved relationship with local law enforcement
- Develop healthy domestic relationships
- Connect to relevant community resources
- Address grief, loss, and trauma
- Become more aware of negative self-talk

- Improved parenting practices
- Improved advocacy & community awareness

Focus Areas:

1. **Support:** Provide a supportive and trusting environment for mothers to deal with the difficulties they are facing
2. **Motivation:** Foster a positive peer culture where mothers motivate one another
3. **Trauma:** Provide services to deal with the trauma that they and their children are living with
4. **Education:** Provide opportunities for continuous education around parenting, trauma, resources, etc...
5. **Advocacy:** Advocate for and with moms
6. **Leadership:** Provide opportunities for moms to share their voice and serve in leadership roles

IMPACT ON HUMAN RESOURCES:

PCN	Position Title	Employee Group	Grade	Create	Eliminate
2807-0001+	SURE Program Coordinator	8100	28	1.0	

+ Millage funded through 2026

IMPACT ON BUDGET:

No impact on County General Fund. The funds needed to create and sustain the SURE Program Coordinator position will come from Police Service Millage funds. Additional financial support from the Trial Court's Child Care Fund. The WCSO is also in communication with WISD about some financial support as well.

IMPACT ON INDIRECT COSTS:

None.

IMPACT ON OTHER COUNTY DEPARTMENTS OR OUTSIDE AGENCIES:

The Washtenaw County Sheriff's Office Diversion Initiative works with a wide range of collaborative partners. Through these partnerships they provide offender assessments, additional programming, personalized services, and discharge planning for individuals returning to this community from the Washtenaw County Jail. In coordination with Community Mental Health, Dawn Farm, Home of New Vision, Washtenaw Intermediate School District, Washtenaw County Community College, Ann Arbor Public Schools, Circuit Court Judges, MDOC Probation, District Court Judges: 14A1, 14A2, 14A3, 14A4, 14B and 15, all District Court Probation Officers, Prosecutor's Office, Public Defender's Office, Family Court, Department of Human Services, Sobriety Court, Veteran's Court, Drug Court, Mental Health Court, Domestic Violence Grant, Washtenaw County Cognitive Therapy services program (KPEP), and MDOC Probation Residential Substance Abuse Treatment services, the Washtenaw County Sheriff's Office provides

comprehensive support services to those engaging with the criminal justice system at all levels. From initial contact and diversion to housing of individuals within our jail and helping them reenter our community upon release. These individuals are consumers and clients of all previously mentioned agencies. The ability to identify, address, and coordinate diversion strategies prior to incarceration and release plans prior to someone leaving the jail supports the community work (effort) required by all community partners who serve as the community safety net.

CONFORMITY TO COUNTY POLICIES:

Conforms to County Policies

ATTACHMENTS/APPENDICES:

Job Description

A RESOLUTION CREATING A SURE MOMS GROUP COORDINATOR.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 04, 2019

WHEREAS, the Washtenaw County Sheriff's Office and Washtenaw County have diligently maintained efforts to better serve the citizens of Washtenaw County; and

WHEREAS, the Sheriff's Office wishes to further enhance its delivery of diversion services to the community, within the realm of problem oriented policing; and

WHEREAS, the Mental Health and Police Services Millage was passed in November 2017 and funding will go to create 1.0 FTE SURE Program Coordinator; and

WHEREAS, this position will be part of the SURE Moms Group expansion; and

WHEREAS, the SURE Moms group is a program serving moms in the community with children involved with the juvenile justice system and working to address the root causes of juvenile issues through family system intervention; and

WHEREAS, this matter has been reviewed by the County Administrator's Office, the Finance Department, Human resources, Corporation Counsel, and the Ways and Means Committee;

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby creates the SURE Program Coordinator position.

PCN	Position Title	Employee Group	Grade	Create	Eliminate
2807-0001+	SURE Program Coordinator	8100	28	1.0	

+ Millage funded through 2026

BE IT FURTHER RESOLVED that the Board of Commissioners will amend the budget, as attached hereto and made a part hereof;

ORG 10103104 – 2019 – Fill in October

REVENUE	Original		Revised	Variance
Transfers In	\$ 6,200,000		\$ 6,200,000	\$ -
Total	\$ 6,200,000		\$ 6,200,000	\$ -
EXPENDITURE				
Personal Services	\$ 2,501,348		\$ 2,520,459	\$ 19,111
Supplies	\$ -		\$ -	\$ -
Other Services	\$ -		\$ -	\$ -
Transfers Out	\$ 3,700,000		\$ 3,680,889	\$ (19,111)
Total	\$ 6,201,348		\$ 6,201,348	\$ -

ORG 10103104 - 2020

REVENUE	Original		Revised		Variance
Transfers In	\$ 6,565,388		\$ 6,565,388		\$ -
Total	\$ 6,565,388		\$ 6,565,388		\$ -
EXPENDITURE					
Personal Services	\$ 3,581,733		\$ 3,670,968		\$ 89,235
Supplies	\$ -		\$ -		\$ -
Other Services	\$ -		\$ -		\$ -
Transfers Out	\$ 2,983,655		\$ 2,894,420		\$ (89,235)
Total	\$ 6,565,388		\$ 6,565,388		\$ -

ORG 10103104 - 2021

REVENUE	Original		Revised		Variance
Transfers In	\$ 6,620,119		\$ 6,620,119		\$ -
Total	\$ 6,620,119		\$ 6,620,119		\$ -
EXPENDITURE					
Personal Services	\$ 3,121,709		\$ 3,216,086		\$ 94,377
Supplies	\$ -		\$ -		\$ -
Other Services	\$ -		\$ -		\$ -
Transfers Out	\$ 3,498,410		\$ 3,404,033		\$ (94,377)
Total	\$ 6,620,119		\$ 6,620,119		\$ -

ORG 10103104 - 2022

REVENUE	Original		Revised		Variance
Transfers In	\$ 6,724,921		\$ 6,724,921		\$ -
Total	\$ 6,724,921		\$ 6,724,921		\$ -
EXPENDITURE					
Personal Services	\$ 3,154,941		\$ 3,254,596		\$ 99,655
Supplies	\$ -		\$ -		\$ -
Other Services	\$ -		\$ -		\$ -
Transfers Out	\$ 3,569,980		\$ 3,470,325		\$ (99,655)
Total	\$ 6,724,921		\$ 6,724,921		\$ -

Washtenaw County

JOB DESCRIPTION

Job Code: 2807

Authorization: RES #

**Employee Group: Sheriff Non-Union
8100**

CLASS TITLE: SURE Program Coordinator

DEPARTMENT: Sheriff

FLSA STATUS: Exempt

JOB SUMMARY:

Under the supervision of a higher classified employee within the Community Engagement Division, this role serves as the program coordinator for the Sisters United Resilient & Empowered (SURE) program. This role is responsible for the promotion, development, implementation, and sustainability of the program. Oversees the recruitment of new members, development and implementation of program outcomes, run weekly group meetings, and works one-on-one with mothers of children who are either involved with the criminal justice system or at risk of entering the criminal justice system.

EXAMPLES OF DUTIES

Essential Duties:

- Performs a variety of outreach and recruitment activities through direct interaction with residents and community stakeholders.
- Develops and implements programs and projects to develop and further goals, leverage outside resources, and stimulate investment and quality of life improvements in Washtenaw County to meet communities identified needs.
- Provides initial screening and training of group members as well as ongoing oversight and supervision of team members.
- Assists members and clients in developing goals and priorities, identifying areas of strengths and weaknesses, and developing and implementing self-improvement strategies.
- Designs and implements evaluative tools to measure programs success.
- Monitors and evaluates program effectiveness in meeting established objectives; develops and implements procedural improvements; performs quality assurance reviews of local developers against performance standards and regulations.
- Processes various administrative records, and organizes and maintains records related to program participants.

- Researches and compiles a variety of information and data, analyzes alternatives and makes recommendations to implement policies and procedures.
- Supports program in developing, monitoring, and evaluating program services and activities, including researching and developing fund sources, preparation of grant and program proposal budgets and developing financial monitoring tools.
- Performs other related duties as required.

The above statements are intended to describe the general nature and level of work being performed by employees assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

EMPLOYMENT QUALIFICATIONS

Knowledge, Skills, and Abilities:

- Understanding of the local communities we serve.
- Skill in goal setting, program development, identification and engagement of stakeholders, metric development, project management, reporting and project oversight.
- Practiced in community organizing with tools and processes.
- Basic principles of public administration, including the functions of elected and policy-making Boards and Commissions.
- Skill in working with street outreach methods.
- Knowledge of other programs/services available within the community.
- Ability to work with diverse populations.
- Performing effectively under stress; using sound, independent judgment within established policy and procedural guidelines.
- Interpersonal and communication skills (written, visual and oral), to interact effectively with individuals and community agencies.
- Establishing and maintaining effective working relationships with those contacted in the course of work.
- Operating standard office equipment, including a personal computer.

PHYSICAL DEMANDS

Duties require sufficient mobility to work in a normal office setting and use standard office equipment including computer, vision and read printed materials and VDT screen and hearing and speech sufficient to communication in person or over the telephone.

These requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodation.

EXPERIENCE

One (1) year of working with communities and engaging in issues and topics surrounding systemic changes and marginalized populations. At least three (3) years of experience using standard word-processing, spreadsheet, and database applications required.

EDUCATION

Equivalent to possession of a Bachelor's degree with major coursework in business, public administration, political science, planning, community development, social work, or closely related field.

This class description intends to identify the major duties and requirements of the job and should not be interpreted as all inclusive. Incumbents may be requested to perform job-related duties other than those outlined above and may be required to specific job-related knowledge for a successful job performance.