



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: May 21, 2024

**DATE:** April 24, 2024

**TO:** Board of County Commissioners

**FROM:** James Conway, Court Administrator, Reno Justice Court  
325-6543, [JConway@washoecounty.gov](mailto:JConway@washoecounty.gov)

**THROUGH:** Ryan Sullivan, Chief Judge, Reno Justice Court, 325-6550,  
[RSullivan@washoecounty.gov](mailto:RSullivan@washoecounty.gov)

**SUBJECT:** Recommendation to Acknowledge Court Assistance Program Allocation from the Judicial Council of the State of Nevada to the Reno Justice Court for Court Assistance Program in the amount of [\$125,355.00 for FY24, no match required; including up to \$2,500 for participant incentives-including gift cards]. The program focuses on adults with drug, alcohol, and mental health issues by aiding participants with numerous services such as counseling, evaluations, and incentives. The allocation is paid in quarterly installments retroactively July 1, 2023 through June 30, 2024; and direct the Comptroller to make the appropriate budget amendments. Reno Justice Court. (All Commission Districts.) FOR POSSIBLE ACTION

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### SUMMARY

In December 2022, Reno Justice Court applied to the Judicial Council of the State of Nevada (JSCN) to receive funding to continue to operate the Court's Court Assistance Program. On June 28, 2023, Reno Justice Court received notification that the sum of \$125,355.00 had been approved for FY24 with the first two quarterly distribution of \$31,338.75.00 occurring in July 2023 and October 2023. The remaining installments will be distributed in January 2024, and April 2024. The grant is being accepted retroactively, as funding was received shortly after notification of the award.

**Washoe County's Strategic Objective supported by this item:** Safe, secure and healthy communities.

### PREVIOUS ACTION

On June 10, 2022, Reno Justice Court received notification that the sum of \$125,355.00 had been approved for FY23 with the first two quarterly distribution of \$37,338.75

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occurring in July 2022 and October 2022. The remaining installments will be distributed in January 2023, and April 2023.

## **BACKGROUND**

The Reno Justice Court Assistance Program (CAP) was one of the first misdemeanor specialty courts in Nevada when it began in July of 2000. Originally, defendants who defaulted in a standard court-ordered drug or alcohol counseling program were referred to CAP. Soon the success of the program and the success of drug courts around the country led to many defendants being referred at the time of sentencing rather than waiting for them to fail to comply with a Court order. Given the success of the program, CAP has also been receiving referrals from other Justice Courts in Washoe County. Over the years, CAP has handled cases for every Justice Court in Washoe County and continues to offer our services to all defendants with substance abuse needs anywhere in the county.

CAP follows the NADCP Adult Drug Court Best Practices Standards. The CAP team consists of representatives from the Washoe County District Attorney (DA), Alternate Public Defender (APD), a Court Clerk, and the Department of Alternative Sentencing (DAS), as well as a case worker. To comply with the Best Practices. CAP is limiting the program to a maximum of 175 participants. Staffing and court appearances are held with team members and participants each week on Mondays.

Each CAP participant signs a contract that sets forth their obligations, which includes random drug and alcohol testing, as well as random home visits by DAS. The CAP Team assesses each participant's conduct and compliance, and the Court provides incentives, such as gift cards, bus passes, fine reduction, and less frequent court appearances if they remain in good standing according to their agreement. The Court also aids with counseling, employment, transportation, and housing expenses for those who are unable to pay. A thorough financial assessment is completed to verify financial need with the assistance of home visits by DAS to verify indigence. If a participant is deemed to be out of compliance with the program objective, then sanctions are imposed, which may include essays, increased treatment, increased testing/monitoring, curfew, community service, incarceration, or termination from the program.

## **GRANT AWARD SUMMARY- Court Assistance Program**

**Project/Program Name:** Court Assistance Program (CAP)

**Scope of the Project:** The scope of the Court Assistance Program is to help high risk participants overcome their chemical dependencies, gain, and maintain sobriety, and live clean, healthy lives.

**Benefit to Washoe County Residents:** The Court Assistance Program will provide changes in individual's behaviors and lifestyles result in reduced recidivism and help keep people out of jail and out of the criminal justice system altogether.

**On-Going Program Support:** On-going support of this program will be partially funded through program fees paid by participants. Reno Justice Court will continue to apply for additional grant funds from the JSCN on an annual basis.

**Award Amount:** \$125,355.00  
**Grant Period:** July 1, 2023 – June 30, 2024  
**Funding Source:** Judicial Council of the State of Nevada,  
Administrative Office of the Courts  
**Pass through From:** N/A  
**CFDA Number:** N/A  
**Grant ID Number:** N/A  
**Match Amount and Type:** N/A

### **FISCAL IMPACT**

Should the board acknowledge this grant award and approve these amendments, the FY24 adopted budget will be increased by \$125,355.00 in both revenues and expenditures in the following accounts:

<b>Cost Object</b>	<b>G/L Account</b>	<b>Amount</b>
Revenue:		
IO 12046	432100 – State Grants	\$ 125,355.00
Expenditures:		
IO 12046	710100 – Professional Services	\$ 63,500.00
IO 12046	710300 – Operating Supplies	\$ 1,284.00
IO 12046	710500 – Other Expenses	\$ 50,804.00 (*\$2,500.00 for incentives- including gift cards)
IO 12046	710509- Seminars and Meetings	\$2,500.00
IO 12046	710519- Cellular Phone	\$1,000.00
IO 12046	711210 – Travel	\$3,267.00
IO 12046	711212 – Meals and Lodging	\$3,000.00

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners Acknowledge Specialty Court General Fund Allocations from the Judicial Council of the State of Nevada to the Reno Justice Court for the Court Assistance program in the amount of [\$125,355.00 for FY24 no match required; including up to \$2,500 for participant incentives- including gift

cards] paid in quarterly installments retroactive to July 1, 2023 through June 30, 2024; and direct the Comptroller to make the appropriate budget amendments. (All Commission Districts)

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to Acknowledge Specialty Court General Fund Allocations from the Judicial Council of the State of Nevada to the Reno Justice Court for the Court Assistance Program in the amount of \$125,355.00 for FY24 no match required] paid in quarterly installments retroactive to July 1, 2023 through June 30, 2024; and direct the Comptroller to make the appropriate budget amendments."