



**NC Department of Public Safety**  
**Juvenile Crime Prevention Council Certification**

Fiscal Year: 2013 -2014

County: <b>Buncombe</b>	Date: <b>4/11/2013</b>
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**CERTIFICATION STANDARDS**

**STANDARD #1 - Membership**

- |   |     |
|---|-----|
| A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners?                              | yes |
| B. Is the membership list attached?   | yes |
| C. Are members appointed for two year terms and are those terms staggered?  | no  |
| D. Is membership reflective of social-economic and racial diversity of the community?   | yes |
| E. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? | yes |

If not, which positions are vacant and why?

The board will start appointing members for two year terms and staggering them.

**STANDARD #2 - Organization**

- |  |     |
|--|-----|
| A. Does the JCPC have written Bylaws?  | yes |
| B. Bylaws are <input type="checkbox"/> attached or <input checked="" type="checkbox"/> on file (Select one.)   |     |
| C. Bylaws contain Conflict of Interest section per JCPC policy and procedure.  | yes |
| D. Does the JCPC have written policies and procedures for funding and review?  | yes |
| E. These policies and procedures <input type="checkbox"/> attached or <input checked="" type="checkbox"/> on file. (Select one.)   |     |
| F. Does the JCPC have officers and are they elected annually?  | yes |
| JCPC has: <input checked="" type="checkbox"/> Chair; <input checked="" type="checkbox"/> Vice-Chair; <input type="checkbox"/> Secretary; <input type="checkbox"/> Treasurer. |     |

**STANDARD #3 - Meetings**

- |  |     |
|--|-----|
| A. JCPC meetings are considered open and public notice of meetings is provided.  | yes |
| B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? | yes |
| C. Does the JCPC meet bi-monthly at a minimum?   | yes |
| D. Are minutes taken at all official meetings?   | yes |
| E. Are minutes distributed prior to or during subsequent meetings?   | yes |

**STANDARD #4 - Planning**

- |   |     |
|---|-----|
| A. Does the JCPC conduct an annual planning process which includes a needs assessment, monitoring of programs and funding allocation process? | yes |
| B. Is this Annual Plan presented to the Board of County Commissioners and to DPS?   | yes |
| C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval?  | yes |

## Juvenile Crime Prevention Council Certification (cont'd)

### STANDARD #5 - Public Awareness

- A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? (☒ RFP, distribution list, and article attached) yes
- B. Does the JCPC complete an annual needs assessment and make that information available to agencies which serve children or their families, and to interested community members? yes

### STANDARD #6 - No Overdue Tax Debt

- A. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. §105-243 (1), at the Federal, State, or local level? yes

Briefly outline the plan for correcting any areas of standards non-compliance.

Having complied with the Standards as documented herein, the Juvenile Crime Prevention Council may use up to \$15,500 of its annual Juvenile Crime Prevention fund allocation to cover administrative and related costs of the council. Attach Line Item Budget Information and Budget Narrative sheets detailing the expenditure budget. The JCPC Certification **must be received by June 30, 2013.**

### JCPC Administrative Funds SOURCES OF REVENUE

DPS JCPC	<u>\$3,500</u>
Local	<u></u>
Other	<u></u>
Total	<u>\$3,500</u>

Wendell G. Demeo  
JCPC Chairperson

5/9/13  
Date

\_\_\_\_\_  
Chairman, Board of County Commissioners

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorizing Official, DPS

\_\_\_\_\_  
Date



## Juvenile Crime Prevention Council Certification (cont'd)

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

County	Buncombe		FY:	2013-2014	
Specified Members (G.S. 147-33.61)	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	David Thompson	Buncombe County Schools	<input checked="" type="checkbox"/>	W	M
2) Chief of Police	William Anderson	Asheville Police Department	<input type="checkbox"/>	B	M
3) Local Sheriff or designee	Van Duncan	Buncombe County Sheriff	<input type="checkbox"/>	W	M
4) District Attorney or designee	Jeremy Ingle	Assistant DA	<input checked="" type="checkbox"/>	W	M
5) Chief Court Counselor or designee	Sylvia Clement	Chief Court Counselor	<input type="checkbox"/>	B	F
6) Director, AMH/DD/SA, or designee	Angela Garner	Area Mental Health: Western Highlands	<input checked="" type="checkbox"/>	W	F
7) Director DSS or designee	Dawn Warren	Buncombe DSS	<input checked="" type="checkbox"/>	W	F
8) County Manager or designee	Cynthia Fox Barcklow	County Planner	<input checked="" type="checkbox"/>	W	F
9) Substance Abuse Professional	Danielle Arias	ARP	<input type="checkbox"/>	W	F
10) Member of Faith Community	Spencer Hardaway	Pastor	<input type="checkbox"/>	B	M
11) County Commissioner	Ellen Frost	County Commissioner	<input type="checkbox"/>	W	F
12) Two Persons under age 18 (State Youth Council Representative, if available)	Jack Hamilton	Student	<input type="checkbox"/>	W	M
	Drew Hamilton	Student	<input type="checkbox"/>	W	M
13) Juvenile Defense Attorney	Johanna Finkelstein	Juvenile Defense Attorney	<input type="checkbox"/>	W	F
14) Chief District Judge or designee	Ward Scott	District Court Judge	<input type="checkbox"/>	W	M
15) Member of Business Community	Jon McDuffie	NC Mentor	<input checked="" type="checkbox"/>	W	M
16) Local Health Director or designee	Alice Elio	Department of Health	<input checked="" type="checkbox"/>	W	F
17) Rep. United Way/other non-profit	Greg Borum	Children First	<input type="checkbox"/>	W	M
18) Representative/Parks and Rec.	Fran Thigpen	Parks and Rec. Director	<input type="checkbox"/>	W	F
19) County Commissioner appointee	Robert Hooper	Asheville Housing Authority	<input type="checkbox"/>	B	M

**Juvenile Crime Prevention Council Certification (cont'd)**

<del>20) County Commissioner appointee</del>	<del>Michele Lemell</del>	<del>Parent Representative</del>	<del><input type="checkbox"/></del>	<del>W</del>	<del>F</del>
21) County Commissioner appointee	Mary Margaret Sullivan	Asheville City Schools	<input type="checkbox"/>	W	F
22) County Commissioner appointee	Priscilla Ndiaye	Va Medical Center, Program Support	<input type="checkbox"/>	B	F
23) County Commissioner appointee	Cindy Hamilton	Parent Representative	<input type="checkbox"/>	W	F
24) County Commissioner appointee	Minnie Jones	Community Representative	<input type="checkbox"/>	B	F
25) County Commissioner appointee	Wade Wood	Community Representative	<input type="checkbox"/>	W	M

## Budget Information Page

<b>Fiscal Year:</b>	<b>2013</b>	<b>Number of Months:</b>	<b>12</b>
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	Cash	In-Kind	Total
<b>I. Personnel Services</b>	\$ -	\$ -	\$ -
120 Salaries & Wages	_____	_____	\$ -
180 Fringe Benefits	_____	_____	\$ -
190 Professional Services	\$ -	_____	\$ -
<b>II. Supplies &amp; Materials</b>	\$ 2,500	\$ -	\$ 2,500
210 Household & Cleaning	_____	_____	\$ -
220 Food & Provisions	\$ 1,400	_____	\$ 1,400
230 Education & Medical	_____	_____	\$ -
240 Construction & Repair	_____	_____	\$ -
250 Vehicle Supplies & Materials	_____	_____	\$ -
260 Office Supplies & Materials	\$ 1,100	_____	\$ 1,100
280 Heating & Utility Supplies	_____	_____	\$ -
290 Other Supplies & Materials	_____	_____	\$ -
<b>III. Current Obligations &amp; Services</b>	\$ 1,000	\$ -	\$ 1,000
310 Travel & Transportation	\$ 500	_____	\$ 500
320 Communications	\$ 500	_____	\$ 500
330 Utilities	_____	_____	\$ -
340 Printing & Binding	_____	_____	\$ -
350 Repairs & Maintenance	_____	_____	\$ -
370 Advertising	_____	_____	\$ -
380 Data Processing	_____	_____	\$ -
390 Other services	_____	_____	\$ -
395 Contingency (Grp. Hm. Only)	_____	_____	\$ -
<b>IV. Fixed Charges &amp; Other Expenses</b>	\$ -	\$ -	\$ -
410 Rental of Real Property	_____	_____	\$ -
430 Equipment Rental	_____	_____	\$ -
440 Services & Maint. Contracts	_____	_____	\$ -
450 Insurance & Bonding	_____	_____	\$ -
490 Other Fixed Charges	_____	_____	\$ -
<b>V. Capital Outlay</b>	\$ -	\$ -	\$ -
510 Office Furniture & Equipment	_____	_____	\$ -
530 Educational Equipment	_____	_____	\$ -
540 Motor Vehicle	_____	_____	\$ -
550 Other Equipment	_____	_____	\$ -
580 Buildings, Structures & Improv.	_____	_____	\$ -
<b>Total</b>	\$ 3,500	\$ -	\$ 3,500



## Budget Narrative

## Section I

Provide justification of each line item entry in the Budget Information section. Indicate In-Kind items by XX

Item#	Justification	In-Kind ?	Expense
220	Food and Supplies for Allocations and other meetings		\$ 1,400
260	Office Supplies, copying, notebooks		\$1,100
310	Program Coordinator Travel		\$500
320	Communications (cell phone, website fee)		\$500
TOTAL			\$ 3,500

## Section II

For each employee list the following information

[illegible]