
Wednesday, April 15, 2026, 12:15 PM
Jury Check-In Room, 1st Floor
Tom Vandergriff Civil Courts Building
Fort Worth, TX 76196

TARRANT COUNTY JUVENILE BOARD



1. LINK FOR BOARD PACKET

1. See Attachment for Board Packet

Date Posted: April 13, 2026 09:39 am



TARRANT COUNTY
COMMISSIONERS COURT COMMUNICATION

Court Date: April 15, 2026

Court Order #:
{{customNumber.courtOrder}}

Page: 1 of 82

Department:
{{assignedDepartment}}

Prepared By: Christina Mayo

Approved By: Riley Shaw

SUBJECT:

See Attachment for Board Packet

See Attachment for Additional Information

Attachments

[260415 Board Packet 4-15-26_Redacted.pdf](#)

*Tarrant County
Juvenile Board
Meeting*

Board Packet

**Wednesday, April 15, 2026
12:15 PM**

**Jury Check-In Room, 1st Floor
Tom Vandergriff Civil Courts Building
100 N Calhoun St, Fort Worth, TX 76196**



ALEX KIM
DISTRICT JUDGE

323RD JUDICIAL DISTRICT, TARRANT COUNTY, TEXAS

DATE: April 10, 2026
MEMO TO: Honorable Members of the Tarrant County Juvenile Board
FROM: Alex Kim
Juvenile Board Chair
SUBJECT: April 15, 2026 - Juvenile Board Meeting

On Wednesday, April 15, 2026, at 12:15 pm, a Tarrant County Juvenile Board meeting is scheduled in the Jury Check-In room located at 100 N. Calhoun Street, Fort Worth, TX 76196 on the 1st floor of the Tom Vandergriff Civil Courts Building.

Members of the public who have timely signed up may address the Board on any posted item before or during the Board’s consideration of the posted agenda item(s) for which they sign up. Otherwise, the general public comments not addressed to any agenda item will be heard at the end of the Agenda or when called up for consideration by the Chair.

The agenda is as follows:

Page #

- 1) Minutes from the January 21, 2026, Juvenile Board Meeting; 7
- 2) Consent Agenda – General n/a

All items with asterisks (*) are part of the Consent Agenda. Public hearing and review are held collectively unless opposition is presented in which case the contested item will be heard separately.

- a. Approval of Consent Agenda*

- 3) Consent Agenda – Lena Pope Home n/a

All items with asterisks (**) are part of the Consent Agenda. Public hearing and review are held collectively unless opposition is presented in which case the contested item will be heard separately.

- a. Approval of Consent Agenda**

- 4) General Reports and Business:

- a. *Submission of the Tarrant County Juvenile Services First Quarter Financial Report for FY2026; 9
- b. *Receipt of Letters Certifying Destruction of Fingerprints and Photographs from Local Police Departments for Calendar Year 2025 (Texas Family Code Section 58.002(b)); 11
- c. **Receipt of Notification of First Offender Program Participants from Area Law Enforcement Agencies for Calendar Year 2025 (Texas Family Code Section 52.031(1)); 12
- d. *Consideration of Memorandum of Understanding (MOU) between Unbound Now North Texas and Tarrant County Juvenile Services to provide human trafficking identification and prevention training to staff and prevention education to youth in the detention center; 15

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e. *Consideration of Data Sharing Agreement with Fort Worth Independent School District for School Year 2026-2027;	20
f. Consideration of Designating and/or De-designating Juvenile Processing Offices:	38
1. *Bedford Police Department	
2. *Colleyville Justice Center/Police Department	
3. *DFW International Airport Department of Public Safety	
4. *Fort Worth Municipal Court/A.D. Marshal Municipal Court	
5. *Grapevine Police Department	
6. *Tarrant County Justice of the Peace Precinct 4	
7. *Tarrant County Justice of the Peace Precinct 8	
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g. Receive and File Director Approved Polices Policies and Procedures for Juvenile Services:	40
1. *Media Content	
h. Consideration of the FY2027 Juvenile Services County Budget Request;	41
5) 323 rd District Court Reports and Business:	68
a. Consideration of adding Melissa Hamrick to the Juvenile Attorney Appointment Wheel for Level I, II and III	
b. Consideration of adding Brittany McAfee to the Juvenile Attorney Appointment Wheel for Level I	
6) Briefing Items:	n/a
a. Update on various MOUs	
7) Committee Reports and Associated Business:	n/a
a. Juvenile Services Budget Committee;	
b. Juvenile Services Review Committee; and	
c. Agenda Committee;	
8) Public Comment;	n/a
Members of the public may address the Board during the meeting if they have emailed the Board's Secretary at cmmayo@tarrantcountytexas.gov requesting to do so before the meeting commences.	
9) Announcements; and	n/a
The next Juvenile Board Meeting is scheduled for Wednesday, May 20, 2026, to begin at 12:15 pm and will be held in the Jury Check-In room located at 100 N. Calhoun Street, Fort Worth, TX 76196 on the 1st floor of the Tom Vandergriff Civil Courts Building.	
10) Adjournment	n/a

AK:cm



TARRANT COUNTY JUVENILE SERVICES

RILEY SHAW
Director

GREG SUMPTER
Deputy Director

DATE: April 10, 2026
MEMO TO: Honorable Members of the Tarrant County Juvenile Board
FROM: Riley Shaw
Director/Chief Juvenile Probation Officer
SUBJECT: April 15, 2026 - Juvenile Board Meeting

On Wednesday, April 15, 2026, at 12:15 pm, a Tarrant County Juvenile Board meeting is scheduled in the Jury Check-In room located at 100 N. Calhoun Street, Fort Worth, TX 76196 on the 1st floor of the Tom Vandergriff Civil Courts Building.

The agenda is as follows:

1) Approval of Minutes from the January 21, 2026, Juvenile Board Meeting

2) Consent Agenda – General

All items with asterisks (*) are part of the Consent Agenda. Public hearing and review are held collectively unless opposition is presented in which case the contested item will be heard separately.

a) Approval of Consent Agenda*

3) Consent Agenda – Lena Pope Home

All items with asterisks (**) are part of the Consent Agenda. Public hearing and review are held collectively unless opposition is presented in which case the contested item will be heard separately.

a) Approval of Consent Agenda**

4) General Reports and Business

a) *Submission of the Tarrant County Juvenile Services First Quarter Financial Report for FY2026;

Your board packet contains a copy of the Juvenile Services First Quarter Financial Report for FY2026. The report is prepared by Kim Dixon, Financial Services Supervisor. It shows that 25% percent of the fiscal year has passed, and 22% percent of the budget was spent during the period. This is within the expected spending targets for the first quarter of the fiscal year. A copy of this report was provided to the Juvenile Services Budget Committee for review prior to the Board meeting. No action is required by the Board.

b) Receipt of Letters Certifying Destruction of Fingerprints and Photographs from Local Police Departments for Calendar Year 2025 (Texas Family Code Section 58.002(b));

Each year, the Juvenile Department notifies all Law Enforcement Agencies (LEAs) in Tarrant County to certify in writing to the Juvenile Board that fingerprints and photographs of juvenile offenders have been destroyed in accordance with the Texas Family Section 58.002(b). All

LEAs have submitted appropriate documentation certifying the destruction of required fingerprints and photographs. No action is required by the Board.

c) Receipt of Notification of First Offender Program Participants from area Law Enforcement Agencies for Calendar Year 2025 (Texas Family Code Section 52.031(l));

Your packet contains the annual report on participants in the Tarrant County First Offender program for 2025. Juvenile Services has an MOU with Lena Pope Home Inc. to provide a First Offender Program for Tarrant County youth and families using the Second Opportunity for Success model. The program is designed to serve first time Misdemeanor Class A and B offenses and non-violent state jail felonies.

In 2025, a total of seven (7) law enforcement agencies and (26) youth participated in the program. The program is funded with COG and City of Fort Worth grant funding. No action is required by the Board.

d) *Consideration of Memorandum of Understanding (MOU) between Tarrant County Juvenile Services and Unbound Now North Texas for provision of human trafficking identification and prevention training to staff, and of human trafficking prevention education to youth in the detention center;

The board packet contains an MOU between Juvenile Services and Unbound Now detailing the provision by Unbound Now of human trafficking identification and prevention training to staff, and of prevention education to youth in the detention center. Unbound Now and TCJS have a long history of working in partnership to address human trafficking and related issues involving our youth. The MOU has been reviewed by the District Attorney's Office. Approval of the MOU by the Juvenile Board is recommended and requested.

e) *Consideration of Data Sharing Agreement with Fort Worth Independent School District for School Year 2026-2027;

Your packet contains the Data Sharing agreement between FWISD and TCJS related to the MOU at the Lynn W. Ross Detention Center. This document sets forth the data to be shared by and between the parties and the confidentiality provisions related to said data.

f) Consideration of Designating and/or De-designating Juvenile Processing Offices:

The Board packet contains information from one or more law enforcement agency(ies) requesting designation and/or de-designation of processing offices for the locations identified in the Board packet. Juvenile Services staff has met with personnel from each agency and has personally visited the new location(s). Approval of the following designations of Juvenile Processing Office is recommended and requested pursuant to TFC 52.025:

1. *Bedford Police Department – De-designating Room 190, 191, 196, 197, 198 and Designating Room 104, 106
2. *Colleyville Justice Center/Police Department – Name change only
3. *DFW International Airport Department of Public Safety – De-designating PT-102 and Designating CID-101, ANC-114
4. *Fort Worth Municipal Court/A.D. Marshal Municipal Court – De-designating Office 319, Office 321, Office 322, Office 325, Office 327, Office 329, Office 331, Office 333, Office 336, Office 337, Virtual Courtroom 306 and Designating Room 323
5. *Grapevine Police Department – De-designating Juvenile Conference Room 1207 and Designating Lobby Interview 2

6. *Tarrant County Justice of the Peace Precinct 4 – De-designating Chief Deputy’s Office, Conference Room, Constable’s Office, and Justice of the Peace Precinct #4 Courtroom
7. *Tarrant County Justice of the Peace Precinct 8 – De-designating JP 8 Courtroom
8. *Tarrant County Magistrate Court – De-designating Courtroom, Chambers and Office

g) *Receive and File Director Approved Policies and Procedures for Juvenile Services:

The Board Packet contains one (1) policy the Department is requesting the Juvenile Board approve to receive and file. This policy is enacted and approved by the Chief Administrative Officer/Director pursuant to the Texas Human Resources Code 152.2262, and/or 37 Texas Administrative Codes 341.300, to establish standard operating procedures for department employees. The policies have been reviewed by Tarrant County District Attorney’s Office in collaboration with juvenile services staff as directed by the Juvenile Board.

A copy of the policy was submitted to the Juvenile Board Review Committee for review prior to the Board Meeting. An excel spread sheet listing each policy, the related standards, and brief statement of policy changes is included in the board packet. A copy of the policy is not included in the board packet. The approved policy will be posted to the Juvenile Services intranet webpage and made available to all employees.

It is requested that the Board approve to receive and file the policies approved and enacted by the Chief Administrative Office/Director.

h) Consideration of the FY2026 Juvenile Services County Budget Request:

5) 323rd District Court Reports and Business

- a. **Consideration of adding Melissa Hamrick to the Juvenile Attorney Appointment Wheel for Level I, II and III**
- b. **Consideration of adding Brittany McAfee to the Juvenile Attorney Appointment Wheel for Level I**

6) Briefing Items:

- a. **Update on various MOUs**

7) Committees Reports and Associated Business:

- a. **Juvenile Services Budget Committee;**
- b. **Juvenile Services Review Committee; and**
- c. **Agenda Committee;**

8) Public Comment;

Members of the public may address the Board during the meeting if they have emailed the Board's Secretary at cmmayo@tarrantcountytexas.gov requesting to do so before the meeting commences.

9) Announcements; and

10) Adjournment

A scheduled meeting of the Tarrant County Juvenile Board was held on Wednesday, January 21, 2026 in the Jury Check-In room located at 100 N. Calhoun Street, Fort Worth, TX 76196 on the 1st floor of the Tom Vandergriff Civil Courts Building.

Juvenile Board members present were as follows: Chair – Judge Alex Kim, Judges Amy Allin, Josh Burgess, John Chupp, Don Cosby, Megan Fahey, Kimberly Fitzpatrick, Vincent Giardino, Ruben Gonzalez, Steven Jumes, James Munford, Susan McCoy, Kenneth Newell, Tim O’Hare, Andy Porter, Beth Poulos, Chris Taylor, Cynthia Terry, and Melody Wilkinson. Also in attendance were TCJS personnel Riley Shaw, Shelley Aguirre, and Christina Mayo.

At 12:22 p.m., the meeting was called to order by Judge Kim who advised the first item on the Board’s agenda was the minutes from the October 15, 2025, Board meeting. Judge Kim asked if there were any corrections to the minutes that were distributed, with there being none the minutes were approved.

Item number two on the agenda was the Consent Agenda – General. A motion was made by Judge Fitzpatrick to approve the Consent Agenda – General, and there was a second from Judge Munford. Judge Kim asked if there was any debate and there being none called a vote. The Consent Agenda – General was approved by majority vote of the Board. Judge Kim abstained.

Item number three on the agenda was the Consent Agenda – Lena Pope Home, Inc. A motion was made by Judge Newell to approve the Consent Agenda – Lena Pope Home, Inc., and there was a second from Judge Porter. Judge Kim asked if there was any debate and there being none called a vote. The Consent Agenda – Lena Pope Home, Inc. was approved by majority vote of the Board. Judge Cosby and Judge Kim abstained.

Agenda Item 5 was 323rd District Court Reports and Business:

Item 5(a) – Judge Newell moved to reconsider and undo approval of the application packet for Melissa Hamrick. The motion was seconded by Judge Taylor. Judge Kim asked if there was any discussion. Discussion occurred. Judge Fitzpatrick calls to question and Judge Taylor seconded. Judge Kim called for a vote on the motion to reconsider the application packet for Melissa Hamrick, a vote was taken and the motion passed by majority vote of the Board. Judge Newell then moved to table item five (a) and Judge Fitzpatrick seconded the motion to table. Judge Kim called for a vote and the motion to table this item passed by majority vote of the Board, with the Chair abstaining.

Item 5(c) – Re-approval of Attorneys for inclusion on the juvenile attorney appointment wheel list for 2026. Judge Kim stated that once appointed, attorneys stay on the list until they voluntarily remove themselves. Judge Kim stated that other appointment wheels require that attorneys re-apply every year in their birth month. Judge Kim proposed that all attorneys on the attorney appointment wheel be re-approved on an annual basis. Judge Kim asked if there was any discussion. There was discussion. A motion to approve all attorneys except Brian Willett was made by Judge Taylor, with a second by Judge Fitzpatrick. Discussion occurred regarding the motion. Judge Gonzalez moved to table item 5(c) with a second by Judge Newell. A vote was taken and the motion did not pass. A Juvenile Board Member called to question to approve all attorneys on the wheel except Brian Willett. A vote was taken and the motion passed with the Chair and Judge Taylor abstaining. Judge Cosby then moved to approve Brian Willett for inclusion on the juvenile attorney appointment wheel and Judge Poulos seconded the motion. A vote was taken, with six (6) ayes, two (2) nays, and all others present abstaining. The Chair also abstained. The Chair announced that the motion failed.

Item 5(d) - Consideration of new committee recommendations. Judge Kim asked if there were any volunteers who would like be on a committee. Judge Porter and Judge Fitzpatrick agreed to remain on the agenda committee.

Public Comment was item number seven on the Board's agenda. Judge Kim stated that Ben Travis and Alirma Davis requested to speak during public comment. Judge Kim acknowledged Mr. Travis, and Mr. Travis spoke. Judge Kim acknowledged Ms. Davis and Ms. Davis spoke.

Item 8 – TCJS Director Shaw updated the Board concerning an incident involving a probation officer and a juvenile. Director Shaw reported that there were three investigations into the matter: an internal TCJS investigation, an investigation by the Tarrant County Sheriff's Office, and an investigation by the Office of the Inspector General of the Texas Juvenile Justice Department. TCJS has fully cooperated in each of the investigations. Director Shaw reported that the probation officer in question has been terminated from employment. Director Shaw reported that TCJS is committed to safety as its top priority and that TCJS is reviewing the physical layout of the facilities and all applicable policies and procedures to ensure the continued safety for all youth and staff.

Judge Kim announced that the next Board meeting is scheduled for March 4, 2026, to be held in the Jury Check-In room located at 100 N. Calhoun Street, Fort Worth, TX 76196, on the 1st floor of the Tom Vandergriff Civil Courts Building. Judge Kim notified the Board that he is attending a statewide Juvenile Law Conference on the March meeting date, so Vice Chair Judge Chupp will preside over the meeting.

There being no further business matters before the Board, a motion to adjourn the meeting was made by Judge Fitzpatrick, with a second by Judge Giardino. A vote was taken, and the motion passed. The meeting adjourned at 12:39 pm.

Respectfully submitted,

Judge Kim
Juvenile Board Chair,
323rd District Court

**Tarrant County Juvenile Services (TCJS)
Financial Report - 1st Quarter FY2026**

() = FY2026 is greater than FY2025

Expense Type	ACTUAL SPENDING COMPARISON BY QUARTER AND YEAR-TO-DATE						FY26 YTD ACTUAL VS. BUDGET			
	1st Quarter			Year - to - Date			Annual FY26 Budget	FY26 Actual Spending	Available Budget	% of Budget
	FY2025	FY2026	Change	FY2025	FY2026	Change				
Personnel	\$ 7,646,210	\$ 8,048,890	\$ (402,680)	\$ 7,646,210	\$ 8,048,890	\$ (402,680)	\$ 31,972,247	\$ 8,048,890	\$ 23,923,357	25%
Materials/Supplies	\$ 192,055	\$ 225,104	\$ (33,049)	\$ 192,055	\$ 225,104	\$ (33,049)	\$ 856,903	\$ 225,104	\$ 631,799	26%
Lease	\$ 60,017	\$ 61,218	\$ (1,201)	\$ 60,017	\$ 61,218	\$ (1,201)	\$ 244,872	\$ 61,218	\$ 183,654	25%
Professional Services	\$ 1,274,220	\$ 886,336	\$ 387,884	\$ 1,274,220	\$ 886,336	\$ 387,884	\$ 8,690,067	\$ 886,336	\$ 7,803,731	10%
Other	\$ 46,562	\$ 81,229	\$ (34,667)	\$ 46,562	\$ 81,229	\$ (34,667)	\$ 714,257	\$ 81,229	\$ 633,028	11%
Grand Total	\$ 9,219,064	\$ 9,302,777	\$ (83,713)	\$ 9,219,064	\$ 9,302,777	\$ (83,713)	\$ 42,478,346	\$ 9,302,777	\$ 33,175,569	22%

Personnel Expenses:

Items included in this category: salaries, fringe benefits, and mileage reimbursements. The average number of employees in the 1st quarter of FY25 was 263 with the average for FY26 being 259. 25% of the year has been completed with 25% of the budget spent. Detention overtime spending is over budget due to the number of employees on FML, Workers Compensation, vacations, and vacant positions.

Materials and Supplies:

Office supplies, dues, equipment maintenance, hygiene supplies, food, etc. are included in this category. Approximately 75% of these expenses are to maintain youth in Detention. Changes in this category are based on the size of and when purchases are made. Spending in this area for the first quarter is 26% of the budget. Expenses for food, medical supplies, equipment maintenance, bedding and clothing, and custodian supplies continue to increase.

Lease:

TCJS is currently responsible for the JJAEP Lease at the Lena Pope Home. The spending in this category for the 1st quarter is 25%.

**Tarrant County Juvenile Services (TCJS)
Financial Report - 1st Quarter FY2026**

Professional Services:

This category includes contracts for youth services, (i.e., placement facilities, community programs, and drug testing). Contract spending fluctuates based on the number of youths served each month. The number of placements has been lower than in previous years and changes to contracted services has resulted in lower spending for the 1st quarter. Spending is currently 10% of budget.

Other Expenses:

This category includes transportation, vehicle maintenance, travel, and education for employees. Spending for this category is currently at 11%.

Notes:

Overall spending for the 1st quarter was 22%.

**2025 Letters on File Certifying Destruction of Fingerprints and
Photographs from Local Police Departments
Submitted to Tarrant County Juvenile Board on February 25, 2026**

Arlington
Azle
Azle ISD
Benbrook
Blue Mound
Burleson
Burlington Northern & Santa Fe R&R- BNSF
Castleberry ISD
Colleyville
City of Bedford
City of Crowley
Crowley ISD
City of Richland Hills
City of River Oaks
City of Sansom Park
Dallas – Fort Worth International Airport
Dalworthington Gardens
D.A.R.T. “Dallas Area Rapid Transit”
Eagle Mountain Saginaw ISD PD
Eules
Everman
Forest Hill
Fort Worth
Fort Worth Marshall’s Office
Grand Prairie
Grapevine
Haltom City
Hurst PD Youth Services, Juvenile Inv.
Keller
Kennedale

Lake Worth
Mansfield
Mansfield ISD
Methodist Health Systems PD
North Richland Hills
Pantego
Pelican Bay
Saginaw
Southlake
Southwestern Baptist Theological Seminary PD
Tarrant County College May Owen
Tarrant County Hospital District
Tarrant County Narcotics Unit
Tarrant Regional Water District
Tarrant Regional Auto Crimes Task Force
Tarrant County Sheriff
Texas Alcoholic Beverage Commission
Texas Christian University
Town of Lakeside
TRI County Auto Theft Task Force
UNT Health Science Center
University of Texas at Arl. Police Dept.
Watauga
Westover Hills
Westworth Village
White Settlement
White Settlement City Marshall
White Settlement ISD

2025 First Offender Program Required Notification

Texas Family Code Section 52.031 (I) states:

(I) The law enforcement agency must report to the juvenile board in December of each year the following:

- (1) the last known address of the child, including the census tracts;
- (2) the gender and ethnicity of the child referred to the program; and
- (3) the offense committed by the child.

The following agencies have reported their referral numbers for 2025:

MUNICIPALITY	NUMBER OF REFERRALS
Arlington PD	12
Bedford PD	3
Eules Municipal Court	1
Fort Worth PD	2
Mansfield PD	2
Southlake PD	5
Watauga Municipal Court	1
Total	26

FOP Referral Data

Offenses

Assault by Threat	1
Evading Arrest/Detention	1
Possession of CS PG 2<G DFZ IAT	6
Possession CS PG 2 1-4g	1
Possession of Controlled Substance PG 2 >1G <4G	1
Possession of Controlled Substance PG 2 <1G	4
Possession of Controlled Substance PG 2 >=1<4g	1
Possession of Controlled Substance PG2	2
Possession of Marijuana <2oz	1
Possession of THC Vape	3
Theft Under \$100	1
Theft \$100-750	2
Theft \$750-\$2,500	1
Unlawful Disclosure of Promotion of Intimate Visual Material	1
TOTAL	26

City/ Zip Code

Arlington	
76010	2
76011	2
76013	1
76014	2
76017	2
76018	1
Bedford	
76021	2
Benbrook	
76109	1
Fort Worth	
76134	1
76135	1
76137	1
76155	1
Mansfield	
76063	3
Southlake	
76082	1
76092	3
Roanoke	
76262	1
Venus	
76084	1

Gender

Female	9
Male	17

Ethnicity

Hispanic or Latino	11
Non-Hispanic	15

MEMORANDUM OF UNDERSTANDING

Unbound Now

and

Tarrant County Juvenile Services

Unbound Now will partner with Tarrant County Juvenile Services (TCJS) to provide human trafficking identification and prevention training to juvenile justice center staff and provide human trafficking prevention education to youth who are residing at TCJS.

This Memorandum of Understanding (MOU) describes the roles and responsibilities agreed upon by Unbound Now and Tarrant County Juvenile Services beginning January 1, 2026.

Overview of Project

This project will consist of Unbound Now conducting staff training and youth prevention education at the Scott D. Moore Juvenile Justice Center, the Lynn W. Ross Juvenile Detention Center, and or the Tarrant County Juvenile Court Building (collectively the "JJC").

Staff training will be held twice a year or as needed to accommodate new TCJS staff members. TCJS will determine the days for staff training and they will consist of 3 consecutive weeks to accommodate all shifts. The training will cover the following topics:

- What is Human Trafficking?
- Risk Factors and Protective Factors for Human Trafficking of Youth
- Identifying Trafficking of Youth
- Responding to Disclosures
- Services Available
- Protocol for Reporting [Unbound Now will align with TJCS policies]
- Trauma-Informed Care for Survivors of Trafficking
- Curriculum: What Youth will Learn and How Staff Can Support

Youth prevention education will occur weekly for a total of 5 weeks, consisting of 1-hour sessions for youth. The groups will be divided into gender and age-specific groups as deemed appropriate by TCJS staff. TCJS will determine which male pods will be trained on curriculum. The youth prevention education will use the Love 146's Not a Number curriculum, slightly modified to be standalone sessions with a safety planning component so that youth who only see 1 or 2 sessions are still equipped with prevention education.

Key Partners

The primary partners on this project are Unbound Now and Tarrant County Juvenile Services.

Unbound Now

TCJS

Template adapted from Linking Systems of Care for Children and Youth Project's MOU template

Some members of the Tarrant County Human Trafficking Task Force who have lived experience of trafficking may be consulted by Unbound Now on key pieces of program design but will not directly interact with youth or staff at the JJC..

Roles and Responsibilities

Unbound Now will

- Provide an all-day staff training on 3 consecutive Thursdays to reach most TCJS staff, twice a year.
- Provide youth prevention education and safety planning that is separated by gender and age (10-14) and (15-17)
- Adhere to TCJC policies and protocols, as well as follow referral pathways established by TCJS if/when a disclosure occurs
- Ensure all staff who enter TCJS have cleared background checks in accordance with Unbound Now and TCJS policy
- Provide youth with a pre and post survey to determine understanding and comprehension of materials taught
- Unbound Now will ensure all facilitators communicate to youth regarding disclosures during training. If a youth discloses anything that could be considered as dangerous, youth understand any Unbound Now agent must immediately report it to TCJS staff
- All Unbound Now program staff shall consent for TCJS to consult with Department Family Protective Services to check the abuse registry maintained by the state
- All Unbound Now program staff will provide consent for TCJS to complete an electronic criminal history check
- All Unbound Now program staff will provide an email copy of any CPS reports made on TCJS youth. This will occur no more than 48 hours after disclosures are made.

Tarrant County Juvenile Services will

- Allow for facility space and staff time for an all-day staff training on 3 consecutive Thursdays to reach most TCJS staff, twice a year
- Allow for facility space and staff time, as well as create schedule space for the youth for prevention education and safety planning, separated by gender and age
- Adhere to TCJS policies and protocols, as well as follow referral pathways established by TCJS if/when a disclosure occurs
- Ensure TCJS staff are present in appropriate ratios during youth prevention education so that the facilitator does not need to engage in behavior management during these sessions
- Pay for the cost of conducting electronic criminal history checks

Unbound Now

TCJS

Template adapted from Linking Systems of Care for Children and Youth Project's MOU template

Shared Operating Principles and Values

Unbound Now and TCJS share a commitment to positive youth development, particularly for youth who are system-involved and therefore have an increased vulnerability to trafficking or other forms of violence. With that shared commitment, both parties commit to the following:

- **Trauma-informed care:** Unbound Now and TCJS commit to practicing trauma-informed care while engaging both staff and youth in this project. This means fostering an environment of felt safety, following through on commitments, being transparent with youth to an appropriate extent, cultivating an environment for peer support, fostering choices and collaboration, and taking individualized issues into account in all interactions.
- **Strengths-based approach:** Unbound Now will notice and emphasize the assets and opportunities in staff and youth at TCJS as protective factors against trafficking rather than focus on vulnerability, while still addressing common vulnerabilities to increase awareness of the dynamics of trafficking.
- **Confidentiality:** Outside of mandated reporting, pre-established protocols, and data sharing agreements, no information about a youth, TCJS, or Unbound Now may be shared either between Unbound Now and TCJS or publicly without explicit written consent of the related party and/or their guardian.
- **Competent care for all populations:** During youth prevention education sessions and any related training or conversations, Unbound Now staff will use appropriate language and will provide fair treatment to all youth. TCJS and Unbound Now will offer accommodations as they are able for youth with disabilities and apply best practices as determined by the policies of each organization.

Time Period

This MOU is in effect January 1, 2026 - December 31, 2026, with the expectation that it will be renewed annually with adaptations based on youth's feedback, programmatic, and/or business needs identified by either party.

Commitment to Partnership

There will not be an exchange of financial assets between the two parties of this MOU as part of the agreement.

Unbound Now will cover all costs associated with curriculum and staff time for training staff and youth.

Tarrant County Juvenile Services will cover all costs associated with space usage, staff supervision of youth during the sessions, and staff time for the staff being trained.

Unbound Now

TCJS

Communication Pathways

The parties of this MOU will maintain open and frequent communication about program quality, curriculum, scheduling, and youth concerns. To ensure streamlined communication, the primary contacts for the partnership are below for each topic:

Unbound Now

Sonya Brooks, Director of Youth Prevention: Contact for scheduling of youth prevention education sessions, staff training, curriculum, program quality, youth concerns, and data sharing
sonya.brooks@unboundnow.org (682)352-8022

Tarrant County Juvenile Services

Jarreau Grant, Assistant Director- Institutional Services: Contact for staff training, scheduling youth prevention education sessions, program quality, youth concerns, curriculum and data sharing
JKGrant@tarrantcountytx.gov (817) 838-4618

Greg Sumpter, Deputy Director, Tarrant County Juvenile Services: Contact for partnership development. GLSumpter@tarrantcountytx.gov (817) 838-4640

Protocol for Information Sharing

Unbound Now and TCJS will develop a data sharing protocol and reporting protocol that aligns with TCJS policy and mandated reporting laws, and allow for the ability to measure success and make referrals as appropriate to advocacy services. This protocol will cover the extent to which each party can share information about youth as well as the protocols for reporting and referring to proper resources if a youth discloses abuse and/or trafficking.

Relationship with Unbound Now Advocacy Services and the Underground drop-in center

Unbound Now operates two other programs that interact with system-involved youth who may be at TCJS. Those youth will be welcome to participate in prevention education programming but will not be disclosed as an Unbound Now client. A youth's participation in prevention education does not guarantee client acceptance into Unbound Now's advocacy services. All parties will treat Unbound Now prevention education as separate from Unbound Now advocacy services and the Underground, and information from those programs will not be shared with TCJS without a release of information from the client and/or legal guardian.

Unbound Now

TCJS

Signatures

We, the undersigned, have read and agree with this MOU.

Susan Peters, CEO
Unbound Now

Riley Shaw, Director
Tarrant County Juvenile Services

Date

Date

**COUNTY OF TARRANT
STATE OF TEXAS**

X

Alex Kim Date
Juvenile Board Chairman
2701 Kimbo Road, Fort Worth, TX 76111

APPROVED AS TO FORM:

Criminal District Attorney's Office*

•By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

DATA SHARING AGREEMENT

This Data Sharing Agreement (the “Agreement”) is made between the Fort Worth Independent School District, a political subdivision of the State of Texas, and a legally constituted independent school district located in Tarrant County, Texas (“District” and/or “FWISD”) and **Tarrant County**, a political subdivision of the State of Texas, acting through the **Tarrant County Juvenile Services** operating the **Lynn W. Ross Juvenile Detention Center** defined below (hereinafter referred to as “ORGANIZATION”). The District and ORGANIZATION may be referred to individually as a “Party,” and collectively as the “Parties.”

Individual/Firm Name: Tarrant County operating the Lynn W. Ross Detention Center
Address #1: 2701 Kimbo Road
Address #2: Fort Worth, Texas 76111
Name of Contact: Riley Shaw
Title of Contact: Director and Chief Juvenile Probation Officer
Email: www.tarrantcountytexas.gov

1. PURPOSE

- 1.1 For ORGANIZATION to provide certain services to the District it may become necessary for the District to share certain Data with ORGANIZATION. Specific services provided by ORGANIZATION are included in the applicable quote, scope of work, and/or response to a Request for Proposal attached to this Agreement as **Exhibit C** (“Services”). To perform these Services, the ORGANIZATION may receive, or create, and the District may provide documents or data that may be subject to federal statutes, including, the Family Educational Rights and Privacy Act (“FERPA”), 20 U.S.C. 1232g (34 CFR Part 99), Children’s Online Privacy Protection Act (“COPPA”), 15 U.S.C. 6501-6506, and Protection of Pupil Rights Amendment (“PPRA”) 20 U.S.C. 1232h, as well as state student privacy laws, including Texas Education Code Chapter 32. Any additional terms or conditions included in **Exhibit C** shall have no force or effect, and the sole purpose of such **Exhibit C** is to identify the specific services that ORGANIZATION will provide to the District that necessitate the sharing of Data.
- 1.2 The purpose of this Agreement is to establish data privacy standards, delineate responsibilities, and outline the commitments of both Parties to protect the Data that is specifically outlined in **Exhibit A** of this Agreement. The specific Data sharing process will be outlined in **Exhibit B** of this Agreement. All shared Data shall be used solely for the purpose of delivering the Services, in compliance with applicable laws, and safeguarded using industry-standard data security practices.

2. TERM AND TERMINATION

- 2.1 This Agreement will commence as of the later date that both Parties have signed the agreement below, and shall terminate on June, 30, 2027, or the date that the Services listed in **Exhibit C** terminate, whichever date is later. At any time, this Agreement may be extended by mutual agreement of the Parties in writing.
- 2.2 Either Party may terminate this Agreement for any reason by giving thirty (30) days’ written notice of termination to the other Party.
- 2.3 The District may immediately terminate the Service agreement if the District determines the ORGANIZATION has breached a material term of this Agreement.

3. DEFINITIONS

- 3.1 “Data” – shall include, but is not limited to, the following: student data, employee data, metadata, user content, course content, materials, and any and all data and information that the District (or any authorized end-user(s)) uploads, enters, or submits to ORGANIZATION, including through the use of ORGANIZATION’s products or services. “Data” also specifically includes all Personally Identifiable Information in education records, directory data, and other non-public information. Data shall include De-identified usage data regarding a student’s or end user’s use of ORGANIZATION’s Services.
- 3.2 “Personally Identifiable Information” – As used in this Agreement, “Personally Identifiable Information” or “PII” means any representation of information that permits the identity of an individual to whom the information applies to be reasonably inferred by either direct or indirect means. Further, PII is defined as information: (i) that directly identifies an individual (e.g., name, address, social security number or other identifying number or code, telephone number, email address, etc.); or (ii) by which an agency intends to identify specific individuals in conjunction with other data elements, i.e., indirect identification. PII also means any student information, if any, identified as such in the Family Educational Rights and Privacy Act (“FERPA”), 20 U.S.C., Sec 1232g and specifically in the definition of “Personally Identifiable Information” in 34 C.F.R. 99.3.
- 3.3 “De-identified Information” – As used in this Agreement, “De-identified Information” means data or information that neither identifies nor provides a reasonable basis to identify an individual where, without limitation, the following identifiers have been removed: the student name; the name of a parent or other family members; the address or the address of a family member; a personal identifier, such as a social security number, student/employee number, or biometric record; other indirect identifiers, such as the date of birth, place of birth, and mother’s maiden name; other information that, alone or in combination, is linked or linkable to a specific individual that would allow a reasonable person in the community and/or school community, who does not have personal knowledge of the relevant circumstances, to identify the person with reasonable certainty; or information requested by a person who ORGANIZATION reasonably believes knows the identity of the individual to whom the record relates.

4. DATA OWNERSHIP AND ACCESS

- 4.1 ORGANIZATION acknowledges and agrees that FWISD owns and retains all rights, title, and interest to, or has appropriate possessory rights in Data. ORGANIZATION understands that this Agreement does not convey ownership of FWISD’s Data to ORGANIZATION. Any and all Data shared by FWISD pursuant to this Agreement is, and always will remain, the sole property of FWISD. Parties agree that all rights, including all intellectual property rights, to Data, shall remain the exclusive property of the District, and ORGANIZATION has a limited, nonexclusive license solely for the purpose of performing its obligations as outlined in the Agreement. This Agreement does not give ORGANIZATION any rights, implied or otherwise, to Data, content, or intellectual property, except as expressly stated in the Agreement. This includes the right to sell or trade Data. ORGANIZATION further acknowledges and agrees that all copies of such Data transmitted to the ORGANIZATION, including any modifications or additions or any portion thereof from any source, are subject to the provisions of this Agreement in the same manner as the original Data.

- 4.2 ORGANIZATION retains all rights, title, and interest in and to any and all of ORGANIZATION's software, materials, tools, forms, documentation, training and implementation materials, and intellectual property ("ORGANIZATION Materials"). ORGANIZATION grants the District a personal, nonexclusive license to use the ORGANIZATION Materials for its own non-commercial, incidental use as set forth in the Services agreement between the Parties. ORGANIZATION represents that it has all intellectual property rights necessary to enter into and perform its obligations in this Agreement and the Service agreement, warrants to the District that the District will have use of any intellectual property contemplated by the Service agreement, if any, free and clear of claims of any nature by any third Party including, without limitation, copyright or patent infringement claims, and agrees to indemnify the District for any related claims. Notwithstanding any other provision herein, ORGANIZATION's obligation hereunder to indemnify and hold harmless the District is only to the extent permitted by the laws and Constitution of the State of Texas, and only to the extent the Texas Legislature waives ORGANIZATION's existing immunity. Nothing in this indemnification provision requires that the ORGANIZATION incur any debt, assess or collect funds, or create a sinking fund.
- 4.3 ORGANIZATION shall establish reasonable procedures by which a parent, legal guardian, or eligible student may review Data on the pupil's records, correct erroneous information, and procedures for the transfer of pupil-generated content to a personal account, if any, consistent with the functionality of the Services. ORGANIZATION shall respond in a reasonably timely manner (and no later than 28 days from the date of the request) to the District's request for Data in a pupil's records held by the ORGANIZATION to view or correct as necessary. In the event that a parent of a pupil or other individual contacts the ORGANIZATION to review any of the Data accessed pursuant to the services, the ORGANIZATION shall refer the parent or individual to the District, who will follow the necessary and proper procedures regarding the requested information.
- 4.4 ORGANIZATION shall, at the request of the District, make Data available, including any pupil-generated content, in a readily accessible format. Pupil-generated content means materials or content created by a pupil during and for the purpose of education including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of pupil content.
- 4.5 ORGANIZATION may employ third parties to assist with the performance of the services; however, ORGANIZATION is solely responsible for ensuring that any third party performing services under the Agreement is bound by the obligations of confidentiality and assignment provided herein. ORGANIZATION shall pay all fees, wages, salaries, and other amounts due to any third party in connection with ORGANIZATION's performance of its obligations under the Agreement, if any, and shall be responsible for all reports and obligations respecting any such third party relating to any taxes, insurance, and similar matters. ORGANIZATION shall either: (1) enter into written agreements with all subprocessors performing functions pursuant to the service provided under **Exhibit C**, such that the subprocessors agree to protect Data in a manner the same as or better than as provided pursuant to the terms of this Agreement; or (2) INDEMNIFY AND HOLD HARMLESS THE DISTRICT, ITS OFFICERS, AGENTS, AND EMPLOYEES FROM ANY AND ALL THIRD PARTY CLAIMS, LOSSES, SUITS, OR LIABILITY INCLUDING ATTORNEYS' FEES FOR DAMAGES OR COSTS RESULTING FROM THE ACTS OR OMISSIONS OF ITS SUBPROCESSORS. ORGANIZATION shall periodically conduct or review compliance monitoring and assessments of Subprocessors

to determine their compliance with this Agreement. All Subprocessors used by the ORGANIZATION to perform functions pursuant to the Services agreement shall be identified in **Exhibit D**, attached hereto.

- 4.6 Each Party understands that both Parties are subject to and will comply with the Texas Public Information Act (Chapter 552, Texas Government Code). Each party understands and agrees that information, documentation, and other material in connection with this Agreement may be subject to public disclosure.

5. METHOD OF DATA COLLECTION, USE, AND TRANSFER

- 5.1 ORGANIZATION will only collect Data as necessary to fulfill its duties and services under this Agreement.
- 5.2 ORGANIZATION will use Data only for the purpose of fulfilling its duties, providing services, and improving its services under this Agreement.
- 5.3 The ORGANIZATION and its agents will establish specific safeguards to assure the confidentiality and security of PII. If encrypted identifiable information is transferred electronically through means such as the Internet, then said transmissions will be consistent with the rules and standards promulgated by Federal statutory requirements regarding the electronic transmission of PII. ORGANIZATION shall store and process Data in accordance with industry best practices. This includes appropriate administrative, physical, and technical safeguards to secure Data from unauthorized access, disclosure, and use.
- 5.4 ORGANIZATION must maintain reasonable administrative, technical, and physical safeguards designed to protect the confidentiality of information transmitted online, including but not limited to encryption, firewalls, and Secure Sockets Layer (SSL). All of the ORGANIZATION's personnel handling Data must be trained by ORGANIZATION on information security. ORGANIZATION's information security policy must require that all personnel who come into contact with District Data receive training on the proper techniques for handling such Data. If applicable to the services provided by ORGANIZATION, ORGANIZATION must implement policies and practices pursuant to various security rules and regulations relating to the security and safeguarding of data, including the Payment Card Industry Security Standards (PCI-DSS). ORGANIZATION shall further detail its security programs and measures in **Exhibit D**.
- 5.5 ORGANIZATION shall take reasonable precautions to secure usernames, passwords, and any other means of gaining access to the services and hosted data.
- 5.6 ORGANIZATION shall also have a written incident response plan, which shall include but is not limited to, prompt notification to the District in the event of a security or privacy incident, as well as procedures for responding to a breach of any of the District's Data that is in ORGANIZATION's possession. ORGANIZATION agrees to share this incident response plan, or an executive summary of such a plan, upon request.
- 5.7 ORGANIZATION is prohibited from using or selling Data to: (a) market or advertise to students or families/guardians; (b) inform, influence, or enable marketing, advertising, or other commercial efforts by ORGANIZATION; (c) develop a profile of a student, family member/guardian, or group for any commercial purpose other than providing the Services to the District. This subsection does not prohibit ORGANIZATION from generating

legitimate personalized learning recommendations.

- 5.8 ORGANIZATION is prohibited from mining Data for any purposes other than those agreed to in writing by the Parties. Data mining or scanning of user content for the purpose of advertising or marketing to District students or their parents, or to District employees, is prohibited. Data mining is defined as the process of analyzing data from different perspectives and summarizing it into useful information by finding correlations or patterns among data fields in relational databases.
- 5.9 To affect the transfer of Data and to ensure that the required confidentiality of PII shall always be maintained, both Parties agree:
- 5.9.1 To comply in all respects with the provisions of the Family Educational Rights to Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) and Texas law as they apply to PII. Parties will notify each other in writing in the event of a security breach of any measures to keep confidential the PII received pursuant to this Agreement. Parties will also make all reasonable efforts to cure any such security breach and to prevent further security breaches, and inform each other of such efforts. Nothing in this Agreement shall be construed to allow Parties to maintain, use, disclose, or share PII received pursuant to this Agreement in a manner prohibited by any federal or Texas laws or regulations. ORGANIZATION shall not provide any PII obtained under this Agreement to any entity or person ineligible to receive PII protected by FERPA, or prohibited from receiving PII from any entity by virtue of a finding under 34 CFR Subpart E. If applicable, depending on the Services provided by ORGANIZATION, the Parties will also comply with the provision of the Health Insurance Portability and Accountability Act (“HIPAA”).
- 5.9.2 That for purposes of this Agreement and for ensuring Parties’ compliance with the terms of this Agreement and all applicable local and federal laws, ORGANIZATION shall provide the name and contact information of the ORGANIZATION’s Security Contact on **Exhibit D**. The District may direct security concerns and questions to the Security Contact identified on **Exhibit D**.
- 5.9.3 Publications and reports of Data and information related to that Data, including preliminary project descriptions and draft reports, if any, shall involve only De-Identified Information and no PII that could lead to the identification of any individual student and/or person.
- 5.9.4 If applicable to the Services, the Parties have the right, to present, publish, or use the Data that they have gained in the course of research conducted under this Agreement, if any, but ORGANIZATION may only present, publish, and use the Data in an aggregated form, converted to De-Identified Information, with no PII included. ORGANIZATION may share De-Identified Information with the other Party’s partners who have executed a written confidentiality agreement with ORGANIZATION, agreeing not to share or disseminate such Data provided by ORGANIZATION. No PII will be shared with these members except to the extent specific written authorization for such PII sharing has been provided for by District and all state and federal laws have been complied with.
- 5.9.5 If the purpose of this Agreement, as provided in **Exhibit C**, is to conduct research,

ORGANIZATION certifies and agrees that it will use Data shared under this Agreement for no purpose other than to meet the objectives of the research study specified under this Agreement. If applicable to the Services, ORGANIZATION is not authorized to continue research using the PII obtained under this Agreement upon the termination of this Agreement.

- 5.9.6 If applicable, ORGANIZATION agrees to provide to FWISD any proposed publications or presentations, which are to make public any findings, data, or results related to FWISD (collectively “Publications”) for FWISD’s review, comment, and approval at least fourteen (14) days prior to the proposed publication date. Lack of response by FWISD to ORGANIZATION by the proposed publication date will be considered approval of the Publications as presented. If there are no changes to the Publications, only changes to the layout and design of the Publications, then the fourteen (14) day approval is waived. FWISD shall confirm in writing if only changes to the layout and design of Publications are required. ORGANIZATION will provide FWISD with one electronic copy of the final versions of all reports and other documents, if any, associated with this Agreement.
- 5.10 The Parties shall exercise due care to protect all PII from unauthorized physical and electronic access. In so doing, the Parties shall establish and implement at least the following minimum physical, electronic, and managerial safeguards designed for maintaining the confidentiality of PII provided by each Party pursuant to this Agreement:
- 5.10.1 Access to the PII provided by the Parties will be restricted to only those authorized staff, officials, and agents of the Parties who need it to perform their official duties in the performance of the work requiring access to the PII as detailed in this Agreement.
- 5.10.2 The Parties will store the PII in an area that is safe from access by unauthorized persons during duty hours as well as non-duty hours or when not in use.
- 5.10.3 The Parties will protect PII in a manner that prevents unauthorized persons from retrieving the PII by means of a computer, remote terminal, or other means.
- 5.11 If ORGANIZATION seeks to conduct a survey of students, ORGANIZATION acknowledges that all student surveys will be in compliance with the requirements of the Protection of Pupil Rights Amendment (PPRA). Any applicable survey conducted by ORGANIZATION must be conducted in collaboration with and with prior written consent from the District. In the event that any Department of Education funding is used for this program or services, prior written parental consent will be obtained before surveying a student on any of the following topics: (a) Political affiliations; (b) Mental and psychological problems potentially embarrassing to the student and his/her family; (c) Sex behavior and attitudes; (d) Illegal, anti-social, self-incriminating and demeaning behavior; (e) Critical appraisals of other individuals with whom respondents have close family relationships; (f) Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; or (g) Religious practices, affiliations, or beliefs of the student or parents; or (h) Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program); or (i) any future amendment expanding the protected categories to the PPRA.

5.11.1 If ORGANIZATION seeks to conduct such a survey under this Subsection 5.11, ORGANIZATION will provide parents/guardians with the opportunity to inspect the survey created by ORGANIZATION before the survey is administered or distributed to the student(s), regardless of the funding source.

5.12 ORGANIZATION agrees to maintain backup copies, backed up on a frequent basis, of Data in case of ORGANIZATION's system failure or any other unforeseen event resulting in loss of any portion of the Data.

6. DATA DESTRUCTION, DELETION, OR RETURN

6.1 ORGANIZATION will dispose of, destroy, delete, or return to FWISD all files and hard copy records that contain FWISD Data and purge any copies of such Data from its computer system:

6.1.1 Immediately upon termination of this Agreement, either by expiration or as provided herein; or

6.1.2 Within ten (10) business days after the Data is no longer needed for the purposes stated in this Agreement.

6.1.3 If requested, a Party shall provide to the other Party an affidavit confirming the destruction and/or return of Data within ten (10) business days of such request.

6.2 ORGANIZATION will ensure that all Data in the possession of any subcontractors, subprocessors, or agents to which the ORGANIZATION may have transferred Data are destroyed or transferred to the District under the direction of the District when the Data is no longer needed for the specific purpose or at the termination of this Agreement.

6.3 ORGANIZATION shall certify to the District in writing that all copies of the Data stored in any manner by ORGANIZATION have been returned to the District and permanently erased or destroyed using industry best practices to assure complete and permanent erasure or destruction. These industry best practices include, but are not limited to, ensuring that all files are completely overwritten and are unrecoverable. Industry best practices do not include simple file deletions or media high-level formatting operations.

7. CONFIDENTIALITY

7.1 The Parties acknowledge that the District is subject to the Family Educational Rights and Privacy Act (20 U.S.C. 12332(g)) (FERPA), which law and supporting regulations generally address certain obligations of an educational agency or institution that receives federal funds regarding disclosure of PII in education records. The Parties agree that ORGANIZATION is a "school official" under FERPA and has a legitimate educational interest in PII from education records because ORGANIZATION: (1) provides a service or function for which the District would otherwise use employees; (2) is under the direct control of the District with respect to the use and maintenance of education records; and (3) is subject to the requirements of FERPA governing the use and re-disclosure of PII from education records.

7.2 All Data accessed or used by the ORGANIZATION shall at all times be treated as confidential by the ORGANIZATION and shall not be copied, used, or disclosed by the

ORGANIZATION for any purpose not related to providing services to the District or as authorized in this Agreement. ORGANIZATION recognizes that PII is protected against disclosure by Federal and State Statutes and Regulations, and ORGANIZATION agrees to comply with said restrictions. Any publication or dissemination of Data by the Parties needs to be converted to De-identified Information as further outlined in this Agreement. The Parties shall not re-disclose PII in any way that causes a breach of confidentiality. The Parties will limit access to the PII only to persons identified in this Agreement as having a legitimate interest in accessing the PII.

- 7.3 The Parties expect and anticipate that ORGANIZATION may receive PII in education records from the District only as an incident of service or training that ORGANIZATION provides to the District. ORGANIZATION shall be permitted to use any such PII in education records as a function of performing its duties and obligations. ORGANIZATION represents that it shall not use or further disclose any PII in education records other than as a function of performing its duties and obligations.
- 7.4 To the extent that both Parties will come into possession of student records and information, and to the extent that both Parties will be involved in the survey, analysis, or evaluation of students incident to this Agreement, both Parties agree to strictly comply with all the applicable requirements of the FERPA, the Children’s Online Privacy Protection Act (COPPA), and the Protection of Pupil Rights Amendment (“PPRA”).
- 7.5 That ORGANIZATION shall put procedures in place to safeguard the confidentiality and integrity of PII, to place limitations on its use, and to maintain compliance with applicable privacy laws. ORGANIZATION shall require all of its employees, contractors, and agents with access to FWISD PII to comply with this Agreement and all applicable provisions of FERPA and other laws with respect to the PII shared under this Agreement.
- 7.6 The PII collected and shared is confidential. ORGANIZATION will not disclose Data produced under this Agreement in any manner that could identify any student, except as authorized by FERPA, to any entity other than each other, or authorized employees, contractors, and agents of the Parties. Parties and persons participating on behalf of ORGANIZATION shall neither disclose nor otherwise release data and reports relating to any student nor disclose information relating to a group or category of individuals without ensuring the confidentiality of individuals in that group.

8. RESPONSIBILITY FOR IMPROPER DISCLOSURE OF PII

- 8.1 TO THE EXTENT PERMITTED UNDER TEXAS LAW, THE ORGANIZATION SHALL BE RESPONSIBLE FOR DAMAGES ATTRIBUTABLE TO A THIRD PARTY CAUSED BY THE IMPROPER DISCLOSURE OF PII TO THE EXTENT CAUSED BY THE CONDUCT OF THE ORGANIZATION, ITS BOARD MEMBERS, OFFICERS, EMPLOYEES, OR AGENTS. THE ORGANIZATION AGREES TO INDEMNIFY FWISD AND HOLD FWISD HARMLESS FOR ANY DAMAGES ATTRIBUTABLE TO A THIRD PARTY CAUSED BY THE IMPROPER DISCLOSURE OF PII, TO THE EXTENT CAUSED BY THE CONDUCT OF THE ORGANIZATION, ITS BOARD MEMBERS, OFFICERS, EMPLOYEES, OR AGENTS, AND TO DEFEND FWISD AGAINST SUCH CLAIMS FOR DAMAGES. NOTWITHSTANDING ANY OTHER PROVISION HEREIN, ORGANIZATION’S OBLIGATION HEREUNDER TO INDEMNIFY AND HOLD HARMLESS FWISD IS ONLY TO THE EXTENT PERMITTED BY THE LAWS AND CONSTITUTION OF THE STATE OF TEXAS,

AND ONLY TO THE EXTENT THE TEXAS LEGISLATURE WAIVES ORGANIZATION'S EXISTING IMMUNITY. NOTHING IN THIS INDEMNIFICATION PROVISION REQUIRES THAT THE ORGANIZATION INCUR ANY DEBT, ASSESS OR COLLECT FUNDS, OR CREATE A SINKING FUND.

- 8.2 The Parties agree that the terms and requirements in this Section and Subsection 4.5 shall survive the expiration of the term of this Agreement.

9. ASSURANCES AND NOTIFICATIONS

- 9.1 By signing this Agreement, each Party represents to the other Party that it has not been previously determined by a court of law, administrative agency, hearing officer, or similar decision-maker, to be in violation of FERPA, Texas law, or federal or state regulations governing the handling and disclosure of PII, and that no court of law, administrative agency, hearing officer, or similar decision-maker has determined that the conduct of the Party or its officers or employees have caused any district to be in violation of the laws and regulations governing PII. If any such determination is made during the term of this Agreement, the violating Party shall promptly notify the other Party.
- 9.2 ORGANIZATION shall notify FWISD promptly in writing if ORGANIZATION determines, or knows, that PII has been improperly disclosed to ORGANIZATION personnel, an entity with whom ORGANIZATION contracts, or to any other third party who does not have a legitimate interest in the PII under this Agreement. ORGANIZATION shall take immediate steps to limit and mitigate the damage of such security breach to the greatest extent possible (Tex. Bus. & Com. Code § 521.001-152).
- 9.3 ORGANIZATION, unless otherwise prohibited by law, shall promptly notify FWISD if ORGANIZATION determines or knows if a court of law, administrative agency, hearing officer, or similar decision-maker determines that ORGANIZATION has improperly disclosed PII that ORGANIZATION obtained from FWISD. The Parties agree that this notification requirement all survive the expiration of the term of this Agreement and for as long as ORGANIZATION has access to FWISD PII.
- 9.4 When ORGANIZATION reasonably suspects and/or becomes aware of an unauthorized disclosure or security breach concerning any Data covered by this Agreement, ORGANIZATION shall notify the District within 48 hours. The ORGANIZATION shall take immediate steps to limit and mitigate the damage of such security breach(es) to the greatest extent possible. If the incident involves criminal intent, then the ORGANIZATION will follow the directions from the law enforcement agencies involved in the case.
- 9.4.1 The security breach notification to the District shall be written in plain language, and address the following: (a) a list of the types of personal information that were or are reasonably believed to have been the subject of a breach; and (b) a description of the circumstances surrounding the disclosure or breach, including the actual or estimated, time and date of the breach, and whether the notification was delayed as a result of a law enforcement investigation.
- 9.4.2 ORGANIZATION agrees to adhere to all requirements in applicable state and federal law with respect to a Data breach or disclosure, including any required responsibilities and procedures for notification or mitigation.

- 9.4.3 In the event of a Data breach or unauthorized disclosure, the ORGANIZATION shall cooperate fully with the District, including, but not limited to, providing appropriate notification to individuals impacted by the breach or disclosure as required by law. ORGANIZATION agrees to pay for all costs incurred in the investigation and remediation of any security breach caused in whole or in part by ORGANIZATION or ORGANIZATION’s sub processors, including but not limited to costs of providing notification and providing one year’s credit monitoring to affected individuals if PII exposed during the breach could be used to commit financial identity theft.
- 9.4.4 The ORGANIZATION’s obligations under this Subsection 9.4 shall survive termination of this Agreement and Service agreement until all Data has been returned and/or securely destroyed.

10. NOTIFICATION OF AMENDMENTS TO POLICIES

- 10.1 ORGANIZATION shall not modify the methods or purposes for collecting, using, or sharing Data under this Agreement without providing written notice to and obtaining the prior written consent of the District.
- 10.2 ORGANIZATION shall provide notice to the District of any proposed change to its Terms of Use, Privacy Policy, and/or any similar policies/procedures thirty (30) days prior to the implementation of any such change. The District reserves the right to terminate this Agreement with ORGANIZATION, without penalty, by providing written notice within thirty (30) days of receipt of the proposed amendments.
- 10.3 The terms and conditions in this Agreement will govern if there is a conflict between the terms or conditions listed in this Agreement and any terms or conditions listed in any applicable Terms of Use, Privacy Policy, and/or any similar policies/procedures of ORGANIZATION.

11. NOTICES

The following individuals are the contact points for each Party under this Agreement. These individuals are responsible for the management and coordination of the requirements for each respective Party under this Agreement. Copies of correspondence related to the modification, amendment, extension, or termination of this Agreement, or any other legal matter pertaining to this Agreement, shall be furnished to these individuals, with additional copies to:

For the District:

Fort Worth Independent School District
 Attn: CIO, Division of Technology
 Address: Fort Worth Independent School District
 7060 Camp Bowie West Blvd., Ste. 1055
 Fort Worth, TX 76116
 Email: ITBusinessServices@fwisd.org

With a copy to:

Fort Worth Independent School District
 Office of Legal Services
 Attn: Chief Legal Counsel
 7060 Camp Bowie West Blvd.
 Fort Worth, TX 76116
legalservices@fwisd.org

For the ORGANIZATION: See the Introductory Paragraph on page 1 of this Agreement.

12. RIGHT TO AUDIT

- 12.1 The District, through its employees or agents, shall have the right to audit ORGANIZATION's compliance with this Agreement. Such audits shall be limited to records and documents directly related to this Agreement and verifying compliance with its terms and obligations.
- 12.2 The District will provide ORGANIZATION with at least ten (10) business days' written notice before conducting an audit. ORGANIZATION shall fully cooperate by providing reasonable access to relevant personnel, documentation, and information. Audits will be conducted during normal business hours, and both Parties will ensure that the audit is performed in a manner that minimizes disruption to ORGANIZATION's operations.
- 12.3 All information obtained during the audit shall be treated as confidential and used solely to verify compliance with this Agreement. The District agrees not to disclose such information to third parties, except when required by law.
- 12.4 The District shall bear all costs and expenses associated with the audit, which will be limited to one audit per calendar year. The District may request an additional audit if a material concern is identified.

13. INSURANCE PROVISIONS

- 13.1 Intentionally Omitted.

14. MISCELLANEOUS TERMS

- 14.1 Nothing in this Agreement shall constitute a partnership or joint venture between the Parties, nor authorize either Party to incur any liability or commit the other to any contractual, legal, or financial obligations without prior written consent.
- 14.2 Neither the District nor ORGANIZATION shall use the other Party's name, trademarks, or other logos, or the names of any individuals involved in the Agreement, in any publication or public presentation without the prior written consent of such other Party, except as required by law.
- 14.3 No alteration, cancellation, variation, or addition to this Agreement shall be effective unless in writing as an amendment or addendum, signed by both Parties or their authorized representatives.
- 14.4 This document contains the entire agreement between the Parties and supersedes any prior and contemporaneous oral or written agreements between the Parties. Neither Party shall be bound by any undertaking, representation, or warranty not recorded herein or added hereto without the consent of the Parties. This Agreement shall only become effective and legally binding on the Parties once it has been signed by the Parties.
- 14.5 None of the provisions of this Agreement shall be considered waived by any Party unless such waiver is given in writing to the other Party. The failure of a Party to insist upon strict performance of any of the terms and conditions hereof, or failure to delay to exercise any rights provided herein or by law, shall not be deemed a waiver of any rights of any Party.
- 14.6 The headings appearing in this Agreement have been used for reference purposes only and shall not affect the interpretation of this Agreement.

- 14.7 If any clause or term of this Agreement should be invalid, unenforceable, or illegal, then the remaining terms and provisions of this Agreement shall be deemed to be severable therefrom and shall continue in full force and effect.
- 14.8 Neither Party shall assign, cede, or otherwise transfer any of its rights and obligations in terms of this Agreement without the prior written consent of the other Party, except that either Party may assign this Agreement in connection with a merger, acquisition, or sale of all or substantially all of its assets. Any other attempted assignment or transfer without such consent shall be void and of no effect.
- 14.9 By signing below, each Party represents that they are authorized to execute this Agreement and that each Party is bound to all terms of the Agreement.
- 14.10 The Parties understand and agree that nothing herein shall be interpreted as establishing any form of an exclusive relationship between ORGANIZATION and the District. The Parties further understand and agree that nothing herein shall be interpreted as precluding either Party from entering into agreements similar to this Agreement with third parties or from conducting educational, research, or other activities that may involve the same or similar subject matter as this Agreement, the conduct of which is outside and independent of this Agreement.
- 14.11 The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with any aspects of this Agreement because of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation, including gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability. The Parties agree to abide by the standards of responsibility toward the disabled as specified by the Americans with Disabilities Act. In the event that either Party refuses to comply with this provision, this Agreement may be canceled, terminated, or suspended in whole or in part by the other Party.
- 14.12 Each Party shall maintain at its sole expense adequate insurance or self-insurance coverage to satisfy its obligations under this Agreement.
- 14.13 Any dispute arising under this Agreement shall be resolved in accordance with the laws of the State of Texas. Any legal action arising out of or relating to the Agreement shall be brought only in the state or federal courts located in Tarrant County, Texas, and the Parties irrevocably consent to the jurisdiction and venue of such courts.
- 14.14 The terms of this Agreement may be modified only upon a prior written amendment agreement executed by all Parties to this Agreement.
- 14.15 This Agreement constitutes and contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes any prior and contemporaneous oral or written agreements between the Parties.
- 14.16 THIS AGREEMENT IS EXPRESSLY MADE SUBJECT TO EACH PARTY'S SOVEREIGN IMMUNITY, TITLE 5 OF THE TEXAS CIVIL PRACTICES AND REMEDIES CODE, AND ALL APPLICABLE FEDERAL AND STATE LAW. THE PARTIES EXPRESSLY AGREE THAT NO PROVISION OF THIS AGREEMENT IS

IN ANY WAY INTENDED TO CONSTITUTE A WAIVER OF ANY IMMUNITIES FROM SUIT OR FROM LIABILITY THAT THE EITHER PARTY HAS BY OPERATION OF LAW. NOTHING IN THIS AGREEMENT IS INTENDED TO BENEFIT ANY THIRD PARTY BENEFICIARY.

- 14.17 Throughout the term this Agreement, both Parties must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and non-discrimination laws and regulations. Each Party shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

15. SIGNATURE CLAUSE

The Parties have caused this Agreement to be executed by their duly authorized representatives. By signing this Agreement, the District and ORGANIZATION signify that each Party understands and will comply with the conditions stated above. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this Agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

Tarrant County Juvenile Services

Fort Worth Independent School District

By: _____

By: _____

Name: Riley Shaw

Name: Ramesh Krishnamurthy

Title: Director of Juvenile Services

Title: CIO, Division of Technology

Date: Date

Date: Date

TARRANT COUNTY JUVENILE BOARD:

Approved as to Form:

BY: _____

NAME: Alex Kim, Judge 323rd District Court

TITLE/ENTITY: Juvenile Board Chair

DATE: _____

Fort Worth ISD Legal Counsel

TARRANT COUNTY, TEXAS:

BY: _____

NAME: Tim O'Hare

TITLE/ENTITY: Tarrant County Judge

DATE: _____

APPROVED AS TO FORM:

BY: _____

NAME: _____

TITLE/ENTITY: Criminal District Attorney's Office*

DATE: _____

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

Exhibit A

Survey Disclosure, Data Overview, and Specific Data Requested

Survey Disclosure: ORGANIZATION should disclose any plans to conduct any surveys as part of the services provided under this Agreement or through the ORGANIZATION’s normal operations that may impact the District’s data, personnel, or end users.

- ORGANIZATION **WILL NOT** conduct any surveys as part of the Services.
- ORGANIZATION **WILL** conduct survey(s) as part of the Services, and ORGANIZATION agrees that such surveys will be in compliance with Subsection 5.11 of the Agreement. [**Note:** If ORGANIZATION answers that it will conduct surveys, this Agreement needs to be routed to School Leadership for approval.]

Instructions: ORGANIZATION should identify if District Data is collected to provide the described services. If District Data is collected to provide the described services, list the required fields or indicate that a separate document is attached.

- ORGANIZATION **DOES NOT** collect District Data to provide the described services.
- ORGANIZATION **DOES** collect District Data to provide the described services.

Table 1: Data Overview

School Years of Data Requested	2026-2027
Students Included	Tarrant County Juvenile Detention Center enrolled 2026-2027
Timeframe for Collection	2026-2027 school year
Other	N/A

Table 2: Data Requested

Student Data

Data Type	Data Details
Student Identifiers	Student identifiers are established by Tarrant County Juvenile Detention Center prior to becoming FWISD student.
Static Student Demographics	Demographics are established by Tarrant County Juvenile Detention Center prior to becoming a FWISD student.
Student Academics	Student academics include report cards and progress reports
Student Attendance and Referrals	N/A
Other	N/A

Non-Student Data

Data Type	Data Details
	N/A

Exhibit B

Data Sharing Process

Instructions: Please specify the data-sharing method that will be utilized and describe the specific data-sharing process below.

Fort Worth Independent School District will utilize a secure solution for single sign-on and rostering or other secure methods of data transfer. The District will roster data in bulk directly from the District to mirror the District's SIS rosters. The District requires support for the following single sign-on methods at no additional charge to the District.

- Method One: OneRoster through Classlink (District's Preferred Method)
- Method Two: SAML or modern authentication methods
- Method Three: LTI (learning tools interoperability)

Describe the secure rostering process that will be used to transmit the data below. If the services provided to the District do not call for digital integration, describe how the requested data will be securely transferred.

Exhibit C

Quote, Scope of Work, Response to Request for Proposal/Qualifications

Instructions: Please insert the applicable Quote, Scope of Work, or RFP below and/or describe the services that will be provided by ORGANIZATION to the District. Any additional terms or conditions included in this **Exhibit C** attached hereto shall have no force or effect, and the sole purpose of such **Exhibit C** is to identify the specific services that ORGANIZATION will provide to the District that necessitate the sharing of Data.

- The ORGANIZATION is requesting data for multiple programs and platforms. A list of the applicable programs/platforms covered under this Agreement is included below:

Data will be shared adhoc via SharePoint to a select and identified number of staff from FWISD and vendor.

Exhibit D

Data Security

ORGANIZATION's Security Contact Information:

Named Security Contact: Jarreau K. Grant

Email of Security Contact: JKGrant@tarrantcountytexas.gov

Phone Number of Security Contact: 817-838-4618

List of ORGANIZATION's Subprocessors:

List Subprocessors or indicate that a separate document is attached.

Additional Data Security Measures:

Please list Security Measures or indicate that a separate document is attached.

Acknowledgment of Cyber Liability and Technology Errors and Omissions Insurance Requirements:

- By checking this box, the ORGANIZATION hereby acknowledges and agrees to the Cyber Liability and Technology Errors and Omissions Insurance requirements set forth in Section 13 of this Agreement. The ORGANIZATION confirms that it has read, understands, and shall maintain, at its own expense, the specified insurance coverage throughout the duration of this Agreement, including any extensions or renewals. The ORGANIZATION further agrees to furnish satisfactory evidence of such coverage upon request and to notify the District promptly of any material changes, cancellation, or non-renewal of said insurance. Failure to comply with these requirements shall constitute a material breach of this Agreement.

**Designate or De-designate
Juvenile Processing Office Requests**

04/15/2026

Bedford Police Department
2121 L Don Dodson Dr.,
Bedford, TX 76021

De-designating the following room(s):
Room 190, 191, 196, 197, 198

Designating the following room(s):

Primary:
Room 104 and 106

Secondary:

Colleyville Justice Center/Police Department
5201 Riverwalk Dr.,
Colleyville, TX 76034

De-designating the following room(s):
N/A

Designating the following room(s):

Primary:
N/A

Secondary:

There are no changes to the Designated Rooms for this location. This is to correct the name of the location.

DFW International Airport Department of Public Safety
3600 S. 20th Ave.,
DFW Airport, TX 75261

De-designating the following room(s):
PT-102

Designating the following room(s):

Primary:
CID-101 and ANC-114

Secondary:

Fort Worth Municipal Court/A.D. Marshal Municipal Court
1000 Throckmorton St.,
Fort Worth, TX 76102

De-designating the following room(s):
Office 319, Office 321, Office 322, Office 325,
Office 327, Office 329, Office 331, Office 333,
Office 336, Office 337, Virtual Courtroom 306

Designating the following room(s):

Primary:
Room 323

Secondary:

Grapevine Police Department
1007 Ira E. Woods Ave.,
Grapevine, TX

De-designating the following room(s):
Juvenile Conference Room 1207

Designating the following room(s):

Primary:
Lobby Interview 2

Secondary:

**Designate or De-designate
Juvenile Processing Office Requests**

04/15/2026

Tarrant County Justice of the Peace Precinct 4
6713 Telephone Rd.,
Lake Worth, TX 76135

De-designating the following room(s):
Chief Deputy's Office, Conference Room,
Constable's Office, and Justice of the Peace
Precinct #4 Courtroom

Designating the following room(s):

Primary:

Secondary:

Tarrant County Justice of the Peace Precinct 8
3500 Miller Ave.,
Fort Worth, TX 76119

De-designating the following room(s):
JP 8 Courtroom

Designating the following room(s):

Primary:

Secondary:

Tarrant County Magistrate Court
401 W Belknap St.,
Fort Worth, TX 76196

De-designating the following room(s):
Courtroom, Chambers and Office

Designating the following room(s):

Primary:

Secondary:

New and Revised Policies for Juvenile Board Approval

April JB - 2026
Approval for (April JB Meeting) 2026

Policy Name	Summary of Rule	TJJD Standard	Status	Comment
ADMINISTRATION				
Media Content	Policy outlines requirements for media content in the Dentention Center	TAC 345	New	Establishes video, audio, streaming content for use with youth in both structured or unstructured activity/program time.

JUVENILE COMBINED COMPARISON
FY26 to FY27

4/7/2026

		TOTAL COMBINED BUDGETS			
GL	Expense Description	FY2026 Budget	FY2027 Request	Change	
511011	Salaries - new positions	\$ 15,844,041.00	\$ 15,995,887.00	\$ (151,846.00)	2 - grade 72 therapists
511021	Temporary/Part Time	\$ 515,080.00	\$ 428,096.00	\$ 86,984.00	Increased pt rate to \$20 for 5 CAOs In CSR; removed PT Victim assistant; reduced part-time Detention to \$280,000
512011	Overtime Salaries	\$ 609,556.00	\$ 531,120.00	\$ 78,436.00	Increased Admin/Prob for need; Decreased Detention per H. Giese, Dir. of Budget
512101	Premium Pay	\$ 43,757.00	\$ 76,760.00	\$ (33,003.00)	Increase due to spending in Detention and in Admin Svcs.
513011	FICA	\$ 1,304,108.00	\$ 1,315,296.00	\$ (11,188.00)	Increased due to new positions
513021	Retirement	\$ 1,990,711.00	\$ 2,008,293.00	\$ (17,582.00)	Increased due to new positions
513031	Employee Group Ins	\$ 2,496,600.00	\$ 2,523,984.00	\$ (27,384.00)	Increased due to new positions
514011	Mileage Allowance	\$ 97,350.00	\$ 97,350.00	\$ -	
514021	Car Allowance	\$ 10,776.00	\$ 10,776.00	\$ -	
514041	Mobile Phone Allowance	\$ 23,520.00	\$ 23,720.00	\$ (200.00)	Increased mobile phone to match total needed for employees receiving allowance.
	Personnel Related	\$ 22,935,499.00	\$ 23,011,282.00	\$ (75,783.00)	
521011	Supplies	\$ 73,883.00	\$ 77,883.00	\$ (4,000.00)	Increased Det. by \$4,000
521095	Certified Copies/Transcripts	\$ 750.00	\$ 750.00	\$ -	
522011	Food	\$ 488,000.00	\$ 500,000.00	\$ (12,000.00)	Increased for higher costs.
522015	Medical Supplies	\$ 50,000.00	\$ 60,000.00	\$ (10,000.00)	Increased due to costs and spending history
522021	Bedding and Clothing	\$ 19,445.00	\$ 25,000.00	\$ (5,555.00)	Spending: FY23 = \$16,449; FY24 = \$16,511; FY25 = \$14,881; FY26 projected = \$24,269. Average = \$18,028. Increase requested by J. Grant
522025	Personal Hygiene	\$ 10,000.00	\$ 15,000.00	\$ (5,000.00)	Spending: FY23 = \$15,594; FY24 = \$15,597; FY25 = \$1,628; FY26 projected = \$19,202 Average = \$13,005. Increase requested by J. Grant.
522031	Kitchen Supplies	\$ 31,000.00	\$ 31,000.00	\$ -	
522041	Clothing	\$ 17,264.00	\$ 17,264.00	\$ -	
522051	Custodian Supplies	\$ 15,000.00	\$ 25,000.00	\$ (10,000.00)	Increase for costs and moved laundry and kitchen chemicals to this line
522062	Training Supplies	\$ 1,000.00	\$ 1,000.00	\$ -	
522065	Educational Material	\$ 5,000.00	\$ 5,000.00	\$ -	
522069	Subscriptions	\$ 500.00	\$ 500.00	\$ -	
522085	Safety/Tact Supplies	\$ 4,000.00	\$ 5,720.00	\$ (1,720.00)	Increased due to costs.
524001	Dues	\$ 25,000.00	\$ 25,000.00	\$ -	
526021	Equipment Maintenance	\$ 46,456.00	\$ 34,256.00	\$ 12,200.00	Copier maint., PCS maint. , Idemia Fingerprinting, cell phone detector
529151	Bonds	\$ 639.00	\$ 639.00	\$ -	
	Materials & Supplies	\$ 787,937.00	\$ 824,012.00	\$ (36,075.00)	
565051	AFIS (Fingerprinting)	\$ 1,200.00	\$ 1,200.00	\$ -	
565071	Electronic Monitoring	\$ 113,298.00	\$ 155,600.00	\$ (42,302.00)	Increased due to projected need from higher costs of new contract
569011	Professional Service	\$ 2,792,905.00	\$ 2,460,982.00	\$ 331,923.00	Plcmnt spndng: FY23=\$1,938,140; FY24=\$1,643,069; FY25=\$1,531,429; FY26 projected \$1,449,168. Avg = \$1,640,452; Grant = \$2,100,000; Gen fund = \$957,622
	Professional Services	\$ 2,907,403.00	\$ 2,617,782.00	\$ 289,621.00	
575611	Contract Labor	\$ 30,000.00	\$ 40,000.00	\$ (10,000.00)	Will continue to use contract temporary labor for Kitchen
576121	Transportation	\$ 6,757.00	\$ 6,757.00	\$ -	
576122	Juv Transp Tax Meals	\$ 5,500.00	\$ 6,000.00	\$ (500.00)	Increased for Detention reimbursements of transports to TJJD
576285	Meeting Expenses	\$ 1,000.00	\$ 2,000.00	\$ (1,000.00)	Increased due to spending in FY25 of \$2,287.40
576632	Medical Services	\$ 400,000.00	\$ 550,000.00	\$ (150,000.00)	Increased for weekend and weeknight coverage
587025	Software Maintenance	\$ 1,970.00	\$ 4,870.00	\$ (2,900.00)	Added PCS Software support
	Other Expenses	\$ 445,227.00	\$ 609,627.00	\$ (164,400.00)	
588261	Education	\$ 41,631.00	\$ 43,511.00	\$ (1,880.00)	Increased due to requests for more training funds
588291	Travel	\$ 3,500.00	\$ 4,000.00	\$ (500.00)	Increase requested by J. Grant
588293	Juv Travel Tax Meals	\$ 200.00	\$ 200.00	\$ -	
	Travel - Education	\$ 45,331.00	\$ 47,711.00	\$ (2,380.00)	
	TOTAL BEFORE OPSUB	\$ 27,121,397.00	\$ 27,110,414.00	\$ 10,983.00	OP Sub Spending: FY23=\$3,340,985; FY24 = \$2,111,741; FY25 = \$1,977,286 Average = \$2,476,671; Avg of FY24 and FY25 = \$2,044,514
592011	Operating Subsidy	\$ 2,489,017.00	\$ 2,500,000.00	\$ (10,983.00)	JJAEF Spending = \$1,400,000; 3 positions in P0016 instead of 4 = \$100,000; State Aid = \$1,000,000
	TOTAL COMBINED	\$ 29,610,414.00	\$ 29,610,414.00	\$ -	Zero change/flat budget.
	Capital Expenses		\$ 195,135.00	\$ 195,135.00	Chair replacements; SMART TVs; wall tiles in assmnt rms for Psyc staff; copier for NE Unit

ADMINISTRATION/PROBATION COMPARISON

4/7/2026

FY26 to FY27

		TOTAL ADMIN/PROBATION			
GL	Expense Description	FY2026 Budget	FY2027 Request	Change	
511011	Salaries - new positions	\$ 8,908,808.00	\$ 9,060,654.00	\$ (151,846.00)	2 - grade 72 therapists
511021	Temporary/Part Time	\$ 115,336.00	\$ 148,096.00	\$ (32,760.00)	Increase pt rate to \$20/hr for CAOs In CSR; removed PT Victim assistant
512011	Overtime Salaries	\$ 9,556.00	\$ 31,120.00	\$ (21,564.00)	Increased due to need.
512101	Premium Pay	\$ 6,760.00	\$ 6,760.00	\$ -	
513011	FICA	\$ 691,700.00	\$ 702,888.00	\$ (11,188.00)	Increased due to new positions
513021	Retirement	\$ 1,076,519.00	\$ 1,094,101.00	\$ (17,582.00)	Increased due to new positions
513031	Employee Group Ins	\$ 1,254,000.00	\$ 1,281,384.00	\$ (27,384.00)	Increased due to new positions
514011	Mileage Allowance	\$ 97,350.00	\$ 97,350.00	\$ -	
514021	Car Allowance	\$ 10,776.00	\$ 10,776.00	\$ -	
514041	Mobile Phone Allowance	\$ 20,160.00	\$ 20,360.00	\$ (200.00)	Increased due to # of employees receiving allowance
	Personnel Related	\$ 12,190,965.00	\$ 12,453,489.00	\$ (262,524.00)	
521011	Supplies	\$ 64,883.00	\$ 64,883.00	\$ -	
521095	Certified Copies/Transcripts	\$ 750.00	\$ 750.00	\$ -	
522015	Medical Supplies	\$ 30,000.00	\$ 35,000.00	\$ (5,000.00)	Increased due to average being \$34,839
522041	Clothing	\$ 5,000.00	\$ 5,000.00	\$ -	
522062	Training Supplies	\$ 1,000.00	\$ 1,000.00	\$ -	
522065	Educational Material	\$ 4,000.00	\$ 4,000.00	\$ -	
524001	Dues	\$ 25,000.00	\$ 25,000.00	\$ -	
526021	Equipment Maintenance	\$ 39,700.00	\$ 25,000.00	\$ 14,700.00	Lowered due to new maintenance rates, includes Idemia fingerprinting
529151	Bonds	\$ 639.00	\$ 639.00	\$ -	
	Materials & Supplies	\$ 170,972.00	\$ 161,272.00	\$ 9,700.00	
565051	AFIS (Fingerprinting)	\$ 1,200.00	\$ 1,200.00	\$ -	
565071	Electronic Monitoring	\$ 113,298.00	\$ 155,600.00	\$ (42,302.00)	Increased due to possible use of CSCD contract and spending
569011	Professional Service	\$ 2,792,405.00	\$ 2,440,982.00	\$ 351,423.00	Plcmnt spndng: FY23=\$1,938,140; FY24=\$1,643,069; FY25=\$1,531,429; FY26 projected \$1,449,168. Avg = \$1,640,452; Grant = \$2,100,000; Gen fund = \$957,622
	Professional Services	\$ 2,906,903.00	\$ 2,597,782.00	\$ 309,121.00	
576121	Transportation	\$ 6,757.00	\$ 6,757.00	\$ -	
576122	Juv Transp Tax Meals	\$ 3,500.00	\$ 3,500.00	\$ -	
576285	Meeting Expenses	\$ 1,000.00	\$ 2,000.00	\$ (1,000.00)	Increased due to spending in FY25 of \$2,287.40
587025	Software Maintenance	\$ 1,970.00	\$ 1,970.00	\$ -	
	Other Expenses	\$ 13,227.00	\$ 14,227.00	\$ (1,000.00)	
588261	Education	\$ 35,571.00	\$ 36,511.00	\$ (940.00)	Increased due to increase in requests for training funds
588291	Travel	\$ 3,000.00	\$ 3,000.00	\$ -	
588293	Juv Travel Tax Meals	\$ 200.00	\$ 200.00	\$ -	
	Travel - Education	\$ 38,771.00	\$ 39,711.00	\$ (940.00)	
	TOTAL BEFORE OPSUB	\$ 15,320,838.00	\$ 15,266,481.00	\$ 54,357.00	OP Sub Spending: FY23=\$3,340,985; FY24 = \$2,111,741; FY25 = \$1,977,286. Average = \$2,476,671; Avg. of FY24 and FY25 = \$2,044,514
592011	Operating Subsidy	\$ 2,489,017.00	\$ 2,500,000.00	\$ (10,983.00)	JJAEP Spending = \$1,400,000; 3 positions in P0016 instead of 4 = \$100,000; State Aid = \$1,000,000
	TOTAL JUVENILE SERVICES	\$ 17,809,855.00	\$ 17,766,481.00	\$ 43,374.00	Overall decrease to offset Detention increase.
	Capital Expenses		\$ 55,590.00	\$ 55,590.00	Chair replacements = \$31,590; SMART TVs = \$7,000; wall tiles in assmnt rms for Psyc staff = \$10,000; Credenza for Det. Intake = \$1,000; copier for NE Unit = \$6,000

10000 General Fund

2610110000 Juvenile Services

Riley N. Shaw

Acct	Description	Request Amount	Justification/Calculations
511021	Temp/Part Time Sal	148,096	<p>This account provides part-time support staffing as follows: \$45,760: 2,288 hours x \$20.00 per hour for community service restitution, graffiti abatement. \$23,296: 1,456 hours x \$16.00 per hour for Electronic Monitoring \$23,296: 1,456 hours x \$16.00 per hour for part-time secretary in Court Intake \$20,800: 1,300 hours x \$16.00 per hour for part-time receptionist/file clerk \$34,944: 1,456 hours x \$24.00 per hour for part-time JJAEP Officer Total = \$148,096</p> <p>Temporary/Part-time salaries increase by \$32,760. * *</p>
512011	Overtime Salaries	31,120	<p>This account provides overtime for non-exempt staff who are required to work in excess of 40 hours per week, including those who are required to work on holidays.</p> <p>Amount budgeted does not meet the need. Spending has been over budget in FY24 = \$29,988.19; FY25 = \$26,969.32; and FY26 projected = \$36,402. Average = \$31,120.</p> <p>Higher spending due to need for assistance in Detention.</p> <p>Overtime Salaries need to increase by \$21,564 to a total of \$31,120. * *</p>
512101	Premium Pay	6,760	<p>This account provides premium pay for Detention Intake Unit employees who cover the second and third shifts and weekends. Intake employees are responsible for processing clients into Detention upon arrival to the facility. The calculation is based on a \$.65 per hour pay rate.</p> <p>Premium Pay fund is unchanged. * *</p>
513011	FICA	16,609	
513021	Retirement	8,296	
514011	Mileage Allowance	97,350	<p>Mileage spending has been below budget over the last 3 years. FY23 = \$82,821; FY24 = \$82,043; FY25 = \$81,456; FY26 projected = \$72,570</p>

Acct	Description	Request Amount	Justification/Calculations
			Mileage Allowance remains unchanged. *
514021	Car Allowance	10,776	* Car allowance is paid to the Director of Juvenile Services per county policy.
			Car Allowance is unchanged. *
514041	Mobile Phone Allow	20,360	* Phone allowance for designated employees: mostly administrative staff, probation officers who carry caseloads or supervisors of such positions, or employees assigned to positions who are "on-call". The number of positions as of 03/18/2026 receiving mobile phone allowance is 68 x \$480.00 = \$32,640. Spending for FY23 = \$20,440; FY24 = \$20,040; and FY25 = \$20,600. Average = \$20,360. Mobile Phone Allowance increases by \$200. *
521011	Supplies	64,883	* Spending: FY23 = \$70,931; FY24 = \$58,518; FY25 = \$63,879; FY26 projected = \$60,437 Average = \$63,441 Supplies are unchanged. *
521095	Cert Copies/Trans	750	* This account provides for certified birth certificates for all clients committed to TJJD, clients placed out of their homes, and clients court ordered to probation supervision. Birth certificates are obtained through the County Clerk office and through State offices of Vital Statistics. TCJS is now required to pay for records of youth who were placed at Sundance Hospital. Armstrong Archives holds these records. The records are \$25.00 each. Certified Copies/Trans fund is unchanged.

10000 General Fund

2610110000 Juvenile Services

Riley N. Shaw

Acct	Description	Request Amount	Justification/Calculations
522015	Medical Supplies	35,000	<p>* *</p> <p>This account provides drug testing laboratory services, test kits, and urine cups to test for chemical dependencies of clients referred to the department. In addition, this account funds prescriptions and psychotropic medications and other medical services for youth in secure residential placement facilities. Juveniles placed in a secure facility are not eligible for Medicaid after their 30th day in the facility.</p> <p>Spending: FY23=\$25,859; FY24=\$38,869; FY25=\$43,954; FY26 projected = \$12,780/5=\$2,556*12=\$3 Average = \$34,839</p> <p>Medical Supplies is increased by \$5,000.</p>
522041	Clothing	5,000	<p>* *</p> <p>This account funds the purchase of school and work clothing for indigent clients of the department who have no other resources available.</p> <p>FY23 = \$3,514; FY24 = \$3,581; FY25 = \$3,576; FY26 projected = \$1909/5=\$382*12=\$4,584 Average = \$3,814</p> <p>Clothing fund is unchanged.</p>
522062	Training Supplies	1,000	<p>* *</p> <p>This account provides training supplies for Quality Development Services, basic training supplies and equipment needs, and required PREA training materials for staff, volunteers, and contractors to remain compliant with PREA standards.</p> <p>Spending: FY23 = \$194; FY24 = \$0; FY25 = \$660; FY26 projected = \$1,366. Average = \$555</p> <p>Training Supplies is unchanged.</p>
522065	Educational Material	4,000	<p>* *</p> <p>The Quality Development unit maintains a resource library to offer books, other reading material,</p>

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Acct	Description	Request Amount	Justification/Calculations
			<p>and videos to improve staff skills. This account will continue to allow staff to earn training credit in the department without incurring travel and registration costs (\$2,000). In addition, this request will fund newly published assessment measures, reference books, materials to be used in therapeutic programming and interventions, and materials to be used in staff training by Psychological Services (\$2,000).</p> <p>Spending: FY23 = \$8.50; FY24 = \$3,277; FY25 = \$149; FY26 \$1,835. Average - \$1,317</p> <p>Education Materials fund is unchanged. * *</p>
524001	Dues	25,000	<p>This account provides funds for the annual organizational membership fee for the Mental Health Connection, a community organization advocating improved mental health service delivery in Tarrant County.</p> <p>Dues Fund is unchanged. * *</p>
526021	Equipment Maint	25,000	<p>This account funds maintenance/usage for office machines, telephones, lock repairs, and other items. The specific items funded are:</p> <p>Copier Maintenance: \$1,500 - Detention Intake \$150 - Detention/EM Hallway \$410 - FPP Unit \$361 - Central Unit \$480 - Southeast Unit \$1,230 - Secretarial Pool \$1,435 - Operational Support Unit \$700 - Admin/JCMS/QD \$0 - Northeast Unit \$680 - DPP Unit \$656 - Psych unit \$150 - NW Unit</p>

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Acct	Description	Request Amount	Justification/Calculations
			<p>\$1,225 - Victims Unit \$1,800 - Court Intake \$2,250 - Satellite Off Total Copier Maintenance: \$13,027</p> <p>*Need to maintain some funding for overages</p> <p>\$5,190...Identix fingerprint machine maintenance</p> <p>TOTAL EQUIPMENT MAINTENANCE = \$18,217.</p> <p>Spending: FY23 = \$23,417; FY24 = \$36,544; FY25 = \$22,507; FY26 projected = \$20,982 Average = \$25,863</p> <p>Maintenance costs reduced by \$14,700 to a total of \$25,000. * *</p>
529151	Bonds	639	<p>This account funds the staff notary insurance. 9 renewals * \$71.00=\$639.00</p> <p>Bonds fund is unchanged. * *</p>
540000	Capital Outlay	55,590	See Details
565051	AFIS(Fingerprinting)	1,200	<p>TJJJD requires all Juvenile Departments to process fingerprints through the Texas Department of Public Safety Fastpass system. This system places all staff, certain contractors and volunteers in a state database and eliminates the need for repeat fingerprinting at each certification renewal. Beginning in FY16, PREA requires Juvenile Departments to also conduct fingerprint background checks for contractors and others who come in contact with youth.</p> <p>Spending: FY23 = \$814.00; FY24 = \$846.21; FY25 = \$682; FY26 Projected = \$580. Average = \$730</p> <p>Fingerprinting is unchanged. * *</p>

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Acct	Description	Request Amount	Justification/Calculations
565071	Electronic Monitor'g	155,600	<p>The Electronic Monitoring contract was previously charged to Professional Services, 569011. The coding has been changed in FY26 to 565071 to match other electronic monitoring within the County.</p> <p>Electronic Monitoring is ordered by the 323rd District Court for some juveniles being released into community as part of probation.</p> <p>Spending: FY23 = \$101,182; FY24 = \$98,983.40; FY25 = \$121,430; FY26 projected = \$55,401/5=\$11, Average = \$113,640.</p> <p>Request to increase by \$42,302 to a new total of\$155,600 based on prices in contract used by CSCD. County is looking to use same contract for Juvenile.</p> <p>*</p> <p>*</p>
569011	Professional Service	2,440,982	<p>The department continues to contract for professional services administered by highly qualified staff to address the social, psychological and familial needs of youth. This request includes funding for the following services (FY25 service providers are shown):</p> <p>\$92,000 - Juvenile Offender Treatment: General Fund portion = \$92,000, State Aid portion = \$44,000</p> <p>\$25,000 - Bilingual Juvenile Offender Treatment</p> <p>\$15,000 - Juvenile Offender Polygraph Svcs</p> <p>\$1,486 - Juvenile Offender Treatment Books</p> <p>\$25,000 - Juvenile Offender SAFeR</p> <p>\$45,000 - JJAEP Life Skills</p> <p>\$268,738 - Pre-Court & Diversion Family Support.</p>

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Acct	Description	Request Amount	Justification/Calculations
			\$78,275 - Court Ordered Drug Testing
			\$9,763 - FWPD at JJAEP- added 3% increase from \$9,479
			\$24,000 - BHIPs salary for behavioral health and drug assessment counselors of MHMR
			\$700 - BHIPs mileage for behavioral health and drug assessment counselors of MHMR
			\$136,000 - The Campus
			\$45,000 - Help Me Thrive
			\$318,880 - MHMR Youth Mentoring
			\$225,000 - FFT - Functional Family Therapy
			\$26,000 - DFPS MHMRCASE Mgmt
			\$49,275 - Pre-Court & Diversion Respite Care & Family Services
			\$80,500 - MHMR Assessments After Hours and Weekends
			\$957,622 - Residential Placements
			\$3,243 - CRCG Lena Pope
			\$12,500 - Psych Assessments and Medication Management
			\$2,000 - Translation Services
			Total = \$2,440,982
			*
			*
576121	Transportation	6,757	This account funds transporting clients and accompanying staff to out of County placements;

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Acct	Description	Request Amount	Justification/Calculations
			trips for TJJD; required monitoring; and cost of bus passes for school, services, and/or jobs. This account is also used to pay for transporting youth from out-of-state who are wanted for adjudication hearings for offenses committed in Tarrant County.
			Spending: FY23 = \$5,725; FY24 = \$3,533; FY25 = \$5,995. Average = \$5,084
			Transportation fund is unchanged. * *
576122	Juv Transp Tax Meals	3,500	Effective January 1, 2025, employees receive \$20.00 for In-Region travel and \$40.00 for Out of-Region travel.
			Spending: FY23 = \$4,210; FY24 = \$3,580; FY25 = \$1,220 Average = \$3,003
			Juvenile Transportation Taxable Meals is unchanged. * *
576285	Meeting Expenses	2,000	Funding is needed to provide supplies for meetings and trainings.
			Meeting Expenses increased by \$1,000 due to need. * *
578025	Software Maint/Licen	1,970	\$1,970 Online Assessments for Detention Assessment Unit for Psych Services.
			Software Maintenance is unchanged. * *
588261	Education	36,511	This account funds continuing education for approximately 200 staff required to obtain certification as a juvenile probation officer. This requires 40 hours annual training for all certified juvenile probation officers. This account also funds specialty training by invited speakers for juvenile staff on various juvenile issues.

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Acct	Description	Request Amount	Justification/Calculations
			Trust-Based Relational Intervention (TBRI) implementation \$6,500. Spending: FY23 = \$29,289; FY24 = \$36,365; FY25 = \$37,560; FY26 projected = \$14,410/5 = \$2,882 x 12 = \$34,584. Average = \$34,450 Increase requested of \$940 to a total of \$36,511. * *
588291	Travel	3,000	This account funds reimbursement for required Administration and Probation staff travel such as meals, gas, or parking for meetings in Austin on revised TJJJ Standards, PREA Standards, legislative updates and other Statewide Juvenile Justice related matters. Spending: FY23 = \$1,171; FY24 = \$2,734; FY25 = \$3,448 Average = \$2,451 Travel fund is unchanged. * *
588293	Travel-Taxable Meals	200	Effective January 1, 2025, employees are eligible to receive \$20.00 for In-Region travel and \$40.00 for Out-of-Region travel. This account is to be used when employees travel for meetings and/or conferences that are not overnight trips, but qualify for meal reimbursement. Travel Taxable Meals is unchanged. * *
592021	Operating Sub-Grants	2,500,000	This account provides the required operating subsidy for allowed expenses for employees whose personnel expenses are provided by the TJJJ operations, support for JJAEP, and other contracted services. \$1,000,000.....State Aid, lowered to offset other expense increases. \$100,000,.....Special Needs Diversionary Program salary costs exceeding State funding. Reduced due to 3 staff in P0016 as of 03/24/26. \$1,400,000.....JJAEP costs exceeding State reimbursement. \$2,500,000.....TOTAL OPERATING SUBSIDY

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Acct	Description	Request Amount	Justification/Calculations
			*
			*
Total		5,707,949	

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Description of Item	Unit Cost	Qty New	Qty Repl	Total Cost
CHAIRS	702		45	31,590
Justification: Juvenile Services has completed an inventory of desk, guest and conference chairs. There are many chairs that need to be replaced. The Department is working on a schedule to rotate the replacement of chairs each year.				
COPIER	6,000		1	6,000
Justification: The Bizhub 363 at the Northeast Field Office is no longer maintained by a vendor. It needs to be replaced.				
CREDENZA	1,000	1		1,000
Justification: Credenza needed in office of Assistant Supervisor - Detention Intake.				
SMART TV	3,500	2		7,000
Justification: Our Quality and Development Unit has requested 2 SMART TVs to use for trainings and events. The request also includes carts to be able to roll them from room to room.				
SOUND ABSORBING TILES	10,000	1		10,000
Justification: Sound absorbing tiles are needed in assessment rooms within the Detention facility. This will help with privacy as psychologists are evaluating/treating youth.				
Total				55,590

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Package	Job	Pay Grade	Description	Entry Date	Salary	# of	Request Amt	Total Salary	Total (FICA+Med)	Retirement	Total Request
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Mental Health Therap	1102	72	MENTAL HEALTH THERAPIST	11/1/2026	73,133.06	2	67,507.44	135,014.88	10,328.64	16,228.79	161,572.31
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Justification:

The division of Psychological Services requires two (2) additional mental health therapist positions to respond to the increased mental health and emotional needs of juveniles involved with Tarrant County Juvenile Services, particularly those detained in the Lynn W. Ross Juvenile Detention Center. The acute needs of these juveniles detained in the detention center require our current mental health therapists to prioritize their needs and stabilize them. Overall, the population in the detention center has increased, leading the mental health therapists to provide more direct assessment, intervention and consultation services.

Child care days, juvenile average length of stay, and average daily population in the detention center increased from fiscal year 2024 to fiscal year 2025, and it is projected that these factors will remain the same or increase in fiscal year 2026. Child care days totaled 43,765 in FY2025 while child care days in FY2024 totaled 39,024. Average length of stay in FY2025 was 26.8 while average length of stay in FY2024 was 24.7. So far, average length of stay in FY 2026 is 28.7. Average daily population in FY2025 was 119.9 while average daily population in FY2024 was 116.1. So far, average length of stay in FY2026 is 119.6. It is worth stating that these increases from FY2024 to FY2025 led to an increase in mental health therapists workloads in the following areas:

- Positive suicide risk screens.
 - Positive mental health screens or with reported history of sexual abuse as a victim or perpetrator referred for mental health follow-up.
 - Crisis intervention and management.
 - Suicide risk assessments for juveniles with positive risk screenings.
 - Probation and detention staff consultations regarding juvenile behavior management and mental health needs.
 - Coordinate transfers for inpatient psychiatric hospitalizations.
 - Coordination of coping skills group therapy services for juveniles with mental health issues.
 - Develop behavior management plans and recommendations to assist detention staff with meeting the behavioral health needs of juveniles.
 - Prison Rape Elimination Act (PREA) behavioral screening reassessments
- I. Juvenile length of stay must be monitored to identify when reassessments are due
 - II. Requires a 30-day reassessment interview with juveniles and then 60-day reassessment interviews thereafter.
 - III. Manage reclassification of juveniles and communicate them with juvenile detention administration.

Tarrant County is classified as a large county because of the juvenile population served (juvenile age population is 80,000 or more). Compared to the three other large counties (Collin, Dallas, and Denton) in the North Texas region, Tarrant County Juvenile Services employs the fewest in-house licensed professionals (Tarrant-5, Collin-8; Dallas-23); and Denton-16). (Meadows Mental Health Policy Institute: North Region Juvenile Justice Continuum of Care Report, Draft-Not for Distribution, December 2025).

Augmenting the Psychological Services Unit with two (2) additional mental health therapists will enhance the comprehensive mental and behavioral health resources TCJS can provide its juveniles, particularly those detained in the detention center. Providing mental and behavioral health

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Package	Job	Pay Grade	Description	Entry Date	Salary	# of	Request Amt	Total Salary	Total (FICA+Med)	Retirement	Total Request
resources and stabilization of juveniles in the detention center coupled with treatment and community supports will increase the probability of juveniles' success in the community and potentially decrease recidivism.											
Subtotal					73,133.06	2	67,507.44	135,014.88	10,328.64	16,228.79	161,572.31
Grand Total					73,133.06	2	67,507.44	135,014.88	10,328.64	16,228.79	161,572.31

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Package	Account Description	Unit Cost	# of Units	Dept Request
Psychology Therapist	MENTAL HEALTH THERAPISTS OFFICE SETUPS	5,500	2	11,000
	Justification: New office furniture will be needed to set up the 2 new therapists.			
Sub-Total			2	11,000
Grand Total			2	11,000

DETENTION COMPARISON

4/7/2026

FY26 to FY27

		TOTAL DETENTION			
GL	Expense Description	FY2026 Budget	FY2027 Request	Change	
511011	Salaries	\$ 6,935,233.00	\$ 6,935,233.00	\$ -	No new positions requested.
511021	Temporary/Part Time	\$ 399,744.00	\$ 280,000.00	\$ 119,744.00	Decrease due to spending history
512011	Overtime Salaries	\$ 600,000.00	\$ 500,000.00	\$ 100,000.00	Decrease per H. Giese, Budget Director
512101	Premium Pay	\$ 36,997.00	\$ 70,000.00	\$ (33,003.00)	Increased due to spending history
513011	FICA	\$ 612,408.00	\$ 612,408.00	\$ -	
513021	Retirement	\$ 914,192.00	\$ 914,192.00	\$ -	
513031	Employee Group Ins	\$ 1,242,600.00	\$ 1,242,600.00	\$ -	
514041	Mobile Phone Allowance	\$ 3,360.00	\$ 3,360.00	\$ -	
	Personnel Related	\$ 10,744,534.00	\$ 10,557,793.00	\$ 186,741.00	
521011	Supplies	\$ 9,000.00	\$ 13,000.00	\$ (4,000.00)	Increased due to costs.
522011	Food	\$ 488,000.00	\$ 500,000.00	\$ (12,000.00)	Increased due to costs.
522015	Medical Supplies	\$ 20,000.00	\$ 25,000.00	\$ (5,000.00)	Spending: FY23 = \$19,755; FY24 = \$19,319; FY25 = 25,606; FY26 prjctd = \$14,134; Avg = \$19,704. Increase req'd by J. Grant
522021	Bedding and Clothing	\$ 19,445.00	\$ 25,000.00	\$ (5,555.00)	Spending: FY23 = \$16,449; FY24 = \$16,511; FY25 = \$14,881; FY26 prjctd = \$24,269. Avg = \$18,028. Increase req'd by J. Grant
522025	Personal Hygiene	\$ 10,000.00	\$ 15,000.00	\$ (5,000.00)	Spending: FY23 = \$15,594; FY24 = \$15,597; FY25 = \$1,628; FY26 prjctd = \$19,202 Avg = \$13,005. Increased due to history.
522031	Kitchen Supplies	\$ 31,000.00	\$ 31,000.00	\$ -	
522041	Clothing	\$ 12,264.00	\$ 12,264.00	\$ -	
522051	Custodian Supplies	\$ 15,000.00	\$ 25,000.00	\$ (10,000.00)	Increased for costs and moved laundry and kitchen chemicals to this line
522065	Educational Material	\$ 1,000.00	\$ 1,000.00	\$ -	
522069	Subscriptions	\$ 500.00	\$ 500.00	\$ -	
522085	Safety/Tact Supplies	\$ 4,000.00	\$ 5,720.00	\$ (1,720.00)	Increased due to costs.
526021	Equipment Maintenance	\$ 6,756.00	\$ 9,256.00	\$ (2,500.00)	Added cellphone detector maint.
	Materials & Supplies	\$ 616,965.00	\$ 662,740.00	\$ (45,775.00)	
569011	Professional Service	\$ 500.00	\$ 20,000.00	\$ (19,500.00)	Increased for Barber Services
	Professional Services	\$ 500.00	\$ 20,000.00	\$ (19,500.00)	
575611	Contract Labor	\$ 30,000.00	\$ 40,000.00	\$ (10,000.00)	Continue to use temp workers in Kitchen
576122	Juv Transp Tax Meals	\$ 2,000.00	\$ 2,500.00	\$ (500.00)	Increased to reimburse employees for transports as kids are being accepted more frequently at TJJD.
576632	Medical Services	\$ 400,000.00	\$ 550,000.00	\$ (150,000.00)	Increased for weekend and weeknight coverage.
587025	Software Maintenance	\$ -	\$ 2,900.00	\$ (2,900.00)	PCS Software
	Other Expenses	\$ 432,000.00	\$ 595,400.00	\$ (163,400.00)	
588261	Education	\$ 6,060.00	\$ 7,000.00	\$ (940.00)	Increase requested by J. Grant
588291	Travel	\$ 500.00	\$ 1,000.00	\$ (500.00)	Increase requested by J. Grant
	Travel - Education	\$ 6,560.00	\$ 8,000.00	\$ (1,440.00)	
	TOTAL DETENTION	\$ 11,800,559.00	\$ 11,843,933.00	\$ (43,374.00)	Overall increase, offset of same amount needed.
	Capital Expenses		\$ 139,545.00	\$ 139,545.00	transport van

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Riley N. Shaw

Acct	Description	Request Amount	Justification/Calculations
511021	Temp/Part Time Sal	280,000	<p>Current staffing in Detention requires use of part-time personnel to cover all time off by full-time personnel. We currently have 99 personnel x 33 days of absences (11 sick, 10 vacation, 12 holidays) = 3,267 days of absences. 3,267 days x 8 hours = 26,136 hours x \$24.00/hr = \$627,264</p> <p>The kitchen staff has 8 personnel x 33 days of absences = 264 days x 8 hours = 2,112 hours x \$16/hour = \$33,792.</p> <p>Total part-time estimated expense based on current staffing = \$661,056.</p> <p>Anticipated spending expected to be lower than above estimated expense based on current staffing.</p> <p>Spending: FY23 = \$205,054; FY24 = \$129,149; FY25 = \$80,786; FY26 projected = \$276,850 Average = \$172,960</p> <p>Part-time reduced by \$119,744 to a new total of \$280,000.</p> <p>*</p> <p>*</p>
512011	Overtime Salaries	500,000	<p>This account provides funding for non-exempt personnel who are required to work overtime providing required coverage needed to maintain compliance with state standards and maintain adequate safety, security, and intake coverage. Every effort is made to minimize overtime by the use of part-time personnel, but situations that arise unexpectedly, often necessitate the use of staff available at that time. These situations range from the sudden increase in population, significant resident behavior problems, residents being placed on high-risk suicide precautions, staff injuries, resident injuries that require transport to the emergency room, staff calling in for their assigned shift, and staff being placed on administrative leave as the result of a resident allegation.</p> <p>Overtime Salaries reduced to \$500,000 per Budget Director.</p> <p>*</p> <p>*</p>
512101	Premium Pay	70,000	<p>The current rate is \$0.65 an hour for employees working the 2nd and 3rd shifts.</p> <p>Spending: FY23 = \$63,634; FY24 = \$67,590; FY25 = \$70,752; FY26 projected = \$74,600. Average = \$69,144</p>

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Acct	Description	Request Amount	Justification/Calculations
			Premium Pay is increased by \$33,003 to a total of \$70,000. *
			*
513011	FICA	65,282	
513021	Retirement	68,918	
514041	Mobile Phone Allow	3,360	7 general fund employees in Detention x \$480.
			Mobile Phone is unchanged. *
			*
521011	Supplies	13,000	This account provides office supplies for institutional staff to conduct routine daily work as well as providing supplies for Detention administration, management, and medical and food services.
			Spending: FY23 = \$12,405; FY24 = \$12,015; FY25 = \$10,607; FY26 projected = \$17,752. Average = \$13,195.
			Supplies has been increased by \$4,000 to a total of \$13,000. *
			*
522011	Food	500,000	This account funds the food needed for meal preparation in the Detention Center to feed retained juveniles and those at the Juvenile Justice Alternative Education Program, (JJAEP). Food and delivery costs continue to increase. FY25 cost per meal \$2.83
			Meals: Detention Youth: 116 avg pop per day x 3 meals per day x 365 days per year = 127,020 meals Staff: 80 staff x 1 meal per day x 365 days per year = 29,200 meals JJAEP: 28 meals per day x 280 meals per year = 7,840 meals Total meals served = 164,060
			Total cost = 164,060 x \$2.83 = \$464,290

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Acct	Description	Request Amount	Justification/Calculations
			<p>Increase of 5% in costs = $\\$2.83 \times .05 = .14 + 2.83 = \\2.97</p> <p>Increase in meals - $164,060 \times \\$2.97 = \\$487,258$ requesting \$488,000</p> <p>Spending: FY23 = \$457,546; FY24 = \$472,622; FY25 = \$498,098; FY26 projected \$480,264. Average = 477,133</p> <p>Food is increased by \$12,000 or 3%.</p> <p>*</p> <p>*</p>
522015	Medical Supplies	25,000	<p>This account is used for medical supplies for the clinic operation. This account is also utilized for youth who require prescription and psychotropic medications that the family is unable to provide. In addition, this account pays for substance abuse lab assessments that are not covered by the Texas Juvenile Justice Department grants.</p> <p>Spending: FY23 = \$19,755; FY24 = \$19,319; FY25 = 25,606; FY26 projected = \$14,134; Average = \$19,704</p> <p>Medical Supplies increased by \$5,000 to a total of \$25,000.</p> <p>*</p> <p>*</p>
522021	Bedding and Clothing	25,000	<p>This account funds the bedding and clothing purchases for the Detention residents: uniforms, underwear, undershirts, shoes, t-shirts, suicide blankets and smocks, mattresses, pillows, sheets, blankets, and winter jackets. Additional shoes will be needed to provide the detention residents shoes to wear during the cold winter months so their feet will not be exposed to the cold elements.</p> <p>Spending: FY23 = \$16,449; FY24 = \$16,511; FY25 = \$14,881; FY26 projected = \$24,269. Average = \$18,028</p> <p>Bedding and Clothing is increased by \$5,555 to \$25,000.</p> <p>*</p>

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Acct	Description	Request Amount	Justification/Calculations
522025	Personal Hygiene	15,000	<p>*</p> <p>This line item will be used to purchase all personal hygiene supplies and materials for residents in the Detention center, i.e. shampoo, combs, toothbrushes, holders, feminine hygiene, deodorant, etc.</p> <p>Spending: FY23 = \$15,594; FY24 = \$15,597; FY25 = \$1,628; FY26 projected = \$19,202 Average = \$13,005</p> <p>Personal Hygiene is increased by \$5,000 to a total of \$15,000.</p>
522031	Kitchen Supplies	31,000	<p>*</p> <p>This fund provides all supplies needed to prepare/serve meals for students and mandatory staff in the Detention Center, retained juveniles, and the off-campus JJAEP facility. Items include paper goods, carts, catering supplies, pots, pans, transport carriers, dispensers, serving trays, flatware, cleaning chemicals for the kitchen, etc.</p> <p>Spending: FY23 = \$31,956; FY24 = \$25,225; FY25 = \$26,058; FY26 projected = \$26,026.</p> <p>Kitchen Supplies remains unchanged.</p>
522041	Clothing	12,264	<p>*</p> <p>This account funds uniform needs for all institutional staff. Staff includes both full-time and part-time detention officers, Operations Managers, cooks (full and part time), Kitchen Supervisor, Security Control Officers, Console Control Officers, and all part time institutional employees hired throughout the year. Includes Community Service Restitution Program (CSRP) staff.</p> <p>Detention/Kitchen/CSRP</p> <p>\$14,850.....Shirts for 99 full time line staff @ \$30.00 each x 5 shirts</p> <p>\$1,410.....Uniforms for 6 Kitchen staff x \$47 per uniform x 5 sets each</p> <p>\$750.....Light Jackets for 10 new hires and 15 p/t staff @ \$30.00 each</p> <p>\$150.....Light Jackets for 5 CSRP employees @ \$30.00 each</p> <p>\$1,350.....P/T Staff (15 staff a year x 3 shirts per P/T staff)</p>

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Acct	Description	Request Amount	Justification/Calculations
			<p>\$158.....CSRP Staff 10 Shirts x \$13.00 ea + 10 logos x \$2.75 each</p> <p>Total Cost for current filled positions = \$18,668. Spending has remained at or under budget.</p> <p>Spending: FY23 = \$12,831; FY24 = \$12,232; FY25 = \$9,198; FY26 projected = \$11,510 Average = \$11,443</p> <p>Clothing remains unchanged. * *</p>
522051	Custodian Supplies	25,000	<p>This account funds all paper goods, supplies and products for institutional programs for food service, educational, visitation, and office areas. Products include toilet paper, cups, all liquid products, cleaning supplies, hand towels, brooms, mops, and any and all carts, etc. Laundry and kitchen chemicals were being charged to Kitchen Supplies. These expenses are now being charged to custodial supplies.</p> <p>Spending: FY23 = \$17,127; FY24 = \$16,996; FY25 = \$19,821; FY26 projected = \$24,886. Average = \$19,708</p> <p>Custodian Supplies fund increased by \$10,000 to \$25,000. * *</p>
522065	Educational Material	1,000	<p>This request is for therapeutic materials to support staff-led group activities with residents such as arts and crafts projects or non-clinical group counseling sessions.</p> <p>Spending: FY23 = \$980; FY24 = \$996; FY25 = \$0; FY26 projected = \$0. Average = \$494</p> <p>Education Materials are unchanged. * *</p>
522069	Subscriptions	500	<p>This account funds printed materials for use with residents in Detention. This may be subscriptions,</p>

10000 General Fund

2610410000 Juvenile Detention

Riley N. Shaw

Acct	Description	Request Amount	Justification/Calculations
			<p>educational videos, and books for the library and group counseling.</p> <p>Spending: FY23 = \$0; FY24 = \$104; FY25 = \$0; FY26 = projected = \$0</p>
			<p>Subscriptions remain unchanged.</p> <p>*</p> <p>*</p>
522085	Safety/Tact Supplies	5,720	<p>This account provides funding for all materials purchased in Detention for the following needs: radio batteries, ear pieces, laundry carts, hygiene carts, recreational gym items, residential dorm games, cuffs, shackles (any type of restraint devices including protective equipment such as helmets, spit guards, etc.), flashlights, key boxes, etc.</p> <p>Spending: FY23 = \$5,562; FY24 = \$5,581; FY25 = \$2,283; FY26 projected = \$11,318. Average = \$6,186</p> <p>Safety and Tack is increased by \$1,720. to \$5,720.</p> <p>*</p> <p>*</p>
526021	Equipment Maint	9,256	<p>This account supports maintenance for Detention copiers, faxes, radios, TV's, Guard 1, medical office equipment:</p> <p>\$415.....Maintenance on Detention and Console scanners and printers</p> <p>\$150.....1 TV repair estimated,</p> <p>\$4,626.....2 Copiers: Communications Room and Supervisors Office</p> <p>\$1,565.....1 New Guard 1 Timekeeping System support agreement.</p> <p>\$2,500.....Metrasens Cellphone Detector.</p> <p>Total = \$9,256</p> <p>Spending: FY23 = \$5,443; FY24 = \$5,550; FY25 = \$8,904; FY26 projected = \$13,444. Average</p>

10000 General Fund

2610410000 Juvenile Detention

Riley N. Shaw

Acct	Description	Request Amount	Justification/Calculations
			= \$8,335
			Equipment Maintenance is increased by \$2,500 to \$9,256. * *
540000	Capital Outlay	139,545	See Details
569011	Professional Service	20,000	Bio-Hazard Waste Disposal for medical waste and prescription medications. \$500 Barber Services for youth. \$19,500
			Professional Services for Detention increases by \$19,500 to \$20,000. * *
575611	Contract Labor	40,000	Contract Labor is used for temporary assistance in our kitchen. The kitchen has 2 vacant positions that have been difficult to fill.
			Contract Labor is increased by \$10,000 to a total of \$40,000. * *
576122	Juv Transp Tax Meals	2,500	Detention personnel will occasionally assist with transporting youth to placement facilities, TJJD and retrieving youth to be brought back to Tarrant County. This fund has been requested to allow the non-overnight travel stipend to follow the payroll of the Detention employees who are involved with transporting juveniles.
			Spending: FY25 = 3,480. FY25 was the first year this expense was budgeted in Detention. Expenses for the previous years was in the Juvenile Services budget for Administration/Probation.
			Juvenile Transportation Taxable Meals increases by \$500. * *
576632	Medical Services	550,000	This account funds the contract with Acclaim Physicians Group Inc. to provide on-site physician services for up to 5 hours per week and nursing services for youth in the detention center and afterhours emergency telephone consultations.
			Spending: FY23 =\$401,125; FY24 = \$242,872; FY25 = \$225,730; FY26 projected = \$232,639. Average

10000 General Fund

2610410000 Juvenile Detention

Riley N. Shaw

Acct	Description	Request Amount	Justification/Calculations
			= \$275,592 The Department is adding weekend and weeknight medical assistance. Medical Services increased by \$100,000 to \$550,000. * *
578025	Software Maint/Licen	2,900	Adding maintenance for PCS Meal Service Software. * *
588261	Education	7,000	This account funds educational requirements. Detention officers are required to maintain certification, and kitchen staff must obtain a Food Handlers Certificate and participate in specialized training related to maintaining knowledge of National School Lunch Program standards, discretionary staff training, attendance of the National Commission on Correctional Healthcare and one staff person to attend the conference related to performing fingerprints and entering offenses. Spending: FY23 = \$6,119; FY24 = \$7,639; FY25 = \$1,492; FY26 projected = \$2,606. Average = \$4,464. Education increase requested of \$940 for a total of \$7,000. * *
588291	Travel	1,000	This fund supports travel expenses for Detention staff training and supervisors to attend statewide meetings such as Standards related meetings and PREA meetings in Austin. Spending: FY23 = \$0; FY24 = \$337.95; FY25 = \$0; FY26 = \$0 to date. Travel is increased to \$1,000. *

10000 General Fund

2610410000 Juvenile Detention

Riley N. Shaw

Acct	Description	Request Amount	Justification/Calculations
			*
Total		2,413,245	

10000 General Fund

2610410000 Juvenile Detention

Riley N. Shaw

Description of Item	Unit Cost	Qty New	Qty Repl	Total Cost
TRANSPORT VAN	139,545	1		139,545
Total				139,545

**APPLICATION FOR JUVENILE COURT PUBLIC APPOINTMENT LIST
323RD FAMILY DISTRICT COURT OF TARRANT COUNTY**

It is required that you read the Tarrant County Juvenile Court Public Appointment List Guidelines before submitting this application.

Last Name: Hamrick First Name: Melissa DOB: [REDACTED]

State Bar Number: 24002221 Date Licensed to Practice Law: _____

Principal Business Address: 4025 Carolyn Road, Fort Worth, TX 76109

Mailing Address: 4025 Carolyn Road, Fort Worth, TX 76109

Email Address: [REDACTED]

Phones: Office: 817-312-5003 Mobile: [REDACTED]

Fax: 817-877-4145

Legal Experience: Attach a copy of your resume. You may be required to provide documentation of level requirements.

I have read the requirements for Juvenile Public Appointments and certify that I have met the qualifications as required for the following cases. Check all levels for which you are qualified and seek appointments:

- Level One:** Conduct Indicating a Need for Supervision (CINS) and delinquent conduct, where commitment to the Texas Juvenile Justice Department is not an authorized disposition
- Level Two:** Delinquent conduct and commitment to the Texas Juvenile Justice Department without a determinate sentence is an authorized disposition
- Level Three:** Determinate Sentence and Certification Proceedings
- Level Four:** Appeals. (Please attach or include in your resume any appellate experience)

General Qualifications: (check all that apply)

- I have read and certify that I meet all general qualification requirements including a functioning fax machine **and** an E-mail address, both available 24 hours a day.
- I have not actively received appointments in the Juvenile Court in excess of five years and need to attend the **orientation class** given by the Judge.
- I have not been licensed to practice law for a minimum of six months and would like to participate in the **mentoring program**.

Are you a member in good standing of the State Bar of Texas?

Yes No

Are you a board certified juvenile or criminal law specialist?

Yes No

Are you able to communicate with the deaf?

Yes No

Are you able to speak Spanish fluently?

Yes No

List any other second language(s) that you speak fluently.

If the answers to any of the following six questions are yes, attach a copy of any orders, opinions, sanctions, etc., that were issued in connection with the matter. You may attach a brief explanation if desired.

- 1. Have you ever been sanctioned by the State Bar Grievance Committee? Yes No
- 2. Do you have an appeal pending of any State Bar sanction? Yes No
- 3. Have you ever been sanctioned for failure to appear before a court? Yes No
- 4. Have you ever been convicted of an offense other than a class C offense? Yes No
- 5. Are you currently under indictment or charged with an offense other than a Class C Misdemeanor?
Yes No
- 6. Has a Court ever found that you provided ineffective assistance of counsel? Yes No

Required Attachments: Most recent Continuing Legal Education (CLE) reporting form (or if you have not practiced for sufficient time to have a CLE form, a list of CLE you have attended) which demonstrates the completion of six hours of juvenile law CLE within the past year.

I, Melissa Hamrick, the undersigned attorney, hereby state under oath that all of the above information is correct, that I have read and understand the qualifications set out in the Tarrant County Juvenile Public Appointment List Guidelines and that I meet those qualifications. I understand that I have a duty to promptly notify the Juvenile Court of any matter that may make me ineligible to receive appointments under the terms of the Tarrant County Juvenile Court Public Appointment List, and to notify the Juvenile Court of any changes to the information contained in this application. I understand that I may be removed from the appointment list for failure to meet any qualification stated in the Tarrant County Juvenile Court Public Appointment List.

Melissa Hamrick
Attorney

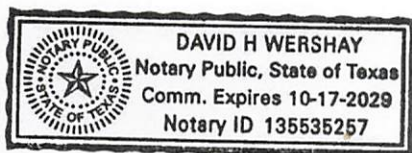
On this date personally appeared before me Melissa Hamrick who, after being properly identified and placed under oath, swore before me that all of the information stated in the foregoing Application for Juvenile Public Appointment List is the truth.

Sworn and subscribed before me on this the 4th day of January, 2026.

Name: [Signature]

Office of person taking oath: _____

Tarrant County, Texas.



The oath may be administered by a county or district criminal court judge, 323rd District Court Judge or associate judge of the 323rd District Court, county clerk or notary public.
Notary Seal and date commission expires if applicable:

FOR OFFICE USE ONLY:

On the 15 day of April, 2026, the Juvenile Board of Tarrant County,

Texas considered the foregoing application of Melissa Hamrick and it is hereby:

- Approved
- Denied

Comments:

Judge

Judge

2025 CONTINUING LEGAL EDUCATION REPORTING FORM
DUE BY DECEMBER 31, 2025

NAME: Melissa Hamrick BAR NUMBER: 24002221

A minimum of 6 hours of Juvenile Law CLE is required during each 12-month reporting period. The 323rd District Court's reporting period is the calendar year. CLE may include attendance at accredited seminars, self-study, teaching at an accredited continuing legal education activity, attendance at a law school class, or legal research-based writing. Credit for self-study is limited to two hours per reporting period.

If you are currently Board Certified in Juvenile Law you do not need to submit CLE documentation.

CLE completed within a one-year period immediately preceding an attorney's initial reporting period may be used to meet the educational requirement for the initial year.

CLE completed during any reporting period in excess of the minimum six-hour requirement for such period may be applied to the following period's requirement. The carryover provision applies to one year only.

Please list your continuing legal education activities pertaining to Juvenile Law for the year 2025 and provide CLE transcript.

DATE OF COURSE/ACTIVITY	NAME OF COURSE/ACTIVITY	NUMBER OF HOURS
1. 12-16-25 174274065	Adjudication Hearing - Involuntary Youth Justice	2.5
2. 1-30-25 174231945	Determinate Sentence Case Study - Sentence Post Adj	2.25
3. 12-15-25 Self Study		2.0
4.		

Hours carried over from 2024 _____

Hours completed in 2025 6.75

Total Hours for 2025 6.75

Hours carried over to 2026 0.95

I, Melissa Hamrick, the undersigned attorney, hereby state under oath that all the above information is correct.

Melissa Hamrick
 Attorney

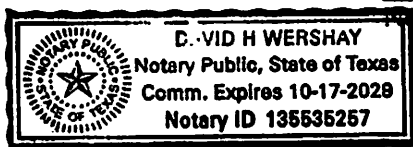
STATE OF TEXAS
 COUNTY OF TARRANT

Sworn to and subscribed before me this 4th day of January, 2025.

by Melissa Hamrick

(SEAL)

[Signature]
 Notary Public



MCLE TRANSCRIPT



STATE BAR OF TEXAS Minimum Continuing Legal Education MCLE Transcript



Melissa Lyn Hamrick
4025 Carolyn Road
Fort Worth, TX 76109 United States

Report Date: 01/05/2026
Barcard: 24002221
Birth Month: ██████████

MCLE TRANSCRIPT FOR 2026


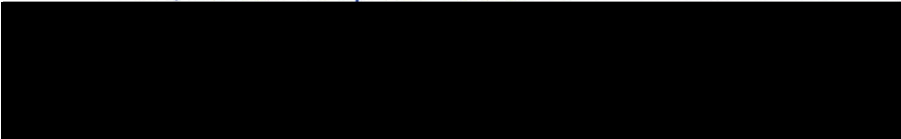
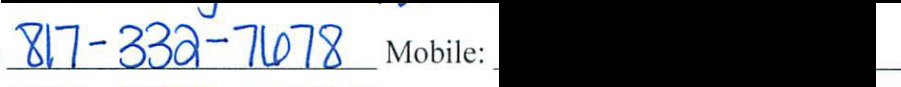
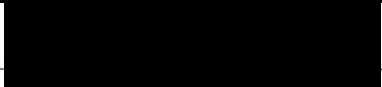
1/2/2025 TO 1/1/2026

Compliance ↑	Date Taken ↑	Reporting Date	Course Number (Course #)	Course Title (Course #)	Credit Hours	Ethics Hours	Self Stud Hour
2026	1/3/2026	1/3/2026	174288316	Child Welfare Recording 2025	4.00	0.25	0.00
2026	12/18/2025	12/22/2025	174275069	Case Law Update for Trial Attorneys // Dynamic Advocacy Road	2.50	0.25	0.00
2026	12/16/2025	12/22/2025	174274065	Adjudication Hearing // Innovations in Youth Justice	2.50	0.75	0.00
2026	12/15/2025	12/22/2025	174302821	The AI Highway: Life in the Fast Lane	0.50	0.25	0.00
2026	8/30/2025	9/1/2025	174288993	Preparing Your Client: From Filing Through Final Trial	0.50	0.25	0.00
2026	6/16/2025	6/23/2025	174283131	Attorney's Fees	0.50	0.00	0.00

Compliance ↑	Date Taken ↑	Reporting Date	Course Number (Course #)	Course Title (Course #)	Credit Hours	Ethics Hours	Self Stud Hou
2026	1/30/2025	1/30/2025	174231945	Determinate Sentence Case Study //Sentence Post Adjudication	2.25	1.00	0.00
2026	1/29/2025	1/29/2025	174238735	Choose Your Own Provider: Strategies/Engagement & Planning	1.75	0.00	0.00
2026	1/28/2025	1/28/2025	174249487	Criminal Law 101: Navigating Pretrial and Trial Issues	4.25	1.00	0.00
2026	1/15/2025	1/20/2025	174260915	Best Practices for Legal Writing 2024	0.50	0.00	0.00
2026	1/14/2025	1/20/2025	174249490	Best of Advanced Criminal Law 2024	9.50	2.50	0.00
2026	1/13/2025	1/20/2025	174238734	Family First Prevention Services Act Pilot Program	2.50	0.75	0.00
2026	1/13/2025	1/20/2025	174249499	Forensic Investigative Genetic Genealogy // Use of Tech	3.00	0.00	0.00

**APPLICATION FOR JUVENILE COURT PUBLIC APPOINTMENT LIST
323RD FAMILY DISTRICT COURT OF TARRANT COUNTY**

It is required that you read the Tarrant County Juvenile Court Public Appointment List Guidelines before submitting this application.

Last Name: McAfee First Name: Brittany DOB: 
State Bar Number: 24120402 Date Licensed to Practice Law: Oct. 1, 2020
Principal Business Address: 925 8th Ave.
Ft. Worth, TX 76104
Mailing Address: 
Email Address: 
Phones: Office: 817-332-7678 Mobile: 
Fax: 817-332-7723

Legal Experience: Attach a copy of your resume. You may be required to provide documentation of level requirements.

I have read the requirements for Juvenile Public Appointments and certify that I have met the qualifications as required for the following cases. Check all levels for which you are qualified and seek appointments:

- Level One:** Conduct Indicating a Need for Supervision (CINS) and delinquent conduct, where commitment to the Texas Juvenile Justice Department is not an authorized disposition
- Level Two:** Delinquent conduct and commitment to the Texas Juvenile Justice Department without a determinate sentence is an authorized disposition
- Level Three:** Determinate Sentence and Certification Proceedings
- Level Four:** Appeals. (Please attach or include in your resume any appellate experience)

General Qualifications: (check all that apply)

- I have read and certify that I meet all general qualification requirements including a functioning fax machine **and** an E-mail address, both available 24 hours a day.
- I have not actively received appointments in the Juvenile Court in excess of five years and need to attend the **orientation class** given by the Judge.
- I have not been licensed to practice law for a minimum of six months and would like to participate in the **mentoring program**.

Are you a member in good standing of the State Bar of Texas? Yes No
 Are you a board certified juvenile or criminal law specialist? Yes No
 Are you able to communicate with the deaf? Yes No
 Are you able to speak Spanish fluently? Yes No
 List any other second language(s) that you speak fluently.

If the answers to any of the following six questions are yes, attach a copy of any orders, opinions, sanctions, etc., that were issued in connection with the matter. You may attach a brief explanation if desired.

1. Have you ever been sanctioned by the State Bar Grievance Committee? Yes No
2. Do you have an appeal pending of any State Bar sanction? Yes No
3. Have you ever been sanctioned for failure to appear before a court? Yes No
4. Have you ever been convicted of an offense other than a class C offense? Yes No
5. Are you currently under indictment or charged with an offense other than a Class C Misdemeanor?
Yes No
6. Has a Court ever found that you provided ineffective assistance of counsel? Yes No

Required Attachments: Most recent Continuing Legal Education (CLE) reporting form (or if you have not practiced for sufficient time to have a CLE form, a list of CLE you have attended) which demonstrates the completion of six hours of juvenile law CLE within the past year.

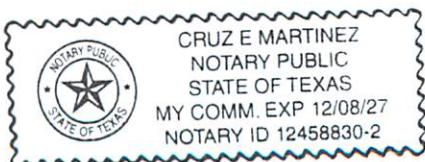
I, Brittany McAfee, the undersigned attorney, hereby state under oath that all of the above information is correct, that I have read and understand the qualifications set out in the Tarrant County Juvenile Public Appointment List Guidelines and that I meet those qualifications. *I understand that I have a duty to promptly notify the Juvenile Court of any matter that may make me ineligible to receive appointments under the terms of the Tarrant County Juvenile Court Public Appointment List, and to notify the Juvenile Court of any changes to the information contained in this application. I understand that I may be removed from the appointment list for failure to meet any qualification stated in the Tarrant County Juvenile Court Public Appointment List.*

Brittany McAfee
Attorney

On this date personally appeared before me Brittany McAfee who, after being properly identified and placed under oath, swore before me that all of the information stated in the foregoing Application for Juvenile Public Appointment List is the truth.

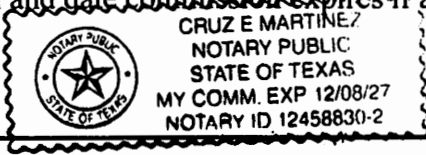
Sworn and subscribed before me on this the 14 day of January, 2026.

Name: Cruz E. Martinez
 Office of person taking oath: 925 8th Ave
Fort Worth, TX 76104
 Tarrant County, Texas.



The oath may be administered by a county or district criminal court judge, 323rd District Court Judge or associate judge of the 323rd District Court, county clerk or notary public.

Notary Seal and date commission expires if applicable:



FOR OFFICE USE ONLY:

On the 15th day of April, 2026, the Juvenile Board of Tarrant County,

Texas considered the foregoing application of Brittany McAfee and it is hereby:

Approved

Denied

Comments:

Judge

Judge

BRITTANY A. MCAFEE

Fort Worth, Texas 76104

BARS & COURTS OF ADMISSION

TENNESSEE, December 2019

TEXAS, October 2020

- Northern District of Texas, August 2022

EDUCATION

LINCOLN MEMORIAL UNIVERSITY, DUNCAN SCHOOL OF LAW, Knoxville, Tennessee
J.D., May 2019

UNIVERSITY OF MISSISSIPPI, Oxford, Mississippi
B.S. in Criminal Justice, Minor in English, May 2015

EXPERIENCE

LAW OFFICES OF J. KENT MCAFEE, P.C., Fort Worth, Texas

Attorney • February 2021 – Current

- Responsible for the addition of criminal defense and juvenile law as practice areas accepted by the firm
- Manages a private caseload of misdemeanor and felony adult cases and delinquent juvenile cases in the Dallas-Fort Worth metroplex and surrounding areas
- Drafts legal documents on behalf of clients, including motions, requests, and petitions for expunctions or non-disclosures
- Reviews discovery and discusses findings with clients
- Attends weekly court dockets

TARRANT COUNTY DISTRICT ATTORNEY'S OFFICE, Fort Worth, Texas

Legal Intern – *Pending Texas Bar Admission* • November 2019 – April 2020

- Reviewed, redacted, and organized over 30,000 pages of evidence in a capital murder case
- Watched and summarized 20 hours of body camera footage for an officer involved civil suit
- Assisted in the preparation of jury selection for a capital murder trial
- Drafted the lesson plan and participant materials for an intimate partner violence course provided by the Texas Commission of Law Enforcement

THE STANUSZEK LAW GROUP, Knoxville, Tennessee

Legal Extern • Fall 2018

- Prepared case files and attended docket with the managing attorney at the Knox County Juvenile Court
- Contacted clients to provide updates on case status
- Assisted with the research and drafting of a petition submitted to the Tennessee Supreme Court for the amendment of Rule 13, which limits the annual compensation court appointed attorneys can receive

LAW OFFICES OF GEORGE R. TRIMBER, P.C., Fort Worth, Texas

Legal Intern • Summer 2017

- Attended morning and afternoon dockets in both felony and misdemeanor courts at the Tim Curry Criminal Justice Center
- Maintained case files and organized the discovery for each respective file
- Conducted initial interviews of potential new clients
- Helped with the preparation of two misdemeanor trials

PARK PLACE MASERATI, Fort Worth, Texas

Business Coordinator • 2015-2016

- Prepared the finance and insurance documents for the purchase and lease transactions of new and pre-owned vehicles
- Monitored the status of pending sales transactions
- Facilitated the transportation and inventory of vehicles between the company's other dealership locations

TARRANT COUNTY CRIMINAL COURT NO. 8, Fort Worth, Texas

Court Intern • Summer 2014

- Assisted the court clerk with the processing of court filings and records
- Oversaw the scheduling of weekly court dockets
- Observed a variety of court proceedings

PROFESSIONAL ASSOCIATIONS

Texas Bar College

Texas Criminal Defense Lawyers Association

Tarrant County Criminal Defense Lawyers Association

Tarrant County Bar Association



STATE BAR OF TEXAS

Texas Bar College

PO BOX 12487 · AUSTIN TX 78711-2487
 BARCOLLEGE@TEXASBAR.COM · 512-427-1819
 TEXASBARCOLLEGE.COM

2025 Transcript Report

24120402

Date Generated: 01/13/2026

Period Covered: 1/1/2025 - 12/31/2025

Payment Status: PAID

Summary of CLE Hours	Accredited Hours	Ethics Hours	Self Study Hours	Self Study Ethics	Total Hours	Total Ethics
Carried Forward from Last Year	15.00	3.00	0.00	0.00	15.00	3.00
Earned	52.75	7.25	0.00	0.00	52.75	7.25
Applied	30.00	3.00	0.00	0.00	30.00	3.00
Needed for This Year	0.00	0.00	0.00	0.00	0.00	0.00
Carried Forward Next Year	15.00	3.00	0.00	0.00	15.00	3.00
Needed Next Year	15.00	0.00	0.00	0.00	15.00	0.00

CLE Hours Reported for 2025 Bar College Compliance Year (calendar year)					
Date Taken	Date Reported	Course Number	Course Title	Credit Hours	Included Ethics Hours
02/18/2025	02/18/2025	174267825	CJS - Criminalizing Firearm Possession Under the Second A...	1.00	0.00
02/26/2025	02/26/2025	174270801	Permitting Reform's False Choice	1.00	0.00
02/28/2025	03/04/2025	174260158	International Energy Investment Challenges	8.50	0.00
03/06/2025	03/06/2025	174269870	Key Policy Considerations for the Administration	4.00	0.00
03/10/2025	03/10/2025	174271469	Lawyer Well-being--ASORR FY	1.00	1.00
04/10/2025	04/10/2025	174266833	Juvenile Law	7.50	1.00
04/23/2025	04/23/2025	174276125	Anti-Democratic Rights of Nature	1.00	0.00
06/17/2025	06/17/2025	174282221	Criminalizing Climate Displacement	1.00	0.00
06/30/2025	06/30/2025	174282820	The History of U.S. Immigration	2.50	0.00
08/06/2025	08/06/2025	174286103	2025 U.S. Supreme Court Update	3.00	0.00
09/19/2025	09/19/2025	174290339	Practicing Law in the Wake of Diagnosis	1.00	0.50

09/26/2025	09/26/2025	174290483	A Conversation with UH Law Judicial Pioneers	2.00	0.00
10/07/2025	10/07/2025	174295476	Governing Grants	1.00	0.00
10/09/2025	10/09/2025	174296483	Post-Special Session Legislative Update	1.50	0.00
10/10/2025	10/10/2025	174292920	30th Annual Frankel Lecture: COVID & the Great Retrenchment	2.00	0.00
10/16/2025	10/16/2025	174294868	Lawyers Who Lead: Ethics, Influence, and Impact	2.00	1.00
10/22/2025	10/22/2025	174294187	Lawyer Well-being -Perfectionism in the Legal Field	1.00	1.00
10/30/2025	10/30/2025	174298072	The Neurosequential Model: An Approach to Help Children"	1.50	1.50
10/31/2025	10/31/2025	174297263	Domestic Violence Awareness for Family Law Practitioners	4.50	0.75
11/14/2025	11/19/2025	174299004	Appointment Wheel CLE: 2025 Juvenile Law Seminar	4.75	0.50
12/15/2025	01/02/2026	174300200	Client Resilience and Healing in Criminal Defense	1.00	0.00
Total CLE Hours Reported				52.75	*7.25
*7.25 Ethics hours included in the 52.75 total.					

323RD DISTRICT COURT ATTENDANCE LOG

Detention Docket – 01/12/26 at 1:30 pm – Judge Sorrells

Detention Hearing – 01/13/26 at 8:30 am – Judge Sorrells

- Hall, Britton James

Adjudication/Disposition

- 01/13/26 at 8:30 am and 9:30 am – Judge Sorrells

- o Offord, Laniya Lynette
- o Antoine, Johnathan Bradley
- o Daniels, Deyonce Kimbria Nicole

- 01/15/26 at 8:30am - Judge Wagner

- o Wilson, Kamiyah Sanae

- o Espinoza Ibarra, Anthony – Judge Sorrells

- at 9:30am - Judge Sorrells

- o Abeks, Brandon Scott