

TECHNICAL PROPOSAL PACKET
710-20-0003

Comprehensive Juvenile Services, Inc.

1606 South J Street
Fort Smith, AR 72901

Bid for Region 5


PROPOSAL SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION				
Company:	Comprehensive Juvenile Services, Inc.			
Address:	1606 South J Street			
City:	Fort Smith	State: AR	Zip Code: 72901	
Business Designation:	<input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Public Service Corp <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit			
Minority and Women-Owned Designation*:	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> American Indian <input type="checkbox"/> Asian American <input type="checkbox"/> Service Disabled Veteran <input type="checkbox"/> African American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Pacific Islander American <input type="checkbox"/> Women-Owned AR Certification #: _____ * See <i>Minority and Women-Owned Business Policy</i>			
PROSPECTIVE CONTRACTOR CONTACT INFORMATION				
<i>Provide contact information to be used for bid solicitation related matters.</i>				
Contact Person:	Janice K Justice	Title:	Executive Director	
Phone:	479-785-4031	Alternate Phone:	479-997-5638	
Email:	jjjustice@cjsinc.org			
CONFIRMATION OF REDACTED COPY				
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input checked="" type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested. <i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i>				
ILLEGAL IMMIGRANT CONFIRMATION				
By signing and submitting a response to this <i>Bid Solicitation</i> , a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.				
ISRAEL BOYCOTT RESTRICTION CONFIRMATION				
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract. XX Prospective Contractor does not and will not boycott Israel.				

An official authorized to bind the Prospective Contractor to a resultant contract shall sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* will cause the Prospective Contractor's proposal to be disqualified.

Authorized Signature:  Title: Executive Director
Use Ink Only.

Printed/Typed Name: Janice K Justice Date: 04/10/2020

SECTION 1 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

Authorized Signature: Janice K. Justice
Use Ink Only.

Printed/Typed Name: Janice K Justice Date: 04/10/2020

SECTION 2 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

Authorized Signature: Janice K. Justice
Use Ink Only.

Printed/Typed Name: Janice K Justice Date: 04/10/2020

SECTIONS 3, 4, 5 - VENDOR AGREEMENT AND COMPLIANCE

- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section(s) of the bid solicitation.

Authorized Signature: Janice K. Justice
Use Ink Only.

Printed/Typed Name: Janice K Justice Date: 04/10/2020

PROPOSED SUBCONTRACTORS FORM

- Do not include additional information relating to subcontractors on this form or as an attachment to this form.

PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP
Harris and Harris Counseling	5101 Old Greenwood Road, #103	Fort Smith, AR 72903
The Behavioral Science Clinic	211 North Greenwood, Suite B	Fort Smith, AR 72901
STEPS Family Resource Center	708 Garrison Avenue	Fort Smith, AR 72901
Western Arkansas Counseling and Guidance Center	3111 South 70 th Street	Fort Smith, AR 72903
North Star Counseling Clinic	600 Port Arthur Avenue	Mena, AR 71953
Fort Smith Girls Shelter	2600 Raleigh	Fort Smith, AR 72901
Fort Smith Boys Home	5904 South Zero Street	Fort Smith, AR 72903

PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORSTO PERFORM SERVICES.

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203
501-682-6327

ADDENDUM 1

DATE: March 25, 2020
SUBJECT: 710-20-0003

The following change(s) to the above referenced Invitation for Bid for DHS has been made as designated below:

- Change of specification(s)**
- Additional specification(s)
- Change of bid opening date and time
- Cancellation of bid
- Other

1. "Final Appendix A Catchment Area Map" shall replace "Appendix A Catchment Area Map."
2. "Final Appendix B Community Based Programs Funding Formula" shall replace "Appendix B Community Based Programs Funding Formula."

BIDS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED,
If you have questions, please contact the buyer at Chorsie.Burns@dhs.arkansas.gov. or 501-682-6327

Janice K. Justice _____ *04/06/2020* _____
Vendor Signature Date
Comprehensive Juvenile Services, Inc. _____
Company

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203
501-682-6327

ADDENDUM 2

DATE: April 3, 2020

SUBJECT: 710-20-0003 Juvenile Justice Community Based Re-Entry & Vocational & Career Support Services

The following change(s) to the above referenced Invitation for Bid for DHS has been made as designated below:

- Change of specification(s)**
 Additional specification(s)
 Change of bid opening date and time
 Cancellation of bid
 Other

RFP: 710-20-0003

Page 15: 2.3.A.6

The Contractor **shall** provide an Independent Living Skills (ILS) program for all juveniles sixteen (16) and older referred by DYS and admitted to the Contractor's program. A copy of the current ILS curriculum **shall** be provided to DYS for its review and approval prior to implementation. The ILS **must** include, at a minimum, the following components:

- a. money management;
- b. food preparation;
- c. nutrition;
- d. health; and
- e. housekeeping.

Page 16: 2.3.B.7

The Contractor **shall** provide an Independent Living Skills (ILS) program for all juveniles sixteen (16) and older referred by DYS and admitted to the Contractor's program a minimum of one (1) time for sixty (60) minutes every other week. A copy of the current ILS curriculum **shall** be provided to DYS for its review and approval prior to implementation. The ILS **must** include, at a minimum, the following components:

- a. money management;
- b. food preparation;
- c. nutrition;
- d. health; and
- e. housekeeping.

Page 17: C.1

Vocational Services and Career Support

1. Contractor **must** recruit and retain a qualified, dedicated vocational staff member to serve as Job and Career Coach who offers job readiness training (e.g., completing applications, preparing a resume, searching for jobs, effective interpersonal skills, interviewing skills, time management, problem solving, and conflict resolution).
2. The Contractor's dedicated vocational staff member may provide a career assessment, along with assisting the juvenile to explore career options.

3. The Contractor's ~~dedicated~~ vocational staff member **shall** coordinate with Job Corps and the Arkansas Department of Workforce Services (ADWS) in connecting juveniles transitioning to the labor market to appropriate vocational services and career supports, including employment opportunities.
4. The Contractor's ~~dedicated~~ vocational staff member **shall** coordinate with vocational and technical departments at technical, vocational, and two- or four-year colleges or universities to provide opportunities for juveniles who qualify.
5. The Contractor's ~~dedicated~~ vocational staff member **shall** assist juveniles in enrollment and actively support attainment of trade licenses or certifications, and subsequent job or apprenticeship placement.

Page 22: 2.7.A.2

The Contractor **shall** be subject to an audit of overall operations by the Arkansas Department of Health and the Arkansas Department of Corrections pursuant to Arkansas Code Annotated §§9-28-301 and 9-28-302. In addition to the above audits, Contractor **shall** be subject to audit by DHS and the Arkansas Legislative Audit Legislature as deemed necessary. Contractor **shall** cooperate fully with all auditing entities.

Page 22: 2.7.A.3

This section is stricken from the document.

Performance Indicators

Page 2 of PIs, Section 1.D

The Contractor **shall** provide an Independent Living Skills (ILS) program for all juveniles sixteen (16) and older referred by DYS and admitted to the Contractor's program. A copy of the current ILS curriculum **shall** be provided to DYS for its review and approval prior to implementation. The ILS **must** include, at a minimum, the following components:

- b. money management;
- c. food preparation;
- d. nutrition;
- e. health; and
- f. housekeeping.

Page 6 of PIs, Section 4.E.3

The Contractor **shall** provide an Independent Living Skills (ILS) program for all juveniles sixteen (16) and older referred by DYS and admitted to the Contractor's program a minimum of one (1) time for sixty (60) minutes every other week. A copy of the current ILS curriculum **shall** be provided to DYS for its review and approval prior to implementation. The ILS **must** include, at a minimum, the following components:

- b. money management;
- c. food preparation;
- d. nutrition;
- e. health; and
- f. housekeeping.

Page 7 Section 4.G

Vocational services and career support shall be provided.

1. Contractor shall employ a ~~dedicated~~ Job and Career Coach to provide job readiness training.
2. The Job and Career Coach shall have no other duties outside of this position.
3. ~~Dedicated~~ vocational staff shall coordinate with Job Corps and the Arkansas Department of Workforce Services (ADWS) in connecting juveniles transitioning to the labor market to appropriate vocational services and career supports, including employment opportunities.
4. ~~Dedicated~~-vocational staff shall coordinate with vocational and technical departments to provide opportunities for juveniles who qualify.
5. ~~Dedicated~~ vocational staff shall assist juveniles in enrollment and actively support attainment of trade license or certifications, and subsequent job or apprenticeship placement.
6. All services shall be documented in the juvenile's individual case file outlining the services provided, dates, times, units, and signed by the ~~dedicated~~ vocational staff. This information shall be entered into JJIS in the form and manner specified by DYS.

Page 9 of PI's, Section 5, C.1.

The Contractor **shall** be subject to an audit of overall operations by the Arkansas Department of Health and the Arkansas Department of Corrections pursuant to Arkansas Code Annotated §§9-28-301 and 9-28-302. In addition to the above audits, Contractor **shall** be subject to audit by DHS and the Arkansas Legislative Audit Legislature as deemed necessary. Contractor **shall** cooperate fully with all auditing entities.

~~The Contractor shall submit a budget to DYS and the Arkansas Legislative Council and go through the budget procedures process in the same manner as State Departments, agencies, institutions, boards, and commissions. Budgets shall be submitted based on operating revenues and expenses of each Contractor, and each Contractor shall provide information related to financial status required by the Legislative Council and/or Joint Budget Committee.~~

BIDS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED,

If you have questions, please contact the buyer at Chorsie.Burns@dhs.arkansas.gov. or 501-537-2283

Janice K. Justice
Vendor Signature

04/10/2020
Date

Comprehensive Juvenile Services, Inc.
Company

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203

ADDENDUM 3

TO: All Addressed Vendors
FROM: Chorsie Burns, Buyer
DATE: April 8, 2020
SUBJECT: 710-20-0003 Juvenile Justice Community Based Reentry & Vocational & Career Support Services

The following change(s) to the above referenced bid have been made as designated below:

- Change of specification(s)
- Additional specification(s)
- Change of bid opening date and time
- Cancellation of bid
- Other-(Additional Vendor Questions)

CHANGE OF BID OPENING DATE AND TIME

Bid Opening Date and Time: April 16, 2020 @ 2:00pm CST

Bid Submission Date and Time: April 16, 2020 @ 1:30pm CST

OTHER

Additional Vendor Questions (see attachment on website)

The specifications by virtue of this addendum become a permanent addition to the above referenced bid. Failure to return this signed addendum may result in rejection of your proposal.

If you have any questions, please contact Chorsie Burns at chorsie.burns@dhs.arkansas.gov or (501) 682-6327.

Janice K. Justice
Vendor Signature

04/10/2020
Date

Comprehensive Juvenile Services, Inc. Company

Contract Number _____

Attachment Number _____

Action Number _____

CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM

Failure to complete all of the following information may result in a delay in obtaining a contract, lease, purchase agreement, or grant award with any Arkansas State Agency.

SUBCONTRACTOR: SUBCONTRACTOR NAME:

Yes No

IS THIS FOR:

TAXPAYER ID NAME: Comprehensive Juvenile Services, Inc.

Goods? Services? Both?

YOUR LAST NAME: Justice

FIRST NAME Janice

M.I.: K

ADDRESS: 1606 South J Street

CITY: Fort Smith

STATE: AR

ZIP CODE: 72901

COUNTRY: USA

AS A CONDITION OF OBTAINING, EXTENDING, AMENDING, OR RENEWING A CONTRACT, LEASE, PURCHASE AGREEMENT, OR GRANT AWARD WITH ANY ARKANSAS STATE AGENCY, THE FOLLOWING INFORMATION MUST BE DISCLOSED:

FOR INDIVIDUALS *

Indicate below if: you, your spouse or the brother, sister, parent, or child of you or your spouse is a current or former: member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee:

Position Held	Mark (√)		Name of Position of Job Held [senator, representative, name of board/ commission, data entry, etc.]	For How Long?		What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]	
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Relation
General Assembly							
Constitutional Officer							
State Board or Commission Member							
State Employee							

None of the above applies

FOR AN ENTITY (BUSINESS) *

Indicate below if any of the following persons, current or former, hold any position of control or hold any ownership interest of 10% or greater in the entity: member of the General Assembly, Constitutional Officer, State Board or Commission Member, State Employee, or the spouse, brother, sister, parent, or child of a member of the General Assembly, Constitutional Officer, State Board or Commission Member, or State Employee. Position of control means the power to direct the purchasing policies or influence the management of the entity.

Position Held	Mark (√)		Name of Position of Job Held [senator, representative, name of board/commission, data entry, etc.]	For How Long?		What is the person(s) name and what is his/her % of ownership interest and/or what is his/her position of control?		
	Current	Former		From MM/YY	To MM/YY	Person's Name(s)	Ownership Interest (%)	Position of Control
General Assembly								
Constitutional Officer								
State Board or Commission Member								
State Employee	✓		Board Member	01/18	Present	Aubrey Barr, Attorney Ad Litem	0	Board Member

None of the above applies

Contract Number _____
Attachment Number _____
Action Number _____

Contract and Grant Disclosure and Certification Form


Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

1. Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM**. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.
3. No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the **CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM** completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.

Signature  Title Executive Director Date 04/06/2020
Vendor Contact Person Janice K Justice Title Executive Director Phone No. (479) 785-4031

Agency use only

Agency Number 0710 Agency Name Department of Human Services Agency Contact Person _____ Contact Phone No. _____ Contract or Grant No. _____

Policy Name:	Equal Opportunity Policy
Domain:	Human Resources Management, Administrative and Service Environment
Applies to:	All staff and clients
Effective Date:	January 1, 2014
Date(s) of Revision:	March 1, 2020
References:	Employee Grievance Procedure, Client Rights Policy

Employment:

Comprehensive Juvenile Services, Inc. (CJS) provides equal employment opportunities to all employees and applicants for employment, without regard to race, color, religion, sex (including pregnancy), sexual orientation, national origin, age, disability or genetic information, or any other basis protected by state or federal law. In addition, this policy of equal employment opportunities applies to all terms and conditions of employment, including but not limited to, hiring, placement, promotion, termination, layoff, recall, transfers, leave of absence, compensation and training.

Services to Clients:

In accordance with the Federal Privacy Act of 1974, Arkansas Privacy Act 730 of 1975, HIPAA Privacy Act and the Office of Civil Rights, this agency is prohibited from unfair treatment or discrimination on the basis of race, color, sex, national origin, ethnicity, gender, age, religion, political affiliation/beliefs, disability or genetic information, marital status or sexual orientation.

Authorizing Signatures

Executive Director Janice K. Justice Date 03/01/2020

TECHNICAL SOLUTIONS AND SCOPE OF WORK

Contractor Qualifications

Comprehensive Juvenile Services, Inc. (CJS) has a 43-year history of juvenile justice experience providing Family in Need of Services (FINS), Diversion, Supervision and Aftercare/Re-entry services to the youth and families of western Arkansas. CJS opened its doors in January 1977, after being approached by the State Office of Youth Services in May 1976 about initiating a comprehensive community youth service agency with state assistance. CJS has been a 501(c)(3) non-profit, community based youth services contract provider ever since, providing services in Sebastian, Crawford, Montgomery, Polk, as well as in Logan and Scott Counties through subcontract with Community Service, Inc.

Prior work within the past five (5) years includes:

July 1, 2019 – June 30, 2020:

Contract or Grant Amount	Scope of Work	
	Area Served	Services Provided
\$1,429,138.50 Community based youth services contract with the Division of Youth Services.	Judicial Districts 12, 18W, 21 Sebastian, Crawford, Polk, Montgomery Counties	Casework, Casework Group, Therapy, Therapy Group, Diagnosis and Evaluation, Emergency Shelter, Residential Treatment, Drug Screening, Intensive Casework Management, Intensive Casework Management Group, Interstate Compact, Drug Screening Sanctions, Community Service Supervision Sanctions, Electronic Monitoring Sanctions, Electronic Monitoring Non Sanctions, Mentoring, Prevention Group Presentation, including Active Parenting of Teens Classes, Girls Circle, Council for Boys, After Hours Supervision, Anger Management Classes, Social Media/Sex Education classes, Transportation Gas Cards
\$20,000.00	Judicial Districts 12, 18W, 21 Sebastian, Crawford, Polk, Montgomery Counties	Strengthening Families Program, provided through funding from the Office of Juvenile Justice and Delinquency Prevention.
\$20,000.00	Sebastian County	Disproportionate Minority Contact/Racial and Ethnic Disparities Grant, provided through funding from the Office of Juvenile Justice and Delinquency Prevention.

July 1, 2018 – June 30, 2019:

Contract or Grant Amount	Scope of Work	
	Area Served	Services Provided
\$1,252,329.00 Community based youth services contract with the Division of Youth Services.	Judicial Districts 12, 18W, 21 Sebastian, Crawford, Polk, Montgomery Counties	Casework, Casework Group, Therapy, Therapy Group, Diagnosis and Evaluation, Emergency Shelter, Residential Treatment, Drug Screening, Intensive Casework Management, Intensive Casework Management Group, Assessments, Interstate Compact, Drug Screening Sanctions, Community Service Supervision Sanctions, Electronic Monitoring Sanctions, Electronic Monitoring Non Sanctions, Mentoring, Prevention Group Presentation, including Active Parenting of Teens Classes, Girls Circle, and Council for Boys.
\$10,000.00	Sebastian County, 12 th Judicial District	Disproportionate Minority Contact Grant, provided through funding from the Office of Juvenile Justice and Delinquency Prevention.
\$37,500.00	12 th Judicial District, Sebastian County	Juvenile Justice Innovation Grant, providing After Hours Supervision as requested by Juvenile Court
\$37,500.00	18W Judicial District, Polk and Montgomery Counties	Juvenile Justice Innovation Grant, providing Mentoring, Alcohol/Drug Counseling, Restorative Justice, Anger Management, Electronic Monitoring, as requested by Juvenile Court
\$37,500.00	21 st Judicial District, Crawford County	Juvenile Justice Innovation Grant, providing Anger Management, Drug/Alcohol, Social Media/Sex Education classes, Electronic Monitoring, Transportation Gas Cards, Pregnancy Tests, as requested by Juvenile Court

July 1, 2017 – June 30, 2018:

Contract or Grant Amount	Scope of Work	
	Area Served	Services Provided
\$1,244,329.00 Community based youth services contract with the Division of Youth Services.	Judicial Districts 12, 18W, 21 Sebastian, Crawford, Polk, Montgomery Counties	Casework, Casework Group, Therapy, Therapy Group, Diagnosis and Evaluation, Emergency Shelter, Residential Treatment, Drug Screening, Intensive Casework Management, Intensive Casework Management Group, Assessments, Interstate Compact, Drug Screening Sanctions, Community Service Supervision Sanctions, Electronic Monitoring Sanctions, Electronic Monitoring Non Sanctions, Mentoring, Prevention Group Presentation, including Active Parenting of Teens Classes
\$10,000.00	Sebastian County, 12 th Judicial District	Disproportionate Minority Contact Grant, provided through funding from the Office of Juvenile Justice and Delinquency Prevention.
\$50,000.00	12 th Judicial District, Sebastian County	Juvenile Justice Innovation Grant, providing After Hours Supervision as requested by Juvenile Court
\$50,000.00	18W Judicial District, Polk and Montgomery Counties	Juvenile Justice Innovation Grant, providing Mentoring, Alcohol/Drug Counseling, Restorative Justice, Anger Management, Electronic Monitoring, as requested by Juvenile Court
\$50,000.00	21 st Judicial District, Crawford County	Juvenile Justice Innovation Grant, providing Anger Management, Drug/Alcohol, Social Media/Sex Education classes, Electronic Monitoring, Transportation Gas Cards, Pregnancy Tests, as requested by Juvenile Court
\$30,000.00	12 th Judicial District, Sebastian County	Restorative Justice Program Grant, provided through funding from the Office of Juvenile Justice and Delinquency Prevention.

July 1, 2016 – June 30, 2017:

Contract or Grant Amount	Scope of Work	
	Area Served	Services Provided
\$1,244,329.00 Community based youth services contract with the Division of Youth Services.	Judicial Districts 12, 18W, 21 Sebastian, Crawford, Polk, Montgomery Counties	Casework, Casework Group, Therapy, Therapy Group, Diagnosis and Evaluation, Emergency Shelter, Residential Treatment, Drug Screening, Intensive Casework Management, Intensive Casework Management Group, Assessments, Interstate Compact, Drug Screening Sanctions, Community Service Supervision Sanctions, Electronic Monitoring Sanctions, Electronic Monitoring Non Sanctions, Mentoring, Prevention Group Presentation, including Active Parenting of Teens Classes

July 1, 2015 – June 30, 2016:

Contract or Grant Amount	Scope of Work	
	Area Served	Services Provided
\$1,244,329.00 Community based youth services contract with the Division of Youth Services.	Judicial Districts 12, 18W, 21 Sebastian, Crawford, Polk, Montgomery Counties	Casework, Casework Group, Therapy, Therapy Group, Diagnosis and Evaluation, Emergency Shelter, Residential Treatment, Drug Screening, Intensive Casework Management, Intensive Casework Management Group, Assessments, Interstate Compact, Drug Screening Sanctions, Community Service Supervision Sanctions, Electronic Monitoring Sanctions, Electronic Monitoring Non Sanctions, Mentoring, Prevention Group Presentation, including Active Parenting of Teens Classes
\$30,000.00	Judicial District 12-Sebastian County	Graduated Sanctions Program, including Electronic Monitoring, Case Management, and Supervision, provided through Juvenile Accountability Block Grant funds, Office of Juvenile Justice and Delinquency Prevention. Funds provided additional EM units for Delinquent offenders referred by 12 th Judicial District Juvenile Court.

For verification of CJS experience, please note the following individuals:

Janice Justice, CJS Executive Director

479-785-4031

jjjustice@cjsinc.org

1606 South J Street

Fort Smith, AR 72901

Belinda Scott, CJS Assistant Director

479-785-4031

bscott@cjsinc.org

1606 South J Street

Fort Smith, AR 72901

Honorable Leigh Zuerker, Juvenile Judge

12th Judicial Circuit Court, Division IV

479-783-1727

lzuerker@co.sebastian.ar.us

Sebastian County Courts Building

901 South B Street

Fort Smith, AR 72901

Donna Watson, Juvenile Department Supervisor

479-783-0289

dwatson@co.sebastian.ar.us

Sebastian County Courts Building

901 South B Street

Fort Smith, AR 72901

Honorable Mike Medlock, Juvenile Judge

21st Judicial Circuit Court, Division II

479-471-3290

mmedlock@crawford-county.org

Crawford County Courthouse Annex

220 South 4th Street

Van Buren, AR 72956

Erin Mata, Juvenile Department Supervisor

479-474-5049

emata@crawford-county.org

Crawford County Courthouse Annex

220 South 4th Street

Van Buren, AR 72956

Honorable Jerry Ryan, Juvenile Judge
18th West Judicial Circuit Court, Division I
479-394-8107
judgejerryryan@gmail.com
Polk County Courthouse
507 Church Street, Room 203
Mena, AR 71953

Lisa Callahan, Juvenile Intake Officer
479-394-8146
Ljcallahan0809@yahoo.com
Polk County Courthouse
507 Church Street
Mena, AR 71953

Accreditation

Following the directives of the agency's current DYS community-based contract (July 1, 2019-June 30, 2020) which states "*The Contractor must assist in securing and maintaining accreditation with the Commission on Accreditation of Rehabilitation Facilities (CARF) and/or Council of Accreditation (COA) under the auspices of DYS within two (2) years of contract start date*", Comprehensive Juvenile Services, Inc. is currently undergoing the process of attaining accreditation through the Council on Accreditation (COA), with the initial site visit scheduled for November 2020. Please be advised that due to the COVID-19 nationwide shutdowns, there is a possibility the site visit may be delayed; however, we shall continue to strive toward reaching the goal of accreditation as soon as possible. Please see the attached letter of verification from the Council on Accreditation.



3/30/2020

Janice Justice
Executive Director
Comprehensive Juvenile Services, Inc.
1606 S J ST
Fort Smith, AR 72901

Dear Ms. Justice:

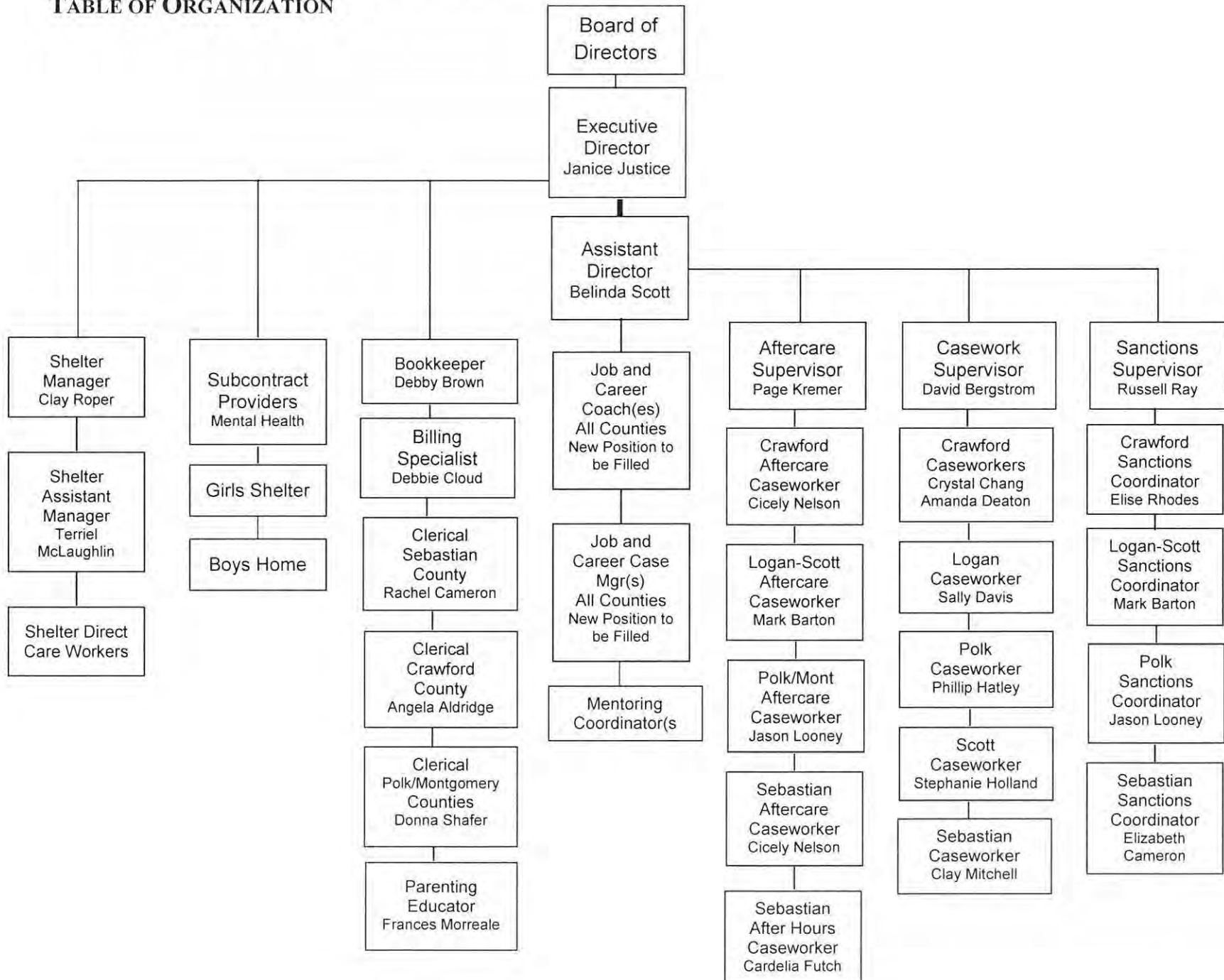
This letter serves to confirm that Comprehensive Juvenile Services, Inc. is currently in the accreditation process with the Council on Accreditation (COA). Comprehensive Juvenile Services, Inc.'s COA Site Visit date is scheduled to begin on 11/2/2020. Please note, as part of the COA Accreditation process, many organizations require additional time and documentation after the Site Visit and prior to achieving accreditation.

Please feel free to contact me at awillis@coanet.org if you have any questions.

Sincerely,

Andrea Willis
Operations Coordinator

COMPREHENSIVE JUVENILE SERVICES, INC.
TABLE OF ORGANIZATION



THE ARKANSAS CHILD WELFARE AGENCY REVIEW BOARD



In cooperation with

The Arkansas Department of Human Services'
Division of Child Care and Early Childhood Education



Certifies that

Comprehensive Juvenile Services, Inc.

Owner

Comprehensive Juvenile Services

Agency

1606 SOUTH J STREET

FORT SMITH, AR 72901

Is hereby issued Child Placement license #: 145

FOR THE PURPOSE OF PROVIDING, IN THE STATE OF ARKANSAS, THE FOLLOWING SERVICES:

Residential Placement

Foster Care

THIS IS A REGULAR LICENSE WITH AN EFFECTIVE DATE OF 02/24/1998 AND WILL REMAIN IN EFFECT UNLESS
THERE IS A STATUS CHANGE.

In Witness whereof



Chairman, Child Welfare Agency Review Board

Effective: 02/24/1998



THE ARKANSAS CHILD WELFARE AGENCY REVIEW BOARD

In cooperation with



The Arkansas Department of Human Services'
Division of Child Care and Early Childhood Education



Certifies that

Comprehensive Juvenile Services, Inc.

Owner

Western Arkansas Youth Shelter

Agency

116 HWY 96 W

CECIL, AR 72930

Is hereby issued Residential license #: 141

FOR THE PURPOSE OF OPERATING, IN THE STATE OF ARKANSAS, THE FOLLOWING:

Emergency Residential Child Care Facility FOR 14 CHILDREN AGES 0 TO 18

THIS IS A REGULAR LICENSE WITH AN EFFECTIVE DATE OF 02/24/1998 AND WILL REMAIN IN EFFECT UNLESS
THERE IS A STATUS CHANGE.

In Witness whereof



Chairman, Child Welfare Agency Review Board

Effective: 02/24/1998



Comprehensive Juvenile Services, Inc.
2020 Community Partnerships Matrix

Community Providers Name	Street Address	City, State, ZIP	Partnership Category
Sebastian County Circuit Judge Honorable Leigh Zuerker	Sebastian County Courts Bldg. 901 South B Street, Suite 100	Fort Smith, AR 72903	Judicial Systems
Sebastian County Juvenile Department Chief Juvenile Probation Officer Donna Watson	Sebastian County Courts Bldg. 901 South B Street, Suite 100	Fort Smith, AR 72901	Judicial Systems
Crawford County Circuit Judge Honorable Mike Medlock	220 South 4 th Street, #A	Van Buren, AR 72956	Judicial Systems
Polk County Circuit Judge Honorable Jerry Ryan	507 Church Street, Room 203	Mena, AR 71953	Judicial Systems
18 th West Jud Dist Prosecutor's Office David Maddox, Deputy Prosecuting Atty	520 Church Avenue	Mena, AR 71953	Local Prosecutors Office
12 th Jud Dist Prosecutor's Office Erin Callan, Deputy Prosecuting Atty	Sebastian County Courts Building 901 South B Street	Fort Smith, AR 72901	Local Prosecutors Office
Western Arkansas Counseling & Guidance Center Rusti Holwick, CEO	3111 South 70 th Street	Fort Smith, AR 72903	Behavioral Health Treatment Provider Licensed Substance Abuse Treatment Provider
The Behavioral Science Clinic Gregory Roberts, Ph.D.	211 North Greenwood, Suite B	Fort Smith, AR 72901	Behavioral Health Treatment Provider Licensed Substance Abuse Treatment Provider
Harris and Harris Counseling Kenneth Harris, LPC,LADAC,ADC	5101 Old Greenwood Road, #103	Fort Smith, AR 72903	Behavioral Health Treatment Provider Licensed Substance Abuse Treatment Provider

Community Providers Name	Street Address	City, State, ZIP	Partnership Category
Harbor House Treatment Center Jimmie Wooding, CEO	19 North 5th Street	Fort Smith, AR 72901	Licensed Substance Abuse Treatment Provider
Sebastian County Sheriff's Office Juvenile Detention Center Captain Chris Landrum	801 South A Street	Fort Smith, AR 72901	Law Enforcement
Old Fort Homeless Coalition Elaine Burton, President	2100 North 31st Street	Fort Smith, AR 72904	Community Service Organization Advocacy Organization
Hope Campus Chris Joannides, Executive Director	301 S E Street	Fort Smith, AR 72901	Community Service Organization Advocacy Organization
Fort Chaffee Redevelopment Authority Daniel Mann, CEO/Executive Director	7020 Taylor Avenue	Fort Smith, AR 72916	Community Service Organization
Stephens Boys and Girls Club Roneka Grooms, Director	3101 North 6 th Street	Fort Smith, AR 72904	Community Service Organization
Mountain Springs Christian Youth Camp Rodger Robbins	238 Frachiseur Road	Grannis, AR 71944	Community Service Organization
Community Service, Inc. Susan Okroglic, President/CEO	100 S. Cherokee Street P.O. Box 679	Morrilton, AR 72110	Community Service Organization Advocacy Organization
Sebastian County Juvenile Justice Prevention Coalition Co-Chairperson Rhonda F. Gray, Ed.D.	1606 South J Street	Fort Smith, AR 72901	Peer Support Group Advocacy Organization
Fort Smith Public Schools Michael Farrell, Ed.D. Supervisor of Student Services	3205 Jenny Lind Road	Fort Smith, AR 72901	Public School System
Fort Smith Girls Shelter Mary Dale Colvett, Executive Director	2600 Raleigh	Fort Smith, AR 72901	Residential Treatment Provider
Fort Smith Boys Home Eddie Donovan, Executive Director	5904 South Zero Street	Fort Smith, AR 72903	Residential Treatment Provider

Sebastian County Courts Building
901 South "B" Street
Fort Smith, Arkansas 72901



Jeannette Kynsi
Trial Court Assistant

Laverne Ball
Court Reporter

(479) 783-1727
FAX: (479) 784-1543

LEIGH T. ZUERKER
Circuit Judge - Division IV
Twelfth Judicial District

Arkansas Department of Human Services
ATTN: Office of Procurement
PO Box 1437, Slot W345
Little Rock, AR 72203-1437

RE: 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community based contract.

To Whom It May Concern:

I am writing this letter of support for Comprehensive Juvenile Services (CJS) in their application for the 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community based contract.

CJS has been a valued and respected community partner for many years, with 43 years of juvenile justice experience providing FINS, Diversion, Supervision and Aftercare/Re-entry services. CJS has embodied the community based concept through their subcontracts with mental health and residential treatment providers, as well as partnerships with community non-profits through the community service supervision program.

We support their efforts in helping these youth and the families within the counties served. They are a valued partner for us. There is not another agency that would be able to work with the Court, Court staff, youth and families of Sebastian as well as Comprehensive Juvenile Services.

Very Truly Yours,

A handwritten signature in blue ink that reads "Leigh T. Zuerker".

Circuit Court Judge

Sebastian County Juvenile Department

Sebastian County Courts
Building Room 100
901 South "B" Street
Fort Smith, AR 72901

Phone: (479) 441-1310
Ext. 2811
FAX: (479) 784-1536
email: dwatson@co.sebastian.ar.us

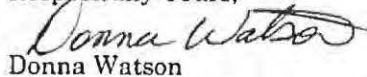
April 6, 2020

To Whom It May Concern,

Comprehensive Juvenile Services has been the community provider for Sebastian County for over 20 years. During this time they have assisted our office in many ways dealing with the youth and families of our county. They have provided services such as the aftercare program for youth discharging from DYS. They work closely with the youth, family, probation office and court during the aftercare process. We are very pleased with some of the restorative programs that CJS provides. These programs are: The Strengthening Families Program, Life Skills Course, The Council for Boys and Young Men, Girls Circle and Active Parenting classes.

They also assist our office with the sanctioning of youth that have been adjudicated. The electronic monitor, after hour supervision and community service are services they provide. I am not aware of another agency in this area that would be able to provide these services. We have had a long standing relationship with Comprehensive Juvenile Services and hope to continue this partnership.

Respectfully Yours,



Donna Watson

Sebastian County Director of Juvenile Services



MIKE MEDLOCK

CIRCUIT JUDGE

Twenty-First Judicial District
Courthouse Annex, 220 South 4th Street, Suite B
Van Buren, AR 72956
Office 479-471-3290
Fax 479-471-3292

Linda Walker
Certified Court Manager

Andrea Johnson
Certified Court Reporter

April 9, 2020

Division of Youth Services
Office of Procurement
P.O. Box 1437, Slot W345
Little Rock, AR 72203-1437

Re: Comprehensive Juvenile Services, Inc.
Accreditation Contract

TO WHOM IT MAY CONCERN:

I wanted to take this opportunity to provide my support for Comprehensive Juvenile Services, Inc. (CJS) to remain a Division of Youth Services (DYS) community-based provider for our youth in this judicial circuit.

In considering the new contract proposal, please do not forget that without the hard work and support of CJS, the youth in our communities will suffer a severe set back and disadvantage in their progress to lead productive lives.

Thank you for your consideration. On behalf of CJS, I remain,

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Medlock".

MIKE MEDLOCK
Juvenile Circuit Judge
21st Judicial Circuit

MJM:lew

Cc: Ms. Janice K. Justice
Executive Director
Comprehensive Juvenile Services, Inc.

STATE OF ARKANSAS

**Eighteenth Judicial Circuit-West
Polk County Courthouse
507 Church Street, Room 203
Mena, AR 71953
Mena Telephone 479-394-8107
Mt. Ida Telephone 870-867-3112**

**JERRY RYAN
CIRCUIT JUDGE**

Lanna Rice
Official Court Reporter

Michelle Bochler
Certified Court Manager

April 7, 2020

Division of Youth Services
Office of Procurement
P. O. Box 1437, Slot W345
Little Rock, AR 72203-1437

Re: Comprehensive Juvenile Services, Inc.
Accreditation Contract

TO WHOM IT MAY CONCERN:

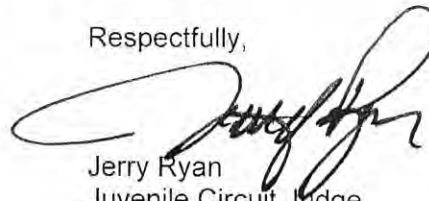
I wanted to take this opportunity to provide my support for Comprehensive Juvenile Services, Inc. (CJS) to remain a Division of Youth Services (DYS) community based provider for our youth in this judicial circuit.

I practiced law in Polk and Montgomery Counties for thirty two (32) years before assuming the circuit court bench in 2015. During a majority of this time, I was involved with CJS and their participation in providing support services for our youth. CJS is a vital component in our juvenile system. While serving as Juvenile Judge, I rely on the services that CJS provides in the daily, after care and rehabilitative services for our juveniles. CJS is an integral part of our juvenile justice system. It is through their hard work, patience and resourceful talents that our communities can see the accomplishments of our troubled youth. We see this through FINS, Diversion and Re-entry (after care) services.

In considering the new contract proposal, please do not forget that without the hard work and support of CJS, the youth in our communities will suffer a severe set back and disadvantage in their progress to lead productive lives.

Thank you for your consideration. On behalf of CJS, I remain,

Respectfully,



Jerry Ryan
Juvenile Circuit Judge
18th West Judicial Circuit

JR:mb

cc: Ms. Janice K. Justice
Executive Director
Comprehensive Juvenile Services, Inc.

**Office of the Prosecuting Attorney
18th-West Judicial District**

Polk County
510 Church Avenue
Mena, Arkansas 71953
(479) 394-6114
(479) 394-6173 Fax



Montgomery County
141 Elder Street, Suite 2
Mount Ida, Arkansas 71957
(870) 867-4145
(870) 867-2286 Fax

Direct All Correspondence To:
520 Church Avenue
Mena, Arkansas 71953

David Maddox
Deputy Prosecuting Attorney

April 6, 2020

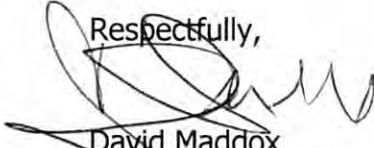
To: Division of Youth Services

RE: 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community based contract.

I am very pleased, on behalf of myself and on behalf of the Polk/Montgomery County Prosecutor's Office, to write this letter of support for Comprehensive Juvenile Services (CJS) in their application for the 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community based contract. I have been personally involved with CJS in Polk County for over twenty (20) years as a Deputy Prosecuting Attorney. I am very familiar with the work of both Phillip Hatley and Jason Looney and can state without hesitation that they are very important in the administration of justice in our juvenile system here in Polk and Montgomery County.

CJS has been a well-known and respected community partner for many years, with 43 years of juvenile justice experience providing FINS, Diversion, Supervision and Aftercare/Re-entry services. We support their efforts in helping these youth and the families within the counties served.

Best personal regards.

Respectfully,

David Maddox
Deputy Prosecuting Attorney

bmf

Andy Riner
Prosecuting Attorney



DANIEL SHUE

PROSECUTING ATTORNEY
TWELFTH JUDICIAL DISTRICT

SEBASTIAN COUNTY COURTS BUILDING
901 SOUTH B STREET, SUITE 209
FORT SMITH, ARKANSAS 72901
GENERAL OFFICE 479-783-8976

479-784-1554 (Restitution) 479-783-1069 (Victim/Witness)

April 7, 2020

To whom it may concern:

I am writing this letter on behalf of Comprehensive Juvenile Services, CJS, in support of their programs and their continual funding by the Division of Youth Services. CJS has been a vital part of this community for forty three (43) years. During this time, CJS has offered numerous programs that have benefited not only the juveniles involved in the juvenile justice system, but their families as well.

The goal of the juvenile justice system is rehabilitation and programs such as Girls Circle, Council for Boys and Life Skills classes are vital to the rehabilitation of our juveniles. These programs provide a safe learning environment where our kids learn valuable life and social skills that help them overcome many of the obstacles they face in everyday life.

Perhaps one of the most important services CJS provides is mental health treatment for juveniles through subcontractors. These programs include anger management, substance abuse treatment, and counseling. A majority of juveniles involved in the juvenile justice system have a dire need for one or more of the mental health treatment services CJS provides; however, their ability to pay can sometimes be a great burden. By providing free services to our juveniles, and sometimes their families, these juveniles are benefited and are able to become more productive members of our society. The programs allow these juveniles to address problems they face and help them learn healthy coping mechanisms in order to prevent future contact with the juvenile justice system.

The work CJS does with juveniles who have been committed to the Division of Youth Services, DYS, is incredibly important to the juvenile, their families, and the community. Juveniles who have been committed to DYS are at a much higher risk to become adult offenders and have continuous problems into adulthood. CJS provides assessments that allow DYS to better understand the juvenile, their family, and the problems that are going to be addressed while the juvenile is in DYS. This assessment allows DYS to tailor a treatment plan to each child and provides the individual exactly what he/she may need. CJS also provides Aftercare services that assist the Juvenile Court. These aftercare workers provide regular reports on high risk juveniles that allow the Court to make educated decisions on behalf of the juvenile and ensure

that juvenile is being provided with the necessary assistance he/she may need in order to succeed.

CJS works hand in hand with the Court to ensure the safety of our children within the community. This is done by afterhours supervision, electronic monitoring, and emergency shelter. Throughout my time as the Juvenile Prosecuting Attorney, there have been several situations where the Court was aware that a juvenile would be in danger if they were to be placed back in their home. When that situation arises, CJS is the first call due to their bed space at various children's shelters in the community. Without these beds, children would either be forced to go to an unsafe home or go into the care of the Department of Human Services.

Afterhours supervision and electronic monitors have been a great tool that the Court is able to utilize because of the resources provided by CJS. These resources include expensive electronic monitors and a CJS employee who makes face-to-face contact with higher risk juveniles. The resources provided by CJS often times allow the Court to limit the time a juvenile spends in the Juvenile Detention Center and allows the Juvenile Probation Office to ensure the safety of their kids by knowing where they are and deterring runaway behavior.

CJS is an invaluable resource within this community and provides so many important services that allow the Court to rehabilitate the juveniles we encounter. Without the resources CJS provides, the juveniles in this area would be negatively impacted and would not be able to obtain the help they need. Thank you for your consideration.

Respectfully,

A handwritten signature in blue ink, appearing to read "Erin Callan", written over a horizontal line.

Erin Callan, Deputy Prosecuting Attorney



March 30, 2020

To: DYS, Division of Youth Services

From: Rusti Holwick, CEO
Western Arkansas Counseling and Guidance Center
3111 South 70th Street
Fort Smith, AR 72903

RE: 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support'
community based contract.

To: DYS

On behalf of Western Arkansas Counseling and Guidance Center, I am writing this letter of support for Comprehensive Juvenile Services, CJS, in their application for 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community based contract.

CJS has been a well-known and respected community partner for many years. CJS has 43 years of juvenile justice experience providing FINS, Diversion, Supervision and Aftercare/Re-entry services. We support their efforts in helping these youth and the families within the counties served. They are a valued partner.

Sincerely,

Rusti Holwick, LPE-I, LADAC, AADC

The Behavioral Science Clinic 479.285.6268

Office of Gregory Roberts PhD

211 North Greenwood Avenue Suite B Fort Smith, Arkansas
72901

31 East Center Room 204 Fayetteville, Arkansas 72701 Cellular 479.285.6268
Facsimile 479 782-7181, Please attach correspondence to/in email to
giamlistening11@yahoo.com

LETTER OF RECOMMENDATION AND SUPPORT

**RE: Juvenile Justice Community-Based Re-Entry and Vocational and Career Support:
Community Based Contract State of Arkansas Division of Youth Services**

April 6, 2020

Ms Janice Justice
Executive Director
Comprehensive Juvenile Services, Inc.
Fort Smith, Arkansas 72901

As provider of mental health services in Fort Smith and Van Buren, Sebastian and Crawford Counties, I have supported the work and efforts of the local office and staff of Comprehensive Juvenile Services. On behalf of this office, the Behavioral Science Clinic, I am writing this letter of support for The Comprehensive Juvenile Services offices in this region and in their application for the *Juvenile Justice Community Based Re-Entry and Vocational and Career Support Community Based Contrast, State of Arkansas Division of Youth Services*.

The offices and staff and leadership of the Comprehensive Juvenile Services, Inc. are well known and much respected. I have been affiliated with the work of the CJS organization for over 30 years. I very much support the efforts of CJS in helping the youth and families in this area. The need is significant and resources are well managed and facilitated through the office of Comprehensive Juvenile Services. I am committed to partnering with CJS to facilitate their programming and their services.

Respectfully,

Gregory Roberts PhD
The Behavioral Science Clinic



Address: 5101 Old Greenwood Road, #103, FT. Smith, AR 72903
Office: (479)274-0403/Fax: 479-769-2279 Email: Harris.Harriscounseling@gmail.com
Website: www.harrisandharriscounseling.com

Division of Youth Services

700 Main Street

Little Rock, AR 72203

Phone: 501-682-8654

Fax: 501-682-1352

To the Division of Youth Services:

Harris and Harris Counseling has been in partnership with Comprehensive Juvenile Services (CJS) since 2017. During this time CJS has been phenomenal and has worked diligently to aid with bridging the gap between the juvenile justice system and mental health. The extensive case management services they provide is vital in the reduction of institutionalization of our youth.

One of the most powerful professional aspects of CJS is their ability to adapt to the needs of the clients and the community. CJS, just like most state agencies, has experienced budget cuts that affect daily functionality. CJS continues to strive to meet the needs of the youth they serve in addition to providing healthy working partnerships with various agencies and community-based entities. Their profession has been a staple to the mental health and substance recovery process.

The services CJS provides to our youth are imperative to reestablishing the healthy family unit and providing them with the opportunity to have a healthy transition into adulthood. The CJS program has done wonderful things for the State of Arkansas and I truly look forward to watching this organization grow to meet the ever-changing needs of our younger generations. I implore you to please provide CJS with the proper funding and resources necessary to continue making a difference in the lives of our youth and family.

Respectfully,

Kenneth Harris LPC,LADAC,ADC



April 1, 2020

512 South 16th Street
Fort Smith, AR 72901

Phone: (479) 785-4083
(855) 631-4648

Fax: (479) 434-6248

www.recoveryhhi.org

email:
info@recoveryhhi.org

Harbor Recovery Center
615 N. 19th St.
Fort Smith, AR 72901
Fax: (479) 668-2059

Gateway Recovery Center
3900 Armour St.
Fort Smith, AR 72904
Fax (479) 783-1914

Regional Prevention Provider
101 North 10th St., Ste. C
Fort Smith, AR 72901
Fax: (479) 783-1914

Harbor Recovery Institute
19 North 5th St.
Fort Smith, AR 72901
Fax: (479) 242-4613



TO WHOM IT MAY CONCERN:

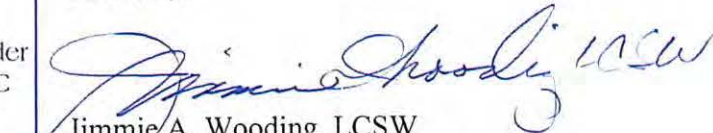
Re: Juvenile Justice Community Based Re-Entry and
Vocational and Career Support

I am writing this letter of support for Comprehensive Juvenile Services (CJS) in the application for Community Based Re-Entry and Vocational and Career Support community based contract. CJS has been a well-known and respected community partner for many years.

Harbor House, Inc. has over 50 years experience in providing treatment, prevention, and education in addiction-related services. In the last seven years, we have focused on helping clients identify the root cause of addiction, and provided services around trauma and attachment.

CJS has 43 years of juvenile justice experience providing FINS, Diversion, Supervision and Aftercare/Re-entry services. We support their efforts in helping these youth and the families within the counties served. They are a valued partner and we hope to expand and grow our relationship even further.

Sincerely,


Jimmie A. Wooding, LCSW
CEO



SEBASTIAN COUNTY SHERIFF'S OFFICE

SINCE 1851

Sheriff Hobe Runion

From: Capt. Christofer Landrum

To: Division of Youth Services

Date: 04/06/20

Re: 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support'

On behalf of Sebastian County Juvenile Detention, I am writing this letter of support for Comprehensive Juvenile Services (CJS) in their application for the 'Juvenile Justice Community Based Re-Entry and Vocational and Career Support' community based contract.

CJS has been an integral part of our community for many years. They have many programs that benefit not only the Juveniles, but the entire family to assist with Healing. They partner with local counselors and offer substance abuse and mental health counseling. They offer a class called "Strengthening Families" where the entire family attends together to work on family relationships.

The Juveniles that come in contact with CJS gain self-esteem and confidence which helps them in all of their future endeavors.

Sincerely,

Capt. Christofer Landrum



April 8, 2020

Re: Comprehensive Juvenile Services

To Whom it May Concern:

I am writing on behalf of Comprehensive Juvenile Services (CJS) to show our support of this agency receiving a Juvenile Justice Community-Based Re-Entry and Vocational and Career Support contract. CJS has forty-three (43) years of experience providing FINS, diversion, supervision, and aftercare/reentry services and is well positioned to successfully administer this type of contract.

CJS is a longstanding member of our local homeless coalition and Continuum of Care, the Old Fort Homeless Coalition. We strongly support their application for this contract.

Sincerely,

A handwritten signature in blue ink that reads "Elaine D. Burton".

Elaine Burton
President



To: Division of Youth Services

RE: 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community-based contract.

On behalf of HOPE Campus, I am writing this letter of support for Comprehensive Juvenile Services (CJS) in their application for the 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community-based contract.

CJS has been a well-known and respected community partner for many years, with 43 years of juvenile justice experience providing FINS, Diversion, Supervision and Aftercare/Re-entry services. We support their efforts in helping these youth and the families within the counties served. They are a valued partner for us by keeping our community safe but more importantly, they are providing a much-needed service to a vulnerable population.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Joannides". The signature is fluid and cursive, with a large initial "C" and a long, sweeping tail.

Chris Joannides

Executive Director



FORT CHAFFEE
REDEVELOPMENT
AUTHORITY

April 9, 2020

Arkansas Division of Youth Services
Little Rock, AR

RE: 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support Contract' for Comprehensive Juvenile Services, Fort Smith

On behalf of Fort Chaffee Redevelopment Authority, I am writing this letter of support for Comprehensive Juvenile Services (CJS) in their application for the 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community-based contract.

CJS has been a well-known and respected community partner for many years, with 43 years of juvenile justice experience providing FINS, Diversion, Supervision and Aftercare/Re-entry services. We support their efforts in helping these youth and the families within the counties served. At one time, CJS planned to build a facility in Chaffee Crossing. That plan did not materialize, however our organizations have maintained a close working relationship. CJS is a valued partner that supports our community events each year. The youth perform valuable volunteer duties such as set up and tear down, trash pick-up and disposal, and other necessary work for the Regional Veterans Day Parade, community races, concerts and other events.

While the youth under CJS supervision are performing important volunteer work, they also have an opportunity to learn responsibility and personal accountability, meet people from around the community who appreciate what they are doing to make the events possible, learn that giving back is very important for the community, and learn self-respect among other things. These are lessons troubled youth might not otherwise experience if CJS programs were not in place.

We sincerely ask for this community-based contract to be awarded to CJS so that they may continue the valuable work of mentoring, training, and guiding our area youth toward happy, successful lives.

Respectfully,

A handwritten signature in black ink that reads 'Daniel D. Mann'.

Daniel D. Mann, Executive Director & CEO
Fort Chaffee Redevelopment Authority

Thu 4/2/2020 11:33 AM

FROM: Roneka D. Grooms rgrooms@fsbgc.org

TO: jjjustice@cjsinc.org

SUBJECT: Support Letter

To Whom It May Concern,

On behalf of Stephens Boys and Girls Club, I am writing this letter of support for Comprehensive Juvenile Services in their application for the 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community based contract.

CJS has been well-known and respected community partner for many years, with 43 year of juvenile justice experience providing FINS, Diversion, Supervision and Aftercare/Re-entry services. We support their efforts in helping these youths and the families with the counties served. They are a valued partner for us here at Stephens Boys and Girls Club.

Thank you,
Roneka D. Grooms
Stephens Unit Director
3101 N. 6th Street
Fort Smith, Ar 72903
rgrooms@fsbgc.org
www.fsbgc.org
479.782.6392

Mon 4/6/2020 1:06 PM

FROM: mscyc mscyc@hughes.net

TO: jjjustice@cjsinc.org

RE: Request for Letter of Support

To: Division of Youth Services

RE: 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community based contract.

On behalf of Mountain Springs Youth Camp, I am writing this letter of support for Comprehensive Juvenile Services (CJS) in their application for the 'Juvenile Justice Community-Based Re-Entry and Vocational and Career Support' community based contract.

CJS has been a well-known and respected community partner for many years, with 43 years of juvenile justice experience providing FINS, Diversion, Supervision and Aftercare/Re-entry services. We support their efforts in continuing to help these youth and families in Polk and Montgomery Counties. They are a valued partner for us by encouraging juveniles to become productive citizens.

Sincerely,

*Rodger Robbins
Mountain Springs Youth Camp*

April 1, 2020

100 S. Cherokee Street
P.O. Box 679
Morrilton, AR 72110
501-354-4589
Fax 501-354-5410

Satellite Office
1408 E. 8th Street
P.O. Box 1042
Danville, AR 72833
479-495-5177
Fax 479-495-5187

Satellite Office
1505 S. Oswego Avenue
Russellville, AR 72802
479-967-3370
Fax 479-967-2775

Satellite Office
106 Cherokee Lane
Clarksville, AR 72830
479-754-7296
Fax 479-754-8919

Satellite Office
818 N. Creek Drive
Conway, AR 72032
501-327-9788
Fax 501-327-9843

Satellite Office
451 Ingram Street
P. O. Box 1133
Clinton, AR 72031
501-745-2956
Fax 501-745-6918

Satellite Office
203 North 4th Street
P. O. Box 467
Ozark, AR 72949
479-667-5855
Fax 479-667-5855

Arkansas Department of Human Services
Attn: Office of Procurement
700 Main Street Slot W345
Little Rock, AR 72201

To Whom it may Concern:

I write on behalf of Community Service, Inc. (CSI) in support of Comprehensive Juvenile Services, Inc. (CJS) and their bid proposal for the Juvenile Justice Community-Based Re-Entry and Vocational and Career Support Services contract. We strongly support this application and CJS's focus on providing individualized rehabilitative services and sanctions for at-risk and adjudicated youth and their families. Their mission to professionally serve the needs of youth and their families in the community and in the least restrictive environment by providing a variety of services that promote family reunification, reduce family conflict, prevent juvenile delinquency, and prevent youth's entry or further advancement into the juvenile justice system are in alignment with the Division of Youth Service's Guiding Principles.

For many years, CSI has held a subcontract with CJS to provide services to youth in Logan and Scott Counties. We believe their services to be of the upmost quality, and highly regarding by the court system. We also have enjoyed a collaborative relationship with their staff across all programs. Through this letter, we acknowledge our intent to continue the subcontract relationship, and support of their programs. We look forward to working with Comprehensive Juvenile Services, Inc. in their efforts to provide an array of evidence-based, quality services to youth and their families, close to home.

Sincerely,



Susan Okroglic, DSW LCSW
President / CEO
Community Service, Inc.



VANLUE ENTERPRISES, LLC

Dr. Rhonda F. Vanlue Gray

OWNER/MANAGER

8124 Cypress Avenue
Fort Smith, AR 72908

Phone 479-479-806-3740
Email: rhondagr@att.net

Ms. Janice Justice
Executive Director
Comprehensive Juvenile Services, Inc.
1606 South J Street
Fort Smith, AR 72901

April 8, 2020

Dear Ms. Justice:

Please accept this letter as my support and commitment for Comprehensive Juvenile Services to be awarded the Division of Youth Services' Juvenile Justice Community-Based Re-Entry and Vocational and Career Support Services community based contract.

As a facilitator of CJS' peer support group, Strengthening Families Program, I can attest to the fact that the Juvenile Court staff of the counties of Sebastian and Crawford were so eager to hear our presentation about this new program, and to see the follow-through that we could offer for this program. The judges, case managers, and probation officers were so excited for the assistance which we could offer that they were ready to begin immediately.

But the surprising elements were the parent and teen participants of the first Strengthening Families Program sessions. Our parents opened up in just a short while, sharing their ups and downs with the tools that we offered. None were hesitant to try. All were anxious to get started and to delve in. Even when the tool did not work, they were willing to try and to keep on trying. Our teens were reluctant at first, but through time they have candidly shared and participated in ways that have just floored me. They too have been more open to the learning.

Yes, I strongly support this effort. I find it exhilarating each week to know that the parents want me there to share in their triumphs and losses. The Strengthening Families Program is making a real difference in our community, and it is bringing me much joy. It is vital that Comprehensive Juvenile Services be awarded the Juvenile Justice community-based contract in order that we may continue providing this wonderful Strengthening Families Program through CJS.

Sincerely yours,
Rhonda F. Gray, Ed. D
Facilitator

FORT SMITH

PUBLIC SCHOOLS
STUDENT SERVICES

April 7, 2020

Arkansas Department of Human Services
P.O. Box 1437, Slot W345
Little Rock, AR 72203-1437

Dear Arkansas Department of Human Services:

The Fort Smith Public Schools (FSPS) and Comprehensive Juvenile Services (CJS) partnership is one which I have personally been involved with since moving to Fort Smith in 1994. Prior to 1994 I had no professional experience working with at risk students. So beginning with my first assignment in an alternative classroom I came to be slowly introduced to the services, support, and cooperation that were available to us as educators, and more importantly the support and guidance, CJS provided to our students in Aftercare.

In the twenty four following years, and in my various district roles as counselor, Assistant Principal, Principal, Coordinator, and now Supervisor of Student Services I count on CJS as an ally which has collaboratively sought to make the lives of our students better through an education that offers 360 degrees of support.

We have open lines of communication between the CJS direct service staff and our schools. If a situation warrants, CJS administrative staff has made us keenly aware they are available for consultation, and intervention as warranted. A component of CJS's service for students is to assist with enrollment into a new school. This transition is simplified here in FSPS because the Aftercare caseworkers are aware of what academic information is needed for placement. Equally important are the recommendations they make based upon their experiences. This shared knowledge may ultimately ease a student's transition into their new school environment, which in 2020 no longer means an immediate alternative learning environment. Serving as an extra pair of eyes for CJS' Aftercare clients, CJS' workers utilize information they learn from the school to reinforce prosocial behavior and reteach behavioral missteps a student may take. This support and reteach are only possible because of communication and relationships which are fostered over time and consistency in personnel at CJS.

It is no doubt that CJS is an advocate for all youth, in whatever capacity is warranted, including advocating for the least restrictive punishment unless community safety is an issue. Their advocacy is accomplished in a professional and courteous manner at all times, a living goal they continually strive for. Our FSPS and CJS alliance benefits FSPS students and our Fort Smith community.

Sincerely,



Michael Farrell, Ed.D.
Supervisor of Student Services



Girls Shelter of Fort Smith, Inc.

"Where Sheltering is Just the Beginning."

2600 Raleigh • P.O. Box 3177
Fort Smith, Arkansas 72913
Phone 646-0444 • Fax 649-9631

Arkansas Department of Human Services
ATTN: Office of Procurement
P.O. Box 1437, Slot W435
Little Rock, AR 72203-1437

RE: Juvenile Justice Community Based Re-Entry and Vocational and Career Support community based contract

To Whom It May Concern:

On behalf of the Girls Shelter of Fort Smith, Inc., I am writing this letter of support for Comprehensive Juvenile Services, Inc. (CJS) in their application for the "Juvenile Justice Community Based Re-Entry and Vocational and Career Support Services community based contract.

CJS has been a respected and valued community partner for many years, with 43 years of juvenile justice experience providing services to Diversion, FINS, Delinquent and Aftercare youth and their families. CJS demonstrates daily the community based concept through their subcontracts with residential treatment and mental health providers, as well as partnerships with other non-profit providers in the area. The Girls Shelter of Fort Smith, as a residential treatment provider for girls, has enjoyed a subcontract relationship with CJS for 43 years.

CJS is a valued partner for the Girls Shelter, providing case management for the girls in our care, and we support their efforts toward helping the youth of the area work toward becoming productive and successful adults.

Sincerely,

Mary Dale Colvett
Executive Director
Girls Shelter
marydale@girlsshelterfs.org
479-646-0444



Fort Smith Boys Home

Est. 1978 • Changing Lives • Building Futures

Date: 3/31/20

Subject: Comprehensive Juvenile Services

The following is a letter of support for Comprehensive Juvenile Services in Fort Smith, Arkansas. They have been a respected community leader for the last 43 years. The Boys Home has had a subcontract agreement during that span and are very proud of that association and look forward to continuing it.

Personally, prior to being the Executive Director at the Boys Home, I have worked in the areas of mental health and substance abuse and many times our paths crossed while working with families in need. The staff at Comprehensive Juvenile Services has been nothing but professional and someone I am proud to work with.

If I can be of any additional help please let me know.

Eddie Donovan
Boys Home
Executive Director
5904 South Zero
Fort Smith, AR 72903
479-646-2819 Office
479-769-5624 Cell
boysshelterdirector@gmail.com

**Comprehensive Staffing Roster
Comprehensive Juvenile Services, Inc.**

Last Name	First Name	Title	Qualifications	Date of Hire	Date Current Position Began	Years of Service in Current Role	Roles and Responsibilities
Justice	Janice	Executive Director	BS - Business Management	12/9/1977	7/1/2018	1.5 yrs as ED, 11 yrs as AD, 42 yrs with agency	Reports to the Board of Directors, responsible for the day-to-day operations of all aspects of the agency and supervision of all employees, oversees financial management, conducts grant writing and management, contract management, marketing and website management, and all aspects of nonprofit management.
Scott	Belinda	Assistant Director	BA - Psychology	8/7/1995	8/8/2018	1.5	Assists Executive Director. Provides Supervision of Direct Service Supervisors. Facilitates Support Groups.
Bergstrom	David	Casework Supervisor	BS/BA - Human Resource Mgmt.	4/20/1999	9/5/2018	1.5	Supervises Caseworkers. Provides Case Management, Assessment, Independent Living Skills, Court Attendance, Facilitates Support Groups and any other services deemed necessary per individual assessment, for Diversion, FINS and Delinquent youth and their families.
Chang	Crystal	Caseworker	BA - Psychology	9/21/2018	9/21/2018	1.5	Provides Case Management, Assessment, Independent Living Skills, Court Attendance, any other services deemed necessary per individual assessment, for Diversion, FINS and Delinquent youth and their families.
Davis	Sarah	Caseworker	BS - Education	9/10/1984	9/10/1984	35.5	Provides Case Management, Assessment, Independent Living Skills, Court Attendance, any other services deemed necessary per individual assessment, for Diversion, FINS and Delinquent youth and their families.
Deaton	Amanda	Caseworker	BA - Psychology, Criminal Justice	12/1/2010	12/1/2010	10.5	Provides Case Management, Assessment, Independent Living Skills, Court Attendance, Facilitates Support Groups and any other services deemed necessary per individual assessment, for Diversion, FINS and Delinquent youth and their families.

**Comprehensive Staffing Roster
Comprehensive Juvenile Services, Inc.**

Last Name	First Name	Title	Qualifications	Date of Hire	Date Current Position Began	Years of Service in Current Role	Roles and Responsibilities
Futch	Cardelia	After Hours Supervision Caseworker	High School Diploma*	11/27/2017	11/27/2017	2.5	Provides Case Management, Assessment, Independent Living Skills, Court Attendance, any other services deemed necessary per individual assessment, for Diversion, FINS and Delinquent youth and their families.
Hatley	Phillip	Caseworker	BA - Psychology Licensed Social Worker	1/10/1977	1/10/1977	43	Provides Case Management, Assessment, Independent Living Skills, Court Attendance, Facilitates Support Groups and any other services deemed necessary per individual assessment, for Diversion, FINS and Delinquent youth and their families.
Holland	Stephanie	Caseworker	Bachelor Professional Studies - Criminal Justice	4/17/2017	4/17/2017	3	Provides Case Management, Assessment, Independent Living Skills, Court Attendance, Facilitates Support Groups and any other services deemed necessary per individual assessment, for Diversion, FINS and Delinquent youth and their families.
Kremer	Page	Aftercare Supervisor	BA - Sociology, Criminal Justice	3/3/2008	9/6/2017	3.5	Supervises Re-entry and After Hours Supervision Caseworkers. Provides Re-entry Case Management, Case Staffings, Field Evaluation (Assessment), Re-entry Plan Completion, Monthly Progress Reporting, Independent Living Skills, Court Attendance, Drug Screening, Interstate Compact on Juveniles (ICJ) any other services deemed necessary per individual assessment, for youth committed to DYS for Delinquent acts and their families.