

JCPC Workplan/Calendar FY 2024-2025

JULY

JCPC funded programs work to complete their 12 Month Measurable Objectives report for the fiscal year that just ended with presentation of outcomes to the JCPC at the August meeting.

AUGUST

August 15 – Final Accounting Reports and General Ledgers due in NCALLIES.

August JCPC Meeting Items:

- Distribute JCPC Workplan/Calendar - Chair
- Complete Conflict of Interest Forms/Submit to DPS - Members
- Make Committee Appointments for Monitoring, Risk & Needs, Membership, Funding, etc.- Chair
- Programs present their 12 month objectives from the previous fiscal year- Program Providers
- Hear reports from programs, court counselors and area consultant
- JCPC Member Orientation, as needed - Consultant

SEPTEMBER

Resource Assessments may begin – prep for Risk & Needs Committee meeting. SPEP scores/reports distributed to programs—Consultant

September JCPC Meeting Items:

- Finalize Committee Appointments - Chair
- Complete any remaining Conflict of Interest Forms/Submit to DPS - Members
- Review Council Membership roster to make sure the terms of all members are current – Chair and JCPC
- Hear reports from programs, court counselors and area consultant

OCTOBER

Risk and Needs Assessment Committee needs to begin doing their work. PEPs written—Programs

October JCPC Meeting Items:

- Complete any remaining Conflict of Interest Forms/Submit to DPS
- Members hear reports from programs, court counselors and area consultant

NOVEMBER

Risk and Needs Assessment Committee meets as needed

November JCPC Meeting Items:

- Risk and Needs Assessment Committee reports on status for the RFP
- Funding Priorities presented to JCPC for approval
- JCPC approves issuance of a Request for Proposals based on the priorities of the Risk and Needs Assessment Committee
- JCPC reviews and updates the distribution list for the Request for Proposals/finalize
- SPEP scores presented to the JCPC—Consultant
- PEPs presented or provided to the JCPC - Program Providers
- Hear reports from programs, court counselors and area consultant

DECEMBER

Risk and Needs Assessment Committee meet, as needed - JCPC

Monitoring Committee training—Consultant, as needed.

- SPEP scores presented to the JCPC—Consultant
- PEPs presented or provided to the JCPC
- **December 31st** – Deadline for any program agreements or revisions addressing uncommitted funds to be approved by the JCPC and County and electronic signatures for the program manager, JCPC Chair, and designated county official to be completed.

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JANUARY

JCPC Monitoring Committee monitors currently funded programs and JCPC advertises its RFP, when applicable

January JCPC Meeting Items

- JCPC approves issuance of a Request for Proposals based on the approved priorities of the Risk and Needs Assessment Committee, when applicable
- Programs present their 6 months measurable objectives status reports (June—Dec data)
- Hear reports from programs, court counselors and area consultant

FEBRUARY

February JCPC Meeting Items

- Monitoring Committee presents report—Committee Chair
- Funding Committee schedules date/time (for March) to screen applications.
- Hear reports from programs, court counselors and area consultant

MARCH

Funding and Review Committee screens applications and for funding recommendations to the JCPC
Nominating committee begins work to present a slate of officers for approval in the May meeting

March JCPC Meeting Items

- Funding and Review Committee presents its recommendations for funding, when applicable
- JCPC approves programs for funding, when applicable
- JCPC approves any requests for Discretionary Funding, if applicable
- Hear reports from programs, court counselors and area consultant

APRIL

April 15—Deadline for program agreement revisions **showing any 3rd Quarter accounting reduction** in DPS Revenues to be approved by the JCPC and County AND electronic signatures for the program manager, JCPC Chair and designated county official to be completed.

JCPC presents County Funding Plan and Programs Recommended for Funding to County Commissioners for approval by April 30 if possible.

April JCPC Meeting Items

- Hear reports from programs, court counselors and area consultant

MAY

May 1 – **Deadline for any Program Agreement Revisions involving transfer of funds** between programs or with JCPC Admin Budget to be approved by the JCPC and County AND electronic signatures for the program manager, JCPC Chair, and designated county official to be completed.

May 15 – Signed and Competed JCPC Certification, Signed County Funding Plan, and complete County Plan for the upcoming fiscal year are due to DPS

May JCPC Meeting Items

- Elect new officers for the upcoming fiscal year, when applicable.
- Recognize the work and accomplishments of the JCPC
- Hear reports from programs, court counselors and area consultant

JUNE

June 15 – Deadline for any final Program Agreement Revisions to be approved by the JCPC and County AND electronic signatures for the program manager, JCPC Chair, and designated county official to be completed.

June JCPC Meeting Items

- Elect new officers for the upcoming fiscal year, when applicable.
- Recognize the work and accomplishments of the JCPC
- Hear reports from programs, court counselors and area consultant