

DURHAM COUNTY JCPC

2020-2021 WORK PLAN

July

Meeting Schedule/ Agenda Items	Tasks
07/16 Executive Committee Meeting 07/22 Regularly Scheduled Monthly Meeting	<ul style="list-style-type: none"> + Monitoring Committee Appointed + Funding & Review Committee Appointed + Risk/Needs Committee Appointed + Publicity Committee Appointed + Membership Committee Appointed + Risk/Needs organizational meeting set + Membership Committee has set date to review membership roster + Program Updates + Workplan distribution

August

Meeting Schedule/Agenda Items	Tasks
08/13 Executive Committee Meeting 08/26 Regularly Scheduled Monthly Meeting Tentative Agenda Items: + James Stuit: NCDPS Data summary + Durham Proud Program Presentation	<ul style="list-style-type: none"> + Final Accounting Forms due to area office by 8/15 + Monitoring committee has begun monitoring local programs + Annual planning process

September

Meeting Schedule/ Agenda Items	Tasks
09/10 Executive Committee Meeting 09/23 Regularly Scheduled Monthly Meeting Tentative Agenda Items: <ul style="list-style-type: none"> ✚ Monitoring Assignments ✚ BUILD Program Presentation ✚ Chief Court Counselor Presents Juvenile Court data 	<ul style="list-style-type: none"> ✚ Orientation/Organization Meeting ✚ Subcommittees report in on the status of their work ✚ Funding and review committee has reported on status of any uncommitted funds




October

Meeting Schedule/ Agenda Items	Tasks
10/8 Executive Committee Meeting 10/28 Regularly Scheduled Monthly Meeting Tentative Agenda Items: <ul style="list-style-type: none"> ✚ Monitoring Report round 1 due ✚ POA Program Presentation 	<ul style="list-style-type: none"> ✚ Risks Needs analysis






November

Meeting Schedule/ Agenda Items	Tasks
11/12 Executive Committee Meeting 11/18 Regularly Scheduled Monthly Meeting HAPPY THANKSGIVING Tentative Agenda Items: <ul style="list-style-type: none"> ✚ BUILD Program Presentation ✚ FY 20/21 Risk/Needs presentation- Walter Crews and Jim Stuit ✚ Round 1 Monitoring Presentation 	<ul style="list-style-type: none"> ✚ Risks Needs analysis ✚ Monitoring Visits ✚ Review and update RFP Distribution and mailing list







December

Meeting Schedule/ Agenda Items	Tasks
12/10 Executive Committee Meeting 12/16 Regularly Scheduled Monthly Meeting HAPPY HOLIDAYS Tentative Agenda Items:  JLC Program Presentation	 First round of monitoring visits complete  all uncommitted funds must be committed by 12/31






January


Meeting Schedule/ Agenda Items	Tasks
01/14 Executive Committee Meeting 01/27 Regularly Scheduled Monthly Meeting Tentative Agenda Items:  El Futuro Presentation	 Second round monitoring complete  Set funding priorities based on risk/needs analysis  Develop Draft Request for Proposal (RFP)  Complete Annual Planning Process- outcomes and recommendations presented to JCPC approval

February







Meeting Schedule/ Agenda Items	Tasks
02/11 Executive Committee Meeting 02/24 Regularly Scheduled Monthly Meeting Tentative Agenda Items:  Teen Court Program Presentation  Second Round Monitoring Report Presentation	 RFP publication and public announcements due 2/28  Programs present 6 months Measurable Objectives  Review Funding Decision Process  Third Quarter Accounting

March



Meeting Schedule/ Agenda Items	Tasks
03/11 Executive Committee Meeting 03/24 Regularly Scheduled Monthly Meeting Tentative Agenda Items:  Elna B. Spaulding Program Presentation	 Funding Application Training  Applications for Funding Due  Screen applications for RFP compliance 

<ul style="list-style-type: none">  Review updated Funding Process 	
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April

Meeting Schedule/ Agenda Items	Tasks
04/8 Executive Committee Meeting 04/28 Regularly Scheduled Monthly Meeting- MEMBER ONLY Tentative Agenda Items: <ul style="list-style-type: none">  Funding Recommendations 	<ul style="list-style-type: none">  Program/ Applicant Presentations  Review Recommendations and develop grid  AAF Due  Funding Recommendation to BOCC 

May

Meeting Schedule/ Agenda Items	Tasks
05/13 Executive Committee Meeting 05/26 Regularly Scheduled Monthly Meeting Tentative Agenda Items: Possible End of Year EVENT	<ul style="list-style-type: none">  May 15 Annual Plan Due to local area office 

June

Meeting Schedule/ Agenda Items	Tasks
06/10 Executive Committee Meeting 06/23 Regularly Scheduled Monthly Meeting Tentative Agenda Items:	<ul style="list-style-type: none">  Annual Evaluation of JCPC Activities  Program revisions due to Area Office by 6/10

	<ul style="list-style-type: none">✚ BOCC appoints new JCPC Members for expiring terms✚ Program Agreement revisions
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