

STATE OF FLORIDA
DEPARTMENT OF JUVENILE JUSTICE

**BUREAU OF MONITORING AND
QUALITY IMPROVEMENT
PROGRAM REPORT FOR**

Boys and Girls Clubs
The Florida Alliance Boys & Girls Clubs, Inc.
(Contract Provider)
3130 Fruitville Road
Sarasota, Florida 34237

Review Date(s): Fiscal Year 2018-2019



PROMOTING CONTINUOUS IMPROVEMENT AND ACCOUNTABILITY
IN JUVENILE JUSTICE PROGRAMS AND SERVICES



Program Name: Boys and Girls Clubs
Provider Name: The Florida Alliance Boys & Girls Clubs, Inc.
Location: Statewide
Review Date(s): September 2018 – June 2019

MQI Program Code: NA
Contract Number: 10526
Number of Slots Days: 22,500
Lead Reviewer Code: 125

Review Team

The Bureau of Monitoring and Quality Improvement wishes to thank the following review team members for their participation in the annual compliance review, and for promoting continuous improvement and accountability in juvenile justice programs and services in Florida:

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Program Sites

Boys & Girls Clubs of Alachua	Boys & Girls Clubs of Bay
Boys & Girls Clubs of Brevard	Boys & Girls Clubs of Broward
Boys & Girls Clubs of Central Florida	Boys & Girls Clubs of Charlotte
Boys & Girls Clubs of Citrus	Boys & Girls Clubs of Citrus Center
Boys & Girls Clubs of Collier	Boys & Girls Clubs of Hernando
Boys & Girls Clubs of Highland	Boys & Girls Clubs of Indian River
Boys & Girls Clubs of Lake/Sumter Counties	Boys & Girls Clubs of Lake
Boys & Girls Clubs of Lakeland/Mulberry	Boys & Girls Clubs of Lee
Boys & Girls Clubs of Manatee	Boys & Girls Clubs of Marion
Boys & Girls Clubs of Martin	Boys & Girls Clubs of Miami
Boys & Girls Clubs of Nassau	Boys & Girls Clubs of Northeast
Boys & Girls Clubs of Orange	Boys & Girls Clubs Osceola
Boys & Girls Clubs of Palm Beach	Boys & Girls Clubs Perry/Taylor
Boys & Girls Clubs Sarasota	Boys & Girls Clubs Seminole
Boys & Girls Clubs St. Lucie	Boys & Girls Clubs Suncoast
Boys & Girls Clubs of Tabula Rasa	Boys & Girls Clubs of Tampa
Boys & Girls Clubs of The Big Bend	Boys & Girls Clubs of The Emerald Coast
Boys & Girls Clubs of The Keys	Boys & Girls Clubs Volusia/Flagler

Eglin Youth Programs
Navy BGCs of Jacksonville
Pensacola FL Navy Youth Center

Hurlburt Youth Programs
Patrick AFB Youth Center
Tyndall Air Force Base

Methodology

This review was conducted in accordance with the Department of Contract Management and Program Monitoring and Quality Improvement Policy and Procedures which focused on the areas of staff training, youth eligibility, youth service plan, and Skills, Mastery, and Resistance Training (SMART) programs.

Overview

The program is operated by Florida Alliance for Boys and Girls Clubs, Inc. through a contract with the Department. Florida Alliance for Boys and Girls Clubs, Inc. subcontracts through a network of Boys and Girls Clubs to provide innovative program awareness through the Skills, Mastery, and Resistance Training (SMART) Moves program. The SMART Moves program is designed to promote substance use prevention and avoidance of early sexual activity. The program helps youth develop better decision making and refusal skills, become more assertive, and recognize negative peer and media influences, while empowering youth to excel in school, become good citizens, and lead healthy productive lives. The Department's Bureau of Monitoring and Quality Improvement allowed each site at least six months of operation prior to conducting an annual compliance review.

Services Provided

The program provided prevention and intervention services to youth who are identified as at-risk of becoming involved in the juvenile justice system and are between the ages of five and seventeen. The eligible youth are referred by their parent/guardian, local schools, courts, local law enforcement, juvenile justice agencies, and/or community service organizations. A youth service plan is completed for each youth who participated in the program. Each youth's service plan contains all prevention services the youth received while in the program to include the Skills, Mastery, and Resistance Training (SMART) program. There are interactive curriculum-based programs to develop the capabilities of each youth. Each youth receive one or more of the following SMART services provided, based on the youth's service plan two times per week, thirty minutes per session.

The SMART program curriculum includes Street SMART, SMART Moves, and SMART Leaders. The Street SMART module emphasizes healthy choices regarding gang awareness and resistance, conflict resolution, positive peer interaction, and valuing differences. The SMART Moves component includes drug, alcohol use/abuse and premature sexual activity prevention program which assist youth in resisting alcohol, tobacco, and other drugs, premature sexual activity, and to overcome obstacles which impede their development in leading successful lives and achieving their goals. The SMART Leaders provides peer leader and positive role model development in prevention-related activities. SMART program services are provided at least ten hours a month.

Staffing

The Florida Alliance of Boys and Girls Clubs, Inc. ensures the constant presence of sufficient qualified staff to provide services, ensuring there shall be no waiting list for program services and shall monitor staff vacancies to ensure services to youth are not cancelled, postponed, or rescheduled. Each program has a full-time unit director, program director, and SMART family program professional.

Training

Documentation reviewed for each program site confirmed all the staff completed the required trainings related to their job functions and responsibilities. Each program site designated a lead staff responsible for ensuring the completion and accuracy of the Department's Juvenile Justice Information System (JJIS) Prevention Web data entry, including admission and release dates for each youth. Each staff received training in motivational interviewing, Prison Rape Elimination Act (PREA), sexual harassment, human trafficking, child abuse and incident reporting, suicide prevention, trauma-informed care, and equal employment opportunity (EEO). Each staff received training in information security awareness, cardiopulmonary resuscitation (CPR), first aid, and automated external defibrillator (AED). Reviewed documentation confirmed each staff contained the minimum required work experience and educational requirements to fulfill their position.

Summary

During the annual compliance review fiscal year 2018-2019, a random sample review of each program site records revealed the youth were between the ages of five and seventeen. A review of youth face sheets documented youth were referred by their families and local officials in their communities. An informal interview with the Florida Alliance state director, reported the program accepts referrals from parents/guardians, local schools, courts, local law enforcement, Department of Juvenile Justice, and community service organizations. The program sites provide transportation for the youth depending on their location. Several of the program services are provided at school sites and transportation is offered by the school district. Skills, Mastery, and Resistance Training (SMART) programming are provided to all youth enrolled in the program. SMART curricula offerings vary and are based on age groups. Reviewed records confirmed the youth received SMART programming in addition to completing a pre-test and post-test. A review of the Department's Juvenile Justice Information System (JJIS) for each program site found data entry was completed for each youth within three business days of admission, as required. JJIS indicated each of the youth were discharged within the required time frame. Each discharge data entry was also completed in JJIS within seven business days.

A random sample of invoice verification was conducted for each program site. The program utilizes an electronic attendance system. A review of the attendance was compared against the Department's contract management invoicing and the Department's JJIS. Documentation supported attendance and services were provided and there was

no discrepancy of services billed to the Department for fiscal year 2018-2019. An informal interview with the Florida Alliance state director explained, when attendance is low the Florida Alliance does not submit those youth for invoicing billing.

Observations during the tour of several program sites found drawings and posters throughout the program which showed a welcoming environment for the youth. The artwork posted throughout several program sites were created by the youth attending the program. All program sites had first aid kits and several school sites had an automated external defibrillator (AED).

Documentation confirmed all Boys and Girls Clubs staff received a Florida Department of Children and Families and Florida Department of Law Enforcement background screening prior to hire. Each staff was background screened through the Department's Background Screening Unit (BSU) Clearinghouse prior to their start date. The Annual Affidavit of Compliance with Level 2 Screening Standards was completed and submitted to the Department's BSU, meeting the annual requirement for the Department.