



ECTOR COUNTY

JUVENILE PROBATION DEPARTMENT

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Kevin Mann
Director

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December 12, 2025

TO WHOM IT MAY CONCERN:

The Ector County Juvenile Board met on the 12th day of December, 2025, at the Ector County Youth Center Courtroom, Odessa, Texas.

Members present were Judge Hendricks, Board Chair; Judges: Whalen, Low, Ruiz-Crutchler, and Clark.

Judge Hendricks called the meeting to order at 12:35 p.m.

Board members reviewed and approved the filing of the minutes from August 11th, 2025.

The Board discussed and considered for approval the Quarterly Reports for the period ending September 30, 2025. Judge Clark moved to approve the reports as presented; Judge Low seconded the motion. The motion passed 5-0.

The Board discussed and considered for approval the Ector County Youth Center Policy and Procedure Manuals, including: Administration & Personnel, Probation & Court, Facility Operations, ANE, and Alternative Referral Plan. Judge Clark moved to approve the policies; Judge Low seconded the motion. The motion passed 5-0.

The Board discussed and considered for approval the Certification of the Ector County Youth Center as safe and suitable for the detention of children. Judge Clark moved to approve the Certification; Judge Low seconded the motion. The motion passed 5-0.

The Board discussed and considered for approval the Designation of Offices. Judge Clark moved to approve the Designation of Offices; Judge Low seconded the motion. The motion passed 5-0.

The Board discussed and considered for approval the budget line-item transfers in State Aid and Local Budgets. Judge Clark moved to approve the transfers; Judge Low seconded the motion. The motion passed 5-0.

The Board discussed and considered for approval the post-adjudication contracts, behavior health services contracts, and medical/dental services for 2026. Judge Clark moved to approve the contracts; Judge Low seconded the motion. The motion passed 5-0.

The Director of Juvenile Services updated the Board on the new Juvenile Justice Center.

Under Old Business, there was no discussion.

Under New Business, there was no discussion.

Judge Clark moved to adjourn; Judge Low seconded the motion. The meeting adjourned at 1:00 p.m.



Hon. Brooke Hendricks, Chair
Ector County Juvenile Board

**ECTOR COUNTY
ALTERNATIVE REFERRAL PLAN**

Between
Ector County Juvenile Probation Department
and
Ector County District Attorney's Office

I. PARTIES

This *Alternative Referral Plan (ARP)* is entered into by and between the Ector County Juvenile Probation Department (ECJPD), acting under the authority of the Ector County Juvenile Board, and the Ector County District Attorney's Office ("Prosecuting Attorney").

II. AUTHORITY

This *ARP* is executed pursuant to Texas Family Code §53.01(d); (e); and (f); Texas Human Resources Code §152.00145; and applicable rules, standards, and guidance of the Texas Juvenile Justice Department (TJJD).

III. PURPOSE

The purpose of this *ARP* is to allow certain juvenile cases to be handled through informal, rehabilitative, and community-based interventions rather than immediate referral to the prosecuting attorney, when legally permissible.

IV. STATUTORY REQUIREMENTS – TEXAS FAMILY CODE §53.01(d)–(f)

§53.01(d) Unless the juvenile board approves a written procedure proposed by the office of prosecuting attorney and chief juvenile probation officer which provides otherwise, if it is determined that the person is a child and, regardless of a finding of probable cause, or a lack thereof, there is an allegation that the child engaged in delinquent conduct of the grade of felony, or conduct constituting a misdemeanor offense involving violence to a person or the use or possession of a firearm, location-restricted knife, or club, as those terms are defined by Section 46.01, Penal Code, or prohibited weapon, as described by Section 46.05, Penal Code, the case shall be promptly forwarded to the office of the prosecuting attorney, accompanied by:

- (1) all documents that accompanied the current referral; and
- (2) a summary of all prior referrals of the child to the juvenile court, juvenile probation department, or a detention facility.

§53.01(e) If a juvenile board adopts an alternative referral plan under Subsection (d), the board shall register the plan with the Texas Juvenile Justice Department.

§53.01(f) A juvenile board may not adopt an alternate referral plan that does not require the forwarding of a child's case to the prosecuting attorney as provided by Subsection (d) if probable cause exists to believe that the child engaged in delinquent conduct that violates Section 19.03, Penal Code (capital murder), or Section 19.02, Penal Code (murder).

V. STATUTORY REQUIREMENTS – TEXAS HUMAN RESOURCES CODE

§152.00145

Texas Human Resources Code §152.00145 requires juvenile boards to adopt policies that prioritize diversion from referral to the prosecuting attorney for children who are younger than 12 years of age or who reside in a General Residential Operation, particularly when the child is alleged to have engaged in conduct constituting a misdemeanor offense involving violence to a person. The statute further requires juvenile boards to limit the detention of such children to circumstances necessary to protect public safety or ensure the child's appearance in court.

VI. APPLICABILITY

A. Eligible Cases

Under this *Alternative Referral Plan*, ECJPD may process certain cases without immediate referral to the Prosecuting Attorney when all of the following criteria are met:

1. The alleged offense is one that would otherwise be forwarded to the prosecuting attorney under Texas Family Code §53.01(d);
2. The child is:
 - Under the age of 12, or
 - Residing in a General Residential Operation (GRO);
3. There is no belief or probable cause that the child engaged in conduct constituting:
 - Murder (Penal Code §19.02), or
 - Capital Murder (Penal Code §19.03);
4. The case is suitable for informal resolution, deferred prosecution, or rehabilitative services; and
5. Public safety can be reasonably ensured through non-formal intervention.

B. Excluded Cases (Mandatory Referral)

Nothing in this *ARP* authorizes diversion when:

- Probable cause exists to believe the child engaged in conduct constituting Murder or Capital Murder; or
- Referral is otherwise required by statute.

Such cases shall be promptly forwarded to the Prosecuting Attorney in accordance with Texas Family Code.

VII. REFERRAL REQUIREMENTS TO PROSECUTING ATTORNEY

When a case is required to be forwarded in accordance with the Texas Family Code, ECJPD shall promptly provide the Prosecuting Attorney with:

1. All documents that accompanied the current referral; and
2. A written summary of all prior referrals of the child to:
 - Juvenile court,
 - Juvenile probation department, or
 - Any detention facility.

VIII. ALTERNATIVE REFERRAL PLAN PROCEDURES

A. Intake Review

1. An Intake Officer shall assess:
 - Risk and needs;
 - Age of the child;
 - Nature and seriousness of the alleged conduct; and
 - Residential status, including placement in a General Residential Operation.
2. For children residing in a GRO, coordination shall occur with facility staff and relevant caseworkers to identify appropriate supports.
3. All findings and recommendations shall be documented in the Juvenile Case Management System (JCMS).

B. Approval Authority

- All *ARP* determinations must be reviewed and approved by the Intake Supervisor or designee.
- Documentation of the decision and services provided shall be maintained in the juvenile's official case record.

C. Services and Interventions

Cases handled under the *ARP* may include, but are not limited to:

- Deferred prosecution;
- Behavioral or counseling services;
- Skills training;
- Referral to community-based services; and
- Other rehabilitative or educational interventions consistent with department policy.

IX. OVERSIGHT AND REPORTING

1. The Director of Juvenile Services shall monitor *ARP* implementation.
2. ECJPD shall provide quarterly reports to the Ector County Juvenile Board, including:
 - Number of *ARP* cases;
 - Number of children who reside in a GRO;
 - Number of children (GRO) who receive deferred prosecution or are referred to the court;
 - Name of GRO where the child resides;
 - Age demographics; and
 - Outcomes and completion rates.
3. The Juvenile Board shall review and approve the *ARP* policy annually.

X. TJJD REGISTRATION

Upon adoption, the Ector County Juvenile Board shall register the *Alternative Referral Plan* with the Texas Juvenile Justice Department in compliance with Texas Family Code §53.01(e).

XI. NO LIMITATION ON PROSECUTORIAL AUTHORITY

Nothing in this *ARP* limits or restricts the statutory authority or discretion of the Ector County District Attorney's Office to accept, reject, or prosecute any case referred pursuant to law.

XII. TERM AND TERMINATION

This *ARP* shall remain in effect upon execution and approval by the Ector County Juvenile Board and may be amended or terminated upon mutual written agreement of the Parties or by Juvenile Board action.