

ADULT CIVIL CITATION (ACC) PROGRAM
TIMELINE OF EVENTS AND PROVIDER SELECTION

Timeline:

- **Feb 2017.** City Commission adopts ACC City Ordinance on 2/15/2017.
- **March - April 2017.** The Police Department drafts a Statement of Work for a proposed RFQ to find a not-for-profit provider, based off the *then* Leon County/Tallahassee ACC Model plus with consultation with PPPD staff. Key requirements of the SOW state:
 - Program must be completed within 1-90 days
 - Provider cannot charge more than \$350.00 for the educational/counseling services
 - Provider must provide to all offenders: a drug screen and general assessment (gain-q, addiction severity index, or similar tool) to identify potential life problems.
- **June 2017.** City Commission approves the posting of an RFQ solicitation on 6/7/2017.
 - RFQ solicitation is posted, and open for 30 days, between (6/20/17 – 7/18/2017)
 - No responses/proposals are received
- **August – October 2017.** The police department reaches out to three (3) local providers to see if they could meet the requirements outlined in the original RFQ. They include: Justice for Life; South Florida Therapeutic Solutions; and Chrysalis Health
 - South Florida Therapeutic Solutions appears to be the most responsive in their ability to meet the requirements in the RFQ. Their references include: Childnet, Fort Lauderdale Diversion Program, 17th Judicial Circuit misdemeanor/felony drug court, BSO Broward County Substance Advisory Board.
 - Formal recommendation memo is sent up the chain to procurement in November 2017.
- **December 2017.** City Commission approves the selection of South Florida Therapeutic Solutions, via a Letter of Understanding (LoU) on 12/20/2017. The LoU contains the same requirements outlined in the original RFQ.
- **January – September 2018.** Remaining program components are put together:
 - Creation of the agency's ACC policy
 - Creation of the ACC citation & computerized tracking logs to monitor offender statuses (citations issued, missed opportunities, offenders who pass or fail, etc)

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- Creation of internal workflows between officers, the records unit, powerDMS (policy software), and training, finance and collecting the civil penalty
- It is decided that SFTS will handle restitution on behalf of the City, the City Commission approves 1st amendment to the SFTS LoU on 8/1/2018

➤ **October 2018**. Program goes live 10/5/2018.

➤ **March 2019**. Both the police department and SFTS agree for a 2nd amendment, to allow SFTS to monitor offenders that are receiving treatment at another facility *if they are receiving a higher level of care*. City Commission approves 2nd amendment to SFTS LoU on 5/15/2019.

- Around this time, the department becomes aware of the language discrepancy in the Ordinance (not-for-profit) and begins the formal process to amend the ordinance after consultation with legal.

IMPORTANT CITY COMMISSION DATES:

2/15/2017	–	Commission adopts ACC Ordinance
6/7/2017	–	Commission approves Request for Qualifications to search for a not-for-profit provider
12/20/2017	–	Commission approves the selection of South Florida Therapeutic Solutions (SFTS) via a Letter of Understanding (LoU)
8/1/2018	–	Commission approves the 1 st amendment to the LoU
5/15/2019	–	Commission approves the 2 nd amendment to the LoU

Adult Civil Citation Program Comparison

Pembroke Pines & Broward County

1. Both programs went live in October 2018.
2. *As of 7/16/2019*—Pembroke Pines has processed (85) citations; Broward County processed (5) citations.
 - a. Broward County's program has been opted into by BSO and Fort Lauderdale. The county has been providing ongoing rollcall training to both agencies, has been slow to roll out.

Description	Pembroke Pines	Broward County
# of citations allowed	Only One (1)	Up to three (3)
Program Fee or Civil Penalty	Mandatory \$150.00	Mandatory \$200.00
Community Service	Not offered	Mandatory Ranging from (8) to (32) hours
Educational / Counseling Course Provider	Mandatory South Florida Therapeutic Solutions (For-Profit Entity) *Offender responsible for course fees up to \$350.	When applicable (choice of) 1. Justice for Life (Private Entity) 2. Option Industry Council (Not-for-profit, workforce training) *Offender responsible for course fees
Restitution	When Applicable SFTS handles it. Up to \$300.00. +Plus processing services fee up to \$75.00	When Applicable Broward County handles it.
Eligible Offenses	Petit Theft Criminal Mischief Misdemeanor assault/battery Possession of alcohol by person under 21 Possession of 2g or less of cannabis Possession of drug paraphernalia	Petit Theft Criminal Mischief Misdemeanor assault/battery Possession of alcohol by person under 21 Possession of 20g or less of cannabis Possession of drug paraphernalia Littering Loitering Disorderly Conduct Trespass on property or conveyance