

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MESQUITE, TEXAS, ADOPTING ETHICAL AND TRAINING STANDARDS FOR JUVENILE CASE MANAGERS EMPLOYED BY THE CITY OF MESQUITE, PROVIDING FOR IMPLEMENTATION OF SAID STANDARDS, AND PROVIDING FOR PERIODIC REVIEW TO ENSURE IMPLEMENTATION OF THE REQUISITE STANDARDS.

WHEREAS, the City has, pursuant to Code of Criminal Procedure article 45.056, employed a juvenile case manager to provide services in cases involving juvenile offenders before the Court; and

WHEREAS, Code of Criminal Procedure article 45.056 requires a governing body employing a juvenile case manager to adopt reasonable rules for juvenile case managers that provide for a code of ethics, educational pre-service and in-service training standards, and training in relevant substantive areas; and

WHEREAS, the City wishes to ensure that its juvenile case managers receive the requisite training and are held to the highest ethical standards.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MESQUITE, TEXAS:

SECTION 1. The City hereby adopts the Code of Ethics for Juvenile Case Managers, attached hereto as Exhibit A, as the ethical standard to which the City's juvenile case managers shall be held.

SECTION 2. The City hereby adopts the Juvenile Case Manager Pre-Service and In-Service Training Standards, attached hereto as Exhibit B, as the appropriate educational pre-service and in-service training standard for juvenile case managers.

SECTION 3. The City hereby directs that the rules adopted herein be implemented by the appropriate personnel.

SECTION 4. The City hereby requires juvenile case managers to be reviewed annually in accordance with City policy and directives.

DULY RESOLVED AND ADOPTED by the City Council of the City of Mesquite, Texas, on the 16th day of December 2024.

Daniel Alemán, Jr.
Mayor

ATTEST:

APPROVED AS TO LEGAL FORM:

Sonja Land
City Secretary

David L. Paschall
City Attorney

EXHIBIT A

CITY OF MESQUITE CODE OF ETHICS FOR JUVENILE CASE MANAGERS

PREAMBLE

The goal of the juvenile case manager is to assist the Court in administering the Court's juvenile dockets, to supervise its orders in cases involving juvenile offenders, and to communicate with the Court regarding relevant life circumstances of juveniles appearing before the Court. The mission of the juvenile case manager is to assist judges in providing juveniles and their families with resources to shape the juvenile's future, and to help the juvenile connect with the community and develop into a law abiding citizen. Those persons applying this Code of Ethics shall keep foremost in mind that the City is guided at all times by the values of integrity, excellence, compassion, and respect for the dignity of every person.

STANDARDS

Confidentiality. A juvenile case manager shall not disclose to any unauthorized person any confidential information acquired in the course of employment. A juvenile case manager shall not violate the confidentiality of juvenile clients unless the juvenile case manager is seeking consultation services from within the case management program or a school campus, or if the juvenile has threatened to harm himself, herself, or others, or if the juvenile case manager is providing details of any criminal activity or enterprise.

Conflicts of Interest. A juvenile case manager shall be alert to and avoid conflicts of interest that interfere with the exercise of professional discretion and impartial judgment. In order to maintain the community's trust in the judicial system, a juvenile case manager should avoid soliciting or accepting improper gifts, gratuities, or loans, and should avoid engaging in business relationships that give rise to an appearance of impropriety.

Competence. A juvenile case manager shall endeavor at all times to perform official duties properly and with courtesy and diligence. A juvenile case manager shall fulfill his or her duty and represent himself or herself only within the boundaries of his or her education, training, license, certification, consultation received, supervised experience, or other relevant professional experience.

Respect for the Law. A juvenile case manager shall abide by all federal, state, county, and municipal laws, guidelines, ordinances, and rules. A juvenile case manager shall be familiar with the Texas Code of Judicial Conduct and the basic standards to which members of the judiciary are held.

Abuse of Position. A juvenile case manager shall not use or attempt to use his or her official position to secure unwarranted privileges or exemptions for himself, herself, or any other person. A juvenile case manager shall always maintain appropriate relationships with juveniles and members of their family who have cases in the Court. A juvenile case manager shall not discriminate against any person on the basis of age, sex, creed, sexual preference, disability, or national origin.

Private Life. A juvenile case manager shall behave in a manner that does not bring discredit to the City or to them. A juvenile case manager's character and conduct outside the court must be exemplary so as to maintain a position of respect in the City and in the community where he or she lives.

ENFORCEMENT

Any alleged violation of applicable ethical standards shall be subject to investigation and discipline by the City's municipal court administrator in consultation with the City's human resources department.

EXHIBIT B

CITY OF MESQUITE JUVENILE CASE MANAGER PRE-SERVICE AND IN-SERVICE TRAINING STANDARDS

Definitions

Pre-Service Training refers to training a juvenile case manager receives after hire, but before beginning work as a juvenile case manager.

In-Service Training refers to regular training a juvenile case manager receives after beginning work as a juvenile case manager.

Pre-Service Training Requirements

A juvenile case manager will receive no less than eight (8) and no more than forty (40) hours of preservice training from reasonably accessible in-house sources, educational institutions, applicable professional associations, the Texas Municipal Courts Education Center, or other similar resources.

Pre-Service Training should include, but not necessarily be limited to:

- The Role of the Juvenile Case Manager
- Case Planning and Management
- Applicable Procedural and Substantive Law in Municipal Court
- Courtroom Proceedings and Presentation

In-Service Training Requirements

A juvenile case manager must become a Certified Court Clerk Level 1 within the first year of service.

A juvenile case manager must annually complete no less than twelve (12) hours of in-service training from reasonably accessible in-house sources, educational institutions, applicable professional associations, the Texas Municipal Courts Education Center, or other similar resources.

In-Service Training should include, but not necessarily be limited to:

- Legislative Updates
- Juvenile Mental Health and Development
- Services to At-Risk Youth under Subchapter D, Chapter 264, Texas Family Code
- Detecting and Preventing Abuse, Exploitation, and Neglect of Juveniles
- Local Programs and Services for Juveniles and methods by which juveniles may access those programs and services
- Substance Abuse Case Reporting
- Case Reporting
- Gangs and Gang Activity
- Family and Domestic Violence
- Bullying
- Sex Offenders
- Advances in Court Technology