



MINUTES

MARCH 25, 2026

JUVENILE BOARD MEETING

1. Call to Order

A meeting of the Brazos County Juvenile Board was held on Wednesday, March 25, 2026 at 12:16 p.m. at the Brazos County Juvenile Justice Center, Bryan, Texas with the following Board members present:

Duane Peters, County Judge, Presiding;
Amanda Matzke, County Court at Law No. 1 Judge;
Roy Brantley, County Court at Law No. 2 Judge;
Kyle Hawthorne, 85th District Judge;
John Brick, 272nd District Judge;
David Hilburn, 361st District Judge, Absent;
George "Jerrell" Wise, 472nd District Judge;
Chris Densy, Citizen Member, Absent.

The minutes were taken by Aubrey Leggett.

2. Approve Minutes of Previous Juvenile Board Meeting.

The Board voted unanimously to approve the minutes from the previous meeting held on September 26, 2025.

Motion: Approve, Moved by Judge Roy Brantley, Seconded by Judge Amanda Matzke. Passed. 6-0. Ayes: Brantley, Brick, Hawthorne, Matzke, Peters, Wise. Absent: Densy, Hilburn.

3. Director's Report: Facility Statistics and Audits.

The Director's Report was given by Juvenile Executive Director Linda Ricketson. She began by asking Chief Public Defender Nathan Wood to introduce the new staff members assigned to the Juvenile Division in the Public Defender's Office. She then

announced that Stacy Kasberg is now the Assistant Director upon Melissa White's retirement. Ms. Ricketson also noted that they are looking to fill the Administrative Services Manager position. She then reported the following:

The wait time to transfer juveniles to TJJD is 62 days on average. There is one juvenile in detention ordered to TJJD on the waiting list. She stated that Project Manager Trevor Lansdown provided an update on the work being completed in the facility, noting that this is an ongoing process and there is not a current projection of when all the work will be completed. Ms. Ricketson gave a brief description of the different programs available to the youth. She then noted the audits and inspections performed all came back with no discrepancies or violations.

A copy of the Director's Report is attached.

4. Discuss and approve policy 300.116 - Diversion of Juveniles in A General Residential Operation.

Ms. Ricketson explained that the purpose of this policy is to comply with newly implemented TJJD standards. A copy of the policy is attached.

Motion: Approve, Moved by Judge John Brick, Seconded by Judge Roy Brantley. Passed. 6-0. Ayes: Brantley, Brick, Hawthorne, Matzke, Peters, Wise. Absent: Densey, Hilburn.

5. Discuss and approve Alternative Referral Plan with Juvenile Services and the District Attorney's Office - relating to Texas Family Code 53.01 (d) for Diversion of Juveniles in a General Residential Operation.

Ms. Ricketson explained the purpose of the Alternative Referral Plan. She stated that the Plan has already been signed by the District Attorney's Office and will go into affect once it is approved by the Juvenile Board.

A copy of the Alternative Referral Plan is attached.

Motion: Approve, Moved by Judge Roy Brantley, Seconded by Judge John Brick. Passed. 6-0. Ayes: Brantley, Brick, Hawthorne, Matzke, Peters, Wise. Absent: Densey, Hilburn.

6. Citizens Comments.

Patrick Gendron with Gendron and Flanigan introduced the new interns in their office, and requested televisions in the Detention Center to provide the juveniles with an opportunity to watch sporting events to encourage camaraderie.

7. Adjourn

The meeting was adjourned at 12:39 p.m.



**BRAZOS COUNTY
BRYAN, TEXAS**

NOTICE OF MEETING AND AGENDA

JUVENILE BOARD MEETING

THIS NOTICE IS POSTED PURSUANT TO THE TEXAS OPEN MEETINGS
ACT (TEXAS GOVERNMENT CODE SECTION 551)

MEETING DATE: March 25, 2026
MEETING TIME: 12:00 PM
MEETING PLACE: R.J. Holmgreen Brazos County Juvenile Justice Center,
Juvenile Services Academy Building, 1904 Highway 21,
West, Bryan, Texas 77803

-
1. Call to Order
 2. Approve Minutes of Previous Juvenile Board Meeting.
 3. Director's Report: Facility Statistics and Audits.
 4. Discuss and approve policy 300.116 - Diversion of Juveniles in A General Residential Operation.
 5. Discuss and approve Alternative Referral Plan with Juvenile Services and the District Attorney's Office - relating to Texas Family Code 53.01 (d) for Diversion of Juveniles in a General Residential Operation.
 6. Citizens Comments.
 7. Adjourn

The R.J. Holmgreen Brazos County Juvenile Justice Center, Juvenile Services Academy Building, 1904 Highway 21, West, Bryan, Texas 77803 is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive services must be made two working days before the meeting. To make arrangements, please call (979) 361-4102.

JUVENILE BOARD MEETING

March 25, 2026 at 12 00 pm

Date and Time

Name

Organization/Department

Sharyl Lowe

Comm. Court

Aubrey Leggett

Comm. Court

Stacey Kasberg

Juvenile Services

LINDA Ricketson

Juvenile Services

Barbie Piccolo

Juvenile Services

Amanda Bunker

PDO - Juvenile Division

Missy Kerschaw

PDO - Juvenile

LINO BAILEY

PDO - JUVENILE

Artis Whetstone

BCJS

Ashley Taylor

BCJS

Marsha Tunse

PDO - Juvenile Division

Clara Tabor

Law Office of Patricia Gendron

Cate Miller

Law Office Gendron Intern

John Brick

272nd

NATHAN WOOD

PDO

ITZEL CORREA

BCJS

Caleb Beacham

DA's Office

Ray Desir

BCJS

Patricia Gendron

DA's

JUVENILE BOARD MEETING

Date and Time

Name

Organization/Department

Misty Swan
Chris Conry
Spide McKay

Juv Judge
Juv. Dept.
JUV Dept



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/25/2026

ITEM: Approve Minutes of Previous Juvenile Board Meeting.

TO: Commissioners Court

DATE: 03/17/2026

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

[Minutes_2025_9_26_Meeting\(1850\)_ \(3\).pdf](#)

9-26-2025 Minutes

Cover Memo



MINUTES

SEPTEMBER 26, 2025

JUVENILE BOARD MEETING

1. Call to Order

A meeting of the Brazos County Juvenile Board was held on Friday, September 26, 2025 at 12:00 p.m. at the Brazos County Juvenile Justice Center, Bryan, Texas with the following Board members present:

Kyle Kacal, Acting County Judge, Presiding;
Amanda Matzke, County Court at Law No. 1 Judge;
Roy Brantley, County Court at Law No. 2 Judge;
Kyle Hawthorne, 85th District Judge;
John Brick, 272nd District Judge;
David Hilburn, 361st District Judge;
George "Jerrell" Wise, 472nd District Judge;
Chris Densey, Citizen Member.

The minutes were taken by Aubrey Leggett.

2. Approve Minutes of Previous Juvenile Board Meeting.

The Board voted unanimously to approve the minutes from the special meeting held on August 25, 2025.

Motion: Approve, Moved by Judge Kyle Hawthorne, Seconded by Judge Roy Brantley. Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

The Board voted unanimously to approve the minutes for the meeting held on June 26, 2025.

Motion: Approve, Moved by Judge Roy Brantley, Seconded by Judge George Wise. Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

3. Director's Report: Facility Statistics and Audits.

The Director's Report was given by Juvenile Executive Director Linda Ricketson and highlighted the following: The wait time to transport juveniles to TJJD is 91 days on average. The facility currently has one juvenile on the waiting list. She stated that Project Manager Trevor Lansdown provided an update on the work being completed on the facility noting, construction has been halted while awaiting code compliance. Ms. Ricketson gave a brief description of the different programs available to the youth. She then noted the audits and inspections performed all came back with no discrepancies or violations.

Ms. Ricketson then shared that she plans to increase the daily rate for housing out of County juveniles to \$200. The Board discussed the rate change.

A copy of the Director's Report is attached.

Motion: Approve, Moved by Judge Kyle Hawthorne, Seconded by Judge Roy Brantley. Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

4. Discuss and approve the FY 2026 Juvenile Services Department County Budget.

Ms. Ricketson presented the Fiscal Year 2026 Juvenile Services Budget of \$8,836,848. She stated that no additional staff positions were requested however, perimeter fencing was requested and not granted by the Commissioners Court for this budget cycle. The Board entered into discussion on the fencing request and security protocols. They then unanimously voted to approve the FY 2026 Budget.

Motion: Approve, Moved by Judge John Brick, Seconded by Judge Amanda Matzke. Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

5. Discuss and approve policy additions for TAC 341.306 – Providing Information to TJJD, and 341.308 – Notification to Office of Independent Ombudsman.

Ms. Ricketson discussed the changes made to the policy. A copy of the policy is attached.

Motion: Approve, Moved by Judge Kyle Hawthorne, Seconded by Judge George Wise. Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

6. Discuss and approve policy revisions for TAC 343.336 – Medication Administration.

Ms. Ricketson explained that the policy revisions are due to the establishment of the new Correctional Medical Department. The Board entered into discussion on the specifics of administering medication to Juveniles.

A copy of the policy is attached.

Motion: Approve, Moved by Judge David Hilburn, Seconded by Judge John Brick. Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

7. Discuss and approve policy additions for TAC 345 – Code of Ethics.

Ms. Ricketson discussed the changes made to the policy. A copy of the policy is attached.

Motion: Approve, Moved by Judge Kyle Hawthorne, Seconded by Judge George Wise.

Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

8. Discuss and approve policy additions for TAC 358 – Identifying, Reporting, and Investigating Abuse, Neglect, Exploitation, Death, and Serious Incidents.

Ms. Ricketson discussed the changes made to the policy. Judge Hawthorne questioned the review process for the policy updates and an explanation was provided by Ms.

Ricketson and Juvenile Services staff members.

A copy of the policy is attached.

Motion: Approve, Moved by Judge George Wise, Seconded by Judge Roy Brantley.

Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

9. Discuss and take possible action on contract with Cameron County for placement of their youth in Brazos County Detention Center.

A copy of the contract is attached.

Motion: Approve, Moved by Judge David Hilburn, Seconded by Judge Kyle Hawthorne.

Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

10. Discuss and take possible action on contract with Bell County for placement of their youth in Brazos County Detention Center.

A copy of the contract is attached.

Motion: Approve, Moved by Judge David Hilburn, Seconded by Judge Kyle Hawthorne.

Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

11. Annual Inspection and Certification of the Brazos County Juvenile Detention Center.

At this time, Judge Kacal stated that we would take item 12 before performing the Annual Inspection.

The Board then moved back to item 11 to perform the Annual Inspection and Certification of the Brazos County Juvenile Detention Center.

The Board was given a tour of the facility. Upon completion of the facility tour, the Board voted unanimously to approve the certification of the detention center.

Motion: Approve, Moved by Judge George Wise, Seconded by Judge Roy Brantley.

Passed. 8-0. Ayes: Brantley, Brick, Densey, Hawthorne, Hilburn, Kacal, Matzke, Wise.

12. Citizens Comments.

Patrick Gendron discussed after hours administration of medications to the juveniles, concerns with the perimeter fencing, and a need to increase Court Officers.

Ms. Ricketson announced that Assistant Director Melissa White is retiring. The Board thanked Ms. White for her many years of service to the Brazos County Juvenile Services Department.

13. Adjourn



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING:

3/25/2026

ITEM:

Director's Report: Facility Statistics and Audits.

TO:

Commissioners Court

DATE:

03/17/2026

FISCAL IMPACT:

False

BUDGETED:

False

DOLLAR AMOUNT:

\$0.00

March 25, 2026

To: Brazos County Juvenile Board

From: Linda Ricketson

RE: Executive Director's Report

Facility Operations

Counties continue to house residents that have been ordered to TJJD. They are staying an average of 62 days from the time they are being court ordered. As of the week of March 16th there are 124 juveniles on the waiting list. There is one juvenile in detention ordered to TJJD and is on the waiting list. She is number 13 out of 17 females, which the list of females moves slower than males.

There was a resident that graduated from High School in December in detention. We had a graduation ceremony and the principal from DAEP was there. Several other residents participated in the ceremony.

Trevor Landsdown provided this update for the work currently being completed in Juvenile Detention:

- Fire alarm sub is scheduled to come to JJC on Friday to complete wiring work.
- Smoke evacuation/commissioning for Hotel and Golf pods is scheduled for the week of March 23 – 30. Collier believes this will be completed by March 27 but has added a few days as a buffer.
 - Linda was at this morning's meeting and has calendared the dates to start coordinating.
 - Tom Green and Company Engineers will be onsite for the commissioning but will need the TAB data (test and balance part of the commissioning process for the HVAC) for those pods with sufficient time to review in advance. We'll handle reaching out to the group to get this over to TGCE.
 - Campos put together a testing plan for commissioning. TGCE will be sending us a copy shortly.
- Additional materials ordered by Collier are scheduled to ship tomorrow and should take a week to arrive. Collier believes this should ship in plenty of time to move onto the next phase of work.
- Once the smoke evac. Tests are complete, they should be completed with pods G and H, and will start on pods E and F. There is no current projection when all this work will be completed.

Contract Detention

Since our last juvenile board meeting in September 2025, we have housed juveniles from Bastrop, Burleson, Colorado, Grimes, Houston, Limestone, Milam and Waller Counties. All counties that contract with us were sent an addendum with a price increase from \$150 per day to \$200.00 per day. This price increase went into effect in January 2026. We billed a total of \$82,310.29.

Programs

The Fall Distracted Driving Program was held October 1, 2025-November 5, 2025. There were 11 juveniles that received certificates of completion of the program.

We will begin our Spring Distracted Driving Program March 18, 2026, and it will run until April 22, 2026.

The Detention Center held a Christmas Program for the juveniles in detention on December 18th, 2025. Joey McGee, a local musician, provided a musical program and we had snacks and games for the juveniles and staff to participate in. On Christmas morning each juvenile was given a Christmas stocking with snacks and a gift card in it. The filled stockings were donated by the Order of the Eastern Star, Badell Chapter #9, Bryan, Texas.

The other programs the department juveniles have participated in since our last board meeting include:

- 1. Young Life-** We have 2 juveniles participating in the young life program.
- 2. Fitness Mentor Program (FYR) “Forging Youth Resilience” Aggieland** – This program empowers youth to build physical & mental strength for life by providing access to community-based fitness programs & mentorships: There are currently 3 juveniles in this program.
- 3. Youth Moving Forward (YMF)** – This is a mentor program designed to help break the cycle of justice-involved youth in Brazos Co. through mentorship, free counseling services and workforce training. This program started again after a summer break, when school started in August, and we have 6 juveniles in this program.
- 4. True North** – This is a weekly, faith-based mentorship program serving teens from the juvenile detention center each Friday. Youth gain life skills, physical training & biblical guidance. Through consistent mentorship, they are equipped to become leaders who inspire their families, peers & communities towards a more purposeful life.
- 5. Ablaze-** This is a faith base nonprofit youth mentoring program in BCS. There are 2 juveniles in this program.

6. Youth Impact- This is a faith base nonprofit youth mentoring program in BCS. There are 2 juveniles in this program.

7. BCS Boxing- This is the boxing gym in downtown Bryan. We have a juvenile attending this program.

The Volunteer Coordinator, Cornelius Gray, met with Jessica from Aggieland Pregnancy Outreach and toured their new facility. They are working on the best way to refer our juveniles and their families to their services.

The departmental counselors are currently providing groups in detention, drug education groups, anger management groups and aftercare parenting groups. There are 4 juveniles on the wait list for our managing emotions group. There are presently 56 juveniles in counseling that are on probation in the community. There are 7 juveniles in the substance group and 4 parents in the aftercare parent group. We have 8 juveniles in our JJAEP group. The counseling unit has 7 behavioral health assessments pending. Teresa Vento retired in December 2025, and we hired a new counselor, Lessa Crawford. She was an intern for approximately two years before being hired so it was nice to have someone with her experience.

Inspections/Audits

There was a cash-count audit on November 12, 2025, and February 9, 2026. There were no concerns or discrepancies noted. These audits are random audits by our county auditors' office of our cash drawer in our reception area.

There was a load test conducted by Brazos County Maintenance on February 5, 2026. All Emergency Life Systems were operating properly. Transfer of power was successful also.

The department is preparing for a PREA audit that will take place in May. We had our last PREA audit three years ago. We will have one every three years if our facility stays PREA compliant.

On October 30th, 2025, the kitchen staff was presented with a certificate of appreciation by Brazos County Health District Environmental Health for having three consecutive 100's on a health inspection.

Detention Statistics for	Sept. 24-Feb. 25	Sept. 25-Feb. 26
Admissions	360	349
Releases	367	355
Average Daily Population	31	28
Average Length of Stay	16	15
Escape	01	00
Suicide Attempt	02	03
Suicide Watch	44	91
Physical Abuse	01	00
Emotional Abuse	00	00
Sexual Abuse	00	00
Exploitation	00	00
Physical Restraint	32	30
Mechanical Restraint	13	15
Disciplinary Seclusion	171	76
Safety-based Seclusion	13	13
Medical Confinement	18	14
Resident Grievances (submitted)	05	07
Resident Grievances (confirmed)	00	00
Neglect (supervision)	01	00

The statistics above are for a six-month period.



BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT

Linda Ricketson, Director
Melissa White, Assistant Director

ALTERNATIVE POWER SOURCE LOAD TEST

The Brazos County Maintenance Department conducted a load test on this date performed by Brazos County as witnessed by Facility Administrator Christopher Coffey at

Chris Coffey

The load test was successful. All life safety systems were operable during the time period that the main power electrical source was turned off. No issues with the transfer of power. The following items were checked during this load test while operating on the alternative power source:

<p>Generator Checklist:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Drain water from fuel filter(s) (Diesel Generators only) <input checked="" type="checkbox"/> Check battery water level and top off as needed (Not applicable to sealed batteries) <input checked="" type="checkbox"/> Check to make sure the block heater and oil pan heater are working <input checked="" type="checkbox"/> Make note of engine hour reading – to see if any services are due <input checked="" type="checkbox"/> Visually inspect for leaks or any abnormalities <input checked="" type="checkbox"/> Check control panel for any warning alarms <input checked="" type="checkbox"/> Visually check battery terminals <input type="checkbox"/> Check battery charger/maintainer status/voltage <input type="checkbox"/> Check oil level and condition <input type="checkbox"/> Check coolant level <input checked="" type="checkbox"/> Check fuel level <p>Any Issues: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<table border="1"> <thead> <tr> <th colspan="2" data-bbox="787 777 1442 840">Emergency Life Systems</th> </tr> <tr> <th data-bbox="787 808 1128 840">√ - Successful</th> <th data-bbox="1128 808 1442 840">X - Not Successful</th> </tr> </thead> <tbody> <tr> <td data-bbox="787 840 1128 1039"> <input checked="" type="checkbox"/> Emergency Lighting <input checked="" type="checkbox"/> Illuminating emergency lights <input checked="" type="checkbox"/> Emergency audible communication systems & equipment </td> <td data-bbox="1128 840 1442 1039"> <input checked="" type="checkbox"/> All secure door locking mechanisms which operate exclusively on electric current </td> </tr> <tr> <td colspan="2" data-bbox="787 1039 1442 1081">Transfer of Power (Electrical)</td> </tr> <tr> <td colspan="2" data-bbox="787 1081 1442 1134"> <input type="checkbox"/> Time Power was shut down: <u>0900</u> </td> </tr> <tr> <td colspan="2" data-bbox="787 1134 1442 1186"> <input type="checkbox"/> Time power was restored: <u>0910</u> </td> </tr> <tr> <td colspan="2" data-bbox="787 1186 1442 1270"> <input checked="" type="checkbox"/> Successful <input type="checkbox"/> Not Successful </td> </tr> <tr> <td colspan="2" data-bbox="787 1270 1442 1715"> <input type="checkbox"/> Issues/Areas of concerns: _____ _____ _____ _____ </td> </tr> </tbody> </table>	Emergency Life Systems		√ - Successful	X - Not Successful	<input checked="" type="checkbox"/> Emergency Lighting <input checked="" type="checkbox"/> Illuminating emergency lights <input checked="" type="checkbox"/> Emergency audible communication systems & equipment	<input checked="" type="checkbox"/> All secure door locking mechanisms which operate exclusively on electric current	Transfer of Power (Electrical)		<input type="checkbox"/> Time Power was shut down: <u>0900</u>		<input type="checkbox"/> Time power was restored: <u>0910</u>		<input checked="" type="checkbox"/> Successful <input type="checkbox"/> Not Successful		<input type="checkbox"/> Issues/Areas of concerns: _____ _____ _____ _____	
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BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT

Linda Ricketson, Director
Melissa White, Assistant Director

The alternate power source for the Brazos County Juvenile Detention Center has a weekly automatic test set for every Monday at 8:00 a.m. The next manual load test will be conducted in 365 days.

Brazos County Maintenance Department
Facility Services

Chris Coffey
Facility Administrator

Brazos County Maintenance Department
Facility Services

Brazos County Maintenance Department
Electrician

Brazos County Maintenance Department
Electrician

Brazos County Maintenance Department
Generator Technician

2/5/2026

Date



Office of the Brazos County Auditor

200 S. Texas Avenue - Suite 218
Bryan, Texas 77803
(979) 361-4350

Cash Count Report

Date: 11.12.2025
Office Reviewed: Juvenile
Date of Cash Count: 11.12.2025
Reason For Cash Count: Random
Number of Cash Drawers: 1 Authorized Change Fund Amount: \$ 100.00
Overage/Shortage Noted(Yes/No): No Amount Over/(Short): \$ -

Observations/Comments:

- 1. One cash drawer was audited and balanced.
2. Receipts are kept secured until the deposit is made.
3. Deposits are made daily.

Recommendations:

There were no concerns or discrepancies discovered during this cash count.

Department Response:(Optional)

[Empty lines for department response]

By signing this report I certify that I have received and read the report and that at the time of the cash count all funds in the office were made available to the Auditor's Office for review.

Linda Ricketson
Signature

11/17/25
Date



Office of the Brazos County Auditor

200 S. Texas Avenue - Suite 218
Bryan, Texas 77803
(979) 361-4350

Cash Count Report

Date: 2.9.2026

Office Reviewed: Juvenile

Date of Cash Count: 2.9.2026

Reason For Cash Count: Random

Number of Cash Drawers: 1 Authorized Change Fund Amount: \$ 100.00

Overage/Shortage Noted(Yes/No): No Amount Over/(Short): \$ -

Observations/Comments:

1. One cash drawer was audited and balanced.

2. Receipts are kept secured until the deposit is made.

3. Deposits are made daily.

Recommendations:

There were no concerns or discrepancies discovered during this cash count.

Department Response:(Optional)

By signing this report I certify that I have received and read the report and that at the time of the cash count all funds in the office were made available to the Auditor's Office for review.

Linda Ricketson

Signature

2/13/26

Date

**Brazos County Health District
Environmental Health
Certificate of Appreciation**

is hereby granted to

Brazos County Juvenile Detention Center



for outstanding performance and serving the public in a healthful manner

Three consecutive 100's scored on routine inspection

October 30th, 2025

Holly Ulbrich

Holly Ulbrich, Environmental Health Manager



BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT

Linda Ricketson, Director
Stacey Kasberg, Assistant Director

CHAIRMAN OF THE JUVENILE BOARD ACKNOWLEDGEMENT

State of Texas §

County of Brazos §

BE REMEMBERED, at a regular meeting of the Juvenile Board of Brazos County, Texas, held on March 25, 2026, the Executive Director for the Brazos County Juvenile Services Probation Department did have on the agenda the Executive Director's Report.

The report contains specific information about the department, including all the required statistics or updates required by the Texas Juvenile Justice Department, enumerated in TAC § 343.212. A copy of this report is given to every Brazos County Juvenile Board member, including the Chairman of the Board.

DONE IN OPEN BOARD MEETING THIS 25th day of March 2026.

Recommended by:

Linda Ricketson
Director of Juvenile Services

Approved by:

Judge Duane Peters, Chairman
Brazos County Juvenile Board



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/25/2026

ITEM: Discuss and approve policy 300.116 - Diversion of Juveniles in A General Residential Operation.

TO: Commissioners Court

DATE: 03/17/2026

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

300.116 – DIVERSION OF JUVENILES IN A GENERAL RESIDENTIAL OPERATION

Brazos County Juvenile Services (Court & Probation Services)

Page 1 of 3

Related Standards: Texas Juvenile Justice Department §341.202(b)(5) and TAC Chapter 748
Texas Family Code §53.01, §53.011, and §53.03
Human Resource Code §42.002(4), §42.0426(b), and §152.00145

I. POLICY:

It is the policy of the Brazos County Juvenile Services Department to divert youth residing in a licensed General Residential Operations, whenever appropriate, and to limit the use of detention to circumstances where no less restrictive alternatives can ensure community safety or the youth's welfare. It's the role of the Brazos County Juvenile Services Department to coordinate with prosecutors on the diversion of all applicable youth in General Residential Operations.

II. DEFINITIONS:

General Residential Operation(GRO): a child-care facility that provides care for seven or more children for 24 hours a day, including facilities known as residential treatment centers and emergency shelters. General Residential Operations are licensed, certified, or registered by the Department of Family and Protective Services as provided by Chapter 42, Human Resource Code.

III. ELIGIBILITY:

Youth residing in a General Residential Operations shall be considered for diversion if the following criteria are met:

- (1) **Residency:** The youth residing in a licensed GRO as defined by the Texas Human Resources Code §42.002(4) at the time of the referral.
- (2) **Probable Cause and Conduct Type:** The Juvenile Probation Officer(JPO) determines probable cause in accordance with the Texas Family Code §53.01 and identifies whether the alleged behavior constitutes delinquent conduct or conduct indicating a need for supervision. Special consideration will be given to conduct involving violence to a person that is eligible for deferred prosecution under the Texas Family Code §53.03.

IV. PROCEDURES:

A. Intake:

- (1) The Juvenile Probation Officer (JPO) determines probable cause exists and verifies the youth's current placement in a licensed GRO.
- (2) The JPO will contact the GRO facility to obtain the youth's current behavioral treatment plan, case history, and services the youth is receiving.
- (3) The JPO will determine eligibility and consult with a supervisor for one of the following:

Effective Date: 12/4/2025
Revision Date: 1/12/2026
Approved by JB:3/25/2026

300.116 – DIVERSION OF JUVENILES IN A GENERAL RESIDENTIAL OPERATION

Brazos County Juvenile Services (Court & Probation Services)

Page 2 of 3

Related Standards: Texas Juvenile Justice Department §341.202(b)(5) and TAC Chapter 748
Texas Family Code §53.01, §53.011, and §53.03
Human Resource Code §42.002(4), §42.0426(b), and §152.00145

(a) Diversion:

If the youth is a first-time offender and the youth is being referred for one of the following misdemeanor offenses:

1. Assault Causes Bodily Injury or Assault Causes Bodily Injury Family Violence
2. Theft
3. Criminal Trespass
4. Possession of Marijuana
5. Criminal Mischief
6. Resisting Arrest
7. Evading Arrest Detention

(b) Deferred Prosecution:

- i. If the child residing in a GRO in Brazos County and is referred to the Juvenile Probation Department for an offense other than those listed in section 3(a)(1-7) of this policy and reviews as not appropriate for the diversion by the department, the case will be sent for review by the prosecutor for possible deferred prosecution.

(c) Referral to the Prosecutor:

- i. All other referrals not listed in section 3(a)(1-7) of this policy and not appropriate for deferred prosecution after review will be referred to the Brazos County District Attorney's Office for considerations.

B. Detention:

- (1) Detention shall be used only as a last resort when the youth presents imminent danger to self or others, the severity of the offense requires secure confinement, or until an appropriate non-secure placement can be obtained by the Department of Family and Protective Services (DFPS).
- (2) When applicable, staff will coordinate with the youth's DFPS caseworker and the GRO facility within 24 hours of a detention decision.

C. Data Tracking:

In accordance with Section 10.09(c) of HB 16, juvenile boards shall monitor the success of the diversion program described above by reviewing data from the GROs and the juvenile probation department related to this program. This information includes:

300.116 – DIVERSION OF JUVENILES IN A GENERAL RESIDENTIAL OPERATION

Brazos County Juvenile Services (Court & Probation Services)

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- The number of youth who referred who reside in a GRO.
- The name of the GRO that referred the youth.
- The number of youth referred who resided in a GRO who received deferred prosecution.
- The number of youth referred who reside in a GRO who were placed in diversion.

This information will be provided to The Brazos County Juvenile Board annually by the Brazos County Juvenile Probation Department.

300.116 – DIVERSION OF JUVENILES IN A GENERAL RESIDENTIAL OPERATION

Brazos County Juvenile Services (Court & Probation Services)

Page 1 of 3

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Human Resource Code §42.002(4), §42.0426(b), and §152.00145

I. POLICY:

It is the policy of the Brazos County Juvenile Services Department to divert youth residing in a licensed General Residential Operations, whenever appropriate, and to limit the use of detention to circumstances where no less restrictive alternatives can ensure community safety or the youth's welfare. It's the role of the Brazos County Juvenile Services Department to coordinate with prosecutors on the diversion of all applicable youth in General Residential Operations.

II. DEFINITIONS:

General Residential Operation(GRO): a child-care facility that provides care for seven or more children for 24 hours a day, including facilities known as residential treatment centers and emergency shelters. General Residential Operations are licensed, certified, or registered by the Department of Family and Protective Services as provided by Chapter 42, Human Resource Code.

III. ELIGIBILITY:

Youth residing in a General Residential Operations shall be considered for diversion if the following criteria are met:

- (1) **Residency:** The youth residing in a licensed GRO as defined by the Texas Human Resources Code §42.002(4) at the time of the referral.
- (2) **Probable Cause and Conduct Type:** The Juvenile Probation Officer(JPO) determines probable cause in accordance with the Texas Family Code §53.01 and identifies whether the alleged behavior constitutes delinquent conduct or conduct indicating a need for supervision. Special consideration will be given to conduct involving violence to a person that is eligible for deferred prosecution under the Texas Family Code §53.03.

IV. PROCEDURES:

A. Intake:

- (1) The Juvenile Probation Officer (JPO) determines probable cause exists and verifies the youth's current placement in a licensed GRO.
- (2) The JPO will contact the GRO facility to obtain the youth's current behavioral treatment plan, case history, and services the youth is receiving.
- (3) The JPO will determine eligibility and consult with a supervisor for one of the following:

Effective Date: 12/4/2025
Revision Date: 1/12/2026
Approved by JB:3/25/2026

300.116 – DIVERSION OF JUVENILES IN A GENERAL RESIDENTIAL OPERATION

Brazos County Juvenile Services (Court & Probation Services)

Page 2 of 3

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6. Resisting Arrest
7. Evading Arrest Detention

(b) Deferred Prosecution:

- i. If the child residing in a GRO in Brazos County and is referred to the Juvenile Probation Department for an offense other than those listed in section 3(a)(1-7) of this policy and reviews as not appropriate for the diversion by the department, the case will be sent for review by the prosecutor for possible deferred prosecution.

(c) Referral to the Prosecutor:

- i. All other referrals not listed in section 3(a)(1-7) of this policy and not appropriate for deferred prosecution after review will be referred to the Brazos County District Attorney's Office for considerations.

B. Detention:

- (1) Detention shall be used only as a last resort when the youth presents imminent danger to self or others, the severity of the offense requires secure confinement, or until an appropriate non-secure placement can be obtained by the Department of Family and Protective Services (DFPS).
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This information will be provided to The Brazos County Juvenile Board annually by the Brazos County Juvenile Probation Department.

DRAFT



BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT

Linda Ricketson, Director
Stacey Kasberg, Assistant Director

JUVENILE BOARD ORDER

STATE OF TEXAS §

COUNTY OF BRAZOS §

BE IT REMEMBERED, at a regular meeting of the Juvenile Board of Brazos County, Texas, held on the 25th day of March 2026, on motion made by Judge Brick, and seconded by Judge Brantley, the following Resolution was adopted:

WHEREAS, The Brazos County Juvenile Board is the governing body for the Brazos County Juvenile Services Department.

WHEREAS, The Brazos County Juvenile Board shall require the Brazos County Juvenile Services Department to have written policies and procedures governing **Policy 300.116 Diversion of Juveniles in a General Residential Operation, to comply with Family Code 53.01, 53.011, and 53.03, Texas Human Resources Code 42.002(4), 42.0426(b), and 152.00145, TJJJ Standard 341.202(b)(5) and TAC Chapter 748.**

WHEREAS, The Brazos County Juvenile Services Department has updated and drafted policies and procedures previously approved.

WHEREAS, The Brazos County Juvenile Board did review the following policies and procedures with changes in requirements **Policy 300. 116- Diversion of Juveniles in a General Residential Operation.**

WHEREAS, The changes will take effect immediately and will not require additional funding to implement or otherwise impose any type of hardship on the Juvenile Services Department.



BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT

Linda Ricketson, Director
Stacey Kasberg, Assistant Director

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED THAT the Brazos County Juvenile Board hereby adopts the revised policies and procedures to reflect the changes in Policy 300.116, Diversion of Juveniles in a General Residential Operation.

DONE IN OPEN BOARD MEETING this **25th day of March 2026.**

Recommended by:

Linda Ricketson, Executive Director
Brazos County Juvenile Services

Approved by:

Judge Duane Peters, Chairman
Brazos County Juvenile Board



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER:
DATE OF COURT MEETING: 3/25/2026
ITEM: Discuss and approve Alternative Referral Plan with Juvenile Services and the District Attorney's Office - relating to Texas Family Code 53.01 (d) for Diversion of Juveniles in a General Residential Operation.
TO: Commissioners Court
DATE: 03/17/2026
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00



BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT

Linda Ricketson, Director
Stacey Kasberg, Assistant Director

To: Brazos County Juvenile Board
From: Linda Ricketson, Executive Director
RE: Alternative Referral Plan TFC 53.01 (d)
Date: March 25, 2026

The Texas Family Code Section 53.01(d) states that an allegation that a child has engaged in delinquent conduct of the grade of felony, or conduct constituting a misdemeanor offense involving violence to a person or the possession of a firearm, location-restricted knife, or club, as those terms are defined by penal code section 46.01 or prohibited weapon, as described in section 46.05 TPC the case shall be promptly forwarded to the office of the Prosecuting Attorney. Section 152.00145, HRC, requires a policy that prioritizes not referring children in a General Residential Operation with misdemeanors involving violence to a person to the prosecutor, so an Alternative Referral Plan is required to comply with both statutes.

The Texas Family Code section 53.01 (d) further allows for the Juvenile Board to approve a written procedure proposed by the office of the Prosecuting Attorney and Chief Juvenile Probation Officer which allows for certain offenses to be reviewed and disposed of by the Juvenile Services Department. These offenses would otherwise need to be referred to the District Attorney's office. The Brazos County District Attorney's office and the Brazos County Juvenile Services department have agreed to a Memo of Understanding that allows Misdemeanors involving violence to a person committed by juveniles residing in a "general residential operation" (as defined in section 42.002 of the Texas Human Resources Code) who have not previously been adjudicated for assaultive conduct may be considered for some type of diversion plan.

If a child residing in a GRO in Brazos County is referred to The Juvenile Services Department and is not appropriate for the diversion by the department, the case will be sent to the prosecutor for possible deferred prosecution. All other referrals will continue to be referred to the District Attorney's office for consideration as per the Texas Family Code 53.01 (d).

Detention shall be used as a last resort when the youth presents imminent danger to self or others, the severity of the offense requires secure confinement, or until appropriate non-secure placement can be obtained by the Department of Family and Protective Services.

This Memo of Understanding and procedure will go into effect as soon as approved by the Juvenile Board, and a copy of the plan will be filed with the Texas Juvenile Justice Department.



BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT

Linda Ricketson, Director
Stacey Kasberg, Assistant Director

Therefore, I respectfully request that the Brazos County Juvenile Board approve the Memo of Understanding signed by the District Attorney and the Executive Director of Juvenile Services.

A handwritten signature in cursive script that reads "Linda Ricketson". The signature is written in black ink and is positioned above a horizontal line.

Linda Ricketson
Executive Director
Brazos County Juvenile Services

OFFICE OF THE DISTRICT ATTORNEY

JARVIS PARSONS
District Attorney

BRIAN BAKER
First Assistant District Attorney



BRAZOS COUNTY TEXAS

300 E. 26TH STREET
SUITE 310
BRAZOS COUNTY
COURTHOUSE
BRYAN, TEXAS 77803
OFF: 979/361-4320
FAX: 979/361-4368

**BRAZOS COUNTY DISTRICT ATTORNEY'S OFFICE AND
BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT
MEMORANDUM OF UNDERSTANDING**

In accordance with Section 53.01(d), Texas Family code, the Brazos County Juvenile Services Department and District Attorney's Office agree that the Brazos County Juvenile Department will have discretion for the disposition of the following referrals:

1. Misdemeanors that do not involve a named victim or physical violence or threats of violence;
2. Misdemeanor theft cases;
3. Misdemeanor possession of marijuana, including possession of marijuana in a drug-free zone;
4. Possession of a THC vape pen less than 1 gram, including cases involving drug-free zones, for enrollment in the Vape Awareness Program (VAP), if it is the juvenile's first referral to a juvenile probation department. The Brazos County Juvenile Services Department agrees to provide a list of youth that have successfully completed VAP to the District Attorney's Office at the end of the month. If a youth fails to successfully complete the VAP within 90 days or receives a new referral prior to completion of the program, the Juvenile Services Department agrees to refer the youth's case to the DA's Office; and
5. Misdemeanors involving violence to a person committed by juveniles residing in a general


residential operation (as defined by Section 42.002 of the Texas Human Resource Code 42.002) who have not previously been adjudicated for assaultive conduct.

The Brazos County Juvenile Department must forward all other referrals and any referral that contains more than one offense to the Brazos County District Attorney's Office.

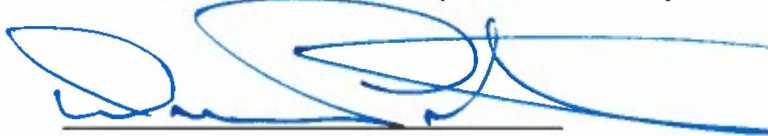


Linda Ricketson, Executive Director

3/25/26
Date


Jarvis Parsons, Brazos County District Attorney

3/24/26
Date



Duane Peters, Juvenile Board Chair

3/25/26
Date