Program Enhancement Plan (PEP)

Program/Component: Burke Recovery JCPC Adolescent Substance Abuse Assessment & Treatment

Brief Description: The Adolescent Substance Abuse Treatment Component serves youths between the ages of 11 and 17 who have received a substance abuse assessment and have subsequently been referred to complete a low intensity outpatient treatment program. Adolescents served will meet criteria for a substance use disorder according to the DSM-V. In addition, these adolescents will have met ASAM program placement criteria for Level One Treatment.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	**Progress Report**: Describe progress made, include date, what has been completed, in process or no progress
Primary Service	25				
Qualifying Supplemental Service	5				
Quality of Service Delivery	12	Staff evaluation	The Executive Director and Program Manager will strengthen staff evaluation by impementing a policy of having two Burke Recovery employees present during JCPC group sessions. The groups will be facilitated by the Clinical Director.	Office Coordinator, Clinical Director, Executive Director	We have been able to evaluate our service delivery from within. This accountability keeps the focus of groups on treatment and recovery. Staff performance reviews and staff satisfaction surveys have provided opportunities for improvement.
Amount of Service: Duration and Contact Hours	4				
Risk Level of Youth	5				
Total SPEP Score	51				
POP	54%%				

This Plan is approved by:

Drew T. Awbrey 1-2-2026

Program Manager Signature **Date**

JCPC Chair Signature 2/11/2026

Date

Program Enhancement Plan (PEP)

Program/Component: Burke Recovery JCPC Adolescent Substance Abuse Assessment

Brief Description: The Adolescent assessment Service provides a comprehensive clinical assessment for youths between the ages of 11 and 17 who are considered at risk for involvement in alcohol or other drug use. This assessment tool identifies the level of risk for substance use disorder and makes appropriate referrals for treatment which may include education prevention, substance abuse treatment, and/or behavioral intervention. Priority is given to youth involved with juvenile justice.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	**Progress Report**: Describe progress made, include date, what has been completed, in process or no progress
Primary Service					
Qualifying Supplemental Service					Not a SPEP service. Assessment only.
Quality of Service Delivery	1	Staff training	The Executive Director and Program Manager have encouraged staff to utilize ICA Notes training opportunities and to attend relavent trainings to address current trends in assessments and best practices. We will collect training certificates for review.	Office Coordinator, Clinical Director, Executive Director	Staff has benefitted from attending online trainings and the spring and fall APNC conferences. We have started using built-in features of ICA Notes to schedule and communicate more effectively.
Amount of Service: Duration and Contact Hours					Not a SPEP service. Assessment only.
Risk Level of Youth					Not a SPEP service. Assessment only.
Total SPEP Score	1				
POP					

This Plan is approved by:

Drew T. Tarkington — 1-2-2026

Program Manager Signature — **Date**

JCPC Chair Signature — **Date** 2/11/2026

Program Enhancement Plan (PEP)

Program/Component: Burke Restorative Services

Brief Description: Restorative Services is a program designed to allow youth the opportunity to restore the relationship with the community through supervised community service activities and restitution to the victim.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Primary Service	10				
Qualifying Supplemental Service	5	none			
Quality of Service Delivery	19	Staff Evaluation	Establish protocol to make sure all staff evaluations have been completed.	Executive Director	This has been improved and now needs to be monitored.
Amount of Service: Duration and Contact Hours	8	none	This depends upon on hours needed at referral.		
Risk Level of Youth	23	none			
Total SPEP Score	65				
POP	81%				

This Plan is approved by:

Program Manager Signature — 10/29/25 Date

JCPC Chair Signature — 12/10/2025 Date

Program Enhancement Plan (PEP)

Program/Component: Just Girls- Burke

Brief Description: The Just Girls program provides a safe, gender specific, group counseling environment where at risk girls can learn self-esteem, build positive relationships with peers, adults, and the community. The goals of the program are to increase self management and awareness, positive bonding and relationship skills, and reduce risk behaviors.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Primary Service	25				
Qualifying Supplemental Service	5	none			
Quality of Service Delivery	19	Staff Evaluation	Establish protcol to make sure all staff evaluations are completed	Executive Director	This has been improved and now needs to be monitored.
Amount of Service: Duration and Contact Hours	6	Contact Hours	A number of clients were unsuccessful. We will continue to monitor to see if there are ways to increase engagement.	Executive Director/Clinical Director/ Therapist	We will continue to review this issue.
Risk Level of Youth	18	none			
Total SPEP Score	73				
POP	77%				

This Plan is approved by:

Program Manager Signature — 10/29/25 Date

JCPC Chair Signature — 12/10/2025 Date

Program Enhancement Plan (PEP)

Program/Component: Sex Offender Evaluation- Burke

Brief Description: Sex offender specific evaluation and assessment for youth displaying sexually aggressive behavior or who have been charged with a sex offense in order to evaluate risk and make treatment recommendations.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Primary Service					
Qualifying Supplemental Service					
Quality of Service Delivery	19	Staff Evaluation	Establish protcol to make sure all staff evaluations are completed	Executive Director	This has been improved and now needs to be monitored.
Amount of Service: Duration and Contact Hours					
Risk Level of Youth					
Total SPEP Score	19				
POP					

This Plan is approved by:

Program Manager Signature — Date: 10/29/25

JCPC Chair Signature — Date: 12/10/2025

Program Enhancement Plan (PEP)

Program/Component: Sex Offender Treatment-Burke

Brief Description: Sex offender specific treatment for youth displaying sexually aggressive behavior, inappropriate sexual conduct or who have been charged with a sex offense. The treatment balances accountability, rehabilitation and community safety.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Primary Service	25				
Qualifying Supplemental Service	5	none			
Quality of Service Delivery	19	Staff Evaluation	Establish protcol to make sure all staff evaluations are completed	Executive Director	This has been improved and now needs to be monitored.
Amount of Service: Duration and Contact Hours	0	none	This low number reflects that several of the clients did not successfully attend treatment. There were only four terminations.		
Risk Level of Youth	13	none			
Total SPEP Score	62				
POP	62%				

This Plan is approved by:

Program Manager Signature — 10/29/25 Date

JCPC Chair Signature — 12/10/2025 Date

Program Enhancement Plan (PEP)

Program/Component: Psychological Services- Burke

Brief Description: This component provides comprehensive psychological and diagnostic assessments for court involved youth in order to provide risk data and treatment recommendations.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Primary Service					
Qualifying Supplemental Service					
Quality of Service Delivery	19	Staff Evaluation	Establish protcol to make sure all staff evaluations are completed	Executive Director	This has been improved and now needs to be monitored.
Amount of Service: Duration and Contact Hours					
Risk Level of Youth					
Total SPEP Score	19				
POP					

This Plan is approved by:

Program Manager Signature — 10/29/25 Date

JCPC Chair Signature — 12/10/2025 Date

Program Enhancement Plan (PEP)

Program/Component: Kids at Work!

Brief Description: Kids At Work is an interpersonal skills development program based around the culinary arts. Youth are a part of the program for 16 weeks and meet for three hours once a week for instruction. The curriculum consists of 24 hands-on lessons that are designed to meet the clients unique learning styles and help them apply the skills in a work environment. Youth ages 15+ also receive training in food safety via ServSafe in order to gain certification and an edge in employment.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Primary Service	15				
Qualifying Supplemental Service	5				
Quality of Service Delivery	10	Staff Evaluation	1. Write a Staff Evaluation and Development Plan; 2. Revise the evaluation forms for all staff positions; 3. Assign supervisors to complete each staff evaluations; 4. Schedule all staff evaluations to occur by 1/15/26; 6. Complete evaluations with staff; 7. Write a Staff Development Plan incorporating areas for improvement/development for each staff; 8. Establish a follow up procedure on set goals/areas for improvement.	District Leader Program Manager	Management team met to discuss staff evaluation elements and targeted areas for improvement. All staff evaluations have been assigned to the appropriate manager.
Amount of Service: Duration and Contact Hours	14				
Risk Level of Youth	13				
Total SPEP Score	57				
POP	67%				

This Plan is approved by: Kimberly Castano 10/17/25 — 12/10/2025

Program Manager Signature — Date — JCPC Chair Signature — Date

Program Enhancement Plan (PEP)

Component:	Juvenile Mediation - Burke JCPC (updated 11/01/2025)
cription:	Juvenile Mediation provides youth ages 9-17 the opportunity to deal with conflicts and to help participants to be accountable for their actions. The goals of the program are to increase effective communication, collaborative problem-solving and implementing an agreement between two or more parties.

gory	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
Service					
ifying mental vice					
f Service very	20	Written Protocol = 4 Staff Training - 4 Staff Retention = 4 Program Eval, Monitoring & Corrective Action = 4 Staff Evaluation = 4	find training for staff on new areas of problem solving	Ex. Director	in progress
f Service: on and t Hours					
of Youth					
EP Score	20				
)P					

is approved by: Keith Stone 12/1/25

Signature: Dr. Moody-Burke JCPC
Dr. Moody-Burke JCPC (Dec 1, 2025 07:50:31 EST) 12/01/25

Program Enhancement Plan (PEP)

m/Component:	Restorative Community-Building Circles/Teen Court - Burke JCPC (updated 11/01/2025)
escription:	Restorative Circles encompass the 3 maind ideas of restorative justice; to repair, encounter and transform by involving everyone that was most harmed by the criminal activity. In the Circle process, participants discuss the circumstances and impacts that the offense has had on the community, offender & victim. Parties try to come to a complete concensus as to resolve the conflicts that have been created because of the crime and formulate a Repair Plan for the offender.

ategory	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
ary Service					
ualifying olemental ervice					
y of Service elivery	20	Written Protocol = 4 Staff Training - 4 Staff Retention = 4 Program Eval, Monitoring & Corrective Action = 4 Staff Evaluation = 4	find training for staff on new areas of problem solving	Ex. Director	Teen court implemented and in progress 09/2025
t of Service: ition and act Hours					
vel of Youth					
SPEP Score	20				
POP					

Plan is approved by: _____ 12/1/25

Signature: Dr. Moody-Burke JCPC
Dr. Moody-Burke JCPC (Dec 1, 2025 07:50:33 EST) 12/01/25

Email: steve.moody@ncdps.gov

Program Enhancement Plan (PEP)

m/Component:	Conflict Resolution Education - Burke JCPC (updated 11/01/2025)
escription:	Program allows youth to discuss issues that are leading to their delinquency. GOALS: Increase of effective communication, collaborative problem solving and implementing an agreement between two parties. The class series build Interpersonal Skills by identifying problematic attitudes, beliefs & thinking patterns leading to delinquency. Contextual instruction and related experience focusing on pro-social decision-making, anger management techniques and conflict resolution interpersonal skills.

ategory	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Progress Report: Describe progress made, include date, what has been completed, in process or no progress
ary Service					
ualifying plemental ervice					
y of Service elivery	20	Written Protocol = 4 Staff Training - 4 Staff Retention = 4 Program Eval, Monitoring & Corrective Action = 4 Staff Evaluation = 4	find training for staff on new areas of problem solving	Ex. Director	curriculum updates in progress
t of Service: ation and act Hours					
vel of Youth					
SPEP Score	20				
POP					

Plan is approved by: Cathy Slate 12/1/25 Signature: Dr. Moody-Burke JCPC 12/01/25
Dr. Moody-Burke JCPC (Dec 1, 2025 07:50:31 CST)