



# Alachua County Department of Court Services

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## Administration

**Carl Smart**, Deputy County Manager, Interim Director  
**Joe K. Lipsey**, Assistant Court Services Director  
**Salatheia Jenkins Brown, CPM**, Assistant Court Services Director  
**Ronald L. Akins, MHS, CPM**, Fiscal Supervisor

August 29, 2024

### MEMORANDUM

To: Alachua County Board of County Commissioners

From: Ron Akins, Fiscal Supervisor *RA*

Subject: Special Pay Request

Alachua County Court Services Department has an agreement with Creative Counseling Services, Inc. to provide Batter's Intervention classes, Parenting classes and additional mental health and substance abuse services for a not to exceed amount (NTE) of \$48,000. Services for FY24 have exceeded the not to exceed amount. With the sensitive nature of mental health and substance abuse treatment, the professionals recommended not to move clients from this group of therapists to a new vendor and risking adverse reaction with such a change while amid current treatment. Staff is requesting special pay approval for invoices for the remainder of FY24 not to exceed \$27,000. Amendment 4 will increase the not to exceed amount to \$75,000.

cc: File