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# Tahoe Turning Point, Inc.

Group Homes  
Post Office Box 17509  
South Lake Tahoe, California 96151

Meadow Home (530) 577-1722 Cellular (530) 545-0801	Heavenly Home (530) 544-2561 Cellular (530) 545-0802	Mountain Home (530) 541-0612 Cellular (530) 545-0803	Meyers Home (530) 577-5340 Cellular (530) 545-0804	Administration (530) 541-4594 Cellular (530) 545-0805	Director (530) 541-4594 Cellular (530) 545-0891
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March 24, 2010

El Dorado County  
Alcohol/Drug Program Division  
415 Placerville Drive, Suite R  
Placerville, CA 95667

Dear Ms White:

Enclosed you will find the proposal for Tahoe Turning Point, Inc. to provide Driving Under the Influence and other Criminal Justice Programs. We are requesting that you consider our Tahoe Turning Point application for a license with the California Department of Alcohol and Drug Programs to provide DUI services in compliance with Title 9 regulations and Services for clients under the regulations of Penal Code 1000. We would like to thank the El Dorado County Health Department, and specifically Shirley White, for the opportunity to make this application for services that are needed in South Lake Tahoe. Ms White provided a list of documents needed to start this application process.

Recently, several potential clients have come to Tahoe Turning Point looking for DUI and criminal justice services but we were unable to accommodate them. We believe that Tahoe Turning Point would be the best fit for this population. Recently we began providing alcohol and drug outpatient services to fill the need in this community and are already seeing several clients. Our wealth of experience, our relationships in the community, and our demonstrated desire to help has proven itself over the years.

We are licensed by California State ADP to provide outpatient substance abuse treatment and would like the recommendation from El Dorado County Board of Supervisors to be considered for a license to provide DUI treatment services. Please do not hesitate to contact me if I can supply any additional information. Otherwise, your consideration in this matter is greatly appreciated.

Sincerely,



Rich Barna, CADC  
Executive Director

# ***Tahoe Turning Point, Inc.***

**Group Homes  
Post Office Box 17509  
South Lake Tahoe, California 96151**

<b>Meadow Home</b> (530) 577-1722 Cellular (530) 545-0801	<b>Heavenly Home</b> (530) 544-2561 Cellular (530) 545-0802	<b>Mountain Home</b> (530) 541-0612 Cellular (530) 545-0803	<b>Meyers Home</b> (530) 577-5340 Cellular (530) 545-0804	<b>Administration</b> (530) 541-4594 Cellular (530) 545-0805	<b>Director</b> (530) 541-4594 Cellular (530) 545-0891
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Tahoe Turning Point Inc. is requesting consideration of opening a Driving Under the Influence Program within El Dorado County in the city of South Lake Tahoe. This includes Wet Reckless, First Offender, First Offender Enhanced 6 & 9 months, Multiple Offender 18 month, 30 month, Drug Diversion, and PC 1000. Tahoe Turning Point has been providing services in the Lake Tahoe area since our 501C-3 status in 1980. We are Licensed by the Alcohol and Drug Programs (ADP) since 1999. We also have numerous contracts with other counties in California. We have several advantages in this consideration, including group rooms, confidential face-to-face offices, eight certified California counselors, two of whom are California Alcohol Drug Abuse Counselors (CADAC), two are CADAC supervisors. Tahoe Turning Point also has a certified bilingual counselor on staff. The organization has numerous contacts within our community including judges, probation, district attorneys, DMV, South Lake Tahoe Police Department, Sheriffs Department and community support groups.

The organization has all the documents policies and procedures in place to start a program immediately, if approved by the Board of Supervisors and the State of California. The organization has also been in communication with their ADP Analyst at the Alcohol and Drug Division, and the ADP Driving Under the Influence analyst, and has their cooperation in

implementing the program. The organization also has several employees that have a cumulative of 30 years experience working in California DUI program's.

South Lake Tahoe has had only one provider for the past 25 years and Tahoe Turning Point has been approached by potential clients. The communities concerns are that there needs are not being met at this time.

Thank you for your consideration in this matter.

## CERTIFICATION REPORT



CENSEE NAME: Tahoe Turning Point (Meyers House)		PROVIDER NUMBER: 090014DN
PROGRAM NAME: Tahoe Turning Point		DATE OF REVIEW: February 23, 2010
ADDRESS: 2494 Lake Tahoe Boulevard, Suite B5, South Lake Tahoe, California 96150 (New Location)		
TYPE OF REVIEW: RELOCATION	TYPE OF FACILITY: OUTPATIENT	
TYPE OF PROGRAM: COMBINED ALCOHOL AND/OR OTHER DRUG PROGRAM		

## Alcohol and/or Other Drug Program Certification Standards

A relocation facility inspection was conducted on February 23, 2010. Tahoe Turning Point (Meyers House) located at 1154 Country Club Drive, South Lake Tahoe, California 96150 is relocating to 2494 Lake Tahoe Boulevard, Suite B5, South Lake Tahoe, California 96150. Richard Barna, Executive Director, was present during the review.

Deficiencies Cited: None

*"By signing this report, the program validates they do not discriminate in the provision of services on the basis of ethnic group identification, religion, age, sex, color, or disability, pursuant to Title VI of the Civil Rights Act of 1964 (Section 2000d, Title 42, United States Code), the Rehabilitation Act of 1973 (Section 794, Title 29, United States Code); the Americans with Disabilities Act of 1990 (Section 12132, Title 42, United States Code); Section 11135 of the California Government Code; and Chapter 6 (commencing with Section 10800), Division 4, Title 9 of the California Code of Regulations."*

ANALYST SIGNATURE 	TELEPHONE (916) 327-7837	 PROGRAM REPRESENTATIVE SIGNATURE	Date Signed: 2-23-10
Michael Allen February 23, 2010			Page 1

**FIRE SAFETY INSPECTION REQUEST**

See instructions on reverse.

STD 850 (REV 10-94)

AGENCY CONTACT'S NAME: **RICHARD BARNA, EXECUTIVE**  
 TELEPHONE NUMBER: **(530) 541-4594**  
 REQUEST DATE: **1-6-10**  
 PROGRAM: **TAHOE TURNING POINT, INC.**  
 REQUEST CODE: **5A**

LICENSING AGENCY NAME AND ADDRESS:  
**DEPARTMENT of Alcohol AND Drug PROGRAMS  
 1700 K STREET  
 SACRAMENTO, CA. 95814**

CODES	
1 ORIGINAL	A. FIRE CLEARANCE
2 RENEWAL	B. LIFE SAFETY
3 CAPACITY CHANGE	
4 OWNERSHIP CHANGE	
5 ADDRESS CHANGE	
6 NAME CHANGE	
7 OTHER	

AMBULATORY		NONAMBULATORY		BEDRIDDEN		TOTAL CAPACITY
CAPACITY	PREVIOUS CAPACITY	CAPACITY	PREVIOUS CAPACITY	CAPACITY	PREVIOUS CAPACITY	

FACILITY NAME: **TAHOE TURNING POINT, INC.**  
 STREET ADDRESS (Actual Location): **2494 LAKE TAHOE BLVD. B5**  
 CITY: **SOUTH LAKE TAHOE, CA 96150**  
 FACILITY CONTACT PERSON'S NAME: **RICHARD BARNA**  
 SPECIAL CONDITIONS:

LICENSE CATEGORY: **OUTPATIENT**  
 NUMBER OF BUILDINGS: **1**  
 RESTRAINT:  
 HOURS: **9A to 9P**

**TO BE COMPLETED BY INSPECTING AUTHORITY**

FIRE AUTHORITY NAME AND ADDRESS:  
**LAKE TAHOE FIRE DEPT.  
 2101 LAKE TAHOE BLVD.  
 SOUTH LAKE TAHOE, CA  
 96150**

CLEARANCE/DENIAL CODE: **1**

CODES	
1	FIRE CLEARANCE GRANTED
2	FIRE CLEARANCE DENIED
A	EXITS
B	CONSTRUCTION
C	FIRE ALARM
D	SPRINKLERS
E	HOUSEKEEPING
F	SPECIAL HAZARD
G	OTHER

INSPECTOR'S NAME (Typed or Printed): **Ray Zachau**  
 TELEPHONE NUMBER: **(530) 542-4116**  
 YEARS NUMBER: **B**  
 OCCUPANCY CLASS: **04060**  
 INSPECTION DATE: **1/22/2010**  
 INSPECTOR'S SIGNATURE: *[Signature]*  
 EXPLAIN DENIAL OR LIST SPECIAL CONDITIONS:

**Tahoe Turning Point**  
**Board of Directors - Community Advisory Board**  
**Effective November 18, 2009**

**Officers**

Sheri Schimmel      Business Owner      President  
2241 Tahoe Vista  
South Lake Tahoe, Ca. 96150  
(530) 542-2414 Residences  
544-7009      Office

Austin Angell      Restaurant Chef      Vice President  
PO Box 1521  
South Lake Tahoe, Ca. 96151  
(530) 541-5224 Residences

Holly Greenough      Teacher      Secretary  
1983 Cherokee St.  
South Lake Tahoe, Ca. 96150  
(530) 573-1983 Residences  
3184514      Cell

Jody Sayre      CFO-TTP      Treasurer  
1907 Gregg St.  
Carson City, Nv. 89701  
(775) 883-4743 Residences  
(530) 545-0805 Cell

**Members**

Richard R. Barna, CADC      Executives Director - TTP  
734 Tahoe Keys Blvd.  
So Lake Tahoe, CA 96150  
530-541-0146 Residences  
530-541-4594 Offices

Keene Busche Retired      No E-mail      Retired  
PO 1934  
Zephyr Cove, Nv. 89448  
(775) 720-2907 Residences

Margie Maxhimer  
PO Box 10305  
South Lake Tahoe, Ca 96158  
(530) 542-0854 Residences  
(530) 318-7717 Cell

Business Owner

Susan Baker  
1010 Granite Mt.  
South Lake Tahoe, Ca. 96150  
(530) 5774481 Residences  
(530) 318-0391 Cell

LTUSD Administrator

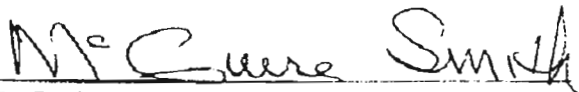


# Tahoe Turning Point, Inc.

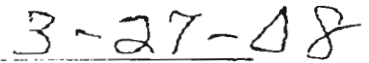
2494 Lake Tahoe Blvd, Ste C3  
Post Office Box 17509  
South Lake Tahoe, California 96151  
501(c)(3) 94-2675958

Meadow Home (530) 577-1722 Cellular (530) 545-0801	Heavenly Home (530) 544-2561 Cellular (530) 545-0802	Mountain Home (530) 541-0612 Cellular (530) 545-0803	Meyers Home (530) 577-5340 Cellular (530) 545-0804	Administration (530) 541-4594 Cellular (530) 545-0805	Director (530) 541-4594 Cellular (530) 545-0891
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As of March 27, 2008, the Board of Directors of Tahoe Turning Point, Inc. have authorized Richard Barna, Executive Director, to act on behalf of the Corporation in order to sign legal documents. This resolution empowers Richard Barna to execute and approve any and all required documents in order to conduct business for Tahoe Turning Point, Inc.



McGuire Smith  
President of the Board



Date

# Richard Bama, CADC.

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## Objective

It is my objective to work with troubled youth. I also enjoy teaching people how to work with delinquent and neglected teenagers. I have worked for over 20 years in the childcare business and have enjoyed every moment. I became a drug and alcohol counselor with one goal in mind, and that was to help adolescents and their families who suffer from this disease.

## Experience

1994–Present Tahoe Turning Point, Inc. South Lake Tahoe, Ca.

### Executive Director

- Manage and supervise all aspects of four level 10-group homes.
- Interview and intake all youth entering the program.
- Conduct Board of Directors meetings.
- Oversee all financial aspects of a 1.5 million dollar operation.
- Held all employment positions of the company.
- Manage and supervise all Mental Health and Drug & Alcohol Program's for quality assurance.

1989–1994 Sierra Recovery Center South Lake Tahoe, Ca.

### Program Director

- Program Director of the D.U.I. program.
- Criminal Justice Coordinator.
- Residential Program Director.
- Oversee the program's clients recovery plan and supervise employees.

1984–1989 Tina's Tots South Lake Tahoe, Ca.

### Owner

- Owned and operated Large Family Child Care Facility.
- Control all business aspect of Large Family Day Care.
- Hired and fired employees caring for children ages 1 to 16

## Education

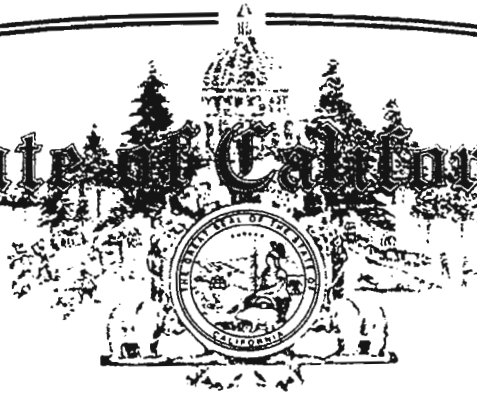
1996–1999 Briening University Sacramento, Ca.

- B.A., Addiction Studies.
- Certified Drug and Alcohol Counselor with California Association of Alcoholism and Drug Counselors since 1992.
- Nonviolent Crisis Prevention Intervention Instructor

## Interests

Computers, coaching girl's fast-pitch softball, and high school football

# State of California



## SECRETARY OF STATE

I, *BILL JONES*, Secretary of State of the State of California, hereby certify:

That the attached transcript of 3 page(s) was prepared by and in this office from the record on file, of which it purports to be a copy, and that it is full, true and correct.

*IN WITNESS WHEREOF*, I execute this certificate and affix the Great Seal of the State of California this day of

NOV 03 1999



*Bill Jones*

Secretary of State

975421

PB  
FILED

In the office of the Secretary of State  
of the State of California

FEB 15 1980

MARCH FONG EU, Secretary of State

By *Gloria Carroll*  
Deputy

ARTICLES OF INCORPORATION

OF  
TAHOE TURNING POINT

I

The name of this corporation is Tahoe Turning Point.

II

A. This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Corporation Law for charitable purposes.

B. The specific purpose of this corporation is to provide a structured and supportive alternative family environment for youth who are unable to continue functioning within their normal family system. Tahoe Turning Point will utilize individual and family counseling to emphasize the responsibility of self for decision making and personal change; the clarification of adult roles in the home and the community; the value of the family unit as both a therapeutic setting and a future life support system.

Individualized goal programs will be created to include a harmonious balance of involvement in work, school, recreation, and home, and prepare the youth for independent living and an eventual return to his/her family of origin.

III

The name and address in the State of California of this corporation's initial agent for service of process is;

3  
Robert Stovall  
~~P.O. Box 11134~~ 664 TATA  
So. Lake Tahoe, Ca.  
95702

IV

A. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

B. Notwithstanding and other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on(a) by a corporation exempt from federal income tax under contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

C. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section (c)(3) of the Inter Revenue Code.

DATED: January 25, 1980

*Robert Stovall*

Robert Stovall

I hereby declare that I am the person who executed the foregoing Articles of Incorporation, which execution is my act and deed.

*Robert Stovall*

FEB 15 1990



February 14, 1980

In reply refer to  
344:TLC:dwg

Tahoe Turning Point  
P. O. Box 17509  
South Lake Tahoe, CA 95706

Purpose : Charitable  
Form of Organization : Corporation  
Accounting Period Ending: December 31  
Organization Number

On the basis of the information submitted and provided your present operations continue unchanged to conform to those proposed in your application, you are exempt from state franchise or income tax under Section 23701d, Revenue and Taxation Code. Any change in operation, character or purpose of the organization must be reported immediately to this office so that we may determine the effect on your exempt status. Any change of name or address also must be reported.

You are required to file Form 199 (Exempt Organization Annual Information Return) or Form 199B (Exempt Organization Annual Information Statement) on or before the 15th day of the 5th month (4 1/2 months) after the close of your accounting period. See annual instructions with forms for requirements.

You are not required to file state franchise or income tax returns unless you have income subject to the unrelated business income tax under Section 23731 of the Code. In this event, you are required to file Form 109 (Exempt Organization Business Income Tax Return) by the 15th day of the 3rd month (2 1/2 months) after the close of your annual accounting period.

If the organization is incorporating, this approval will expire unless incorporation is completed with the Secretary of State within 60 days.

Exemption from federal income or other taxes and other state taxes requires separate applications.

This exemption is issued on the condition that a federal exemption will be applied for and a copy of the final determination letter is furnished to this office.

Robert Lute, Manager  
Exempt Organization Section  
Telephone (807) 352-7050

cc: Secretary of State  
Registrar of Charitable Trusts  
Robert Stovall



## BYLAWS OF TAHOE TURNING POINT, INC.

### ARTICLE 1. MEMBERS

Section 1.01. The corporation shall have one class of members only, and the voting, and other rights, interests, and privileges of each member shall be equal. No member shall have any interest or property right in the assets of the corporation and no member shall hold more than one membership in the corporation.

Section 1.02. Membership shall be non-accessible.

Section 1.03. No dues shall be required of the members.

Section 1.04. Membership certificates shall not be issued.

Section 1.05. Membership is nontransferable and non-assessable.

Section 1.06. Memberships shall terminate (1) on receipt by the Board of Directors of the written or typed resignation of member; (2) on the death of a member; (3) on the vote of two-thirds of the total membership; (4) at the election of the members; upon a member's unexcused absences from three consecutive regular quarterly meetings of the Board of Directors, and not otherwise.

### ARTICLE 2. DIRECTORS

Section 2.01. The Directors shall be members of the Corporation and there shall be no membership distinct from the Directors.

Section 2.02. The Directors shall establish philosophy and policy for the operation of Tahoe Turning Point to implement the purpose defined in the Articles of Incorporation, except as otherwise provided by law.

Section 2.03. The Directors shall include the Executive Director and 8 citizens or less, who have demonstrated special knowledge and skill in working with troubled youth.

Section 2.04. The Directors shall serve without compensation.

Section 2.05. (a) The Directors shall meet quarterly or *more frequently* as agreed upon by the Board. The President or any two Directors may call special meetings, and such meetings shall be held at the time, place, and hour designated by the person or persons calling the meeting.

(b) Notice of the time and place of meetings shall be delivered to each Director personally or by mail or by fax at least seven (7) days prior to any such meeting.

(c) Notice of meeting shall specify the place, the day, and the hour of the meeting and, in the case of special meetings, the general nature of the business to be transacted.

(d) A majority of the Directors shall constitute a quorum for the transaction of business.

(e) Absence of Quorum- In the absence of a quorum, the Board shall transact no business, except as otherwise expressly provided in the Articles or Bylaws or by law, and the only motion the Chair shall entertain is a motion to adjourn.

(f) Neither cumulative voting nor by proxy shall be authorized, and no single vote shall be split into fractional votes.

(g) In transaction of business, each board member will have one vote.

(h) Any transaction of business shall be carried by at least a majority of a quorum.

(i) Rules of Order Meetings of Directors shall be governed by Robert's Rules of order, as such rules may be revised from time to time, in so far as such rules are not inconsistent or in conflict with these bylaws, with the Articles of Incorporation, or with law.

### ARTICLE 3. OFFICERS

Section 3.01. The officers of the corporation shall be a President, a Vice President, a Secretary, and a Treasurer.

Section 3.02. Officers of the Corporation shall be elected from the Directors of the Board at its first meeting of the calendar year.

Section 3.03. The President shall oversee the chief executive officer of the corporation and shall, subject to the advice of the Board, supervise the affairs of the corporation.

Section 3.04. The Vice-President shall perform all duties, and exercise all powers, of the President when the President is unable to act. The Vice-President shall perform such other duties as may be prescribed from time to time by the Board of Directors.

Section 3.05. The Secretary shall keep minutes of all meetings of the Directors, shall be the custodian of the corporate records, shall give all notices as are required by law or by these Bylaws, and, generally, shall perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation, Bylaws, or which may be assigned to him from time to time by the Board of Directors.



Section 3.06. The Treasurer shall have oversight of all funds of the corporation, shall deposit such funds, shall keep and maintain adequate and correct accounts of the corporation's properties and business transactions, shall render reports and accountings to the Directors as required by the Board of Directors, and shall, in general, perform all duties as may be required by law, by the Articles of Incorporation, or by these Bylaws, or which may be assigned to him/her from time to time by the Board of Directors. The Treasurer shall not have any direct control of any corporate funds and shall account for all corporate funds.

Section 3.07. Officers shall take office at the time of their election and shall serve for three (3) years or until their successors have been elected and qualify.

Section 3.08. The Board of Directors shall employ an Executive Director. The Executive Director shall be the chief executive officer of the corporation and shall, subject to the advice *and direction* of the Board, supervise and control the affairs of the corporation. The Executive Director shall perform duties of the general day-to-day management of the corporate business and shall report to the Board of Directors so as to keep the Directors apprised of the conduct and condition of the corporate affairs, and hire and supervise the duties of other staff members. The Executive Director shall perform all duties, incident to his/her office, and such other duties as provided in these Bylaws or as may be recommended from time to time by the Board of Directors.

Section 3.09. In the event that the Executive Director position becomes vacant, the Board of Directors shall appoint a personnel committee to advertise, screen, and nominate a person to be the Executive Director and member of the Board.

#### ARTICLE 4. COMMITTEES

Section 4.01. The Board of Directors shall establish such committees as they from time to time deem necessary for the efficient conduct of the corporation's business.

Section 4.02 The Board of Directors, by resolution, may from time to time designate Ad Hoc Committees for specific purposes. The resolution designating the Committee shall provide for the appointment of its members and Chairman, state its purposes and provide for its termination.

#### ARTICLE 5. MISCELLANEOUS

Section 5.01. The fiscal year of the corporation shall be from January 1 to December 31.

Section 5.02. The Executive Director shall cause to be prepared and submitted to the Directors a written annual report including a financial statement. Such report shall summarize the corporation's activities projected for the forthcoming year; the financial statement shall consist of a balance sheet as of the close of business of the corporation's fiscal year, contain a summary of receipts and disbursements, and be

prepared in manner and form as is sanctioned by sound accounting practices. The Board may further request for the preparation and submission of monthly balance sheets, profit and loss statements or records or receipts and expenditures, as well as operational statistics summarizing the corporation's activities for such periods.

Section 5.03. Every Director shall have absolute right at any feasible time to inspect all books and records, documents of every kind, and the physical properties of the corporation. Such inspection may be made in person or by agent attorney, and the right of inspection, includes the right to make extracts. Such right of inspection does not include the right to inspect any records or materials, which are of a privilege or privileged communication recognized by the laws of the State of California.

Section 5.04. These Bylaws may be amended at any meeting of the Board of Directors upon the affirmative vote of at least a majority of the Directors, provided that notice of the proposed amendment shall have been communicated in writing to each Director at least thirty (30) days prior to said meeting.

All amendments shall be immediately incorporated into these Bylaws, showing the date of adoption and each member of the Board of Directors shall be provided with a copy of such adopted amendments.

The Secretary of the Board shall maintain a permanent file of the Bylaws and a current copy (including all amendments or replacements) shall be made available to all members of the Board of Directors for their guidance.

Any alteration of, addition to, or removal of any wording in these Bylaws shall constitute an amendment.

Section 5.05. All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depositories as the *Board of Directors* may select.

Section 5.06. At least two officers or employees of the corporation as designated by the Board shall sign checks drawn upon the administration account of the corporation.

Section 5.07. Petty cash accounts may be opened and utilized by the corporation.

Section 5.08. All employees recruited for the corporation will be hired and/or fired subject to the approval of the Executive Director or personnel committee appointed by the Board.

# **Tahoe Turning Point, Inc.**

**Group Homes  
Post Office Box 17509  
South Lake Tahoe, California 96151**

<b>Meadow Home</b>	<b>Heavenly Home</b>	<b>Mountain Home</b>	<b>Meyers Home</b>	<b>Administration</b>	<b>Director</b>
<b>(530) 577-1722</b>	<b>(530) 544-2561</b>	<b>(530) 541-0612</b>	<b>(530) 577-5340</b>	<b>(530) 541-4594</b>	<b>(530) 541-4594</b>
<b>Cellular</b>	<b>Cellular</b>	<b>Cellular</b>	<b>Cellular</b>	<b>Cellular</b>	<b>Cellular</b>
<b>(530) 545-0801</b>	<b>(530) 545-0802</b>	<b>(530) 545-0803</b>	<b>(530) 545-0804</b>	<b>(530) 545-0805</b>	<b>(530) 545-0891</b>

## **Executive Director Declaration**

I, Richard Barna CADC, declare under penalty of perjury that all information submitted to the El Dorado County Alcohol/Drug Program Division is true and correct to the best of my knowledge.



Signature

4-7-10

Date

Tahoe Turning Point, Inc.  
Income Statement  
01/01/09 to 12/31/09

		%
Income		
Welfare - Probation	\$ 1,444,545.71	93.2
Clothing Allowance	5,713.00	0.4
CDE - Child Nutrition	24,582.43	1.6
CDE - Admin	13,702.60	0.9
Contributions	7,422.41	0.5
Contr-Light Up Lake Tahoe	390.73	0.0
Contributions-Pumpkin Patch	1,553.20	0.1
Outpatient Income	1,997.50	0.1
Crime Victim Comp	15,911.25	1.0
Interest/Dividends	2,994.48	0.2
Miscellaneous Received	<u>31,581.19</u>	<u>2.0</u>
Total Income	1,550,394.50	100.0
Gross Margin	1,550,394.50	100.0
Operating Expenses		
Child Care/Supervision-Payroll	742,610.73	47.9
Maintenance .1	23,417.25	1.5
Child Care/Supervision-PR Tax	63,329.11	4.1
Maintenance PR Tax .1	2,082.23	0.1
Child Care-Worker's Comp	30,322.70	2.0
Maintenance WC .1	1,037.63	0.1
Child Care-Health/Disability	48,815.25	3.1
Social Work-Payroll	37,663.15	2.4
Social Work-Contract	15,400.00	1.0
Social Work-Payroll Tax	3,191.42	0.2
Social Work-Worker's Comp	1,720.13	0.1
Food	56,467.22	3.6
Kitchen Supplies	2,421.69	0.2
Shelter - Rent	39,364.18	2.5
Shelter - Depreciation	27,235.83	1.8
Shelter - Interest	44,303.75	2.9
Shelter - Taxes	319.00	0.0
Shelter - Amortize ReFi	628.92	0.0
Build/Equip - Supplies/Repairs	19,642.67	1.3
Equipment - Depreciation	9,341.84	0.6
Utilities	23,444.94	1.5
Vehicle - Fuel & Oil	23,395.26	1.5
Vehicle - Maintenance/Repair	8,291.79	0.5
Vehicle - Insurance	9,823.89	0.6
Vehicle - License/Registration	854.00	0.1
Vehicle - Depreciation	10,924.93	0.7
Vehicle - Mileage Allowance	6,331.87	0.4
Vehicle - Other	850.62	0.1
Public Transportation	769.50	0.0
Clothing	6,986.08	0.5
Allowance	22,679.50	1.5
Personal & Incidental	2,122.91	0.1
Other Child Related	8,704.67	0.6

AUDITED

Tahoe Turning Point, Inc.  
Income Statement  
01/01/09 to 12/31/09

		%
School Supplies	68.64	0.0
Planned Activities	16,533.73	1.1
Activity Supplies	6,083.67	0.4
Fundraising Expenses	530.22	0.0
Rented Items	641.88	0.0
Director-Payroll	65,235.43	4.2
Admin/Training-Payroll	4,049.50	0.3
Director-Payroll Tax	5,347.31	0.3
Admin/Train-Payroll Tax	242.33	0.0
Director/Train-Worker's Comp	3,272.81	0.2
Admin-Health/Disability	4,759.09	0.3
Bus Mgr-Payroll	44,560.19	2.9
Bus Mgr-Training PR	342.37	0.0
Bus Mgr - Training Tax	26.20	0.0
Bus Mgr-Payroll Tax	3,477.45	0.2
Bus Mgr-Worker's Comp	244.22	0.0
Bus Mgr-Health/Disability	8,898.32	0.6
Contract - Translator	281.25	0.0
Contract - Nutrition Program	129.00	0.0
Contract - Accounting	10,500.00	0.7
Contract - Computers	944.00	0.1
Administrative Travel	3,865.78	0.2
Conferences/Meetings	739.02	0.0
Training	7,009.43	0.5
Telephone	17,402.45	1.1
Postage & Freight	1,377.56	0.1
Office Supplies	5,220.99	0.3
Membership/Sub/Dues	11,771.70	0.8
Printing/Publications	1,146.99	0.1
Bonding/Gen Insurance	15,744.70	1.0
Advertising/Recruiting	2,588.75	0.2
Misc'l - Bank Changes	620.97	0.0
Misc'l - Interest	376.55	0.0
Misc'l - Pre-employment	1,763.00	0.1
Misc'l - Other	<u>96.76</u>	<u>0.0</u>
Total Operating Expenses	<u>1,540,386.92</u>	<u>99.4</u>
 Net income (loss)	 <u><u>\$ 10,007.58</u></u>	 <u><u>0.6</u></u>

*Jody R. Sayre*  
Treasurer  
4/2/10

AUDITED

Tahoe Turning Point, Inc.  
Balance Sheet  
as of 12/31/09

Assets

Current Assets

Checking Homes	\$ 28,272.51
Checking Administration	71,835.34
Vanguard - Prime MM Fund	15,315.96
Petty Cash (120.00/employee)	3,290.00
Accounts Receivable	145,952.46
CA Dept of Education - Meals	6,003.38
Employee Receivable & COBRA	(222.58)
Total Current Assets	270,447.07

270,447.07

Fixed Assets

Vehicle '02 Chev Exp .2(10/03)	14,384.03
Veh Dep '02 Chev Exp .2(09/06)	(14,384.03)
Vehicle '97 GMC Sbrbn.3(04/05)	11,175.00
Veh Dep '97 GMC Sbrbn.3(03/08)	(11,175.00)
Vehicle '99 Ford .1(12/04)	12,555.00
Veh Dep '99 Ford .1(11/07)	(12,555.00)
Vehicle '02 Ford Exp .1(02/08)	11,000.00
Veh Dep '02 Ford Exp .1(01/11)	(6,722.32)
Vehicle '97 Dodge .9(03/00)	11,994.00
Veh Dep '97 Dodge .9(02/03)	(11,994.00)
Vehicle '04 Ford 350 .4(02/06)	15,085.00
Veh Dep '04 Ford 350 .4(03/09)	(15,085.00)
Vehicle '01 Ford E350 .2 12/06	12,000.00
Veh Dep '01Ford E350 (.2 11/09)	(12,000.00)
Vehicle '01 Dodge .9(01/09)	9,291.75
Veh Dep '01 Dodge .9(12/12)	(2,839.10)
Real Estate - Meadow	326,470.94
Real Estate - Heavenly	716.13
Real Estate - Mountain	179,595.15
Real Estate - Meyers	160,608.85
Equipment - Computer/Camera	11,755.58
Total Fixed Assets	689,876.98

689,876.98

Other Assets

Prepaid/Dep- WC Everest	5,409.00
Deposit - AICCO-Prop Ins	902.61
Prepaid - Insurance General	4,891.15
Prepaid - Expense	7,605.00
Prepaid - .3 Yosemite	481.74
Prepaid - Rent Deposit-Keller	3,866.00
Prepaid - Rent Deposit-Pine Co	1,017.00
Total Other Assets	24,172.50

24,172.50

Total Assets

\$ 984,496.55

Liabilities & Equity

Current Liabilities

Accounts Payable	\$ 6,545.29
Payable - Clearing	57,245.98

AUDITED

Tahoe Turning Point, Inc.  
Balance Sheet  
as of 12/31/09

Taxes Fed. FICA	4,353.46	
Taxes Fed. Medicare	1,019.86	
Taxes Fed. w/h	2,691.06	
Taxes Fed. FUTA	144.08	
Taxes CA w/h	869.16	
Taxes CA SUTA	39.85	
Taxes CA SDI	385.90	
Employee Withheld	95.00	
Advance - EDCOE/FYS	<u>(1,418.75)</u>	
Total Current Liabilities		71,970.89
Long Term Liabilities		
Accrued Leave	23,367.97	
Accrued Bonus Wages/Benefits	9,862.00	
Note Payable - Meadow Home	273,134.87	
Note Payable - Mountain Home	170,821.22	
Note Payable - Meyers Home	<u>153,059.66</u>	
Total Long Term Liabilities		630,245.72
Owners' Equity		
Accumulated Equity	272,272.36	
Current income	<u>10,007.58</u>	
Total Owners' Equity		<u>282,279.94</u>
Total Liabilities & Equity		<u><u>\$ 984,496.55</u></u>

*Judy L Sayre*  
Treasurer  
4/22/10

AUDITED

**Tahoe Turning Point**  
2494 Lake Tahoe Blvd., B5  
South Lake Tahoe, CA 96150  
530 541-4594 main  
530 542-1200 fax

### **Proposed DUI Program Description and Policies**

Tahoe Turning Point, Inc. (TTP) is a private/non-profit (501c3) company that provides a Driving Under the Influence Program. TTP provides professional therapeutic services and substance abuse counseling to adults and adolescents of the Lake Tahoe Community and surrounding areas. Tahoe Turning Point's Drinking Driving Program is a counseling program to serve those people referred to us by the State and county court system. Providing quality counseling services such as individual and group sessions to educate the drinking driver so as to prevent future driving behaviors. Using qualified or certified alcohol and drug counselors, the program will provide to first offenders 30-60-90 day programs, Wet Reckless and Multiple Offender Program (18 months).

#### **Tahoe Turning Point, Inc. (TTP) hours of operation are as follows:**

1. DUI registration is Monday thru Friday from 9am to 12pm and 2 pm to 4pm.
2. Individual sessions are held Monday, Wednesday, Friday, from 9am to 11am. Tuesday and Thursday from 4pm to 6pm.
3. Group sessions will be held Wednesday (6pm to 7:30pm), Thursday (8am to 9:30am) and Saturday (6pm to 7:30pm).
4. Class sessions are on Monday (5:30pm to 7:30pm) and Saturday (9am to 11am).
5. Assessments are completed within the first 60 days by appointment. The hours of operation will be 9am to 8pm. The hours from 5pm to 8pm will be by appointment only.
6. Adolescent groups and classes are held on Friday 9am to 12:30am.



## **Target Population**

TTP provides a DUI program for adolescents 16 to 18. This program provides services to this population separate from the adult population.

TTP provides DUI services for all adults ages 18 and up. We also provide services for the adult (18 and up) Latino population.

## **Staffing**

Tahoe Turning Point does not discriminate in employment practices and in provision of benefits and services on the basis of race, color, national origin, religion, sex, or mental or physical disabilities.

The Program Administrator shall have the following experience:

1. Two years of providing alcohol and other drug treatment or recovery services;
2. One year of supervising personnel;
3. And one year of managing an accounting system, or preparing or directing the proportion of budgets or cost reports.

Program Staff will conduct educational sessions and have a minimum of 2,080 hours of experience in providing alcohol and/or drug education and information to persons with alcohol and/or drugs problems in a classroom setting.

Except for new hires, all Program Staff that provide Group sessions or individual session, will be licensed, certified, or registered to obtain certification. All Program Staff will comply with the code of conduct. Tahoe Turning Point will use interns only within compliance of Title 9, section 9846(f).

Ratios of Program Staff to client will be 18 to 1.

Tahoe Turning Point will not use the services of volunteers.

## **Recordkeeping**

Tahoe Turning Point will use the Behaviors and Attitudes Drinking & Driving Scale (BADDSS) as its screening tool.

A participant shall be scheduled an intake interview when they produce documentation from the court, DMV, or referral papers from another program. A copy of this documentation will be kept in the Participant's file.

A participant will complete the intake process before receiving any services. A copy of written dates and times will be noted in the participants file and a copy will be given to the participant. At the time of the intake it will be explained to the participant the program fee, payment schedule, attendance requirements, and reason for dismissal from the program. This information will be given to the participant in writing to sign and date. Participants will receive copies of all signed documents.

After completion of the program the participant's records will be closed and kept in a secured place for (4) four years. After (4) years the participant file will be properly destroyed.

# Tahoe Turning Point, Inc.

DUI Programs  
Post Office Box 17509  
South Lake Tahoe, California 96151  
Phone 530-541-4594 Fax 530-542-1200  
Enrollment/Completion

Court name and address

TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Participants Name: \_\_\_\_\_ Date: \_\_\_\_\_

- Education only (23140 CVC Conviction)       First Offender Program \_\_\_\_ Months  
 Multiple Offender Program      \_\_\_\_ 18 months      \_\_\_\_ 30 months  
 PC 1000

**The above named:**

- Complied with the court's order and enrolled in above program indicated.  
 Completed the program indicated above.

Special Note:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Counselor's Signature \_\_\_\_\_

# Tahoe Turning Point, Inc.

DUI Programs  
Post Office Box 17509  
South Lake Tahoe, California 96151  
Phone 530-541-4594 Fax 530-542-1200

## Return to Court/ Notice of Non-Compliance

Court name and address

TO: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Participants Name: \_\_\_\_\_

Date: \_\_\_\_\_

- Education only (23140 CVC Conviction)       First Offender Program \_\_\_\_ Months
- Multiple Offender Program      \_\_\_\_18 months      \_\_\_\_30 months       PC 1000

**The above named was dismissed from the program for non-compliance.**

- Non-payment of fees
- Exceeded number of absences
- Failed to Maintain contact for 21 days
- Failed to start from transfer
- Failed to maintain program sobriety
- Refused chemical test
- Abusive to staff or participants
- Other \_\_\_\_\_

Progress Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Counselor Signature: \_\_\_\_\_

# **Tahoe Turning Point, Inc.**

DUI Programs  
Post Office Box 17509  
South Lake Tahoe, California 96151  
Phone 530-541-4594 Fax 530-542-1200

Tahoe Turning Point will hand deliver notices of enrollment/completions and dismissals for non-compliance to the courthouse weekly. The day to be chosen will be determined based on the need of the court's calendar.

If any further information is needed please feel free to contact me at your convenience.



Richard Barna  
Executive Director  
Tahoe Turning Point

# ***Tahoe Turning Point, Inc.***

**2494 Lake Tahoe Blvd. Ste. B5  
South Lake Tahoe, California 96150**

## **DUI Program Rules and Regulations**

### **Confidentiality:**

Tahoe Turning Point's (TTP) Driving-Under-the-Influence Program is covered by State and Federal laws protecting the confidentiality of program participants. TTP will not discuss the case program with anyone without a signed release from the participant. The law requires that disclosures related to child or elderly abuse or danger to self or others be reported to appropriate agencies.

### **Abstinence From The Use Of Alcohol And Other Drugs**

All program participants must comply with the program sobriety regulation. If the participant appears at any time during the program with any measurable amount of alcohol or drugs in his system, the participant will be dismissed from the program. Participants who are convicted of a subsequent DUI will also be dismissed for program sobriety. TTP encourages all program participants to maintain total abstinence during their program as a way to explore their relationship with alcohol and drugs. Abstinence means not consuming alcohol, non-prescribed, or illicit drugs anywhere, anytime, for any reason.

### **Missed Activities**

Attendance at program activities must be given priority and we encourage the individual not to miss any activity. The participant will not receive credit if he leaves an activity early. If an individual misses an appointment or activity, it will fall into one of the two categories below.

### **Reschedule**

A missed appointment or activity is classified as a **RESCHEDULE** when the individual contacts his counselor before the appointment or activity is missed.

### **Absence**

A missed appointment is classified as an **ABSENCE** if an individual fails to reschedule the appointment or activity before the day is missed. If the participant exceeds the allowed number of allowed absences for the program, the participant will be returned to the court.

### **Program Number Of Allowed Absences**

- 12 Hour Program 2
- 30 Hour Program 5

- 6-Month Program 7
- 9-Month Program 8
- 12-Month Program 8
- 18-Month Program 10

The individual must be on time for all appointments and scheduled activities. If the participant is late he/she will receive an **ABSENCE**.

All missed activities will need to be made up within 30 days and prior to completing the Program. A fee will be charged for each **RESCHEDULE** and **ABSENCE**. Missed activity fees are due as they occur and will be charged to your account. Participants who extend their programs because they fail to do make ups or self-helps in time will be charged for each additional face to face required to keep their program in compliance. If the participant is going to be absent for a period of time which exceeds two weeks, he/she must request a **LEAVE-OF-ABSENCE**. A leave-of-absence must fit one of the following criteria and must be verified with documentation.

- Military responsibility requiring an extended absence.
- Work responsibilities requiring extended travel.
- Extended illness or medical treatment of participant or family member.
- Incarceration
- Residential alcohol or drug abuse treatment program.
- Extreme personal hardship or family emergency.
- Pre-planned Vacation (Only if the participant have made up all absences and are current with fees)

#### **Program Rules**

- Smoking is not allowed in the building.
- Food and drinks are not allowed.
- Visitors or children are not allowed in program activities.
- Children are not to be left unattended on TTP premises at any time.
- Waste and cigarette butts are to be placed in the proper receptacles.
- No part of the building shall be modified or defaced.
- Appropriate attire is required for all TTP activities. Do not wear hats or sunglasses.
- Sleeping or closing eyes during program activities may result in an absence.
- All participants are expected to participate in the group discussions and to respect other participants.
- Participants who appear to be under the influence agree to submit to a breath/drug test or face dismissal.

#### **TTP Shall Dismiss Any Participant Who:**

- Fails to participate in the required program activities within 21 days of transfer to another driving under the influence program licensed by the Department of Alcohol and Drug Programs
- Fails to maintain program sobriety, including conviction of a subsequent DUI
- Fails to comply with driving under the influence program rules
- Fails to comply with additional county requirements which have been authorized by the county alcohol program administrator and approved by the Department of

#### Alcohol and Drug Programs

- Fails to obtain a leave of absence, in accordance with Section 9876.5, when the participant is unable to attend any scheduled program services for 21 days or longer
- Exceeds the number of absences allowed in Section 9876(d), without a leave of absence approved in accordance with Section 9876.5
- Is physically or verbally abusive to program staff or other program participants
- Fails to pay, within 30 days of the date due, his/her program fee assessed in accordance with the requirements of section 9879; or fails to reschedule and attend a financial assessment interview in accordance with the provisions of Subsection 9879(j). The program shall not dismiss the participant if he/she pays his/her assessed program fee instead of rescheduling and attending a financial assessment interview.

#### **Program Reinstatement**

Court referred participants who are dismissed by the program will need a written re-referral from the court and must pay an additional fee in order to be reinstated into the program. Dismissed participants who were not court referred must also pay a reinstatement fee and may reinstate into their program. Participants who return to the program after being dismissed may receive credit for activities they have completed provided that the reinstatement was scheduled within twenty-four (24) months from the date on which the participant was dismissed.

#### **Program Transfer**

Participants who are moving to another area within California may transfer credit for activities completed to another state approved DUI Program as long as they are current in fees and pay the required transfer fees. Individuals planning to transfer must provide advance notice of their plans to their group counselor who will then schedule an individual appointment to complete the transfer paperwork. Transfers between programs must be completed within 21 days.

Participants who are moving out of State cannot officially transfer to an out of state program but may receive notification of completed activities if all program fees are up to date. However, it is not up to TTP to determine if the participant will in fact get credit towards completion of an out of state program.

#### **Program Fees And Payments**

The particular program determines the program fee. Payments are due on the **first of each month**. The participant will be assessed a late charge for any late payments made after the 10th of the month. If any payments are overdue, the participant may be placed in a suspension status. If the participant takes no action to rectify an overdue account, he/she will be referred back to court and/or DMV for nonpayment of fees. The participant will be assessed a fee for any missed appointment or scheduled activity (**RESCHEDULE** or **ABSENCE**). No one will be denied services because of their documented inability to pay. If an individual is going to be unable to make any payment on time or in full, please contact the finance office immediately.

- The participant can request a financial assessment of the payment schedule. An



individual will be required to provide documented evidence of financial hardship resulting from either the fee level or payment schedule.

- It is the participant's responsibility to contact TTP to request a financial assessment. Failure to make payments in full and on time (or make alternative arrangements) will be viewed as an unwillingness to pay program fees and may result in your dismissal from the program and a referral back to court and/or DMV.
- All program fees must be paid in full before completion paperwork is processed and released to the participant and the DMV. Participants reinstating into a program will pay fees based on a line per line itemization of the remaining services needed for completion, based on the current rates at the time of reinstatement. Individuals will also pay an additional fee for the reinstatement. The final payment must be a cashier's check, money order, or cash. TTP will not accept a personal check for the last payment.

### **Program Completion**

After the participant has completed the program and paid all fees, he/she will receive proof of completion. The courts will be notified of completion by TTP as required. Individuals are also responsible for following any specific instructions from the court pertaining to program completion.

# ***Tahoe Turning Point, Inc.***

**Drinking Driving Program  
2494 Lake Tahoe Blvd. Ste B5  
South Lake Tahoe, California 96150**

## **Wet Reckless Program: Reckless Driving Involving Alcohol**

Our primary goal is to encourage exploration of the relationship between alcohol/drug use and the inherent risks involved, resulting in modified drinking/drug use in high-risk situations such as driving.

The 6 classes are designed to give you information on the legal, medical, and social problems associated with the abuse of alcohol and other drugs. The classes are also conducted by a skilled instructor and will include lectures, discussions, and films.

# ***Tahoe Turning Point, Inc.***

**Drinking Driving Program  
2494 Lake Tahoe Blvd. Ste B5  
South Lake Tahoe, California 96150**

## **First Offender Program (Three Month)**

The primary goal of TTP is to encourage exploration of the relationship between alcohol/drug use and the inherent risks involved, resulting in modified drinking/drug use in high-risk situations.

## **Education Classes - Six (2 hours each)**

These classes are designed to give the participant information on the legal, medical, and social problems associated with the abuse of alcohol and other drugs. Each class will be conducted by a skilled instructor and will include lectures, discussions, and films.

## **Counseling Groups - Twelve (1.5 hours each)**

These sessions provide an opportunity for the participant to examine his own behavior and personal attitudes and provide support for positive changes. The group is conducted in a manner that encourages the participant to share ideas and information so he may identify and resolve alcohol/drug related problems.

## **Face-to-Face Interviews - Three (15 minutes each)**

The purpose of these sessions is to assess the participant's progress and provide an opportunity to discuss any personal issues that are deterring him from successfully completing the program.

## **Alcohol/Drug Assessment**

Within the first 60 days of participation, TTP will help the participant evaluate his alcohol/drug use by an assessment tool. This assessment is a first step towards empowering the participant to make future decisions.

**California Vehicle Code §23538 / Conditions of Probation for First Time Offense**  
(<http://www.dmv.ca.gov/pubs/pubs.htm>)

# ***Tahoe Turning Point, Inc.***

**Drinking Driving Program  
2494 Lake Tahoe Blvd., Ste. B5  
South Lake Tahoe, California 96150**

**Excessive Blood Alcohol Level .20 or Above  
California Vehicle Code §23578**

## **First Offender Program (Enhanced)**

If there is an alcohol concentration (alcohol in the person's blood of 0.20 percent) or refusal to take a chemical test, penalty enhancement or probation, the court may justify enhancing the penalties in sentencing, in determining whether to grant probation, and, if probation is granted, in determining additional or enhanced terms and conditions of probation.

## **Punishments**

Special factor which may enhance penalties, in determining whether to grant probation, and if probation is granted, in determining additional or enhanced terms and conditions including an AB-762 six (6) month.

## **Education Classes - Six (2 hours each)**

These classes are designed to give the participant information on the legal, medical, and social problems associated with the abuse of alcohol and other drugs. Each class will be conducted by a skilled instructor and will include lectures, discussions, and films. A skilled counselor encourages the participant to share ideas with the group so the participant may identify and resolve alcohol/drug related problems. Group sessions provide an opportunity for the individual to examine his behavior and personal attitudes as well as provide support for positive changes.

## **Counseling Groups – County Specifies Number of Groups (1.5 hours each)**

## **Face-to-Face Interviews – County Specifies Number of Individual sessions (15 minutes each)**

The purpose of these sessions is to assess the participant's progress and provide an opportunity to discuss any personal issues that are deterring him from successfully completing the program.

## **Alcohol/Drug Assessment**

Within the first 60 days of participation, TTP will help the participant evaluate his alcohol/drug use through the use of an assessment tool. This assessment is a first step towards empowering the participant to make future decisions necessary to avoid further problems with alcohol/drugs.

# ***Tahoe Turning Point, Inc.***

**Drinking Driving Program  
2494 Lake Tahoe Blvd., Ste. B5  
South Lake Tahoe, California 96150**

**Excessive Blood Alcohol Level .20 or Above  
California Vehicle Code §23578**

## **First Offender Program (Enhanced 9 month)**

If there is an alcohol concentration (alcohol in the person's blood of 0.20 percent) or refusal to take a chemical test, penalty enhancement or probation, the court may justify enhancing the penalties in sentencing, in determining whether to grant probation, and, if probation is granted, in determining additional or enhanced terms and conditions of probation.

### **Punishments**

Special factor which may enhance penalties, in determining whether to grant probation, and if probation is granted, in determining additional or enhanced terms and conditions including in AB-762 six (6) month. This program can be modified to serve those in need of a nine (9) month program.

### **Education Classes - Six (2 hours each)**

These classes are designed to give the participant information on the legal, medical, and social problems associated with the abuse of alcohol and other drugs. Each class will be conducted by a skilled instructor and will include lectures, discussions, and films.

A skilled counselor encourages the participant to share ideas with the group so the participant may identify and resolve alcohol/drug related problems. Group sessions provide an opportunity for the individual to examine his behavior and personal attitudes as well as provide support for positive changes.

### **Counseling Groups – County Specifies Number of Groups (1.5 hours each)**

### **Face-to-Face Interviews – County Specifies Number of Individual sessions (15 minutes each)**

### **Alcohol/Drug Assessment**

Within the first 60 days of participation, OHS will help the participant evaluate his alcohol/drug use through the use of an assessment tool. This assessment is a first step towards empowering the participant to make future decisions necessary to avoid further problems with alcohol/drugs.

# ***Tahoe Turning Point, Inc.***

**2494 Lake Tahoe Blvd., Ste. B5  
South Lake Tahoe, California 96150**

## **Multiple Offender Program (18 Months)**

The primary goal of OHS is to encourage exploration of the relationship between alcohol/drug use and the inherent risks involved, resulting in modified drinking/drug use in high-risk situations such as driving.

## **Education Classes - Six (2 hours each)**

These classes are designed to give the participant information on the legal, medical, and social problems associated with the abuse of alcohol and other drugs. Each class will be conducted by a skilled instructor and will include lectures, discussions, and films.

## **Counseling Groups - Thirty-five (1.5 hours each)**

A skilled counselor who encourages the participant to share ideas conducts these groups and along with information so the participant may identify and resolve alcohol/drug related problems. Group sessions provide an opportunity for the participant to examine the participant own behavior and personal attitudes and provide support for positive changes.

## **Face-to-Face Interviews – Twenty-six (15 minutes each)**

The purpose of these sessions is to assess the individual's progress in the program and to discuss any administrative or personal matters that could be causing difficulty in his successful completion of the program.

## **Re-Entry (18 MONTH PROGRAM ONLY) - Six (1 hour each)**

During the last six months of participation, the participant will attend monthly re-entry sessions. These sessions focus on community re-entry activities with self-help groups, employment, family, relapse prevention strategies, and other areas of self-improvement.

## **Self-Help Meetings - (Varies by County)**

The attendance of approved self-help meetings such as Alcoholics Anonymous, Narcotics Anonymous, Secular Organization for Sobriety, or Rational Recovery may be required to increase the individual's knowledge of addiction and recovery oriented support options.

## **Alcohol / Drug Assessment**

Within the first 60 days of participation, OHS will help the participant evaluate his alcohol/drug use through the use of an assessment tool. This assessment is a first step towards empowering the participant to make future decisions necessary to avoid further problems with alcohol/drugs.

## **California Vehicle Code §23540**

(<http://www.dmv.ca.gov/pubs/pubs.htm>)

## **California Vehicle Code §23542/ Conditions of Probation for Second Time Offense**

(<http://www.dmv.ca.gov/pubs/pubs.htm>)

**Tahoe Turning Point DUI Program  
2494 Lake Tahoe Blvd Ste B5  
South Lake Tahoe, CA 96151  
Phone 530 541 4594  
Fax 530 542 1200**

**Registration**

6 Wks \_\_\_\_\_ 3 Mo's \_\_\_\_\_ 6 Mo's \_\_\_\_\_ 9 Mo's \_\_\_\_\_ 12 Mo's \_\_\_\_\_ 18 Mo's \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

County \_\_\_\_\_

Phone Numbers:

Primary \_\_\_\_\_ Secondary \_\_\_\_\_

Court Information

Case/Docket Number \_\_\_\_\_ Court Referring \_\_\_\_\_

violation Date \_\_\_\_\_ Conviction Date \_\_\_\_\_

Personal Data

CA Drivers License \_\_\_\_\_

Gender \_\_\_\_\_ Birthdate \_\_\_\_\_ Age \_\_\_\_\_

Ethnicity \_\_\_\_\_

- |                          |                    |                   |
|--------------------------|--------------------|-------------------|
| 1=Caucasian              | 2=African American | 3=American Indian |
| 4=Asian/Pacific Islander | 5=Vietnamese       | 6=Hispanic        |
| 7=East Indian            | 8=Other            |                   |

Disables? Y/N \_\_\_\_\_ Children under 18? Y/N \_\_\_\_\_ Pregnant? Y/N \_\_\_\_\_

Offense Data \_\_\_\_\_

- |           |                   |         |
|-----------|-------------------|---------|
| 1=Alcohol | 2=Alcohol & Drugs | 3=Drugs |
| 4=Refused | 5=Unknown         |         |

Blood Alcohol Level \_\_\_\_\_



**Tahoe Turning Point DUI Program  
2494 Lake Tahoe Blvd Ste B5  
South Lake Tahoe, CA 96151  
Phone 530 541 4594  
Fax 530 542 1200**

**DUI Contract**

**I. Components of the DUI Program**

**A. Required Program Activities**

- 12 Hour, Education Classes, completed in six, two-hour education sessions. Total Cost is \$205.00, the down payment is \$100.00, final payment due at the end of the six weeks.
- 3 Month Program, 12 hour education classes, 12 weekly groups, 3 individuals sessions. Total Cost is \$550.00, down payment is \$200.00, two monthly payments of \$175.00 due at the beginning of each month.
- 6 Month Program, 12 hour education classes, 24 weekly groups, 6 individuals sessions. Total Cost is \$935.00, the down payment is \$300.00, five monthly payments of \$127 due at the beginning of each month.
- 9 Month Program, 12 hour education classes, 36 weekly groups, 9 individuals sessions. Total Cost is \$1,402.00, the down payment is \$400.00, eight monthly payments of \$125.25 due at the beginning of each month.
- 12 Month Program, 12 hour education classes, 48 weekly groups, 12 individuals sessions. Total Cost is \$1,870.00, the down payment is \$500.00, eleven monthly payments of \$124.55 due at the beginning of each month.
- 18 Month Program, 12 hour education classes, 72 weekly groups, 18 individuals sessions. Total Cost is \$2,337.00, the down payment is \$600.00, seventeen monthly payments of \$102.18 due at the beginning of each month.

**B. Education Classes**

These sessions are designed to give you information on the legal, medical, and social problems associated with the abuse of alcohol and other drugs. Each class will be conducted by a skilled instructor and will include lectures, discussions, and films.

**C. Weekly Counseling Groups**

These sessions are conducted by a skilled counselor in a manner that encourages you to share ideas and information so that you may identify and resolve alcohol and drug

related problems. Group sessions provide an opportunity for you to examine your own behavior and personal attitudes and provide support for positive changes.

#### **D. Individual Sessions**

The purpose of these sessions is to assess your progress and to discuss administrative or personal matters that are causing difficulty in our successful completion of the program.

#### **E. Alcohol/Drug Assessment**

Within the first 60 days of participation, we will help you evaluate your drug use through the use of an assessment tool. This assessment is a first step towards empowering you to make future decisions necessary to avoid further problems with alcohol/drugs.

### **II. Confidentiality**

Tahoe Turning Point DUI Program is covered by both State and Federal laws protecting the confidentiality of the program participants. We cannot discuss your case or verify your involvement in the program with anyone without a signed release from you.

By signing this contract you will agree to respect the right of confidentiality of other program participants by not revealing any information to any person, agency or institution that might reveal the identity of any other participant in the program.

### **III. Abstinence From The Use Of Alcohol & Other Drugs**

All program participants MUST comply with the program sobriety regulation. This means that you will not enter TTP DUIP with ANY measurable amounts of alcohol or drugs in your system. If you appear on the TTP DUIP premises at any time with any alcohol or drugs in your system, you will automatically be returned to court.

TTP DUIP program staff encourages all program participants to maintain total abstinence during their program as a way to explore their relationship with alcohol and other drugs. Abstinence means not consuming alcohol, non-prescribed, or illicit drugs anywhere, anytime, for any reason.

### **IV. Attendance, Absences & Leave of Absence**

Attendance at program activities must be given priority and we encourage you not to miss any activity. If you must miss an appointment or activity, it is considered an absence.

Absence-A missed appointment or activity is classified as an absence. If you exceed the allowed number of absences for your program, you will be returned to court.

12 Hour Program	2 Absences
3 Month Program	5 Absences
6 Month Program	7 Absences
9 Month Program	8 Absences
12 Month Program	8 Absences
18 Month Program	10 Absences

You must be on time for all appointments and scheduled activities.

All missed activities will need to be made up prior to completing the program. A fee will be charged for all missed appointments.

If you need to be absent from the program for more than 21 consecutive days, you will request a leave of absence from the program. You agree to request a leave of absence, in writing, at least two weeks in advance. A leave of absence may only be requested for the following reasons: Military duty, work related travel, illness, treatment or chemical dependency, incarceration, planned vacations, family emergency, or personal hardship.

**V. Program Rules**

Smoking is not allowed in or around the building.

Food and beverages are allowed only in designated areas, or outside the building.

Visitors and children are not allowed in program activities.

Children are not to be left unattended on TTP premises at any time.

Waste and cigarette butts are to be in the proper receptacles.

No part of the building shall be modified and defaced.

Appropriate attire is required of all TTP activities. Wear clean and modest clothing. Do NOT wear hats or sunglasses.

Sleeping or closing eyes during program activities may result in an absence.

All participants are expected to participate in group discussions and to respect other participants by listening while they speak - No cross talk.

Participants who appear to be under the influence agree to submit to a breath/drug test or face termination.

No weapons of any sort are allowed on the premises. Including knives, swords, box cutters or tazers.

**I. Dismissal From Program**

1. Exceeding the absence limit.
2. Failure to maintain sobriety.
3. Failure to comply with the DUI Program rules and regulations.
4. Failure to participate in program activities for 21 consecutive days without obtaining approval for a leave of absence.
5. Failure to participate within 21 days of transfer to a new, approved service provider.
6. Failure to comply with additional county requirements which have been approved by the California Department of Alcohol and Drugs.
7. For physical or verbal abusive behavior to program staff or other program participants.
8. Failure to pay program fees per contract.

**VII. Program Transfer**

You agree to contact Tahoe Turning Point DUI Program at least two weeks before transferring to any other licensed First Offender Program within the State of California. You understand that you will be returned to court if you fail to commence participation in the DUI Program within 21 days of my last participation at Tahoe Turning Point DUI Program.

**VIII. Program Fees and Payments**

Your program fees will be determined by the program you enter.

Payments are due on the first of each month from the date of intake/enrollment.

A late charge will be assessed for any late payments made after the 10th of the month. If your payments are overdue, you may be placed in a suspension status. You must either bring your account current or arrange for a financial assessment. Based on your income level, you may be eligible for lower monthly payments and/or extended payments.

If you take no action to rectify this situation, you will be referred back to court and/or DMV for non-payment of fees.

You will be assessed a fee for any missed appointment or scheduled activity.

No one will be denied services because of their documented inability to pay. If you are going to be unable to make any payment on time or in full, please contact us immediately for a financial assessment.

Participants reinstating into the program will pay fees based on a line per line itemization of the remaining services needed for completion, based on the current rates at the time of reinstatement. They will also pay an additional fee

for the reinstatement.

The final payment must be a cashiers check, money order or cash. TTP will not accept a personal check for final payment.

Additional Fees include:

\$30.00 Returned Check fee	\$50.00 Re-Admit Fee
\$30.00 Absence fee	\$25.00 Leave of Absence fee
\$50.00 Transfer-out fee	\$50.00 Transfer-in fee
\$20.00 Missed Activity Fee	\$5.00 DMV certificate
	\$20.00 Duplicate DMV certificate

Tahoe Turning Point DUI Program may refuse to re-instate a participant if the participant is dismissed because he/she was physically or verbally abusive to program staff or other program participants.

**IX. Program Completion**

After you have completed the program and have paid all fees, you will receive a Proof of Completion Certificate. The courts will be notified of completion by TTP as required. You are responsible for following through on any specific instruction you may have received from the court and/or DMV pertaining to program completion.

**X. Release of Information**

I hereby authorize the appropriate staff at TTP to release information regarding my participation to the following:

- 1) Department of Motor Vehicles
- 2) Arresting Probation Department
- 3) Arresting court or other courts
- 4) State of Department of Alcohol and Drug Programs
- 5) Any agencies you might transfer to.

The purpose of such disclosure is to inform appropriate agencies of the participants status for proper record adjustment.

You understand that your records are protected under the Federal Confidentiality Regulations and cannot be disclosed without your written consent unless otherwise provided for in the regulations. You also understand that you may revoke this consent at any time. This consent form will be valid until the final adjudication of the case for which you have been referred to the program.

You acknowledge receipt and understand this contract and receipt of a copy

of the program rules and regulations. You agree to abide by the preceding terms and conditions and to participate for the full time of the program. You understand that failure to comply with provisions of this contract will result in a program dismissal and constitutes a violation of your court ordered probation.

Business Office Hours:

9:00 AM - 4:00 PM Mon-Fri

5:00 PM - 8:00 PM by appt

Closed weekends and holidays

Program Hours:

9:00 AM - 7:30 PM Mon-Fri

9:00 AM - 11:00 AM Sat

6:00 PM - 7:30 PM Sat

Closed Sundays and holidays

The program facility will be open earlier or later when program activities are scheduled.

Tahoe Turning Point DUI Program will provide services in accordance with all applicable Federal, State, County and Municipal laws, ordinances, regulations, certification standards and provisions pertaining to confidentiality of records.

\_\_\_\_\_  
Participant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date

# Tahoe Turning Point

## DUI Sliding Scale

Tahoe Turning Point will maintain a consistency of charges in accordance to Section 9878 of Title IX California Code of Regulations. A Proof of Completion Certificate shall not be signed until the Tahoe Turning Point Staff signing the certificate has verified that the participant has completed all program services and paid all program fees assessed in accordance with Section 9878.

Tahoe Turning Point has established and will use a standardized payment schedule. Here is an example based on a first offender program:

<u>Service</u>	<u>Cost</u>
Intake	\$55.00
12 1 ½ -hour weekly group sessions	\$276.00
6 2-hour education sessions	\$138.00
3 15-minute individual one-on-one sessions	\$45.00
State Surcharge	\$10.00
County Surcharge	<u>\$26.00</u>
Total Program Cost	\$550.00

### Regular Payments

Down Payment	\$200.00
2 Monthly installments @ \$175/mo	\$350.00

### Extended Payments

Down Payment	\$186.00
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Payment Plans Available (Choose one)

- 4 monthly payments @ \$91.00 per month
- 5 monthly payments @ \$72.80 per month
- 6 monthly payments @ \$60.67 per month

7 monthly payments @ \$52.00 per month  
 8 monthly payments @ \$45.50 per month  
 9 monthly payments @ \$40.44 per month  
 10 monthly payments @ \$36.40 per month  
 11 monthly payments @ \$33.09 per month  
 12 monthly payments @ \$30.33 per month

Other Fees & Charges

Transfer out fee	\$50.00
Transfer in fee	\$50.00
Reenrollment fee	\$50.00
Missed Activity fee	\$20.00
Return Check charge	\$30.00
DMV certificate	\$ 5.00
Duplicate DMV certificate	\$20.00

NOTE: The down payment is non-refundable as it includes the cost of intake, State and County surcharges and 2 groups for the first month.

If the participant notifies TTP that he or she is not able to pay the standardized payment schedule the program shall perform a financial assessment in accordance to Section 9879 of Title IX California Code of Regulations. If the participants monthly income is equal to or less than the general assistance benefit level for 1 person established by the county board of supervisors then the participants maximum program fee will be no more than \$10 each month. Tahoe Turning Point will dismiss the participant who fails to pay his or her program fee assessed in accordance to the requirements of Section 9879.