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## COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

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COBI TITTLE, DIRECTOR

KANIKA LEE, ASSISTANT DIRECTOR

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November 9, 2023

Ms. Leesa Nelson  
Executive Director  
North Texas Addiction Counseling and Education, Inc.  
via email at nelson.leesa@gmail.com

Re: Contracts between CSCD and NTACE

Ms. Nelson,

Thank you for your response to Corey Feldhaus' letter that was sent to you on 11/6/23. I have reviewed the letter and your responses and have found that North Texas Addiction Counseling and Education, Inc. (NTACE) has failed to comply with the agreements set forth in each of the following contracts with Tarrant County Community Supervision and Corrections Department (CSCD):

- Drug Offender Education Program
- DWI Education Program
- DWI Intervention Program (Repeat Offender Program)

Section G.3. of the current contracts between CSCD and NTACE require NTACE to immediately notify CSCD if *any* NTACE employee is arrested during the term of the contracts. The contracts further state that if NTACE hires additional or replacement staff during the term of the contracts, NTACE will forward the names of those employees to CSCD for the purposes of a criminal background investigation and acceptance by the CSCD. NTACE has failed to fulfill these contractual obligations by not reporting the DWI arrest of Executive Director Leesa Nelson, and by hiring Felicia Farris prior to CSCD completing a criminal background investigation, which would have made her ineligible to work with individuals under CSCD supervision.

Please allow this letter to serve as a thirty (30) day notice of termination of all three (3) contracts between CSCD and NTACE, which will end on December 10, 2023.

A handwritten signature in black ink that reads "Cobi Tittle".

Cobi Tittle