

NOTICE OF MEETING OF THE MCLENNAN COUNTY COMMISSIONERS COURT

NOTICE IS HEREBY GIVEN that the McLennan County Commissioners Court will conduct its regular scheduled meeting on **Tuesday, the 29th day of September, 2020 at 9:00 o'clock a.m.** and act on the items on the following agenda.

No physical meeting open to the public will be held. A temporary suspension of portions of the open meetings act to allow telephone or video conference public meetings has been granted by Governor Greg Abbott pursuant to Executive Order No. GA-08. These actions are being taken to mitigate the spread of Covid-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

The opportunity to view and hear the meeting as well as the process if one wishes to address the Commissioners Court is available at: <https://tx-mclennancounty.civicplus.com/1121/Commissioners-Court-Online-Meeting-Infor>

AGENDA

- A. Proof of Posting of Notice**
- B. Moment of Silence / Invocation and Pledge**
- C. Public Comments**
- D. Acceptance of County Departmental Heads / Staff / Departmental Reports / Updates:**
 1. Juvenile Probation: Monthly Activity Reports, June - August 2020
 2. Engineering: Monthly Activity Reports, June - September 2020
 3. County Veterans Service Office: Monthly Activity Report, April - June 2020
 4. Purchasing: Monthly Activity Report, July - September 2020
 5. Information Technology: Monthly Activity Reports, June - August 2020
 6. Mental Health Court Services: Monthly Activity Reports, June - August 2020
 7. Maintenance of Buildings: Quarterly Activity Reports, September 2020
 8. Health Benefits Plan Manager: Quarterly Activity Reports, September 2020
 9. Health Services: Monthly Activity Reports, July - September 2020
 10. Pretrial Services: Monthly Activity Reports, June - August 2020
 11. Human Resources: Monthly Activity Report, June - September 2020
 12. Maintenance of Equipment: Monthly Activity Reports, June - August 2020
 13. Texas A&M AgriLife Extension Service: Monthly Activity Reports, June - August 2020
- E. Budget, Budget Amendments/Transfers/Changes, Additional Revenue Certifications, Expenditure Requests:**
 - 1. Regarding FY 20 Budget:**
 - a. Road & Bridge, Precinct 3
 - b. Certification of Local Government Code 111.07075 Special Budget for Revenue Received After Start of Fiscal Year and related Budget Amendment (re: Proceeds from Agreements / Road & Bridge, Precinct 3)
 - c. Road & Bridge, Precinct 2
 - d. Road & Bridge, Precinct 1
 - e. Road & Bridge, Precinct 4
- F. Contracts, Interlocal Agreements, and Memorandums of Understanding; Purchase, Lease, or Acquisition of Goods, Equipment or Services, including any Financing Thereof:**
 1. Regarding Heart of Texas Region Mental Health Mental Retardation (HOTRMHMR) Center Service Agreement Renewals:
 - a. Authorization of Agreement for Mental Health Deputy Services
 - b. Authorization of Agreement for Comprehensive Mental Health and Mental Retardation Services
 - c. Authorization of Agreement for Emergency Psychiatric Services
 - d. Authorization of Agreement for Jail Diversion / Pre-Trial Diversion Services
 - e. Authorization of Care Coordination Agreement for Medications for Defendants Committed Under Texas Code of Criminal Procedure, Chapter 46B at the McLennan County Jail
 - f. Authorization of Grant Agreement for Medical Clearance Initiative at the Crisis Treatment Center
 2. Authorization of Revised Amendment No. 5 to the Memorandum of Understanding with Texas Department of Public Safety (re: Administrative Support)

3. Authorization of Agreement with Core and Main (re: Bid 20-021 / Construction of the 2019 CDBG Elm Mott Water Improvements, TxCDBG Contract No. 7219270)
4. Authorization of Interlocal Cooperation Agreement with the City of Waco (re: Animal Shelter Services)
5. Authorization of Pitney Bowes Lease Agreement with Texas Office Systems (re: Justice of the Peace, Precinct 2 Mailing Machine)
6. Authorization of VEMACS and Votesafe Software Maintenance and Support Agreement Extension with VOTEC (re: Voter Registration and Election Management)
7. Authorization of Interlocal Cooperative Agreement with Lorena Independent School District (re: Routine Road Maintenance)

G. Capital Improvement, Repair, Maintenance Projects and Construction Projects:

1. Regarding Speegleville Road Improvement Project (Bid 20-004) / Agreement with Knife River Corporation - South: Authorization of Application for Payment No. 7

H. Additional Items for Discussion and Potential Action:

1. Discussion and/or Action on Matters Regarding COVID-19 including but not limited to Staffing, Emergency Appropriations, Precautions and Plans, Restrictions to Prevent the Spread of COVID-19, Personnel Compensation and Benefit Matters, Health and Safety Procurements, Technology Procurements for Criminal Justice System to Allow for Operations to Continue Safely, Technology Procurements to Allow for Remote Meeting Participation, Reports on Progression of COVID-19, and related matters
2. Regarding McLennan County Group Health Plan: Discussion and/or Action regarding Health Benefit Plan Changes/Updates; Approval of Agreements or Amendments; Changes to Benefit Options; Open Enrollment and Procedures/Systems; Designation of System of Record; Compliance Actions and Approvals; and related matters
3. Discussion and/or Action regarding Deferring Payroll Tax Obligations
4. Authorization of Intergovernmental Transfers of Funds derived from the County Health Care Provider Participation Fund Mandatory Payments to Provide the Nonfederal Share of a Supplemental Payment Program Authorized Under the Texas Healthcare Transformation and Quality Improvement Program ("Sec 1115") Waiver
5. Entry of Order that Aquasource Relocate Lines Along Portions of Speegle Road and Randy Drive to Allow for Drainage/Road Improvements
6. Discussion and/or Action regarding Automated AI Temperature Screening System Quote (re: County Facilities)
7. Discussion and/or Action regarding Filling of Services/ Resources for Mental Health Clients Upon Release from Custody including Funding for Medication Assistance
8. Regarding Texas Association of Counties Risk Management Pool Workers' Compensation Program: Authorization of 2020 Workers' Compensation Coverage Documents / Worksheets
9. Discussion and/or Action regarding Use of Waco Convention Center for Screening/Impaneling Jurors and related matters
10. Presentation regarding Health Care Plan Audit
11. Authorization of Release of Duty Weapon and Badge to Widow of Deceased Deputy Pursuant to Government Code 615.102

I. Grants / Grant Proposals:

1. Regarding the Tradinghouse Lake Boating Access Grant: Recording of Notice of Project Approval
2. Regarding the Criminal Justice Division - Coronavirus Emergency Supplemental Funding (CESF) Program: Acceptance of Grant Award / Project Number 2020-VD-BX-0002
3. Regarding the Texas Indigent Defense Commission - Indigent Defense Improvement Grant Program: Acceptance of Statement of Grant Award / Grant Number 212-21-D17
4. Regarding the Texas Community Block Grant (TxCDBG) for Water and Sewer Improvements in the Unincorporated Community of Elm Mott / Contract No. 7219270: Authorization for Request for Payment / Draw Request # 3

J. Bids, RFP's, RFQ's, Quotations for Goods and Services:

1. Authorization regarding Renewal of RFP 19-024: Licensed Peace Officers for Courthouse Security (Texas 1 Security dba Texas Star Security)

K. Executive/Closed Session

1. **Section 551.071 of the Government Code (V.C.T.A.):** An executive/closed session will be held so that the Commissioners Court can seek and receive legal advice from its attorneys regarding pending or threatened litigation, settlement offers, claims, or other matters for which the attorneys' duties to their client under the Texas State Bar Disciplinary Rules of Professional Conduct Conflicts with the Open Meetings Act (Ch.551, Gov. Code) if necessary for a subject contained on this agenda, and advice dealing with pending litigation, administrative claims or notices, and legal effects, liabilities, and legal options including but not limited to claims arising from Opioid Litigation, Civil Rights Cases, Tort Claims, or Other Pending or Threatening Litigation

2. **Section 551.072 of the Government Code (V.C.T.A.):** Regarding Real Property, including, but not limited to: (1) Right-Of-Way Acquisitions re: Expansion / Repair Project/s; and/or (2) Real Estate Purchase / Sale / Transfer / Trade / Offers to Purchase, Acquisition / Value / Donations of Real Property / Leases relative to Real Property, including, but not limited to, Potential Properties for Use by County / Public Facilities & Valuation of Current Property for Trade or Sale
3. **Section 551.074 of the Government Code (V.C.T.A.):** Regarding Personnel Matters including but not limited to: Personnel Review / Evaluation of Commissioners Court Appointed Department Heads; Employment, Appointment, Termination, Hearing Grievances Against Employees or Public Officials; Incentive Pay; Deliberations regarding Assigning Interim Director for Maintenance of Equipment; Personnel Matters Identified in any Open Session Item if Necessary, and related matters
4. **Section 551.076 of the Government Code (V.C.T.A.):** Deliberations regarding Security Devices or Security Audits
5. **Section 551.087 of the Government Code (V.C.T.A.):** Regarding Economic Development Negotiations including, but not limited to (1) Discussion of Commercial / Financial Information Received from a Business Prospect/s; (2) Pending Negotiations / Potential Prospects and Projects; and/or (3) Discussion re: Offers of Financial or Other Incentives to Business Prospect/s

L. Adjourn

Signed this 24th day of September, 2020

Scott M. Felton – Original Signed
SCOTT M. FELTON, County Judge

STATE OF TEXAS *
COUNTY OF McLENNAN *

I, J.A. "ANDY" HARWELL, County Clerk, and the Ex-Officio Clerk to the Commissioners Court, hereby certify that the above and foregoing is a true and correct copy of a NOTICE OF MEETING posted by me at the Courthouse door in Waco, McLennan County, Texas, where notices are customarily posted this 24th day of September, 2020.

Witness my hand and seal of office at Waco, McLennan County, Texas the 24th day of September, 2020 at 4:30 p.m.

(SEAL) J. A. "ANDY" HARWELL, County Clerk
McLennan County, Texas

BY: Myrce'tez Gowan-Perkins (Deputy)

Notice: Persons with disabilities in need of auxiliary aide or services may contact the County Judge's Office, (254) 757-5049, prior to the meeting date

McLennan County, Detention Summary

From 06/01/2020 to 06/30/2020

Details

Facility: **Bill Logue Juvenile Justice Center** Facility ID: **1551001**

Detention Activity Statistics

	<u>Total</u>	<u>Dept</u>	<u>Contract</u>
Number in Detention at Beginning of Period	9	9	0
Number Placed in Detention During Period	25	25	0
Number Released from Detention During Period	27	27	0
Number in Detention at Ending of Period	7	7	0
Number Unique Juveniles Detained During Period	30	30	0
Total Detention Days	333 day(s)		
Minimum Daily Population	6		
Maximum Daily Population	15		
Number of Days at Maximum	4 day(s)		
Average Daily Population	10		

Breakout of Juveniles Placed In Detention

11 Male	0 American Indian or Alaskan Native	13 Non-Hispanic	8 Felonies
14 Female	0 Asian or Pacific Islander	12 Hispanic	7 Class A/Class B Misdemeanors
	11 Black	0 Unknown	0 Class C Misdemeanors
	14 White		10 Status
	0 Unknown		

Breakout of Juveniles Released From Detention

Longest Length of Stay	49 day(s)
Shortest Length of Stay	1 day(s)
Average Length of Stay	8 day(s)

Length of Stay by Offense Classification

	Shortest	Longest	Average
Felonies	1	49	11
Class A/Class B Misdemeanors	2	48	13
Class C Misdemeanors	0	0	0
Status	1	4	2

McLennan County, Statistical Report

Start Date: 06/01/2020 End Date: 06/30/2020 Originating Jurisdiction: McLennan

Table 1: Summary Information

Table 1 items a and b include Formal and Paper Formalized Referrals

Table 1 item c includes Paper Complaint Referrals

a. Total Number of Formal Referrals	31
b. Number of Juveniles Referred (Formal Only)	24
c. Total Number of Paper Complaints	0

Table 2: Supervision Workload

Table 2 includes Formal, Paper Formalized, Parole, Interim/Permanent Transfer and Interstate Compact Referrals

Item 1. Juveniles Supervised on Probation

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>	<u>Unsuccessful Terminations</u>
Cases	123	2	5	120	3
Juveniles	123	2	5	120	3

Item 2. Juveniles Supervised on Deferred Prosecution

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>	<u>Unsuccessful Terminations</u>
Cases	39	14	14	39	2
Juveniles	39	14	14	39	2

Item 3. Juveniles Supervised Prior to Disposition (Conditional Release and Temporary)

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>
Cases	63	12	24	51
Juveniles	63	11	23	51

Item 4. Parolees Supervised Under TJJD Contract

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>
Cases	0	0	0	0
Juveniles	0	0	0	0

McLennan County, Statistical Report

Start Date: 06/01/2020 End Date: 06/30/2020 Originating Jurisdiction: McLennan

Table 3: Referrals

Table 3 includes Formal and Paper Formalized Referrals

	Alleged Delinquent Behavior														Alleged C.I.N.S. Behavior										Total C.I.N.S.	Grand Total Delinq & C.I.N.S.								
	Felonies										Class A & B Misdemeanors				Status Only		Other than Status Only																	
	Homicide	Attempted Homicide	Sexual Assault	Robbery	Assaultive	Other Violent	Burglary	Theft	Other Property	Drug Offenses	Weapon Offenses	Other Felony	Total Felony	Weapon Offenses	Assaultive	Theft	Other Property	Drug Offenses	Other Misd.	Contempt Of Magistrate	Total Delinquent	Violation of Court Order	Tuancy	Runaway			Alt Edu Expulsion	Property (was Theft)	Disorderly Conduct	Drugs	Liquor Laws	Sex Offenses	Other C.I.N.S.	
No Prior Refs	0	0	0	0	1	0	0	0	0	1	0	1	3	0	2	0	0	0	0	0	5	0	0	3	0	0	0	0	0	0	0	0	3	8
Prior Refs	0	0	0	0	0	0	0	5	0	0	0	4	9	0	2	0	0	0	2	0	13	3	0	7	0	0	0	0	0	0	0	0	7	23
No Prior Adjud	0	0	0	0	1	0	0	3	0	1	0	1	6	0	4	0	0	0	1	0	11	0	0	7	0	0	0	0	0	0	0	0	7	18
Prior Adjud	0	0	0	0	0	0	0	2	0	0	0	4	6	0	0	0	0	0	1	0	7	3	0	3	0	0	0	0	0	0	0	3	13	
Police	0	0	0	0	1	0	0	5	0	1	0	5	12	0	4	0	0	0	2	0	18	3	0	10	0	0	0	0	0	0	0	10	31	
School	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
County Resident	0	0	0	0	1	0	0	5	0	1	0	5	12	0	4	0	0	0	2	0	18	3	0	10	0	0	0	0	0	0	0	10	31	
Out of County	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Out of State	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Out of USA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Regular School	0	0	0	0	1	0	0	5	0	1	0	1	8	0	4	0	0	0	2	0	14	3	0	5	0	0	0	0	0	0	0	5	22	
Home School	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alt Education	0	0	0	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	3	0
Drop Out	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G.E.D.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Graduated	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Susp/Expelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown	0	0	0	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	0	1	0	0	5	0	0	0	0	0	0	0	5	6	0
Pass and App Grade	0	0	0	0	1	0	0	2	0	1	0	4	8	0	4	0	0	0	1	0	13	1	0	8	0	0	0	0	0	0	0	8	22	0
Failing/Behind	0	0	0	0	0	0	0	3	0	0	0	1	4	0	0	0	0	0	1	0	5	2	0	1	0	0	0	0	0	0	0	1	8	0
Unknown	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1	0
10 Years Old	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11 Years Old	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	3	0	0	0	0	0	0	0	3	4	0
12 Years Old	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	1	1	0	1	0	0	0	0	0	0	0	1	3	0
13 Years Old	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	2	0
14 Years Old	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1	0	2	0	0	0	0	0	0	0	2	4	0
15 Years Old	0	0	0	0	0	0	0	3	0	0	0	1	4	0	1	0	0	0	1	0	6	0	0	1	0	0	0	0	0	0	0	1	7	0
16 Years Old	0	0	0	0	0	0	0	2	0	1	0	3	6	0	1	0	0	0	0	0	7	1	0	3	0	0	0	0	0	0	0	3	11	0
17+ Years Old	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
American Indian or Alaskan Native	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian or Pacific Islander	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Black	0	0	0	0	1	0	0	2	0	0	0	4	7	0	1	0	0	0	1	0	9	3	0	2	0	0	0	0	0	0	2	14	0	
White	0	0	0	0	0	0	0	3	0	1	0	1	5	0	3	0	0	0	1	0	9	0	0	8	0	0	0	0	0	0	0	8	17	0
Unknown	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	3	0	1	0	1	5	0	2	0	0	0	1	0	8	0	0	7	0	0	0	0	0	0	0	7	15	0
Non-Hispanic	0	0	0	0	1	0	0	2	0	0	0	4	7	0	2	0	0	0	1	0	10	3	0	3	0	0	0	0	0	0	0	3	16	0
Unknown	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Male	0	0	0	0	0	0	0	3	0	0	0	5	8	0	2	0	0	0	1	0	11	2	0	4	0	0	0	0	0	0	4	17	0	
Female	0	0	0	0	1	0	0	2	0	1	0	4	4	0	2	0	0	0	1	0	7	1	0	6	0	0	0	0	0	0	6	14	0	
Total Referrals	0	0	0	0	1	0	0	5	0	1	0	5	12	0	4	0	0	0	2	0	18	3	0	10	0	0	0	0	0	0	10	31	0	

**JUVENILE PROBATION DEPARTMENT
FINANCIAL REPORT TO THE JUVENILE BOARD
Jun-20**

June 1, 2020 - June 30, 2020

Receipts # 48159 - 48190

1 Attorney Fees:	\$	135.00
1 Court Fees:	\$	60.00
20 Deferred Prosecution Fees:	\$	465.00
1 DNA Test:		
1 Drug Test:		
19 Probation Fees:	\$	1,354.00
14 Restitution:	\$	<u>177.50</u>
TOTAL	\$	2,191.50

RESTITUTION

Balance on Hand as of May 31, 2020.....	\$34.50
Add: Receipts.....	\$ 177.50

Less: Disbursements:

<u>Check#</u>	<u>Date</u>	<u>PID#</u>	<u>Amount</u>
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TOTAL \$ -

Restitution to be paid as of June 30, 2020.....

**JUVENILE PROBATION DEPARTMENT
FINANCIAL REPORT TO THE JUVENILE BOARD**

PROBATION AND OTHER FEES

Balance on Hand as of May 31, 2020..... \$0.00

Add: Receipts..... \$ 2,014.00

Less: Deposit Warrants:

<u>Branch Deposits</u>		<u>Credit Card Deposits</u>	
<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
06/01/20	\$ 95.00	06/22/20	
06/02/20		06/23/20	\$ 180.00
06/03/20	\$ 54.00	06/24/20	\$ 100.00
06/04/20	\$ 35.00	06/25/20	\$ 100.00
06/05/20	\$ 100.00	06/26/20	\$ 205.00
06/08/20		06/29/20	\$ 45.00
06/09/20	\$ 450.00	06/30/20	\$ 30.00
06/10/20	\$ 5.00		
06/11/20	\$ 95.00		
06/12/20			
06/15/20			
06/16/20			
06/17/20	\$ 190.00		
06/18/20	\$ 90.00		
06/19/20	\$ 45.00		

Total Deposit Warrants..... \$ (1,819.00)

Balance on Hand as of May 31, 2020..... \$195.00

CERTIFICATION

I certify that the figures in this report are true and correct to the best of my belief and knowledge.

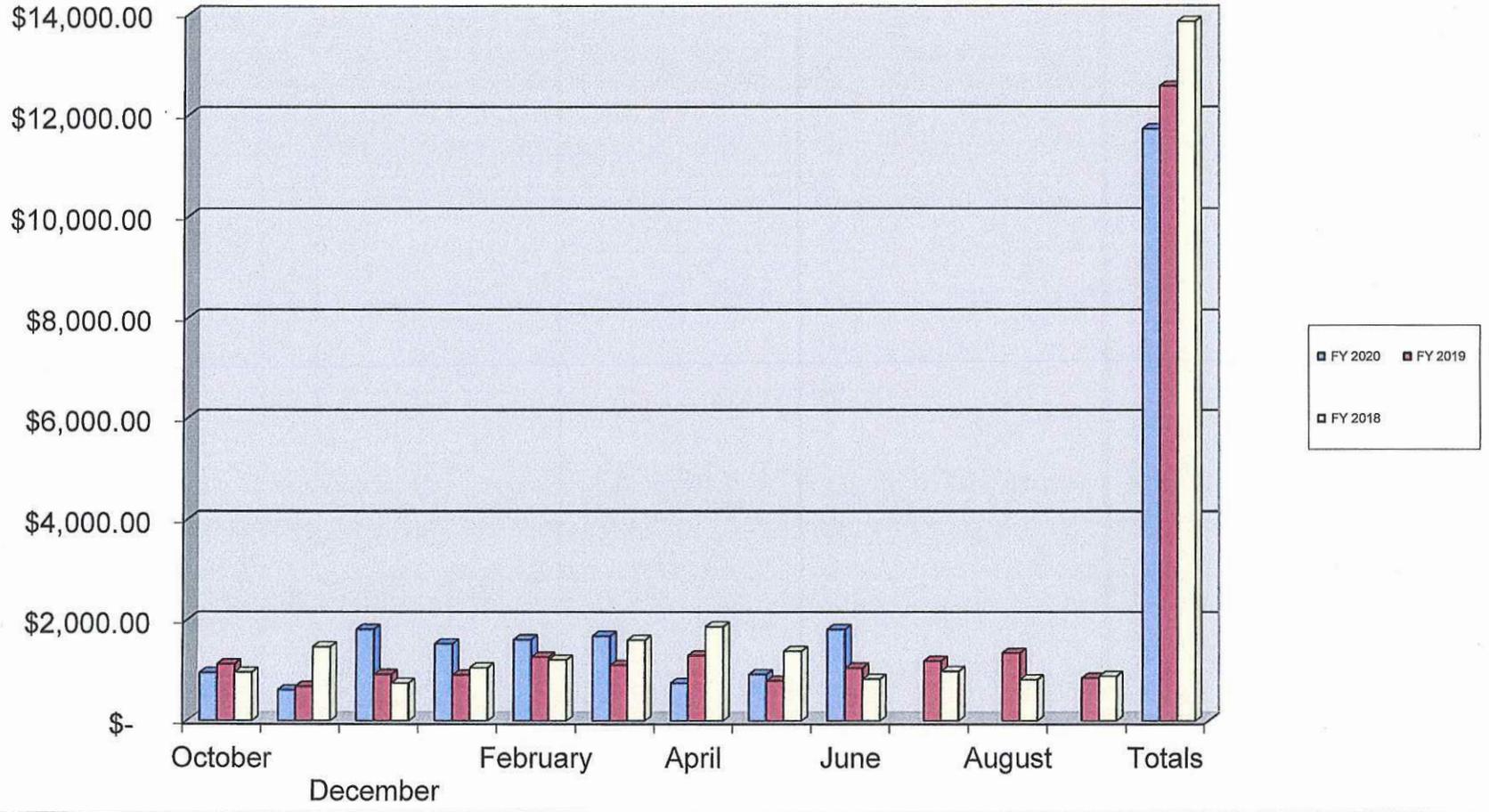

FerLandra Williams
Financial Coordinator

COMPARISON OF PROBATION FEE COLLECTIONS

Month	FY 2020	FY 2019	Difference	FY 2018	Difference	FY 2017
October	\$ 956.00	\$ 1,125.00	\$ (169.00)	\$ 966.00	\$ (59.00)	\$ 1,025.00
November	\$ 615.00	\$ 685.00	\$ (70.00)	\$ 1,472.15	\$ 455.15	\$ 1,017.00
December	\$ 1,820.00	\$ 926.00	\$ 894.00	\$ 750.00	\$ (184.00)	\$ 934.00
January	\$ 1,533.00	\$ 915.00	\$ 618.00	\$ 1,056.00	\$ (78.00)	\$ 1,134.00
February	\$ 1,616.00	\$ 1,270.00	\$ 346.00	\$ 1,210.00	\$ (1,361.00)	\$ 2,571.00
March	\$ 1,685.00	\$ 1,107.30	\$ 577.70	\$ 1,607.00	\$ (629.00)	\$ 2,236.00
April	\$ 751.00	\$ 1,298.00	\$ (547.00)	\$ 1,871.00	\$ (516.00)	\$ 1,355.00
May	\$ 925.00	\$ 798.00	\$ 127.00	\$ 1,385.00	\$ (138.00)	\$ 1,523.00
June	\$ 1,819.00	\$ 1,055.00	\$ 764.00	\$ 831.70	\$ (782.30)	\$ 1,614.00
July		\$ 1,188.00		\$ 985.00	\$ (225.00)	\$ 1,210.00
August		\$ 1,349.00		\$ 819.78	\$ (617.22)	\$ 1,437.00
September		\$ 853.00		\$ 888.00	\$ (614.00)	\$ 1,502.00
Totals	\$ 11,720.00	\$ 12,569.30	\$ 2,540.70	\$ 13,841.63	\$ (4,748.37)	\$ 17,558.00

	FY 2020	FY 2019
Collections, through current month	\$ 11,720.00	\$ 9,179.30
Average monthly collections through current month	\$ 1,302.22	\$ 1,019.92
Difference in monthly collections (\$)	\$ 787.00	
Difference in monthly collections (%)	77.16%	

Comparison of Probation Fee Collections



McLennan County, Detention Summary

From 07/01/2020 to 07/31/2020

Details

Facility: **Bill Logue Juvenile Justice Center** Facility ID: **1551001**

Detention Activity Statistics

	<u>Total</u>	<u>Dept</u>	<u>Contract</u>
Number in Detention at Beginning of Period	7	7	0
Number Placed in Detention During Period	17	17	0
Number Released from Detention During Period	18	18	0
Number in Detention at Ending of Period	6	6	0
Number Unique Juveniles Detained During Period	23	23	0
Total Detention Days	256 day(s)		
Minimum Daily Population	6		
Maximum Daily Population	10		
Number of Days at Maximum	2 day(s)		
Average Daily Population	7		

Breakout of Juveniles Placed In Detention

11 Male	0 American Indian or Alaskan Native	11 Non-Hispanic	8 Felonies
6 Female	0 Asian or Pacific Islander	6 Hispanic	5 Class A/Class B Misdemeanors
	8 Black	0 Unknown	0 Class C Misdemeanors
	9 White		4 Status
	0 Unknown		

Breakout of Juveniles Released From Detention

Longest Length of Stay	106 day(s)
Shortest Length of Stay	1 day(s)
Average Length of Stay	9 day(s)

Length of Stay by Offense Classification

	Shortest	Longest	Average
Felonies	2	106	16
Class A/Class B Misdemeanors	1	29	6
Class C Misdemeanors	0	0	0
Status	1	3	1

McLennan County, Statistical Report

Start Date: 07/01/2020 End Date: 07/31/2020 Originating Jurisdiction: McLennan

Table 1: Summary Information

Table 1 items a and b include Formal and Paper Formalized Referrals
Table 1 item c includes Paper Complaint Referrals

a. Total Number of Formal Referrals	24
b. Number of Juveniles Referred (Formal Only)	23
c. Total Number of Paper Complaints	0

Table 2: Supervision Workload

Table 2 includes Formal, Paper Formalized, Parole, Interim/Permanent Transfer and Interstate Compact Referrals

Item 1. Juveniles Supervised on Probation

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>	<u>Unsuccessful Terminations</u>
Cases	120	8	7	121	3
Juveniles	120	8	7	121	3

Item 2. Juveniles Supervised on Deferred Prosecution

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>	<u>Unsuccessful Terminations</u>
Cases	39	3	9	33	0
Juveniles	39	3	9	33	0

Item 3. Juveniles Supervised Prior to Disposition (Conditional Release and Temporary)

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>
Cases	51	11	13	49
Juveniles	51	11	13	49

Item 4. Parolees Supervised Under TJJD Contract

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>
Cases	0	0	0	0
Juveniles	0	0	0	0

McLennan County, Statistical Report

Start Date: 07/01/2020 End Date: 07/31/2020 Originating Jurisdiction: McLennan

Table 3: Referrals

Table 3 includes Formal and Paper Formalized Referrals

	Alleged Delinquent Behavior														Alleged C.I.N.S. Behavior										Total CINS	Grand Total Delinq & C.I.N.S.										
	Felonies											Class A & B Misdemeanors			Total Delinquent	Violation of Court Order	Status Only			Other than Status Only																
	Homicide	Attempted Homicide	Sexual Assault	Robbery	Assaultive	Other Violent	Burglary	Theft	Other Property	Drug Offenses	Weapon Offenses	Other Felony	Total Felony	Weapon Offenses			Assaultive	Theft	Other Property	Drug Offenses	Other Misd.	Contempt Of Magistrate	Truancy	Runaway			Alt Edu Expulsion	Property (was Theft)	Disorderly Conduct	Drugs	Liquor Laws	Sex Offenses	Other C.I.N.S.			
No Prior Refs	0	0	4	0	0	0	0	1	0	0	0	1	6	0	4	0	0	0	1	0	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11
Prior Refs	0	0	1	0	2	0	0	2	0	0	0	2	7	0	0	1	0	0	1	0	9	0	0	4	0	0	0	0	0	0	0	0	0	0	4	13
No Prior Adjud	0	0	4	0	1	0	0	2	0	0	0	2	9	0	4	1	0	0	2	0	16	0	0	4	0	0	0	0	0	0	0	0	0	0	4	20
Prior Adjud	0	0	1	0	1	0	0	1	0	0	0	1	4	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
Police	0	0	5	0	2	0	0	3	0	0	0	3	13	0	4	1	0	0	2	0	20	0	0	4	0	0	0	0	0	0	0	0	0	0	4	24
School	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
County Resident	0	0	5	0	2	0	0	3	0	0	0	3	13	0	4	1	0	0	2	0	20	0	0	4	0	0	0	0	0	0	0	0	0	0	4	24
Out of County	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Out of State	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Out of USA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Regular School	0	0	3	0	0	0	0	1	0	0	0	2	6	0	1	1	0	0	2	0	10	0	0	3	0	0	0	0	0	0	0	0	0	0	3	13
Home School	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alt Education	0	0	0	0	0	0	0	1	0	0	0	0	1	0	1	0	0	0	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0	0	1	3
Drop Out	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G.E.D.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Graduated	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Susp/Expelled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown	0	0	1	0	2	0	0	1	0	0	0	1	5	0	2	0	0	0	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
Pass and App Grade	0	0	4	0	0	0	0	2	0	0	0	1	7	0	1	1	0	0	2	0	11	0	0	4	0	0	0	0	0	0	0	0	0	0	4	15
Failing/Behind	0	0	1	0	0	0	0	0	0	0	0	1	2	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Unknown	0	0	0	0	2	0	0	1	0	0	0	1	4	0	3	0	0	0	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
10 Years Old	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
11 Years Old	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12 Years Old	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13 Years Old	0	0	1	0	0	0	0	0	0	0	0	0	1	0	2	0	0	0	0	3	0	0	1	0	0	0	0	0	0	0	0	0	0	1	4	
14 Years Old	0	0	1	0	0	0	0	1	0	0	0	0	2	0	1	0	0	0	1	0	4	0	0	1	0	0	0	0	0	0	0	0	0	1	5	
15 Years Old	0	0	0	0	1	0	0	1	0	0	0	2	4	0	0	0	0	0	1	0	5	0	0	1	0	0	0	0	0	0	0	0	0	1	6	
16 Years Old	0	0	2	0	1	0	0	1	0	0	0	1	5	0	0	0	0	0	0	5	0	0	1	0	0	0	0	0	0	0	0	0	0	1	6	
17+ Years Old	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
American Indian or Alaskan Native	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian or Pacific Islander	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Black	0	0	0	0	0	0	0	0	0	0	0	3	3	0	2	0	0	0	0	5	0	0	3	0	0	0	0	0	0	0	0	0	0	3	8	
White	0	0	5	0	2	0	0	3	0	0	0	10	10	0	2	1	0	0	2	15	0	0	1	0	0	0	0	0	0	0	0	0	1	16		
Unknown	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Hispanic	0	0	2	0	1	0	0	3	0	0	0	0	6	0	0	1	0	0	1	8	0	0	1	0	0	0	0	0	0	0	0	0	1	9		
Non-Hispanic	0	0	3	0	1	0	0	0	0	0	0	3	7	0	4	0	0	1	0	12	0	0	3	0	0	0	0	0	0	0	0	3	15			
Unknown	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Male	0	0	4	0	1	0	0	3	0	0	0	3	11	0	1	1	0	0	2	15	0	0	2	0	0	0	0	0	0	0	0	2	17			
Female	0	0	1	0	1	0	0	0	0	0	0	2	2	0	3	0	0	0	0	5	0	0	2	0	0	0	0	0	0	0	0	2	7			
Total Referrals	0	0	5	0	2	0	0	3	0	0	0	3	13	0	4	1	0	0	2	20	0	0	4	0	0	0	0	0	0	0	4	24				

**JUVENILE PROBATION DEPARTMENT
FINANCIAL REPORT TO THE JUVENILE BOARD**

Jul-20

July 1, 2020 - July 31, 2020

Receipts # 48191 - 48214

1 Attorney Fees:	\$	10.00
1 Court Fees:		
20 Deferred Prosecution Fees:	\$	365.00
1 DNA Test:		
1 Drug Test:		
19 Probation Fees:	\$	520.00
14 Restitution:	\$	140.00
TOTAL	\$	1,035.00

RESTITUTION

Balance on Hand as of June 30, 2020.....	\$177.50
Add: Receipts.....	\$ 140.00

Less: Disbursements:

<u>Check#</u>	<u>Date</u>	<u>PID#</u>	<u>Amount</u>
2265	07/14/20	overpayment	overpayment
2266	07/29/20	replacement	replacement check

TOTAL \$ -

Restitution to be paid as of July 31, 2020.....

**JUVENILE PROBATION DEPARTMENT
FINANCIAL REPORT TO THE JUVENILE BOARD**

PROBATION AND OTHER FEES

Balance on Hand as of June 30, 2020..... \$0.00

Add: Receipts..... \$ 895.00

Less: Deposit Warrants:

<u>Branch Deposits</u>		<u>Credit Card Deposits</u>	
<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
07/01/20		07/22/20	
07/02/20	\$ 35.00	07/23/20	\$ 20.00
07/03/20		07/24/20	\$ 5.00
07/06/20	\$ 65.00	07/27/20	
07/07/20	\$ 50.00	07/28/20	
07/08/20	\$ 35.00	07/29/20	\$ 120.00
07/09/20		07/30/20	\$ 90.00
07/10/20		07/31/20	\$ 40.00
07/13/20			
07/14/20	\$ 140.00		
07/15/20			
07/16/20			
07/17/20			
07/20/20	\$ 255.00		
07/21/20	\$ 30.00		

Total Deposit Warrants..... \$ (885.00)

Balance on Hand as of June 30, 2020..... \$10.00

CERTIFICATION

I certify that the figures in this report are true and correct to the best of my belief and knowledge.



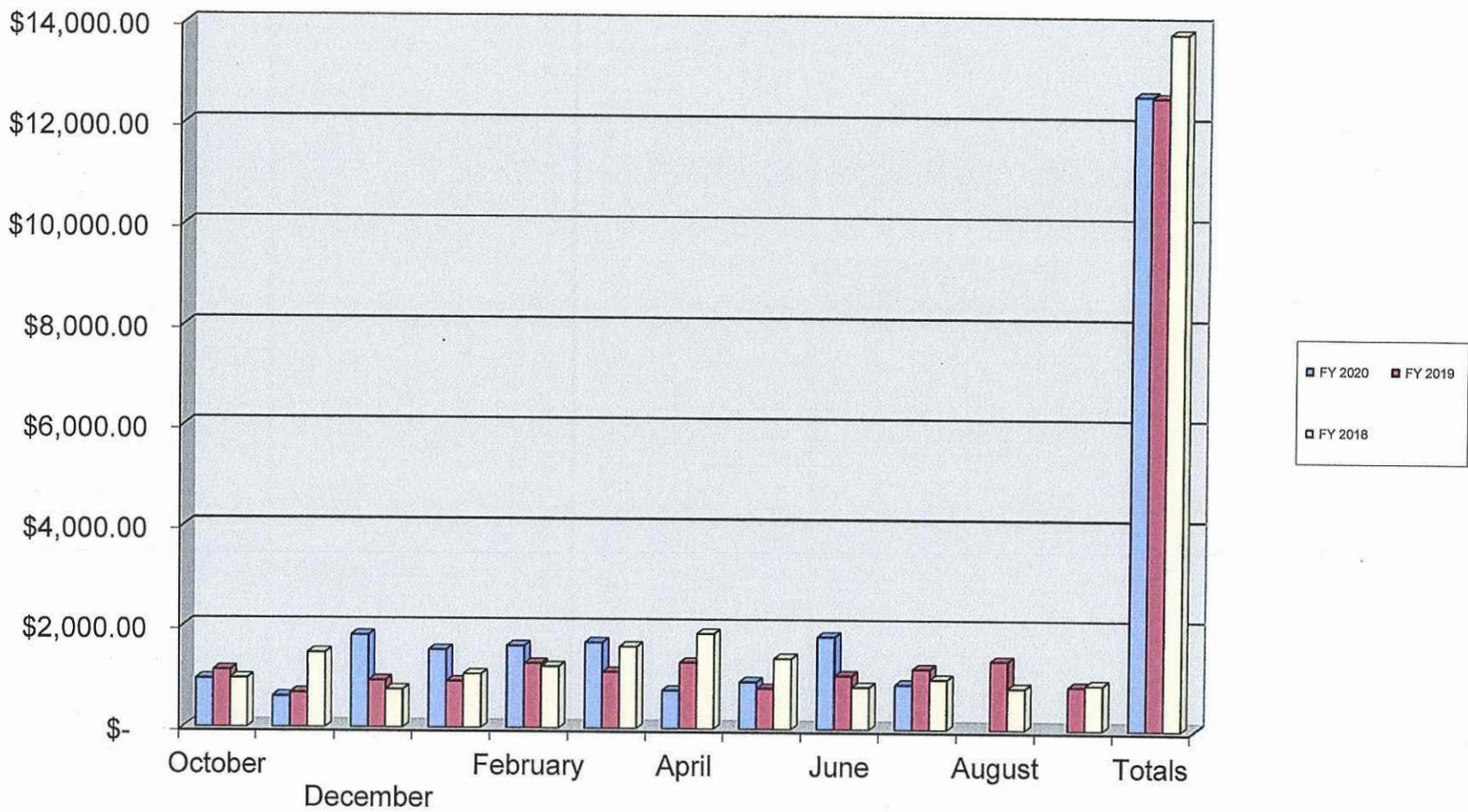
**FerLandra Williams
Financial Coordinator**

COMPARISON OF PROBATION FEE COLLECTIONS

Month	FY 2020	FY 2019	Difference	FY 2018	Difference	FY 2017
October	\$ 956.00	\$ 1,125.00	\$ (169.00)	\$ 966.00	\$ (59.00)	\$ 1,025.00
November	\$ 615.00	\$ 685.00	\$ (70.00)	\$ 1,472.15	\$ 455.15	\$ 1,017.00
December	\$ 1,820.00	\$ 926.00	\$ 894.00	\$ 750.00	\$ (184.00)	\$ 934.00
January	\$ 1,533.00	\$ 915.00	\$ 618.00	\$ 1,056.00	\$ (78.00)	\$ 1,134.00
February	\$ 1,616.00	\$ 1,270.00	\$ 346.00	\$ 1,210.00	\$ (1,361.00)	\$ 2,571.00
March	\$ 1,685.00	\$ 1,107.30	\$ 577.70	\$ 1,607.00	\$ (629.00)	\$ 2,236.00
April	\$ 751.00	\$ 1,298.00	\$ (547.00)	\$ 1,871.00	\$ (516.00)	\$ 1,355.00
May	\$ 925.00	\$ 798.00	\$ 127.00	\$ 1,385.00	\$ (138.00)	\$ 1,523.00
June	\$ 1,819.00	\$ 1,055.00	\$ 764.00	\$ 831.70	\$ (782.30)	\$ 1,614.00
July	\$ 885.00	\$ 1,188.00		\$ 985.00	\$ (225.00)	\$ 1,210.00
August		\$ 1,349.00		\$ 819.78	\$ (617.22)	\$ 1,437.00
September		\$ 853.00		\$ 888.00	\$ (614.00)	\$ 1,502.00
Totals	\$ 12,605.00	\$ 12,569.30	\$ 2,540.70	\$ 13,841.63	\$ (4,748.37)	\$ 17,558.00

	FY 2020	FY 2019
Collections, through current month	\$ 12,605.00	\$ 10,367.30
Average monthly collections through current month	\$ 1,260.50	\$ 1,036.73
Difference in monthly collections (\$)	\$ 787.00	
Difference in monthly collections (%)	75.91%	

Comparison of Probation Fee Collections



McLennan County, Detention Summary

From 08/01/2020 to 08/31/2020

Details

Facility: **Bill Logue Juvenile Justice Center** Facility ID: **1551001**

Detention Activity Statistics

	<u>Total</u>	<u>Dept</u>	<u>Contract</u>
Number in Detention at Beginning of Period	6	6	0
Number Placed in Detention During Period	15	15	0
Number Released from Detention During Period	17	17	0
Number in Detention at Ending of Period	4	4	0
Number Unique Juveniles Detained During Period	20	20	0
Total Detention Days	227 day(s)		
Minimum Daily Population	4		
Maximum Daily Population	9		
Number of Days at Maximum	4 day(s)		
Average Daily Population	6		

Breakout of Juveniles Placed In Detention

8 Male	0 American Indian or Alaskan Native	8 Non-Hispanic	2 Felonies
7 Female	0 Asian or Pacific Islander	7 Hispanic	13 Class A/Class B Misdemeanors
	4 Black	0 Unknown	0 Class C Misdemeanors
	11 White		0 Status
	0 Unknown		

Breakout of Juveniles Released From Detention

Longest Length of Stay	168 day(s)
Shortest Length of Stay	1 day(s)
Average Length of Stay	28 day(s)

Length of Stay by Offense Classification

	<u>Shortest</u>	<u>Longest</u>	<u>Average</u>
Felonies	3	36	19
Class A/Class B Misdemeanors	1	168	29
Class C Misdemeanors	0	0	0
Status	0	0	0

McLennan County, Statistical Report

Start Date: 08/01/2020 End Date: 08/31/2020 Originating Jurisdiction: McLennan

Table 1: Summary Information

Table 1 items a and b include Formal and Paper Formalized Referrals
Table 1 item c includes Paper Complaint Referrals

a. Total Number of Formal Referrals	20
b. Number of Juveniles Referred (Formal Only)	19
c. Total Number of Paper Complaints	1

Table 2: Supervision Workload

Table 2 includes Formal, Paper Formalized, Parole, Interim/Permanent Transfer and Interstate Compact Referrals

Item 1. Juveniles Supervised on Probation

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>	<u>Unsuccessful Terminations</u>
Cases	121	6	3	124	1
Juveniles	121	6	3	124	1

Item 2. Juveniles Supervised on Deferred Prosecution

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>	<u>Unsuccessful Terminations</u>
Cases	33	2	6	29	1
Juveniles	33	2	6	29	1

Item 3. Juveniles Supervised Prior to Disposition (Conditional Release and Temporary)

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>
Cases	49	7	12	44
Juveniles	49	7	12	44

Item 4. Parolees Supervised Under TJJD Contract

	<u>Beginning Of Period</u>	<u>Added To Supv During Period</u>	<u>Left Supv During Period</u>	<u>End Of Period</u>
Cases	0	0	0	0
Juveniles	0	0	0	0

McLennan County, Statistical Report

Start Date: 08/01/2020 End Date: 08/31/2020 Originating Jurisdiction: McLennan

Table 4: Detention and Residential Placement

Table 4 Detention includes Formal and Paper Formalized Referrals and is based on the Detention Released Date
Table 4 Residential Placement includes Formal, Paper Formalized and Interim/Permanent Transfer Referrals and is based on the Placement Begin Date

	Alleged Delinquent Behavior														Total Delinquent	Violation of Court Order	Alleged C.I.N.S. Behavior										Total CINS	Grand Total Delinq & C.I.N.S.					
	Felonies										Class A & B Misdemeanors						Status Only		Other than Status Only														
	Homicide	Attempted Homicide	Sexual Assault	Robbery	Assaultive	Other Violent	Burglary	Theft	Other Property	Drug Offenses	Weapon Offenses	Other Felony	Total Felony	Weapon Offenses			Assaultive	Theft	Other Property	Drug Offenses	Other Misd.	Contempt Of Magistrate	Truancy	Runaway	Alt Edu Expulsion	Property (was Theft)			Disorderly Conduct	Drugs	Liquor Laws	Sex Offenses	Other C.I.N.S.
Dangerous to Self/Others	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Inadequate Supervision	0	0	0	0	3	0	0	0	0	0	0	3	0	0	0	1	0	1	0	0	14	3	0	0	0	0	0	0	0	0	0		
Likely to Abscond	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Previously found Delinquent	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
No Parent Guardian	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Alleged Delinquent Conduct	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Pending Transport to TJJJ (formerly TYC)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Pending Transport to Placement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Court Order	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Exclude Weekends																																	
<= 24 Hours	0	0	0	0	1	0	0	0	0	0	0	1	0	8	0	0	0	0	0	0	9	1	0	0	0	0	0	0	0	0	0		
> 24 hours and <= 10 days	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0		
> 10 days	0	0	0	0	2	0	0	0	0	0	0	2	0	0	0	0	0	0	1	0	3	2	0	0	0	0	0	0	0	0	0		
Include Weekends																																	
<= 24 Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	4	1	0	0	0	0	0	0	0	0	0		
> 24 hours and <= 10 days	0	0	0	0	1	0	0	0	0	0	0	1	0	5	0	1	0	0	0	0	7	0	0	0	0	0	0	0	0	0	0		
> 10 days	0	0	0	0	2	0	0	0	0	0	0	2	0	0	0	0	0	0	1	0	3	2	0	0	0	0	0	0	0	0	0		
Residential Placement Cases*																																	
Emergency Shelter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Non-Secure	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0		
Secure Correctional	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0		
Non-Judicial	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		

*Non-Secure and Secure Correction Placement offenses are based on primary disposition offenses (DOI); Emergency Shelter and Non-Judicial Placement offenses are based on primary intake offenses (IOI).

**JUVENILE PROBATION DEPARTMENT
FINANCIAL REPORT TO THE JUVENILE BOARD**

Aug-20

August 1, 2020 - August 31, 2020

Receipts # 48215 - 48240

1 Attorney Fees:	\$	310.00
1 Court Fees:	\$	55.00
20 Deferred Prosecution Fees:	\$	240.00
1 DNA Test:		
1 Drug Test:		
19 Probation Fees:	\$	703.00
14 Restitution:	\$	195.00
TOTAL	\$	1,503.00

RESTITUTION

Balance on Hand as of July 30, 2020.....	\$140.00
Add: Receipts.....	\$ 195.00

Less: Disbursements:

<u>Check#</u>	<u>Date</u>	<u>PID#</u>	<u>Amount</u>
---------------	-------------	-------------	---------------

TOTAL \$ -

Restitution to be paid as of August 31, 2020.....

**JUVENILE PROBATION DEPARTMENT
FINANCIAL REPORT TO THE JUVENILE BOARD**

PROBATION AND OTHER FEES

Balance on Hand as of July 31, 2020..... \$0.00

Add: Receipts..... \$ 1,308.00

Less: Deposit Warrants:

<u>Branch Deposits</u>		<u>Credit Card Deposits</u>	
<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
08/03/20	\$ 15.00	08/24/20	\$ 40.00
08/04/20	\$ 128.00	08/25/20	
08/05/20	\$ 60.00	08/26/20	\$ 90.00
08/06/20		08/27/20	\$ 60.00
08/07/20	\$ 130.00	08/28/20	
08/10/20		08/31/20	
08/11/20	\$ 35.00		
08/12/20	\$ 65.00		
08/13/20	\$ 130.00		
08/14/20	\$ 85.00		
08/17/20			
08/18/20	\$ 75.00		
08/19/20	\$ 30.00		
08/20/20			
08/21/20			

Total Deposit Warrants..... \$ (943.00)

Balance on Hand as of July 31, 2020..... \$365.00

CERTIFICATION

I certify that the figures in this report are true and correct to the best of my belief and knowledge.

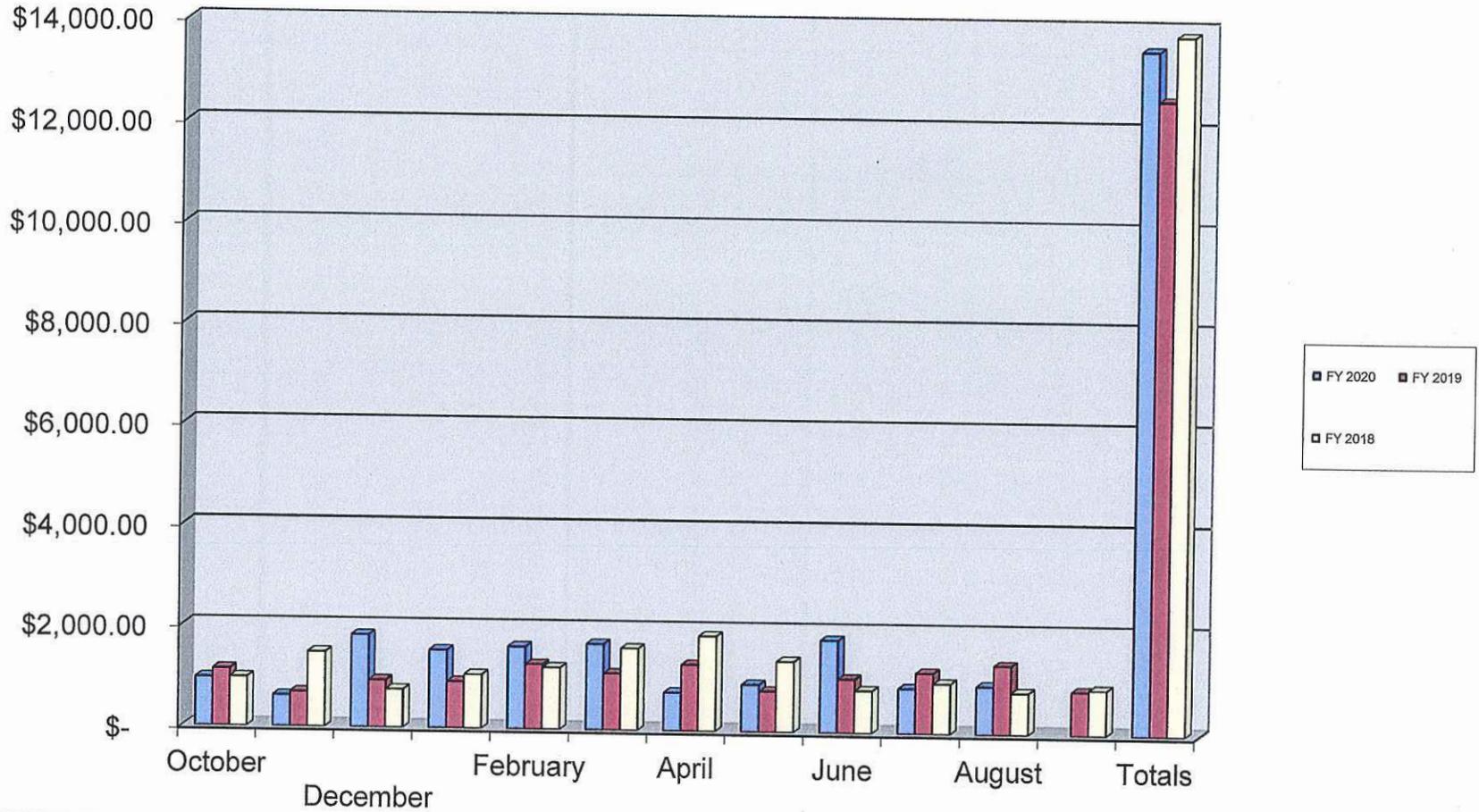

FerLandra Williams
 FerLandra Williams
 Financial Coordinator

COMPARISON OF PROBATION FEE COLLECTIONS

Month	FY 2020	FY 2019	Difference	FY 2018	Difference	FY 2017
October	\$ 956.00	\$ 1,125.00	\$ (169.00)	\$ 966.00	\$ (59.00)	\$ 1,025.00
November	\$ 615.00	\$ 685.00	\$ (70.00)	\$ 1,472.15	\$ 455.15	\$ 1,017.00
December	\$ 1,820.00	\$ 926.00	\$ 894.00	\$ 750.00	\$ (184.00)	\$ 934.00
January	\$ 1,533.00	\$ 915.00	\$ 618.00	\$ 1,056.00	\$ (78.00)	\$ 1,134.00
February	\$ 1,616.00	\$ 1,270.00	\$ 346.00	\$ 1,210.00	\$ (1,361.00)	\$ 2,571.00
March	\$ 1,685.00	\$ 1,107.30	\$ 577.70	\$ 1,607.00	\$ (629.00)	\$ 2,236.00
April	\$ 751.00	\$ 1,298.00	\$ (547.00)	\$ 1,871.00	\$ (516.00)	\$ 1,355.00
May	\$ 925.00	\$ 798.00	\$ 127.00	\$ 1,385.00	\$ (138.00)	\$ 1,523.00
June	\$ 1,819.00	\$ 1,055.00	\$ 764.00	\$ 831.70	\$ (782.30)	\$ 1,614.00
July	\$ 885.00	\$ 1,188.00	\$ (303.00)	\$ 985.00	\$ (225.00)	\$ 1,210.00
August	\$ 943.00	\$ 1,349.00	\$ (406.00)	\$ 819.78	\$ (617.22)	\$ 1,437.00
September		\$ 853.00		\$ 888.00	\$ (614.00)	\$ 1,502.00
Totals	\$ 13,548.00	\$ 12,569.30	\$ 1,831.70	\$ 13,841.63	\$ (4,748.37)	\$ 17,558.00

	FY 2020	FY 2019
Collections, through current month	\$ 13,548.00	\$ 11,716.30
Average monthly collections through current month	\$ 1,231.64	\$ 1,065.12
Difference in monthly collections (\$)	\$ 787.00	
Difference in monthly collections (%)	73.89%	

Comparison of Probation Fee Collections





September 29, 2020

To: Honorable Judge Scott M. Felton
501 Washington Ave.
Room 214
Waco, TX 76701

Re: Engineering Department Quarterly Report (3rd Qtr. 2020)

Dear Judge Felton,

The following quarterly report for the period beginning June 22, 2020 through September 18, 2020 is hereby submitted for review and approval by the Commissioners Court.

Sincerely,

A handwritten signature in cursive script, reading "Zane W. Dunnam".

Zane W. Dunnam, P.E., R.P.L.S.
County Engineer, Director of Engineering

Engineering Departmental Report

Engineering Sales Report:

June 22, 2020 thru Sept. 18, 2020

	Number	Amount
Culvert Sales	65	\$34,725.16
Signs	4	\$44.35
Floodplain Determinations	143	\$1,430.00
Floodplain Violation Issued	1	-
Subdivision Reviews:		
County	7	\$960.00
ETJ	0	-
Variances	0	-
Hills Over the Bosque Road Liens	27	
HOTB Assessment Liens Released		\$0.00
Previous Liens Released	16	
Remaining HOTB Liens @ \$2,140 ea. (Unpaid)	11	
Map/Copy Sales	312	\$616.61
Data CD's	1	\$23.10
Property Tax Copies	0	\$0.00
Construction Notices (A&B)	67	-
Violation Notices Issued	73	-
Road & Bridge	0	\$0.00
Total Receipts		\$37,799.22

Engineering Meetings Report:

City of Waco	0
Waco M.P.O.	3
Misc. Developers	0
Meeting with R&B Crew	0
Space Work Group	3
Engineering Consultants	17
Non-Engineering Consultants	4
NRCS - Dam Repair/Maintenance	4
McLennan Co. 9-1-1 Emergency Assistance District	0
Public Health District OSSF	0
Misc.	29
Total Meetings	60

Engineering Departmental Report Con't.

Road Projects

- 1 Speegleville Rd. - Knife River constructing \$11.4M roadway improvements; estimated to complete summer 2021
Bridge over Hog Creek constructed; Began hot mix asphalt over lime treated subgrade, drainage improvements
- 2 Surrey Ridge Rd. - \$3M project; Knife River completed punch list; accepted by Commissioners Court 7/17/2020
- 3 Ritchie Rd. - \$5.6M project cost shared with Hewitt & Waco constructed by Big Creek; punch list completed
Final Change Order (No. 4) executed 9/15/2020. Project within budget; anticipated to be accepted in next quarter.
- 4 Chapel Rd. - Continue final design efforts by Walker Partners; Cost share with Waco for waterline; Est. \$8.8M

Bridges

- 1 Flat Creek Bridge (Pct 1) - Walker Partners studying bridge and floodplain; Waco waiting on LOMR of same area
- 2 N Crooked Creek Road Bridge (Pct 4) - Bridge closed; CP&Y working on final design plans, Waco waterline issue
- 3 Tonk Road Bridge (Pct 4) - CP&Y working on final design plans
- 4 Cobbs Road Bridge (Pct 4) - Bridge to be replaced; design plans in-house
- 5 Willow Branch Road Bridge (Pct 4) - Bridge to be replaced; design plans in-house
- 6 Panther Branch LWC/Bridge (Pct 4) - LWC to be replaced, new bridge; Walker Partners initiated land survey

Drainage/Flooding

- 1 Rattler Hill LWC (Pct 4) - LAN Engineering completed plans; will advertise for construction bids next quarter
- 2 Cow Bayou Watershed Site #10 - Beavers Contracting nearing completion of SCS dam repair
- 3 Cow Bayou Watershed Site #25 & #26 - Both SCS dams were cleaned by Moir Watershed Services, LLC
- 4 Cow Bayou Watershed Site #3 - SCS Dam (Owner Jerry Mangum) cleaned by Moir Watershed Services, LLC
- 5 Cow Bayou Watershed Site #8 - SCS Dam (Owner Ben Bartlett) cleaned by HCS, Inc.

Traffic Regulations

- 1 Borman Lane eliminated and Caudill Drive changed to Magnolia Drive - Pct 3

Regulatory

- 1 Brazos Watermaster Program
- 2 Middle Brazos River & Lower Brazos River Study Data (Depth & Elevation for Zone-A) received from FEMA
- 3 OSSF Meetings with Public Health District
- 4 Review platting requests from developers and general public
- 5 Waco Metropolitan Planning Organization (Technical Review Committee)
- 6 Waco Metropolitan Planning Organization (Process Review Work Group)
- 7 Water Use Permit 3936 - Right to Brazos water in Pct 1
- 8 Efforts to remove Floodplain Violation for Mendoza to initiated September 2020

Engineering Departmental Report Con't.

Misc.

- 1 Corresponded with various utility companies regarding utility damage claims and/or relocation issues
- 2 Received TxDOT off system bridge Inspections
- 3 Coordinate release of liens on real property in Hills Over the Bosque subdivision in Precinct 4
- 4 Punch Surrey Ridge Road construction; Review Pay Applications
- 5 Monitor Ritchie Ridge Road construction; Review Pay Applications
- 6 Review engineering design plans and provide input to Walker Partners regarding Chapel Road
- 7 Attend progress meetings for Speegleville Road construction contract with Knife River; \$11.4M; 350 days
- 8 Review various geotechnical reports
- 9 Review plats, drainage issues, land development meetings
- 10 Attend construction progress meetings for Ritchie Road improvement project
County portion of \$5,687,195.66 contract is \$636,794.28 + 10% contingency; 480 working days ~ Oct 2020
Big Creek began construction January 28, 2019; substantial completion June 2020
- 11 Review various roads for acceptance into County Road System
- 12 Review various pipeline plans to be installed across the county
- 13 Review various wind and solar farms to be installed across the county
- 14 Interlocal Agreement with Waco to chip seal Old Steinbeck Bend Road in Precinct 3 initiated
- 15 Update County maps and road system log, as well as MCAD maps as new information becomes available
- 16 Coordination of Aerial Photography multi-agency efforts on 2020 flight to update aerial photos (due to rapid growth)
- 17 Determine status of various roads within county (eg. Private vs. County vs. City)
- 18 Coordination with City of Waco on Plat Reviews
- 19 Maintain TxDOT County Road Inventory
- 20 Maintain engineering website
- 21 Ongoing legal efforts regarding impacts of HB 3167 (time to respond to plats) Need to update Subdivision Regs.
- 22 Updated "Notice of Construction" Order - Inspections now have to pass
- 23 Review and assist with Elm Street streetscape issues
- 24 Assisted with cell tower locations in Pct 3 & 4
- 25 Provide data to US Census Bureau regarding County Boundary and Speegleville Road Construction Payments
- 26 Respond to Open Records Request for City of Golinda documents
- 27 Completed slurry seal in Rancho Lorena Subdivision roads (Pct 4) utilizing City of Woodway contract
- 28 Inspected roads and drainage in Doc's Run Subdivision Phase 2 with City of Waco (Pct 3)
- 29 Reviewed City of Waco plans for 16-inch wastewater force main along Ritchie Road
- 30 Inspected Tradinghouse Lake Park Improvements

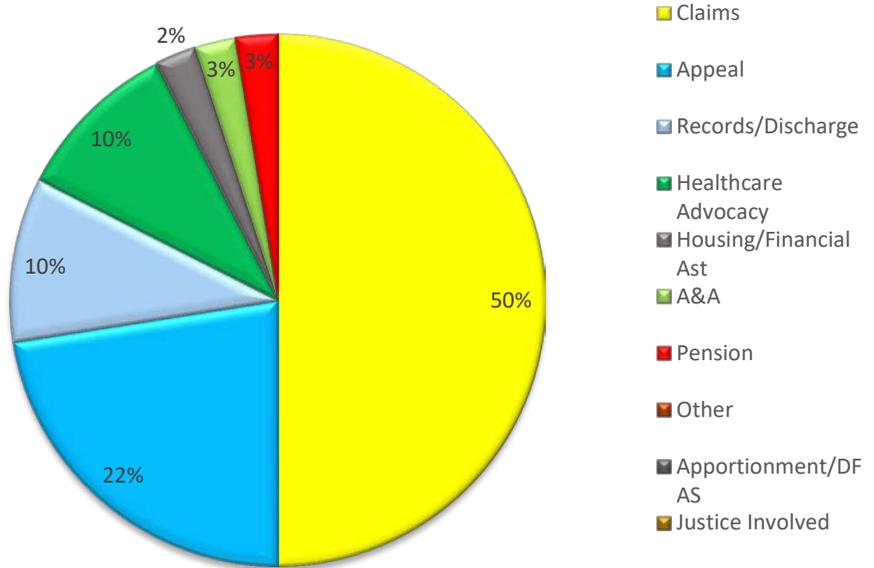
Director Items

- 1 Participated in Space Workgroup meetings
- 2 Coordination with Walker Partners on future LOMR to areas within City of Waco, Robinson, Hewitt, and County
- 3 Participation in MPO Process Review Work Group
- 4 Obtained FEMA floodplain continuing education hours
- 5 Obtained COVID-19 glass wall for staff
- 6 Initiated COVID-19 Temperature Screening of staff

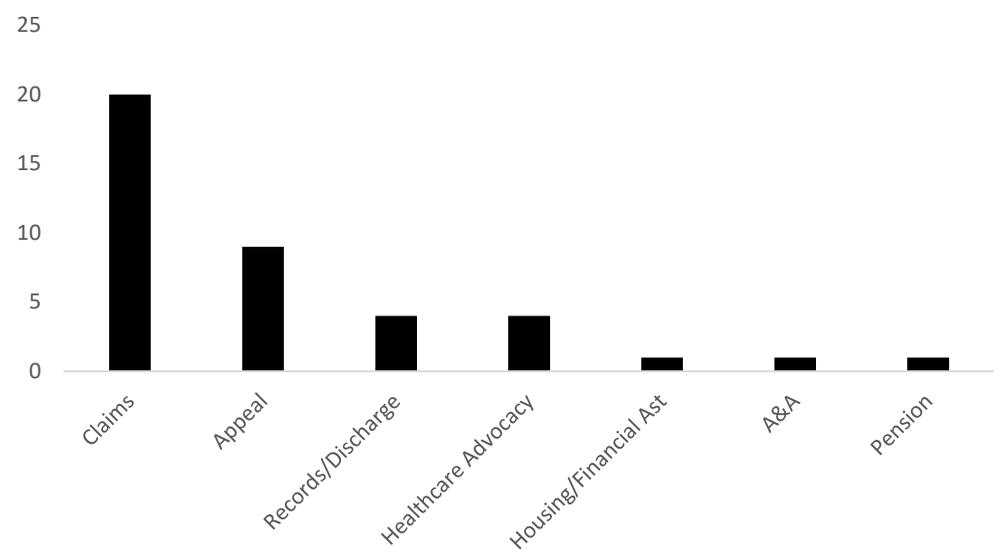
McLennan County Veteran Service Office April, May, and June 2020 Report

April Totals	
Claims	20
Appeal	9
Records/Discharge	4
Healthcare Advocacy	4
Housing/Financial Ast	1
A&A	1
Pension	1
Other	0
Apportionment/DFAS	0
Justice Involved	0
Total	40
Out of County	4

April Services Breakdown

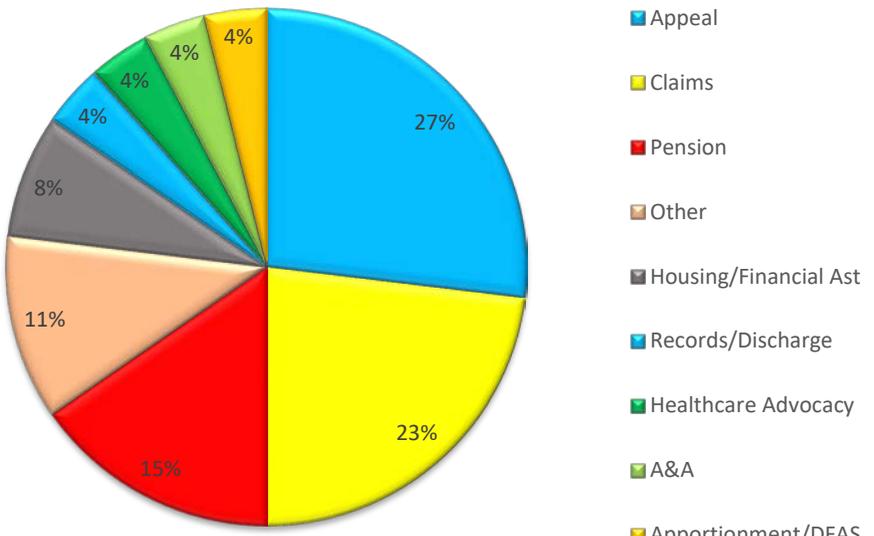


April Veteran Services

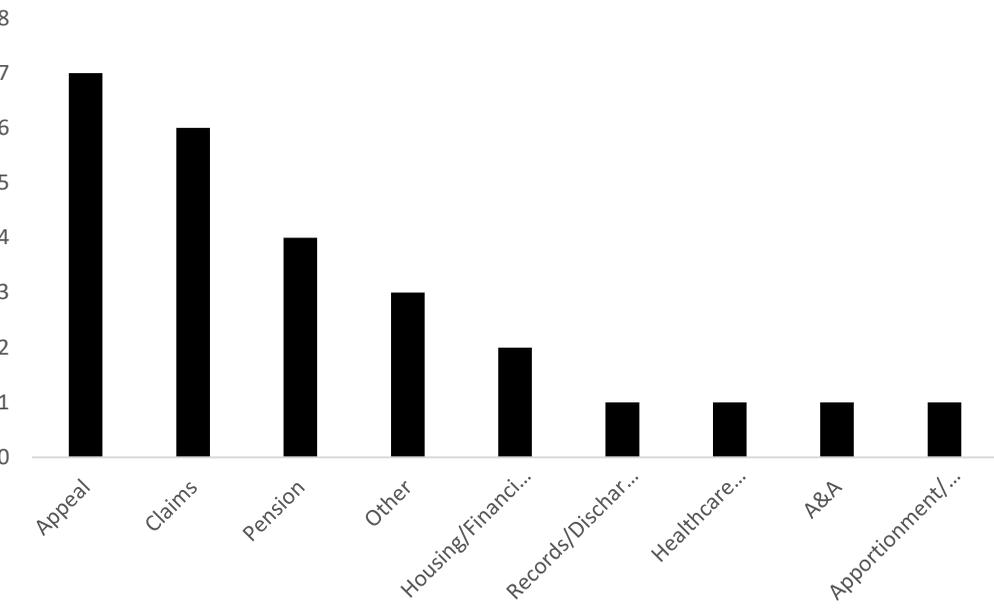


May Totals	
Appeal	7
Claims	6
Pension	4
Other	3
Housing/Financial Ast	2
Records/Discharge	1
Healthcare Advocacy	1
A&A	1
Apportionment/DFAS	1
Justice Involved	0
Total	26
Out of County	1

May Services Breakdown

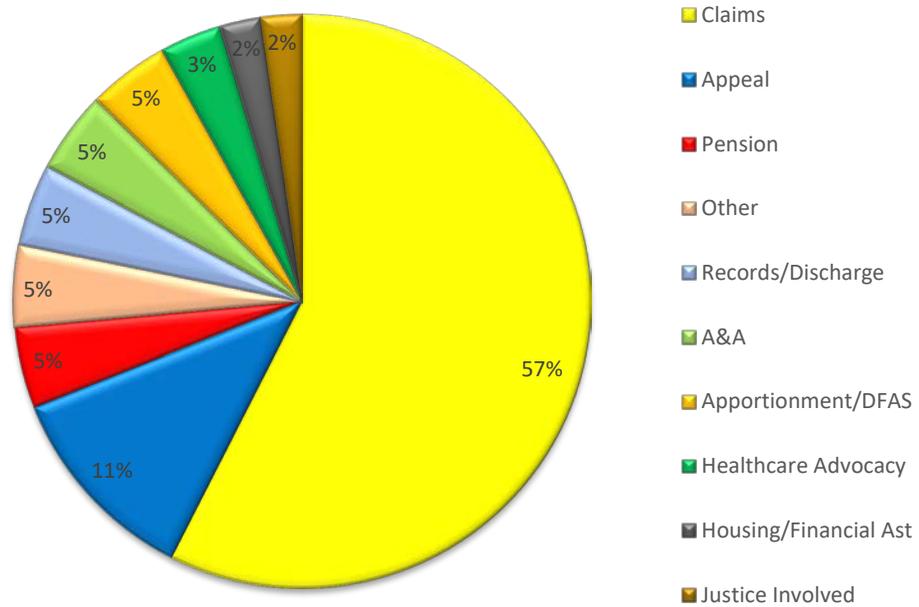


May Veteran Services

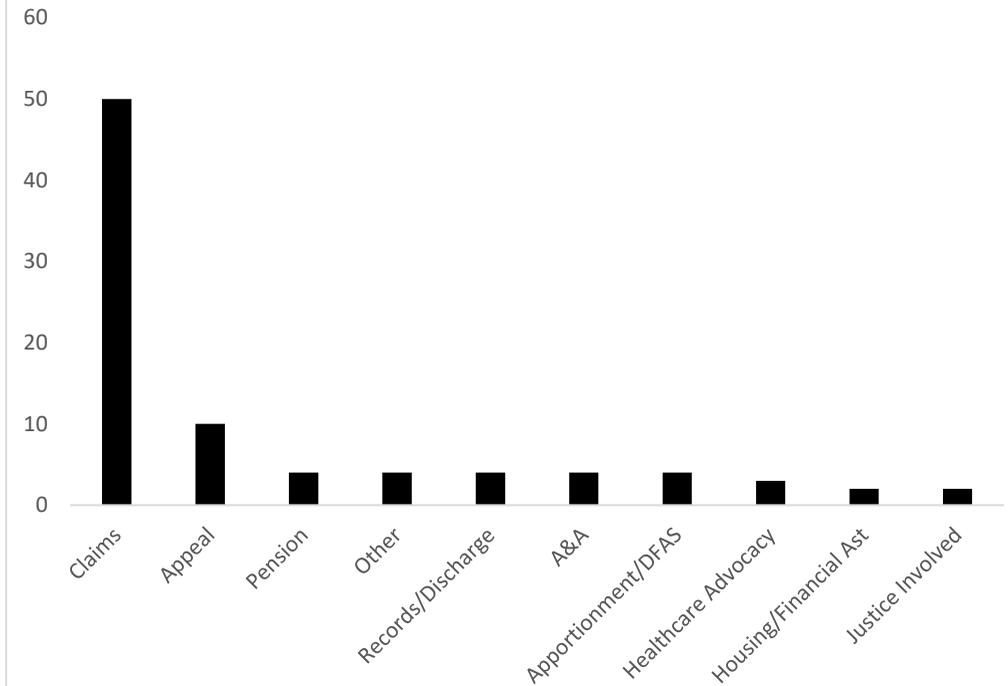


JuneTotals	
Claims	50
Appeal	10
Pension	4
Other	4
Records/Discharge	4
A&A	4
Apportionment/DFAS	4
Healthcare Advocacy	3
Housing/Financial Ast	2
Justice Involved	2
Total	87
Out of County	5

June Services Breakdown



June Veteran Services



Purchasing Quarterly Report

	07/1/20 - 09/30/20
During the Past Months	
Purchase Orders Processed (approximate):	2015
Bids, RFQs & RFPs awarded or rejected :	RFP 20-016 McLennan County Insurance RFP 20-017 Cow Bayou Watershed Flood Control Structure #3 RFP 20-018 Cow Bayou Watershed Flood Control Structure #8 RFP 20-020 Asbestos Abatement and Demolition in Old Downtown Jail Note: experienced technical difficulties on RFP 20-020 Rescind Reward Bid 20-021 Construction of the 2019 CDBG Elm Mott Water Improvements Bid 20-022 Hot Mix & Hot Mix-Cold Laid Asphaltic Concrete, High Performance Cold Mix & Asphaltic Oil Sand Reconsidered award for RFP 20-020 Asbestos Abatement and Demolition in Old Downtown Jail to next best response
Bids, RFQs & RFPs released:	Bid 20-023 Rattler Hill Road - Creek Crossing Improvements
Bids, RFQs & RFPs Extended or updated:	Bid 18-023 Transportation of Deceased for Chemical Analysis with Waco Mortuary Bid 19-026 Bid for Inmate Clothing with Bob Barker RFP 19-025 McLennan County Pauper Burial/Cremation with Lake Shore Funeral Home Bid 17-015 Inmate Personal Items with ICS Jail Supplies
Insurance	Attended meetings to evaluate Insurance Proposals
Contracts worked on:	Renewal of Agreement for Dental Services with Dentrust Dental Texas Renewal of Agreement for Monitoring Services for RB 1with L & M Electronics Worked on lease agreement for new Mailing Machine for JP 2 Worked on Contract for Asbestos Abatement and Demolition in Old Downtown Jail
Maintenance Agreements Reviewed	
Projects:	Attended Venue Project Updates and Reviewed the Pay Aps Reviewed Pay Aps fro Mundo & Associates Reviewed substantial completion of IV-D Reviewed Pay aps for Tradinghouse Project Reviewed Pay Aps for ADA Renovations at Juvenile Attended Meetings on Tradinghouse Lake Project Reviewed Pay Aps for ADA at Extraco Events Center Attended Meetings with the Space Study Group Attended Meetings with CP & Y on progress of projects Participated with group on presentation of findings of the Space Study Group Sat in on P3 conference calls - P3 is looking at going out for Bid on future needs soon Working Tower Project with Others - have had to work through a number of issues Having Daily meetings on what Covid Supplies do we need to order Worked on job description for new hire - reviewing application Worked with Dustin and Julia on Property Insurance Renewal Work on change from Fuelman Cards to Wex Cards Brought to Court Information on P3 next Procurement Sole Source Letter for Main Control System at Jack Harwell to Sydaptic Brought to Court additional charges for the Towers Project Sat in on Aviat Microwave stage test on September 23rd Provided additional Informatin to Janell Foster on Elm Mott Water Project Posted Job for new employee Initiated a conversation on Pcard and Travel Card pertaining to Travel Policy
Cellular Services	Hot Spot for Judge Hot Spots for Health Services Juvenile 11 ea new Iphones

	New Cellphone for SO Hot Spots 11 ea for CID
Auction/Surplus	Order for Deputy to purchase Duty Weapon - Kenneth Hutyra Provided a letter to the Court on the disposal of Body Armor for Juvenile Detention Provided a letter to Court on using an old Scan Tool as trade-in on a new one
Donations	Order for Sheriff accepting donation through Good Neighbor Citizenship Company Grant Order accepting donated materials from Texas Materials
Requests for Information	Request for Information On Insurance RFP by Rose Hayden - RAH Consulting reduced scope of work, provided the information requested in reduced scope Request regarding Vehicle Purchases from Eric Schafer Request on RFP 20-020 Asbestos Abatement and Demolition from RS Gates Later the Request was withdrawn Request for Responses to RFP on Insurance from Delta Dental- to be sent to Texas AGs Office Request for Information on Vendors that sell Ammo from City of Riesel
In the Upcoming Month	
Working on the Following Bids, RFQs & RFPs	ADA Remodel for MHMR Fuel Courthouse Security
Contracts or Bids within 3 month window:	

Ken Bass



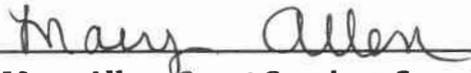
MARY ALLEN
McLENNAN COUNTY
Mental Health Court Services

P.O. BOX 1728
Waco, Texas
76703-1728

254-759-5973
Fax No. 254-759-5682
email: mary.allen@co.mclennan.tx.us

*McLennan County Courthouse
501 Washington Ave., Ste. 215
Waco, Texas 76701*

To: COMMISSIONER'S COURT
From: MARY ALLEN
Re: MONTHLY ACTIVITIES REPORT FOR: June 2020
Dated: July 24, 2020


Mary Allen, Court Services Coordinator

Note:

This office handles civil Mental Health cases which includes the filing of new cases (each case filed requires the issuing of approximately 5 to 7 documents, service on proposed patient, notice to the Court Master & Attorney Ad Litem, up to 3 hearings per commitment, billing for costs of court, collecting & paying costs of court, etc.); and, interviewing clients that have a family/friend with mental health issues to determine if an emergency detention order (EDO) is needed and coordinating with our Mental Health deputies to serve the warrant.

****Mental Health commitment hearings require a staff of 5 people namely: Judge, Assistant District Attorney, Court Reporter, Attorney Ad Litem, and Physician.*

****The number of cases handled through this Court has not decreased due to our local facilities either refusing patients, lack of bed space or lack of funding all a while the mental health need has increased. This creates the issue of McLennan County being held responsible for the court costs on patients that must be taken to facilities in other counties.*

This office also handles all Probate & Guardianship proceedings as the County Judge has original probate jurisdiction (scheduling of hearings for Judge's docket, review proposed documents & files prior to hearings, attend hearings, update dockets, etc.).

Along with the above, this office answers a multitude of questions on a daily basis with attorneys, medical facilities, the public, mental health deputies, and other county offices.

MENTAL HEALTH, GUARDIANSHIP AND PROBATE STATISTICS
FOR FY 2020

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	TOTAL
MENTAL INCOMPETENCY CASES FILED	24	19	14	10	13	31	30	39	48				228
COMMITMENT WITH MEDICAL PETITION	10	10	8	5	6	18	12	25	23				117
ORDER OF PROTECTIVE CUSTODY AND DISMISSALS	14	9	6	5	7	13	18	14	25				111
MENTAL HEALTH DOCUMENTS ISSUED	112	97	74	50	63	165	138	217	236				1152
COMMITMENT-TRANSPORTS TO OUT-OF-COUNTY PSYCHIATRIC FACILITY ⁽¹⁾	6	2	7	2	2	2	0	0	0				21
APPLICATION FOR EMERGENCY DETENTION ORDER (EDO'S)	23	20	23	27	25	19	13	27	26				203
MENTAL HEALTH WARRANTS ISSUED	19	18	17	23	22	16	12	25	22				174
WARRANTS DIVERTED TO OUT-OF-COUNTY PSYCHIATRIC FACILITIES ⁽²⁾	2	0	5	3	1	2	0	0	2				15
FULL MENTAL COMPETENCY HEARING	0	0	0	1	0	2	0	0	0				3
AUSTIN STATE HOSPITAL- OPC/ CMIT PRIOR APPROVALS ⁽³⁾	1	2	7	3	1	3	1	6	0				24
PROBATES FILED	64	39	30	54	46	60	29	56	59				437
GUARDIANSHIPS FILED	4	6	3	5	3	4	7	9	5				46
PROBATE/GUARDIANSHIP HEARINGS	78	37	43	65	53	47	59	40	59				481

(1) Clients transported on commitments generally go to Austin State Hospital, Baylor S&W-Temple, Cedar Crest in Belton, North Texas State Hospital, Terrell State Hospital or San Antonio State Hospital.

(2) Clients transported on warrants go to Austin State Hospital, San Antonio State, Big Spring State, Scott and White Hospital, Georgetown Behavioral in Georgetown, Timberlawn in Dallas, TX; Parkview Regional in Mexia, TX; Hickory Trails in DeSoto, TX; Cedar Crest in Belton, TX, Seton Shoal Creek in Austin, TX due to the lack of bed space or not accepted by DePaul.

(3) Austin State Hospital - we have an agreement with this facility to call us for prior approval for court costs associated with hearing proceedings which our county pays.

MENTAL HEALTH SERVICES COURT COSTS

Costs	FY 2018 Actuals	FY 2019 (Actual)	FY 2020 (YTD)
Total Billed	\$116,320.00	\$132,985.00	\$115,668.00
Total Collected	\$9,174.00	\$11,830.00	\$4,792.50
Total Court Costs Paid (All Counties)	\$69,119.00	\$46,747.00	\$44,554.00
(see chart to right)			

OUT-OF-COUNTY MENTAL HEALTH SERVICES COURT COSTS PAID BY MCLENNAN COUNTY

COUNTY	FY 2017 Actuals	FY 2018 Actuals	FY 2019 (Actual)	FY 2020 (YTD)
BELL	\$8,517.00	\$49,501.00	\$31,556.00	\$31,528.00
BEXAR	\$501.00		\$377.00	
BRAZOS	\$400.00	\$537.00	\$637.00	
CHEROKEE	\$422.00	\$427.00		
HOWARD				
KAUFMAN			\$467.00	
TRAVIS	\$15,545.00	\$18,034.00	\$13,710.00	\$13,026.00
WILBARGER		\$620.00		
WILLIAMSON				
TOTAL	\$25,385.00	\$69,119.00	\$46,747.00	\$44,554.00

COURT COSTS AS OF 2020:

Mental Health Court Fees for McLennan County \$776.00 (commitment/medication hearing per patient).
 Compared to: Bell County = \$ 686.00 Bexar County = \$ 837.00 Brazos County = \$1036.00 Kaufman County = \$941.00
 Cherokee County = \$ 954.00 Wichita County = \$ 560.00 Travis County = \$951.00

COMPARISON CHART OF PROBATES AND GUARDIANSHIPS
(Total Cases Filed From Jan. 1 - Dec. 31)

Filed	2013	2014	2015	2016	2017	2018	2019	2020
Probates	588	590	561	625	547	618	590	304
Guardianships	43	53	41	57	47	50	54	28
ANNUAL TOTALS	631	643	602	682	594	668	644	332

PROBATES & GUARDIANSHIPS DOCUMENTS PROCESSED (monthly)

Reviewed	295
Other	35
Inventories	32
GDN Report-person	20
Accountings	5



MARY ALLEN
McLENNAN COUNTY
Mental Health Court Services

P.O. BOX 1728
Waco, Texas
76703-1728

McLennan County Courthouse
501 Washington Ave., Ste. 215
Waco, Texas 76701

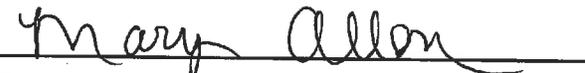
254-759-5973
Fax No. 254-759-5682
email: mary.allen@co.mclennan.tx.us

To: COMMISSIONER'S COURT

From: MARY ALLEN

Re: MONTHLY ACTIVITIES REPORT FOR: July 2020

Dated: August 27, 2020


Mary Allen, Court Services Coordinator

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Along with the above, this office answers a multitude of questions on a daily basis with attorneys, medical facilities, the public, mental health deputies, and other county offices.

MENTAL HEALTH, GUARDIANSHIP AND PROBATE STATISTICS
FOR FY 2020

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	TOTAL
MENTAL INCOMPETENCY CASES FILED	24	19	14	10	13	31	30	39	48	35			263
COMMITMENT WITH MEDICAL PETITION	10	10	8	5	6	18	12	25	23	12			129
ORDER OF PROTECTIVE CUSTODY AND DISMISSALS	14	9	6	5	7	13	18	14	25	23			134
MENTAL HEALTH DOCUMENTS ISSUED	112	97	74	50	63	165	138	217	236	153			1305
COMMITMENT-TRANSPORTS TO OUT-OF-COUNTY PSYCHIATRIC FACILITY ⁽¹⁾	6	2	7	2	2	2	0	0	0	1			22
APPLICATION FOR EMERGENCY DETENTION ORDER (EDO'S)	23	20	23	27	25	19	13	27	26	29			232
MENTAL HEALTH WARRANTS ISSUED	19	18	17	23	22	16	12	25	22	24			198
WARRANTS DIVERTED TO OUT-OF-COUNTY PSYCHIATRIC FACILITIES ⁽²⁾	2	0	5	3	1	2	0	0	2	2			17
FULL MENTAL COMPETENCY HEARING	0	0	0	1	0	2	0	0	0	0			3
AUSTIN STATE HOSPITAL- OPC/ CMIT PRIOR APPROVALS ⁽³⁾	1	2	7	3	1	3	1	6	0	0			24
PROBATES FILED	64	39	30	54	46	60	29	56	59	49			486
GUARDIANSHIPS FILED	4	6	3	5	3	4	7	9	5	10			56
PROBATE/GUARDIANSHIP HEARINGS	78	37	43	65	53	47	59	40	59	73			554

(1) Clients transported on commitments generally go to Austin State Hospital, Baylor S&W-Temple, Cedar Crest in Belton, North Texas State Hospital, Terrell State Hospital or San Antonio State Hospital.

(2) Clients transported on warrants go to Austin State Hospital, San Antonio State, Big Spring State, Scott and White Hospital, Georgetown Behavioral in Georgetown, Timberlawn in Dallas, TX; Parkview Regional in Mexia, TX; Hickory Trails in DeSoto, TX; Cedar Crest in Belton, TX, Seton Shoal Creek in Austin, TX due to the lack of bed space or not accepted by DePaul.

(3) Austin State Hospital - we have an agreement with this facility to call us for prior approval for court costs associated with hearing proceedings which our county pays.

MENTAL HEALTH SERVICES COURT COSTS

Costs	FY 2018 Actuals	FY 2019 (Actual)	FY 2020 (YTD)
Total Billed	\$116,320.00	\$132,985.00	\$138,913.00
Total Collected	\$9,174.00	\$11,830.00	\$12,616.50
Total Court Costs Paid (All Counties)	\$69,119.00	\$46,747.00	\$55,079.00
(see chart to right)			

OUT-OF-COUNTY MENTAL HEALTH SERVICES COURT COSTS PAID BY MCLENNAN COUNTY

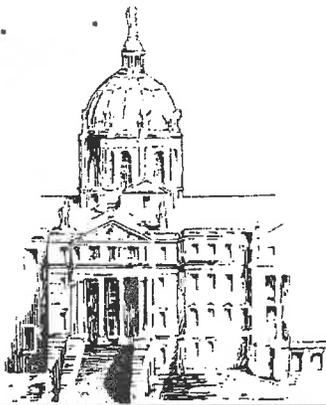
COUNTY	FY 2017 Actuals	FY 2018 Actuals	FY 2019 (Actual)	FY 2020 (YTD)
BELL	\$8,517.00	\$49,501.00	\$31,556.00	\$41,132.00
BEXAR	\$501.00		\$377.00	
BRAZOS	\$400.00	\$537.00	\$637.00	
CHEROKEE	\$422.00	\$427.00		
HOWARD				
KAUFMAN			\$467.00	
TRAVIS	\$15,545.00	\$18,034.00	\$13,710.00	\$13,947.00
WILBARGER		\$620.00		
WILLIAMSON				
TOTAL	\$25,385.00	\$69,119.00	\$46,747.00	\$55,079.00

COURT COSTS AS OF 2020:
 Mental Health Court Fees for McLennan County \$776.00 (commitment/medication hearing per patient).
 Compared to: Bell County = \$ 686.00 Bexar County = \$ 837.00 Brazos County = \$1036.00 Kaufman County = \$941.00
 Cherokee County = \$ 954.00 Wichita County = \$ 560.00 Travis County = \$951.00

COMPARISON CHART OF PROBATES AND GUARDIANSHIPS
(Total Cases Filed From Jan. 1 - Dec. 31)

Filed	2013	2014	2015	2016	2017	2018	2019	2020
Probates	588	590	561	625	547	618	590	353
Guardianships	43	53	41	57	47	50	54	38
ANNUAL TOTALS	631	643	602	682	594	668	644	391

PROBATES & GUARDIANSHIPS DOCUMENTS PROCESSED (monthly)	
Reviewed	365
Other	34
Inventories	42
GDN Report-person	26
Accountings	7



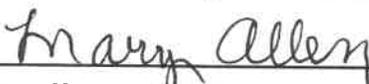
MARY ALLEN
McLENNAN COUNTY
Mental Health Court Services

McLennan County Courthouse
501 Washington Ave., Ste. 215
Waco, Texas 76701

P.O. BOX 1728
Waco, Texas
76703-1728

254-759-5973
Fax No. 254-759-5682
email: mary.allen@co.mclennan.tx.us

To: COMMISSIONER'S COURT
From: MARY ALLEN
Re: MONTHLY ACTIVITIES REPORT FOR: August 2020
Dated: September 16, 2020


Mary Allen, Court Services Coordinator

Note:

This office handles civil Mental Health cases which includes the filing of new cases (each case filed requires the issuing of approximately 5 to 7 documents, service on proposed patient, notice to the Court Master & Attorney Ad Litem, up to 3 hearings per commitment, billing for costs of court, collecting & paying costs of court, etc.); and, interviewing clients that have a family/friend with mental health issues to determine if an emergency detention order (EDO) is needed and coordinating with our Mental Health deputies to serve the warrant.

****Mental Health commitment hearings require a staff of 5 people namely: Judge, Assistant District Attorney, Court Reporter, Attorney Ad Litem, and Physician.*

****The number of cases handled through this Court has not decreased due to our local facilities either refusing patients, lack of bed space or lack of funding all a while the mental health need has increased. This creates the issue of McLennan County being held responsible for the court costs on patients that must be taken to facilities in other counties.*

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MENTAL HEALTH, GUARDIANSHIP AND PROBATE STATISTICS
FOR FY 2020

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	TOTAL
MENTAL INCOMPETENCY CASES FILED	24	19	14	10	13	31	30	39	48	35	36		299
COMMITMENT WITH MEDICAL PETITION	10	10	8	5	6	18	12	25	23	12	20		149
ORDER OF PROTECTIVE CUSTODY AND DISMISSALS	14	9	6	5	7	13	18	14	25	23	16		150
MENTAL HEALTH DOCUMENTS ISSUED	112	97	74	50	63	165	138	217	236	153	188		1493
COMMITMENT-TRANSPORTS TO OUT-OF-COUNTY PSYCHIATRIC FACILITY ⁽¹⁾	6	2	7	2	2	2	0	0	0	1	1		23
APPLICATION FOR EMERGENCY DETENTION ORDER (EDO'S)	23	20	23	27	25	19	13	27	26	29	27		259
MENTAL HEALTH WARRANTS ISSUED	19	18	17	23	22	16	12	25	22	24	21		219
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FULL MENTAL COMPETENCY HEARING	0	0	0	1	0	2	0	0	0	0	0		3
AUSTIN STATE HOSPITAL- OPC/ CMIT PRIOR APPROVALS ⁽³⁾	1	2	7	3	1	3	1	6	0	0	1		25
PROBATES FILED	64	39	30	54	46	60	29	56	59	49	52		538
GUARDIANSHIPS FILED	4	6	3	5	3	4	7	9	5	10	2		58
PROBATE/GUARDIANSHIP HEARINGS	78	37	43	65	53	47	59	40	59	73	58		612

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ANNUAL TOTALS	631	643	602	682	594	668	644	445

PROBATES & GUARDIANSHIPS DOCUMENTS PROCESSED

(monthly)

Reviewed	340
Other	36
Inventories	34
GDN Report-person	20
Accountings	6

MOB Report					
Projects Completed				Major Maintenance Items completed	
Parking lot mods and expansion for HW6 jail				Repairs and Modifications to Juvenile Hot Water System	
Projects Currently in process and percentage of completion				Replacement of JH HVAC unit	
Trading house park upgrades 98%				Replacement of two HVAC units on Juvenile facility	
Garage relocation 98%				Exterior lighting repairs on SO	
ExtraCo ADA upgrades 45%				Exterior lighting repairs on Annex	
RB2 Barn 20%				Repairs and replacements on HW6 hot water controls	
Records building basement upgrades 90%				HW6 boiler repairs	
Down Town Jail basement file room 95%				Repairs to Archives boiler system	
Juvie ADA upgrades 95%				Repairs to Archives restrooms	
DTJ demolition and asbestos removal (scheduling)				Repairs to Juvenile HVAC unit	
Archives Chiller (unit on order)				Replacement of Annex hot water circulation pump	
Extraco Boiler (unit on order)				Replacement of Archives waste water line	
Projects of interest				Replacement of Annex hot water circulation pump	
MHMR ADA upgrades (currently in design phase)				Replacement of Archives waste water line	
MHMR roof replacement					
HW 6 roof replacement					
MOB/Purchasing expansion					
Work Order History Last Quarter		Work Order History This Quarter		Custodial	
HVAC	13	HVAC	5	Court Sanitization ongoing	
Electrical	5	Electrical	1		
Plumbing	24	Plumbing	26		
Custodial	14	Custodial	18		
Other	138	Other	154		
Total	194	Total	204		
Protocol implementation				Staffing	
* Weekly ops meeting being held every Tuesday				Fully staffed	

MCLENNAN COUNTY COMMISSIONERS COURT

REPORT – HEALTH PLAN MANAGER/PROJECT MANAGER

SEPTEMBER, 2020

TAC RMP SAFETY EQUIPMENT PROGRAM

McLennan County was awarded a \$10,240.30 TAC RMP Grant for Road & Bridge and Building Maintenance. The grant amount was divided among the Precincts and Building Maintenance. There remain two items on back order – and the grant will be completed.

EMPLOYEE HEALTH PLAN

Participating in weekly meetings with the new health and ancillary providers to review the new plans and the administration of those plans.

Weekly meetings are also underway for the On-Line Enrollment vendor.

FLU SHOTS

On site flu shots are scheduled for October 6-8.

Respectfully submitted,

RoseMary Rafuse

McLennan County Indigent Health Care Program

Quarterly Activity Report July 1, 2020- September 21, 2020

Director Activity

- Developed and coordinated a Facility Operating Plan Related to COVID-19 Pandemic
- Coordinated with Karen Gray, County Indigent Health Care Program Specialist with HHSC for COVID-19 Policy Guidance for the County Indigent Health Care Program.
- Participated in FY21 budget workshop
- Attended Quarterly Waco-McLennan County Public Health District Board Meeting
- Enacted a Pauper Policy for additional COVID-19 related expenses with Lakeshore Funeral Home
- Amended Pauper Cremation Policy language as it pertained to Section 1.11 Disinterment
- Utilizing Lasefiche software to research and identify previous IHC program agenda items (2009-current)
- Completed audit of Pauper cases for FY20 to investigate and identify opportunities for reimbursement. Then, implemented a new procedure for procure of those funds
- Met with Justice of the Peace Judge Lee to explore concerns related to the Pauper referral process and implemented remedies
- Met with the remaining Justice of the Peace Judges for a brief meet and greet and Q&A.

Program Activity

- Actively utilizing Facebook
 - a. For notification of free COVID-19 testing sites in McLennan County
 - b. To update the community on IHC eligibility requirements and program benefits
 - c. As reminder notification for eligibility reviews
 - d. To share community event locations for IHC
 - e. To share other relative community resources
- Participated in outreach Zoom meetings with DVRT c/o Family Abuse Center and Hispanic Chamber of Commerce

- Published annual public notice of County Indigent Health Care Program per state guidelines in Waco Trib
- Implemented a paid return postage option for IHC applications and reviews
- Implemented updated CPT Code Prices and Descriptions for Telemedicine and COVID related services from Network Sciences; CHASSIS.
- Completed Policy and Procedures manual for IHC Program
- Completed IHC and pauper program case file audit for 4th quarter applicants
- Pauper processing training
- Started a community closet for active clients
- Participated in community outreach opportunity at Waco's Farmer's Market
- Met with Network Sciences staff for annual review of necessary updates and changes with the Chassis software
- Networking with Texas Workforce to foster partnership in aiding clients in workforce policy compliance

Current Projects

- Cross training throughout the department
- Continuing to add links to additional resources, etc
- Working to implement public transportation for clients
- Continuing with outreach amongst community programs to develop partnerships and educate residents about the IHC program
- Cemetery audit
- Implementing a Website Portal link for applicants and clients to be able to upload documents to the program
- Implementing a public PC for clients to use in assisting with applying and/or renewing for IHC services and applying for employment
- Finalizing equipment purchases in order to implement outreach opportunities for alternate application and program renewal sites

LPPF Activity

- UHRIP PG Advance Part II transfer completed and necessary reporting submitted to the state.
- DSRIP DY9 Round 1 IGT
- Quarterly report submitted to HHSC
- Meeting with Commissioner Miller and Dustin Chapman for LPPF account discussion
- MRSA Central SDA PGY4 rate setting for FY20

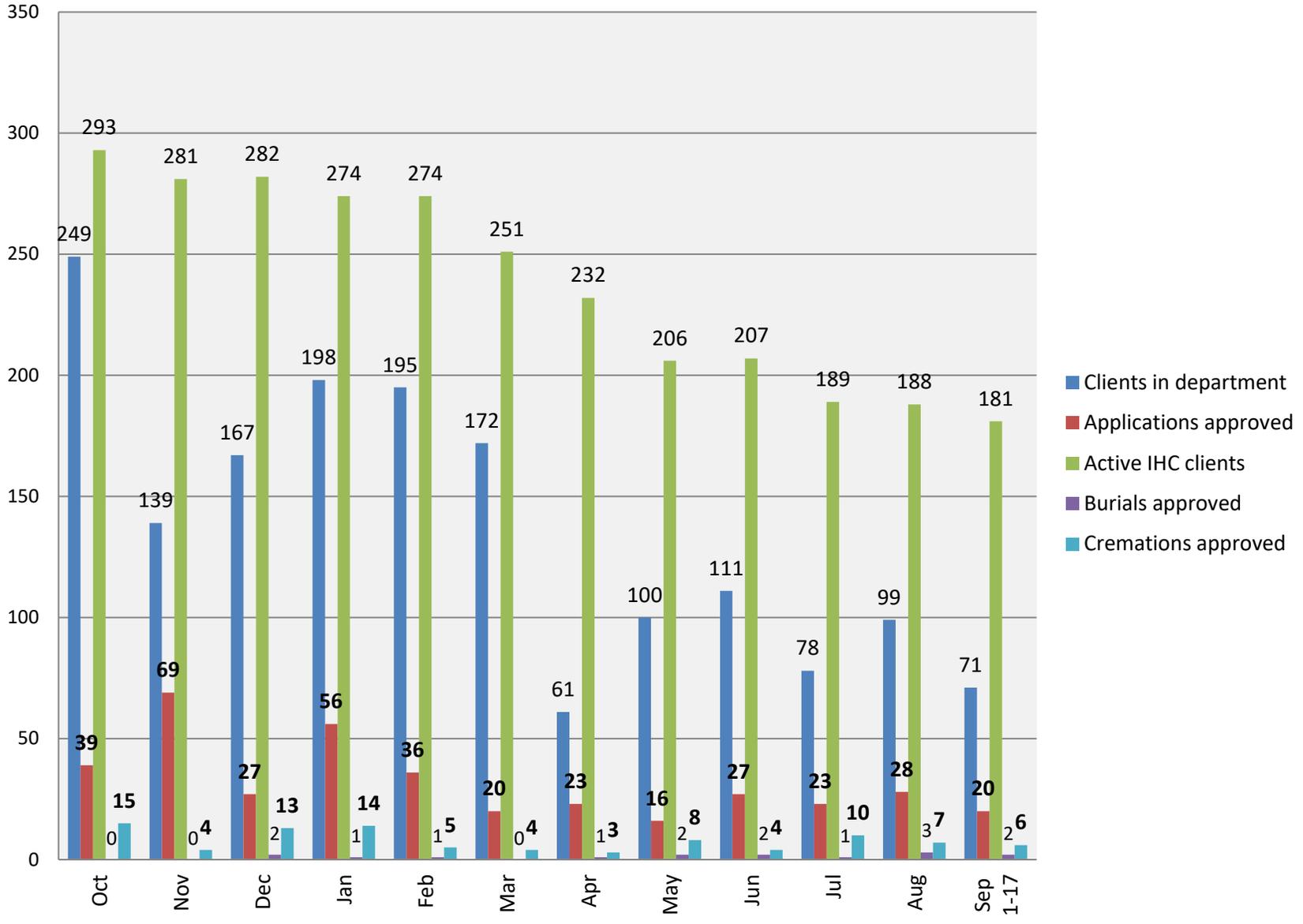
Indigent Health Care Program

FY 2020 Indigent Health Care	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep 1-17	Total FY
Clients in department	249	139	167	198	195	172	61	100	111	78	99	71	1640
Applications approved	39	69	27	56	36	20	23	16	27	23	28	20	384
Applications denied	12	14	10	17	16	10	8	10	19	4	8	6	134
Active IHC clients	293	281	282	274	274	251	232	206	207	189	188	181	238
Burials approved	0	0	2	1	1	0	1	2	2	1	3	2	15
Cremations approved	15	4	13	14	5	4	3	8	4	10	7	6	93
Pharmacy Rebates Processed	\$0.00	\$3,605.68	\$0.00	\$0.00	\$2,437.68	\$0.00	\$0.00	\$0.00	\$2,133.49	\$0.00	\$0.00	\$0.00	\$8,176.85

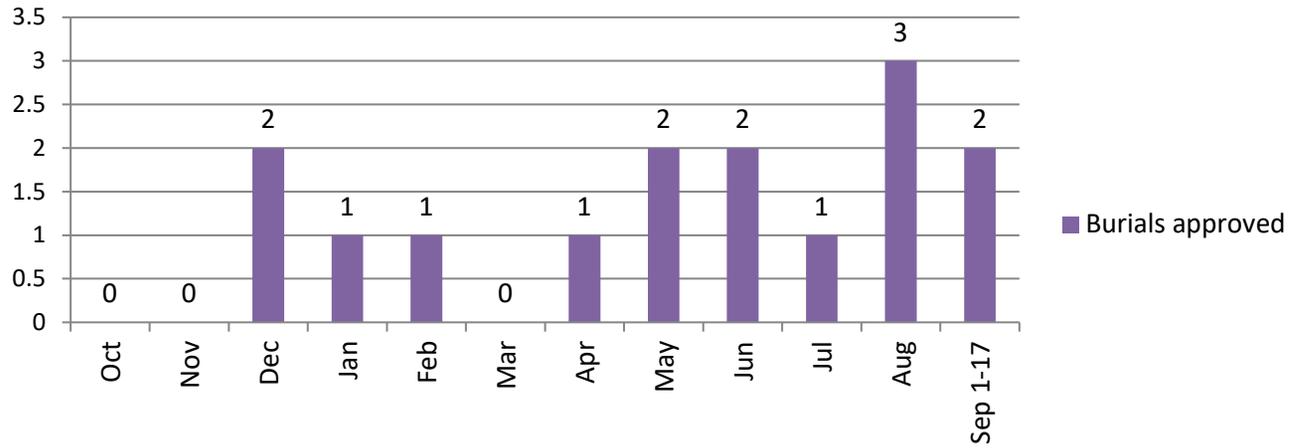
monthly average

FY 2020 County Jail	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep 1-17	Total FY
Claims processed	57	33	45	83	24	154	113	36	68	62	72	11	758
Hospital	5	8	18	17	6	63	50	7	16	22	18	1	231
Non-hospital	52	25	27	66	18	91	63	29	52	40	54	10	527
Expenditures	\$10,141.53	\$8,254.12	\$14,535.27	\$20,656.63	\$5,402.72	\$66,179.10	\$194,611.06	\$35,207.34	\$83,079.11	\$39,215.49	\$43,047.91	\$9,627.60	\$529,957.88

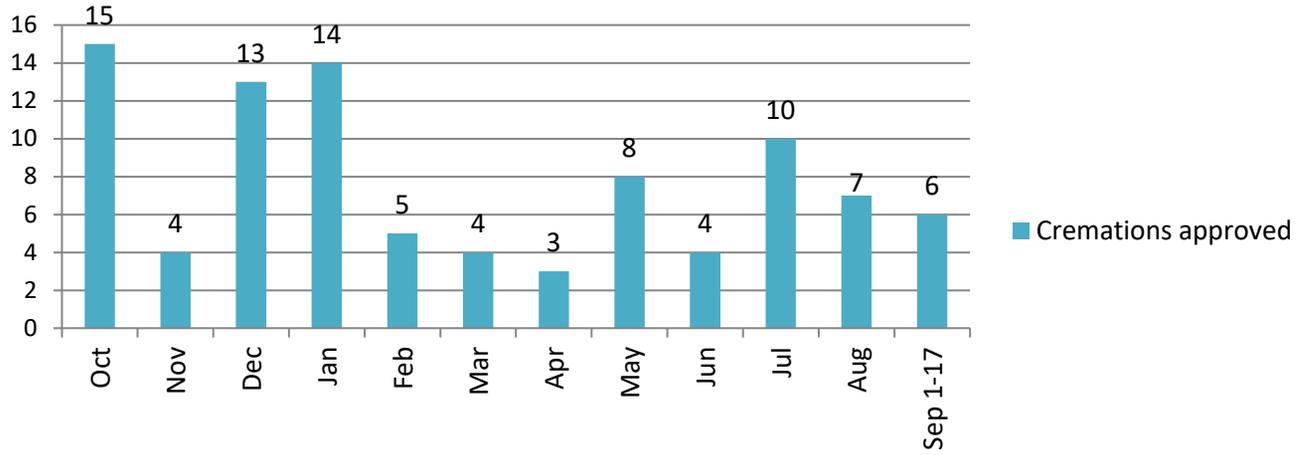
FY 2020 Indigent Health Care Program



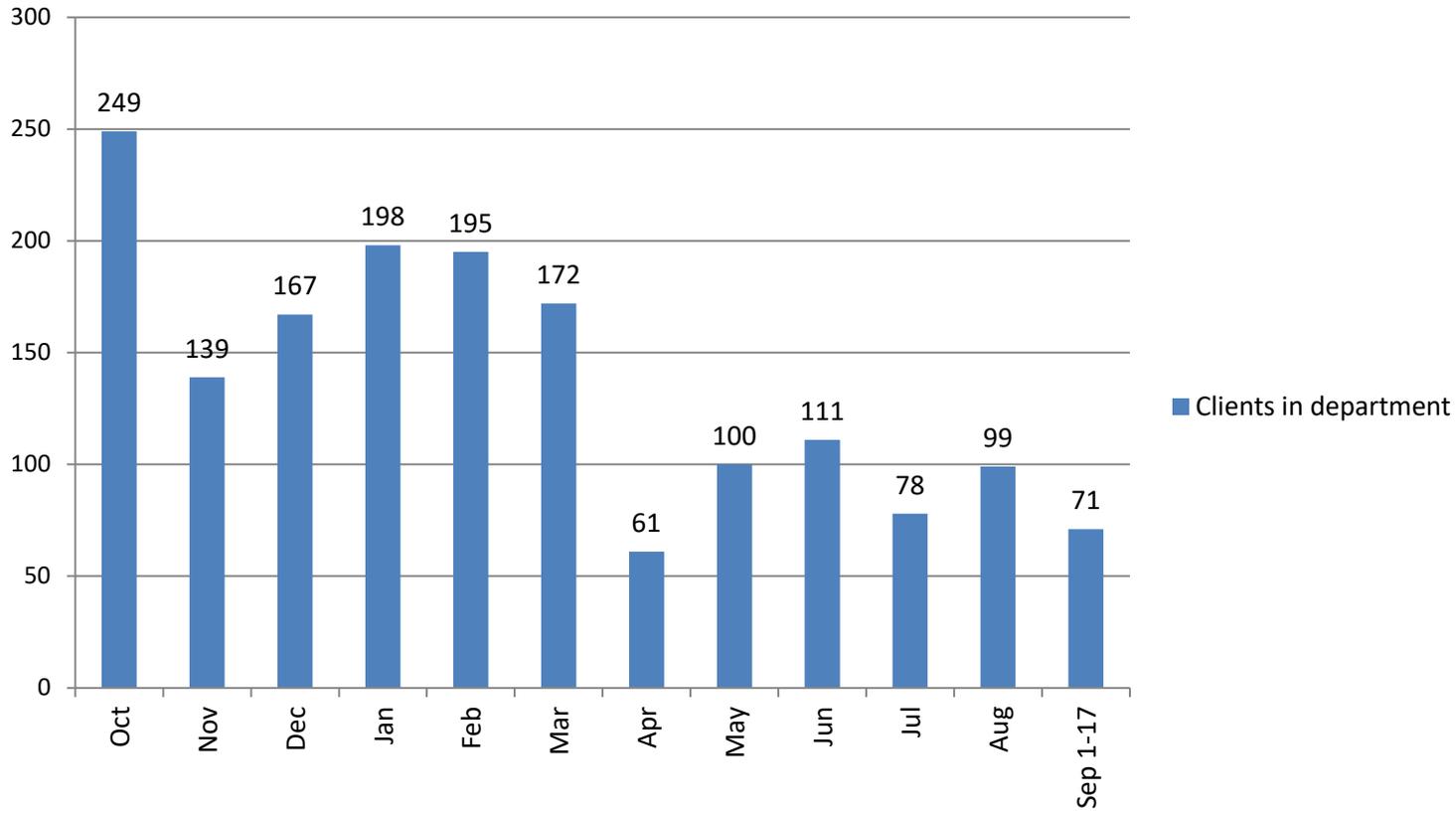
Burials approved



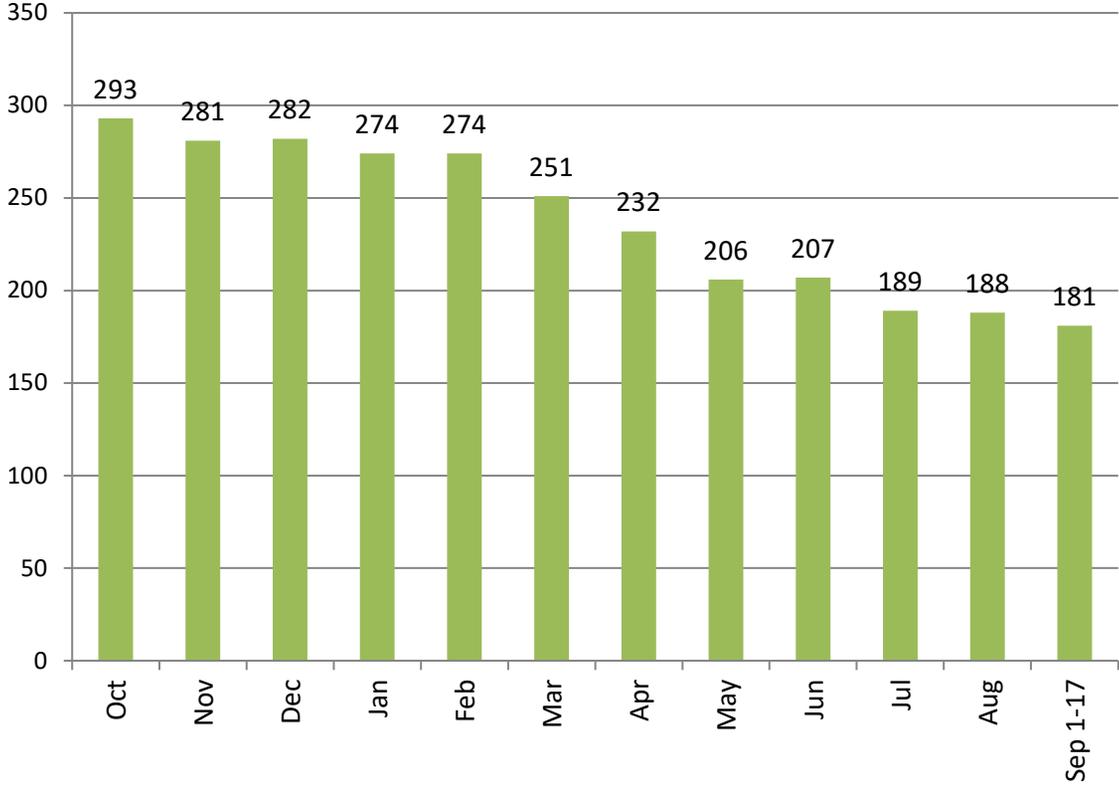
Cremations approved



Clients in department

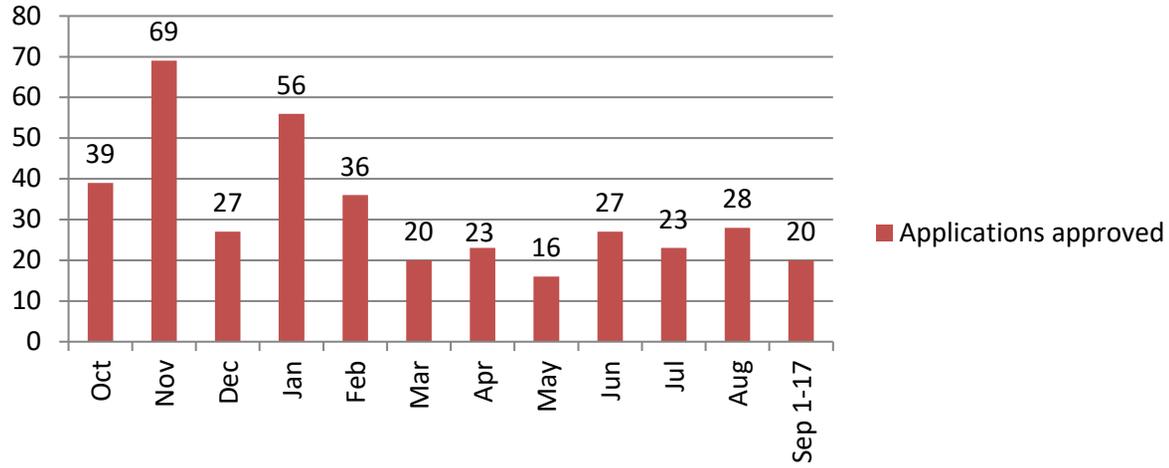


Active IHC clients

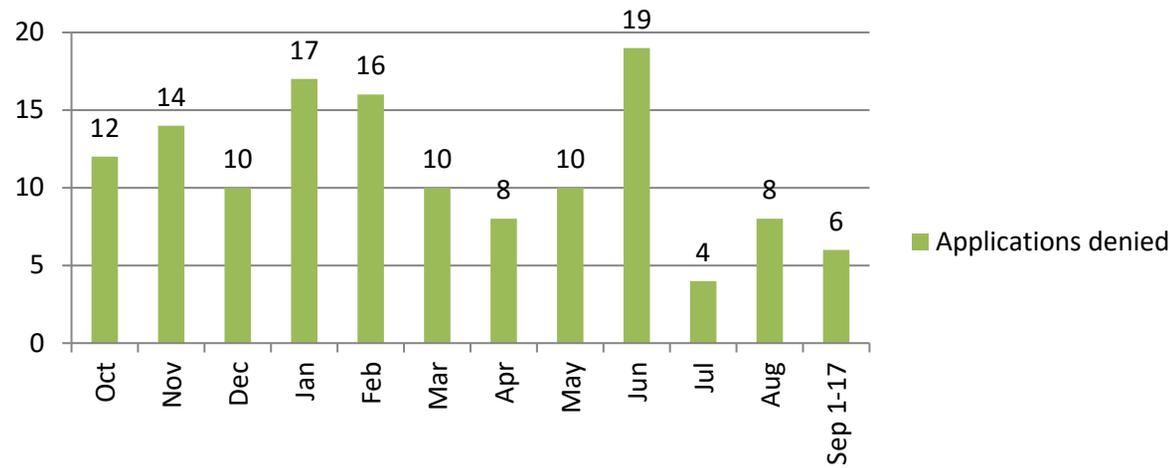


Active IHC clients

Applications approved



Applications denied



FY20 Indigent Health Care Program

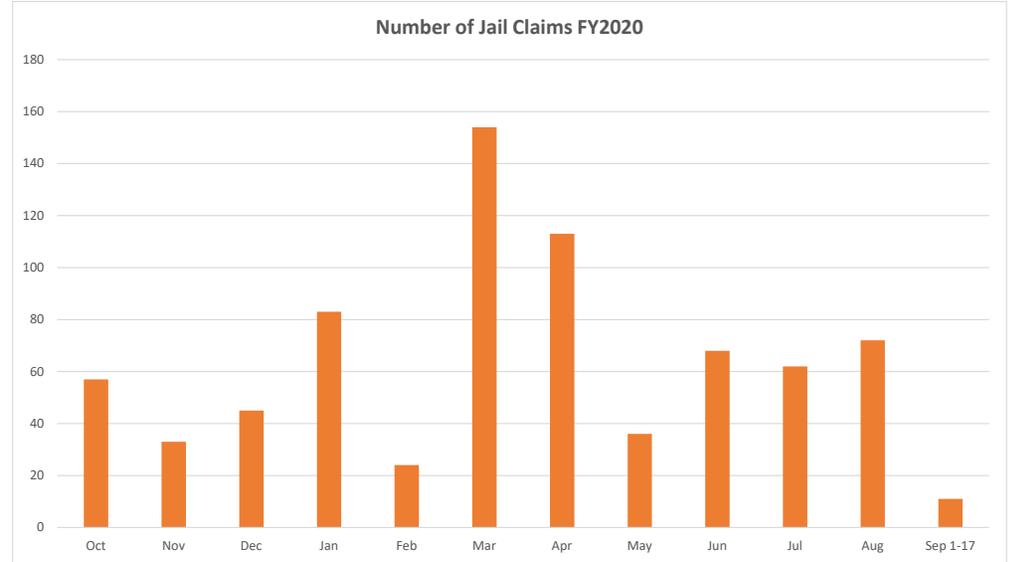
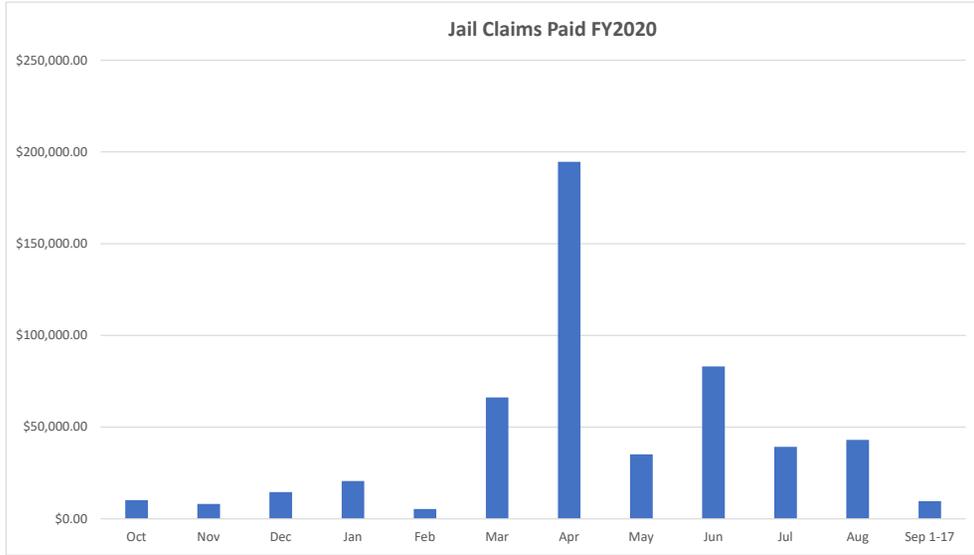
Denial Reasons	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep 1-17	Total FY20 Denied	
did not provide verification	4	8	5	10	6	4	4	4	8	1	4	0	58	43%
non-compliant with workforce policy	3	4	2	4	4	4	2	4	4	0	0	0	31	23%
over income	1	1	1	0	2	2	0	1	2	0	0	0	10	7%
over resources	1	0	0	1	0	0	0	0	1	1	0	0	4	3%
voluntary withdrawal	3	0	2	1	2	0	0	1	1	0	0	2	12	9%
covered by other program	0	1	0	0	0	0	0	0	0	1	0	0	2	1%
did not keep appointment	0	0	0	1	1	0	0	0	0	0	2	3	7	5%
residency	0	0	0	0	1	0	1	0	0	0	2	0	4	3%
administrative denial	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
other program requirement	0	0	0	0	0	0	1	0	3	1	0	1	6	4%
Total	12	14	10	17	16	10	8	10	19	4	8	6	134	100%

Indigent Health Services Claims FY2020

Services	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep 1-17	Totals
Jail Claims Paid	\$10,141.53	\$8,154.12	\$14,535.27	\$20,656.63	\$5,402.72	\$66,179.10	\$194,611.06	\$35,207.34	\$83,079.11	\$39,215.49	\$43,047.91	\$9,627.60	\$529,857.88
CIHCP Claims Paid	\$89,006.82	\$125,846.94	\$120,942.05	\$181,576.53	\$141,884.12	\$222,344.02	\$246,969.43	\$77,263.40	\$108,610.24	\$189,176.30	\$112,776.93	\$109,683.91	\$1,726,080.69
Pauper Disposition Paid	\$7,504.00	\$9,984.00	\$6,435.00	\$13,244.00	\$10,562.00	\$6,822.00	\$3,072.00	\$3,550.00	\$8,836.00	\$4,896.00	\$9,792.00	\$8,346.00	\$93,043.00
Physician Services	\$35,815.01	\$61,570.02	\$40,421.54	\$28,723.53	\$37,991.74	\$30,205.67	\$37,865.96	\$12,288.74	\$30,003.34	\$34,343.44	\$19,030.27	\$17,184.60	\$385,443.86
Prescription Drugs	\$31,203.12	\$41,310.01	\$28,443.17	\$37,515.60	\$35,303.81	\$29,208.91	\$35,045.00	\$38,306.88	\$33,257.07	\$24,748.81	\$24,051.90	\$41,302.20	\$399,696.48
Inpatient Services	\$23,828.76	\$0.00	\$2,388.88	\$25,426.44	\$23,078.94	\$128,706.96	\$113,617.06	\$11,536.20	\$23,581.12	\$71,351.25	\$31,098.07	\$11,737.56	\$466,351.24
Outpatient Services	\$4,865.93	\$22,817.02	\$3,563.17	\$73,450.02	\$33,081.05	\$21,758.50	\$51,345.68	\$10,147.61	\$16,286.16	\$47,700.54	\$29,398.46	\$33,935.25	\$348,349.39
Lab/X-Ray Services	\$4,429.72	\$10,448.53	\$5,021.81	\$3,216.44	\$2,823.76	\$5,917.47	\$3,540.11	\$2,913.38	\$3,233.84	\$3,336.25	\$3,885.78	\$3,432.33	\$52,199.42
Advance Practice Nurse	\$640.58	\$1,414.15	\$1,507.06	\$1,066.30	\$1,396.91	\$373.50	\$732.43	\$482.79	\$604.75	\$267.48	\$189.82	\$436.50	\$9,112.27
Ambulatory Surgical Ctr.	\$1,017.22	\$1,892.54	\$3,076.08	\$6,263.15	\$2,785.94	\$2,565.28	\$2,293.23	\$0.00	\$0.00	\$3,731.49	\$3,698.90	\$1,099.49	\$28,423.32
Dental	\$2,312.32	\$4,444.94	\$1,970.56	\$2,982.08	\$2,919.95	\$2,924.02	\$865.15	\$257.70	\$19.16	\$418.31	\$325.92	\$0.00	\$19,440.11
Emergency Medical Svcs	\$327.67	\$678.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,006.56
Physician Assistant	\$737.41	\$756.64	\$288.02	\$233.45	\$167.30	\$318.91	\$400.17	\$795.06	\$652.00	\$530.57	\$197.97	\$166.86	\$5,244.36
CRNA Services	\$1,702.40	\$1,546.24	\$2,261.76	\$2,699.52	\$2,334.72	\$364.80	\$1,264.64	\$535.04	\$972.80	\$2,748.16	\$899.84	\$389.12	\$17,719.04
Burial Assistance	\$1,197.00	\$0.00	\$0.00	\$2,492.00	\$1,246.00	\$1,246.00	\$0.00	\$1,246.00	\$2,492.00	\$2,492.00	\$1,246.00	\$3,738.00	\$17,395.00
Cremation Assistance	\$6,307.00	\$9,984.00	\$6,435.00	\$10,752.00	\$9,316.00	\$5,576.00	\$3,072.00	\$2,304.00	\$6,344.00	\$2,404.00	\$8,546.00	\$4,608.00	\$75,648.00
Total Number of Jail Claims	57	33	45	83	24	154	113	36	68	62	72	11	758
Total Number of CIHCP Claims	1227	1755	1340	1348	1334	1381	1339	1227	1049	1104	986	649	14739
Total Number of Burials/Cremation	9	13	9	15	14	9	4	4	10	7	11	9	114
Total Number of All Claims	1293	1801	1394	1446	1372	1544	1456	1267	1127	1173	1069	669	15611

Jail Claims Paid Amount FY 2020

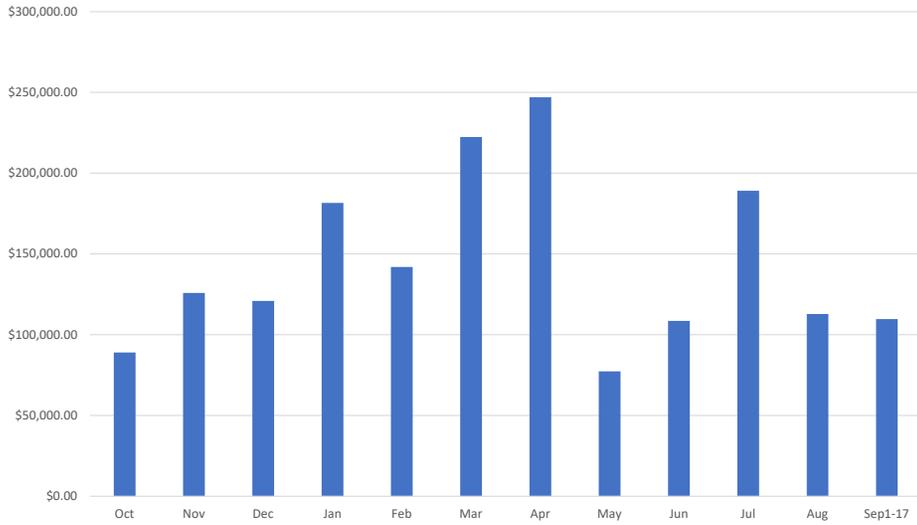
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep 1-17	Total FY2020
Paid	\$10,141.53	\$8,154.12	\$14,535.27	\$20,656.63	\$5,402.72	\$66,179.10	\$194,611.06	\$35,207.34	\$83,079.11	\$39,215.49	\$43,047.91	\$9,627.60	\$529,857.88
# of Claims	57	33	45	83	24	154	113	36	68	62	72	11	758



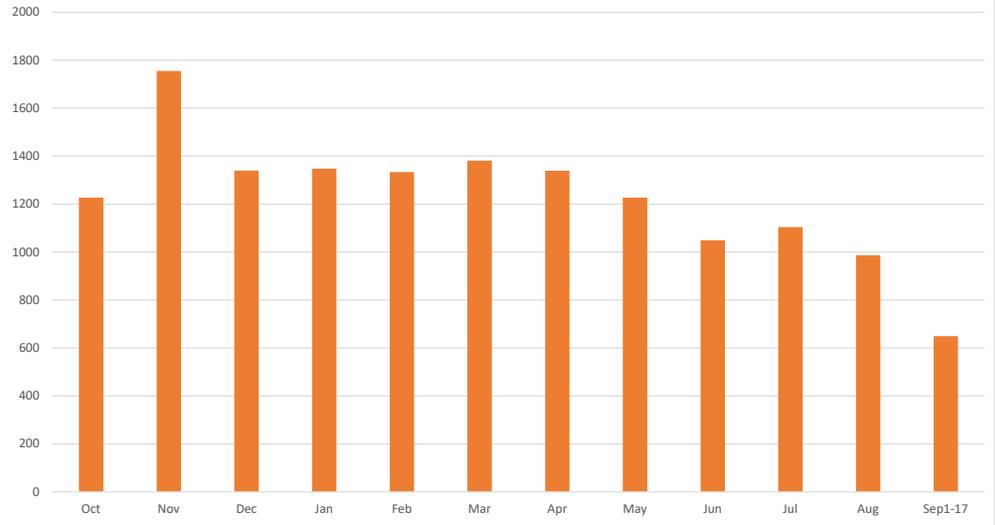
CIHCP Claims Paid Amount FY 2020

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep1-17	Total FY2020
Paid	\$89,006.82	\$125,846.94	\$120,942.05	\$181,576.53	\$141,884.12	\$222,344.02	\$246,969.43	\$77,263.40	\$108,610.24	\$189,176.30	\$112,776.93	\$109,683.91	\$1,726,080.69
# of Claims	1227	1755	1340	1348	1334	1381	1339	1227	1049	1104	986	649	14739

CIHCP Claims Paid FY2020

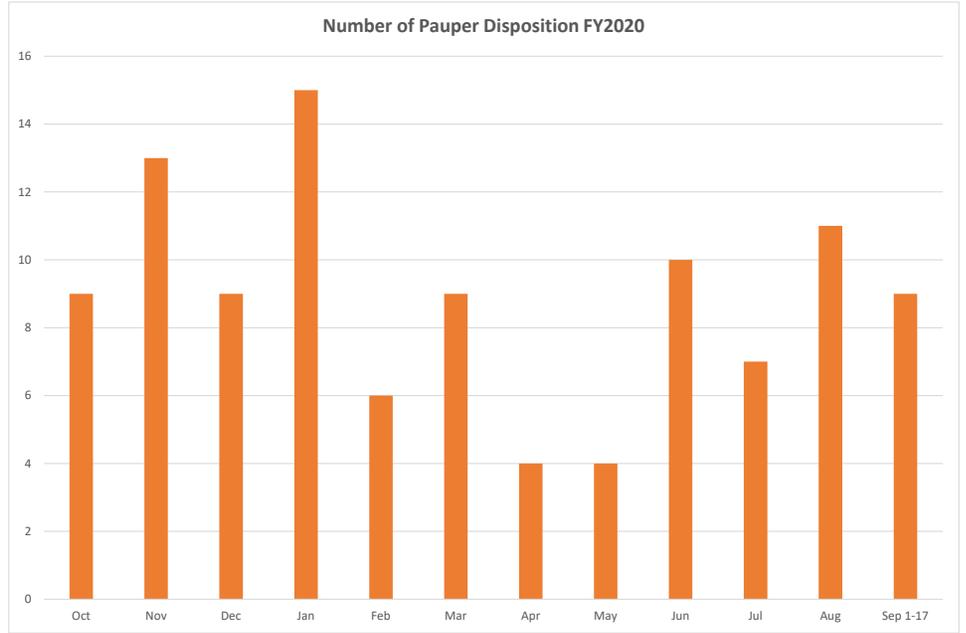
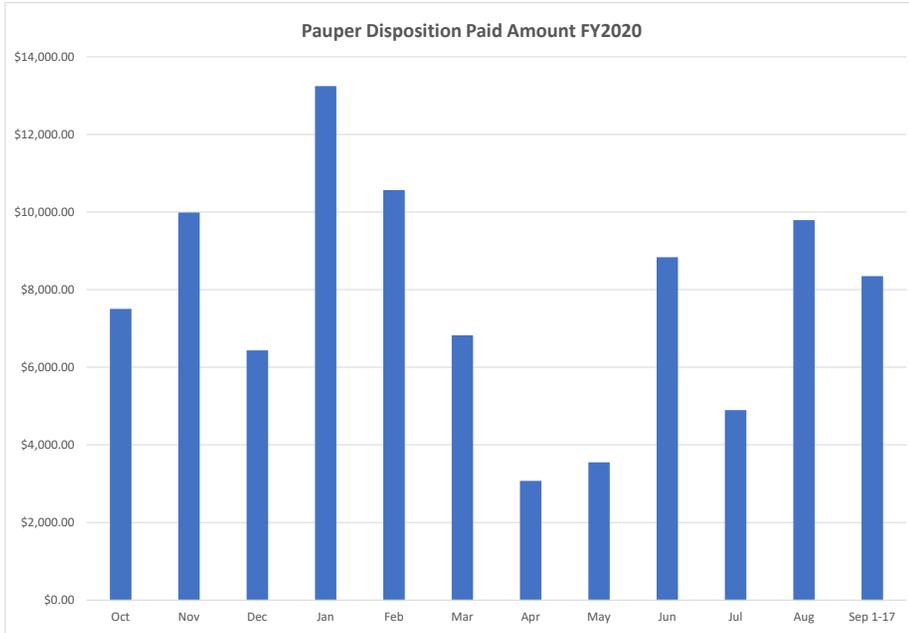


Number of CIHCP Claims FY2020



Pauper Disposition Paid Amount FY 2020

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep 1-17	Total FY2020
Paid	\$7,504.00	\$9,984.00	\$6,435.00	\$13,244.00	\$10,562.00	\$6,822.00	\$3,072.00	\$3,550.00	\$8,836.00	\$4,896.00	\$9,792.00	\$8,346.00	\$93,043.00
Number of Disposition	9	13	9	15	6	9	4	4	10	7	11	9	106



Top 10 Therapeutic Class by Plan Paid

HPLo8 - HEB - MCLENNAN COUNTY

Adjudicated Date: 07/01/2020 through 09/18/2020

	Drug Category	Total Cost	Patient Paid	Plan Paid	% of Total Plan Paid	Generic % of Plan Paid	Total Claims	% of Total Claims	Generic % of Total Claims	Plan Paid / Day	Plan Paid / Claim	PMPM
1	DIABETES	\$47,573	\$0.00	\$47,573	63.2%	12.4%	108	13.5%	36.1%	\$9.52	\$440.49	\$125.19
2	SEIZURE DISORDER	\$4,958	\$0.00	\$4,958	6.6%	100.0%	101	12.6%	100.0%	\$1.29	\$49.09	\$13.05
3	CARDIOVASCULAR DISEASE - HYPERTENSION	\$3,634	\$0.00	\$3,634	4.8%	100.0%	143	17.9%	100.0%	\$0.43	\$25.41	\$9.56
4	BEHAVIORAL HEALTH - ANTIDEPRESSANTS	\$3,366	\$0.00	\$3,366	4.5%	100.0%	50	6.3%	100.0%	\$1.44	\$67.31	\$8.86
5	BEHAVIORAL HEALTH - OTHER	\$2,156	\$0.00	\$2,156	2.9%	100.0%	34	4.3%	100.0%	\$1.97	\$63.42	\$5.67
6	CARDIOVASCULAR DISEASE - LIPID IRREGULARITY	\$1,897	\$0.00	\$1,897	2.5%	100.0%	38	4.8%	100.0%	\$0.69	\$49.93	\$4.99
7	PAIN MANAGEMENT - ANALGESICS	\$1,498	\$0.00	\$1,498	2.0%	100.0%	28	3.5%	100.0%	\$2.95	\$53.51	\$3.94
8	SKELETAL MUSCLE DISORDER	\$1,251	\$0.00	\$1,251	1.7%	100.0%	43	5.4%	100.0%	\$1.37	\$29.09	\$3.29
9	ASTHMA AND COPD	\$1,116	\$0.00	\$1,116	1.5%	100.0%	24	3.0%	100.0%	\$1.57	\$46.49	\$2.94
10	URINARY TRACT - FUNCTIONAL DISORDERS	\$845	\$0.00	\$845	1.1%	100.0%	9	1.1%	100.0%	\$1.48	\$93.94	\$2.22
Totals for Top 10		\$68,294	\$0.00	\$68,294	90.8%	39.0%	578	72.3%	88.1%	\$2.61	\$118.16	\$179.72
Totals for HPLo8		\$75,215	\$0.00	\$75,215	100.0%	43.9%	799	100.0%	87.9%	\$2.23	\$94.14	\$197.94

Total Member Months: 380

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Top 10 Brand/Generic by Plan Paid

HPLo8 - HEB - MCLENNAN COUNTY

Adjudicated Date: 07/01/2020 through 09/18/2020

	Drug Category	Total Cost	Patient Paid	Plan Paid	% of Total Plan Paid	Generic % of Plan Paid	Total Claims	% of Total Claims	Generic % of Total Claims	Plan Paid / Day	Plan Paid / Claim	PMPM
1	HUMULIN R U-500 KWIKPEN	\$15,480	\$0.00	\$15,480	20.6%	0.0%	4	0.5%	0.0%	\$94.97	\$3,869.91	\$40.74
2	TRESIBA FLEXTOUCH U-200	\$5,188	\$0.00	\$5,188	6.9%	0.0%	3	0.4%	0.0%	\$45.51	\$1,729.49	\$13.65
3	LANTUS SOLOSTAR	\$4,519	\$0.00	\$4,519	6.0%	0.0%	9	1.1%	0.0%	\$15.91	\$502.13	\$11.89
4	LANTUS	\$3,802	\$0.00	\$3,802	5.1%	0.0%	8	1.0%	0.0%	\$11.77	\$475.20	\$10.00
5	INSULIN LISPRO KWIKPEN U-100	\$2,792	\$0.00	\$2,792	3.7%	100.0%	9	1.1%	100.0%	\$9.06	\$310.20	\$7.35
6	INSULIN ASPART FLEXPEN	\$2,448	\$0.00	\$2,448	3.3%	100.0%	2	0.3%	100.0%	\$18.27	\$1,223.81	\$6.44
7	GABAPENTIN	\$2,046	\$0.00	\$2,046	2.7%	100.0%	43	5.4%	100.0%	\$1.30	\$47.58	\$5.38
8	DULOXETINE HCL	\$1,881	\$0.00	\$1,881	2.5%	100.0%	13	1.6%	100.0%	\$3.30	\$144.69	\$4.95
9	LEVEMIR FLEXTOUCH	\$1,833	\$0.00	\$1,833	2.4%	0.0%	2	0.3%	0.0%	\$20.36	\$916.40	\$4.82
10	ARIPIPRAZOLE	\$1,702	\$0.00	\$1,702	2.3%	100.0%	11	1.4%	100.0%	\$4.47	\$154.69	\$4.48
Totals for Top 10		\$41,689	\$0.00	\$41,689	55.4%	26.1%	104	13.0%	75.0%	\$10.59	\$400.86	\$109.71
Totals for HPLo8		\$75,215	\$0.00	\$75,215	100.0%	43.9%	799	100.0%	87.9%	\$2.23	\$94.14	\$197.94

Total Member Months: 380

VIRGIL E. BAIN
ASSOCIATE CRIMINAL COURT JUDGE
MCLENNAN COUNTY, TEXAS



McLennan County Courthouse
501 Washington Ave., Room 110
Waco, Texas 76701

Telephone: (254) 757 - 5004
Fax: (254) 759- 5611

September 21, 2020

McLennan County Commissioners

Re: Pretrial Services
Bail Bonds
PR Bonds
Indigent Defense
Associate Judge/Magistrate

Commissioners:

Please see attached statistics/information regarding the above referenced matters for the months
April 2020, May 2020, June 2020, July 2020, August 2020.

Thank you.

A handwritten signature in black ink that reads "Virgil E. Bain".

Virgil E. Bain

BOND STATISTICS

	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	FY TOTALS
COUNTYWIDE BONDS													
CASH BONDS	10	3	14	4	5	6	3	4	3	2	4		58
SURETY BONDS	669	562	560	605	717	483	453	598	487	519	576		6229
OTHER	0	0	0	0	0	0	0	0	0	0	0		0
TOTALS BY MONTH	679	565	574	609	722	489	456	602	490	521	580	0	6287
LICENSURE INFORMATION													
APPLICATION REQUESTS	1	0	0	1	0	0	0	1	0	1	1		5
APPROVED APP(S)	0	0	0	0	1	0	0	0	1	0	1		3
DENIED APPLICATIONS	0	0	0	0	0	0	0	0	0	0	0		0
SUSPENSION	0	0	0	0	0	0	0	0	0	0	0		0
REVOCATION	0	0	0	1	0	0	0	0	0	0	0		1
SURRENDERED	0	0	0	0	0	0	0	0	0	0	0		0
REINSTATEMENT	0	0	0	0	0	0	0	0	0	0	0		0
COMPLAINTS AGAINST BONDING COMPANY	0	0	0	0	0	0	0	0	0	0	0		0
ACTION TAKEN REGARDING COMPLAINTS	0	0	0	0	0	0	0	0	0	0	0		0

BOND FORFEITURE STATISTICS

	MISDEMEANOR ASSESSED	MISDEMEANOR PAID		FELONY ASSESSED	FELONY PAID	
Oct-19	\$18,250.00	\$7,000.00		\$21,250.00	\$0.00	
Nov-19	\$2,460.00	\$500.00		\$0.00	\$0.00	
Dec-19	\$7,000.00	\$16,250.00		\$0.00	\$18,750.00	
Jan-20	\$8,000.00	\$2,000.00		\$0.00	\$5,000.00	
Feb-20	\$14,500.00	\$9,000.00		\$27,500.00	\$1,197.00	
Mar-20	\$500.00	\$37,499.09		\$15,000.00	\$27,500.00	
Apr-20	\$500.00	\$8,000.00		\$0.00	\$1,000.00	
May-20	\$1,000.00	\$11,500.00		\$0.00	\$0.00	
Jun-20	\$0.00	\$250.00		\$0.00	\$15,697.00	
Jul-20	\$0.00	\$0.00		\$0.00	\$1,316.00	
Aug-20	\$0.00	\$500.00		\$0.00	\$0.00	
Sep-20						
TOTALS	\$52,210.00	\$92,499.09		\$63,750.00	\$70,460.00	

STATISTICS BY BONDSMAN

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	FY TOTALS
ASH BAIL BONDS	\$23,000	\$231,500	\$91,000	\$204,500	\$480,500	\$105,500	\$117,000	\$2,213,500	\$190,000	\$61,000	\$180,000		\$3,897,500
A-ABLE BAIL BONDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
BIG STATE BAIL BONDS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
BRAZOS RIVER BAIL BONDS	\$1,132,000	\$559,000	\$1,170,500	\$814,000	\$817,500	\$591,000	\$536,000	\$722,000	\$836,000	\$919,500	\$1,186,500		\$9,284,000
BREAK 'EM OUT BAIL BONDS	\$211,500	\$108,000	\$300,000	\$5,000	\$138,500	\$0	\$0	\$0	\$88,500	\$98,000	\$0		\$949,500
BUTLER BAIL BONDS	\$40,000	\$0	\$26,000	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0		\$68,000
CHASE CHAPMAN'S BAIL BONDS	\$162,500	\$479,500	\$28,000	\$347,500	\$1,345,500	\$456,500	\$355,000	\$1,045,000	\$158,500	\$264,000	\$482,500		\$5,124,500
FRANK SCOTT BAIL BONDS (INACTIVE)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
FRANKIE CHAPMAN BAIL BONDS (INACTIVE)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
G & S BAIL BONDS	\$102,000	\$51,000	\$50,000	\$18,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$221,000
GONZALES BAIL BONDS	\$30,000	\$92,000	\$17,000	\$25,000	\$63,000	\$37,500	\$2,000	\$25,500	\$37,500	\$96,000	\$24,000		\$449,500
GONZALES-FLORES BAIL BONDS	\$31,000	\$27,000	\$21,000	\$26,500	\$35,000	\$16,000	\$2,500	\$9,000	\$22,000	\$7,000	\$16,000		\$213,000
HILL BAIL BONDS	\$10,000	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$60,000
JAMES R. PENA BAIL BONDING SERVICE	\$94,000	\$27,500	\$55,000	\$155,000	\$172,000	\$300,000	\$23,000	\$149,500	\$198,500	\$173,000	\$29,000		\$1,376,500
KOCIAN BAIL BONDS	\$106,500	\$241,000	\$291,760	\$156,000	\$330,500	\$115,500	\$152,500	\$349,000	\$402,500	\$123,000	\$150,000		\$2,418,260
LEGACY BAIL BONDS	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$1,000
LARRY JOHNSON LONE STAR BAIL	\$11,500	\$20,000	\$3,500	\$0	\$1,000	\$4,000	\$0	\$16,000	\$4,000	\$0	\$2,000		\$62,000
MABRY BAIL BONDS	\$1,500	\$5,500	\$7,000	\$17,000	\$24,000	\$5,000	\$10,000	\$25,000	\$61,500	\$64,000	\$29,000		\$249,500
PICKENS BAIL BONDS	\$44,357	\$56,000	\$70,500	\$40,500	\$126,500	\$45,500	\$14,500	\$4,500	\$57,000	\$4,500	\$1,000		\$464,857
PLAYER BAIL BONDS	\$1,091,500	\$861,250	\$1,048,221.38	\$1,289,000	\$1,362,500	\$1,101,500	\$1,381,000	\$1,598,500	\$997,500	\$1,493,500	\$1,112,500		\$13,336,971.38
T. CHAPMAN BAIL BONDS	\$1,450,500	\$565,500	\$1,171,500	\$1,067,500	\$932,000	\$705,500	\$820,500	\$648,000	\$858,000	\$1,066,000	\$935,750		\$10,220,750
TERRY CHAPMAN BAIL BONDS (INACTIVE)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
TOTALS	\$4,541,857	\$3,324,750	\$4,351,981	\$4,215,500	\$5,830,500	\$3,483,500	\$3,414,000	\$6,805,500	\$3,911,500	\$4,369,500	\$4,148,250	\$0	\$48,396,838

PR BOND STATISTICS

2019-2020 PR BOND STATISTICS	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	FY TOTALS
PENDING PR BONDS	728	728	719	712	724	839	853	784	778	785	771		
DISPOSED PR BONDS	71	54	57	63	50	45	29	52	99	25	38		583
COLLECTED PR BOND FEES													
BY JAIL	\$80	\$320	\$300	\$300	\$280	\$460	\$40	\$160	\$240	\$60	\$100		\$2,340
IN PR BOND OFC	\$340	\$340	\$360	\$240	\$240	\$240	\$140	\$120	\$180	\$220	\$80		\$2,500
AS TIME SERVED	\$0	\$40	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$40
TOTALS BY MONTH	\$420	\$700	\$660	\$540	\$520	\$700	\$180	\$280	\$420	\$280	\$180	\$0	\$4,880
MISCELLANEOUS DATA													
APPROVED PR BONDS	49	48	56	48	50	171	42	31	43	29	29		596
PR COURT HEARINGS	209	156	139	190	141	94	0	6	6	112	162		1,215
FAILURE TO APPEAR	11 5.26%	5 3.21%	8 5.76%	3 1.58%	3 2.13%	3 3.20%	0	0	0	11 9.82%	11 6.80%		55 4.53%
WEEKLY CALL IN REPORTS	838	849	855	1187	911	912	970	1153	872	1040	801		10,388

PR BOND ISSUANCE BY MAGISTRATE

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	FY TOTALS
ALLEN	0	0	2	0	0	0	0	0	0	0	0		2
BAIN	21	23	25	20	23	39	21	8	1	15	23		219
CATES	0	1	0	0	2	7	1	0	0	0	0		11
COLEY	0	0	0	0	0	0	0	0	0	0	0		0
DEIVANAYAGAM	0	3	3	5	0	17	1	4	5	3	0		41
FREEMAN	0	0	0	0	0	0	0	0	0	0	0		0
HENSLEY	1	8	11	3	0	40	0	4	15	0	0		82
HODGES	0	0	0	0	5	0	0	0	0	0	0		5
JOHNSON	8	0	2	2	1	0	2	0	5	1	1		22
LEE	0	0	0	0	0	0	0	0	0	0	0		0
PAREYA	0	0	0	1	0	0	0	0	0	0	0		1
PETERSON	0	3	5	0	0	0	1	4	7	0	0		20
RICHARDSON, BRIAN	1	0	0	1	2	49	0	1	0	1	2		57
STROTHER	14	7	0	7	5	17	11	5	2	5	0		73
TAYLOR	0	0	0	0	0	0	0	0	0	0	0		0
VILLARREAL	2	2	3	7	11	2	2	5	7	2	2		45
OTHER	2	1	5	2	1	5	3	0	1	2	1		23
TOTAL BY MONTH	49	48	56	48	50	176	42	31	43	29	29	0	601

JUDGE VIRGIL E. BAIN STATISTICS

JUDGE VIRGIL E. BAIN STATISTICS	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	FY TOTALS
NUMBER OF DAYS ARRAIGNED	23 DAYS	22 DAYS	22 DAYS	23 DAYS	20 DAYS	22 DAYS	22 DAYS	23 DAYS		23 DAYS	21 DAYS	21 DAYS	
NUMBER OF PEOPLE ARRAIGNED	499	344	310	277	392	187	188	236	0	244	307		2,984
TOTAL CHARGES	778	529	465	412	573	268	310	374	0	374	472		4,555
FELONIES	370	237	196	177	275	111	123	197	0	176	230		2,092
MISDEMEANORS	341	254	236	206	243	128	168	157	0	175	207		2,115
CLASS C	67	38	33	29	55	29	19	20	0	23	35		348
EMERGENCY PROTECTIVE ORDERS	22	29	17	18	22	12	19	20	0	16	37		212
INTERPRETER REQUIRED	12	9	13	4	6	1	2	10	0	2	4		63
CONDITIONS OF BOND	11	30	13	16	11	10	10	14	0	11	13		139
REQ FOR MH EVALUATIONS	738	479	470	516	582	493	270	338	273	315	355		4,829
SURETY OFF BOND WARRANTS ISSUED	30	24	21	36	26	15	22	23	12	19	12		240

Report for **April 2020 to August 2020**
from the office of the Indigent Defense Coordinator

The numbers listed below are for individual defendants, not the number of cases, as defendants may have more than one offense.

April 2020

▪ Number of requests for a court appointed attorney received:	336
▪ Number of requests approved:	278
▪ Number of requests denied:	58

May 2020

▪ Number of requests for a court appointed attorney received:	325
▪ Number of requests approved:	281
▪ Number of requests denied:	44

June 2020

▪ Number of requests for a court appointed attorney received:	395
▪ Number of requests approved:	333
▪ Number of requests denied:	62

July 2020

▪ Number of requests for a court appointed attorney received:	438
▪ Number of requests approved:	347
▪ Number of requests denied:	91

August 2020

▪ Number of requests for a court appointed attorney received:	419
▪ Number of requests approved:	355
▪ Number of requests denied:	64

Prepared on September 14, 2020.



Cathy Edwards
Indigent Defense Coordinator

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(16 pages)

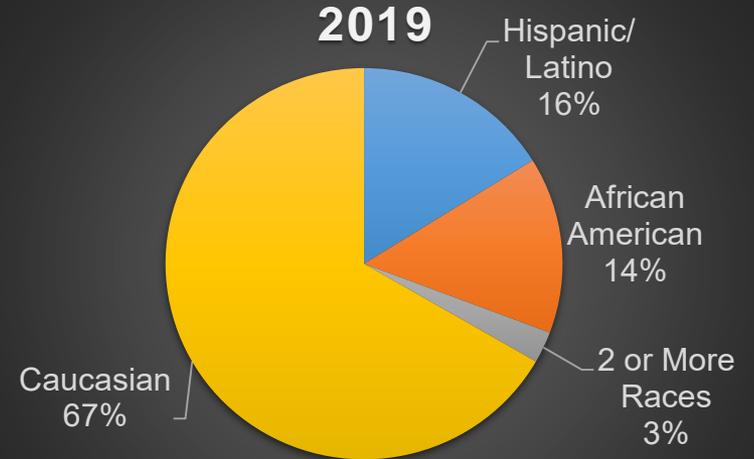
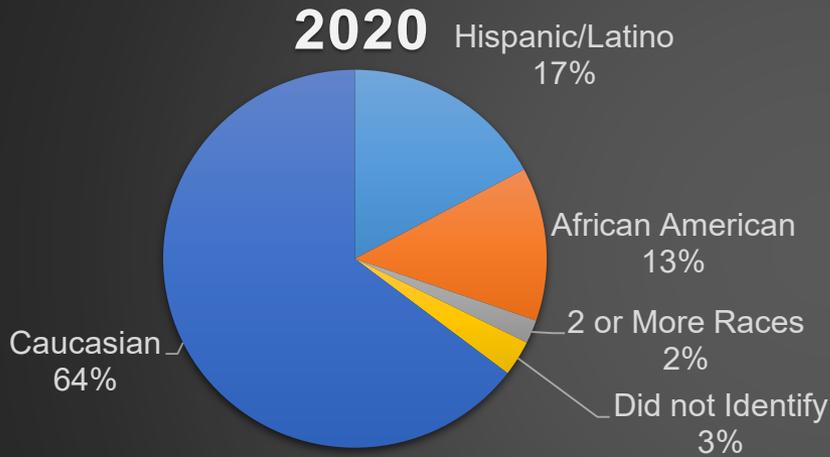
HR Activity Report

June – September 2020



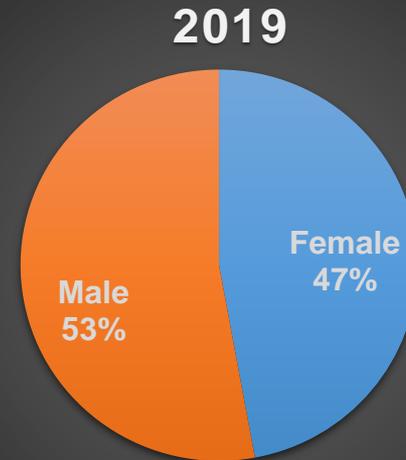
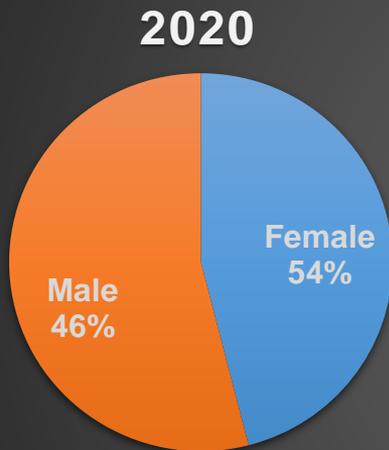
2019 VS. 2020 EEO WORKFORCE DEMOGRAPHIC COMPARISON

Race & Ethnicity



American Indian & Pacific Islander both < 1% in 2020 & 2019

Gender



RECRUITING

Quarter Totals

Average Days to Fill County Wide

88

Days to Fill Quarter 4 2019 vs 2020



40 Days

Hard to Fill Positions

Juvenile Supervision Officer– Juvenile

JP Court Clerk– Justice of the Peace, Pct. 1-2

Positions w/Shortest Vacancy Period

Deputy County Clerk – County Clerk

Elections Office Coordinator – Elections Administration

Deputy Tax Assessor-Property – Tax Office

Retention

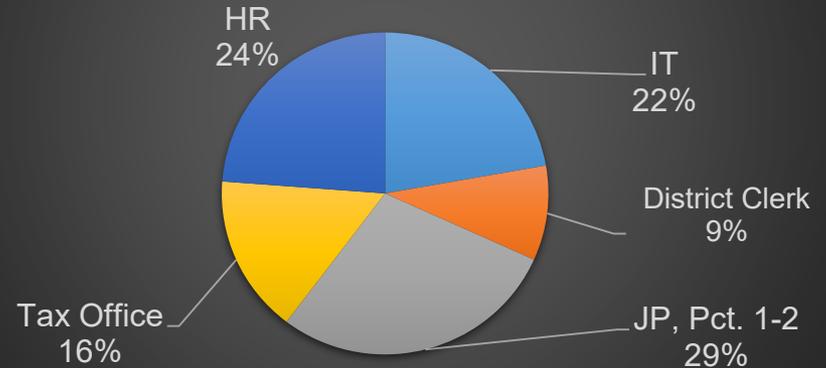
% of 2016 Qtr. 4 New Hires Still Employed

38%

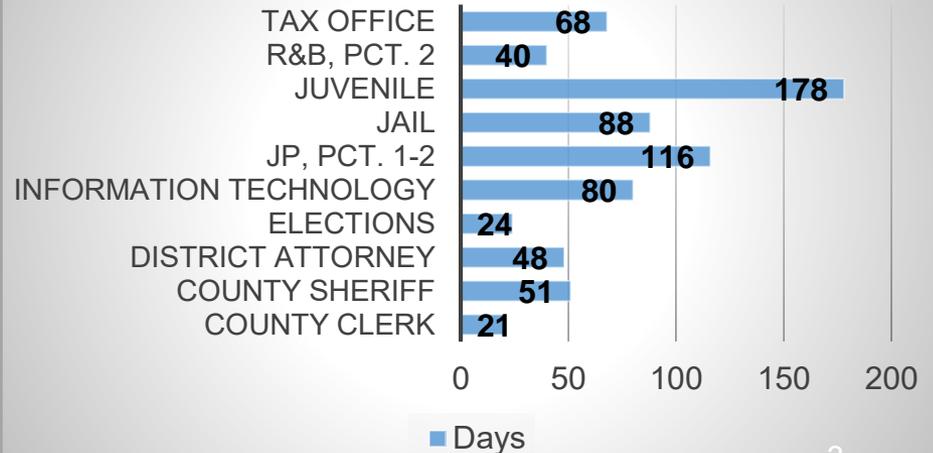
% of 2018 Qtr. 4 New Hires Still Employed

54%

Dept./Office Interviews Conducted with HR Collaboration



Average Days to Fill



RECRUITING

Quarter Totals

Applications Received

1,025

Exempt New Hires

3 of 46

Annual Totals

Applications Received

3,672

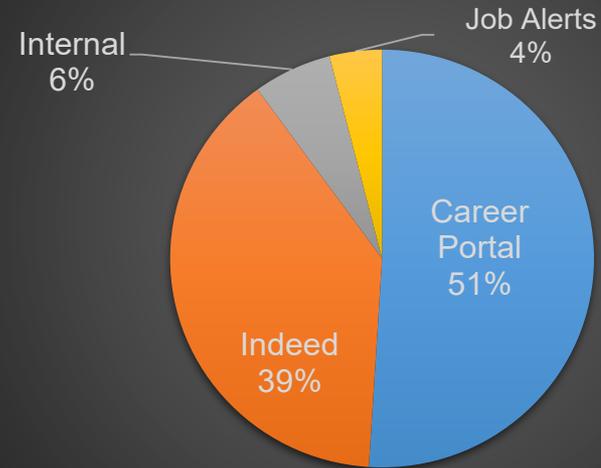
Exempt New Hires

11 of 244

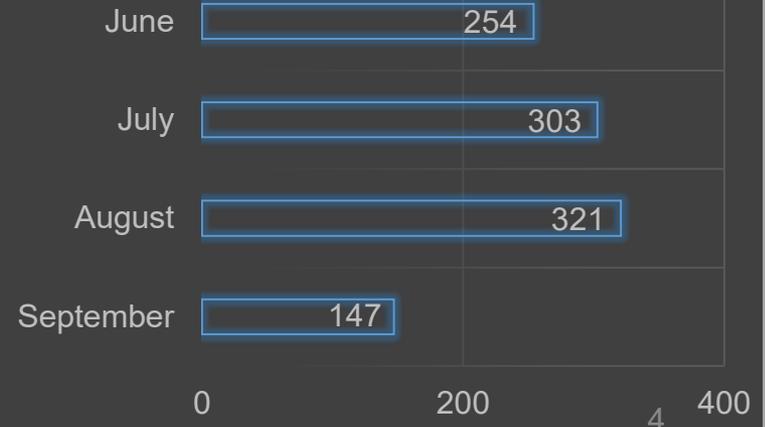
Advertising Used

Indeed	Baylor
Texas Workforce Commission	WacoTXJobs.com
Tarleton State University	Texas State Technical College
McLennan Community College	The University of Texas
Texas Association of Counties Group List Serves	

Applicant Sources



Applications Received by Month



PERSONNEL POSITION CHANGES

New Hires

53

New Hires
4th Quarter
2019 vs 2020

↓ 43%

Separations

67

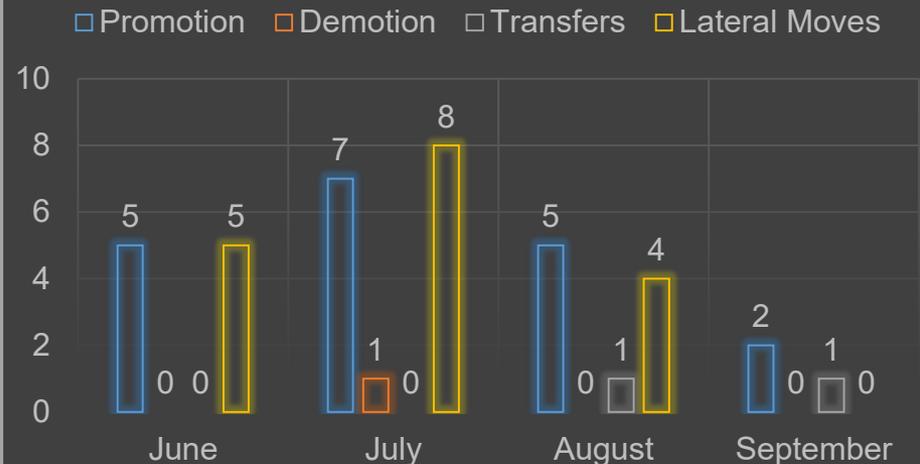
Separations
4th Quarter
2019 vs 2020

↑ 71%

Separations & New Hires

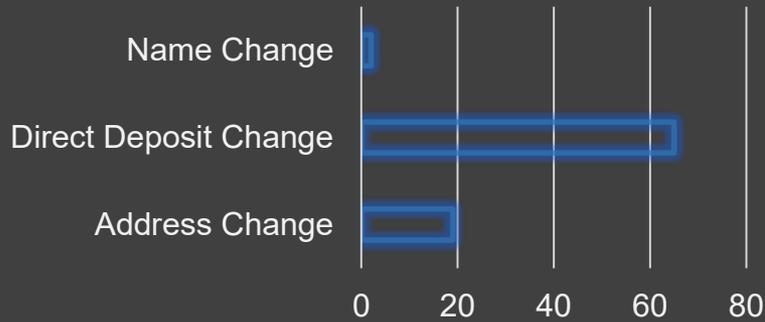


Position Changes



PERSONNEL DATA & COMPENSATION

Personnel Data Changes Processed
Total = 87



**Non-COLA
Salary Increases**

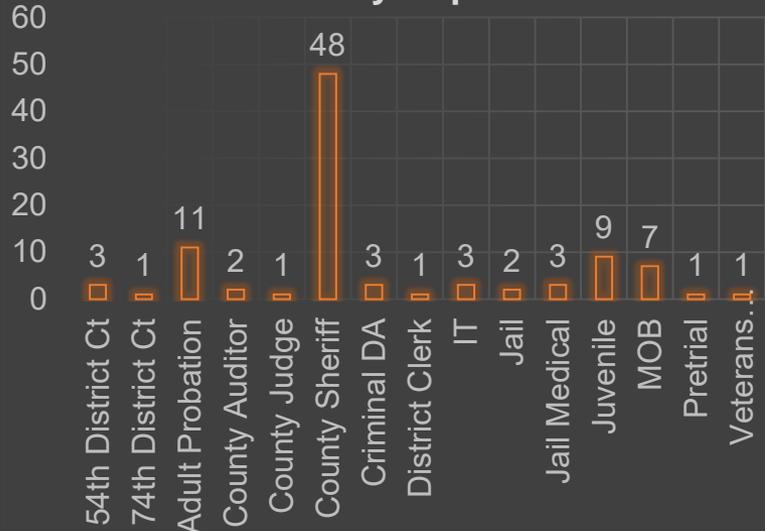
36

**Employees
Exceeding
Comp Accrual
Maximum of
240 Hours**

2

(Non-Law Enforcement)

Employees with Comp Hour
Balance > 50 by Department



**Employees
Maxed Out on
Vacation Hours**

99

**Departments with
the Most
Employees Maxed
Out on Vacation**

County Sheriff

Jail

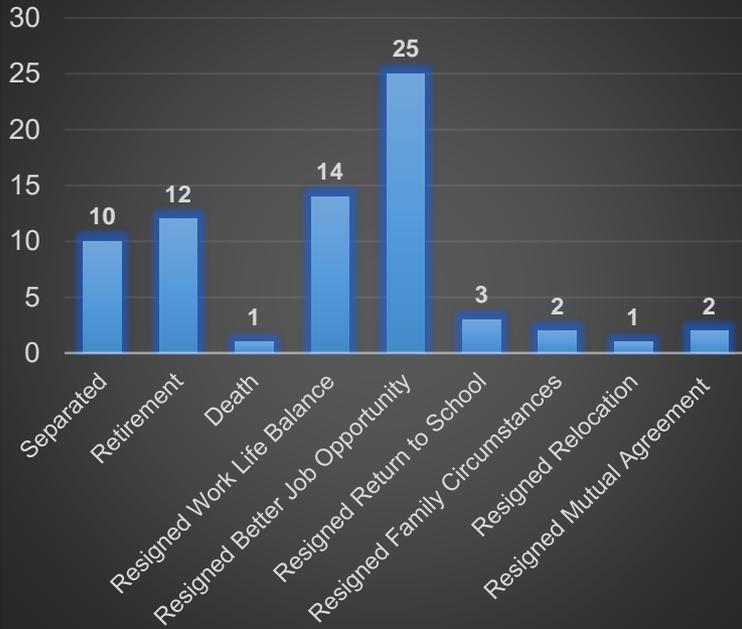
Juvenile



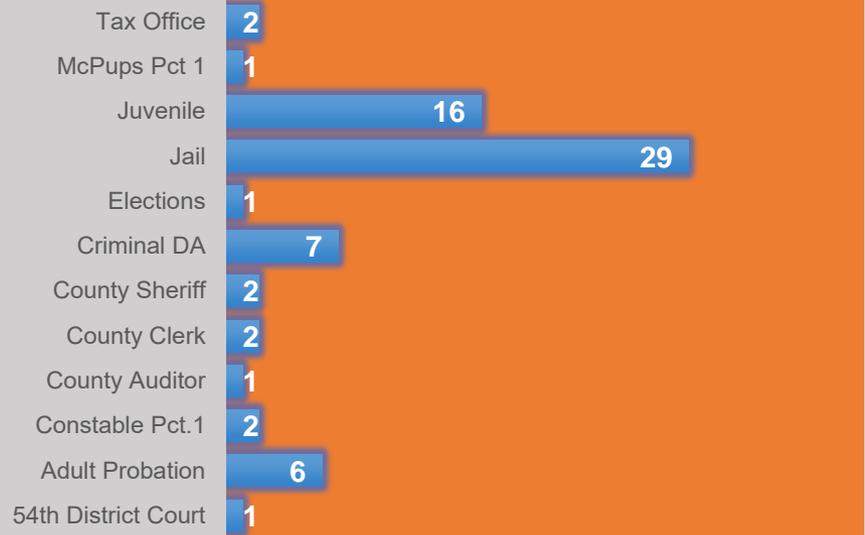
SEPARATIONS

Quarter Totals

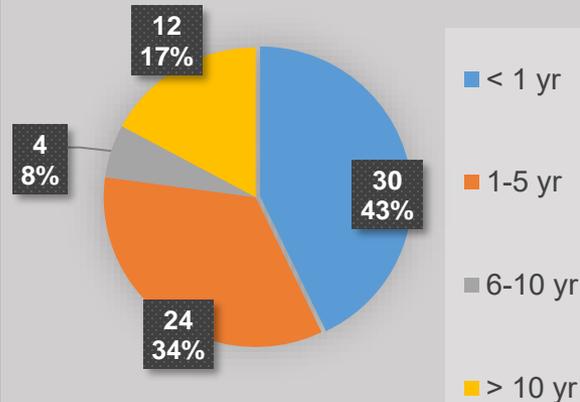
Separation Reasons



Separations by Department



Tenure of Separated Employees



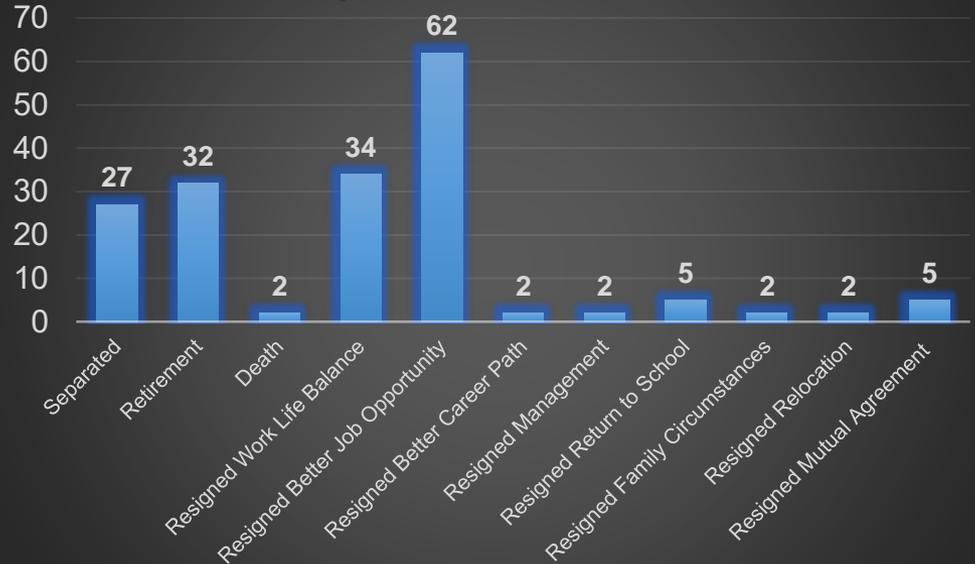
SEPARATIONS

FY 2020 Totals

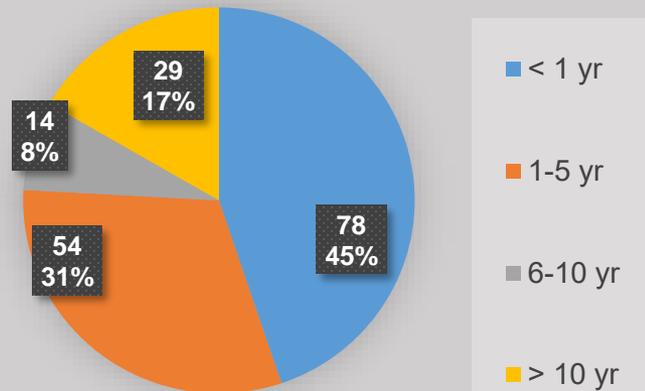
Separations by Department

Texas AgriLife	1
Tax Office	7
R&B Pct 4	1
Pretrial Svcs	1
Mental Health Court Svcs	1
McPups Pct 4	1
McPups Pct 1	1
MOE	1
Juvenile	25
JP Pct 1-2	2
Jail	92
Elections	1
District Clerk	2
Criminal DA	12
County Sheriff	4
County Health Svcs	2
County Clerk	2
County Auditor	3
Constable Pct.1	3
Adult Probation	12
54th District Court	1

Separation Reasons



Tenure of Separated Employees



WORKERS COMPENSATION

Quarter Totals

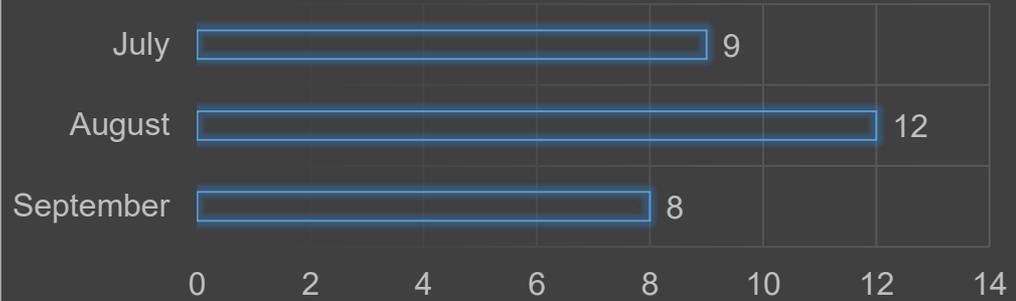
Injury Reports	Medical/ Indemnity Claims	Report Only
29	13	16

Fiscal Year Totals

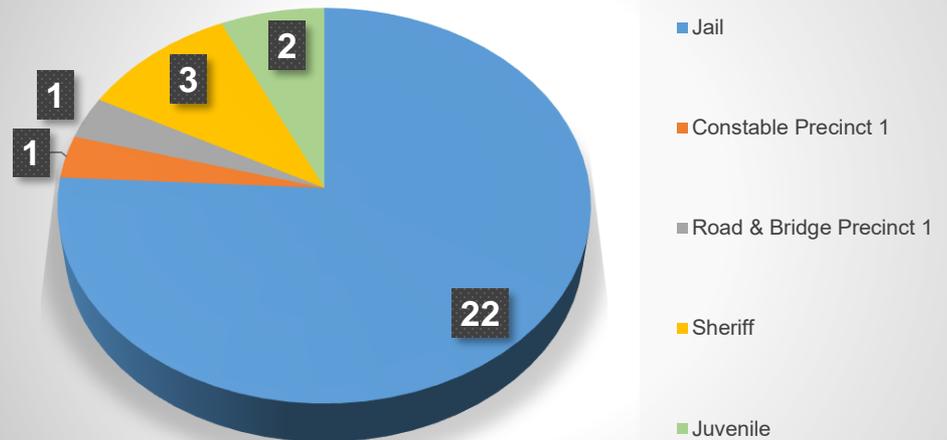
Injury Reports	Medical/ Indemnity Claims	Report Only
202	159	43

**Workers Comp
claims increased by
119% from FY19**

Injury Reports by Month



Quarterly Injury Report by Department



LEAVE OF ABSENCES

June – August Totals

Employees on Leave

(Non-COVID)

80

Down by 6%

(These totals do not include COVID-19 related leave.)

Employees on Leave

(COVID & FFCRA Leave)

267

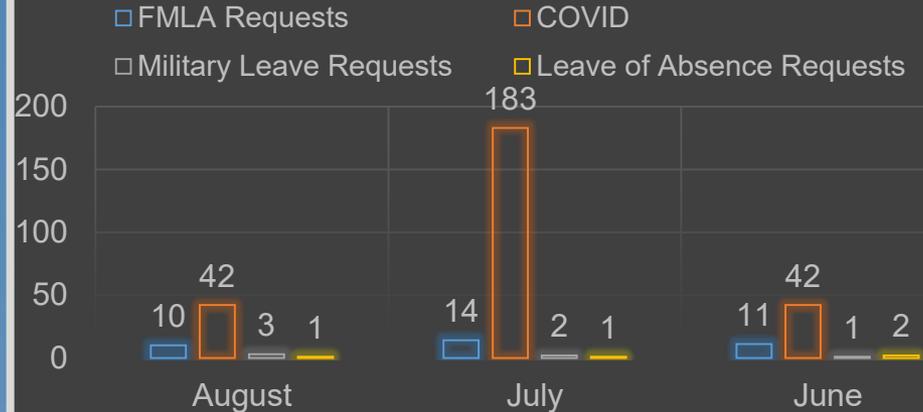
Up by 61%
from last quarter

Employees Returning from Leave

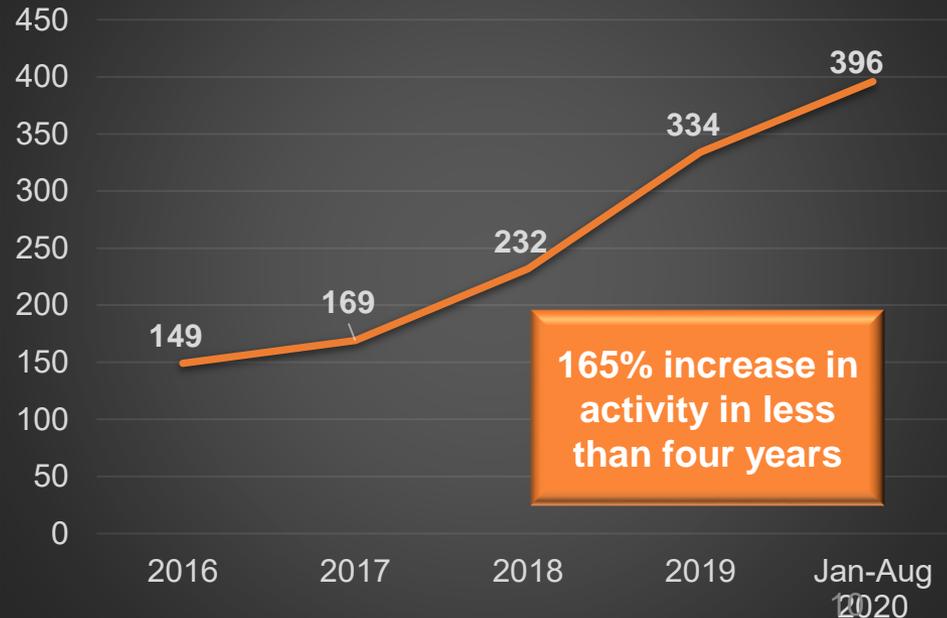
27

An employee returning from leave involves HR reviewing medical release notes to ensure it is safe for the employee to return with minimal to no risk for the County. The return also requires coordination of any applicable medical accommodations with the supervising department, which can often times become an ADA case. Every leave requires actions in the Tyler Munis database to place employee on leave and return employee from leave. Additionally, leave time calculations must be monitored every pay period.

Leave Requests by Type

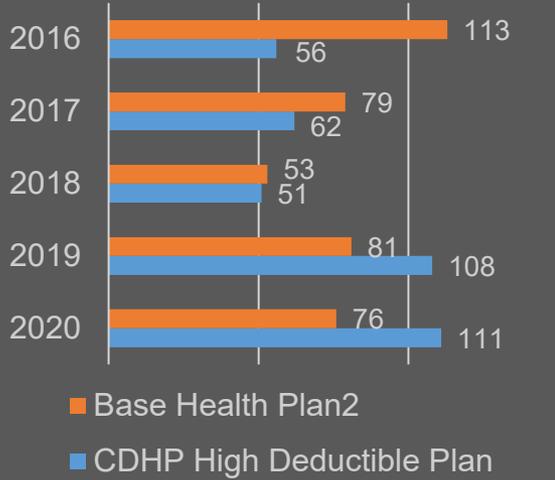


Leave Actions by Calendar Year



BENEFITS

New Hire Health Plan Selections
2016-2020



In July 2020 the Commissioner's Court approved several Insurance Committee requests for updates to the McLennan County employee benefits options. Human Resources, in collaboration with RoseMary (Mayes)Rafuse, has begun the implementation process with all of the new administrators.

Among the changes for 2021, employees will be completing their November 2020 open enrollment electronically. We have been working diligently with the Workterra team to make this process simple for employees, and the future administration of all McLennan County benefits.

We are thankful to the Commissioner's Court for allowing us the opportunity to partner with a new health plan TPA, amongst many other benefit updates. Human Resources is also grateful to the Insurance Committee for all of the time dedicated to finding the best options available to McLennan County employees.

Employees
with
Supplemental
Life Insurance

488

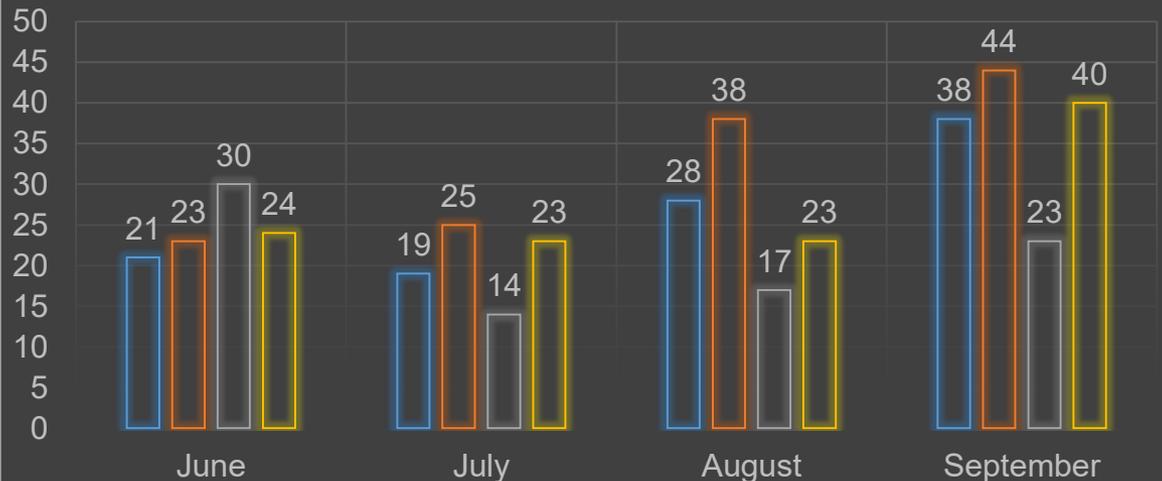
Dependents
with
Supplemental
Life Insurance

376

Benefit Provider Portal Activity

These numbers reflect actual changes made in portals, not the amount of times portals are accessed for information

□ NVA □ Delta □ TCDRS □ COBRA



UNEMPLOYMENT

Quarter Totals

Unemployment
Claims

19

Claims Processed
Quarter 4
2020 vs 2019

↑ 138%

Total Liability
Avoided

\$40,380.65

Total Win Rate

100%

Fiscal Year Totals

Unemployment
Claims

39

Total Liability
Avoided FY 2020

\$126,455.48

FY 2020 Win Rate

100%

FY 2019 Win Rate

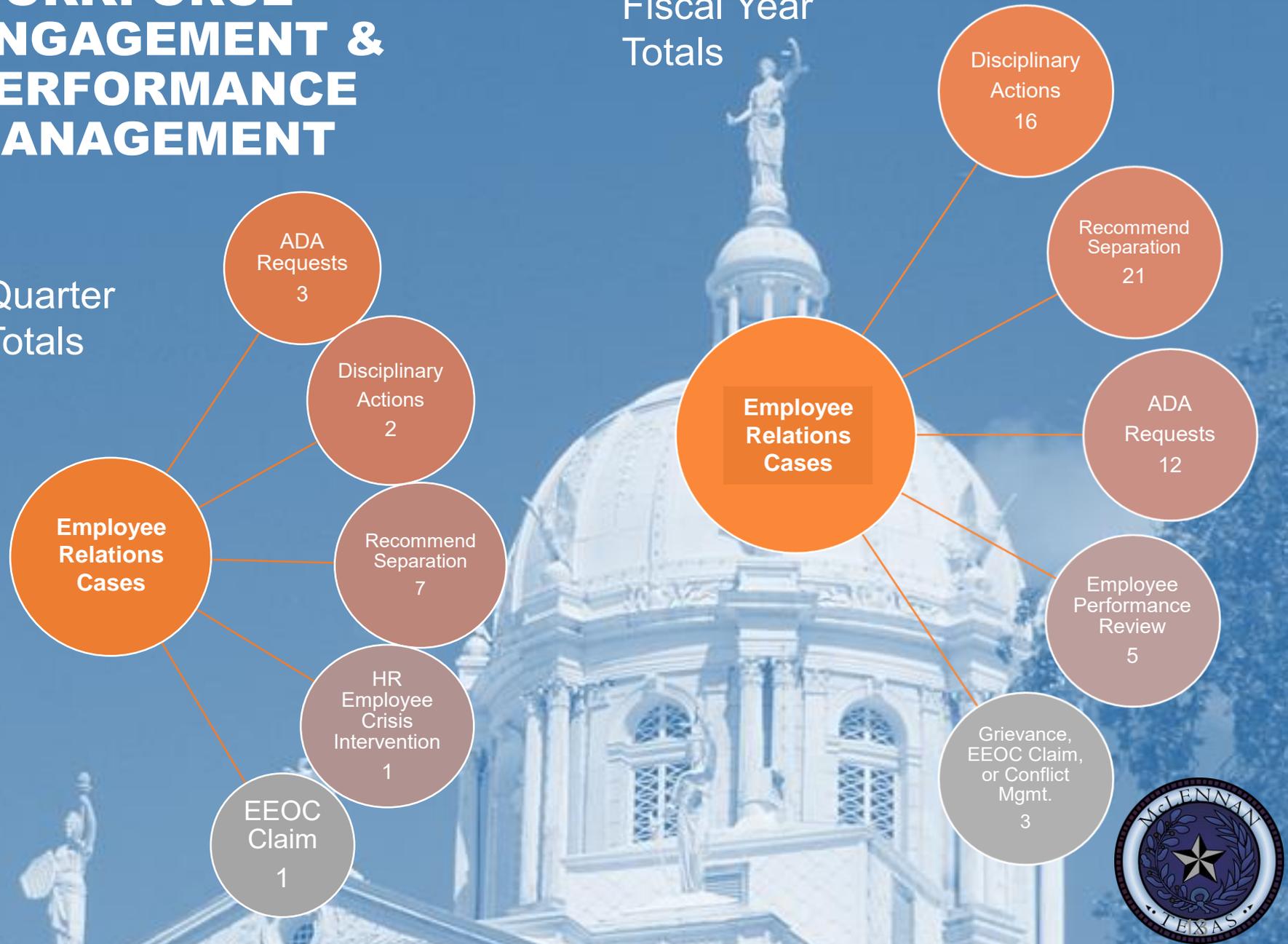
70%



WORKFORCE ENGAGEMENT & PERFORMANCE MANAGEMENT

Fiscal Year Totals

Quarter Totals



PROGRAM LAUNCH EMPLOYEE HEPATITIS B VACCINATIONS

Policy	Eligible Positions Due to High Risk for Exposure	On-site Vaccine Administration	Cost	Participation
<ul style="list-style-type: none">•The McLennan County Bloodborne Pathogens Exposure Control Plan is implemented to meet the minimum standard requirements for an Exposure Control Plan in accordance with the Health and Safety Code, Chapter 81, Subchapter H and Federal Register, 29 CFR, Section 1910.1030, Chapter XVII.•This policy requires the County to offer the Hepatitis B Vaccinations to all employees who have a potential risk to an occupational exposure at no cost to the employee.	<ul style="list-style-type: none">•Certified Peace Officers•Detention Officers/Jailers•Detention/Jail Medical Employees•Juvenile Detention Officers•Juvenile Probation Officers•Custodial employees	<ul style="list-style-type: none">•On-site vaccinations were coordinated with Thumbs Up Compliance, the Jail & Juvenile administrations. They offered a new 2-shot series for efficient administration of the vaccine and they also provided education material. The vaccine was typically administered in a series of 3 shots. Reducing the series to 2 shots makes completion of the series more likely and less burdensome to administer•The 1st shot was delivered to current employees through four on-site sessions conducted between 8/27/20-8/28/20.	<ul style="list-style-type: none">•The cost to administer the entire series for current employees will be \$47,480. This figure does not include the cost for to vaccinate new hires on an ongoing basis.•Previous quotes gathered during program implementation research averaged \$69,788. These cost estimates were presented to Commissioner's Court when HR first sought approval to launch the vaccine program.•HR reduced the expected program implementation cost by 47%	<ul style="list-style-type: none">•A total of 560 employees are eligible to receive the vaccine•209 employees consented to receive the vaccination•299 employees declined•52 employee have not responded•118 employees attended onsite vaccination sessions, which is 56% participation among those who opted to take the vaccine•Whether an employees accepts or declines participation, at any time could change their decision and opt to take the vaccine in the future.

Special thanks to Jail & Juvenile administrations for sharing their facilities with us and in helping us contact employees

Moving Forward
Premier ER will administer the vaccine for eligible new hires and any current employee that decides to take the vaccine in the future. This program will incur an ongoing cost as new hires opt to receive the vaccination.



Families First Coronavirus Response Act (FFCRA) & COVID-19 Leave



McLennan County-Current Active COVID/FFCRA Leaves as of 9/21/20

Pending Results of COVID Test	2
Active Leave - Caretaker	0
Active Leave - Continuous Medical Related	13
Total Employees Reporting COVID-19 Leave on Timesheet (June-Aug)	230 (21% of the workforce)
Departments/Offices Requiring Contact Tracing by HR (2 HR staff have taken on the contact tracing. The time spent tracing, attaining/reviewing medical notes, and coordinating information with the Health Department & our workers compensation carrier takes approximately 80% of their time)	17 (Contact tracing is provided to all office in need on an ongoing basis)



PROJECT & PROGRAM PROGRESS

COMPLETE

- Incentive pay list has received Commissioner's Court approval & was distributed to employees. This process includes a total of 403 pay entries into TylerMunis
- RFP review and process in search for a TPA for the McLennan County Health Plan
- Implementation of vaccination program for employees at risk for Blood Borne Pathogen exposure. Analysis on Hep B cost with addition of Jack Harwell adds to staff
- Address varying difficulties with technology resources to support HR operations (system issues resulted in departmental loss of work and recovery efforts required duplication of work task); Assess technology equipment solutions for business needs
- Renewal of Everfi service agreement to continue and expand online workforce training with a 28% decrease in cost
- Renewal of Deeroaks Employee Assistance Program
- Renewal of Conexis/Wageworks COBRA administration agreement
- Post and recruit for a new HR Specialist to start 10/1/2020
- Post and recruit for Tax Office Chief Deputy who started 8/17/2020
- Complete job descriptions and classification assessments for FY 2021 new positions
- Participated in budget discussions related to compensation analysis & parity analysis

In Progress

- Provide continued employee relations and leave of absence program support as well as contact tracing for all county offices as applicable
- Researching various Department of Labor guidance on the administration of the Families First Coronavirus Response Act
- Implementation of new TPAs for all major benefit plans including establishment of plan design, coordinating billing, online system implementation, open enrollment planning
- TAC Renewal Report for FY 2021 related to workers compensation
- Managing an active EEOC Claim including fielding requests for information and crafting responses.

Upcoming

- Conduct benefits education information sessions regarding all benefit plan changes
- Conduct annual enrollment & provide enrollment reports to all providers to process & deploy applicable benefit cards
- Deploy new online enrollment system called WorkTerra
- Workers Compensation reestablish reporting/notification protocols for supervisors and occupational clinics
- COLA pay actions
- Deploy training and materials for responding to injured workers and incidents
- Create supervisor and employee training to include First Aid certification renewal and Blood Borne Pathogen Program Orientation
- Build supervisor training program



June-August 2020

Maintenance of Equipment Activity Report

Radio Shop

Jail Repairs

48 work orders

143 labor hours

Vehicle Install/Repair

25 work orders

18.25 labor hours

Radio Projects

18 work orders

16.25 labor hours

Equipment Install/Removal/Repair

7 work orders

38 labor hours

Other

7 work orders

29.5 labor hours



Radio Tower Project

Pct. 1 Tower

- Completing R56 compliance work and grounding

Pct. 2 Tower

- Shelter has been set
- Finish generator install by 10/1

Pct. 4 Tower

- Terracon is working on NEPA study

Sign Shop

June

- 5 departments
- 12 sign orders
- 76 signs

July

- 5 departments
- 7 orders
- 29 signs

August

- 5 departments
- 12 orders
- 58 signs

Vehicle Maintenance

- Serviced vehicles for 7 County departments



June

- 79 work orders
- 17 state inspections
- \$5,029.03 – outside labor costs

July

- 70 work orders
- 5 state inspections
- \$2,330.75 – outside labor costs

August

- 79 work orders
- 9 state inspections
- \$11,802.67 – outside labor costs



Making a Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Overview of major programming efforts for June 2020 | Christina Fakhoury, Asst. County Extension Agent for Family and Community Health

6/1	- Attended New Agent Training (Link to Success) via Zoom - Attended weekly office conference
6/2	- Attended District 8 weekly update via Zoom - Assisted with Do Well Be Well (DWBW) session 4 via Zoom (17 participants)
6/3	- 4-H Youth Program Planning Meeting via Zoom - Taught Session 1 Cooking with Hypertension (3 participants)
6/4	- Assisted with DWBW session 4.5 via Zoom (17 participants)
6/5	- Attended COVID-19 Agency Update via Zoom
6/9	- Attended District 8 weekly update via Zoom - Assisted with DWBW session 5 via Zoom (17 participants)
6/10	- Co-taught Session 2 Cooking with Hypertension (3 participants)
6/11	- Assisted with DWBW session 5.5 via Zoom (17 participants)
6/16	- District 8 weekly update via Zoom - Assisted with County 4-H Recordbook Judging
6/17	- Program planning meeting at Bledsoe Miller Community Center - Taught Session 3 Cooking with Hypertension (3 participants)
6/18	- Assisted with McLennan County Virtual Chef Camp (19 views)
6/22	- Attended weekly office conference - Assisted with Garden Quest (veggie/plant giveaway) at Family Health Center Community Gathering Space (3 participants)
6/23	- Assisted with McLennan County Virtual Chef Camp (12 views)
6/24	- Assisted with McLennan County Virtual Chef Camp (6 views) - Assisted with Garden Quest (veggie/plant giveaway) at Family Health Center Community Gathering Space (7 participants)
6/25	- Assisted with Garden Quest (veggie/plant giveaway) at Family Health Center Community Gathering Space (9 participants)
6/26	- Assisted with Garden Quest (veggie/plant giveaway) at Family Health Center Community Gathering Space (2 participants)

<p><u>Educational Programs:</u> Programs: 4 Program Participants: 78</p>	<p><u>Educational Contacts:</u> Site/Office Visits: 0 E-mails: 10 Telephone: 0 Mail: 0 Social Media: 70</p>	<p><u>Media Contacts:</u> Media Release: 0 Newspaper Articles: 0</p>	<p><u>Volunteers:</u> Contacts: 0 Hours: 0</p>
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Educational programs of the Texas A&M AgriLife Extension Service are open to all people without regard to race, color, religion, sex, national origin, age, disability, genetic information or veteran status. The Texas A&M University System, US Department of Agriculture, and the County Commissioners Courts of Texas Cooperating.

Upcoming programs planned for July 2020*:

***meetings subject to change & face-to-face gatherings are limited until further notice due to COVID-19**

- 7/3 Holiday – Happy Fourth!
- 7/6 New Agent (Link to Success) Training
- 7/7 Volunteer award nominations
- 7/6-9 Virtual Youth Fashion Camp
- 7/9 District 8 4-H Recordbook Judging at Extraco Events Center
- 7/10 FCH strategy sessions via Zoom
- 7/13-17 Out of Office
- 7/23 Pressure Canning class at McLennan Community College (MCC)
- 7/28-30 TEAFCS state conference in Amarillo, TX

Making a Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Colleen Foleen, County Extension Agent for Family and Community Health

Overview of major programming efforts for June 2020:

- 1 Contact tracing, 4 hours
- 2 Do Well Be Well with Diabetes, virtual class on Zoom, 17 participants
 Contact tracing, 4 hours
- 3 Cooking Well for Healthy Blood Pressure, virtual class on zoom, 3 participants
 Contact tracing, 4 hours
- 4 Do Well Be Well with Diabetes, Virtual class via Zoom, 17 participants
- 5 Contact tracing, 4 hours
- 9 Do Well Be Well with Diabetes, Virtual class via Zoom, 17 participants
 Contact tracing, 4 hours
- 10 Cooking Well for Healthy Blood Pressure, virtual class on zoom, 3 participants
- 11 Do Well Be Well with Diabetes, Virtual class via Zoom, 17 participants
 Contact tracing, 4 hours
- 12 Contact tracing, 4 hours
- 15 Contact tracing, 4 hours
- 16 County Record Book Judging
- 17 Cooking Well for Healthy Blood Pressure, virtual class on zoom, 3 participants
- 18 Contact tracing, 4 hours
- 19 Contact tracing, 4 hours
- 22 Chef Camp Videos for virtual Chef Camp
 Contact tracing, 4 hours
- 23 Chef Camp Videos for virtual Chef Camp
 Contact tracing, 4 hours
- 24 Chef Camp Videos for virtual Chef Camp
- 24 Chef Camp Videos for virtual Chef Camp
 Contact tracing, 4 hours
- 26 Contact tracing, 4 hours
- 29 Contact tracing, 4 hours
- 30 Contact tracing, 4 hours

- 750 County Childcare workers registered and received training on the AgriLife Learn Website

Overview of major programming efforts planned for July 2020:

- 6-8th Virtual Fashion Camp
 - 9 District Record Book Judging, Extraco
 - 13 Food Managers Course, Extension Office
 - 16 Water Bath Canning, Extension Office
 - 20 Food Managers Course, Extension Office
 - 23 Pressure Canning, Extension Office
 - 27-30 Texas Extension Association of Family and Consumer Science State Conference, Amarillo
- **Case Investigation for Texas State Health Services ~20 hours a week until further notice

Educational Programs:

Programs Presented.....	10
Program Participants.....	77

Educational Contacts:

Telephone.....	25
Email.....	3200
Site/Office Visits.....	0
Mail.....	5
Social Media.....	472

Media Contacts

Media Release.....	5
News Paper Articles.....	1

Volunteers

Contacts.....	0
Hours.....	0

Making a

Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Karly West, County Extension Agent – 4-H and Youth Development

Overview of major programming efforts for June, 2020

- 6/1 – Office conference, 4-H management, weekly updates and monthly newsletter
- 6/2 – District 8 update meeting, social media management
- 6/3 – Program planning conference, TXData Outlines
- 6/4 – Vacation
- 6/5 - Vacation
- 6/8 – Office conference, office management, Prep and practice presentation for Virtual LEAD Academy
- 6/9 – District 8 Update meeting, Virtual LEAD Academy
- 6/10 – Presented at Virtual LEAD Academy
- 6/11 – Office management
- 6/12 – Club Chartering due/input charters, Attend 4-H Development Strategy Sessions
- 6/15 – Office conference, office management
- 6/16 – County Recordbook judging
- 6/17 – Hosted virtual SURGE camp @ CEO
- 6/18– Hosted virtual SURGE camp @ CEO, filmed first virtual chef camp video
- 6/19– Hosted virtual SURGE camp @ CEO
- 6/22 – Office Conference, office management, edited/uploaded virtual chef camp video
- 6/23 – District 8 update meeting, filmed/edited/uploaded Chef camp video
- 6/24 – Filmed/edited/uploaded Chef camp video, Steer and heifer validation
- 6/25 – Began sorting and inputting awards applications, judged Falls County recordbooks
- 6/26 – Awards apps, County Council Apps and District recordbooks due, attended 4-H Dev. Strategy Sessions
- 6/29 – Office conference, weekly updates, office management, banquet planning
- 6/30 – Validation, monthly reporting

Overview of major programming planned by Karly West for July 2020

4-H Awards Banquet Planning
Adult leaders meeting
Virtual Fashion Camp
District Recordbook Judging
4-H Virtual National Qualifiers
Club Leader and County Wide Officer Training

Educational Programs:

Programs Presented -
Program Participants -

Educational Contacts:

Telephone 35
E-mail Blast 2,362
Site Visits 4-H & NR -
Office Visits 7

Media Outreach:

Facebook Post 10
Facebook Followers 380
4-H Newsletter Contacts 320

Volunteer Efforts:

Volunteer Contacts -
Volunteer Hours -

Making a

Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Overview of major programming & planning efforts for Lindsey Breunig, Extension Agent -
Better Living for Texans - June 2020.

June Educational Programs & Planning:

- 6/1 County office conference
- 6/1 **Link to Success New Agent Onboarding** - online meeting
- 6/2 District 8 Weekly Update
- ~~6/2 **South Waco Library** - *Walk N Talk Series*~~
- 6/2 Meeting with Speaker Committee for BLT Conference
- 6/3 Planning meeting for online series with Carver Middle School students (2 attended)
- 6/3 Youth Program Planning with Office and Regional Program Leaders
- 6/4 **Scrub Up Tune Up** - Research and program planning meeting
- 6/4 BLT - Share, Ask, Learn, online meeting
- ~~6/4 **Shepherd's Heart Food Pantry** - *Fresh Start to a Healthier You*~~
- 6/4 Meeting with South Waco Library regarding summer programs: *canceled due to COVID-19*
- 6/5 **Scrub Up Tune Up** - Research and program planning meeting
- 6/8 County office conference
- 6/9 District 8 Weekly Update
- ~~6/9 **South Waco Library** - *Walk N Talk Series*~~
- 6/9 Meeting with Speaker Committee for BLT Conference
- 6/11 BLT - Share, Ask, Learn, online meeting
- ~~6/11 **Shepherd's Heart Food Pantry** - *Fresh Start to a Healthier You*~~
- ~~6/11 McLennan County Hunger Coalition, meeting~~
- 6/15 County office conference
- 6/15 Online meeting with BLT State Office for BLT State Conference
- 6/15 Meeting with Bear Adventures (2 attended)
- 6/15 **Scrub Up Tune Up** - Research and program planning meeting
- 6/16 District 8 Weekly Update
- ~~6/16 **South Waco Library** - *Walk N Talk Series*~~
- 6/16 County 4-H Record Book Judging
- 6/17 Meeting with State BLT Office for Speaker Committee
- 6/17 Meeting with Bledsoe Miller Community Center (4 attended)
- 6/18 BLT - Share, Ask, Learn, online meeting
- ~~6/18 **Shepherd's Heart Food Pantry** - *Fresh Start to a Healthier You*~~
- ~~6/18 **Hope House** - *Fresh Start to a Healthier You!*~~
- 6/22 County office conference
- 6/22 **Community Gathering Space at Family Health Center:** *gave away vegetable plant transplants and educational information (100 transplants given away over a 5-day period, 25 visitors)*
- 6/23 District 8 Weekly Update
- ~~6/23 **South Waco Library** - *Walk N Talk Series*~~
- 6/23 Meeting with Speaker Committee for BLT Conference

- 6/23 **Community Gathering Space at Family Health Center:** gave away vegetable plant transplants and educational information (100 transplants given away over a 5-day period, 25 visitors)
- 6/24 **Community Gathering Space at Family Health Center:** gave away vegetable plant transplants and educational information (100 transplants given away over a 5-day period, 25 visitors)
- 6/24 BLT Program Planning Meeting with FCH Agent, RPL, RPS, DEA to discuss FY21 plans
- 6/24 **Scrub Up Tune Up** – Research and program planning meeting
- 6/24 **Carver Middle School** - Online Zoom class, Choose Healthy (9 attended)
- 6/25 BLT - Share, Ask, Learn
- ~~6/25 **Shepherd's Heart Food Pantry** – Fresh Start to a Healthier You~~
- 6/25 **Community Gathering Space at Family Health Center:** gave away vegetable plant transplants and educational information (100 transplants given away over a 5-day period, 25 visitors)
- 6/25 **Scrub Up Tune Up** – Research and program planning meeting
- 6/26 **Community Gathering Space at Family Health Center:** gave away vegetable plant transplants and educational information (100 transplants given away over a 5-day period, 25 visitors)
- 6/26 Online training for *online* Fresh Start to a Healthier You!
- 6/29 County office conference
- ~~6/30 **South Waco Library** – Walk N Talk Series~~

June 2020 Numbers:		
<u>Educational Programming:</u> Programs: 11* Contacts: 169* Graduates: 0 <i>*includes tentative numbers from canceled programs</i>	<u>Planning Contacts:</u> Meetings: 31 E-mails: 200	<u>Media Outreach:</u> Monthly Update reach: 187 Facebook followers: 249 Instagram followers: 89 Facebook and Instagram reach: 4,000
Act Locally: 1,000+		
https://www.actlocallywaco.org/2020/06/01/lessons-from-a-pineapple-warmth-friendship-and-tasty/		

June Photos Highlight







Upcoming *Tentative* July Programs: Dates – Location – Program

Due to the uncertain nature of July programming and cancelations, specific dates for this section will be left blank and updated in the July Commissioners Court Report.

Making a
Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Overview of major programming efforts of County Agent Dr. Shane McLellan for June 2020

- 1, Office Conference
- 1, Radio Program
- 2, District 8 Weekly Update
- 3, Crop Report
- 3, Youth Program Planning Conference
- 4-5, Purina VIP Program on zoom
- 4, VirKim planning Meeting
- 5, Covid-19 Agency Update
- 8, Office Conference
- 9, Farm Bureau Committee Meeting, 10 attending
- 9, District 8 Weekly Updates
- 9, Houston Livestock Show Membership Update
- 10, Crop Report
- 11, Covid 19 Sheep and Goat Market Update, Zoom
- 11, Ag Newsletter went out, mail and email
- 12, East Side Row Crop Tour Zoom, 50 attending
- 15, Radio Program
- 16, District 8 Weekly Update
- 16, Crop Report
- 17, Southeast Regional Crop Marketing
- 17, Private Applicator Training, one
- 18, Parasanti Meeting, Google Meeting
- 19, West Side Turn Row Meeting, 40 attending
- 22, Office Conference
- 23, Crop Report
- 23, District 8 Weekly Update
- 24, Central Texas Stocker Cattle Program, 120 attending
- 26, Master Gardener management meeting
- 29, Radio Program
- 29, Office Conference
- 30, Validation @ West

Overview of major programming planned by Dr. Shane McLellan for July 2020

- 1, Master Gardener Exec Meeting
- 7, Master Gardener Monthly Meeting, Zoom
- 7, LG Field Day, Speegleville
- 8, BIG Strategy Meeting
- 9, District 8 Recordbook Judging, Waco
- 11-15, TCAAA State Agent Conference
- 13, Radio Program
- 14, Farm Bureau Meeting
- 16, Lunch with the Masters, Zoom
- 27, Radio Program
- 29, Wildlife Program
- 30, 4-H Rally Day

Educational Programs:

Programs Presented 7
Program Participants..... 232

Educational Contacts:

Telephone 525
E-mail Blast.....3,320
Site/Office Visits 21
Mail..... 20
Newsletter.....775

Social Media

Facebook.....10,300
Web Sessions..... 785
Web Page Views2,156

Media Outreach:

Media Release 3
Waco Tribune Articles..... 3
(38,134 subscribers)
Radio Ads..... 1
Radio Ad Audience 1
Radio Programs..... 2
Radio Listeners..... 43 stations
(4.3 mil estimated audience)

Volunteer Efforts:

Continued Education 11 (382 for year)
Volunteer Hours 155 (2,843 for year)
Volunteer Contacts..... 10 (2,484 for year)

Making a

Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Overview of major programming efforts for July 2020 | Christina Fakhoury, Asst. County Extension Agent for Family and Community Health

7/6	- Attended New Agent Training (Link to Success) via Zoom
7/7	- Attended District 8 Monthly Update via TEAMS
7/10	- Attended 'Friday FCH Strategy Sessions' via Zoom
7/20	- Created a 'Mini-Series' on Mindfulness on Instagram
7/23	- Assisted with pressure canning class at McLennan Extension Office (4 participants)
7/24	- Picked up and delivered PPE from various counties in District 8
7/27-30	- Attended TEAFCS state conference in Amarillo, Texas

<u>Educational Programs:</u>	<u>Educational Contacts:</u>	<u>Media Contacts:</u>	<u>Volunteers:</u>
Programs: 1 Program Participants: 4	Site/Office Visits: 0 E-mails: 2 Telephone: 0 Mail: 0 Social Media: 75	Media Release: 0 Newspaper Articles: 0	Contacts: 0 Hours: 0

Upcoming programs planned for July 2020*:

*meetings subject to change & face-to-face gatherings are limited until further notice due to COVID-19

8/3	New Agent (Link to Success) Training
8/4	District 8 Monthly Update via TEAMS
8/6	County 4-H Banquet
8/13	Wisdom, Power & Control (WPC) Diabetes Series training with Dr. Purcell
8/24	Session 1 Cooking Well With Diabetes (CWW) at McLennan Community College

Making a Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Colleen Foleen, County Extension Agent for Family and Community Health

Overview of major programming efforts for July 2020:

- 1 Contact Tracing
- 7 Planning Meeting
- 8 Contact Tracing
- 9 Record Book Judging, Extraco
- 10 Contact Tracing
- 13 Food Protection Manager course, 4 participants
- 14 Contact Tracing
- 15 Contact Tracing
- 16 Water Bath Canning, 6 participants
- 17 Contact Tracing
- 20 Food Managers 2nd day and test, 4 participants
- 21 Contact Tracing
- 22 Contact Tracing
- 23 Pressure Canning, 4 participants
- 24 Contact Tracing
- 27 – 30 TEAFCS Professional development conference, Amarillo
- 31 Contact Tracing

Overview of major programming efforts planned for August 2020:

- 6 4H Virtual Banquet
- 13 Planning Meeting for From the Ground Up Conference in January
- 18 annual mid-year performance review
- 19 virtual marketing summit
- 22 Instant Pot Cooking Class, South Waco Library
- 25 Cooking Well with Diabetes series begins
- 3 – 31 Contact tracing, work as Case Investigator for Texas Health Trace, 20 hours per week as schedule allows.

Educational Programs:

Programs Presented.....	4
Program Participants.....	18

Educational Contacts:

Telephone.....	40
Email.....	3700
Site/Office Visits.....	0
Mail.....	10
Social Media.....	790

Media Contacts

Media Release.....	5
News Paper Articles.....	6

Volunteers

Contacts.....	0
Hours.....	0

Making a

Difference

in McLennan County

Extension Newsletter for Commissioners Court

Jerod Meurer, County Extension Agent- Natural Resources

Overview of major programming efforts for July 2020

- 7/1/20 Office management, process state fair validation, process heifer validation paperwork, monthly reports
- 7/2/20 Office management, send out livestock newsletters (**320 Contacts**), process validation paperwork, monthly paperwork, livestock project site visit (**4 contacts**)
- 7/3/20 Office closed for 4th of July Holiday
- 7/6/20 Office management, monthly reports, weekly email reminders and updates (**320 contacts**), finish processing validation paperwork, Adult Leaders Meeting online (**12 attended**)
- 7/7/20 Office management, mail off validation paperwork, send family and school copies to families and teachers, District 8 Weekly update meeting, Wildlife Strategy meeting online, monthly reports, office conference
- 7/8/20 Office management, mail off validation paperwork, prep for district recordbook judging, work on newsletters, help with planning for 4-H banquet and 4-H training, monthly reports,
- 7/9/20 District Recordbook Judging at Extraco (**48 attended**)
- 7/10/20 off to travel to state TCAAA Meeting
- 7/11/20 Travel to Abilene for State TCAAA Meeting
- 7/12/20 State TCAAA Meeting in Abilene
- 7/13/20 State TCAAA Meeting in Abilene
- 7/14/20 State TCAAA Meeting in Abilene
- 7/15/20 State TCAAA Meeting in Abilene

- 7/16/20 office management, send agent updates for Stock shows & AI report (**48 contacts**), return phone calls and emails, work on newsletters, send out updates to livestock families (**75 contacts**)
- 7/17/20 Off
- 7/20/20 Producer Site Visit (**4 Contacts**), office management, office conference, weekly email reminders (**220 contacts**), monthly reports, work on newsletters,
- 7/21/20 Office management, 4-H connect training online, Club manager training online (**12 attended**), validation paperwork, livestock project site visit (**5 contacts**)
- 7/22/20 Livestock project site visit (**8 contacts**), office management, State Wildlife Strategy Program Presentation Online
- 7/23/20 Office management, work on newsletters, send out validation order forms (**250 contacts**), test run for wildlife program (**4 contacts**),
- 7/24/20 Office management, major show update emails (**95 contacts**), work on newsletters, send out wildlife flyer (**450 contacts**)
- 7/27/20 office management, office conference, email reminders/updates (**220 contacts**), monthly reports, 4H program planning.
- 7/28/20 Office management, work on newsletters, and monthly reports, attend Pecan Strategy meeting online, prepare for McLennan County Wildlife meeting

7/29/20 Wildlife Program Online (**21 Attended**), send out survey's from Wildlife Program (**18 Contacts**),
 State 4-H Online Meat Judging Contest (**4 youth attended**),
 7/30/20 Office management, work on newsletters, send out fall major show entry information (**185 contacts**), Beef Cattle Stratgey session online, Wildlife meeting followup email (**15 contacts**), work
 7/31/20 Goat Shopping for 4-H families (**8 contacts**)

Overview of major programming planned by Jerod Meurer for August 2020

4-H Banquet
 Beef Cattle Short Course
 Fall Major Show Entries
 Regional PDC Meeting
 District Ag Retreat
 SALE leadership program
 Major Show Sheep & Goat Tag Orders Due
 LAB Meeting

Educational Programs:

Programs Presented	9
Program Participants	312

Educational Contacts:

Telephone	650
E-mail Blast	9 @ 280 per blast 2,520
E-mails	1,120
Site Visits 4-H	6
Site Visits- NR	8
Office Visits	4

Media Outreach:

Facebook Post	-
Facebook Followers	1,176
ANR Newsletter Contacts	385
Livestock Newsletter Contacts	240

Volunteer Efforts:

Volunteer Contacts	-
Volunteer Hours	-

Making a
Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Karly West, County Extension Agent – 4-H and Youth Development

Overview of major programming efforts for June, 2020

- 7/1 – Worked on 2020-2021 TexasData plans, sent out monthly newsletter
- 7/2 – TexasData plans, district recordbook edits/prep
- 7/3 – Office Closed
- 7/6 – Virtual Adult Leaders Meeting, office management
- 7/7 – Office conference, monthly D8 Updates, social media management
- 7/8 – Worked on 2020-2021 TexasData Plans
- 7/9 – District 8 Recordbook Judging
- 7/10 – Social media management, fashion camp planning
- 7/13 – Banquet planning, office conference, office management
- 7/14 – Banquet planning, submitted 2020-2021 TexasData Plans
- 7/15 – Out sick
- 7/16 – Johnson Co. Virtual Awards Interviews/Out sick
- 7/17 – Out sick
- 7/20 – Office conference, social media management, Club leader training prep
- 7/21 – Connect 2.0 Training, Club Leader Training
- 7/22 – County Council elections planning, finalized banquet script
- 7/23 – Began creating slideshow/powerpoint for banquet
- 7/24 – Banquet prep
- 7/27 – Sent out weekly updates, social media management
- 7/28 – Banquet script edits, social media management, banquet slidshow/powerpoint
- 7/29 - Banquet script edits, banquet slidshow/powerpoint
- 7/30 - Banquet script edits, banquet slidshow/powerpoint
- 7/31 – County council election prep

Overview of major programming planned by Karly West for July 2020

County Council Elections
4-H Awards Banquet Planning
TEA4HA State Conference
4-H Awards Banquet
State Recordbook Judging
Ag Retreat
Virtual 4-H Summit

Educational Programs:

Programs Presented -
Program Participants..... -

Educational Contacts:

Telephone 35
E-mail Blast..... 2,362
Site Visits 4-H & NR -
Office Visits..... 5

Media Outreach:

Facebook Post 10
Facebook Followers..... 380
4-H Newsletter Contacts 320

Volunteer Efforts:

Volunteer Contacts -
Volunteer Hours -

Making a

Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Overview of major programming & planning efforts for Lindsey Breunig, Extension Agent -
Better Living for Texans - July 2020.

July Educational Programs & Planning:

- 7/1 **Speaker Committee Meeting:**
Cap Note Speaker (Jimmy Dorrell from Mission Waco) for BLT Conference
- 7/1 **Speaker Committee Meeting:**
Session Speaker (Zac Huston from Baylor) for BLT Conference
- 7/1 **Carver Middle School** - Online Zoom Class, Choose Healthy (9 attended)
- 7/1 **Scrub Up Tune Up** - Research and program planning meeting
- ~~7/2 **Shepherd's Heart Food Pantry** - *Fresh Start to a Healthier You*~~
- 7/2 **Scrub Up Tune Up** - Research and program planning meeting
- 7/6 County Office Conference
- 7/6 **Link to Success New Agent Onboarding** - online meeting
- ~~7/6 **Bledsoe Miller Community Center** - *Be Well, Live Well Series*~~
- ~~7/7 **South Waco Library** - *Walk N Talk Series*~~
- 7/7 District 8 Monthly Update
- ~~7/8 **Bledsoe Miller Community Center** - *Be Well, Live Well Series*~~
- 7/8 **Care Net** - Online FSHY Series, 22 people
- ~~7/9 **Shepherd's Heart Food Pantry** - *Fresh Start to a Healthier You*~~
- ~~7/9 McLennan County Hunger Coalition - *canceled due to COVID-19*~~
- 7/9 **District 8 Record Book Judging**
- 7/9 BLT - Share, Ask, Learn - online meeting
- 7/10 FCH Strategy Sessions - online meeting
- 7/13 County Office Conference
- ~~7/13 **Bledsoe Miller Community Center** - *Be Well, Live Well Series*~~
- ~~7/14 **South Waco Library** - *Walk N Talk Series*~~
- 7/14 Meeting with Bell County BLT-EA
- ~~7/15 **Bledsoe Miller Community Center** - *Be Well, Live Well Series*~~
- ~~7/16 **Shepherd's Heart Food Pantry** - *Fresh Start to a Healthier You*~~
- 7/16 **Scrub Up Tune Up** - Research and program planning meeting
- 7/17 FCH Strategy Sessions - online meeting
- 7/20 County Office Conference
- ~~7/20 **Bledsoe Miller Community Center** - *Be Well, Live Well Series*~~
- ~~7/21 **South Waco Library** - *Walk N Talk Series*~~
- 7/21 Meeting with La Puerta for Program Planning
- ~~7/22 **Bledsoe Miller Community Center** - *Be Well, Live Well Series*~~
- 7/22 **Care Net** - Online FSHY Series, 29 people

- 7/23 **Shepherd's Heart Food Pantry** – *Fresh Start to a Healthier You*
- 7/23 **Scrub Up Tune Up** – Research and program planning meeting
- 7/23 BLT - Share, Ask, Learn, online meeting
- 7/23 **Hope House/First Assembly Waco** – *Fresh Start to a Healthier You! (5 attended)*
- 7/24 FCH Strategy Sessions – online meeting
- 7/24 Quarterly Nutrition Update - BLT/EFNEP - Iron
- 7/28 **State TEAFCS Conference** - Embassy Suites by Hilton Amarillo Downtown
- 7/29 **State TEAFCS Conference** - Embassy Suites by Hilton Amarillo Downtown
- 7/30 **State TEAFCS Conference** - Embassy Suites by Hilton Amarillo Downtown
- 7/30 **Scrub Up Tune Up** – Research and program planning meeting

Other July Highlights: Two Week Meal Planning Video Series (over 2,000 views) - <https://www.facebook.com/watch/164242444121222/1178508105880867>

July 2020 Numbers:

Educational Programming:

Programs: **17***
 Contacts: **256***
 Graduates: **0**
**includes tentative numbers from canceled programs*

Planning Contacts:

Meetings: **17**
 E-mails: **200**

Media Outreach:

Monthly Update reach: **187**
 Facebook followers: **261**
 Instagram followers: **89**
 Facebook and Instagram reach: **3259**

Act Locally: **1,000+**

<https://www.actlocallywaco.org/2020/07/01/fruit-of-the-month-blueberries/>

July Photos Highlight



Upcoming *Tentative* August Programs: Dates - Location - Program

- 8/19 - **Care Net** - Online FSHY Series, 29 people
- 8/20 - **Hope House/First Assembly Waco** – *Fresh Start to a Healthier You!*
- 8/24 - La Puerta Walking/Family Fitness Challenge
- 8/26 - **Care Net** - Online FSHY Series, 29 people

Making a Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Overview of major programming efforts of County Agent Dr. Shane McLellan for July 2020

- 1, Master Gardener Exec Meeting, 7
- 3, Agency Report on Covid19, Zoom
- 7, LG Field Day, Zoom
- 7, District 8 Monthly Update, Teams
- 8, Master Gardener Monthly Meeting, Zoom. Attended by 102. Members have cancelled all of these meetings April-June. I talked them into letting me host a meeting on Zoom. It was well attended. Meeting was saved to Zoom, edited on YouTube and uploaded into the VMS system for members to watch that could not attend.
- 9, District 8 Recordbook Judging, Waco
- 10, Zoom Training for Master Gardeners, 26 attending. I offered to train MG's on how to present and use zoom.
- 12-15, TCAAA State Agent Conference, Amarillo
- 13, Radio Program
- 14, Farm Bureau Meeting
- 15, McLennan County Go-Texan Meeting
- 16, Lunch with the Masters program "Growing Herbs in Central Texas" on Zoom. Attended by 135. MG's have cancelled all of these from April-June and I encouraged them to let me host a zoom program offering lunch with the masters to the public. We had a great attendance. Meeting was saved to Zoom, edited on YouTube and uploaded into the VMS system for members to watch that could not attend. Meeting was saved to Zoom, edited on YouTube and uploaded into the VMS system for members to watch that could not attend. Many need educational hour credits and they can get them now.
- 20, Result Demonstration work, Crawford
- 21, Result Demonstration work, Crawford
- 23, Pick up PPE from Dr. Kelm
- 23, Crop Report
- 24, Harvest Grain Sorghum Result Demonstration, Crawford
- 27, Radio Program
- 28, Pecan Strategy Meeting, Zoom
- 28, Turf/Landscape Strategy Meeting, Zoom
- 29, Harvest Corn Result Demonstration, Crawford
- 30, Beef/Ranching Strategy Meeting, Zoom
- 30, Central Texas Vines and Wines, 2 video meetings saved to Zoom, edited on YouTube and uploaded into the VMS system for members to watch that could not attend. Many need educational hour credits and they can get them now.

Overview of major programming planned by Dr. Shane McLellan for August 2020

- 3-5, Beef Cattle Shortcourse
- 4, District 8 Monthly Update
- 5, MG Exec Meeting
- 5, VirKim Planning Meeting
- 6, Pesticide Training for Agents
- 6, 4-H Banquet
- 10, Radio Program
- 11, Farm Bureau Meeting
- 12-14, Ag Retreat
- 24, Radio Program

Educational Programs:

Programs Presented 6
Program Participants..... 280

Educational Contacts:

Telephone 401
E-mail Blast.....2,820
Site/Office Visits 30
Mail..... 11
Newsletter.....20

Social Media

Facebook.....1,977
Web Sessions..... 421
Web Page Views1,720

Media Outreach:

Media Release 1
Waco Tribune Articles..... 2
(38,134 subscribers)
Radio Ads 1
Radio Ad Audience 1
Radio Programs..... 2
Radio Listeners..... 43 stations
(4.3 mil estimated audience)

Volunteer Efforts:

Continued Education 148 (474 for year)
Volunteer Hours 180 (3,238 for year)
Volunteer Contacts..... 4 (2,766 for year)

Making a

Difference *in McLennan County*

Extension Newsletter for Commissioners Court

**Overview of major programming efforts for August 2020 | Christina Fakhoury,
Asst. County Extension Agent for Family and Community Health**

8/3	- Participated in Weekly Office Conference
8/4	- Attended District 8 Monthly Update via TEAMS - Multi-county Step Up Scale Down planning meeting via TEAMS
8/5	- Planning meeting with McLennan County BLT Agent
8/6	- Attended County 4-H banquet via Zoom
8/7	- Attended 'Friday FCH Strategy Sessions' via Zoom
8/10	- Participated in Weekly Office Conference - Attended BLT Committee Meeting (10 participants)
8/11	- Co-taught Food Handler's class at Marlin Elementary School (16 participants)
8/13	- Attended 2020-2021 DSHS Diabetes Project Meeting via Zoom
8/17	- Completed Healthy Living in McLennan quarterly Newsletter (approx. 400 received)
8/18	- Attended District 8 Administrative Meeting via TEAMS
8/17-21	- Planned and Filmed "EAT Cheap" Video Series with BLT Agent
8/22	- Electric Pressure-Cooking Class at South Waco Library (cancelled due to COVID-19)
8/24	- Participated in Weekly Office Conference - Attended Howdy Health Agent Refresher Training via Zoom
8/25	- Attended Walk Through Texas History Agent Training via Zoom - Virtual Cooking Well with Diabetes Program (postponed due to COVID-19)
8/26-28	- Edited "EAT Cheap" Video Series with BLT Agent
8/31	- Attended Webinar Training for new "Live 100 Challenge" program via TEAMS

<p><u>Educational Programs:</u> Programs: 1 Program Participants: 16</p>	<p><u>Educational Contacts:</u> Site/Office Visits: 0 E-mails: 400 Telephone: 0 Mail: 0 Social Media: 81</p>	<p><u>Media Contacts:</u> Media Release: 1 Newspaper Articles: 0</p>	<p><u>Volunteers:</u> Contacts: 0 Hours: 0</p>
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Upcoming programs planned for September 2020*:

*meetings subject to change & face-to-face gatherings are limited until further notice due to COVID-19

9/1 Virtual EAT Cheap Series begins via Facebook Video, **every Tues/Thurs. in September**

9/3 Virtual Cooking with Cultures (CWC) Series begins – **every Thurs. for 4 weeks**
Virtual multi-county Step Up Scale Down Series begins – **every Thurs. for 12 weeks**

9/7 Labor Day!

9/9 District 8 Fall Admin Meeting

9/14 & 21 Food Protection Managers (FPM) course

9/19 Electric Pressure-Cooking Class at McLennan Community College (MCC)

Making a Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Colleen Foleen, County Extension Agent for Family and Community Health

Overview of major programming efforts for August 2020:

- 4 Multi County Step Up to Scale Down planning meeting
- 6 4H virtual Awards Banquet
- 11 Food Handlers class Marlin and Chilton ISD, 16 Participants
- 13 From the Ground Up Conference planning meeting
Diabetes Education planning meeting
- 18 Administrative training
- 3, 4, 5, 6, 10, 12, 19, 20, 24, 25, 26, and 27 Contact Tracing

Overview of major programming efforts planned for September 2020:

- 3-24 Lunchtime Step Up to Scale Down
- 3 – 24 Cooking Well, Exploring Cultures
- 8 Program Development Committee Meeting
- 9 Fall Training
- 9 – 11 Passenger Safety virtual conference
- 14 Food Protection Managers Course, Day 1
- 14-16 National Association Virtual Conference
- 19 Instant pot cooking class
- 21 Food Protection Managers Course, Day 2
- 22 Cooking For One
- 22–24 Better Living for Texans virtual conference
- 1,2,8,11,17,18,23,24,25,28,29 Contact tracing

Educational Programs:

Programs Presented.....	1
Program Participants.....	16

Educational Contacts:

Telephone.....	30
Email.....	3500
Site/Office Visits.....	5
Mail.....	20
Social Media.....	370
Virtual training on AgriLife Learn.....	343

Media Contacts

Media Release.....	5
News Paper Articles.....	3

Volunteers

Contacts.....	0
Hours.....	0

Making a

Difference

in McLennan County

Extension Newsletter for Commissioners Court

Jerod Meurer, County Extension Agent- Natural Resources

Overview of major programming efforts for August 2020

- 8/3/20 Office conference, send out newsletters (**325 contacts**), Virtual Beef Cattle Shortcourse, monthly reports, submit travel request, office management,
- 8/4/20 Office management, Beef Cattle Short Course Online meeting, Monthly Online District update meeting
- 8/5/20 Office management, Beef Cattle Short Course Online meeting, work on monthly reports, work on newsletters
 Major show entry reminders (**385 contacts**), HOT calf scramble reminders (**220 contacts**), office management, monthly reports, work on newsletter, Agrilife TDA CEU online program, 4-H Banquet Online
- 8/6/20
- 8/7/20 Off
- 8/10/20 Office management, office conference, Input West Texas Fair entries and mail off (**6 exhibitors**), send out Small landowner flyer (**330 contacts**), work on newsletters, SALE program prep.
- 8/11/20 Office management, email reminders for tag orders and major show entries (**550 contacts**) SALE Leadership program Online ZOOM meeting (**25 contacts**)
- 8/12/20 SALE Leadership program Online ZOOM meeting (**25 Contacts**)
- 8/13/20 SALE Leadership program Online ZOOM meeting (**25 contacts**), D8 TCAAA business meeting online (**35 contacts**)
- 8/14/20 SALE Leadership program Online ZOOM meeting, email reminders for major show entries and tag orders (**550 contacts**)
- 8/17/20 Office management, office conference, State Fair of Texas entries due, email reminders and updates (**350 contacts**), work on feral hog grant for commissioners court, work on upcoming meeting plans
 Office management, Commissioners Court meeting for Feral Hog grant (**12 contacts**), input State Fair entries (**15 exhibitors**), email reminders for sheep & goat tags (**75 contacts**), District 8 Admin & 4-H meeting Online
- 8/18/20 Office management, work on feral hog grant paperwork, collect sheep and goat tag orders, producer pond site visits (**8 contacts**), producer pasture weed site visit (**3 contacts**), Heart O' Texas Fair & Rodeo steer committee meeting (**6 contacts**)
- 8/19/20 Office management, input sheep and goat tag orders (**251 tags ordered**), work on feral hog grant paperwork, work on preparedness plans for upcoming meetings, Regional PDC committee meeting online (**11 attended**) Master Naturalist Meeting (**22 attended**)
- 8/20/20 Office management, submit Feral Hog grant, email reminders for show entries, work on newsletters, work on monthly reports,
- 8/21/20 Office management, office conference, Livestock email reminders (380 Contacts), work on newsletters, work on monthly reports,
- 8/24/20 office management, email reminders tag orders (**220 contacts**), work on newsletters, work on monthly reports, collect HOT fair entries, program planning and promotion.
- 8/25/20

8/26/20 Office management, input and process Heart O' Texas Fair entries (**49 youth exhibitors**), Holiday Classic Planning meeting online (**10 contacts**), BIG programing, producer site visit (**3 contacts**)

8/27/20 Office management, process Heart O'Texas Entries, heifer and swine tag order reminder emails (**320 contacts**), enrollment for show exhibitors, work on monthly reports

8/28/20 Off

8/31/20 Office conference, office management, livestock Reminder Emails (**320 contacts**), finalize HOT entries, monthly reports, producer site visit (**4 contacts**), HOT Fair Steer committee meeting (**5 contacts**), work on adult leaders budget and agenda

Overview of major programming planned by Jerod Meurer for September 2020

District Fall Meeting
 MCJLS Only steer validaiton
 MCJLS meeting
 VIRCHEM program
 D8 TAE4-HA meeting
 Swine tag orders due
 New Landowner Program
 Heifer tag orders due
 State Fair of Texas
 Heart O' Texas Fair & Rodeo
 CenTex Beef Cattle Program
 Major Show Broiler Order Due

Educational Programs:

Programs Presented	18
Program Participants	645

Educational Contacts:

Telephone	780
E-mail Blast	10 @ 280 per blast 2,800
E-mails	1,320
Site Visits 4-H	5
Site Visits- NR	8
Office Visits	15

Media Outreach:

Facebook Post	18
Facebook Followers	1,152
ANR Newsletter Contacts	-
Livestock Newsletter Contacts	320

Volunteer Efforts:

Volunteer Contacts	20
Volunteer Hours	2

Making a

Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Karly West, County Extension Agent – 4-H and Youth Development

Overview of major programming efforts for August, 2020

8/3 – Office conference, weekly update, monthly newsletter, monthly reporting, banquet prep, travel to Tyler for State Conference

8/4 – TEA4HA State Conference

8/5 – TEA4HA State Conference

8/6 – TEA4HA State Conference, Virtual 4-H Awards Banquet

8/7 – Office management

8/10 – State Recordbook Judging @ Palo Pinto, weekly updates

8/11 – TX 4-H Food Show Guidelines Training, club manager updates

8/12 – Office management

8/13 – Virtual TCAAA Ag Retreat

8/14 – Prepared for new 4-H Year, made promo materials for enrollment

8/17 – Office conference, weekly updates, worked on adjunct faculty materials

8/18 – TX 4-H Food Challenge Guideline Training, Admin meeting, adjunct faculty materials

8/19 – Virtual 4-H Summit, mailed out adjunct materials

8/20 – Social media updates & office management

8/21 – Vacation day

8/24 – Office conference, weekly updates, social media updates

8/25 – Planned for new 4-H year & in school curriculum

8/26 – National 4-H Week webinar, 4-H/curriculum planning

8/27 – Program plan revisions

8/28 – Program plan revisions, planning for new year

8/31 – Office conference, weekly updates, worked on newsletter, social media updates

Overview of major programming planned by Karly West for September 2020

Adult leaders meeting
BIG Youth Planning Conference
County Fair Board Meeting
Steer validation
County Council Meeting
TEA4-HA and Fall Admin Meeting
Vet Science Informational Sessions
State Fair Begins
Various 4-H Club Meetings

Educational Programs:

Programs Presented-
Program Participants.....-

Educational Contacts:

Telephone 35
E-mail Blast..... 2,362
Site Visits 4-H & NR-
Office Visits..... 5

Media Outreach:

Facebook Post 10
Facebook Followers..... 380
4-H Newsletter Contacts 320

Volunteer Efforts:

Volunteer Contacts-
Volunteer Hours-

Making a

Difference *in McLennan County*

Extension Newsletter for Commissioners Court

**Overview of major programming & planning efforts for Lindsey Breunig-Rodriguez,
 Extension Agent - Better Living for Texans - August 2020.**

August Educational Programs & Planning:

- 8/3 County Office Conference
- 8/3 Link to Success New Agent Onboarding - online meeting
- 8/4 District 8 Monthly Update
- 8/4 **Speaker Committee Meeting for BLT Conference**
- 8/4 **Planning Meeting for EAT Cheap Video Series** (Coming in September)
- 8/6 **BLT - Share, Ask, Learn** - online meeting
- ~~8/6 **Shepherd's Heart Food Pantry** - *Fresh Start to a Healthier You*~~
- 8/6 Scrub Up Tune Up – Research and program planning meeting
- 8/6 **Virtual 4-H Banquet**
- 8/7 FCH Strategy Sessions – online meeting
- 8/10 County Office Conference
- 8/10 **BLT Committee Meeting**, hosted via TEAMS, **(10 attended)**
- 8/10 Meeting with Baylor University Intern
- 8/10 BLT State Office and all committee meeting for September Conference
- 8/11 Wrap up meeting for *Online Fresh Start to a Healthier You! PILOT*
- 8/11 **Meeting with Jesus Said Love to program plan**
- 8/11 Scrub Up Tune Up – Research and program planning meeting
- 8/12 Speaker Committee Meeting for BLT Conference
- ~~8/13 **Shepherd's Heart Food Pantry** - *Fresh Start to a Healthier You*~~
- ~~8/13 McLennan County Hunger Coalition~~
- 8/17 County Office Conference
- 8/17 Creating/Cooking/Filming/Editing videos for The EAT Cheap Series
- 8/18 Creating/Cooking/Filming/Editing videos for The EAT Cheap Series
- 8/18 District 8 ADM/4-H Meeting
- 8/19 Creating/Cooking/Filming/Editing videos for The EAT Cheap Series
- 8/19 **Care Net Pregnancy Center - Online Fresh Start to a Healthier You! (38 attended)**
- 8/20 BLT - Share, Ask, Learn - online meeting
- ~~8/20 **Shepherd's Heart Food Pantry** - *Fresh Start to a Healthier You*~~
- 8/20 Scrub Up Tune Up – Research and program planning meeting
- 8/20 Creating/Cooking/Filming/Editing videos for The EAT Cheap Series
- 8/20 **Hope House/First Assembly Waco** – *Fresh Start to a Healthier You!* **(5 attended)**
- 8/21 Creating/Cooking/Filming/Editing videos for The EAT Cheap Series
- 8/21 **Dropped off PPE at Shepherds Heart Food Pantry**
- 8/21 **Meeting for JH Hines afterschool program**
- 8/24 County Office Conference
- 8/24 Scrub Up Tune Up – Research and program planning meeting
- 8/24 Howdy Health Agent Refresher Training
- 8/24 **Walk N Talk Kick off with La Puerta**

8/25	Speaker Committee Meeting for BLT Conference
8/25	Meeting with Waco Housing Authority - planning for adapted education to seniors
8/25	Meeting with Zac Huston from Baylor for BLT Conference
8/25	Professional Development: online meeting through the Produce for Better Health Foundation: <i>Drink Your Fruits & Veggies: Telling the Truth About 100% Juice</i>
8/25	Meeting with Family Health Center for garden work and class planning
8/26	Creating/Cooking/Filming/Editing videos for The EAT Cheap Series
8/26	WAT! Adult Agent Refresher Training
8/26	Care Net Pregnancy Center - Online Fresh Start to a Healthier You! (38 attended - 10 graduates)
8/27	Shepherd's Heart Food Pantry - Fresh Start to a Healthier You
8/27	Scrub Up Tune Up – Research and program planning meeting
8/27	Creating/Cooking/Filming/Editing videos for The EAT Cheap Series
8/27	Gather Together New Agent Training
8/28	Creating/Cooking/Filming/Editing videos for The EAT Cheap Series
8/28	Scrub Up Tune Up – Research and program planning meeting
8/28	New Program updates from Dr. Faries – 10-10,000 Challenge
8/31	County Office Conference
8/31	WAT! Youth Overview hosted my Mike Lopez
8/31	New Program updates from Dr. Faries – Live 100 Challenge

August 2020 Numbers:

<p><u>Educational Programming:</u> Programs: 8* Contacts: 169* Graduates: 10 <i>*includes tentative numbers from canceled programs</i></p>	<p><u>Planning Contacts:</u> Meetings: 30 E-mails: 200</p>	<p><u>Media Outreach:</u> Monthly Update reach: 194 https://us7.campaign-archive.com/?u=a4daf9f4564b18f52897d22f3&id=00245ca65e Facebook followers: 272 Instagram followers: 101 Facebook and Instagram reach: 2006</p>
<p align="center">Act Locally: 1,000+ https://www.actlocallywaco.org/2020/08/10/summer-months-call-for-summer-squash/</p>		

Upcoming *Tentative* September Programs:

<p>EAT Cheap Video Series: Online videos to be published on Facebook (every Tuesday and Thursday) Working to deliver “bundles” of education to seniors through Waco Housing Authority Beginning weekly garden maintenance at FHC Community Gathering Space Working to deliver “bundles” of education for JH Hines afterschool program Preparing materials for “kickoff” for new BLT new year starting 10/1 Ongoing Walk N Talk with La Puerta 9/8 McLennan Community College Support & Empowerment program 9/14-9/16 NEAFCS National Conference (attending virtually) 9/16 Care Net Pregnancy Center – Fresh Start to a Healthier You, lesson 1 9/17 Hope House – Fresh Start to a Healthier You, lesson 3 9/22-9/23 Better Living for Texans State Conference 9/30 Care Net Pregnancy Center – Fresh Start to a Healthier You, lesson 2</p>
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Making a Difference *in McLennan County*

Extension Newsletter for Commissioners Court

Overview of major programming efforts of County Agent Dr. Shane McLellan for August 2020

- 3, Office Conference
- 3, Crop Report
- 3-5, Beef Cattle Shortcourse
- 4, District 8 Monthly Update
- 5, MG Exec Meeting, 8 attending
- 5, VirKim Planning Meeting
- 6, Attend Pesticide Training for Agents
- 6, 4-H Banquet
- 10, Radio Program
- 10, Office Conference
- 10, Radio Interview
- 11, Farm Bureau Meeting, 11 attending. I serve as Vice-President of the county committee
- 11, Host Master Gardener August Business Meeting @ Zoom, 80 participants
- 12-14, Ag Retreat
- 13, Crop Report
- 17, Office Conference
- 18, District 8 Administrative Meeting, Teams
- 19, Attend HOT Fair Specie Committee Meetings (4)
- 19, Host Master Gardeners August Lunch With the Masters @ Zoom, 109 participants
- 20, Record "Goat Selection" video with Groschke for Facebook, has over 3,100 views
- 20, Crop Report
- 23, Goat Clinic for Falls County, 30 people attended
- 24, Radio Program
- 24, Office Conference
- 24, Radio Program
- 24, Farm Bureau \$5,000 donation to Shepherds Heart, Waco
- 25, Crop Report
- 26, TCAAA national conference host meeting committee
- 26, Holiday Classic Exec Meeting
- 27, Speak at New Agent Training
- 31, Office Conference
- 31, Crop Report

Overview of major programming planned by Dr. Shane McLellan for September 2020

- 7, Radio Program
- 8, VirKim Program
- 8, Farm Bureau Committee Meeting
- 8, MCJLS
- 9, District 8 Fall Admin Meeting
- 21, Radio Program
- 23-24, State Fair of Texas Market Lamb Show
- 29, McLennan County Farm Bureau County Committee

Educational Programs:

Programs Presented.....	7
Program Participants.....	249

Educational Contacts:

Telephone.....	611
E-mail Blast.....	3,125
Site/Office Visits.....	22
Mail.....	71
Newsletter.....	723

Social Media

Facebook.....	4,287
Web Sessions.....	311
Web Page Views.....	925

Media Outreach:

Media Release.....	2
Waco Tribune Articles.....	1
	(38,134 subscribers)
Radio Ads.....	0
Radio Ad Audience.....	0
Radio Programs.....	2
Radio Listeners.....	43 stations
	(4.3 mil estimated audience)

Volunteer Efforts:

Continued Education.....	0 (609 for year)
Volunteer Hours.....	16 (3,652 for year)
Volunteer Contacts.....	55 (2,963 for year)

BUDGET AMENDMENT REQUEST

McLennan County Commissioners Court
 McLennan County Courthouse
 Waco, Texas 76701

Re: Budget Amendment for: Fund 001 (General Fund)

I hereby request the following budget amendment for the fiscal year ending 09/30/2020:

REQUESTED INCREASE(S)

Fund	Function	Sub-Func	Dept #	Dept Name	Object (Acct:#)	Account Description	Current Budget	Requested Increase	Amended Budget
001	25	58	3630	R&B 3	505130	Road Construction Materials	1,153,580	33,000	1,186,580
001	25	58	3630	R&B 3	606000	Repair and Maintenance	86,800	2,000	88,800
									-
							-	-	-
						Total Increases		35,000	

REQUESTED DECREASE(S)

Fund	Function	Sub-Func	Dept #	Dept Name	Object (Acct:#)	Account Description	Current Budget	Requested Decrease	Amended Budget
001	25	58	3630	R&B 3	611000	Utilities	6,000	2,000	4,000
001	25	58	3630	R&B 3	530100	Motor Vehicle Operating (FOG)	120,500	33,000	87,500
							-	-	-
						Total Decreases		35,000	

BUDGET AMENDMENT JUSTIFICATION:

This budget amendment is requested to increase "Road Construction Materials" and "Repair and Maintenance" from within the R&B 3 department for cost for the remainder of the fiscal year.

**Respectfully Submitted
Requestor**

**Approved as to form
County Auditor**

**Approved by
Commissioners Court
County Judge**

Frances Bartlett, CPA
County Auditor



214 N. Fourth Street, Suite 100
Waco, Texas 76701-1366
Voice (254) 757-5156
Fax (254) 757-5157
Frances.Bartlett@co.mclennan.tx.us

September 29, 2020

Commissioners Court
McLennan County, Texas

RE: Certification of LGC 111.07075 Special Budget for Revenue Received After Start of Fiscal Year

Pursuant to Local Government Code Section 111.07075, I hereby certify the proceeds from the agreement entered into with the city of Leroy for the purpose of road and bridge work completed by Road and Bridge Precinct 3.

Proceeds from Agreement	\$ 6,000.00
Proceeds from Agreement	\$ 1,500.00
Proceeds from Agreement	\$ 608.00

The preceding revenue was not included in the McLennan County revenue estimates in the adopted budget for fiscal year 2020.

Sincerely,

A handwritten signature in cursive script that reads "Frances Bartlett".

Frances Bartlett, CPA
County Auditor

BUDGET AMENDMENT REQUEST

McLennan County Commissioners Court
 McLennan County Courthouse
 Waco, Texas 76701

Re: Supplemental Budget Amendment for Additional Certified Revenue

I hereby request the following budget amendment for the fiscal year ending 09/30/20:

REQUESTED INCREASE(S)

Fund	Function	Sub-Func	Dept #	Dept Name	Object (Acct:#)	Account Description	Current Budget	Requested Increase	Amended Budget
001	25	58	3630	R&B Pct 3	505130	Road Construction Materials	1,186,580	8,108	1,194,688
									-
									-
									-
									-
						Total		8,108	

CERTIFIED REVENUE INCREASE

Fund	Function	Sub-Func	Dept #	Dept Name	Object (Acct:#)	Account Description	Current Budget	Requested Increase	Amended Budget
001	01	00	0001	Co-Wide	369979	Interlocal Agreement Charges	93,608	8,108	101,716
									-
									-
									-
									-
						Total		8,108	

BUDGET AMENDMENT JUSTIFICATION:

To record supplemental budget provided through Certification of Revenue for agreement with the city of Leroy.

Respectfully Submitted
Requestor

Approved as to form
County Auditor

Approved by
Commissioners' Court
County Judge

BUDGET AMENDMENT REQUEST

McLennan County Commissioners Court
 McLennan County Courthouse
 Waco, Texas 76701

Re: Budget Amendment for: ROAD & BRIDGE PRECINCT 2

Gentlemen:

I hereby request the following budget amendment for the fiscal year ending 09/30/20

REQUESTED INCREASE(s)

Fund	Function	Sub-Func	Dept #	Dept Name	Object (Acct.#)	Account Description	Current Budget	Requested Increase	Amended Budget
001	25	57	3620	R&B 2	502000	Furniture & Equipment	36,013	5,000	41,013
							-	-	-
							-	-	-
							-	-	-
							-	-	-
						Total Increases		5,000	

REQUESTED DECREASE(s)

Fund	Function	Sub-Func	Dept #	Dept Name	Object (Acct.#)	Account Description	Current Budget	Requested Decrease	Amended Budget
001	25	57	3620	R&B 2	501000	Supplies	47,000	5,000	42,000
							-	-	-
							-	-	-
							-	-	-
						Total Decreases		5,000	

BUDGET AMENDMENT JUSTIFICATION:

This budget amendment is to increase the "Supplies" line item to purchase a Compressor for the mechanic's tool truck.

Respectfully Submitted
Requestor

Patricia J. [Signature]

Approved as to form
County Auditor

Approved by
Commissioners Court
County Judge



PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into this 1st Day of September 2020, by and between **Heart of Texas Region MHMR Center**, a community center and an agency of the State of Texas under the provisions of Chapter 534 of the Texas Health & Safety Code Ann. (Vernon 1992), as amended, (the “Center”) and **McLennan County, Texas, a political subdivision of the State of Texas** (the “Contractor”), for the purpose of providing specialized services currently not available to the Local Authority through its present staff of employees.

RECITALS

WHEREAS, Heart of Texas Region MHMR Center is the Health and Human Services Commission (HHSC) designated as the local mental health authority (LMHA) and local intellectual and developmental disabilities authority (LIDDA) established to plan, coordinate, develop policy, develop and allocate resources, supervise, and ensure the provision of mental health services for the residents of Bosque, Falls, Freestone Hill, Limestone Counties and McLennan Counties, Texas; and

WHEREAS, Contractor desires to contract with Center to provide *Mental Health Deputy Services* and

WHEREAS this Agreement sets forth the terms and conditions evidencing the agreement of the parties hereto;

NOW THEREFORE, in consideration of the mutual covenants, rights and obligations set forth herein, the benefits to be derived therefrom, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

I. DEFINITIONS

1. **Covered Services.** Covered Services are those services authorized by the Local Authority, or its designee, under the terms of this Agreement and described in **Exhibit A** to this Agreement and incorporated herein by reference.

II.

INDEPENDENT CONTRACTOR RELATIONSHIP BETWEEN THE PARTIES

1. **Independent Contractor.** The relationship between the Local Authority and Contractor will be that of an independent contractor. The parties agree that none of the provisions of this Agreement are intended to create, nor will be deemed or construed to create, any relationship between the Local Authority and Contractor other than that of independent parties contracting with each other to carry out this Agreement. It is expressly agreed that Contractor and Contractor’s personnel, if any, may not for any purposes be deemed to be an officer, employee, agent, partner, joint ventures, ostensible or apparent agent, servant or borrowed servant of the Local Authority.

FY 21	McLennan County Mental Health Deputy Services Agreement	1
RU 955	\$ 5833.33 per month for 11 months	
	\$ 5833.37 final payment month 12	
	Total Amount of Contract \$70,000.00	

Contractor agrees that it will not hold itself out as an agent of the Local Authority to individuals served under this Agreement or to any other persons. Contractor understands and agrees that:

- a. Local Authority will not:
 - 1) withhold on Contractor's behalf any sums for income tax, unemployment insurance, social security, or any other withholding under any law or requirement of any governmental body relating to Contractor; or
 - 2) make available to Contractor any benefits afforded to employees of Local Authority.
 - b. All the payments, withholdings, and benefits, if any, are Contractor's sole responsibility regarding reimbursement under this Agreement; and
 - c. To the extent allowed by Texas law, Contractor will indemnify and hold Local Authority harmless from any and all loss or liability arising with respect to the payments, withholdings, and benefits, if any, described in this Agreement. Contractor will not establish an interest in sinking fund or levy a tax for this contingent obligation.
 - d. In the event the Internal Revenue Service should question or challenge Contractor's independent contractor status, the parties mutually agree that all parties to this Agreement will have the right to participate in any discussion or negotiation occurring with the Internal Revenue Service.
2. **Professional Judgment.** In the performance of all services under this Agreement, Contractor is at all times acting as an independent contractor engaged in the delivery of professional services. Contractor and its personnel, if any, will employ their own means and methods and exercise their own professional judgment in performing the services under this Agreement. The sole concern of the Local Authority under this Agreement is that, irrespective of the means selected, the services will be performed in a competent, efficient, and satisfactory manner in compliance with the policies and procedures of the Local Authority and HHSC.
3. **Liability for Service.** Nothing in this Agreement shall be deemed to change or alter any relationship which exists or may come to exist between the Contractor and the person served. Contractor shall have and be subject to the same duties, liabilities and responsibilities toward the Local Authority's persons served as exist generally between Contractor and its other contracting entities.

III. OBLIGATIONS OF THE CONTRACTOR

1. **Provision of Services.** Contractor agrees to provide Services described in this agreement to Local Authority's designated individuals in accordance with the terms of this Agreement. Contractor will render services to all consumers in the same manner, subject to the same standards, and within the same time availability as offered to other consumers.
 - (a) The services to be performed by Contractor will be provided in accordance with the Specialized Services of persons served, all as set forth in Exhibit A.
 - (b) Contractor agrees that no person who is eligible for services under this Agreement will be denied services solely on the basis of the person's arrest, charge, fine, probation, indictment, incarceration, deferred adjudication, community supervision, sentencing or conviction of a criminal offense.
 - (c) Contractor agrees that it may not restrict or expand the definitions of priority population or any other consumer/individual served defined in this Agreement.
2. **Non-Exclusivity.** Nothing contained in this Agreement shall be construed to confer upon the Contractor the exclusive right to render services to Consumers in any geographic area and Local Authority explicitly reserves the right to contract with any other Contractor in the geographic area

of the Local Authority, specifically Bosque, Falls, Freestone Hill, Limestone Counties and McLennan Counties.

3. **Contractor Personnel.** Contractor personnel assigned by the Contractor to the Local Authority's operations shall have the professional training necessary and shall be subject to periodic evaluation by the Contractor.
4. **Contractor Fee.** The fee payable to the Contractor and related matters are as set forth in Exhibit "A" hereto.
5. **Covered Individual Appeals and Complaints.** Contractor agrees to abide by, and cooperate with, Local Authority's complaint, grievance, and appeal processes maintained fairly and expeditiously to resolve an Individual's and/or Contractor's concerns pertaining to any service provided by Contractor and/or to allow an Individual or Contractor to appeal determinations that a service was not authorized. Contractor agrees to cooperate with and participate in Local Authority's procedures resolve any complaints by Individuals regarding Contractor's services. Contractor agrees to inform in writing Individuals served by the Contractor of the right to file a complaint regarding Contractor in accordance with Local Authority's complaint process. Contractor agrees to take such corrective action as required by Local Authority to resolve any complaint related to its provision of services pursuant to this Agreement.
 - Covered Individual(s) can initiate complaints via the Local Authority's Client Rights Officer; his/her case manager or service coordinator.
6. **Qualifications.** Necessary documentation regarding Contractor's professional and educational qualifications and any additional required documentation is set forth in **Exhibit C.**
7. **Authority Approval of Contractor Personnel.** Contractor agrees not to subcontract any services until approval of such subcontractors are approved by Local Authority in writing. Any subcontractors or employees of Contractor are the direct responsibility of Contractor.

Further, the services of any officer, employee or agent to whom Contractor delegates the delivery of designated services are the direct responsibility of Contractor and Contractor, to the extent allowed by Texas law, agrees to indemnify and hold harmless Local Authority, its employees, agents, officers, and assigns from any claim of liability arising from the negligent or wrongful acts of officer, employee, or agent to whom Contractor delegated the delivery of designated services. Contractor has not created an interest and sinking fund or levied a tax to cover this contingent obligation.

8. **Representations and Warranties.**
 - a. Contractor represents and warrants at all times during this Agreement, that it, its officers, employees, and agents will use their best efforts to comply with:
 - 1). All applicable local, state, and federal laws, rules, regulations, handbooks, standards and guidelines now in effect and that become effective during the term of this Agreement including but not limited to All applicable standards set forth in HHSC Community Standards found in Title 25 of the Texas Administrative Code, Chapter 412, Subchapter G and Title 40 of the Texas Administrative Code, Chapter 5, a current copy of which may be requested from the Local Authority or may be obtained at the following website address: www.sos.state.tx.us/tac/index.
 - b. Contractor represents and warrants that the Contractor and Contractor's officers, employees and agents are duly licensed, certified, registered and possess other legally

necessary and recognized credentials necessary to perform the Services to be provided under this Agreement in accordance with the laws of the State of Texas.

- c. Contractor, its officers, employees, and agents, will maintain, as applicable to service delivery, any certifications, registrations, or licenses, applicable law, and required to remain in good standing in its profession during this Agreement's term. Additionally, Contractor must inform the Local Authority immediately, within 24 hours or next business day, of any changes including any termination, reduction, revocation or suspension to any certifications, registrations, or licenses held by the Contractor, its officers, employees, or agents. Contractor shall report to Local Authority any allegation that a professional licensed or certified by the State of Texas and employed by the Contractor has committed an action that constitutes grounds for the denial or revocation of the certification or licensure. If Contractor's employee has such a denial or revocation, and Contractor fails to remove such employee, then this agreement may be immediately terminated without prior notice.
- d. Contractor will ensure the performance of services within the standards and scope of its profession and in a manner designed to assist in the Local Authority's efficient operation of the Local Authority. Contractor agrees to interact with Local Authority staff, other Contractors with the Local Authority, and consultants in a cooperative manner.
- e. The Contractor represents and warrants that the execution and performance of this Agreement by Contractor will not conflict with or create a default under any agreement, contract, instrument, order, or judgment to which Contractor is a party or otherwise subject.
- f. The Contractor represents and warrants that AIDS/HIV workplace guidelines, similar to those adopted by HHSC, and AIDS/HIV confidentiality guidelines, consistent with state and federal law, will be adopted and implemented by the Contractor.
- g. The Contractor represents and warrants that at the time of executing this Agreement, neither Contractor, its officers nor directors are currently held in abeyance or barred from the award of a federal, state or county contract. Contractor agrees to disclose this information in the event such abeyance occurs at anytime during the term of this Agreement. Such disclosure shall include when Contractor:
 - i. is currently held in abeyance from or barred from the award of a federal, state or county contract or if this occurs anytime during this Agreement's term;
 - ii. has been convicted of a criminal offense related to any county, state, or federally funded program; or
 - iii. is placed on "vendor hold" status for any county, state, or federally funded Local Authority or program.
- h. The Contractor represents and warrants that it has full power and authority to enter into this Agreement.
- i. Contractor represents and warrants that it is in compliance with and is eligible to receive payments from state funds as required by Texas Family Code §231.006.
- j. Contractor represents and warrants that he/she is not currently an employee of the Local Authority.
- k. Contractor represents that Contractor is a tax exempt organization.
- l. The Contractor represents and warrants that no Federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor to any person for influencing or attempting to influence an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. Contractor further represents and warrants that if any funds other than Federal-appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of

any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with such Federal contract, grant, loan, or cooperative agreement, the Contractor will complete and submit Standard Form-LLL, A Disclosure Form to Report Lobbying accordingly (form provided upon request).

9. **Receipts and Records.** Contractor agrees to provide the Local Authority upon request with original receipts for the purchases of all goods and services involving the use of Local Authority funds as well as all other financial and supporting documents and statistical records. Contractor shall retain these and any other records pertinent to the services for which a claim or cost report was submitted to the Local Authority, including Plans of Service, for a period of seven (7) years.
10. **Immigration Reform and Control Act.** Contractor agrees to maintain appropriate identification and employment eligibility documents to meet requirements of the Immigration Reform and Control Act of 1986.
11. **Reports of Abuse and Neglect.** Contractor must report to the Local Authority's Client Rights Officer (at 254-752-3451) **and** Department of Family and Protective Services (at 800-252-5400) allegations of abuse, neglect, and exploitation in compliance with federal and state law, and Local Authority policies and procedures. Reporting to the Local Authority's Client Rights officer shall include those allegations, confirmed or otherwise, which effects all individuals being served by the Contractor whether under this Agreement or not. Contractor further agrees to cooperate in all TDFPS investigations, according to TDFPS rules, guidelines, and procedures.
 - a. Contractor must report any allegation of abuse, neglect, or exploitation of persons served under this Agreement in accordance with applicable law, including federal and state laws, HHSC rules, rules of the Texas DFPS, and Local Authority policies and procedures. HHSC may report evidence to the Health and Human Services Office of Inspector General (HHS OIS) if HHSC suspects any of the significant incidents specified in b. below.
 - b. Contractor agrees that Local Authority will be notified within twenty-four (24) hours of any significant incident which involves a consumer or consumers served under the Agreement. Examples of significant incidents include but are not limited to:
 - (1.) Death of a consumer,
 - (2.) Intentional injury inflicted on a consumer by another consumer,
 - (3.) Accidental injuries requiring medical care,
 - (4.) Elopement,
 - (5.) Missing person,
 - (6.) Any event that may put a consumer in a position different than the everyday routine such as: fire, flood, tornado, hurricane, bomb threat, loss of heating or air conditioning during extreme weather, or other incident of sufficient severity to require moving consumers from or evacuating a facility,
 - (7.) Any armed robbery attempted armed robbery, or theft of any medication, or the diversion of controlled drugs by staff or consumer. Any armed robbery, attempted armed robbery, or theft of any medication, or the diversion of controlled drugs by staff or consumer shall also be reported to the local law enforcement agency,
 - (8.) Unusual occurrences while on outings or group trips including but not limited to near drowning or being detained/arrested/jailed by police,
 - (9.) Allegations of physical, verbal, and/or sexual abuse of an individual. Allegations of physical, verbal, and/or sexual abuse shall also be reported to the local law enforcement agency. Visible injury does not have to occur for there to be abuse. Examples of abuse include but are not limited to: hitting, kicking, biting, subjecting someone to very hot or very cold water, unauthorized or illegal use of restraints, pushing, shoving, shouting, verbal threats, use of profane language, or involuntary sexual acts.

12. **Required Information for Criminal Conviction Checks.** Contractor agrees to provide conviction data on Contractor or any of Contractor’s officers, employees or agents whose duties place them in direct contact with clients in accordance with Vernon’s Texas Codes Annotated, Health and Safety Code, §533.007, as amended; Chapter 250, the Texas Government Code §411.115; and Chapter 414, Subchapter K of Title 25 of the Texas Administrative Code. Results must be reported to the Local Authority’s Contracts Department on all existing staff, new staff, and must be updated annually for all employees. Should any employee have been convicted, received a probated sentence, or for whom there exists an arrest warrant or wanted persons notice relevant to his employment, Contractor will immediately remove the employee or agent from any direct contact with clients. If Contractor, its officers, employees, or agents, has a conviction as described in this section of this Agreement, then this Agreement may be terminated without prior notice. For the purposes of this Agreement, a crime relevant to a person’s employment and/or duties shall be defined as any sexual offense, drug-related offense, homicide, theft, assault, battery, or any other crime involving personal injury or threat to another person.
13. **Contractor’s Governing Body.** The Contractor’s governing body is the McLennan County Commissioners Court.
14. **Retention of Records.** Contractor agrees to retain all records pertinent to the Agreement, for a period of seven (7) years. Contractor shall retain for seven years following the later date of the expiration or termination of this Contract or the termination of Services, or for a longer period if required by statute or regulation, PHI and all records, reports, and source documentation related to services and treatment sufficient to support an audit concerning expenses and services.
15. **Medical Care.** If a person receiving services from Contractor requires immediate and/or emergency medical attention during the delivery of the services, Contractor agrees to call 9-1-1 and notify the Local Authority supervisor on duty.
16. **Training.** Contractor agrees to obtain and/or maintain training as required by TCOLE. Proof of all required training shall be submitted to the Local Authority within thirty (30) calendar days of contract start date (all training must occur before the Contractor serves consumers). Additional training may be obtained from the Local Authority; however, Contractor shall not bill Local Authority for said training hours. Failure to obtain and/or keep current required training will be deemed non-compliance and may be considered grounds for termination of this Agreement.

IV. REIMBURSEMENT OF SERVICES

1. **Bills for Payment.** Contractor will submit bills for payment for Services provided in accordance with the Fee Schedule in Exhibit B, as may be amended from time to time and within thirty (30) days following the provision of the Service. All claims will be considered final unless Contractor requests an adjustment in writing within thirty (30) days after receipt of payment from Local Authority. Contractor will submit bills for service to the office listed on the Fee Schedule, **Exhibit B.**
2. **Reimbursement.** Contractor will accept payment received from Local Authority in accordance with the Fee Schedule set forth in **Exhibit B** as payment in full for Services provided pursuant to this Agreement. Contractor will not submit a claim or bill or collect compensation from an Individual. Further, Contractor will not submit a claim or bill or collect compensation from Local Authority for any Service not provided under this agreement.

3. Payment may be made on a monthly or a semi-monthly basis and shall be based upon the services provided by Contractor and documented on the required billing forms and approved either by the Executive Director, or by the Local Authority employee(s) authorized to approve billing(s).
4. **Contract Rate Change Clause.** If a Contractor's contracted rates change during the period of the contract, the Contractor will be notified in writing and the contract will be amended to reflect such changes.
5. **Overpayment.** **IN THE EVENT CONTRACTOR RECEIVES OVERPAYMENT OF SERVICES PROVIDED. CONTRACTOR AND LOCAL AUTHORITY MUTUALLY AGREE THAT SUCH IDENTIFIED OVERPAYMENT WILL BE DEDUCTED IN TOTAL FROM THE NEXT MONTH'S REIMBURSEMENT UNLESS OTHERWISE AGREED UPON IN WRITING BY LOCAL AUTHORITY'S CFO.**
6. **Contract Monitoring.** The Local Authority is responsible for routine monitoring of this Agreement to ensure the Contractor complies with the terms of this Agreement and to ensure that outcomes are appropriately managed. Records solely related to the provision of mental health deputies by Contractor to the Local Authority may be audited upon ten (10) days notice.

V. RESPONSIBILITIES OF LOCAL AUTHORITY

1. **Payment.** Local Authority will pay Contractor for charges determined and billed for which Local Authority has authorized and is liable. Contractor will be reimbursed for those individuals who meet the program criteria specified in Exhibit A. This Contract must not exceed **SEVENTY THOUSAND DOLLARS AND ZERO CENTS (\$70,000.00)** during the term of this agreement. *This Agreement is at all times contingent upon the approval of the Local Authority's Board of Trustees or HHSC **and** the availability and receipt of state or federal funds, and if funds for this contract become unavailable during any budget period, this Agreement may be immediately terminated or reduced at the discretion of the Local Authority; subject to payment to Contractor of all amounts due to Contractor at termination.*
 - a. Contractor will accept payment received from Local Authority in accordance with the Reimbursement/Fee Schedule set forth in the Exhibit B as payment in full for Covered Services provided pursuant to this Agreement. Contractor will not submit a claim or bill or collect compensation from a consumer. Further, Contractor will not submit a claim or bill or collect compensation from Local Authority for any Non-Covered Service.
2. **Determination of Covered Individual.** Local Authority will assess individuals to determine eligibility, Priority Population status, and other potential funding sources. Only the Local Authority can designate and authorize an Individual to receive services under this Agreement.
3. **Contractor Relations.** All Contractor questions, issues, and comments regarding the management of this Agreement shall be directed to:

Heart of Texas Region MHMR Center
 Attn: Juli Ivie, CTCM
 Contract Management
 P.O. Box 890
 Waco, Texas 76703-0890
 (254) 297-7125

VI. RECORDS, CONFIDENTIALITY AND ACCESS

1. **Disclosure under the Public Information Act.** The Local Authority operating under the Public Information Act is required upon written request to release information regarding Contractor which may include Contractor Profile or other documents. Information deemed proprietary by Contractor must be clearly indicated as such and may still be subject to disclosure depending on a ruling from the Attorney General's Office. Contractor shall be solely responsible for the contesting or defending the release of any information it deems to be proprietary and hereby releases the Local Authority from any duty, responsibility, or liability with regard to the release of any information delivered to the Local Authority by Contractor.

2. **Confidentiality of Records of Individuals Served by This Agreement.** Contractor agrees to comply with all applicable Health Insurance Portability and Accountability Act regulations including the Business Associate Attachment (**Exhibit D**), if applicable to services provided, incorporated by reference to this Agreement. In accordance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Privacy Rule (45 CFR Parts 160 and 164):
 - (a) Contractor agrees and acknowledges that in receiving, storing, processing, or otherwise dealing with personal health information ("PHI"), if any, accessed or generated during services as a Contractor for the Local Authority that Contractor and its officers, employees, agents and subcontractors are bound by the provisions of laws, statutes, and regulations protecting the confidentiality of PHI.
 - (b) Contractor agrees and acknowledges that in receiving, storing, processing or otherwise dealing with PHI, if any, pertaining to or about a person with respect to alcohol or drug abuse, Contractor and its officers, employees and agents are bound by the provisions of 42 C.F.R. Part 2.
 - (c) Contractor agrees to follow, undertake, or institute appropriate procedures of safeguarding PHI, if any, with particular reference to consumer identifying information or protected health information. The term "consumer identifying information" and/or "protected health information" includes, but is not limited to, a consumer's medical record, graphs, or charts; statements made by the consumer, either orally or in writing, while receiving services; photographs, videotapes, etc., and any acknowledgment that a person is or has received services at the facility, center, or other designated contractor.
 - (d) Contractor agrees to inform the Local Authority of any attempts to gain access to PHI.
 - (e) Contractor agrees to report to Local Authority any use or disclosure of protected health information not provided for by this agreement of which it becomes aware. As well as to mitigate, to the extent practicable, any harmful effect that it is aware of that results from a use or disclosure of protected health information by it in violation of the requirements of this Agreement.
 - (f) Contractor agrees to make available to the Secretary of State or its designee its internal practices, books, and records and policies and procedures or those of Local Authority used by Contractor related to the use and disclosure of protected health information for the purpose of determining Contractor's compliance with the Privacy Rule.
 - (g) Contractor agrees to maintain documentation of, and information related to its uses and disclosures of protected health information to permit Local Authority to provide an accounting of disclosures as prescribed by 45 CFR §164.528.
 - (h) Contractor acknowledges that Local Authority is not permitted to enter into any agreement with a Contractor to, create, receive, maintain, use, disclose, have access to or transmit Confidential Information, on behalf of Local Authority without requiring that Contractor to first execute the Subcontractor Agreement Form (Exhibit D), which ensures that the Contractor (Subcontractor) will comply with the identical terms, conditions, safeguards and restrictions as contained in the Data Use Agreement for PHI executed

between the Local Authority and HHSC. A copy of the executed DUA is available upon request to juli.ivie@hotrmhmr.org.

3. **Access to Facilities, Books and Records by Local Authority or HHSC.** Contractor agrees to allow access to books and records that relate to PHI of consumers of the Local Authority, if any.
4. **Right of Audit and Recovery.** Contractor hereby authorizes Local Authority to conduct retrospective audits of Contractor's claims and other records related to any service rendered to an Individual for a period of up to two (2) years following payment to Contractor. In the event such an audit reveals that Contractor was paid by Local Authority for services not rendered or properly documented, Local Authority may recover any compensation paid to Contractor for such services and Contractor agrees to pay Local Authority on demand, but not later than 30 days, any such amount determined by the Local Authority to have been paid for services not rendered or not properly documented.

VII. INSURANCE

1. Contractor agrees to maintain, at its sole cost and expense, policies of general and law enforcement liability insurance coverage, vehicle/automobile coverage and workers compensation coverage in order to insure Contractor against any claim for damages arising in connection with Contractor's responsibilities under this Agreement.
 - (a) Contractor also agrees to maintain insurance, sufficient to meet state law, on all vehicles used to transport clients served by the Contractor.
 - (b) Contractor may request a waiver from Local Authority's Legal Affairs Department for any waivers in coverage due to non-applicability of the coverage to the service being provided under this Agreement.
2. Contractor shall furnish copies of all the above-described insurance policies and a certificate of insurance to the Local Authority upon execution of this Agreement. Any liability policy may include the Local Authority as an additional insured if allowed by the Insurer.. The Local Authority may withhold payments under the terms of this Agreement until the Contractor furnishes the Local Authority copies of all such policies and a certificate of insurance from the insurance carrier, or carriers, showing that such insurance is in full force and effect. Contractor shall give the Local Authority thirty (30) days prior written notice of any proposed cancellation of any of the above described insurance policies.

VIII. INDEMNIFICATION

Except where prohibited by Title V of the *Texas Civil Practice and Remedies Code, Vernon's Texas Codes Annotated*, or by other state law, Contractor shall indemnify and hold harmless Local Authority, its board, employees and agents from all suits, actions, claims, costs or liability of any character, type or description, including attorneys' fees and legal expenses, brought, made for or on account of any death, injury or damage received or sustained by any person or property arising out of or occasioned by the negligent or wrongful acts or omissions of Contractor or Contractor's agents or employees in the execution or performance of this Agreement. Contractor has not established an interest and sinking fund or levied a tax for this contingent obligation.

To the extent authorized by the Constitution and laws of the State of Texas, and without waiving any defenses or consequences whatever, under the same, Local Authority shall indemnify and hold

harmless with regard to actual damages, court costs, and attorney's fees adjudged against Contractor.

IX. TERM AND TERMINATION

1. **Term.** This Agreement is effective from September 1, 2020 to August 31, 2021. In the event Local Authority and Contractor are still negotiating, preparing, and/or reviewing the services or Contractor for renewal on the August 31, 2021 termination date, this agreement shall automatically extend for 90 days or until such time as a renewal agreement is approved by the Local Authority's Board of Trustees whichever comes first.
2. **Immediate Termination.** Local Authority may terminate this Agreement immediately if (a) Local Authority does not receive the funding to pay for designated services under this Agreement from the Texas Legislature, HHSC (***Fund Availability**); (b) Local Authority has cause to believe that termination of the Agreement is in the best interests of the health and safety of the persons with mental disability served under this Agreement; (c) Contractor has become ineligible to receive Local Authority funds; (d) Contractor or its employees has its Texas license or certification suspended or revoked; (e) in the case of Contractors providing direct services to consumers, failure to disclose a criminal conviction; (f) if the Contractor submits falsified documents or fraudulent billings, or if the Contractor makes false statements; and (g) Contractor violates II.115 of this Agreement.
* **Fund Availability.** This Agreement is at all times contingent upon the availability and receipt of state or federal funds that Local Authority has allocated to this Agreement, and if funds for this contract become unavailable during any budget period, this Agreement may be immediately terminated or reduced at the discretion of the Local Authority; however, Local Authority shall pay Contractor all compensation due to the date of termination.
3. **Termination upon Default.** Upon written Notice of Default of any of the obligations to be performed under the terms of this Agreement, the defaulting party will have fifteen (15) calendar days in which to correct or cure the default to the reasonable satisfaction of the non-defaulting party. If, at the end of such fifteen (15) calendar days cure period, such default remains uncorrected, then and in such event, the non-defaulting party shall have the right to terminate this Agreement upon an additional fifteen (15) business days written Notice of Termination to the defaulting party.
4. **Termination by Mutual Consent.** This Agreement may be terminated with thirty (30) days written notice by the parties' mutual consent or by the parties' inability to agree to amendments as provided in XI.6 of this Agreement.
5. **Termination for Failure to Disclose Criminal Conviction.** The Local Authority may immediately terminate this Agreement at its sole discretion if it determines that the Contractor did not fully and accurately disclose the following information concerning persons convicted of crimes:
 - a. The identity of any employee, officer, or other person directly or indirectly involved in this Agreement who has been convicted of any criminal offense related to any state or federally funded program; or
 - b. The identity of any employee, officer, or other person directly or indirectly involved in this Agreement who is in direct contact with persons served and who has been convicted of a crime including any sexual offense, drug-related offense, homicide, theft, assault, battery, or any other crime involving personal injury or threat to another person.
 - 1) Should any person have a conviction described above, Contractor will immediately remove the individual from direct contact with persons served.

- 2) If the Contractor has a conviction described above, this Agreement may be terminated immediately.
6. **Termination due to HIPAA/Privacy Rule Violation.** Local Authority shall have the right to take the following step in the event that it becomes aware of a material breach by Contractor of the Local Authority's Privacy Policy, Procedures, and/or Practices or becomes aware that Contractor has violated a material provision of the HIPAA Privacy Rule:
 - (a) Provide the Contractor with the opportunity to cure the breach or violations, or
 - (b) Immediately terminate the Agreement if Contractor is unable or unwilling to cure the breach or violations, or
 - (c) If neither termination nor cure is feasible, the Local Authority shall report the violation to Health and Human Services.
 7. **Effect upon Termination.** Upon termination, the rights of Local Authority and Contractor under this Agreement will terminate, except that termination will not release the parties of their respective obligations with respect to:
 - a. Payments accrued for **authorized** Services by Contractor prior to termination;
 - b. Contractor's agreement not to seek compensation from Individuals for Services prior to termination of this Agreement;
 - c. The continuation of Contractor's service(s) for Individuals receiving Services from Contractor until continuation of the Individuals' service can be arranged by Local Authority. Local Authority will reimburse Contractor for such service pursuant to the terms of this Agreement; and
 - d. Requirements of this Agreement regarding confidentiality and record retention will survive this Agreement.
 8. **Disputes.** Texas law shall control any disputes under this agreement. Venue of any litigation under or arising out of this Agreement shall be in a court of competent jurisdiction sitting in McLennan County, Texas. Where a mediator can be agreed upon, the parties agree to submit disputes to non-binding mediation prior to instituting litigation.

X. MISCELLANEOUS

1. **Nondiscrimination.** Each party to this Agreement agrees that no person, on the basis of race, color, national origin, religion, sex, age, handicap, or political affiliation, will be excluded from participation, be denied the benefits of, or be subject to discrimination in the provision of any services hereunder. The parties hereto agree to comply with the Civil Rights Act of 1991 and Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d *et seq.*); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §794); Americans with Disabilities Act of 1990 (42 U.S.C. §12101 *et seq.*); Age Discrimination Act of 1975 (42 U.S.C. §§6101-6107); Title IX of the Education Amendments of 1972 (20 U.S.C. §§1681-1688); Food and Nutrition Act of 2008 (7 U.S.C. §2011 *et seq.*); and all amendments to each and all requirements imposed by the regulations issued pursuant to these acts.
2. **Corporate Compliance.** Local Authority has an ongoing commitment to ensure that its affairs are conducted in accordance with applicable law and sound ethical business practice. Contractor agrees to adopt and implement a Business Code of Conduct and Corporate Compliance Plan, if applicable, similar to those adopted by Local Authority and consistent with state and federal law. Contractor shall develop and implement a process for its employees, volunteers, and Contractors to report possible compliance issues including a process for such reports to be fully and independently reviewed.

3. **Lobbying and Political Activity.** Contractor shall not use funds received under this contract to pay any person for influence or attempting to influence an officer or employee or any agency, federal or state, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any contract or grant or the extension, continuation, renewal, amendment, or modification or any contract or grant.

4. **Force Majeure Event.** Unless otherwise agreed in the contract between the parties expressly or impliedly, where a party to a contract fails to perform one or more of its contractual duties, the consequences set out in this Clause will follow if and to the extent that that party proves: (a) that its failure to perform was caused by an impediment beyond its reasonable control; (b) that it could not reasonably have been expected to have taken the occurrence of the impediment into account at the time of the conclusion of the contract; and (c) that it could not reasonably have avoided or overcome the effects of the impediment.
A party invoking this Clause shall be presumed to have established the conditions described in the preceding paragraph in the case of the occurrence of one or more of the following impediments: war (whether declared or not), armed conflict or the serious threat of the same (including but not limited to hostile attack, blockade, military embargo), hostilities, invasion, act of a foreign enemy, extensive military mobilization; civil war, riot, rebellion, revolution, military or usurped power, insurrection, civil commotion or disorder, mob violence, act of civil disobedience; act of terrorism, sabotage or piracy; plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including quarantine or other employee restrictions; act of authority whether lawful or unlawful, compliance with any law or governmental order, rule, regulation or direction, curfew restriction, expropriation, compulsory acquisition, seizure of works, requisition, nationalization; act of God or natural disaster such as but not limited to violent storm, cyclone, typhoon, hurricane, tornado, blizzard, earthquake, volcanic activity, landslide, tidal wave, tsunami, flood, damage or destruction by lightning, drought; explosion, fire, destruction of machines, equipment, factories and of any kind of installation, prolonged break-down of transport, telecommunication or electric current; general labor disturbance such as but not limited to boycott, strike and lock-out, go-slow, occupation of factories and premises; shortage or inability to obtain critical material or supplies to the extent not subject to the reasonable control of the subject Party (“Force Majeure Event”).
This provision shall become effective only if the Party failing to perform notifies the other party within a reasonable time of the extent and nature of the Force Majeure Event, limits delay in performance to that required by the Event, and takes all reasonable steps to minimize damages and resume performance.

5. **Governmental Action Event.** A “Governmental Action” event may excuse performance of a provision under this agreement when the party’s failure to act is required by the compliance with any action, order, direction, request or control of any governmental authority or person purporting to act for any governmental authority.

6. **COVID 19 Restrictions.** As is the case with any infectious disease, Parties to this contract agree to adhere to the issued guidance of the both the Center for Disease Control (CDC) and the Occupational Safety and Health Administration (OSHA) regarding coronavirus and employee health and safety. Parties agree not to ask or require employees or individuals being served to do anything contrary to any guidelines or other government restrictions.

7. **Amendment.** Unless otherwise specifically provided herein, this Agreement may be amended or changed only by mutual written consent of an authorized representative of the Local Authority and Contractor.

8. **Entire Agreement.** This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings, written or oral agreement between the parties respecting the subject matter herein.
9. **Additional Requirements/Renegotiation.** If Contractor is required to comply with an additional requirement pursuant to compliance with standards, regulations, resolutions, settlements, or plans, and compliance results in a material change in Contractor's rights or obligations under the contract or places a significant financial burden on the Contractor, the Contractor may, upon giving sixty (60) days notice of such intention, be entitled to renegotiate in good faith to amend the Agreement.
10. **Governing Law and Venue.** This Agreement shall be construed and enforced in accordance with the laws of the State of Texas, and venue shall lie in McLennan County, Texas.
11. **Notices.** Any required notice shall be in writing and shall be sent, postage prepaid, by certified mail, return receipt requested, to Local Authority or Contractor at the address below. The notice shall be effective on the date of delivery indicated on the return receipt.

If to the Local Authority:

Daniel Thompson
 Executive Director
 Heart of Texas Region MHMR
 110 S. 12th Street
 P. O. Box 890
 Waco, Texas 76703-0890
 (254) 752-3451

If to Contractor:

Scott Felton
 County Judge
 McLennan County
 P.O. Box 1728
 Waco, Texas 76703-1728
 (254) 757-5049

12. **Severability.** The invalidity or unenforceability of any term or provision hereof shall not affect the validity or enforceability of any other term(s) or provision(s).
13. **Effects of Severable Provision.** In the event that a provision of this Agreement is rendered invalid or unenforceable and its removal has the effect of materially altering the obligations of the parties to this Agreement in the manner as, in the sole judgment of the affected party:
 - (a) will cause serious financial hardship to the affected party; or
 - (b) will cause the affected party to act in violation of law or its corporate Articles or Bylaws, the party so affected will have the right to terminate this Agreement upon thirty (30) calendar days prior written notice to the other party.
14. **Exhibits.** All Exhibits referred to in this Agreement and attached hereto are incorporated into this Agreement by this reference.
15. **Authority to Bind Local Authority.** This Agreement is not binding upon the Local Authority unless and until it has been executed by the Executive Director.
16. **Authority to Bind Contractor.** The person or persons executing and signing this Agreement on behalf of the Contractor guarantee that they have been fully authorized by the Contractor to execute the Agreement and to legally bind the Contractor to all the terms and provisions of the Agreement.
17. **No Third-Party Beneficiary.** Unless otherwise specifically stated in this Agreement, nothing in this Agreement is intended to, or shall be deemed or construed to, create any rights or remedies in

any third party, including a Consumer. Nothing contained herein shall operate (or be construed to operate) in any manner whatsoever to create any rights of any Consumer or duties or any responsibilities of Contractor or Local Authority with respect to such Consumers.

18. **Electronic or Facsimile Signatures and Duplicate Originals.** Pursuant to the requirements of the Uniform Electronic Transactions Act in Chapter 322 of the Texas Business and Commerce Code and the Federal Electronic Signatures in Global and National Commerce Act (beginning at 15 U.S .C. Section 7001), the Parties have agreed that the transactions under this Agreement may be conducted by electronic means. Pursuant to these statutes, this Agreement may not be denied legal effect or enforceability solely because it is in electronic form or because it contains an electronic signature. This Agreement may be executed in duplicate counterparts and with electronic or facsimile signatures with the same effect as if the signatures were on the same document. Each multiple original of this document shall be deemed an original, but all multiple copies together shall constitute one and the same instrument.

[SIGNATURE PAGE TO FOLLOW]

Executed this 1st day of September 2020.

Reporting Unit Number(s)
To Be Charged Against

<u>RU No.</u>	<u>% or \$</u>
955	\$ 70,000.00

Authorized Signatures:

Contractor Date

Division Director – MH Services Date

CFO/Deputy Executive Director Date

Executive Director Date

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**EXHIBIT A
SPECIALIZED SERVICES TO BE PROVIDED**

Heart of Texas Region MHMR Center / McLennan County Mental Health Deputy Program

The Center will contract with McLennan County for one (1) Mental Health Deputy to expand and maintain the current capacity and scope of services of the McLennan County Mental Health Deputy Program. This staff, with backup from other mental health deputies, will perform the following duties:

- Assist patrol officers with cases involving people with mental health crisis, responding to mental health crisis calls from the community;
- Will enhance the knowledge of local law enforcement officers on local alternative to incarceration for individuals with mental health issues;
- Will enhance the communication and coordination between the Local Mental Health Authority, peace officers, local hospitals, and local courts;
- Provide transportation to individuals with mental illness to the appropriate location per local policies and procedures (i.e. emergency room psychiatric hospital, crisis respite, etc.);
- Serve Orders of Protective Custody for individuals requiring screenings for possible mental health institutionalization;
- Enhance the training of peace officers and increase the number of Texas Commission of Law Enforcement Officers Stands and Education (TCLEOSE) Certified Mental Health Deputies as appropriate;
- Assist local mental health providers in conducting wellness checks on high risk mental health consumers;
- Assist local Mobile Crisis Outreach Teams (MCOT) in providing mental health crisis assessments in the community;
- Facilitate transportation of mental health consumers to state facilities as determined by local policies and procedures; and
- Participate on local planning and advisory group relations to the provision of mental health services such as the Jail Diversion Sub Committee.
- Services listed will be performed by the Mental Health Deputies Program and are not required to be fully performed by the individual hired under this contract. For purposes of contract reporting services provided by the FTE currently paid by DSHS funding and/or designated services assigned to officers with specialized skill sets will be counted. McLennan County will participate with the Center in meeting all service and budget reporting requirements within designated time frames.

FY 21	McLennan County Mental Health Deputy Services Agreement	17
RU 955	\$ 5833.33 per month for 11 months \$ 5833.37 final payment month 12	Total Amount of Contract \$70,000.00

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**EXHIBIT B
FEE SCHEDULE**

Rate, Amount and Frequency of Payment

Contractor Rate Equal monthly payments of \$5,833.33 for 11months One final monthly payment of \$5833.37
Contract Shall not exceed \$70,000.00 for FY 21 - ending 8/31/21

**Any amounts over dollars listed MUST be approved PRIOR to utilization.*

FREQUENCY OF PAYMENT:

1. **Payment.** At the end of each calendar month during the term of this Agreement, Contractor shall submit by the 15th of the following month to the Center all documentation supporting any claim to compensation contemplated by the provisions of this Agreement. Within fifteen (15) days after receipt thereof, the Center shall deliver to Contractor the fee for that month as determined above.
2. **Payment delay.** Failure to accurately complete documentation and/or submit your documentation of failure to comply with all terms of this Agreement will result in delay of payment.
3. **Overpayment.** In the event the Contractor receives overpayment of services provided, Contractor and Center mutually agree that such identified overpayment will be deducted in total from the next month's reimbursement unless otherwise agreed upon in writing by Center's Executive Director.

Additional Expenses. *Any additional expenses not outlined in this Agreement must be requested in advance of the Contractor incurring the expense. If prior written approval is not obtained expenses may not be paid. The Center's Executive Director will have authorization to approve any unauthorized expenses.*

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FY 21	McLennan County Mental Health Deputy Services Agreement	20
RU 955	\$ 5833.33 per month for 11 months	
	\$ 5833.37 final payment month 12	Total Amount of Contract \$70,000.00

**EXHIBIT C
QUALIFICATIONS OF CONTRACTOR**

PLEASE PROVIDE COPIES OF THE FOLLOWING INFORMATION:

- 1. W-9**
- 2. HUB Vendor Verification Form (when applicable)**
- 3. DPS Computerized Criminal History / Registry Clearances Packet**
- 4. Evidence as being a current, active Licensed Peace Officer and copy of MH Deputy Certification.**
- 5. Declarations of Insurance**
- 6. Licensure(s) and certifications if any**
- 7. Any other pertinent information.**
- 8. Disclosure and Certification against Lobbying form**
- 9. Certificate/Disclosure of Interested Parties FORM 1295**

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FY 21	McLennan County Mental Health Deputy Services Agreement	22
RU 955	\$ 5833.33 per month for 11 months \$ 5833.37 final payment month 12	Total Amount of Contract \$70,000.00

EXHIBIT D
SUBCONTRACTOR AGREEMENT FORM
HHS Contract No. 000537200005

The DUA between HHS and the **Center** establishes the permitted and required uses and disclosures of Confidential Information by Heart of Texas Region MHMR Center.

The **Center** has subcontracted with McLennan County, Texas(SUBCONTRACTOR) for performance of duties on behalf of **Center** which are subject to the DUA. SUBCONTRACTOR acknowledges, understands, and agrees to be bound by the identical terms and conditions applicable to **Center** under the DUA, incorporated by reference in this Agreement, with respect to HHS Confidential Information. **Center** and SUBCONTRACTOR agree that HHS is a third-party beneficiary to applicable provisions of the subcontract.

HHS has the right but not the obligation to review or approve the terms and conditions of the subcontract by virtue of this Subcontractor Agreement Form.

Center and SUBCONTRACTOR assure HHS that any Breach or Event as defined by the DUA that SUBCONTRACTOR Discovers will be reported to HHS by **Center** in the time, manner and content required by the DUA.

If **Heart of Texas Region MHMR Center** knows or should have known in the exercise of reasonable diligence of a pattern of activity or practice by SUBCONTRACTOR that constitutes a material breach or violation of the DUA, or the SUBCONTRACTOR's obligations **Center** will:

1. Take reasonable steps to cure the violation or end the violation, as applicable;
2. If the steps are unsuccessful, terminate the contract or arrangement with SUBCONTRACTOR, if feasible;
3. Notify HHS immediately upon reasonably discovery of the pattern of activity or practice of SUBCONTRACTOR that constitutes a material breach or violation of the DUA and keep HHS reasonably and regularly informed about steps **Center** is taking to cure or end the violation or terminate SUBCONTRACTOR's contract or arrangement.

This Subcontractor Agreement Form is executed by the parties in their capacities indicated below.

CENTER

Heart of Texas Region MHMR Center
110 S. 12th Street
P. O. Box 890
Waco, Texas 76703-0890
(254) 752-3451

SUBCONTRACTOR

McLennan County
P.O. Box 1728
Waco, Texas 76703-1728
(254) 757-5049

Daniel Thompson
Executive Director

Scott M. Felton, County Judge
McLennan County

DATE _____, 2020

DATE: _____, 2020

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FY 21	McLennan County Mental Health Deputy Services Agreement	24
RU 955	\$ 5833.33 per month for 11 months	
	\$ 5833.37 final payment month 12	Total Amount of Contract \$70,000.00

**STATE OF TEXAS
COUNTY OF MCLENNAN**

AGREEMENT FOR SERVICES

This Agreement is by and between **McLennan County, Texas** (hereinafter "County") and the **Heart of Texas Region MHMR Center**, (hereinafter "MHMR"), a political subdivision of the State of Texas for a period of twelve (12) months beginning October 1, 2020 and ending September 30, 2021; and

WHEREAS, MHMR is an organization serving all residents of McLennan County, with the principal public purpose of providing a comprehensive array of mental health and mental retardation services for residents of McLennan County to enhance the health safety and welfare of all county residents by developing and implementing programs, services and projects aimed at treating individuals with severe and persistent mental illnesses and mental retardation; and

WHEREAS, McLennan County as a sponsoring agency of MHMR in accordance with Title 7, Chapter 534.001 of the Texas Health and Safety Code appoints six (6) members of the nine-member Board of Trustees governing the Center; and

WHEREAS, the County desires to assist MHMR in their efforts to promote the public purpose of enhancing the health, welfare and safety of all McLennan County residents by contracting with MHMR for the provision of specific mental health and mental retardation services and/or programs and to assist MHMR in securing and maximizing all available sources of revenue by providing local matching funds;

NOW, THEREFORE, for and in consideration of the mental health and mental retardation services to be provided to the County by MHMR, and in compliance with the terms of this contract and subject to other provisions of this Agreement, and all applicable laws, **THE PARTIES AGREE AS FOLLOWS:**

RESPONSIBILITIES OF MCLENNAN COUNTY:

- 1) Pay to MHMR an (not to exceed) annual total of \$178,600, to be paid to MHMR as follows:
 - a) 11 monthly payments of \$14,883.33 each for the first 11 months of the contract period (October 2020 through August 2021); and
 - b) a final monthly payment for month 12 of the contract period (September 2021) with the amount being \$14,883.37.

- 2) It is understood and agreed that the County funds represented by the Agreement are for the period of October 1, 2020 through September 30, 2021 only, and will be paid wholly from

funds available in that budget year and that no County funding for subsequent budget years is authorized or implied by this Agreement;

RESPONSIBILITIES OF MHMR under this Agreement:

1) To provide for county-wide mental health and mental retardation services for residents of McLennan County including, but not limited to the following Programs I Services:

Center Administration, Clinical Records, Vocational Services, Family Support, Intensive Residential Program, Inpatient Services, Supported Housing, Screening, Referral and Intake, Emergency Screening, Outpatient Services, Medication Services, Elder Services, Continuity of Care Services, Computer Information Systems, as defined in the annual operational plan and budget of MHMR and the "Use of McLennan County Funds" (Attachment "A"), as approved by the MHMR Board of Trustees.

2) To provide the County with an annual audited financial statement and all Board minutes, and if deemed necessary by the McLennan County Auditor, provide county auditor staff with reasonable time and access to MHMR's records/ documentation, for auditing purposes.

3) It is understood and agreed that all County funds paid to MHMR under this agreement shall only be expended by MHMR for the purpose areas authorized under this agreement;

Term and Termination:

This contract shall be effective from the period from October 1, 2020 to September 30, 2021, unless otherwise terminated prior to that time, as provided by this Agreement. A party may terminate its performance under this contract only upon default by the other party. Default by the party shall occur if the party fails to perform or observe any of the terms and conditions of this contract required to be performed or observed by that party. Should such a default occur, the party against whom the default has occurred shall have the right to terminate all or part of its duties under this contract as of the 30th day following the receipt by the defaulting party of a notice describing such default and intended termination, provided: (i) such termination shall be ineffective if within said 30 day period the defaulting party cures the default or (ii) such termination may be stayed, at the sole option of the party against whom the default has occurred, pending cure of the default.

MISCELLANEOUS PROVISIONS:

Parties in Interest

This contract shall bind and benefit the County and MHMR and shall not bestow any rights upon third parties.

Non waiver:

Failure of either party hereto to insist on the strict performance of any of the agreement herein or to exercise any rights or remedies occurring there under upon default or failure of performance shall not be considered a waiver of the right to insist on and to enforce by an appropriate remedy strict compliance with any other obligation hereunder or to exercise any right or remedy occurring as a result of any future default or failure of performance.

Applicable Laws:

This contract is subject to and shall be construed in accordance with the laws of the State of Texas, the laws of the federal government of the United States of America and all rules and regulations of any regulatory body or officer having jurisdiction. This contract is performable in McLennan County, Texas.

Notices;

All notices required or permitted hereunder shall be in writing and addressed to the respective officer of the other party at the address described below or at such other address as the receiving party may have theretofore prescribed by notice to the sending party:

County:

Scott M. Felton, County Judge
P.O. Box 1728
Waco, Texas 76703-1728

MHMR:

Daniel Thompson, Executive Director
P.O. Box 890
Waco, Texas 76703-0890

Ambiguities:

In the event of any ambiguity in any of the terms of this contract, it shall not be construed for or against any party hereto on the basis that such party did or did not author the same.

Entire Agreement:

This contract contains all the agreements of the parties relating to the subject matter hereof and is the full and final expression of the agreement between the parties.

Indemnification and Compliance with Laws:

MHMR shall defend, indemnify and save harmless the County from any and all damages, costs, claims, expenses or liability arising out of or connected with any act, error, omission, representation or misrepresentation by MHMR in performing the services or other acts to be performed under this contract. MHMR shall comply with all applicable governmental and professional requirements, regulations and/or standards in performance of services under this agreement.

Executed on this _____ day of September, 2020.

MCLENNAN COUNTY:

BY: _____

NAME: Scott M. Felton

TITLE: McLennan County Judge

HEART OF TEXAS REGION MHMR:

BY: _____

NAME: Daniel Thompson

TITLE: Executive Director

ATTEST: J.A. "ANDY" HARWELL,
County Clerk
McLennan County, Texas

By:

Deputy County Clerk

STATE OF TEXAS
COUNTY OF MCLENNAN

AGREEMENT FOR SERVICES

This **Agreement** is by and between **McLennan County, Texas** (hereinafter "County") and **the Heart of Texas Region MHMR Center**, (hereinafter "MHMR"), a Texas non-profit 501(c)(3) corporation for a period of 12 months beginning October 1, 2020 and ending September 30, 2021; and

WHEREAS MHMR is an organization serving all residents of McLennan County, with the principal public purpose of providing emergency psychiatric services for residents of McLennan County to enhance the health safety and welfare of all county residents by developing and implementing programs, services and projects aimed at treating individuals with severe and persistent mental illnesses who are in a state of emergency; and

WHEREAS, the County desires to assist MHMR in their efforts to promote the public purpose of enhancing the health, welfare and safety of all McLennan County residents by contracting with MHMR for the period beginning October 1, 2020 and ending September 30, 2021, for the specific services listed below;

NOW, THEREFORE, for and in consideration of the mental health services to be provided to the County by MHMR, and in compliance with the terms of this contract and subject to other provisions of this Agreement, and all applicable laws, **THE PARTIES AGREE AS FOLLOWS:**

RESIDENCY AND ELIGIBILITY CRITERIA:

For purposes of this Agreement, individuals eligible for reimbursement are limited to:

- 1) Individuals who permanently reside within McLennan County (exclusive of transient individuals); and
- 2) Who have been determined by a physician licensed to administer inpatient psychiatric care in the State of Texas and are authorized to admit psychiatric patients to the Crisis Treatment Center to be in need of immediate emergency psychiatric services; and
- 3) Who have been determined by MHMR to be unable to pay for the required emergency psychiatric services and have no funds available from any other source which would reimburse MHMR for the costs of providing the required emergency psychiatric care as per item 2) above;

MHMR warrants that determination of ability to pay, availability of any third-party payer and residency eligibility is the responsibility of MHMR and such determination shall be made by MHMR prior to or at the point of admission to the Crisis Treatment Center.

MHMR further warrants that McLennan County shall not be billed for and shall not provide reimbursement for any services provided by MHMR to non-residents of McLennan County or any individuals who have the ability to pay for emergency psychiatric hospitalization services. (In determining ability to pay for eligible services, MHMR shall use the state approved, formatted and required "Financial Assessment for Community Based Services" form (Attachment #1) in the assessment process to identify available financial resources and to assist in securing payment for services provided. MHMR's determination of the actual fee shall be based on the state formatted "Monthly Ability to Pay Fee Schedule": (Attachment 2).

**RESPONSIBILITIES OF MCLENNAN
COUNTY:**

1) Pay to **MHMR** *an (not to exceed) annual total reimbursement of \$92,400*, to be paid to MHMR as follows:

a) 11 monthly payments of\$ 7,700 each for the first 11 months of the contract period (October 2020 through August 2021); and

b) a final monthly payment for month 12 of the contract period (September 2021) with the amount being determined as follows:

The difference between total amount of actual, verifiable expenditures paid by MHMR which qualify for reimbursement during the 12 month contract period or the contract maximum amount of \$92,400, whichever is lesser, minus all amounts previously paid to MHMR by the County during contract period.

(Should this calculation show that the County has overpaid MHMR, the overpayment amount will be refunded to the County in a lump sum payment by MHMR within 30 days of MHMR's receipt of the county's request for reimbursement of same).

2) It is understood and agreed that the County funds represented by the Agreement are for the period of October 1, 2020 through September 30, 2021 only, and will be paid wholly from funds available in that budget year and that no County funding for subsequent budget years is authorized or implied by this Agreement;

RESPONSIBILITIES OF MHMR under this Agreement:

1) To provide for county-wide mental health services for eligible residents of McLennan County (as defined in the Residency/Eligibility Criteria above) limited to: emergency psychiatric services for eligible individuals admitted under the care of MHMR to the Crisis Treatment Center for Extended Observation Services, Crisis Residential Services and/or Intensive Outpatient Services;

2) To provide billing information in a format satisfactory to the County on a monthly basis, to include at a minimum, copies of billings reflecting each month's actual charges incurred and to provide the County with an Invoice requesting the monthly payment amount, in accordance with this agreement;

3) It is understood and agreed that all County funds paid to MHMR under this agreement shall only be expended by MHMR for the purpose areas authorized under this agreement and should any amounts be expended for any other purpose, they shall not qualify for reimbursement, with said qualification being at the sole discretion of the County;

4) Reporting Requirements:

* Prepare and submit to the County on a monthly basis, documentation showing actual reimbursable expenditures for the period, along with a request that the County pay the designated monthly payment amount, as outlined in this agreement. Prepare and submit to the county on a monthly basis along with monthly reimbursement documentation, a written report describing the services performed by MHMR pursuant to this contract and describing the public benefit derived therefrom; (Note: the report shall be general narrative and statistical information only; patient identification information is not required);

* Prepare and submit to the County, within 90 days before the close of the County's fiscal year, or as soon thereafter as practicable, a written and itemized accounting of expenditures, income and services performed by MHMR pursuant to this contract during the contract period;

- 5) To make available to McLennan County, for audit purposes, any and all documentation requested by County to support billings submitted to County for reimbursement. Any items/amounts previously reimbursed to MHMR by County subsequently determined by County to be ineligible for reimbursement shall be paid by MHMR to McLennan County within 30 days of County's written request to MHMR for same.
- 6) It is understood and agreed that the County funds are used as matching funds to draw down State funds that allows MHMR to provide emergency psychiatric services to McLennan County residents in the community without charge to the individual.

Term and Termination:

This contract shall be effective from the period from October 1, 2020 to September 30, 2021 unless otherwise terminated prior to that time, as provided by this Agreement. A party may terminate its performance under this contract only upon default by the other party. Default by the party shall occur if the party fails to perform or observe any of the terms and conditions of this contract required to be performed or observed by that party. Should such a default occur, the party against whom the default has occurred shall have the right to terminate all or part of its duties under this contract as of the 30th day following the receipt by the defaulting party of a notice describing such default and intended termination, provided: (i) such termination shall be ineffective if within said 30-day period the defaulting party cures the default or (ii) such termination may be stayed, at the sole option of the party against whom the default has occurred, pending cure of the default.

MISCELLANEOUS PROVISIONS:

Independent Contractor:

The relationship of MHMR to the County shall be that of an independent contractor.

Parties in Interest:

This contract shall bind and benefit the County and MHMR and shall not bestow any rights upon third parties.

Non-waiver:

Failure of either party hereto to insist on the strict performance of any of the agreement herein or to exercise any rights or remedies occurring there under upon default or failure of performance shall not be considered a waiver of the right to insist on and to enforce by an appropriate remedy strict compliance with any other obligation hereunder or to exercise any right or remedy occurring as a result of any future default or failure of performance.

Applicable Laws:

This contract is subject to and shall be construed in accordance with the laws of the State of Texas, the laws of the federal government of the United States of America and all rules and regulations of any regulatory body or officer having jurisdiction. This contract is performable in McLennan County, Texas.

Notices:

All notices required or permitted hereunder shall be in writing and addressed to the respective officer of the other party at the address described below or at such other address as the receiving party may have theretofore prescribed by notice to the sending party:

County:

Scott M. Felton, County
Judge P.O. Box 1728
Waco, Texas 76703-1728

MHMR:

Daniel Thompson, Executive Director
P.O. Box 890
Waco, Texas 76703-0890

Audits:

MHMR shall provide to the County, within 90 days of the close of the Provider's fiscal year, an account of MHMR expenditures and services related to the program.

Ambiguities:

In the event of any ambiguity in any of the terms of this contract, it shall not be construed for or against any party hereto on the basis that such party did or did not author the same.

Entire Agreement:

This contract contains all the agreements of the parties relating to the subject matter hereof and is the full and final expression of the agreement between the parties.

Indemnification and Compliance with Laws:

MHMR shall defend, indemnify and save harmless the County from any and all damages, costs, claims, expenses or liability arising out of or connected with any accident, act, error, omission, representation or misrepresentation by the County or MHMR in performing the services or other acts to be performed under this contract. MHMR shall comply with all applicable governmental and professional requirements, regulations and/or standards in performance of services under this agreement.

MCLENNAN COUNTY:

MHMR:

By: _____ Date _____

**Name: Daniel Thompson
Title: Executive Director**

**Name: SCOTT FELTON
Title: McLennan County Judge**

**ATTEST: J.A. "Andy" Harwell, County Clerk
McLennan County, Texas**

By: _____
DEPUTY County Clerk

By: _____ Date _____

STATE OF TEXAS

COUNTY OF MCLENNAN

AGREEMENT FOR SERVICES

This Agreement is by and between **McLennan County, Texas** (hereinafter “County”) and the **Heart of Texas Region Mental Health Mental Retardation Center** (hereinafter “MHMR”), a political subdivision of the State of Texas for a period of twelve (12) months beginning October 1, 2020 and ending September 30, 2021; and

WHEREAS, MHMR is a community Center under provisions of Chapter 534.001 of the Texas Health and Safety Code Ann., (Vernon’s 2001), as amended serving all residents of McLennan County, with the principal public purpose of providing a comprehensive array of mental health and intellectual developmental disabilities services for residents of McLennan County, including jail diversion services; and

WHEREAS, MHMR provides the equivalent of five (5) full-time caseworkers who are assigned to work with medical personnel at the jail to identify and evaluate inmates with mental health issues, assist with treatment and medication plans for inmates with mental health issues via consultation with MHMR psychiatric staff, and to assess and develop jail diversion alternatives for inmates who have mental health issues. (Attachment A)

In addition the agreement allows for the Parties to consult on the mental health needs of the individuals in the jail, offer screenings and make recommendations based on the screening and information provided by the jail officials or jail staff (Attachment A-1).

Funding provided by McLennan County for these services not to exceed two hundred fifteen thousand eight hundred thirty-three dollars and thirty-three cents (**\$215,833.33**) for term of this Agreement.

WHEREAS, MHMR provides additional services to the jail through the *Reintegration Roundtable*, which will work in tandem with the Jail Diversion initiative in part to help identify ways to divert individuals from ever entering the criminal justice system and to impact changes in the system to allow for alternatives to incarceration. MHMR will provide the equivalent of four (4) full time staff in various roles to assist individuals who have been incarcerated to make a successful transition back into the community. **MHMR and the County** agree to partnership and continue services through this Agreement (Attachment A-2).

Funding provided by McLennan County for these services not to exceed one hundred three thousand nine hundred eighty-eight dollars and sixty- seven cents (**\$103,988.67**) for the term of this Agreement.

WHEREAS, MHMR and the County have created the Pre-Trial Diversion Program component to the Jail Diversion agreement, the McLennan County District Attorney’s Office (D.A.’s Office) and MHMR will continue in managing a pre-trial diversion program for individuals with behavioral health issues. MHMR will conduct screenings to determine the appropriateness of admission into the program for individuals charged with a crime. MHMR will staff the findings with the D.A.’s Office staff who will maintain final authority for admittance into the program. MHMR and the County agree to partnership and add to services provided in this Agreement (Attachment A-3).

Funding provided by McLennan County for these services not to exceed fifty thousand dollars and zero cents (**\$50,000.00**) for the term of this Agreement.

WHEREAS, the County desires to assist MHMR in their efforts to promote the public purpose of enhancing the health, welfare and safety of all McLennan County residents by contracting with MHMR for the period beginning October 1, 2020 and ending September 30, 2021; for the specific services listed below;

NOW, THEREFORE, for and in consideration of the jail diversion services to be provided to the County by MHMR, and in compliance with the terms of this contract and subject to other provisions of this Agreement, and all applicable laws, **THE PARTIES AGREE AS FOLLOWS:**

RESPONSIBILITIES OF MCLENNAN COUNTY:

1) Pay to MHMR a (not to exceed) total of \$369,822.00 to be paid to MHMR as follows:

12 monthly payments of \$30,818.50 each during the contract period and

2) It is understood and agreed that the County funds represented by the Agreement are for the period October 1, 2020 through September 30, 2021 only, and will be paid wholly from funds available in that budget year and that no County funding for subsequent budget years is authorized or implied by this Agreement.

RESPONSIBILITIES OF MHMR under this Agreement:

1) MHMR will provide the equivalent of five (5) full-time caseworkers who will be assigned to work with medical personnel at the jail to identify and evaluate inmates with mental health issues, assist with treatment and medication plans for inmates with mental health issues via consultation with MHMR psychiatric staff, and to assess and develop diversion alternatives for inmates who have mental health issues. These staff will also work closely with the McLennan County District Attorney's Office, local defense attorneys and the judiciary to assist in getting individuals who need treatment services out of jail and into appropriate community treatment alternatives.

2) MHMR will provide magistrate-ordered assessments on individuals with mental health issues or developmental disabilities.

3) MHMR will provide clinical staff to conduct individual and group therapy for those identified as needing support services while incarcerated.

4) MHMR will provide 24-hour clinical support via teleconferencing or in person, if required, to assist jail personnel in dealing with crisis mental health situations.

5) MHMR will provide clinical consultation services by MHMR's psychiatric staff to jail medical personnel to assist with medication management of inmates and treatment plans.

6) MHMR will provide the equivalent of four (4) full time employees, to include a Program Director, two qualified mental health professionals and one full time or two part time peer providers for transportation of participants in the program of the Reintegration Roundtable Initiative Program. MHMR will also utilize MSW student interns to provide programming

assistance. The Program Director and staff will work to help identify ways to divert individuals from ever entering the criminal justice system and to impact changes in the system to allow for alternatives to incarceration. In addition, the Program Director, staff, and interns will help provide assistance to individuals who have been incarcerated make a successful transition back into the community.

7) MHMR will provide a full time clinician at the McLennan County District Attorney's Office to assist in managing a Pre-Trial Diversion Program for individuals with behavioral health issues. MHMR may also utilize Master's level student interns to provide clinical assistance.

Caseworkers, Reintegration Roundtable staff and interns, and the staff member assisting the District Attorney's office, shall not be considered employees of the County for any purpose, and shall remain employees or interns of MHMR while performing services at the jail or District Attorney's office. MHMR acts as an independent contractor in performing the services under this agreement. Neither party waives its governmental immunity from suit or liability by entering into this Agreement.

TERM AND TERMINATION

This contract shall be effective for the period from [October 1, 2020](#) through [September 30, 2021](#), unless otherwise terminated prior to that time, as provided by this Agreement. A party may terminate its performance under this contract only upon default by the other party. Default by the party shall occur if the party fails to perform or observe any of the terms and conditions of this contract required to be performed or observed by that party. Should such a default occur, the party against whom the default has occurred shall have the right to terminate all or part of its duties under this contract as of the 30th day following the receipt by the defaulting party of a notice describing such default and intended termination, provided: (i) such termination shall be ineffective if with said 30-day period the defaulting party cures the default or (ii) such termination may be stayed at the sole option of the party against whom the default has occurred, pending cure of the default.

MISCELLANEOUS PROVISIONS

Parties in Interest:

This contract shall bind and benefit the County and MHMR and shall not bestow any rights upon third parties.

Substitution:

If the County reasonably requests that the caseworker(s) serving at the jail be replaced for justifiable reasons, MHMR shall replace the caseworker(s) with an equally qualified caseworker(s).

Insurance:

MHMR carries workers compensation insurance or similar insurance covering injuries to its employees and will maintain such insurance throughout the term of this Agreement.

Non Waiver:

Failure of either party hereto to insist on the strict performance of any of the agreement herein or to exercise any rights or remedies occurring thereunder upon default or failure of performance shall not be considered a waiver of the right to insist on and to enforce by an appropriate remedy strict compliance with any other obligation hereunder or to exercise any right or remedy occurring as a result of any future default or failure of performance.

Applicable Laws:

This contract is subject to and shall be construed in accordance with the laws of the State of Texas, the laws of the federal government of the United States of America and all rules and regulations of any regulatory body or officer having jurisdiction. This contract is performable in McLennan County, Texas.

Security Rules:

MHMR staff and interns shall follow and comply with the security rules of the Jail and lawful directions of Jail officials.

Notices:

All notices required or permitted hereunder shall be in writing and addressed to the respective officer of the other party at the address described below or at such other address as the receiving party may have theretofore prescribed by notice to the sending party:

County:

Scott M. Felton
County Judge
P. O. Box 1728
Waco, Texas 76703-1728

MHMR:

Daniel Thompson
Executive Director
P. O. Box 890
Waco, Texas 76703-0890

Ambiguities:

In the event of any ambiguity in any of the terms of this contract, it shall not be construed for or against any party hereto on the basis that such party did or did not author the same.

Entire Agreement:

This contract contains all the agreements of the parties relating to the subject matter hereof and is the full and final expression of the agreement between the parties.

Indemnification and Compliance with Laws:

MHMR shall defend, indemnify and save harmless the County from any and all damages, costs, claims, expenses or liability arising out of or connected with any act, error, omission, representation or misrepresentation by MHMR in performing the services or other acts to be performed under this contract. MHMR shall comply with all applicable governmental and professional requirements, regulations and/or standards in performance of services under this agreement. All required licenses and credentials of MHMR staff will be maintained in good

standing during the term of this Agreement. The County shall not be responsible for any act or omission of MHMR staff.

MHMR:

MCLENNAN COUNTY:

By: _____
Daniel Thompson
Executive Director

By: _____
Scott M. Felton
McLennan County Judge

Executed on the ___ day of _____, 2020

ATTEST: J. A. “Andy” Harwell, County Clerk
McLennan County, Texas

By: _____
Deputy

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Attachment A
Scope of Work
Caseworkers and Interns

- 1) Caseworkers and interns assigned to work with jail staff and medical personnel at the jail will assist in identifying and evaluating inmates with mental health issues.
- 2) Caseworkers will assist with treatment and medication plans for inmates with mental health issues via consultation with MHMR psychiatric staff, and to assess and develop diversion alternatives for inmates who have mental health issues.
- 3) Caseworkers will work closely with the McLennan County District Attorney's Office, local defense attorneys and the judiciary to assist in getting individuals who need treatment services out of jail and into appropriate community treatment alternatives.
- 4) Master's level student interns may provide clinical assistance to caseworkers and Program Director in the Jail Diversion program and Pre-Trial Diversion program through the District Attorney's office.
- 5) MSW student interns will provide program assistance to the Program Director and staff working directly with inmates in the Reintegration Roundtable Program.

Attachment A-1

Scope of Work

Inmate Screening per Jail Standards

WHEREAS the County and MHMR agree to partnership and add to services provided, the ability for the Parties to consult on the mental health needs of the individuals in the jail, offer screenings and make recommendations based on the screening and information provided by the jail officials or jail staff.

The requests for consultation may be on any individual served by the jail, who indicates mental health needs. The needs may be identified by exhibited behaviors, statements, previous records, prior history reports, etc.

RESPONSIBILITIES OF MCLENNAN COUNTY:

- 1) The Jail staff may identify individuals who are in need of a mental health screening, including possible suicide risk as indicated by the Screening Form for Suicide and Medical/Mental/Developmental Impairments distributed by the Texas Commission on Jail Standards.
- 2) Jail staff will contact the designated MHMR staff if the jail staff or jail administration has determined that a screening is needed for an inmate.
- 3) The jail staff or jail administration may choose to follow recommendations provided by MHMR or choose to follow protocols established or provided by medical or administrative staff for the local jail. The final disposition will be the responsibility of the jail staff or jail administration.
- 4) If Telehealth Equipment for suicide risk consultations is used, regardless of the technology selected, the jails shall implement appropriate measures to ensure that all communications and records remain confidential. The jails shall ensure any technology utilized and information processed is done so in a manner consistent with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and other applicable state and federal laws, rules, and regulations. (Attachment A-1.1)

RESPONSIBILITIES OF MHMR:

- 1) Upon request, MHMR staff will provide a brief screening or consultation for individuals identified by jail staff, and make recommendations for possible interventions, treatment suggestions, aftercare/discharge plans, or referrals to appropriate service entities. The face to face response time will be one hour for emergent issues, eight hours for urgent issues, or within a timeline agreed upon by jail staff and MHMR staff. Phone contact will be made immediately and a plan discussed with jail staff to determine the need for assessment and timeframe for completion.
- 2) MHMR will provide a screening tool if requested by the jail staff. The screening tool to be used by MHMR staff is *The Modified Scale for Suicidal Ideation (MSSI)*.
- 3) Crisis screenings for possible inpatient referrals may be conducted by the Mobile Crisis Outreach Staff twenty four (24) hours daily. Request for suicide risk consultations should be

scheduled during business hours, or provided by telehealth with a Qualified Mental Health professional if appropriate. MHMR will provide staff for consultations.

- 4) If requested, MHMR will provide training or information on suicide prevention, jail diversion strategies, or mental health related topics.

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The Modified Scale for Suicidal Ideation (MSSI)

Inmate Name:	DOB:	Inmate Contact #:
QMHP/LPHA Name:	Today's Date:	County:
MSSITOTAL SCORE:	SEVERITY RATING: Low <input type="checkbox"/> Mild-Moderate <input type="checkbox"/> Severe <input type="checkbox"/>	Recommend Suicide Watch Release: Yes <input type="checkbox"/> No <input type="checkbox"/>

1. Wish to die
 0-None 1-Weak 2-Moderate 3-Strong _____
2. Wish to live
 0-None 1-Weak 2-Moderate 3-Strong _____
3. *Desire to make an active suicide attempt
 0-None 1-Weak 2-Moderate 3-Strong _____
4. Passive suicide attempt
 0-None 1-Weak 2-Moderate 3-Strong _____

CUT-OFF INSTRUCTIONS - If Item 1 and Item 2 are scored less than "2" and Items 3 and 4 are scored 0, then STOP. Otherwise continue with full scale.

5. Duration of thoughts
 0-None 1-Weak 2-Moderate 3-Strong _____
6. Frequency of ideation
 0-None 1-Weak 2-Moderate 3-Strong _____
7. *Intensity of thoughts
 0-None 1-Weak 2-Moderate 3-Strong _____
8. Deterrent to active attempt
 0-None 1-Weak 2-Moderate 3-Strong _____
9. Reasons for living and dying (*Write inmate verbatim of reasons below.*)
 0-None 1-Weak 2-Moderate 3-Strong _____

<u>LIVING</u>	<u>DYING</u>
---------------	--------------



Method:

(Provide detailed description of inmate's plan and degree of specificity in narrative form.)

- 10. Degree of specificity/planning
 0-None 1-Weak 2-Moderate 3-Strong _____
- 11. Method: availability/opportunity
 0-None 1-Weak 2-Moderate 3-Strong _____
- 12. Sense of courage to carry out item
 0-None 1-Weak 2-Moderate 3-Strong _____
- 13. Competence
 0-None 1-Weak 2-Moderate 3-Strong _____
- 14. Expectancy of actual attempt
 0-None 1-Weak 2-Moderate 3-Strong _____
- 15. *Talk about death/suicide
 0-None 1-Weak 2-Moderate 3-Strong _____
- 16. Writing about death/suicide
 0-None 1-Weak 2-Moderate 3-Strong _____
- 17. Suicide note
 0-None 1-Weak 2-Moderate 3-Strong _____
- 18. Actual Preparation
 0-None 1-Weak 2-Moderate 3-Strong _____

Severity Categories based on MSSSI Total Score

0-8 = Low Suicidal Ideation
9-20= Mild-Moderate Suicidal Ideation
21+ = Severe Suicidal Ideation

MSSSI Total Score _____

Must meet **all of the following criteria to classify as "severe suicidal ideation": score 2 or higher on questions 3, 7, 15 and have a total MSSSI score of 21 or higher.*



A.1.1

INFORMATION SYSTEM REQUIREMENTS FOR TELEMED SERVICES

Jail (or Jail IT) Requirements:

1. Acquire and maintain interactive televideo communication equipment/software used on jail's premises be in working order. In the event that telepsychiatry equipment is temporarily inoperable, consultations will be conducted via telephone (if clinically appropriate).
2. Provide assistance to HOTRMHMR personnel with regard to ensuring parties can connect to and maintain a connection to the jail via- a.) Video (teleconferencing equipment and/or web based applications and/or software); b.) Audio (video and/or telephone); c) Secure VPN or terminal service connection.
3. Jail staff shall ensure that it has appropriate Internet access and an adequate number of computers of sufficient capabilities to use information systems required under this Agreement.
4. Jail shall notify HOTRMHMR immediately if a security violation is detected, or if jail staff has any reason to suspect that the security or integrity of data has been or may be compromised in any way.
5. Jail staff and/or administrators guarantees that it will ensure that adequate internal controls, security, and oversight are established for the approval and electronic transfer of information relating to telemedicine services being provided.
6. The jail staff shall participate in network monitoring of their respective networks.
7. Jail's network monitoring shall include troubleshooting or assistance with jail-owned Wide Area Networks (WANs), Local Area Networks (LANs), router switches, network hubs or other equipment, and jail's Internet Service Provider (ISP). The jail shall be responsible for maintaining the network hardware of its local server. The jail shall communicate and enforce network security policies and procedures to end users and shall be responsible for data backup, restore, and contingency planning functions for all local data. The jail shall:
 - a) create, delete, and modify end-user LAN-based accounts;
 - b) change/reset user local passwords as necessary;
 - c) install, maintain, monitor, and support jail LANs and WANs; and
 - d) select, purchase service from, and monitor performance of ISP.
8. The jail shall use encryption software that is compatible with Center's encryption software.

Center Requirements:

1. The Center shall participate in network monitoring of their respective networks.
2. The Center will be responsible for monitoring its network up to the Internet including monitoring the Center's network infrastructure to maintain availability of resources. The Center will monitor Center's network availability and capacity. The Center will record, escalate, and resolve problems with Center's network in accordance with established problem management procedures. The Center will be responsible for data backup, restore, and contingency planning functions for all data successfully entered into Center's systems. The Center will exercise reasonable care in the exercise of these responsibilities; however, Contractor agrees that this obligation shall not form the basis for a breach of Agreement claim.

Attachment A-2
Scope of Work
Reintegration Roundtable

Although operated under the MHMR Center, the Reintegration Roundtable maintains a level of independence. A leadership council involving representation from McLennan County, City of Waco, McLennan County Probation, and HOTRMHMR directs the work of program staff and facilitates the strategic planning for the program. The program manager continues to work to bring existing service providers together in a way that allows for a collective impact to the community. The Reintegration Roundtable partners with the Recovery Oriented Systems of Care in McLennan County to address justice involved individuals' needs and challenges in the community. Further the Reintegration Roundtable is mindful of the sequential intercept points of intervention.

BASIC OUTCOMES

1. Increase connections to community-based services and supports.
2. Reduce the number of people returning to jail.
3. Increase the number of justice involved individuals obtaining employment.

CURRENT PRIORITIES

1. Reduce recidivism
2. Provide pre-release counseling
3. Increase public knowledge
4. Increase employment of ex-offenders
5. Link ex-offenders to resources / services

PROGRAM GOALS FY 20

1. Work with Reintegration Roundtable Management Group to identify five primary metrics for FY 20.
2. Collect baseline data on the five primary metrics established for FY 20.
3. Provide quarterly progress reports to funding entities.
4. Work with Reintegration Roundtable Management Group to develop a three-year strategic plan.

Attachment A-3
Scope of Work
Pre-Trial Diversion Program

RESPONSIBILITIES OF MHMR:

1. MHMR staff and MSW student interns assigned to this program will conduct screenings to determine the appropriateness of admission into the program for individuals charged with a crime; MHMR will staff these findings with the D.A.'s office staff who will maintain final authority for admittance into the program.
2. MHMR will provide clinical supervision for the full time clinician as well as any MSW student interns assigned to the Pre-Trial Diversion Program.
3. MHMR Center clinicians and/or student interns will meet with individuals to determine eligibility for the program and complete assessments. They will also develop treatment plans and provide case management services to individuals admitted to the program. Referrals to appropriate treatment programs will be provided as needed.
4. The MHMR Center staff will participate, with the D.A.'s office staff, in weekly Pre-Trial Diversion Program meetings for clinical consultation and updates on individuals served.
5. The MHMR will collect and analyze data annually to determine overall effectiveness of the program.
6. The Heart of Texas Region MHMR Center will provide office space at 2010 LaSalle Ave Ste. B., Waco, TX, for the clinician or interns to meet with individuals for eligibility determination or services provision. This office space will include access to a computer, phone, printer, fax, and office support as needed.

RESPONSIBILITIES OF D.A.'s Office:

1. The D.A.'s office staff will participate, with MHMR Center staff, in weekly Pre-Trial Diversion Program meetings for clinical consultation and updates on individuals served.
2. The D.A.'s office staff will maintain final authority for admittance into the program.
3. The D. A.'s office will provide office space, at 219 N. 6th Street, Waco, TX, for MHMR staff to conduct daily operations in support of the Pre-Trial Diversion Program. This space shall include a desk, computer, phone, and access to equipment as needed such as a printer, fax and copier.



**Care Coordination Agreement
Between Heart of Texas Region MHMR Center
And
McLennan County Jail**

This Care Coordination Agreement is entered into between **Heart of Texas Region Mental Health Mental Retardation Center** (“HOTRMHMR”), established and operated as a community MHMR center pursuant to Chapter 534, Subchapter A of the Texas Health & Safety Code and designated as a local MH and MR authority pursuant to Chapter 534 Subchapter B, Health and Safety Code and the Center’s Board Policies and Administrative Procedures and the **McLennan County Jail** (“Jail”).

I. Provision of Services

The intent of the Agreement is to establish procedures for providing medications to defendants committed under Texas Code of Criminal Procedure, Chapter 46B, and released from a state MHMR facility to proceed with trial after determination of competency.

The Heart of Texas Region MHMR Center will coordinate with the **McLennan County Jail** to identify defendants who have returned from the state facilities on a 46B commitment and provide reimbursement for up to ninety (90) days post-release supply of medications.

II. Care Coordination Process

- A. In order to maintain positive continuity of mental health care, communication between the parties to this Agreement will begin immediately after a person is adjudged not competent to stand trial and will continue through movement to the State Hospital for legal competency restoration, return to the Jail as competent to stand trial, and until the Detainee is released because charges are disposed or is released on bond.
 - 1. The Jail will notify the HOTRMHMR Texas Correctional Office on Offenders with Medical or Mental Impairments (TCOOMMI) Continuity of Care/Program Manager when an individual is sent from the jail to a state facility for 46B competency restoration.
 - 2. The Jail will submit to the TCOOMMI Continuity of Care/Program Manager a copy of the State Hospital Discharge Plan and a completed 46B Medication Request (Attachment A-1) within seven (7) days of the individual’s return to the Jail after the individual is deemed competent to stand trial.

Heart of Texas Region MHMR Center (TCOOMMI)
FAX: 254-757-2230

- 3. For Detainees returned to the Jail as competent and awaiting trial, HOTRMHMR will request approval from HHSC to reimburse the Jail for up to ninety (90) days of the medication prescribed by the State Hospital. Reimbursement is based on authorization by HHSC and dependent upon availability of state fiscal year funding.

- B. The process shall end once a Detainee is released from Jail either because of disposition of the pending charges or on bond.

III. Payment for Reimbursement

1. The Jail shall submit an invoice which includes itemized costs for each medication per Detainee by the 10th of each month for expenses incurred by the jail the previous month. Documentation should be sent to the following address:

Heart of Texas Region MHMR Center (TCOOMMI)
FAX: 254-757-2230

2. Based on timely submission of required documentation from the Jail and HHSC approval, HOTRMHMR will reimburse the Jail on a monthly basis.

IV. Relationship of Parties

1. The Heart of Texas Region MHMR Center is associated with the Jail only for the purposes and to the extent set forth herein with respect to the performance of understanding hereunder. The Jail shall have the sole right to supervise, manage, operate, control, and direct the performance of the details incident to its duties hereunder. Nothing contained herein shall be deemed or construed to create a partnership or joint venture, to create the relationships of an employer-employee or principal-agent, or to otherwise create any liability for either party whatsoever with respect to the liabilities and obligations of the other party.
2. The HOTRMHMR hereby designates the TCOOMMI Program Director, or his/her designee (Jail Diversion clinician), to serve as the continuity of care worker and contact for the state facility and liaison to the Jail for all 46B defendants. The County hereby designates the Jail Administrator/Captain, or his/her designee, to serve as the liaison for implementation of this MOU.

V. Miscellaneous

1. This Agreement and any written modifications constitute a sole agreement of both parties. Any oral arrangements or understanding outside the terms of this Agreement shall be void.
2. HOTRMHMR and the Jail, in accordance with Section 614.017 of the Texas Health and Safety Code, shall accept and receive information concerning these defendants in order to maintain continuity of care.
3. HOTRMHMR shall have the right to audit the Jail's expenditures specific to those defendants who are committed under the Texas Code of Criminal Procedure, Chapter 46B and who will receive medications under this MOU. Any exceptions will require the Jail to reimburse the Center for funds expended outside the parameters of this MOU.
4. This Agreement shall be construed and enforced in accordance with the laws of the State of Texas, and venue shall lie in McLennan County, Texas.

VI. Indemnification and Compliance with Laws

Each party agrees to indemnify, defend, and hold harmless the other Party, their directors, officers, employees, agents, successors and assigns from any and all damages, costs, claims, expenses or liability arising out of or connected with any accident, act, error, omission, representation by the Parties in performing the services or other acts to be performed under this Agreement. Both Parties will comply with all applicable governmental and professional requirements, regulations and/or standards in performance of services under this MOU.

VII. Term and Termination

1. The term of this Agreement shall commence on September 1, 2020, and continue until August 31, 2021 unless terminated at an earlier date in accordance with Section V.
2. Either party may terminate this Agreement, without cause, upon thirty (30) days prior to written notice to the other party. Within twenty (20) days after the effective date of termination, the Jail shall submit its final documentation for services rendered prior to the date of termination.
3. This Agreement may be terminated for cause upon written notice by either Behavioral Health Clinic or Partner Agency. "Cause" shall include, but is not limited to: Either party does not receive the funding to continue designated services under this Agreement; (b) Either party has cause to believe that termination of the Agreement is in the best interest of the health and safety of the persons served under this Agreement;

McLennan County:

Heart of Texas Region MHMR Center

By: _____

By: _____

Name: _____

Name: Daniel Thompson

Title: _____

Title: Executive Director

Date: _____

Date: _____

ATTEST: _____

_____ County, Texas

**ATTACHMENT A-2
EXHIBIT 1**

46B Medication Request Process

Continuity of mental health care includes communication between HOTRMHMR and the Jail immediately after a person is adjudged not competent to stand trial and will continue through movement to the State Hospital for legal competency restoration, return to the jail as competent to stand trial, and until the Detainee is released because charges are disposed or is released on bond.

Notification of an individual's movement to a state facility for 46B competency restoration is given to HOTRMHMR TCOOMMI Program Manager, Amanda Tripp, by the Jail.

Heart of Texas Region MHMR Center (TCOOMMI)
Telephone: 254-757-2207 FAX: 254-757-2230



When legal competency is restored and the individual returns to jail and to the committing court for trial, the Jail submits the State Hospital Discharge Plan and a request (Attachment A-1) with recipient Name, SID or CARE ID #, medication, number of days supply, and amount requested to:

Heart of Texas Region MHMR Center (TCOOMMI)
FAX: 254-757-2230



HOTRMHMR forwards the documentation submitted by the Jail to HHSC for pre-approval and notifies the Jail of the determination.



The Jail will submit a monthly invoice with itemized costs for each medication per Detainee by the 10th of each month for expenses incurred the previous month. Medications may be reimbursed for up to 90 days of post release medications.

Heart of Texas Region MHMR Center (TCOOMMI)
P.O. Box 890
Waco, Texas 76703-0890
OR FAX: 254-757-2230



HOTRMHMR makes reimbursement payment to the Jail.

McLENNAN COUNTY GRANT AGREEMENT:
HEART OF TEXAS REGION MENTAL HEALTH MENTAL RETARDATION
CENTER

STATE OF TEXAS §
 §
COUNTY OF McLENNAN §

This Agreement is made and entered into by and between **McLENNAN COUNTY**, Texas (hereinafter referred to as the "County") and the **HEART OF TEXAS REGION MENTAL HEALTH MENTAL RETARDATION CENTER**, a unit of the State of Texas (hereinafter referred to as the "Grantee" or "HOTRMHMR").

WHEREAS, as part of the overall Prosper Waco Initiative, the Behavioral Health Leadership Team ("BHLT") a volunteer collaboration of the local mental health authority, healthcare providers, local government, and philanthropic foundations was formed; and

WHEREAS, the BHLT is committed to aligning its resources to address mental health and substance abuse issues in the community by providing treatment to individuals experiencing a behavioral health crisis in the community, receive appropriate psychiatric treatment and reduce overcrowding of the emergency departments for individuals who do not need that level of care; and

WHEREAS, the BHLT has adopted a three-step plan to address the significant issue of providing treatment to individuals experiencing a behavioral health crisis in our community; and

WHEREAS, the issue of medical clearance at the Crisis Treatment Center ("CTC") has been identified as the first key issue that must be addressed in order to expand capacity and reduce the number of individuals being taken to the local emergency departments; and

WHEREAS, the BHLT is seeking to provide a physician to conduct rounds four days a week at the CTC and to provide coverage and screening for medical treatment of individuals while receiving psychiatric care at the CTC; and

WHEREAS, the City of Waco ("City"), and McLennan County ("County") each have agreed to provide partial funding of the Medical Clearance Initiative at the CTC; and

WHEREAS, HOTRMHMR has agreed to contribute office space, contract oversight, coordination and other administrative support functions; and

WHEREAS, Grantee has filed an application to receive partial funding from the County so that Grantee can continue its efforts to serve the County,

WHEREAS, this program seeks to improve the physical and mental health of the community, which in effect serves the public purpose of the County in protecting public health, safety and welfare; and

NOW, THEREFORE, for and in consideration of the mutual covenants, conditions, and agreements herein contained, the parties hereby agree as follows:

I.
TERM

The term of this Agreement shall begin upon execution by both parties and shall end on September 30, 2021, except for Sections V, VI, and VIII which shall survive termination of this Agreement. This Agreement shall remain in effect for this term unless the County and/or Grantee decide to terminate said Agreement. Neither the County nor Grantee needs to provide a reason for the termination. The termination will be effective thirty (30) days from the date of receipt of written notice of intent to terminate by either party.

II.
GRANT AND SCOPE OF SERVICES

The County hereby awards a grant of \$80,000.00 to Grantee to provide services and assistance consistent with the scope of services attached as Exhibit A and the application submitted to the County, a copy of which is attached hereto and incorporated herein as Exhibit B. The County reserves the right, in its sole discretion, to reduce the total amount paid to the GRANTEE under the terms of this Agreement.

The County shall pay the amount on a quarterly basis by the 10th of November 2020 January 2021, April 2021, and July 2021. The amount quarterly shall be 25% of the total amount approved by the County.

The Grantee will not alter, amend or change the services identified in Exhibits A and B without first making a request in writing to the County and receiving written permission from the County to do so. In the event that the Grantee fails to provide the services identified in Exhibits A and B or, the Grantee alters, amends or changes the services provided without prior written approval from the County, the County reserves the right to deny funding or payment of a request for reimbursement of funds from the Grantee. Further, if the services are not provided, the Grantee shall be obligated to repay to County all the grant funds received from County. The Grantee shall make a repayment of grant funds upon sixty (60) days written demand by the County.

III.
STANDING OF GRANTEE

Grantee shall comply with the terms of this Agreement and all applicable state laws. Grantee must be:

- a. In good standing with each Federal, State or local agency that has a contractual relationship with the applicant project; and
- b. In good standing with each Federal, State, or local agency that has a financial, tax, or proprietary relationship with it.

IV.
BUDGET AND USE OF GRANT FUNDS

A. A complete budget for the Grantee that includes a specific budget outlining the intended use of funds provided by the County to the Grantee is attached hereto and incorporated herein as Exhibit C.

B. The Grantee may not use or expend funds provided by the County for any item or expenditure that is not identified in Exhibit C without first making a request in writing to the County and receiving written permission from the County to do so. In the event that the Grantee uses or expends funds provided by the County for any item or expenditure that is not identified in Exhibit C without obtaining prior written approval from the County, the County reserves the right to deny funding or payment of a request for reimbursement of funds from the Grantee.

C. The GRANTEE agrees that no County funds shall be used to pay any settlement for debt arising from any criminal/civil claims pursuant to litigation expenses or awards on behalf of the GRANTEE or agents thereof. The County reserves the right to deny funding or request for reimbursement of funds in order to enforce this provision.

V. **REPORTS**

The Grantee agrees to submit to the County Judge or County Judge's designee the following documentation and reports:

- A. Grantee shall file quarterly reports by **January 15, 2021** (for Oct., Nov., and Dec. 2020), **April 15, 2021** (for Jan., Feb., and March 2021), **July 15, 2021** (for April, May, and June 2021), and **October 15, 2021** (for July, August, and Sept. 2021) with the County to describe and document the expenditures of the County funding during the prior quarter and the results obtained. The reports shall be filed in a format approved by the County and at a minimum shall contain.
1. A financial report of actual revenues and expenditures, in Excel format, with a separate notation of those that relate to County funding and those that relate to Grantee funding, as noted in the Grantee's budget (Exhibit C);
 2. The status of each item set forth in the Grantee Scope of Work (Exhibits A and B), including the results, with appropriate supporting documentation; and
 3. A report on the date, time, and location of regular and special Grantee board meetings that provides names of board members present and absent; states whether the required quorum was met; and states whether a financial report(s) was presented, discussed, and/or approved.

VI. **AUDIT**

As an entity receiving more than \$20,000 from the County, Grantee shall have a financial audit performed by an independent certified public accountant in accordance with U.S. generally accepted auditing standards. If the entity receives federal assistance in excess of \$500,000, Grantee will have a financial audit performed in accordance with the applicable Office of Management and Budget Circulars. Any communications on internal control deficiencies, including a management letter, required by professional standards must be provided to the County. Also, any communications required by professional standards related to fraud or illegal acts must be provided to the County.

- (a) Grantee's fiscal year ends September 30th.
- (b) For the fiscal year ending **September 30, 2020** a copy of the audit must be filed with the County within 120 days of the end of the fiscal year, unless the County in writing agrees to a different deadline because of some circumstances requiring more time to complete the audit. Failure to file the required audit by that date, or a deadline agreed to the County in writing, will result in the withholding of quarterly payments during the term of this agreement or subsequent agreements.
- (c) For the fiscal year ending **September 30, 2021**, a copy of the audit must be filed with the County within 120 days of the end of the fiscal year, unless the County in writing agrees to a different deadline because of some circumstances requiring more time to complete the audit. Failure to file the required audit by that date, or a deadline agreed to the County in writing, will result in the withholding of quarterly payments during the term of this agreement or subsequent agreements.

Grantee hereby gives the County the right to share Grantee's audit and all related documents from Grantee's auditor with third parties, including but not limited to, the County Judge, County Commissioners, other employees of the County and any other person to whom release of information is required under the Texas Public Information Act.

VII. **COMPLIANCE**

The County Judge or designee will review the detailed progress reports submitted quarterly by the GRANTEE and the cumulative detailed progress report submitted by the GRANTEE and shall decide if satisfactory progress is being made toward accomplishing the items set forth in Exhibit A. The GRANTEE can appeal the decision of the County Judge to the Commissioners Court.

VIII. **EXAMINATION OF RECORDS**

The GRANTEE agrees that the County shall have the right to examine any information including the GRANTEE's books, documents, papers, records, and/or accounts (including but not limited to, notices and minutes for board and membership meetings and any other records documenting the actions of the board and/or membership) that are directly pertinent to this Agreement to the extent that they relate to transactions affecting the GRANTEE compensation as set forth in this Agreement. The GRANTEE shall make said information available within 24 hours of any verbal or written request made by the County. GRANTEE agrees to maintain all books, records, and reports required under this Agreement for a period of not less than four (4) years. It is the responsibility of the GRANTEE to ensure that County funds are applied towards recipient projects.

If the GRANTEE has any significant deficiencies in internal control in their certified audit regarding funds provided by the County, the County will withhold funding until the corrections are made. If the finding(s) is/are not corrected, the County has the right to terminate this Agreement.

If the GRANTEE had any significant deficiencies in internal control in their certified audit of the year prior to this Agreement year regarding any GRANTEE funds (not allocated by the County), and those findings are not corrected in the following year's certified audit, the County has the right to withhold funding until the corrections are made. If the finding(s) is/are not corrected, the County has the right to terminate this Agreement.

IX. **INDEPENDENT CONTRACTOR**

The GRANTEE shall carry out the terms of this Agreement as an Independent Contractor and not as an agent, servant, or employee of the County. The GRANTEE shall not receive any employee benefits. Likewise, the employees of the GRANTEE are not the agents, servants, or employees of the County. For all purposes hereunder, the GRANTEE is and shall be deemed to be an Independent Contractor, and it is mutually agreed that nothing contained herein shall be deemed or construed to constitute a partnership or joint venture between the GRANTEE and County.

X. **MISCELLANEOUS REQUIREMENTS**

- (a) **Venue:** Venue for any lawsuit involving this Agreement shall be in McLennan County, Texas.
- (b) **Choice of Law:** This Agreement is governed by the laws of the State of Texas.
- (c) **Entire Contract:** This Agreement constitutes the entire agreement between City and Grantee for the grant funds, and all negotiations and all understandings between the Parties are merged herein. The terms and conditions of this Agreement specifically replace and supersede any prior discussions, terms, documents, correspondence, conversations, or other written or oral understanding not contained herein or specifically adopted by reference.
- (d) **Partial Invalidity:** If any term, provision, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.
- (e) **Survival:** Any provisions which by their terms survive the termination of this Agreement shall bind its legal representatives, heirs, and assigns as set forth herein. In particular, the requirements related to an audit shall survive the termination of this Agreement.
- (f) **Assignment:** The Grantee shall not assign, transfer, or encumber any right or interest in this Agreement, in whole or in part, without prior written approval of City.
- (g) **Notices:** Each notice to County shall be sent to Scott M. Felton, County Judge, McLennan County, 501 Washington, Ste. 214, Waco, Texas 76701, and each notice to Grantee shall be sent to the person designated by Grantee in Attachment A. Each formal notice required by the terms of this Agreement shall be in writing and sent by facsimile, telex, courier or by registered or certified mail.

- (h) Each formal notice required by the terms of this Agreement shall be in writing and sent by facsimile, telex, courier or by registered or certified mail.
- (i) **Benefits:** This Agreement shall bind, and the benefits thereof shall inure to the respective parties hereto, their heirs, legal representative, executors, administrators, successors, and assigns. This Agreement confers no rights or remedies upon any third parties; there are no intended third-party beneficiaries to this Agreement.
- (j) **Amendments:** This Agreement can be supplemented and/or amended only by a dated written document executed by both parties.
- (k) **Multiple Copies:** This Agreement may be executed in multiple counterparts each of which constitutes an original.
- (l) **Article and Section Headings:** The Article and Section headings contained herein are for convenience and reference and are not intended to define or limit the scope of any provision of this Agreement.
- (m) **Misspelled Words:** Misspelling of one or more words in this Agreement shall not void this Agreement. Such misspelled words shall be read so as to have the meaning apparently intended by the parties.
- (n) **Authority to Execute.** The City and the Grantee affirmatively state and represent that their respective governing bodies have authorized the execution of this Agreement and that once executed this Agreement is enforceable in accordance with its terms.

[SIGNATURE BLOCK ON NEXT PAGE]

This Agreement is to be executed in multiple counterparts each of which constitutes an original.

EXECUTED this _____ day of _____, 2019

GRANTEE:
HEART OF TEXAS REGION MENTAL
HEALTH MENTAL RETARDATION
CENTER

110 S. 12th Street
Waco, Texas 76710

By: _____

Printed Name: _____

Title: _____

ATTEST:

McLENNAN COUNTY

By: _____

Scott M. Felton
County Judge

ATTEST:

EXHIBIT A

PROGRAM GOALS/ SCOPE OF WORK / FY 21

1. Reduce the number of people diverted to local emergency departments due to the need for medical clearance.
2. Reduce time law enforcement officers are spending at the emergency departments in order to receive medical clearance.
3. Create better outcomes by treating individuals in the most appropriate treatment setting.
4. Reduce health related discharges from the CTC.
5. Provide Quarterly progress reports to funding entities.

EXHIBIT B

Crisis Treatment Center - Medical Clearance Funding Proposal

The Behavioral Health Leadership Team (BHLT) has adopted a three-step plan to address the significant issue of providing treatment to individuals experiencing a behavioral health crisis in our community. A sub-committee was established to look at current and future crisis services to assist in planning purposes for the BHLT. The subcommittee was led by Tom Thomas and included the following members:

Barbara Tate – Executive Director; HOTRMHMR
Jennifer Higginbotham – Behavioral Health Director; HOTRMHMR
Deanna Fitch – Crisis Services Director; HOTRMHMR
Dr. Sheila Mundy – Medical Director; HOTRMHMR
Dr. Josh Warren – Medical Director; DePaul Center
Dr. Jackson Griggs – Executive Director; Family Health Center
Dr. Lance Kelly – Clinical Director; Family Health Center
Vicki Campbell – Director; DePaul Center
Eric Jeter – Regional Director; Cenikor
Jenny Peel – Grants Administrator; Rapoport Foundation
Tom Stanton – Director; Rapoport Foundation

The group met four times on April 10th, April 17th, April 24th and May 12th. The group was in agreement that a crisis hub is needed in the future to expand and better treat individuals in behavioral health crises. The crisis hub would include current and expanded crisis services in one location. The crisis hub would also include a new crisis treatment center of sufficient size to accommodate the need to treat those individuals needing residential services. The group also felt that certain things could and should be accomplished prior to that facility being built. These included medical clearance for the Crisis Treatment Center, better communication between agencies, better discharge and continuity of care and targeted treatment for high utilizers of service. The group determined that once the medical clearance component was operational that the second phase would be acquiring funding for an 18-month pilot project for a continuity of care team that would have staff placed in five local settings (CTC, DePaul, Providence Emergency Department, Baylor Scott & White Emergency Department and Cenikor) to better coordinate discharge continuity and after care services. Funding from the Episcopal Health Foundation will be sought for that project.

The issue of medical clearance at the Crisis Treatment Center (CTC) was identified as the first issue that must be addressed in order to expand capacity and reduce the number of individuals being taken to the local emergency departments. The issue is that currently the CTC does not have a physician available to treat individuals who may have treatable medical conditions such as high blood pressure or diabetes while at the CTC. This causes otherwise appropriate individuals to either be referred to the emergency departments for medical clearance or to be refused admission completely. Many of these individuals are then held at the emergency departments because of their psychiatric condition because they are medically excluded from care at the CTC. This not only creates a backlog in the local emergency departments, but also creates long waits for local law enforcement agencies that must remain with that individual until a disposition is rendered.

In order to resolve this issue, a recommendation is being put forth to cover the cost of a physician to round four days a week at the CTC and to provide coverage by Family Health Center residents to screen individuals in the evenings and other times when the physician is not available to determine if they could be medically treated while receiving their psychiatric care at CTC. The model is compatible with how treatment is provided at the DePaul Center. The residents would have back up from Family Health Center supervising physicians.

A City of Waco, McLennan County and Heart of Texas Region MHMR Center collaborative has been proposed to address this issue. With funding from the City of Waco and McLennan County the HOTRMHMR Center will administer the program.

BASIC OUTCOMES

1. Reduce the number of people diverted to local emergency departments due to the need for medical clearance.
2. Reduce time law enforcement officers are spending at the emergency departments in order to receive medical clearance.
3. Create better outcomes by treating individuals in the most appropriate treatment setting.
4. Reduce health related discharges from the CTC.

PROGRAM GOALS/ SCOPE OF WORK / FY 20

1. Establish program policies and procedures.
2. Hire a physician to provide rounding at the CTC. Work with Family Health Center to hire residents and provide their supervision.
3. Recruit a sufficient number of residents to cover on-call and in person assessments.
4. Establish protocols surrounding the ordering and distribution of health care medications.
5. Collect baseline data on diversions to the emergency department based on health issues.
6. Establish metrics to be used to determine return on investment.
7. Provide quarterly progress reports to funding entities.

EXHIBIT C

BUDGET INFORMATION

Annualized Figures

Medical Clearance

Revenue – McLennan County		\$ 80,000
City of Waco		\$ 80,000
Total Revenue		\$160,000
Contracts	\$30,000	(Rounding)
	\$36,500	(On-Call)
	\$49,750	(On-Site Assessments)
Liability Insurance	\$ 7,500	
Medications	\$31,250	
Supplies	\$ 5,000	
Total Costs	\$160,000	

HOTRMHMR Center will contribute office space, contract oversight, coordination, and other administrative support functions.

**INTERLOCAL COOPERATION AGREEMENT
FOR
ANIMAL SHELTER SERVICES**

This Interlocal Cooperation Agreement (Agreement) is made and entered into by and between the City of Waco, Texas (“City”), a political subdivision acting through its City Council and McLennan County, Texas (“County”). Collectively Waco and County may be referred to as the “Parties.”

WHEREAS, the City and County are authorized to enter into this Agreement pursuant to Chapter 791 of the Government Code (the "Interlocal Cooperation Act"); and

WHEREAS, the City owns the Animal Control Facility (“Shelter”) located at 2032 Circle Road, Waco, Texas; and

WHEREAS, in the interest of the health, safety, and welfare of all citizens in McLennan County, the City has agreed to provide animal shelter services for the animals brought to the Shelter from the unincorporated areas of McLennan County by Animal Control Officers, McLennan County LAW ENFORCEMENT OFFICER/S, ELECTED OFFICIALS OF MCLENNAN COUNTY OR THEIR DESIGNEES and/or McLennan County citizens.

Now, therefore, in consideration of the premises and mutual promises contained herein the Parties agree as follows:

I. THE CITY’S AGREEMENT:

A. The Animal Control Facility (“Shelter”) will receive all dogs, cats and other animals delivered from THE UNINCORPORATED AREAS OF McLennan County. The Shelter will exercise due diligence and reasonable care in processing these animals.

B. The Shelter agrees to receive and hold animals brought to it from THE UNINCORPORATED AREAS OF MCLENNAN COUNTY BY MCLENNAN COUNTY LAW ENFORCEMENT OFFICER/S, ELECTED OFFICIALS OF MCLENNAN COUNTY OR THEIR DESIGNEES OR Animal Control Officer(s) for Rabies Observation. In the event that it becomes necessary to humanely destroy any animal suspected of having rabies and remove such animal’s head for testing by the Texas Department of Health, the Shelter will have the head removed and shipment services performed in accordance with the Health and Safety Code.

C. Once the animal has been received by the Shelter, it will be subject to all Shelter policies, fees, regulations and operating procedures, including adoption and euthanasia guidelines and procedures, as well as microchip and spay/neuter requirements.

D. The Shelter will hold all animals brought to it from McLennan County for 72 hours, after which time the animals will become property of the Shelter and will be disposed of by adoption or humane euthanasia.

E. Animals held in quarantine will be held and handled in accordance with all applicable state regulations

II. THE COUNTY'S AGREEMENT:

A. County officers will complete a form furnished by the City prior to delivering the animal to the Shelter.

B. County officers will provide fee information to the owners of the animals impounded in accordance with City of Waco policies and procedures.

C. County will provide a contact person to resolve any questions that shelter staff may have concerning the animals received from the County.

D. County agrees to pay the Shelter in accordance with the fee schedule in Section III of this Agreement for animals delivered TO THE SHELTER FROM UNINCORPORATED AREAS OF McLennan County for Rabies Observation.

III. SCHEDULE OF FEES

Dogs and Cats Received:	\$75.00
Rabies/Quarantine/Animals requiring special handling:	\$200.00

The County will pay \$75.00 for each animal that the County requests the City to pick up from the unincorporated areas of McLennan County.

IV. TERMS OF AGREEMENT

This Agreement shall be in effect for one year, running from October 1, 2020 through September 30, 2021, unless either the City or the County provides written notice of its desire to terminate as provided for in this Agreement.

V. TERMINATION

Either party may terminate this Agreement for any reason at any time with thirty (30) days prior written notice.

VI. NOTICES

All notices required by this Agreement shall be sent to the parties as listed below:

McLennan County: McLennan County, Texas
Attention: County Judge
501 Washington Ave.
Suite 214
Waco, Texas 76701

City of Waco: City of Waco
Attention: City Manager
P.O. Box 2570
Waco, Texas 76702-2570

VII. MISCELLANEOUS PROVISIONS

Venue: The obligations and undertakings of each of the parties to this Agreement shall be performable in McLennan County, Texas.

Choice of Law: This Agreement is governed by the laws of the State of Texas.

Entire Agreement: This agreement constitutes the entire agreement between the City and the County, and all negotiations and all understandings between the parties are merged herein.

Partial Invalidity: If any term, provision, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

Assignment: Neither party shall sell, assign, transfer, convey, or encumber this agreement or any right or interest herein or hereunder, or suffer or permit any such assignment, transfer, or encumbrance to occur by operation of law without the prior written consent of the other party.

Amendments: This agreement can be supplemented and/or amended only by a dated written document executed by both parties.

Multiple Copies: This Agreement may be executed in multiple counterparts each of which constitutes an original.

Misspelled Words: Misspelling of one or more words in this agreement shall not vitiate this Agreement. Such misspelled words shall be read so as to have the meaning apparently intended by the parties.

[Signatures on next page]

SIGNED AND ENTERED INTO ON THIS ____ DAY OF _____, 2020.

CITY OF WACO, TEXAS

Bradley Ford, City Manager

ATTEST:

Esmeralda Hudson, City Secretary

APPROVED AS TO FORM & LEGALITY:

Jennifer Richie, City Attorney

MCLENNAN COUNTY, TEXAS

BY _____

County Judge Scott M. Felton

ATTEST:

J.A. "Andy" Harwell, County Clerk
McLennan County, Texas

By: Deputy County Clerk



Dear Valued Customer:

Federal law under The USA PATRIOT Act requires us to obtain the (9) nine digit federal Taxpayer Identification Numbers (TIN) from customers that participate in a Pitney Bowes Bank product, notably Reserve Account and/or Purchase Power. Additionally, the Internal Revenue Service (IRS) requires the Pitney Bowes Bank to obtain Taxpayer Identification Numbers (TINs) from customers in order to report the free postage earned on the Reserve Account.

For Partnerships, Corporations, Banks, Government Agencies, or Non-profit Organizations, the Taxpayer Identification Number is the Federal Employee Identification Number. For Sole Proprietors, the Taxpayer Identification Number is the owner's Social Security Number.

Please complete the form below and fax it to us at 1-203-546-2277 or mail it to:
The Pitney Bowes Bank
P.O. 571677
Salt Lake City, UT 84157-1677

We appreciate your timely response to this notice.

Thank you.

INFORMATION REPLY FORM

Please indicate if your company is one of the following

- Partnership State / Gov't Agency
- Sole Proprietor Non-Profit
- Corporation Foreign
- Bank Other

Organization Name Justice of the Peace, Precinct 2 Street Address 929 Elm Ave.

City, State, Zip Waco, TX 76704 Date : 9/17/2020

Pitney Bowes Customer Account # (11 Digits) _____

Postage by Phone Account (8 Digits) _____

X 9 Digit Taxpayer Identification Number (TIN): _____

Certification: Under penalties of perjury, I certify that:(1)The number shown above is my correct taxpayer identification number(or I am waiting for a number to be issued to me);(2)I am not subject to backup withholding because:(a)I am exempt from backup withholding or (b)I have not been notified by the Internal Revenue Service(IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c)the IRS has notified me that I am no longer subject to backup withholding; and (3) I am a US person (including a U.S. resident alien). If you have been notified by the IRS that you are subject to backup withholding, cross out item 2 above.

X Signature of Principal _____ Title _____

Purchase Power® Credit line increase application

Fax to: 877 767 6765



Company Information:

Business name: Justice of the Peace, Precinct 2

DBA: n/a

Business address:

Street: 929 Elm Ave

City: Waco

State: Texas

Zip: 76704

Business phone: 254-752-9353

Annual revenue/sales: n/a

Years in business: 170

Business type: (check one)

Corporation

Partnership

Sole Proprietor

Non-Profit

Yes

Postage By Phone® account number (8 digits):

Purchase Power account number (16 digits):

Monthly postage/shipping usage: \$500

Requested credit limit: \$1000

Please Note: For credit requests greater than \$35,000; we require 3 years of audited financial statements or tax returns for the business.*

Taxpayer Identification Number (TIN):

I have read this Application and the important notice below, and (1) confirm that the information provided is accurate to the best of my knowledge; (2) represent that I am authorized to bind the Company named above to the Terms and Conditions of Purchase Power; (3) confirm that I have read, understand and agree to the Terms and Conditions of Purchase Power; on behalf of the Company and (4) confirm that the Terms and Conditions that are applicable to my Purchase Power Account still remain in effect.

Principal/Owner name (same as signer below):

Signature of Principal/Owner

Date

You and the Company authorize The Pitney Bowes Bank, Inc. (The "Bank") to investigate, obtain and exchange credit reports about the Company and you from time to time. Information gathered about you or the Company may be used to determine eligibility and any renewal, extension of credit, or increase in credit line. If asked, the Bank will indicate whether a credit report has been obtained, and will provide the name and address of the agency that supplied the report. The Bank may share account and other information, as well as information contained in yours or the Company's application and in any other credit report on You or the Company, with any Bank affiliate for offers of other products or services.

To help the government fight the funding of terrorism and money laundering activities, Federal law requires financial institutions to obtain, verify and record information that identifies each person who opens an account. Accordingly, in order to activate the Account, the Bank asks that you provide identifying information, including your address and taxpayer identification number. The Bank may also ask for additional identifying information, where appropriate, including asking that your representative who is opening the Account to provide his/her name, address, date of birth, drivers license and/or other documents and information that will allow the Bank to identify him/her.

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (providing the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law is:

Federal Deposit Insurance Corporation, FDIC Consumer Response Center, 1100 Walnut St, Box #11, Kansas City, Missouri 64106

Applications or related inquiries may be mailed to The Pitney Bowes Bank, PO Box 571677, Salt Lake City, UT, 84157-9954.
Pitney Bowes, the Corporate logo, Postage By Phone and Purchase Power are trademarks of Pitney Bowes Inc. or a subsidiary.
All other trademarks are the property of their respective owners. © 2000-2016 Pitney Bowes Inc. All rights reserved.

Internal use only:

BS: Rental: Lease: EI/SBI: Approved Limit: \$ Declined: Date: Initials: PPWCLI0516
165M803864



**VoteSafe SOFTWARE MAINTENANCE AND SUPPORT AGREEMENT
EXTENSION**

THIS AGREEMENT EXTENSION is entered into this _____ day of September, 2020, between McLennan County, a body politic and corporate of the State of Texas, hereinafter called COUNTY, and VOTEC Corporation of San Diego, California, hereinafter called CONTRACTOR or VOTEC.

WITNESSETH

WHEREAS, COUNTY requires the services of a CONTRACTOR qualified to provide modifications to VOTESAFE software for McLennan County; and

WHEREAS, CONTRACTOR is qualified and willing to provide such services;

NOW, THEREFORE, the parties hereto agree as follows:

ARTICLE I - TERM

This Agreement extension shall commence on October 1, 2020, and shall terminate on September 30, 2021 unless sooner terminated or further extended pursuant to Articles IV and V of the full VoteSafe Software Maintenance and Support Agreement Effective October 1, 2011.

ARTICLE II - SCOPE

Terms and Conditions of the VoteSafe Software Maintenance and Support Agreement shall apply without change except for TERM to this Agreement Extension.



ARTICLE III - GENERAL

Performance hereunder shall be construed and regulated in accordance with the laws of the State of Texas.

Notices required by this Agreement shall be in writing and shall be delivered via registered or certified mail or delivery service addressed as follows:

COUNTY: Elections Administrator
McLennan County Elections Department
PO Box 2450
Waco, TX 76703

VOTEC: President
VOTEC Corporation
10920 Via Frontera, Suite 110
San Diego, CA 92127

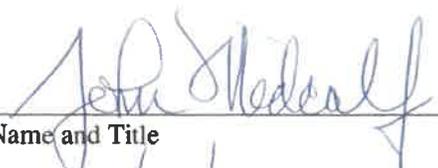
IN WITNESS THEREOF, the parties have affixed their signatures to this Agreement.

MCLENNAN COUNTY:

Name and Title

Date

CONTRACTOR - VOTEC Corporation:



Name and Title

9/16/20

Date



**VEMACS SOFTWARE MAINTENANCE AND SUPPORT AGREEMENT
EXTENSION**

THIS AGREEMENT EXTENSION is entered into this _____ day of September, 2020, between McLennan County, a body politic and corporate of the State of Texas, hereinafter called COUNTY, and VOTEC Corporation of San Diego, California, hereinafter called CONTRACTOR or VOTEC.

WITNESSETH

WHEREAS, COUNTY requires the services of a CONTRACTOR qualified to provide modifications to VEMACS software for McLennan County Elections Administrator; and

WHEREAS, CONTRACTOR is qualified and willing to provide such services;

NOW, THEREFORE, the parties hereto agree as follows:

ARTICLE I - TERM

This Agreement Extension shall commence on October 1, 2020, and shall terminate on September 30, 2021, unless sooner terminated or further extended pursuant to Articles IV and V of the full VEMACS Software Maintenance and Support Agreement first effective June 1, 2011.

ARTICLE II - SCOPE

Terms and Conditions of the VEMACS Software Maintenance and Support Agreement shall apply without change except for TERM to this Agreement Extension.



ARTICLE III - GENERAL

Performance hereunder shall be construed and regulated in accordance with the laws of the State of Texas.

McLennan County notices required by this Agreement shall be in writing and shall be delivered via registered or certified mail or delivery service addressed as follows:

COUNTY: Elections Administrator
McLennan County Elections Department
PO Box 2450
Waco, TX 76703

VOTEC: President
VOTEC Corporation
10920 Via Frontera, Suite 110
San Diego, CA 92127

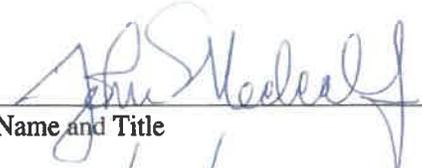
IN WITNESS THEREOF, the parties have affixed their signatures to this Agreement.

MCLENNAN COUNTY:

Name and Title

Date

CONTRACTOR - VOTEC Corporation:

 CEO

Name and Title

9/16/20

Date

INTERLOCAL COOPERATIVE AGREEMENT

This agreement is made by and entered into between the Lorena Independent School District, (hereinafter "School District") and McLennan County, (hereinafter "County") Texas.

WHEREAS, it is in the best interests of the citizens of McLennan County for the various governmental entities located in this County to cooperate in the provision of governmental services where such cooperation will result in a more efficient, higher quality and/or more cost-effective provision of such services; and

WHEREAS, the County can provide the services promised below more efficiently and less expensively than the School District; and

WHEREAS, the County is willing to provide the work and materials needed for project defined herein in consideration of payment of a sum in an amount that fairly compensates the County for the materials provided and work performed; and

WHEREAS, School District and County have found it advisable to enter into an Interlocal Cooperation Act Agreement wherein the County agrees to provide the governmental functions described below as authorized by Chapter 791, Government Code (formerly Article 4413 (32c), TEX. REV. CIV. STAT. ANN) after authorization by the County Commissioners' Court as required by the statute.

NOW, THEREFORE, in consideration of the promises, covenants and agreements contained herein, the parties hereto mutually agree as follows:

Section I: County Obligation.

To provide routine road maintenance for the School District not to exceed \$7,000 of labor, equipment and materials as problems arise. This agreement will be in effect from the date of the fully executed document to September 30, 2020.

Section II: School District Obligation.

In return for the County's performance of its obligation set forth above, the School District shall pay the County a total that does not exceed \$7,000.00. Payment is due within 30 days of the completion of the Project, and shall be made by a check payable to McLennan County delivered to the McLennan County Treasurer.

Section II: Miscellaneous Terms.

- (a) Easements, Right of Way Grants, and Approvals: School District agrees to obtain all easements, right of way grants, or approvals necessary, if any, for the County to perform its obligation defined herein.
- (b) No Continuing Responsibility: This agreement is for the work/services described only, and does not include subsequent provision of services, maintenance, repair, or monitoring.

- (c) Current Revenues: Performance under this Agreement by the parties is to be undertaken solely from current revenues available to the parties.
- (d) Approval of Contract: This Agreement was approved by the governing bodies of both parties.

This agreement may be executed in multiple counterparts, each of which constitutes an original.

EXECUTED on the _____ day of _____, 2020

LORENA INDEPENDENT SCHOOL DISTRICT

Superintendent

ATTEST:

Witness

MCLENNAN COUNTY, TEXAS

County Judge

ATTEST:

**SECTION 00 62 76
APPLICATION FOR PAYMENT FORM**

Contractor's Application for Payment No.

7

Contract Time:	<u>350</u>	Days	Project No.:	<u>1-02518.02</u>	
Elapsed Time:	<u>151</u>	Days	Period:	<u>7/26/2020</u> To: <u>8/25/2020</u>	
Project Name:	<u>Speegleville Road</u>			Engineer:	<u>Walker Partners LLC</u>
Owner:	<u>McLennan County</u>			Contractor:	<u>Knife River Corp - South</u>

1.	Original Contract Amount	\$	<u>11,399,891.29</u>
2.	Owners Change Orders Thru No. 1		
3.	Total Current Contract Amount	\$	<u>11,399,891.29</u>
4.	Total Completed To Date	\$	<u>5,434,044.58</u>
5.	Total Materials Stored To Date	\$	-
6.	Total Completed And Stored To Date	\$	<u>5,434,044.58</u>
7.	Retainage (5% Of Line 6)	\$	<u>271,702.23</u>
8.	Total Completed, Less Retainage	\$	<u>5,162,342.35</u>
9.	Less Amount Of Previous Estimates	\$	<u>3,883,337.99</u>
10.	Amount Due This Application	\$	<u>1,279,004.36</u>
11.	Balance To Finish, Plus Retainage (Line 3 - Line 6)	\$	<u>6,237,548.94</u>
12.	Percent Completed To Date (Line 6 : Line 3)	\$	<u>47.67%</u>

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: <u>Matt Thurmon</u>	Date: <u>9/2/2020</u>
-------------------------	-----------------------

Payment of:	<u>\$ 1,279,004.36</u>	
	(Line 10 or other - attach explanation of the other amount)	Inspector's Approval of Quantities

Recommended by:	<u>Ch W / P.E.</u>	
	(Engineer)	<u>9/16/2020</u> (Date)

Payment of:	<u>\$ 1,279,004.36</u>	
	(Line 10 or other - attach explanation of the other amount)	

is approved by:	<u>[Signature]</u>	
	(Owner)	<u>9/22/2020</u> (Date)

APPLICATION FOR PAYMENT FORM

Project Name:	Speegleville Road	Project No.:	1-02518_02
Owner:	McLennan County	Period:	8/25/2020
Contractor:	KNIFE RIVER CORP. SOUTH	Engineer:	Walker Partners

Item	Item Description	Unit of Measure	Quantity	Unit Price Bid	Quantity Complete thru last pay period	Quantity Complete this Month	Quantity Complete to Date	Value of Work Completed to Date
GENERAL								
1.00	PREPARING ROW	STA	212.500	\$ 1,365.00	206.875		206.875	\$ 282,384.38
1.02	MOBILIZATION & PROJECT INCIDENTALS	LS	1.000	\$ 819,000.00	0.900		0.900	\$ 737,100.00
1.03	STORMWATER POLLUTION PREVENTION PLAN	LS	1.000	\$ 1,135.00	1.000		1.000	\$ 1,135.00
1.04	STORMWATER POLLUTION PREVENTION PLAN IMPL.	LS	1.000	\$ 65,245.00	0.500	0.100	0.600	\$ 39,147.00
1.05	CONTINGENCY ALLOWANCE	LS	1.000	\$ 250,000.00	-		-	\$ -
ROADWAY								
2.01	EXCAVATION (ROADWAY)	CY	111,192.000	\$ 4.60	54,604.000	168.000	54,772.000	\$ 251,951.20
2.02	EXCAVATION (CHANNEL)	CY	31,719.000	\$ 9.50	15,985.000	5,245.000	21,230.000	\$ 201,685.00
2.03	EMBANKMENT (FINAL)(DENS CONT)(TY B)	CY	55,316.000	\$ 2.05	46,837.260	1,443.000	48,280.260	\$ 98,974.53
2.04	FL BS (CMP IN PLACE) (TY A GR 1-2) (FINAL POS)	CY	22,561.000	\$ 37.10	6,345.180	4,390.000	10,735.180	\$ 398,275.18
2.05	LIME (HYDRATED) LIME (SLURRY)	TN	825.000	\$ 178.00	646.460	248.000	894.460	\$ 159,213.88
2.06	LIME TRT (SUBGRADE)(8")	SY	44,595.000	\$ 2.45	9,621.000	13,465.000	23,086.000	\$ 56,560.70
2.07	D-GR HMA (SQ) TY-B SAC-B PG64-22	TN	29,852.000	\$ 66.10	1,304.000	7,131.000	8,435.000	\$ 557,553.50
2.08	D-GR HMA (SQ) TY-C SAC-B PG64-22	SY	15,154.000	\$ 73.20	-		-	\$ -
2.09	PLANE AND TEXT ASPH CONC PAV (2' TO 4")	SY	1,965.000	\$ 3.95	-		-	\$ -
2.10	CONC PVMT (CONCT REINF - CRCP)(HES)(8")	SY	280.000	\$ 110.00	-		-	\$ -
2.11	CONC BOX CULVERT (4FT X 2FT)	LF	756.000	\$ 289.00	81.000		81.000	\$ 23,409.00
2.12	CONC BOX CULVERT (4FT X 3FT)	LF	327.000	\$ 321.00	78.000		78.000	\$ 25,038.00
2.13	RCP PIPE (CL III)(18 IN)	LF	1,649.000	\$ 59.00	1,212.000		1,212.000	\$ 71,508.00
2.14	RCP PIPE (CL III)(24 IN)	LF	993.000	\$ 72.00	368.000		368.000	\$ 26,496.00
2.15	RCP PIPE (CL III)(30 IN)	LF	776.000	\$ 87.00	466.000	16.000	482.000	\$ 41,934.00

3/16/2010 Total

\$ 2,972,365.37

Project No:

Application for Payment

00 62 76 - 2

APPLICATION FOR PAYMENT FORM

Project Name: Speegleville Road Project No.: 1-02518.02
 Owner: McLennan County Period: 8/25/2020
 Contractor: KNIFE RIVER CORP. SOUTH Engineer: Walker Partners

Item	Item Description	Unit of Measure	Quantity	Unit Price Bid	Quantity Complete thru last pay period	Quantity Complete this Month	Quantity Complete to Date	Value of Work Completed to Date
ROADWAY (CONT.)								
2.16	RCP PIPE (CL III)(36 IN)	LF	598.000	\$ 114.00	224.000		224.000	\$ 25,536.00
2.17	SET (TY I) (S=4 FT) (HW=3 FT)(6:1) (P)	EA	68.000	\$ 5,750.00	-		-	\$ -
2.18	SET (TY I) (S=4 FT) (HW=4 FT)(6:1) (P)	EA	12.000	\$ 6,510.00	6.000		6.000	\$ 39,060.00
2.19	SET (TY II) (18 IN) (RCP) (6:1) (P)	EA	73.000	\$ 1,000.00	52.000		52.000	\$ 52,000.00
2.20	SET (TY II) (24IN) (RCP) (6:1) (P)	EA	42.000	\$ 1,215.00	16.000		16.000	\$ 19,440.00
2.21	SET (TY II) (30 IN) (RCP) (6:1) (P)	EA	30.000	\$ 2,385.00	16.000	2.000	18.000	\$ 42,930.00
2.22	SET (TY II) (36 IN) (RCP) (6:1) (P)	EA	26.000	\$ 3,200.00	6.000	2.000	8.000	\$ 25,600.00
2.23	CONC CURB & GUTTER 4" (TY I)	LF	3,331.000	\$ 14.00	-		-	\$ -
2.24	DRIVEWAYS (CONC)(TYPE 2-A AND TYPE2-B)	SY	971.000	\$ 90.00	-		-	\$ -
2.25	DRIVEWAYS (ACP)(TYPE 1)	SY	5,139.000	\$ 34.00	-		-	\$ -
2.26	CONC SIDEWALKS (4")	SY	16.000	\$ 120.00	-		-	\$ -
2.27	GEOGRID BASE REINFORCEMENT (TY II)	SY	22,842.000	\$ 3.00	-		-	\$ -
2.28	CURB END BLOCK	EA	9.000	\$ 190.00	-		-	\$ -
2.29	MAILBOX INSTALL - S (WC-POST)(TY 3)	EA	49.000	\$ 365.00	-		-	\$ -
2.30	MAILBOX INSTALL - D (WC-POST)(TY 3)	EA	4.000	\$ 425.00	-		-	\$ -
2.31	SUBGRADE WIDENING (DENS CONT)	STA	4.000	\$ 440.00	-		-	\$ -
DRAINAGE								
3.01	TRENCH EXCAVATION PROTECTION	LF	3,117.000	\$ 18.00	248.000	1,595.000	1,843.000	\$ 33,174.00
3.02	RIPRAP (CONC)(CL B)(5 IN)	CY	108.000	\$ 458.00	16.000	80.829	96.829	\$ 44,347.68
3.03	CONC BOX CULVERT (4FT X 2FT)	LF	372.000	\$ 280.00	372.000		372.000	\$ 104,160.00
3.05	CONC BOX CULVERT (6FT X 3FT)	LF	661.000	\$ 395.00	105.000	556.000	661.000	\$ 261,095.00

3/16/2010Total

Project No:

Application for Payment

\$ 647,342.68

00 62 76 - 3

APPLICATION FOR PAYMENT FORM

Project Name: Speegleville Road Project No.: 1-02518.02
 Owner: McLennan County Period: 8/25/2020
 Contractor: KNIFE RIVER CORP. SOUTH Engineer: Walker Partners

Item	Item Description	Unit of Measure	Quantity	Unit Price Bid	Quantity Complete thru last pay period	Quantity Complete this Month	Quantity Complete to Date	Value of Work Completed to Date
DRAINAGE (CONT.)								
3.06	CONC BOX CULVERT (7FT X 3FT)	LF	798.000	\$ 486.00	798.000		798.000	\$ 387,828.00
3.07	RCP PIPE (CL III)(18 IN)	LF	1,561.000	\$ 59.00	1,180.000	218.000	1,398.000	\$ 82,482.00
3.08	RCP PIPE (CL III)(24 IN)	LF	282.000	\$ 71.00	282.000		282.000	\$ 20,022.00
3.09	RCP PIPE (CL III)(36 IN)	LF	1,325.000	\$ 116.00	1,328.000		1,328.000	\$ 154,048.00
3.10	INLET (COMPL) (PCU) (3FT) (RIGHT)	EA	6.000	\$ 3,680.00	5.000	1.000	6.000	\$ 22,080.00
3.11	INLET (COMPL) (PCU) (4FT) (LEFT)	EA	2.000	\$ 4,740.00	2.000		2.000	\$ 9,480.00
3.12	INLET (COMPL) (PCU) (4FT) (BOTH)	EA	4.000	\$ 4,880.00	4.000		4.000	\$ 19,520.00
3.13	JUNCTION BOX (COMPL) (PJB) (5FT)	EA	1.000	\$ 5,535.00	1.000		1.000	\$ 5,535.00
3.14	MANHOLE (COMPL) (PRM) (4FT)	EA	1.000	\$ 2,530.00	1.000		1.000	\$ 2,530.00
3.15	WINGWALL (FW-0) (HW=4 FT)	EA	1.000	\$ 8,500.00	1.000		1.000	\$ 8,500.00
3.16	WINGWALL (FW-S) (HW=5 FT)	EA	3.000	\$ 11,580.00	-	2.000	2.000	\$ 23,160.00
3.17	WINGWALL (FW-S) (HW=6 FT)	EA	1.000	\$ 14,915.00	-		-	\$ -
3.18	WINGWALL (PW-1) (HW=4 FT)	EA	2.000	\$ 18,150.00	1.000		1.000	\$ 18,150.00
3.19	SET (TY I) (S=4 FT) (HW=3 FT)(6:1) (C)	EA	12.000	\$ 5,150.00	9.000		9.000	\$ 46,350.00
3.20	SET (TY I) (S=7 FT) (HW=4 FT)(6:1) (C)	EA	6.000	\$ 6,100.00	-		-	\$ -
3.21	SET (TY II) (18 IN) (RCP) (6:1) (C)	EA	8.000	\$ 1,000.00	5.000	4.000	9.000	\$ 9,000.00
3.22	SET (TY II) (18 IN) (RCP) (6:1) (P)	EA	1.000	\$ 1,000.00	2.000		2.000	\$ 2,000.00
3.23	SET (TY II) (24IN) (RCP) (6:1) (C)	EA	12.000	\$ 1,215.00	6.000		6.000	\$ 7,290.00
3.24	SET (TY II) (36 IN) (RCP) (6:1) (P)	EA	2.000	\$ 3,200.00	2.000		2.000	\$ 6,400.00
3.25	TRENCH SAFETY PLAN	LS	1.000	\$ 9,550.00	-		-	\$ -
3.26	FLEXAMAT EROSION CONTROL MAT	SY	1,182.000	\$ 58.20	-		-	\$ -

3/16/2010 Total

\$ 824,375.00

Project No:

Application for Payment

00 62 76 - 4

APPLICATION FOR PAYMENT FORM

Project Name: Speegleville Road Project No.: 1-02518.02
 Owner: McLennan County Period: 8/25/2020
 Contractor: KNIFE RIVER CORP. SOUTH Engineer: Walker Partners

Item	Item Description	Unit of Measure	Quantity	Unit Price Bid	Quantity Complete thru last pay period	Quantity Complete this Month	Quantity Complete to Date	Value of Work Completed to Date
	BRIDGE							
4.01	STRUCT EXCAV (BRIDGE)	CY	111.000	\$ 19.00	111.000		111.000	\$ 2,109.00
4.02	CEM STABIL BKFL	CY	110.000	\$ 155.00	-	217.000	217.000	\$ 33,635.00
4.03	DRILL SHAFT (18 IN)	LF	301.000	\$ 147.00	43.000		43.000	\$ 6,321.00
4.04	CL C CONC (ABUT)	CY	50.400	\$ 715.00	50.400		50.400	\$ 36,036.00
4.05	CL C CONC (BENT)	CY	62.600	\$ 807.00	67.000		67.000	\$ 54,069.00
4.06	DRILL SHAFT (36 IN)	LF	473.000	\$ 175.00	488.000		488.000	\$ 85,400.00
4.08	REINF CONC SLAB	SF	5,893.000	\$ 24.00	2,475.060	2,387.000	4,862.060	\$ 116,689.44
4.09	APPROACH SLAB	CY	103.400	\$ 440.00	1.000		1.000	\$ 440.00
4.10	PRESTR CONC GIRDER (TX40)	LF	802.000	\$ 195.00	802.000		802.000	\$ 156,390.00
4.11	RIPRAP (STONE COMMON)(DRY)(12 IN)	CY	88.000	\$ 108.00	55.160		55.160	\$ 5,957.28
4.12	RIPRAP (MOW STRIP)(4 IN)	CY	47.000	\$ 500.00	-		-	\$ -
4.13	CLEANING AND SEALING EXISTING JOINTS	LF	83.000	\$ 100.00	-		-	\$ -
4.14	RAIL (TY 223)	LF	238.000	\$ 110.00	-	131.000	131.000	\$ 14,410.00
4.15	ARMOR JOINT	LF	109.300	\$ 81.00	46.000	80.200	126.200	\$ 10,222.20
4.16	PERM CTB (SSCB)(TY I)(MOD)	LF	215.000	\$ 120.00	-		-	\$ -
4.17	MTL W-BEAM GD FEN (STEEL POST)	LF	612.500	\$ 23.70	-	50.000	50.000	\$ 1,185.00
4.18	GUARDRAIL END TREATMENT (INSTALL)	EA	5.000	\$ 2,800.00	-	1.000	1.000	\$ 2,800.00
4.19	MTL BEAM GD FEN TRANS (THRIE-BEAM)	EA	6.000	\$ 2,265.00	-	2.000	2.000	\$ 4,530.00
4.20	DOWNSTREAM ANCHOR TERMINAL	EA	1.000	\$ 1,130.00	-	1.000	1.000	\$ 1,130.00
4.21	CRASH CUSHION ATTEN (INSTL)(L)(W)(TL3)	EA	2.000	\$ 48,000.00	-	2.000	2.000	\$ 96,000.00
	SIGNAGE & PAVEMENT MARKING							

3/16/2010 Total

Project No:

Application for Payment

\$ 627,323.92

00 62 76 - 5

APPLICATION FOR PAYMENT FORM

Project Name:	<u>Speegleville Road</u>	Project No.:	<u>1-02518.02</u>
Owner:	<u>McLennan County</u>	Period:	<u>8/25/2020</u>
Contractor:	<u>KNIFE RIVER CORP. SOUTH</u>	Engineer:	<u>Walker Partners</u>

Item	Item Description	Unit of Measure	Quantity	Unit Price Bid	Quantity Complete thru last pay period	Quantity Complete this Month	Quantity Complete to Date	Value of Work Completed to Date
5.01	SIGN POST INSTALLATION	EA	38.000	\$ 565.00	-		-	\$ -
5.02	INSTL OM ASSM (OM-2Y)(WC)GND	EA	19.000	\$ 97.00	-		-	\$ -
5.03	INSTL OM ASSM (OM-2Z)(FLX)SRF	EA	14.000	\$ 103.00	-		-	\$ -
5.04	REFL PAV MRK TY 1 (W) 24" (ARROW)(100MIL)	EA	3.000	\$ 350.25	-		-	\$ -
5.05	REFL PAV MRK TY 1 (W) 8" (BRK)(90MIL)	LF	450.000	\$ 0.27	-		-	\$ -
5.06	REFL PAV MRK TY 1 (W) 8" (SLD)(90MIL)	LF	1,783.000	\$ 1.89	-		-	\$ -
5.07	REFL PAV MRK TY 1 (W) 24" (SLD)(90MIL)	LF	77.000	\$ 34.49	-		-	\$ -
5.08	RE PM W/RET REQ TY I (W)4"(SLD)(90MIL)	LF	41,382.000	\$ 0.63	-		-	\$ -
5.09	RE PM W/RET REQ TY I (Y)4"(BRK)(90MIL)	LF	20,901.000	\$ 0.09	-		-	\$ -
5.10	RE PM W/RET REQ TY I (Y)4"(SLD)(90MIL)	LF	30,662.000	\$ 0.63	-		-	\$ -
5.11	REFL PAV MRKR TY I-C	EA	90.000	\$ 8.62	-		-	\$ -
5.12	REFL PAV MRKR TY II-A-A	EA	845.000	\$ 8.62	-		-	\$ -
5.13	DEAD END ROADWAY BARRICADE	EA	3.000	\$ 3,795.00	-		-	\$ -
	TRAFFIC & EROSION CONTROL							
6.01	FURN AND PLACE TOPSOIL (4")	SY	246,502.000	\$ 0.12	-	13,610.000	13,610.000	\$ 1,633.20
6.02	SOIL RET BLNKTS (CL 1)(TY A)	SY	94,950.000	\$ 3.50	-		-	\$ -
6.03	BROADCAST SEEDING	SY	246,502.000	\$ 0.47	-		-	\$ -
6.04	TRAFFIC CONTROL - PHASE BLUE	LS	1.000	\$ 30,485.00	0.350	0.100	0.450	\$ 13,718.25
6.05	TRAFFIC CONTROL - PHASE GREEN	LS	1.000	\$ 12,825.00	0.750	0.100	0.850	\$ 10,901.25
6.06	TRAFFIC CONTROL - PHASE ORANGE	LS	1.000	\$ 35,975.00	0.750	0.100	0.850	\$ 30,578.75
6.07	TRAFFIC CONTROL - PHASE RED	LS	1.000	\$ 62,265.00	0.400	0.100	0.500	\$ 31,132.50
8.06	TRAFFIC CONTROL - PHASE YELLOW	LS	1.000	\$ 36,955.00	-		-	\$ -

3/16/2010 Total

\$ 87,963.95

Project No:

Application for Payment

00 62 76 - 6

PRESIDENTIAL MEMORANDA

Memorandum on Deferring Payroll Tax Obligations in Light of the Ongoing COVID-19 Disaster

BUDGET & SPENDING

Issued on: August 8, 2020

MEMORANDUM FOR THE SECRETARY OF THE TREASURY

SUBJECT: Deferring Payroll Tax Obligations in Light of the Ongoing COVID-19 Disaster

By the authority vested in me as President by the Constitution and the laws of the United States of America, it is hereby ordered as follows:

Section 1. Policy. The 2019 novel coronavirus (COVID-19) that originated in the People's Republic of China has caused significant, sudden, and unexpected disruptions to the American economy. On March 13, 2020, I determined that the COVID-19 pandemic is of sufficient severity and magnitude to warrant an emergency declaration under section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207, and that is still the case today. American workers have been particularly hard hit by this ongoing disaster. While the Department of the Treasury has already undertaken historic efforts to alleviate the hardships of our citizens, it is clear that further temporary relief is necessary to support working Americans during these challenging times. To that end, today I am directing the Secretary of the Treasury to use his authority to defer certain payroll tax obligations with respect to the American workers most in need. This modest, targeted action will put money directly in the pockets of American workers and generate additional incentives for work and employment, right when the money is needed most.

Sec. 2. Deferring Certain Payroll Tax Obligations. The Secretary of the Treasury is hereby directed to use his authority pursuant to 26 U.S.C. 7508A to defer the withholding, deposit, and payment of the tax imposed by 26 U.S.C. 3101(a), and so much of the tax imposed by 26 U.S.C. 3201 as is attributable to the rate in effect under 26 U.S.C. 3101(a), on wages or compensation, as applicable, paid during the period of September 1, 2020, through December 31, 2020, subject to the following conditions:

(a) The deferral shall be made available with respect to any employee the amount of whose wages or compensation, as applicable, payable during any bi-weekly pay period generally is less than \$4,000, calculated on a pre-tax basis, or the equivalent amount with respect to other pay periods.

(b) Amounts deferred pursuant to the implementation of this memorandum shall be deferred without any penalties, interest, additional amount, or addition to the tax.

Sec. 3. Authorizing Guidance. The Secretary of the Treasury shall issue guidance to implement this memorandum.

Sec. 4. Tax Forgiveness. The Secretary of the Treasury shall explore avenues, including legislation, to eliminate the obligation to pay the taxes deferred pursuant to the implementation of this memorandum.

Sec. 5. General Provisions. (a) Nothing in this memorandum shall be construed to impair or otherwise affect:

(i) the authority granted by law to an executive department or agency, or the head thereof; or

(ii) the functions of the Director of the Office of Management and Budget relating to budgetary, administrative, or legislative proposals.

(b) This memorandum shall be implemented consistent with applicable law and subject to the availability of appropriations.

(c) This memorandum is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

(d) You are authorized and directed to publish this memorandum in the Federal Register.

DONALD J. TRUMP

Part III - Administrative, Procedural, and Miscellaneous

Relief with Respect to Employment Tax Deadlines Applicable to Employers Affected by the Ongoing Coronavirus (COVID-19) Disease 2019 Pandemic

Notice 2020-65

On August 8, 2020, the President of the United States issued a Presidential Memorandum directing the Secretary of the Treasury (Secretary) to use his authority pursuant to section 7508A of the Internal Revenue Code (Code) to defer the withholding, deposit, and payment of certain payroll tax obligations.¹ Accordingly, the Secretary has determined that employers that are required to withhold and pay the employee share of social security tax under section 3102(a) or the railroad retirement tax equivalent under section 3202(a) are affected by the COVID-19 emergency for purposes of the relief described in the Presidential Memorandum and this notice (Affected Taxpayers). For Affected Taxpayers, the due date for the withholding and payment² of the tax imposed by section 3101(a), and so much of the tax imposed by

¹ The Presidential Memorandum is available at <https://www.federalregister.gov/d/2020-17899>.

² The deposit obligation for employee social security tax does not arise until the tax is withheld. Accordingly, by postponing the time for withholding the employee social security tax, the deposit obligation is delayed by operation of the regulations. Thus, this notice does not separately postpone the deposit obligation.

section 3201 as is attributable to the rate in effect under section 3101(a), on Applicable Wages, as defined herein, (collectively Applicable Taxes) is postponed until the period beginning on January 1, 2021, and ending on April 30, 2021.

Applicable Wages

For purposes of this notice, Applicable Wages means wages as defined in section 3121(a) or compensation as defined in section 3231(e)³ paid to an employee on a pay date during the period beginning on September 1, 2020, and ending on December 31, 2020, but only if the amount of such wages or compensation paid for a bi-weekly pay period is less than the threshold amount of \$4,000, or the equivalent threshold amount with respect to other pay periods. The determination of Applicable Wages is made on a pay period-by-pay period basis. If the amount of wages or compensation payable to an employee for a pay period is less than the corresponding pay period threshold amount, then that amount is considered Applicable Wages for the pay period, and the relief provided in this notice applies to those wages or that compensation paid to that employee for that pay period, irrespective of the amount of wages or compensation paid to the employee for other pay periods.

Payment of Deferred Applicable Taxes

An Affected Taxpayer must withhold and pay the total Applicable Taxes that the Affected Taxpayer deferred under this notice ratably from wages and compensation

³ Because Applicable Wages are defined as wages as defined in section 3121(a) and compensation as defined in section 3231(e), any amounts excluded from wages or compensation under these sections are not included when determining Applicable Wages.

paid between January 1, 2021 and April 30, 2021 or interest, penalties, and additions to tax will begin to accrue on May 1, 2021, with respect to any unpaid Applicable Taxes. If necessary, the Affected Taxpayer may make arrangements to otherwise collect the total Applicable Taxes from the employee.

Drafting Information

The principal authors of this notice are attorneys of the Office of Associate Chief Counsel, Employee Plans, Exempt Organizations, and Employment Taxes, with the participation of staff from other offices. For further information regarding the guidance under this notice, please call the Notice 2020-65 Hotline at (202) 317-5436 (not a toll-free number).



Scott M. Felton
McLENNAN COUNTY JUDGE

501 Washington Ave., Room 214 * Waco, Texas 76701 * Phone No. 254-757-5049 * Fax No. 254-757-5196

September 29, 2020

Mark Kocian, Manager
Aquasource Waco
7025 Sanger Avenue
Waco, Texas 76710

RE: Relocation of Water Lines in Speegle Road Right-of-Way Ditch

Dear Mr. Kocian,

In order to re-establish the flowline of the drainage ditch along the east right-of-way line of Speegle Road between Randy Drive and Speegleville Creek (see attached exhibit), water lines in the vicinity of this drainage ditch will need to be relocated from the area or lowered twenty-four inches (24") below the current flowline elevation.

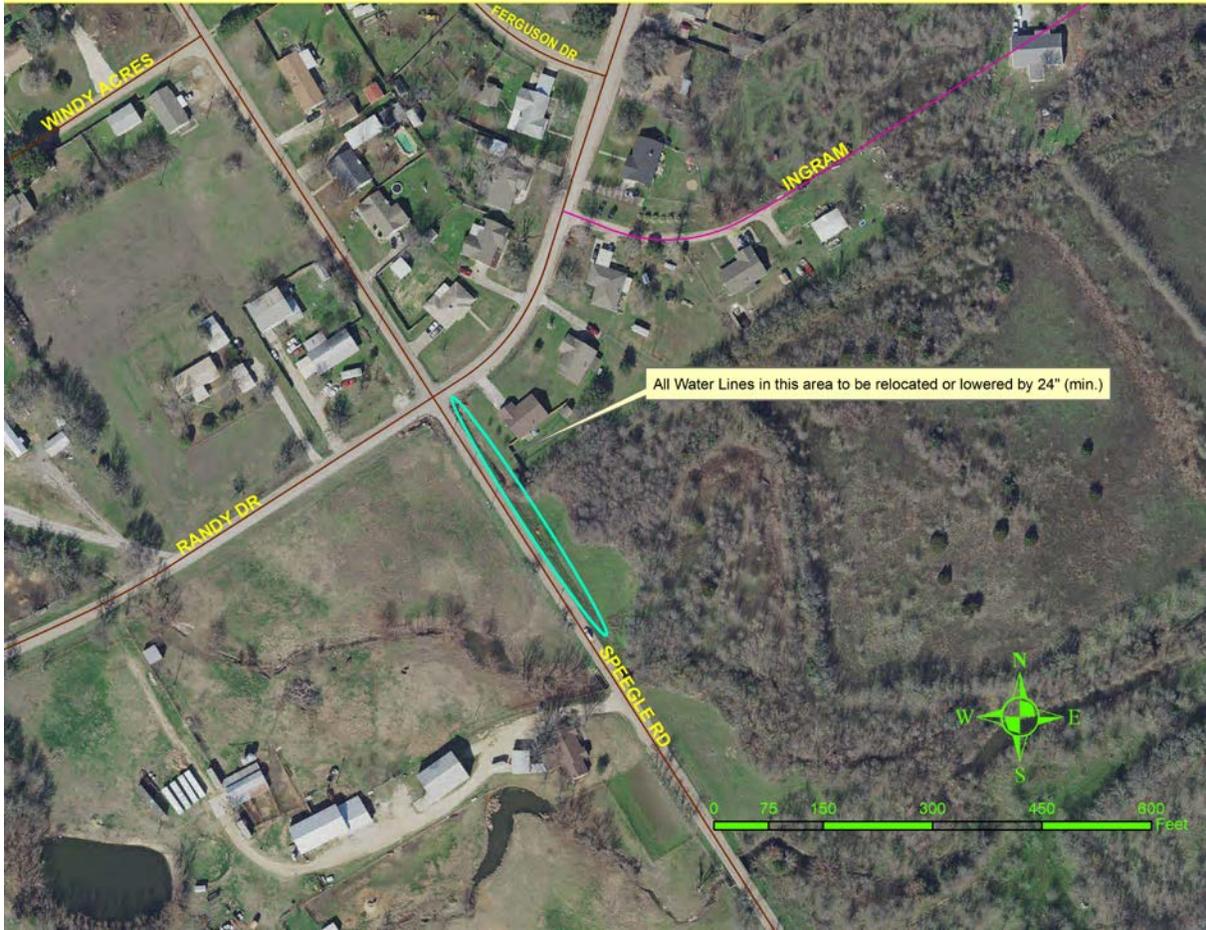
Such relocation of water lines is required per Section 552 of the Texas Local Government Code and must be completed within thirty (30) days from the date of this letter.

Thank you for your cooperation in this matter, and please feel free to contact our County Engineer's office at (254) 757-5028 if you have any questions.

Sincerely,

Scott M. Felton
County Judge, on behalf of the Commissioners Court of McLennan County

EXHIBIT A





Richtech System
4175 Cameron Street, Ste 1
Las Vegas, NV 89103

EIN : 81-3407147

Quote / PI

Quote Number 00003166

Subject McLennan County Sheriff- 8 V2Lite ; 8 fs; 2
V2pro ; 2 Turnstiles

Valid Till 10/24/2020

Contact

Stage Draft

Bill To Name McLennan County sheriff

Ship To Name McLennan County sheriff
Ship To 3101 Marlin Highway
Waco, TX 76705
United States

Item & Description	List Price	Quantity	Total Price
AATSS Display Pedestal Freestanding Pedestal for AATSS Compatible with V.1 / V.2	\$300.00	8.00	\$2,040.00
L1000 Swing Arm Motorized Turnstile (Single-Core) Brushed Steel Turnstile for Access Control Cabinet dimensions: 1000 x 280 x 980mm Arm length: 350mm Lane width: 350mm (single swing arm)	\$3,950.00	4.00	\$13,430.00
LITE V.2 Automated AI Temperature Screening System	\$1,799.00	8.00	\$12,233.20
PRO V.2 Automated AI Temperature Screening System (Desk / Peds) What's included: - 10ft Power Cable - Software Instruction Manual Dimensions: 8.92" x 4.72" x 1.00"	\$3,299.00	2.00	\$5,608.30

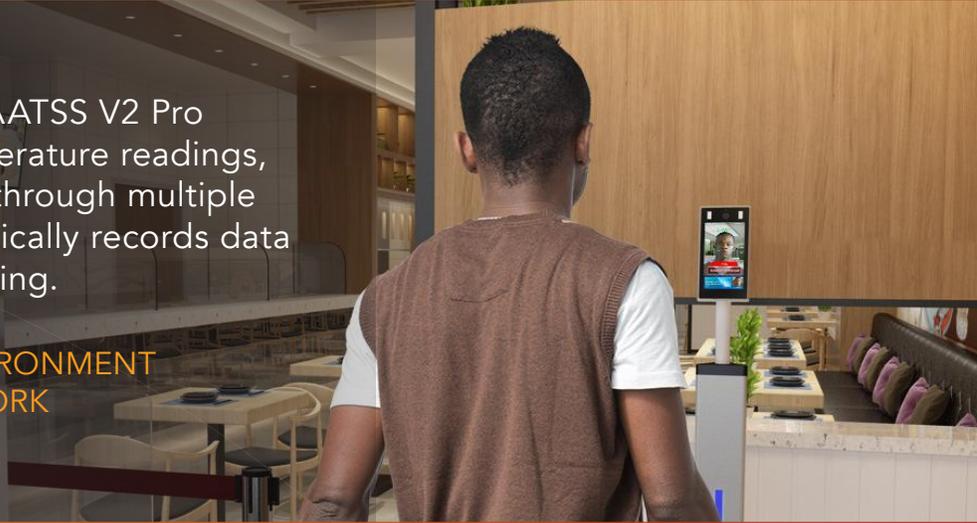
Subtotal	\$39,190.00
Discount	\$5,878.50
Grand Total	\$33,311.50

V2 PRO

AUTOMATED AI TEMPERATURE SCREENING SYSTEM

As a fully automated system, the AATSS V2 Pro provides extremely accurate temperature readings, instantaneous temperature alerts through multiple notification channels, and automatically records data for easy recordkeeping and reporting.

PROMOTE A SAFER WORKING ENVIRONMENT
SO EMPLOYEES COME BACK TO WORK
HAPPIER AND HEALTHIER.



FEATURES



Accuracy:
+/- 0.5



Temperature detection:
< 3 seconds



Access Control Integration:
Temperature Verification, Facial Recognition, and Face Mask Detection



Custom On-screen
Messaging



ADA and HIPAA compliant data security, fully encrypted database and HTTPS transmissions



Recognition distance:
2.6 ft



3 Modes of Alerts:
Email, SMS, Live Feed



IP 65 Outdoor Rated and Resistant to Sunlight Interference

MOUNTING OPTIONS



Adjustable Arm



Adjustable Floor Stand



Glass Mount



Wall Mount



Table Stand



Turnstile



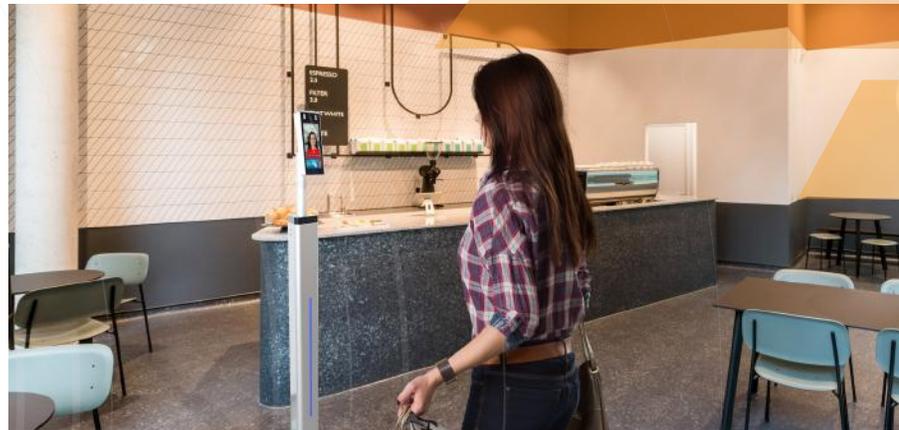
Display Pedestal



**3 Year Extended
Manufacturer Warranty**



**14-day Free
Return Policy**



CAMERA

Resolution	2 million pixels 1920x1080P
Type	120° wide-angle dynamic
Focusing Distance	50 - 80 cm
White Balancing	AUTO

SCREEN

Resolution	600 x 1024
Size	7.0-inch IPS LCD Display

PROCESSOR

CPU	RK3288 Quadcore
Internal Storage Capacity	4 GB eMMC Automatic memory management. Can store 100,000 log entries and 10,000 individual identities.

ACCESSORIES

Fill Light	Dual fill light
Outdoor Protection	Detachable Visor (OPTIONAL)

INTERFACE

Operating System	Linux
Network Module	Network Module Ethernet (Wi-Fi coming soon)
Audio	Audio 2.5W / 4R Speakers
Serial Communication	Serial Communication 1 RS232 serial port
Relay Output	1 open door signal output (Dry contact)
Wiegand	One Wiegand 26/34 output, one Wiegand 26/34 input (Dry contact)
LAN	1 RJ45 Ethernet socket

INFRARED THERMAL MODULE

Temperature Detection Distance	1.6 – 2.6 ft
Measurement Resolution	0.018 °F
Temperature Measurement Accuracy	≤ ± 0.5°F (Medical Grade)
Temperature Measurement Range	93.2°F ~ 107.6°F
Abnormal Temperature Alarm	Customizable – Email/SMS/Push notification (Default is audible alarm)

GENERAL

Power Supply	DC12V
Outdoor Protection	IP 65 Water-resistant and Dust-resistant
Operating Temp.	50°F - 140°F
Storage Temp.	60°F - 140°F
Power Consumption	4W (Min)
Dimensions	9" x 4.72" x 1.18"
Weight	2.2 pounds



SALES LINE: (866) 742-4797



EMAIL: info@richtechsystem.com



AUTOMATED AI TEMPERATURE SCREENING SYSTEM (AATSS)

Your first line of defense against COVID-19 and other infectious diseases.

V2 LITE

GET IN TOUCH WITH US



info@richtechsystem.com



856-363-0570
Monday to Sunday
9:00 AM - 9:00 PM PST



4175 Cameron St Ste 1,
Las Vegas, NV 89103

Please reach out to us by email or phone about special offers for essential businesses and public institutions.



ADVANCED THERMAL IMAGING TECHNOLOGY

The Automated AI temperature Screening System (AATSS) is your business's fastest and least intrusive way to protect your customers and employees.

2M pixel Human Body Detection Camera

Enhanced AI Facial Recognition

Crystal Clear 7" LCD Display

IP65 Waterproof and Dustproof



V2 Lite

OS system	Linux
Capacity	4GB
Dimensions	9.37" x 4.82" x 1.24"
Power supply	Input: 100-240V-50/60HZ Output: 12V 1A
Working environment	Indoor, outdoor (avoid direct sunlight) 5°F to 140°F RH ≤ 90%

COMPACT & USER FRIENDLY DESIGN



TEMPERATURE DETECTION
≤ 3 SECONDS



MEASUREMENT ACCURACY
± 0.5°F

EUROPEAN MEDICAL GRADE (LEVEL D) THERMAL SENSOR

FAST

Screen customers in just 2-3 seconds. NO waiting around, just business as usual.

POLITE

No awkward questions about a cough or sneeze, just a smile for the camera.

FULLY AUTOMATED

Just place and forget. No oversight required, ever

SIMPLE SETUP

Just turn it on and hang it up. Customizable backplate allows for easy installation on any surface or stand.

COMPACT DESIGN

Place it anywhere; on wall, stand, door, or desk. Takes up about the same space as a framed family photo.

INSTANT NOTIFICATION

Be informed immediately if someone is feverish, no one is getting past without your knowledge.

MULTIPLE INSTALLATION MODES

You can choose from a variety of installation methods.



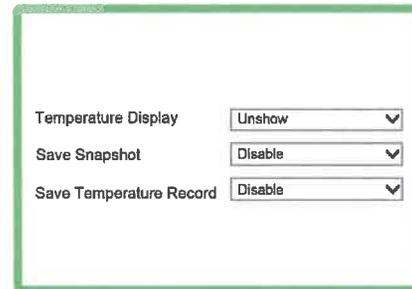
PRODUCT CHARACTERISTICS



ENCRYPTION OF DATABASE.



HIPAA COMPLIANT.



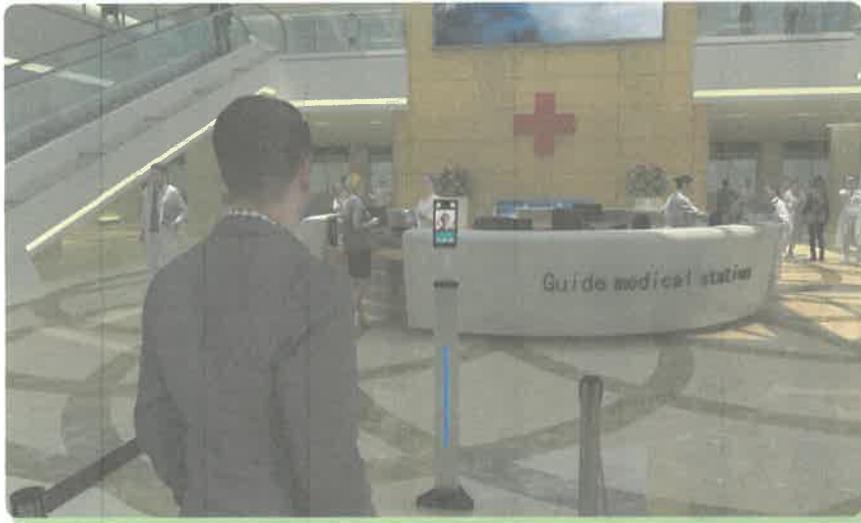
PRIVACY PROTECTION.



UPDATED FIRMWARE.



APPLICATION SCENARIOS



WORLD-CLASS INNOVATOR WORLD-CLASS SERVICE

Richtech Systems is committed to providing machine vision solutions to customers on a global scale. We have more than 16 years of experience serving clients in over 120 countries/territories across the globe.

We use our cutting edge patented technologies such as machine vision, motion tracking, multi-touch display systems, VR/AR, and thermal imaging to provide our clients with effective technical solutions wherever they may be. Our US clients include IBM, Samsung, Burger King, Kaiser Permanente, government organizations, and many more.

TOP 20 MEDICATIONS PRESCRIBED BY MHMR

30 Day Supply – 1 per day – Generic if available

Drug Name	Pharmacy Plus	ETBHN	Circle
1. Vistaril 50mg (Hydroxyzine Pamoate)	\$9.86	\$4.98	\$8.20
2. Trazodone 100mg (GENERIC)	\$11.11	\$4.52	\$8.78
3. Abilify 10mg (Aripiprazole)	\$88.24	PAP ONLY	\$44.72
4. Seroquel 400mg (Quetiapine)	\$24.89	\$7.33	\$21.17
5. Zoloft 100mg (Sertraline)	\$9.59	\$4.36	\$7.50
6. Cogentin 1mg (Benztropine)	\$10.66	\$6.11	\$11.12
7. Risperdal 2mg (Risperidone)	\$9.56	\$6.43	\$7.50
8. Buspar 15mg (Buspirone)	\$9.76	\$5.12	\$8.29
9. Prozac 20mg (Fluoxetine)	\$7.83	\$2.43	\$7.50
10. Remeron 15mg (Mirtazapine)	\$10.14	\$4.09	\$8.56
11. Celexa 40mg (Citalopram)	\$8.34	\$2.59	\$7.50
12. Zyprexa 20mg (Olanzapine)	\$23.32	\$16.41	\$16.43
13. Cymbalta 60mg (Duloxetine)	\$18.98	\$55.98	\$10.95
14. Lexapro 20mg (Escitalopram)	\$12.20	\$4.13	\$10.63
15. Trileptal 300mg (Oxcarbazepine)	\$14.01	\$7.54	\$11.92
16. Wellbutrin XL 150mg (Bupropion XL)	\$14.16	\$28.21	\$16.68
17. Clonidine 0.1mg (GENERIC)	\$7.86	\$2.72	\$7.50
18. Latuda 20mg (Lurasidone)	\$1069.04	BRAND-PAP	\$1183.97
19. Depakote ER 500mg (Divalproex ER)	\$48.38	\$23.59	\$21.12
20 Depakote DR 500mg (Divalproex)	\$11.70	\$6.90	\$9.71
21. Clozaril (Clozapine 25mg)			\$18.12
22. Clozaril (Clozapine 100mg)	\$33.10 (#28)		\$33.23
23. Ativan (Lorazepam 1mg)	\$7.70		\$7.50
24. Klonopin (Clonazepam 1mg)	\$7.76		\$7.50
25. Restoril (Temazepam 15mg)	\$9.65		\$7.94



City of Waco - Convention Center
PO Box 2570
Waco, TX 76702
Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Event Name: McLennan County Jury Selections and Courth
Event Status: TENTATIVE
Client Name: McLennan County Courthouse
Client Code:
Purchase Order:
Address: 501 Washington Avenue, Ste 300 Annex
WACO TX 76701

Booking No.: 22498
Contract No.:
Sales Rep.: MANDY SPIKES
Contact: Jon Gimble
Phone1: 254-757-5054
Phone2:
Email: jon.gimble@co.mclennan.tx.us
Cellular:
Fax:

Event Comments

McLennan County Courthouse

Jury Selection and Courtrooms - Proposal 2020

(Jury selection and 19th and 54th District Courtrooms are anticipated to take place at the Waco Convention Center)

MCLENNAN COUNTY JURY SELECTION AND COURTROOM DATES:

McLennan County Jury Selection and Courtroom Dates are expected to take place the following dates:

- | Monday, October 12
- | Monday, October 19
- | Monday, October 26
- | Friday, October 30
- | Monday, November, 9
- | Monday, November 16
- | Monday, November 30

As of today, the following dates are unavailable at the Waco Convention Center:

- | Monday, December 7
- | Monday, December 14

The Waco Convention Center (WCC) is to only provide Rooms and Equipment for this event.

Customer is to provide masks to all jury staff members, as well as other appropriate PPE as needed.

Customer is required to provide masks for all potential jurors.

Customer is assuming the risk of holding these jury selection trials in the Waco Convention Center during an active pandemic.

Per McLennan County Courthouse, current OCA guidelines are to strongly encourage and make available PPE (masks) to all jury participants.

Per McLennan County Courthouse, current OCA guidelines is expected to shift slightly under the new emergency orders to not have masks during voire dire for the participants to ensure the legal right of prosecutors and defense council to see facial expressions. In that event/set of circumstances, McLennan County Courthouse is seeking



guidance/permission from the OCA to have participants wear provided face shields and have HEPPA filters and UV air treatments in both Brazos and McLennan Halls to minimize exposure risks.

If customer runs out of masks provided for potential jurors, WCC will have additional masks available for use.

WACO FIRE DEPARTMENT SANITIZING SCHEDULE FOR MCLENNAN COUNTY ELECTIONS:

Waco Fire Department will sanitize on all Fridays before jury selection at 3 PM for the beginning of the event on Monday.

Only exception would be for Friday, October 30 Waco Fire Department will sanitize on Thursday at 3 PM for the beginning of the event.

Jury selection will last until 5 PM of every Monday and on Friday, October 30 and will leave by 6 PM.

Waco Fire Department will sanitize all rooms by 6 PM of every Monday and on Friday, October 30.

MEETING ROOM OCCUPANCY:

All jurors will enter through Bosque Theater doors and will be screened and moved into Bosque Theater for prescreen by McLennan County Courthouse

After prescreen of each juror, they will be assigned to go to either McLennan Hall or Brazos Ballroom

- | McLennan Hall has voire dire set for 60 jurors through selection
- | Brazos Ballroom has voire dire set for 60 jurors through selection

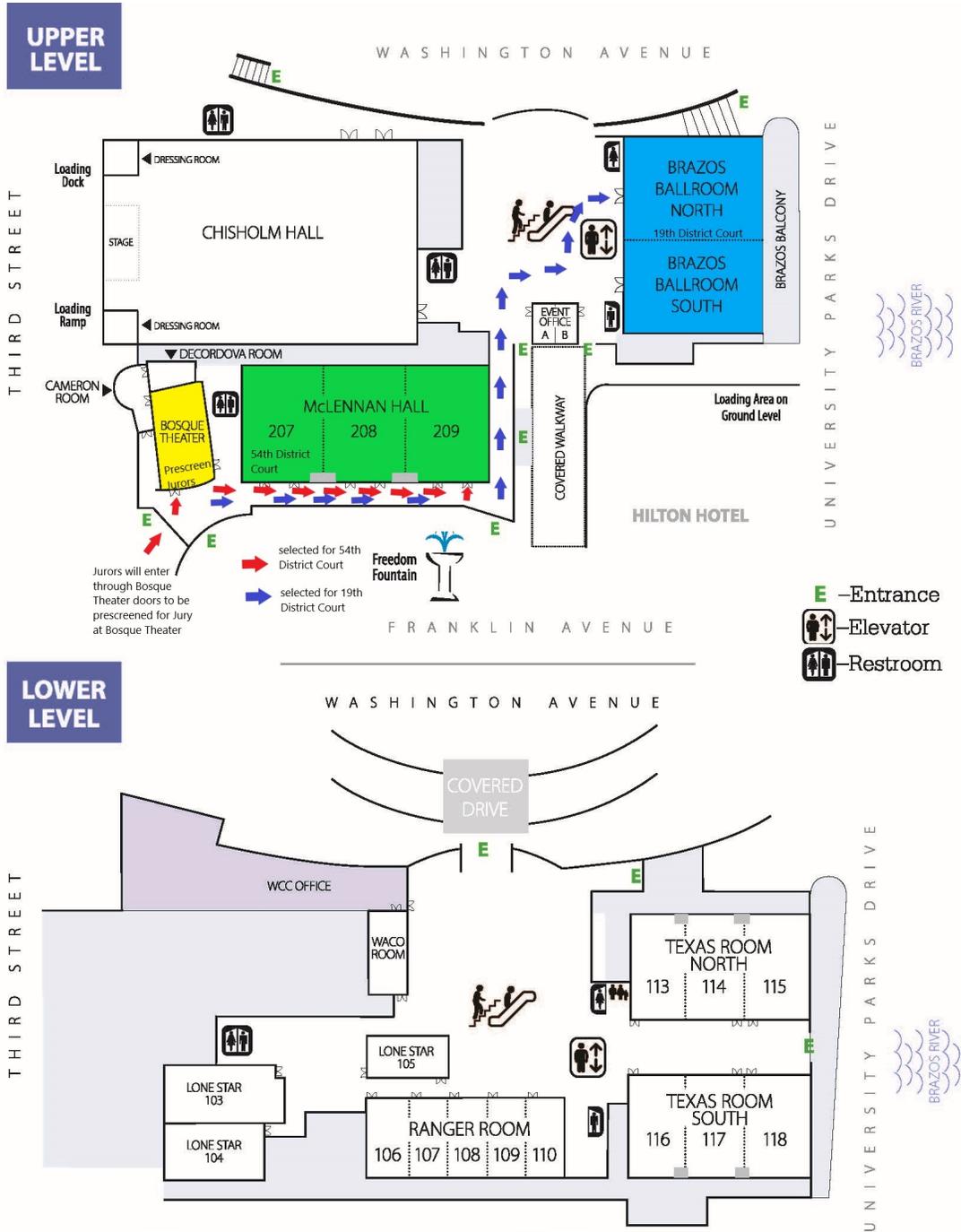
As attendees are eliminated as potential jurors they will go to the following exits

- | McLennan Hall will leave room through McLennan Hall 209 and will exit doors near Freedom Fountain
- | Brazos Ballroom will leave room through Brazos Ballroom North and will exit doors between Waco Convention Center and Hilton Waco along covered walkway

ROOM RENTAL AND EQUIPMENT FEES PER EVENT:

Estimated Room Rental Fees:	\$ 2,300.00
Estimate Equipment Rental Fees:	\$ 142.50
Estimated Subtotal:	\$ 2,442.50

This does not replace a contract issued by the City of Waco for room and equipment rental at the Waco Convention Center.



Monday, October 12, 2020



City of Waco - Convention Center
 PO Box 2570
 Waco, TX 76702
 Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Monday, October 12, 2020

Location: BRAZOS BALLROOM #214-215

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	19th District Court	63	TENTATIVE	\$1,000.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS

From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location: BOSQUE THEATER #203

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	Prescreen Jurors	40	TENTATIVE	\$500.00	
7:00 AM 12:00 AM	Theater				

Location General Information

Room includes a ceiling projector and drop-down screen. Auditorium style seating for 191 with a round panel table on stage.

Location: MCLENNAN HALL #207-209

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	54th District Court	63	TENTATIVE	\$800.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS

From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location Sub Total:	\$2,300.00
FURNISHINGS:	\$142.50
Setup Sub Total:	\$142.50
Total:	\$2,442.50
Discount:	\$0.00
Sub Total:	\$2,442.50
SALES:	\$0.00
MB TAX:	\$0.00
Total Tax In:	\$2,442.50
Less Payments:	\$0.00
Balance:	\$2,442.50



City of Waco - Convention Center
PO Box 2570
Waco, TX 76702
Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Estimated Totals are based on arrangements specified by Client when event was booked and upon execution of Event Contract. Additions, changes or credits made after this Confirmation will be billed on Final Total Account Balance after event concludes.

Contact: _____ Approval: _____

Date/Time: 9/21/2020 4:10 PM

Booking #: 22498

Page #: 5

City of Waco - Convention Center: PO Box 2570, Waco, TX 76702 Phone: 254-750-5810 Fax: 254-750-5801



City of Waco - Convention Center
PO Box 2570
Waco, TX 76702
Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Event Name: McLennan County Jury Selections and Courth
Event Status: TENTATIVE
Client Name: McLennan County Courthouse
Client Code:
Purchase Order:
Address: 501 Washington Avenue, Ste 300 Annex
WACO TX 76701

Booking No.: 22499
Contract No.:
Sales Rep.: MANDY SPIKES
Contact: Jon Gimble
Phone1: 254-757-5054
Phone2:
Email: jon.gimble@co.mclennan.tx.us
Cellular:
Fax:

Event Comments

McLennan County Courthouse Jury Selection and Courtrooms - Proposal 2020 *(Jury selection and 19th and 54th District Courtrooms are anticipated to take place at the Waco Convention Center)*

MCLENNAN COUNTY JURY SELECTION AND COURTROOM DATES:

McLennan County Jury Selection and Courtroom Dates are expected to take place the following dates:

- | Monday, October 12
- | Monday, October 19
- | Monday, October 26
- | Friday, October 30
- | Monday, November, 9
- | Monday, November 16
- | Monday, November 30

As of today, the following dates are unavailable at the Waco Convention Center:

- | Monday, December 7
- | Monday, December 14

The Waco Convention Center (WCC) is to only provide Rooms and Equipment for this event.

Customer is to provide masks to all jury staff members, as well as other appropriate PPE as needed.

Customer is required to provide masks for all potential jurors.

Customer is assuming the risk of holding these jury selection trials in the Waco Convention Center during an active pandemic.

Per McLennan County Courthouse, current OCA guidelines are to strongly encourage and make available PPE (masks) to all jury participants.

Per McLennan County Courthouse, current OCA guidelines is expected to shift slightly under the new emergency orders to not have masks during voire dire for the participants to ensure the legal right of prosecutors and defense council to see facial expressions. In that event/set of circumstances, McLennan County Courthouse is seeking



guidance/permission from the OCA to have participants wear provided face shields and have HEPPA filters and UV air treatments in both Brazos and McLennan Halls to minimize exposure risks.

If customer runs out of masks provided for potential jurors, WCC will have additional masks available for use.

WACO FIRE DEPARTMENT SANITIZING SCHEDULE FOR MCLENNAN COUNTY ELECTIONS:

Waco Fire Department will sanitize on all Fridays before jury selection at 3 PM for the beginning of the event on Monday.

Only exception would be for Friday, October 30 Waco Fire Department will sanitize on Thursday at 3 PM for the beginning of the event.

Jury selection will last until 5 PM of every Monday and on Friday, October 30 and will leave by 6 PM.

Waco Fire Department will sanitize all rooms by 6 PM of every Monday and on Friday, October 30.

MEETING ROOM OCCUPANCY:

All jurors will enter through Bosque Theater doors and will be screened and moved into Bosque Theater for prescreen by McLennan County Courthouse

After prescreen of each juror, they will be assigned to go to either McLennan Hall or Brazos Ballroom

- I McLennan Hall has wire dire set for 60 jurors through selection
- I Brazos Ballroom has wire dire set for 60 jurors through selection

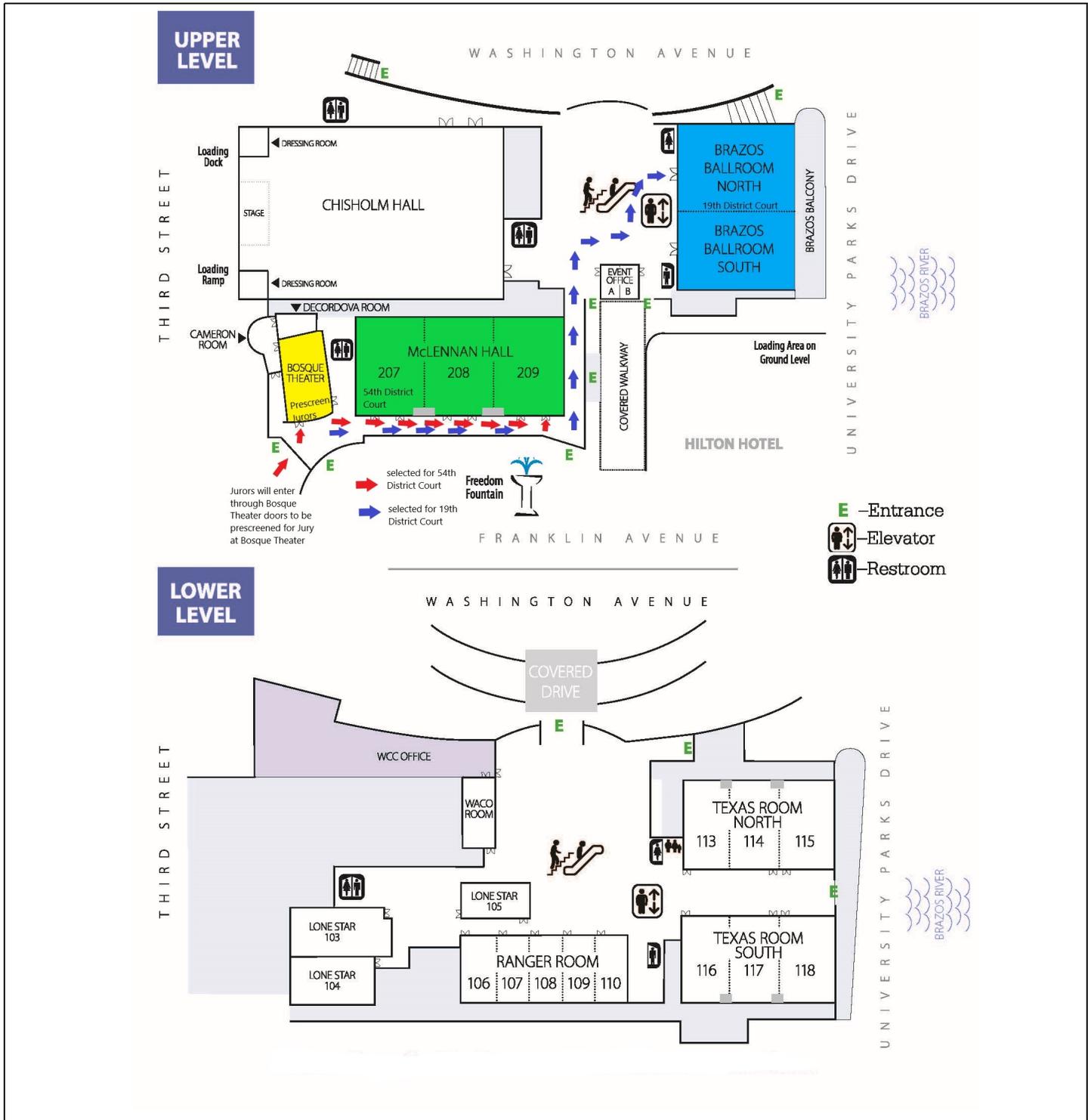
As attendees are eliminated as potential jurors they will go to the following exits

- I McLennan Hall will leave room through McLennan Hall 209 and will exit doors near Freedom Fountain
- I Brazos Ballroom will leave room through Brazos Ballroom North and will exit doors between Waco Convention Center and Hilton Waco along covered walkway

ROOM RENTAL AND EQUIPMENT FEES PER EVENT:

Estimated Room Rental Fees:	\$ 2,300.00
Estimate Equipment Rental Fees:	\$ 142.50
Estimated Subtotal:	\$ 2,442.50

This does not replace a contract issued by the City of Waco for room and equipment rental at the Waco Convention Center.



Monday, October 19, 2020

Location: MCLENNAN HALL #207-209



City of Waco - Convention Center
 PO Box 2570
 Waco, TX 76702
 Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Monday, October 19, 2020

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	54th District Court	63	TENTATIVE	\$800.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS						
From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location: BOSQUE THEATER #203

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	Prescreen Jurors	40	TENTATIVE	\$500.00	
7:00 AM 12:00 AM	Theater				

Location General Information

Room includes a ceiling projector and drop-down screen. Auditorium style seating for 191 with a round panel table on stage.

Location: BRAZOS BALLROOM #214-215

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	19th District Court	63	TENTATIVE	\$1,000.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS						
From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location Sub Total:	\$2,300.00
FURNISHINGS:	\$142.50
Setup Sub Total:	\$142.50
Total:	\$2,442.50
Discount:	\$0.00
Sub Total:	\$2,442.50
SALES:	\$0.00
MB TAX:	\$0.00
Total Tax In:	\$2,442.50
Less Payments:	\$0.00
Balance:	\$2,442.50

Estimated Totals are based on arrangements specified by Client when event was booked and upon execution of Event Contract. Additions, changes or credits made after this Confirmation will be billed on Final Total Account Balance after event concludes.

Contact: _____ Approval: _____



City of Waco - Convention Center
PO Box 2570
Waco, TX 76702
Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Event Name: McLennan County Jury Selections and Courth
Event Status: TENTATIVE
Client Name: McLennan County Courthouse
Client Code:
Purchase Order:
Address: 501 Washington Avenue, Ste 300 Annex
WACO TX 76701

Booking No.: 22500
Contract No.:
Sales Rep.: MANDY SPIKES
Contact: Jon Gimble
Phone1: 254-757-5054
Phone2:
Email: jon.gimble@co.mclennan.tx.us
Cellular:
Fax:

Event Comments

McLennan County Courthouse Jury Selection and Courtrooms - Proposal 2020 *(Jury selection and 19th and 54th District Courtrooms are anticipated to take place at the Waco Convention Center)*

MCLENNAN COUNTY JURY SELECTION AND COURTROOM DATES:

McLennan County Jury Selection and Courtroom Dates are expected to take place the following dates:

- | Monday, October 12
- | Monday, October 19
- | Monday, October 26
- | Friday, October 30
- | Monday, November, 9
- | Monday, November 16
- | Monday, November 30

As of today, the following dates are unavailable at the Waco Convention Center:

- | Monday, December 7
- | Monday, December 14

The Waco Convention Center (WCC) is to only provide Rooms and Equipment for this event.

Customer is to provide masks to all jury staff members, as well as other appropriate PPE as needed.

Customer is required to provide masks for all potential jurors.

Customer is assuming the risk of holding these jury selection trials in the Waco Convention Center during an active pandemic.

Per McLennan County Courthouse, current OCA guidelines are to strongly encourage and make available PPE (masks) to all jury participants.

Per McLennan County Courthouse, current OCA guidelines is expected to shift slightly under the new emergency orders to not have masks during voire dire for the participants to ensure the legal right of prosecutors and defense council to see facial expressions. In that event/set of circumstances, McLennan County Courthouse is seeking



guidance/permission from the OCA to have participants wear provided face shields and have HEPPA filters and UV air treatments in both Brazos and McLennan Halls to minimize exposure risks.

If customer runs out of masks provided for potential jurors, WCC will have additional masks available for use.

WACO FIRE DEPARTMENT SANITIZING SCHEDULE FOR MCLENNAN COUNTY ELECTIONS:

Waco Fire Department will sanitize on all Fridays before jury selection at 3 PM for the beginning of the event on Monday.

Only exception would be for Friday, October 30 Waco Fire Department will sanitize on Thursday at 3 PM for the beginning of the event.

Jury selection will last until 5 PM of every Monday and on Friday, October 30 and will leave by 6 PM.

Waco Fire Department will sanitize all rooms by 6 PM of every Monday and on Friday, October 30.

MEETING ROOM OCCUPANCY:

All jurors will enter through Bosque Theater doors and will be screened and moved into Bosque Theater for prescreen by McLennan County Courthouse

After prescreen of each juror, they will be assigned to go to either McLennan Hall or Brazos Ballroom

- I McLennan Hall has wire dire set for 60 jurors through selection
- I Brazos Ballroom has wire dire set for 60 jurors through selection

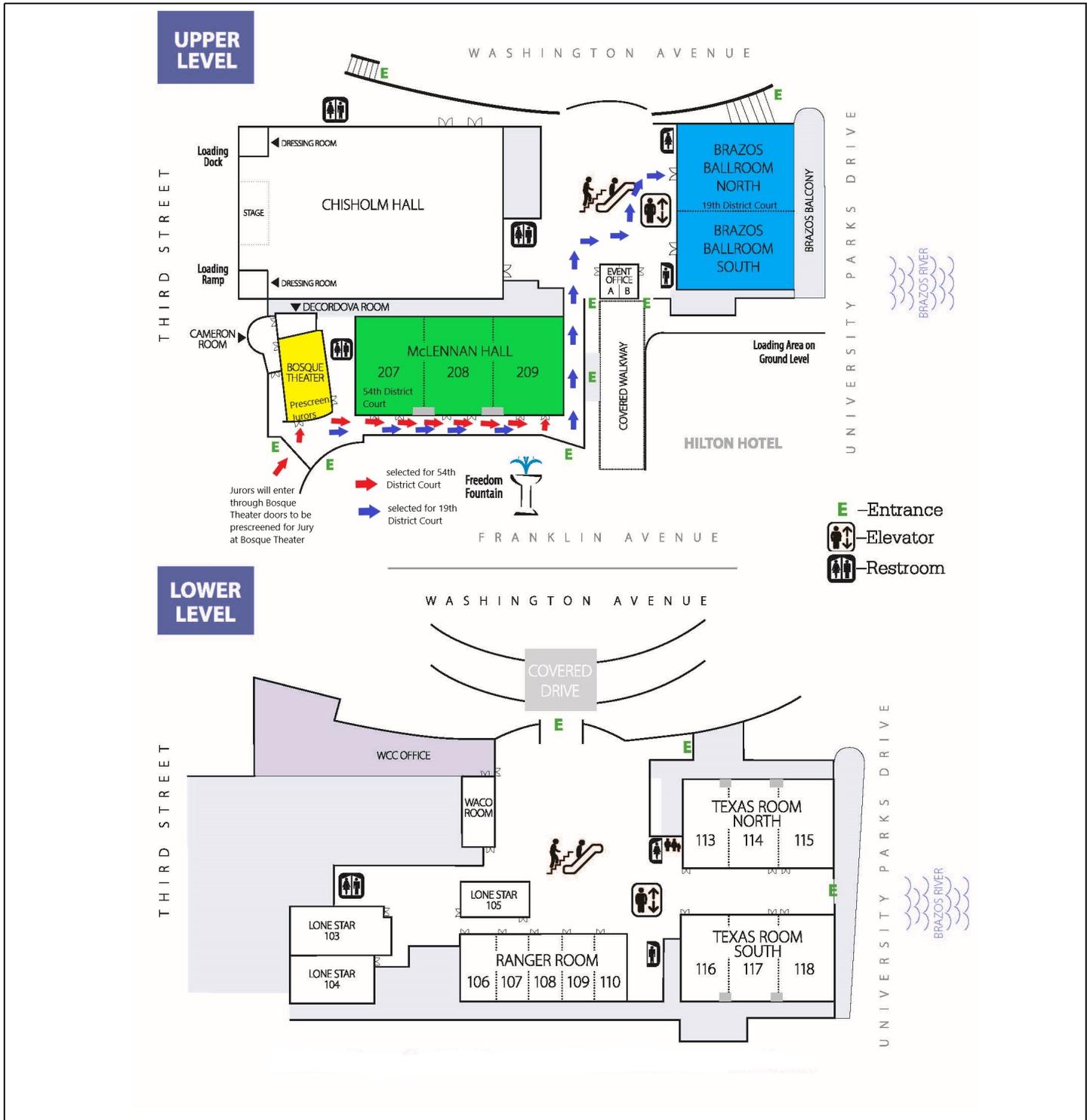
As attendees are eliminated as potential jurors they will go to the following exits

- I McLennan Hall will leave room through McLennan Hall 209 and will exit doors near Freedom Fountain
- I Brazos Ballroom will leave room through Brazos Ballroom North and will exit doors between Waco Convention Center and Hilton Waco along covered walkway

ROOM RENTAL AND EQUIPMENT FEES PER EVENT:

Estimated Room Rental Fees:	\$ 2,300.00
Estimate Equipment Rental Fees:	\$ 142.50
Estimated Subtotal:	\$ 2,442.50

This does not replace a contract issued by the City of Waco for room and equipment rental at the Waco Convention Center.



Monday, October 26, 2020

Location: MCLENNAN HALL #207-209



City of Waco - Convention Center
 PO Box 2570
 Waco, TX 76702
 Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Monday, October 26, 2020

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	54th District Court	63	TENTATIVE	\$800.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS						
From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location: BRAZOS BALLROOM #214-215

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	19th District Court	63	TENTATIVE	\$1,000.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS						
From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location: BOSQUE THEATER #203

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	Prescreen Jurors	40	TENTATIVE	\$500.00	
7:00 AM 12:00 AM	Theater				

Location General Information

Room includes a ceiling projector and drop-down screen. Auditorium style seating for 191 with a round panel table on stage.

Location Sub Total:	\$2,300.00
FURNISHINGS:	\$142.50
Setup Sub Total:	\$142.50
Total:	\$2,442.50
Discount:	\$0.00
Sub Total:	\$2,442.50
SALES:	\$0.00
MB TAX:	\$0.00
Total Tax In:	\$2,442.50
Less Payments:	\$0.00
Balance:	\$2,442.50

Estimated Totals are based on arrangements specified by Client when event was booked and upon execution of Event Contract. Additions, changes or credits made after this Confirmation will be billed on Final Total Account Balance after event concludes.

Contact: _____ Approval: _____

Date/Time: 9/21/2020 4:18 PM

Booking #: 22500

Page #: 4

City of Waco - Convention Center: PO Box 2570, Waco, TX 76702 Phone: 254-750-5810 Fax: 254-750-5801



City of Waco - Convention Center
PO Box 2570
Waco, TX 76702
Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Event Name: McLennan County Jury Selections and Courth

Event Status: TENTATIVE

Client Name: McLennan County Courthouse

Client Code:

Purchase Order:

Address: 501 Washington Avenue, Ste 300 Annex
WACO TX 76701

Booking No.: 22501

Contract No.:

Sales Rep.: MANDY SPIKES

Contact: Jon Gimble

Phone1: 254-757-5054

Phone2:

Email: jon.gimble@co.mclennan.tx.us

Cellular:

Fax:

Event Comments

McLennan County Courthouse Jury Selection and Courtrooms - Proposal 2020 *(Jury selection and 19th and 54th District Courtrooms are anticipated to take place at the Waco Convention Center)*

MCLENNAN COUNTY JURY SELECTION AND COURTROOM DATES:

McLennan County Jury Selection and Courtroom Dates are expected to take place the following dates:

- | Monday, October 12
- | Monday, October 19
- | Monday, October 26
- | Friday, October 30
- | Monday, November, 9
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- | Monday, November 30

As of today, the following dates are unavailable at the Waco Convention Center:

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- | Monday, December 14

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Customer is to provide masks to all jury staff members, as well as other appropriate PPE as needed.

Customer is required to provide masks for all potential jurors.

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Per McLennan County Courthouse, current OCA guidelines are to strongly encourage and make available PPE (masks) to all jury participants.

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If customer runs out of masks provided for potential jurors, WCC will have additional masks available for use.

WACO FIRE DEPARTMENT SANITIZING SCHEDULE FOR MCLENNAN COUNTY ELECTIONS:

Waco Fire Department will sanitize on all Fridays before jury selection at 3 PM for the beginning of the event on Monday.

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Waco Fire Department will sanitize all rooms by 6 PM of every Monday and on Friday, October 30.

MEETING ROOM OCCUPANCY:

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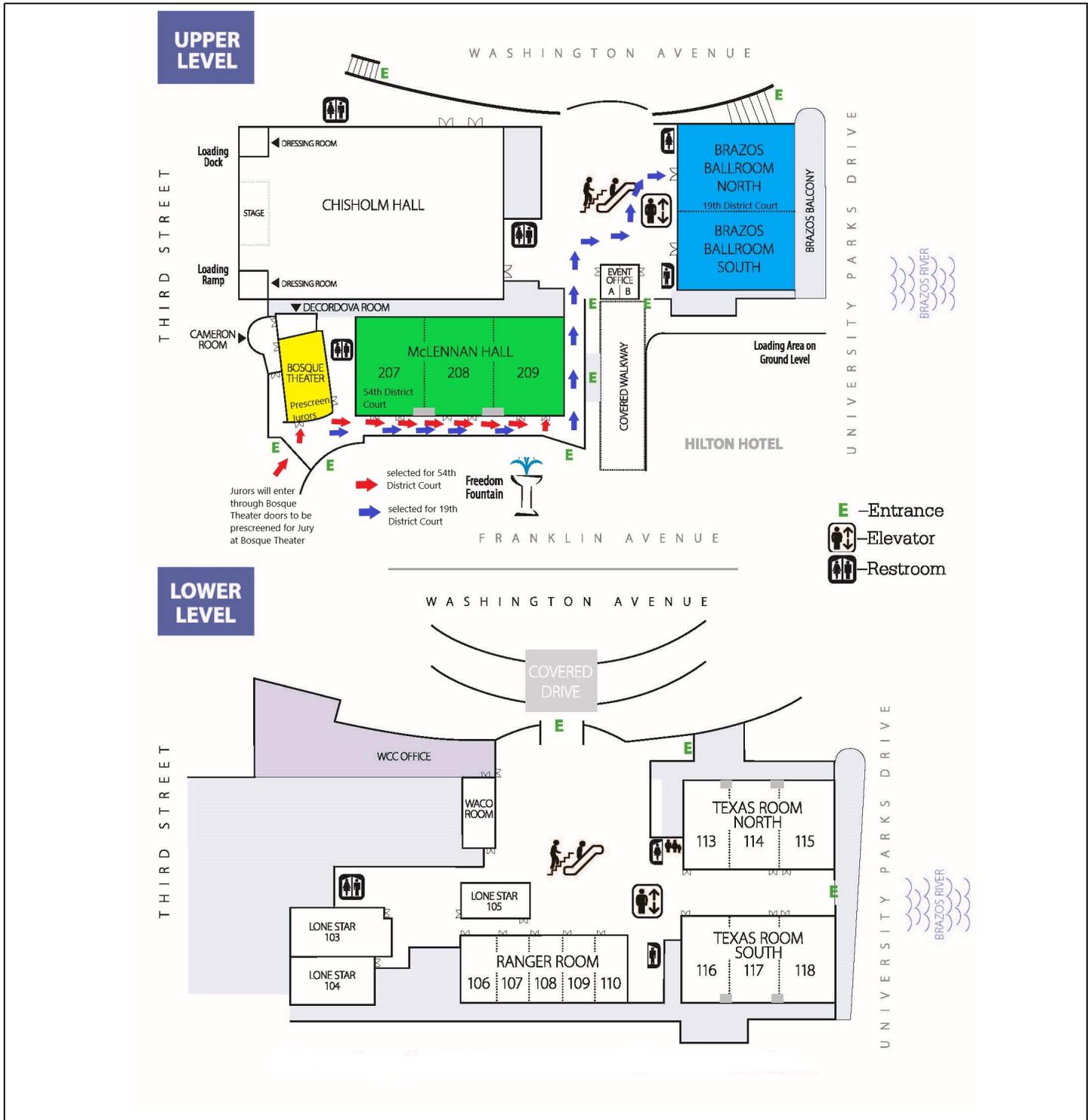
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ROOM RENTAL AND EQUIPMENT FEES PER EVENT:

Estimated Room Rental Fees:	\$ 2,300.00
Estimate Equipment Rental Fees:	\$ 142.50
Estimated Subtotal:	\$ 2,442.50

This does not replace a contract issued by the City of Waco for room and equipment rental at the Waco Convention Center.



Friday, October 30, 2020

Location: BRAZOS BALLROOM #214-215



City of Waco - Convention Center
 PO Box 2570
 Waco, TX 76702
 Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Friday, October 30, 2020

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	19th District Court	63	TENTATIVE	\$1,000.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS

From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location: MCLENNAN HALL #207-209

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	54th District Court	63	TENTATIVE	\$800.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS

From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
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Location: BOSQUE THEATER #203

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	Prescreen Jurors	40	TENTATIVE	\$500.00	
7:00 AM 12:00 AM	Theater				

Location General Information

Room includes a ceiling projector and drop-down screen. Auditorium style seating for 191 with a round panel table on stage.

Location Sub Total:	\$2,300.00
FURNISHINGS:	\$142.50
Setup Sub Total:	\$142.50
Total:	\$2,442.50
Discount:	\$0.00
Sub Total:	\$2,442.50
SALES:	\$0.00
MB TAX:	\$0.00
Total Tax In:	\$2,442.50
Less Payments:	\$0.00
Balance:	\$2,442.50

Estimated Totals are based on arrangements specified by Client when event was booked and upon execution of Event Contract. Additions, changes or credits made after this Confirmation will be billed on Final Total Account Balance after event concludes.

Contact: _____ Approval: _____

Date/Time: 9/21/2020 4:24 PM

Booking #: 22501

Page #: 4

City of Waco - Convention Center: PO Box 2570, Waco, TX 76702 Phone: 254-750-5810 Fax: 254-750-5801



City of Waco - Convention Center
PO Box 2570
Waco, TX 76702
Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Event Name: McLennan County Jury Selections and Courth
Event Status: TENTATIVE
Client Name: McLennan County Courthouse
Client Code:
Purchase Order:
Address: 501 Washington Avenue, Ste 300 Annex
WACO TX 76701

Booking No.: 22502
Contract No.:
Sales Rep.: MANDY SPIKES
Contact: Jon Gimble
Phone1: 254-757-5054
Phone2:
Email: jon.gimble@co.mclennan.tx.us
Cellular:
Fax:

Event Comments

McLennan County Courthouse

Jury Selection and Courtrooms - Proposal 2020

(Jury selection and 19th and 54th District Courtrooms are anticipated to take place at the Waco Convention Center)

MCLENNAN COUNTY JURY SELECTION AND COURTROOM DATES:

McLennan County Jury Selection and Courtroom Dates are expected to take place the following dates:

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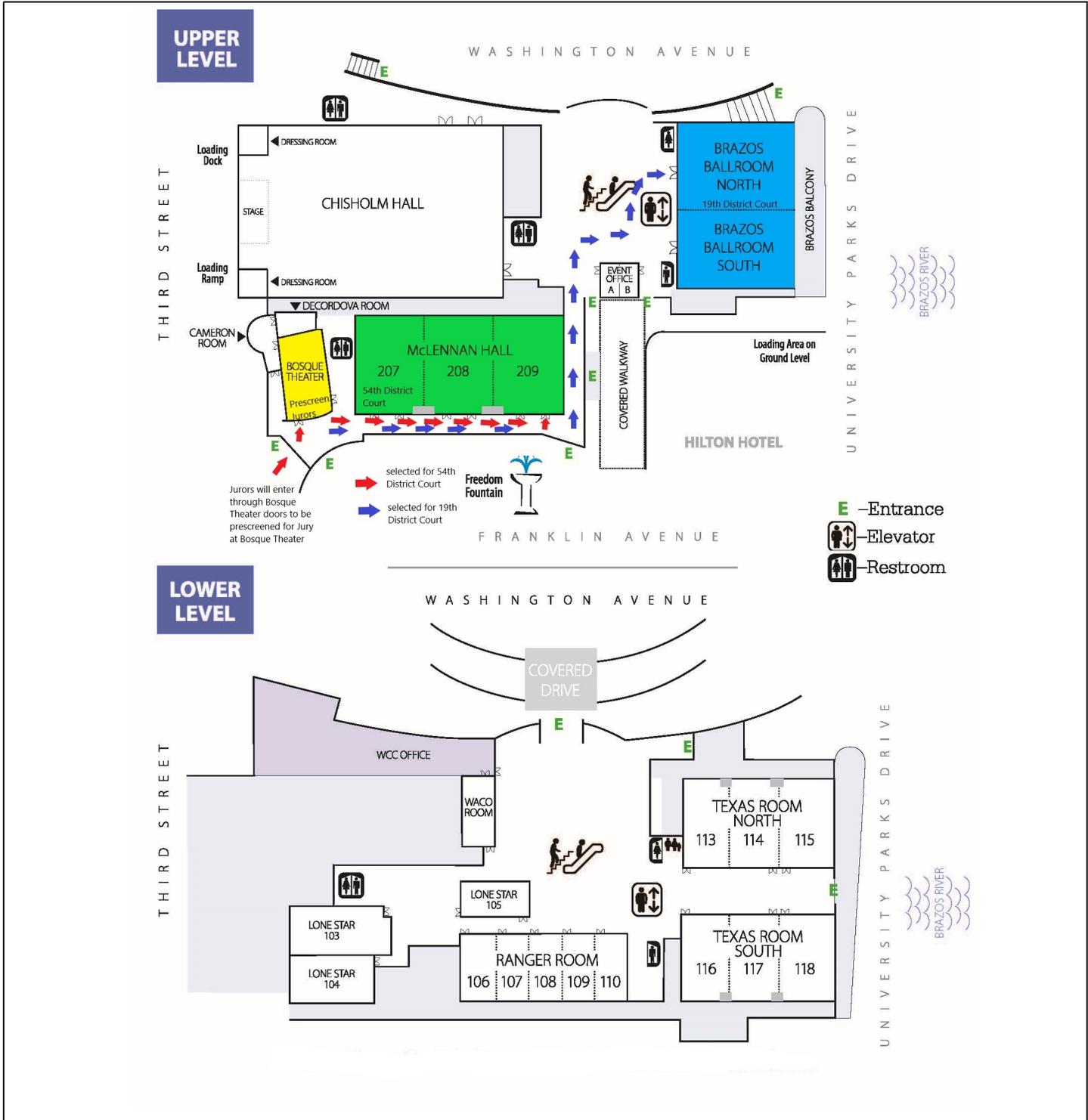
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ROOM RENTAL AND EQUIPMENT FEES PER EVENT:

Estimated Room Rental Fees:	\$ 2,300.00
Estimate Equipment Rental Fees:	\$ 142.50
Estimated Subtotal:	\$ 2,442.50

This does not replace a contract issued by the City of Waco for room and equipment rental at the Waco Convention Center.



Monday, November 9, 2020

Location: BRAZOS BALLROOM #214-215



City of Waco - Convention Center
 PO Box 2570
 Waco, TX 76702
 Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Monday, November 9, 2020

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	19th District Court	63	TENTATIVE	\$1,000.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS						
From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location: MCLENNAN HALL #207-209

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	54th District Court	63	TENTATIVE	\$800.00	
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FURNISHINGS						
From	To	Description	Quantity	Price	Total	Tax
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Location: BOSQUE THEATER #203

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	Prescreen Jurors	40	TENTATIVE	\$500.00	
7:00 AM 12:00 AM	Theater				

Location General Information

Room includes a ceiling projector and drop-down screen. Auditorium style seating for 191 with a round panel table on stage.

Location Sub Total:	\$2,300.00
FURNISHINGS:	\$142.50
Setup Sub Total:	\$142.50
Total:	\$2,442.50
Discount:	\$0.00
Sub Total:	\$2,442.50
SALES:	\$0.00
MB TAX:	\$0.00
Total Tax In:	\$2,442.50
Less Payments:	\$0.00
Balance:	\$2,442.50

Estimated Totals are based on arrangements specified by Client when event was booked and upon execution of Event Contract. Additions, changes or credits made after this Confirmation will be billed on Final Total Account Balance after event concludes.

Contact: _____ Approval: _____

Date/Time: 9/21/2020 4:27 PM

Booking #: 22502

Page #: 4

City of Waco - Convention Center: PO Box 2570, Waco, TX 76702 Phone: 254-750-5810 Fax: 254-750-5801



City of Waco - Convention Center
PO Box 2570
Waco, TX 76702
Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Event Name: McLennan County Jury Selections and Courth

Event Status: TENTATIVE

Client Name: McLennan County Courthouse

Client Code:

Purchase Order:

Address: 501 Washington Avenue, Ste 300 Annex
WACO TX 76701

Booking No.: 22503

Contract No.:

Sales Rep.: MANDY SPIKES

Contact: Jon Gimble

Phone1: 254-757-5054

Phone2:

Email: jon.gimble@co.mclennan.tx.us

Cellular:

Fax:

Event Comments

McLennan County Courthouse Jury Selection and Courtrooms - Proposal 2020 *(Jury selection and 19th and 54th District Courtrooms are anticipated to take place at the Waco Convention Center)*

MCLENNAN COUNTY JURY SELECTION AND COURTROOM DATES:

McLennan County Jury Selection and Courtroom Dates are expected to take place the following dates:

- | Monday, October 12
- | Monday, October 19
- | Monday, October 26
- | Friday, October 30
- | Monday, November, 9
- | Monday, November 16
- | Monday, November 30

As of today, the following dates are unavailable at the Waco Convention Center:

- | Monday, December 7
- | Monday, December 14

The Waco Convention Center (WCC) is to only provide Rooms and Equipment for this event.

Customer is to provide masks to all jury staff members, as well as other appropriate PPE as needed.

Customer is required to provide masks for all potential jurors.

Customer is assuming the risk of holding these jury selection trials in the Waco Convention Center during an active pandemic.

Per McLennan County Courthouse, current OCA guidelines are to strongly encourage and make available PPE (masks) to all jury participants.

Per McLennan County Courthouse, current OCA guidelines is expected to shift slightly under the new emergency orders to not have masks during voire dire for the participants to ensure the legal right of prosecutors and defense council to see facial expressions. In that event/set of circumstances, McLennan County Courthouse is seeking



City of Waco - Convention Center
PO Box 2570
Waco, TX 76702
Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Event Name: McLennan County Jury Selections and Courth
Event Status: TENTATIVE
Client Name: McLennan County Courthouse
Client Code:
Purchase Order:
Address: 501 Washington Avenue, Ste 300 Annex
WACO TX 76701

Booking No.: 22506
Contract No.:
Sales Rep.: MANDY SPIKES
Contact: Jon Gimble
Phone1: 254-757-5054
Phone2:
Email: jon.gimble@co.mclennan.tx.us
Cellular:
Fax:

Event Comments

McLennan County Courthouse

Jury Selection and Courtrooms - Proposal 2020

(Jury selection and 19th and 54th District Courtrooms are anticipated to take place at the Waco Convention Center)

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guidance/permission from the OCA to have participants wear provided face shields and have HEPPA filters and UV air treatments in both Brazos and McLennan Halls to minimize exposure risks.

If customer runs out of masks provided for potential jurors, WCC will have additional masks available for use.

WACO FIRE DEPARTMENT SANITIZING SCHEDULE FOR MCLENNAN COUNTY ELECTIONS:

Waco Fire Department will sanitize on all Fridays before jury selection at 3 PM for the beginning of the event on Monday.

Only exception would be for Friday, October 30 Waco Fire Department will sanitize on Thursday at 3 PM for the beginning of the event.

Jury selection will last until 5 PM of every Monday and on Friday, October 30 and will leave by 6 PM.

Waco Fire Department will sanitize all rooms by 6 PM of every Monday and on Friday, October 30.

MEETING ROOM OCCUPANCY:

All jurors will enter through Bosque Theater doors and will be screened and moved into Bosque Theater for prescreen by McLennan County Courthouse

After prescreen of each juror, they will be assigned to go to either McLennan Hall or Brazos Ballroom

- I McLennan Hall has wire dire set for 60 jurors through selection
- I Brazos Ballroom has wire dire set for 60 jurors through selection

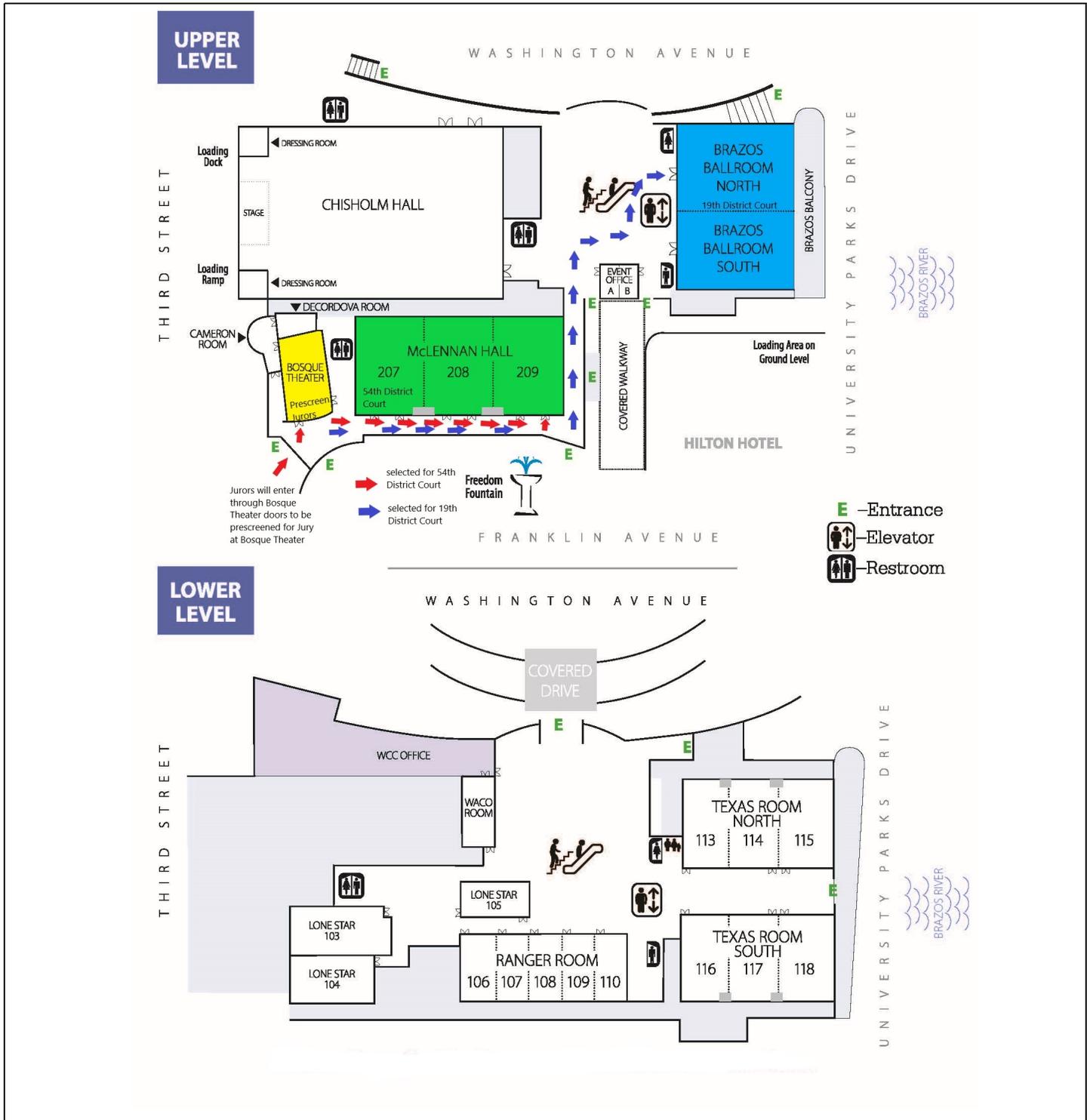
As attendees are eliminated as potential jurors they will go to the following exits

- I McLennan Hall will leave room through McLennan Hall 209 and will exit doors near Freedom Fountain
- I Brazos Ballroom will leave room through Brazos Ballroom North and will exit doors between Waco Convention Center and Hilton Waco along covered walkway

ROOM RENTAL AND EQUIPMENT FEES PER EVENT:

Estimated Room Rental Fees:	\$ 2,300.00
Estimate Equipment Rental Fees:	\$ 142.50
Estimated Subtotal:	\$ 2,442.50

This does not replace a contract issued by the City of Waco for room and equipment rental at the Waco Convention Center.



Monday, November 30, 2020

Location: BOSQUE THEATER #203



City of Waco - Convention Center
 PO Box 2570
 Waco, TX 76702
 Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Monday, November 30, 2020

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	Prescreen Jurors	40	TENTATIVE	\$500.00	
7:00 AM 12:00 AM	Theater				

Location General Information

Room includes a ceiling projector and drop-down screen. Auditorium style seating for 191 with a round panel table on stage.

Location: MCLENNAN HALL #207-209

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	54th District Court	63	TENTATIVE	\$800.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS

From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location: BRAZOS BALLROOM #214-215

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	19th District Court	63	TENTATIVE	\$1,000.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS

From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location Sub Total:	\$2,300.00
FURNISHINGS:	\$142.50
Setup Sub Total:	\$142.50
Total:	\$2,442.50
Discount:	\$0.00
Sub Total:	\$2,442.50
SALES:	\$0.00
MB TAX:	\$0.00
Total Tax In:	\$2,442.50
Less Payments:	\$0.00
Balance:	\$2,442.50

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Contact: _____ Approval: _____

Date/Time: 9/21/2020 4:35 PM

Booking #: 22506

Page #: 4

City of Waco - Convention Center: PO Box 2570, Waco, TX 76702 Phone: 254-750-5810 Fax: 254-750-5801



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- I McLennan Hall has wire dire set for 60 jurors through selection
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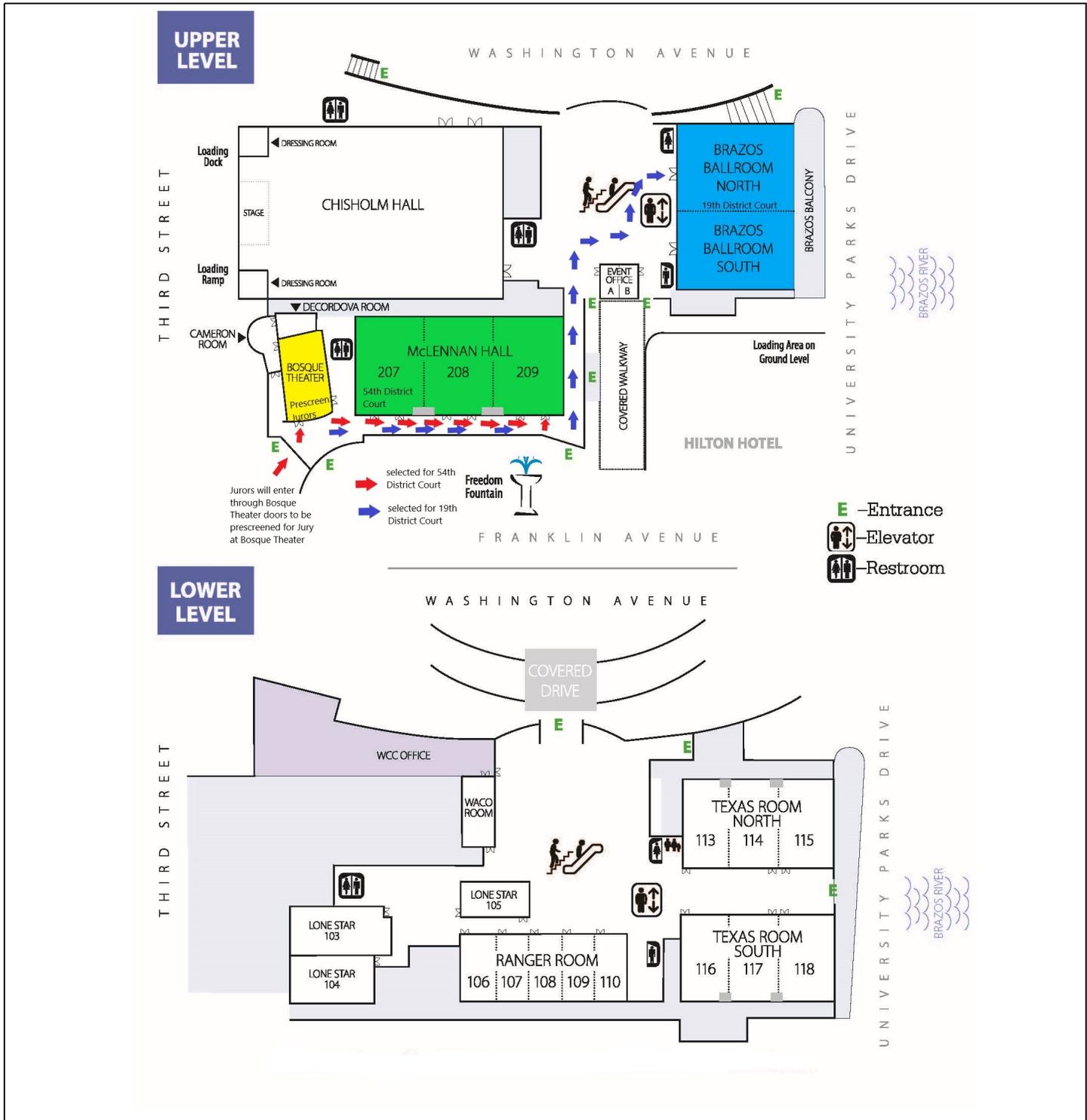
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Estimate Equipment Rental Fees:	\$ 142.50
Estimated Subtotal:	\$ 2,442.50

This does not replace a contract issued by the City of Waco for room and equipment rental at the Waco Convention Center.



Monday, November 16, 2020

Location: BOSQUE THEATER #203



City of Waco - Convention Center
 PO Box 2570
 Waco, TX 76702
 Phone: 254-750-5810 Fax: 254-750-5801

Proposal

McLennan County Jury Selections

Monday, November 16, 2020

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	Prescreen Jurors	40	TENTATIVE	\$500.00	
7:00 AM 12:00 AM	Theater				

Location General Information

Room includes a ceiling projector and drop-down screen. Auditorium style seating for 191 with a round panel table on stage.

Location: BRAZOS BALLROOM #214-215

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	19th District Court	63	TENTATIVE	\$1,000.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS

From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location: MCLENNAN HALL #207-209

From - To	Function Setup	#	Status	Price	Tax
Starts - Ends					
7:00 AM 12:00 AM	54th District Court	63	TENTATIVE	\$800.00	
7:00 AM 12:00 AM	Custom				

FURNISHINGS

From	To	Description	Quantity	Price	Total	Tax
7:00 AM	12:00 AM	RECTANGLE TABLE (SILVER) - 8 FT	3	\$8.00	\$24.00	
7:00 AM	12:00 AM	CHAIR - BLACK BANQUET	63	\$0.75	\$47.25	

Location Sub Total: \$2,300.00
 FURNISHINGS: \$142.50
Setup Sub Total: \$142.50
Total: \$2,442.50
Discount: \$0.00
Sub Total: \$2,442.50
SALES: \$0.00
MB TAX: \$0.00
Total Tax In: \$2,442.50
Less Payments: \$0.00
Balance: \$2,442.50

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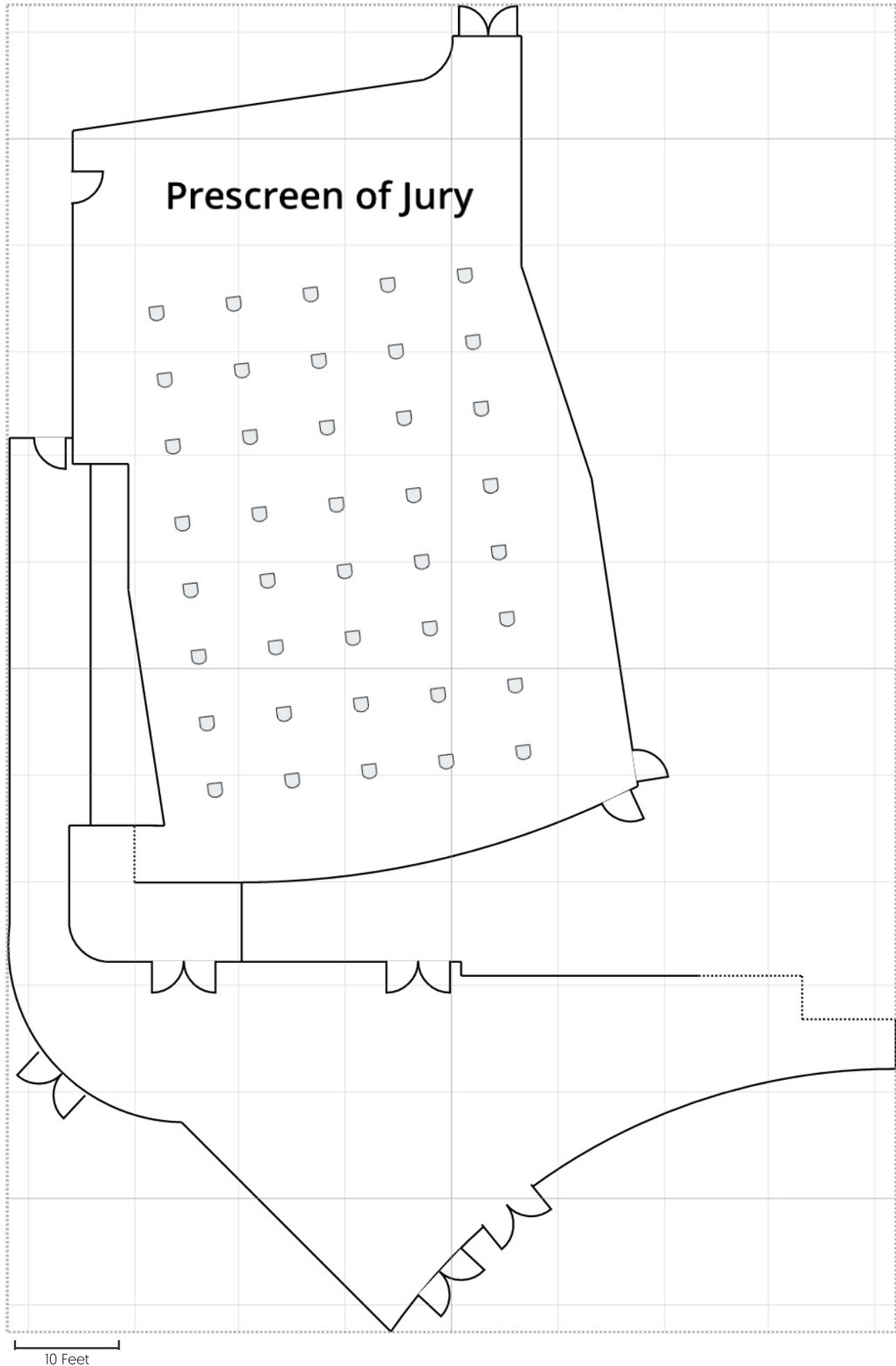
Contact: _____ Approval: _____

Date/Time: 9/21/2020 4:31 PM

Booking #: 22503

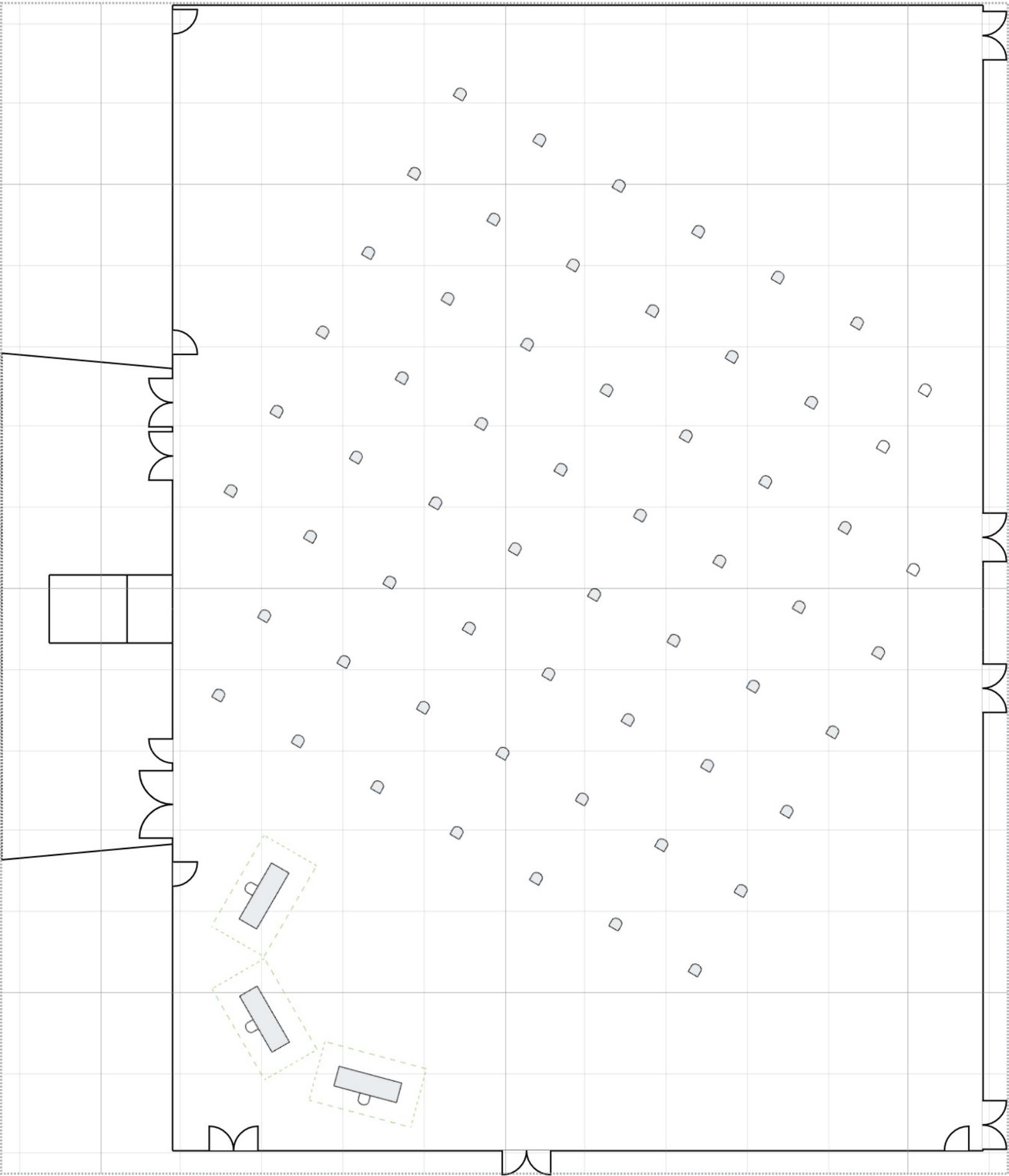
Page #: 4

City of Waco - Convention Center: PO Box 2570, Waco, TX 76702 Phone: 254-750-5810 Fax: 254-750-5801

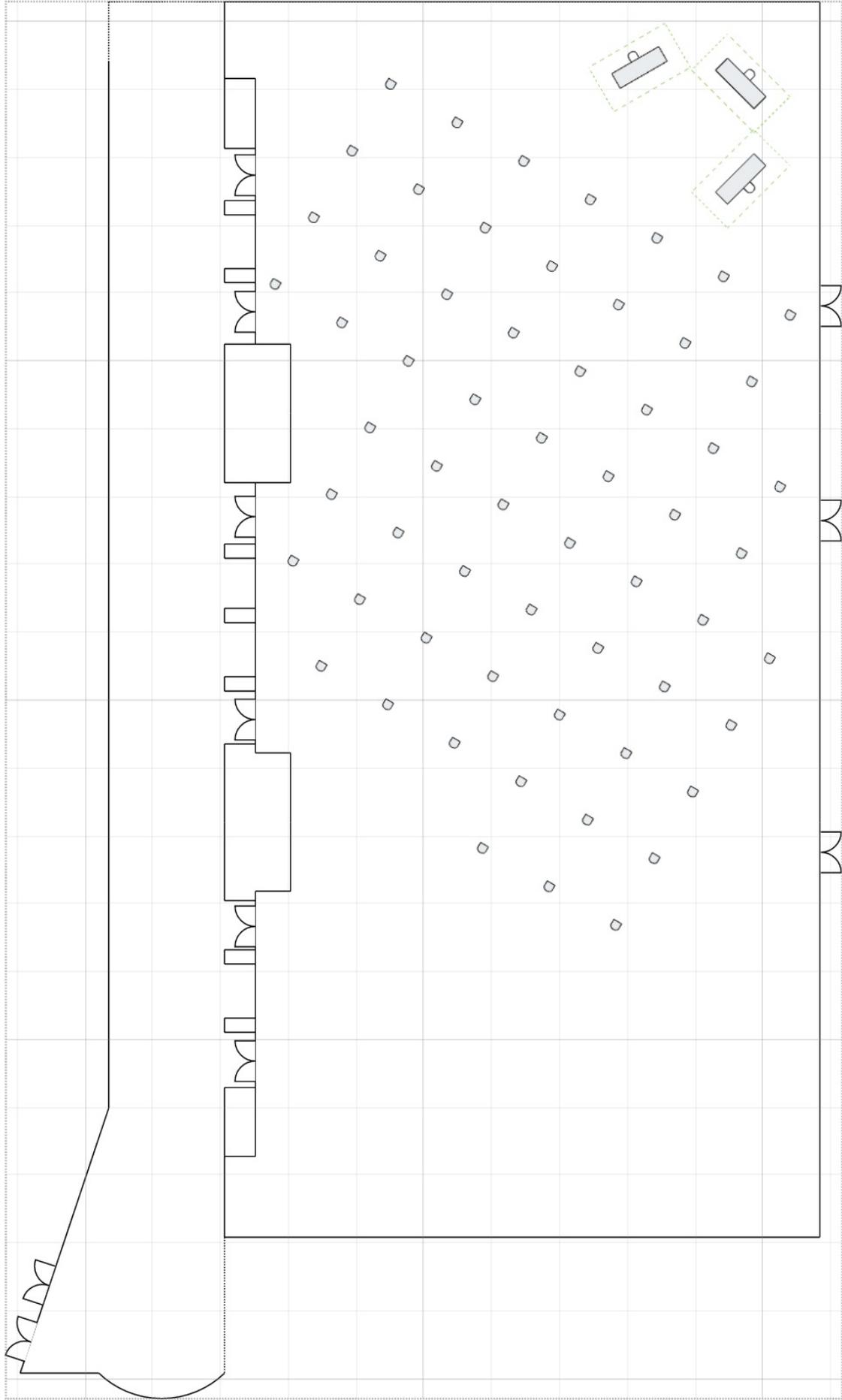


Prescreen of Jury

10 Feet



10 Feet



10 Feet



SHERIFF PARNELL MCNAMARA

McLennan County

901 Washington Avenue Waco, Texas 76701 • 254-757-5095
www.co.mclennan.tx.us

“Your Safety Comes First”

09/24/20

Honorable Commissioner’s Court,

It is with a heavy heart that the Sheriff’s Office makes the following request. The Sheriff’s Office is requesting that Deputy Christopher Smith’s Firearm, a Glock 17 Gen 5 Serial # BLKU708, and his Badge, serial # 628, be released to his wife, Katherine Torres-Smith in accordance with Govt Code 615.102:

Sec. 615.102. DUTY WEAPON AND BADGE. (a) This section applies only to:

(1) an individual listed in Section 615.003(1) who is employed by a political subdivision of the state;
(2) a peace officer under Article 2.12, Code of Criminal Procedure, or other law who is employed by the state, including any state agency or any institution of higher education under Section 61.003, Education Code; or

(3) an individual listed in Section 615.003(7).

(b) On the death of an individual listed in Subsection (a), the employing governmental entity shall provide, at no cost, the deceased individual's duty weapon, if any, and badge to the individual's:

(1) designated beneficiary; or

(2) estate if the individual did not designate a beneficiary.

(c) A governmental entity that employs an individual listed in Subsection (a) shall provide the individual a form on which the individual may designate the individual's beneficiaries for purposes of this section.

(d) A governmental entity is not liable for damages caused by the use or misuse of a duty weapon provided to a designated beneficiary or estate under this section.

Sincerely,

A handwritten signature in black ink, appearing to read "David Ives".

David Ives

McLennan County Sheriff’s Office

254-757-5197



TEXAS DEPARTMENT OF LICENSING AND REGULATION

Regulatory Program Management Division/Architectural Barriers Program
P. O. Box 12157 • Austin, Texas 78711 • (512) 539-5669 • (877) 278-0999
Fax: (512) 539-5690 • techinfo@tdlr.texas.gov • www.tdlr.texas.gov

06/18/2020

McLennan County
501 Washington Ave., Suite 214
Waco Texas 76701

RE: Project Name: McLennan County - Tradinghouse Lake Boating Access Facilities Renova
Facility Name: 1031 McLennan County Park Ramp 1 & Hall Drive
Address: Hallsburg TX 76705
Project Number: TABS2019010053

Notice of Project Approval

Attention Building Owner,

The project listed above has been inspected by a Registered Accessibility Specialist (RAS) for purpose of determining compliance with provisions of the Texas Architectural Barriers Act (TABAA), Tex. Gov. Code §§469.101 and 469.105 in order to ensure compliance with the Texas Accessibility Standards (TAS).

We are pleased to inform you that both the Department and the RAS who performed the review have found your project to be in substantial compliance. Therefore, this project has now been approved.

Please note, this determination does not address the requirements of the Americans with Disabilities Act (ADA), (P. L. 101-336), or any other state, local or federal requirements. For information on the ADA, please contact the United States Department of Justice, Civil Rights Division at (202)-514-0301.

If you have any questions, please visit the TDLR website at www.tdlr.texas.gov or contact the EAB Division at techinfo@tdlr.texas.gov or call us at 512-539-5669.

Statement of Grant Award (SOGA)

The Statement of Grant Award is the official notice of award from the Office of the Governor (OOG). This Grant Agreement and all terms, conditions, provisions and obligations set forth herein shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns and all other State of Texas agencies and any other agencies, departments, divisions, governmental entities, public corporations, and other entities which shall be successors to each of the Parties or which shall succeed to or become obligated to perform or become bound by any of the covenants, agreements or obligations hereunder of each of the Parties hereto.

The approved project narrative and budget for this award are reflected in eGrants on the 'Narrative' and 'Budget/Details' tabs. By accepting the Grant Award in eGrants, the Grantee agrees to strictly comply with the requirements and obligations of this Grant Agreement including any and all applicable federal and state statutes, regulations, policies, guidelines and requirements. In instances where conflicting requirements apply to a Grantee, the more restrictive requirement applies.

The Grant Agreement includes the Statement of Grant Award; the OOG Grantee Conditions and Responsibilities; the Grant Application in eGrants; and the other identified documents in the Grant Application and Grant Award, including but not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Chapter 783 of the Texas Government Code, Title 34, Part 1, Chapter 20, Subchapter E, Division 4 of the Texas Administrative Code, and the Uniform Grant Management Standards (UGMS) developed by the Comptroller of Public Accounts; the state Funding Announcement or Solicitation under which the grant application was made, and for federal funding, the Funding Announcement or Solicitation under which the OOG was awarded funds; and any applicable documents referenced in the documents listed above. For grants awarded from the U.S. Department of Justice, the current applicable version of the Department of Justice Grants Financial Guide and any applicable provisions in Title 28 of the CFR apply. For grants awarded from the Federal Emergency Management Agency (FEMA), all Information Bulletins and Policies published by the FEMA Grants Program Directorate apply. The OOG reserves the right to add additional responsibilities and requirements, with or without advance notice to the Grantee.

By clicking on the 'Accept' button within the 'Accept Award' tab, the Grantee accepts the responsibility for the grant project, agrees and certifies compliance with the requirements outlined in the Grant Agreement, including all provisions incorporated herein, and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Grant Number:	4161501	Award Amount:	\$121,290.24
Date Awarded:	9/16/2020	Grantee Cash Match:	\$0.00
Grant Period:	02/01/2020 - 01/31/2021	Grantee In Kind Match:	\$0.00
Liquidation Date:	05/01/2021	Total Project Cost:	\$121,290.24
Program Fund:	CV-Coronavirus Emergency Supplemental Funding Program		
Grantee Name:	McLennan County		
Project Title:	Coronavirus Grant		
Grant Manager:	Jan Adkins		
DUNS Number:	021619085		

CFDA:	16.034 - Coronavirus Emergency Supplemental Funding Program		
Federal Awarding Agency:	U.S. Department of Justice, Office of Justice Program, Bureau of Justice Assistance		
Federal Award Date:	4/7/2020		
Federal/State Award ID Number:	2020-VD-BX-0002		
Total Federal Award/State	\$41,975,871.00		

Funds**Appropriated:****Pass Thru****Entity Name:** Texas Office of the Governor – Criminal Justice Division (CJD)**Is the Award****R&D:** No**Federal/State****Award****Description:**

The Coronavirus Emergency Supplemental Funding (CESF) Program allows States, U.S. Territories, the District of Columbia, units of local government, and federally recognized tribal governments to support a broad range of activities to prevent, prepare for, and respond to the coronavirus. Funded projects or initiatives may include, but are not limited to, overtime, equipment (including law enforcement and medical personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates in state, local, and tribal prisons, jails, and detention centers.



CHAIR:
The Honorable Sharon Keller
Presiding Judge
Court of Criminal Appeals

September 11, 2020

EX OFFICIO MEMBERS:
Honorable Sharon Keller
Honorable Nathan Hecht
Honorable John Whitmire
Honorable Brandon Creighton
Honorable Nicole Collier
Honorable Reggie Smith
Honorable Sherry Radack
Honorable Vivian Torres

The Honorable Scott Felton
McLennan County Judge
Via E-mail: dustin.chapman@co.mclennan.tx.us

RE: FY2021 Statement of Grant Award – Grant Number 212-21-D17

MEMBERS APPOINTED BY GOVERNOR:
Mr. Alex Bunin
Honorable Richard Evans
Mr. Gonzalo Rios
Honorable Missy Medary
Honorable Valerie Covey

Dear Judge Felton:

EXECUTIVE DIRECTOR:
Geoffrey Burkhart

I am pleased to inform you that the Texas Indigent Defense Commission has awarded McLennan County a **FY2021 Improvement Grant** in the amount of **\$169,280** for the **Mental Health Managed Assigned Counsel Program**. Your Statement of Grant Award for fiscal year 2021 is attached. Please sign, scan, and return via e-mail the Statement of Grant Award to **Edwin Colfax** at ecolfax@tidc.texas.gov on or before **September 30, 2020**. You do not need to mail a copy.

Congratulations to McLennan County on taking the lead in Texas by developing this new indigent defense program. If you have any questions or need clarification of the information contained in this letter or the attached Statement of Grant Award, please contact Edwin Colfax, the Commission Director of Grant Funding at (512) 228-8807.

Sincerely,

Sharon Keller
Chair, Texas Indigent Defense Commission
Presiding Judge, Court of Criminal Appeals

cc: Frances Bartlett, County Auditor, frances.bartlett@co.mclennan.tx.us
Judge David Hodges, david.hodges@co.mclennan.tx.us



**Statement of Grant Award
FY2021 Improvement Grant**

Grant Number: 212-21-D17
 Grantee Name: McLennan County
 Program Title: Mental Health Managed Counsel Program
 Grant Period: 10/1/2020-9/30/2021
 Grant Award Amount: **\$169,280**

The Texas Indigent Defense Commission (herein, the Commission) has awarded the above-referenced grant to McLennan County (herein, the County) for indigent defense services. The authorized official named on the grant application must sign this Statement of Grant Award and return it to the Commission by September 30, 2020. The grantee will not receive any grant funds until this notice is executed and returned to the Commission. Funding is provided as listed in the categories in the table below:

1) Personnel - Salaries (Total Number of FTEs: 2)	\$133,000
2) Fringe Benefits	\$46,550
3) Travel and Training	\$21,000
4) Equipment	\$9,800
5) Supplies	\$1,250
6) Contract Services	
7) Office Space costs	
Total Proposed Costs	\$211,600
Less County Contributions (all participating counties)	\$42,320
Total Amount Funded by Commission	\$169,280

Standard Grant Conditions:

- The authorized official for the grantee accepts the grant award.
- The authorized official, financial officer, and program director, referred to below as grant officials, must comply with the terms of the grant as written in the Request for Applications issued in January 2020, including the rules and documents adopted by reference in the Commission’s Grant Rules in Title 1, Part 8, Chapter 173, Texas Administrative Code.
- The grant officials understand that a violation of any term of the grant may result in the Commission placing a temporary hold on grant funds, permanently de-obligating all or part of the grant funds, requiring reimbursement for funds already spent, or barring the organization from receiving future grants.
- Disbursement of funds is always subject to the availability of funds.
- The grant officials agree to follow the grant terms contained in the “Terms and Conditions” contained in Attachment A which includes the final grant application as amended.
- Any indigent defense plan documents submitted to the Commission must continue to meet all grant eligibility requirements.
- The judges hearing criminal and juvenile matters must amend the Indigent Defense Plan for their respective courts as needed to include the program funded under this award and submit it to the Commission by November 1, 2020.

The authorized official for this grant program has read the preceding and indicates agreement by signing the Statement of Grant Award included below.

Signature of Authorized Official

Name & Title (please print)

Date

Attachment A

Terms and Conditions

In addition to the program requirements stated in the Request for Applications (RFA) these specific program requirements apply to this funded program.

1. The approved funding plan for this project is to provide 80% reimbursement in the first year, 60% in the second year, 40% in the third year, and 20% in the fourth year. If the program has a delayed start, adjustments to the reimbursement in subsequent fiscal years may be necessary to implement this grant reimbursement schedule and allow the County to access grant funds fully.
2. This award has been modified from the originally submitted proposal to augment the travel and training budget for the first year of the program in order to provide additional specialized training for program staff and participating attorneys. After the county selects the attorneys who will provide specialized representation under the Managed Assigned Counsel Program, the program must use available training funds during the first 12 months of operation for specialized training for program staff and attorneys specific to representation of criminal defendants with mental illness.
3. The County will directly operate a Managed Assigned Counsel (MAC) Program as defined in Article 26.047 of the Code of Criminal Procedure. The County must meet all requirements of this statute.
4. The County must develop and maintain a Managed Assigned Counsel Oversight Board to oversee the operation of this program. The County must submit a draft policy detailing how the members are selected and the duties and procedures of the board to TIDC for feedback prior to finalization. The Oversight Board must meet at least quarterly.
5. The program's Oversight Board is responsible for recommending to the Commissioners Court the selection of the MAC Director. The Director will be responsible for the implementation of this program and will hire staff sufficient to operate the department.
6. The county must provide to TIDC the minimum job requirements and a full job description of the staff positions specified under this project before positions are publicly posted.
7. A Managed Assigned Counsel Policies and Procedures Manual must be developed and provided to the Commission with the second quarterly progress report. The manual should include a written policy on how attorneys will apply, be added to, or be removed from a qualified appointment list administered under the Managed Assigned Counsel Program. The MAC should consider relevant professional standards of representation such as the Texas State Bar Performance Guidelines for Non-Capital Criminal Defense Representation when developing the manual. Any revised versions of the Policies and Procedures Manual must be submitted with regular quarterly progress reports.
8. The County must develop a written policy that includes caseload standards for the MAC program that is consistent with research-based weighted caseload guidelines published by TIDC. The caseload policy must require the MAC Director to review caseloads at least quarterly. The MAC Director must notify the program's Oversight Board in writing if caseloads exceed the adopted standards.
9. This grant requires quarterly progress reports to provide information on the operation of the program. The TIDC grant manager will create an online progress report to document the work performed in this program. The County may request modifications to the report. See the Timeline for Reporting and Fund Distribution at the end of this document for dates.

10. Grant funds are disbursed on a reimbursement basis according to the funded percentage in the award. The County will submit quarterly grant program expenditure reports to obtain reimbursement of the scheduled percentage of expended funds based on actual expenditures. The reimbursements will be proportional to the county's required match. See the Timeline for Reporting and Fund Distribution at the end of this document for dates.
11. Equipment costs listed in the first-year start-up budget will not be carried forward into subsequent years of funding.
12. Requests to revise the scope, target, or focus of the project, or substantively alter project activities require advance written approval from TIDC. Budget adjustments consisting of reallocations of funds among or within budget categories in excess of \$10,000 or ten percent of the original approved budget, whichever is less, are considered budget adjustments and are allowable only with prior approval of the executive director of the Commission.
13. The County must develop a written policy that includes a formal intake process for this program. The policy must include: 1) procedures to refer clients from courts and the private bar; 2) a method to screen and/or assess the defendants who are referred for representation under this program; and 3) a set priority population criteria to determine which clients are to be represented if referrals are greater than caseload capacity. The priority population criteria may include factors of mental health, intellectual or developmental disability, institutionalization history, medical history, personal history of the defendant. The Managing Attorney may allow exceptions but all exceptions to the policy from the intake process must be documented and maintained.
14. The County will provide a written plan on how it will coordinate with, and not duplicate the work of, existing mental health systems. The plan must demonstrate how the County will identify and incorporate available mental health screening, assessment, treatment, and community services available to the defendants served by the grant program. The plan must also address how the positions funded under this grant will fit into the County's methods of operation for the identification of mentally ill arrestees and for providing assessment, treatment and bonding options to these arrestees under Article 16.22 and Article 17.032 of the Texas Code of Criminal Procedure.

Amended grant application follows

2021 McLennan County Improvement Grant Application Narrative

a.

Counties Represented: **McLennan**

Fiscal Year: **2021**

State Payee Identification Number: **74-6002492**

Division To Administer Grant: **specialty courts**

Program Title: **Mental Health Managed Attorneys Program**

Requested Grant Amount: ~~**\$157,280.00**~~ **\$169,280**

Financial Officer: **Frances Bartlett**

Program Director: **David L. Hodges**

Mailing Address: **501 Washington Ave.; Waco, TX 76701**

b. Introduction (Executive Summary)

McLennan County seeks to improve the quality of representation for indigent defendants with mental illness by creating a Managed Assigned Counsel (MAC). Currently, counsel for these defendants are appointed

from the general rotating wheel of approximately 100 attorneys. Most of these attorneys are not familiar with the Mental Health Code and other statutory provisions relating to competency, commitment, and insanity. The program would improve oversight and accountability of indigent defense; enhance independence of the defense function; improve data collection; ensure consistent standards/procedures are applied to attorney training, caseloads, performance, and compensation; and reduce judicial administrative burden.

c. Problem Statement

The McLennan County criminal courts currently appointed attorneys from a rotating wheel comprised of approximately 100 attorneys. The indigent defense coordinator currently appoints counsel without reference to, or knowledge of, the defendant's mental screening and assessment. McLennan County currently has 850 criminal defendants in the jail population, of which approximately 175 receiving daily psychotropic medications, and is not clear how many additional defendants are suffering from undiagnosed mental illness in the jail population. A vast majority of the defendants are currently incarcerated for offenses directly related to their mental illness.

Most assigned counsel have not received adequate training of the provisions in the Code of Criminal Procedure, Penal Code, and Health & Safety Code relating to competency, restoration, and insanity in order to provide a defendant with mental illness competent representation. According to the American Bar Association's *Ten Principles of a Public Delivery System*, defense counsel's "ability, training, and experience should match the complexity of the case." (Principal 6). Because of the complexities of navigating through the criminal justice system and properly advocating for a defendant with mental illness, assigned counsel should not only receive specific training and certification before representing a defendant with mental illness or intellectual disability, they should also be "supervised and systematically reviewed for quality of representation and efficiency according to nationally and locally adopted standards." (Principal 10).

As a result of the current system, many defendants suffering from mental illness remain in jail, unable to make bond, and untreated, for months at a time. No one county department is responsible for identifying defendants with mental illness early, seeking a clinical evaluation if necessary, advocating with jail staff for proper treatment, advocating with prosecution for a reasoned disposition, bearing in mind the defendant's mental illness, seeking bond reduction or PR bond for those eligible, networking with treatment providers, both inpatient and outpatient, to determine the best level of care, setting competency hearings in a timely fashion after the completion of examinations, and setting timely hearings on insanity defense matters.

The current indigent defense process spans multiple departments, resulting in administrative burden, duplication of efforts, and inefficiencies. In addition, the judicially managed system places the responsibility for attorney screening and compensation, as well as approval for investigators and experts, on the already overburdened courts, and does not take into account defense counsel's knowledge, or lack of knowledge, of the mental health provisions referred to above.

A large portion of defendants with mental illness also struggle with substance abuse, the result of decompensation and self-medication for their mental illness. Most assigned counsel lacked the social services training to fully understand the defendant's mental illness and to help the defendant navigate the fragmented mental health services infrastructure. In addition, assigned counsel are not aware of appropriate community-based social services available to these defendants. As a result, mentally ill inmates tend to remain in custody longer leading to higher housing costs, and a lack of access to social services leads to a higher recidivism rate. Assigned counsel and the defendants with mental illness would benefit from having a full-time assistant with social services background to assist both defense counsel and defendant in networking with community organizations and social service agencies, and providing case management and paralegal services for assigned counsel.

d. Objectives

Implement McLennan County Mental Health Managed Counsel program

- Contract Attorney to perform program duties for the MHMC by 11/01/2020
- Hire social work/paralegal assistant by 11/01/2020
- Amend McLennan County Indigent Plan to provide for specialized wheel for assigned counsel specializing in mental health caseload
- Provide specialized mental health training for assigned counsel
- Begin representing adult mental health clients by 12/01/2020

Goal: Improve timeliness and quality of defense counsel for indigent mental health defendants

- Screen individuals entering the jail for indigent and mental health status within 24 hours of booking
- Assign MHMC-associated specialized attorney within 24 hours of receiving screening information from the jail
- Make contact between client and attorney within 24 hours of assignment
- Make contact between client and MHMR case managers within 48 hours of assignment
- Communicate client mental health assessment/needs to assigned counsel within 48 hours of meeting with client
- Coordinate with jail-contractors to develop treatment plan and begin competency restoration within one week
- Increase the number of case dismissals for nonviolent defendants with mental illness by 15%
- Decrease average length of stay for mental health defendants by 35% within 12 months of program inception

e. Activities

Activities

The Mental Health Managed Counsel program will be implemented in December, 2020. The program will be managed by an Attorney Director with specialized knowledge of how to provide quality defense for mentally ill defendants and oversee and maintain the wheel of attorneys specially trained in handling mental illness cases. The Program is divided into two distinct services:

1. Initial screening in the first 48 hours of incarceration identifies offenders in need of specialized attorney services. Attorneys are appointed from the list of trained wheel attorneys. Eligibility for assigned counsel will be based on the initial mental health assessment conducted by the magistrate and MHMR.

2. The Director will identify and hire a Mental Health Case Manager with a social work background and knowledge of the legal system. Cases will be further screened by the Mental Health Case Manager. Priority will be given to those with a diagnosis of Major Depression, Schizophrenia, Schizoaffective Disorder and Bipolar Disorder. Cases accepted in this program will utilize a case manager and social worker/paralegal to provide support to the specialized wheel attorneys in the area of mental health condition verification, mitigation strategy determination, and defendant advocacy. In addition, the Mental Health Case Manager will also provide case management services for defendants including referrals for mental health and/or substance abuse treatment; assistance with housing, education, and employment; and follow-up on an as-needed basis for several months following disposition.

Specific activities:

Facilitate the creation of a mental health court/docket with the McLennan County Mental Health Court.

The identification and hiring of an Attorney Director who will establish program policies and procedures including caseload standards, referral and intake processes, priority criteria for cases, and fee schedules.

The Attorney Director will oversee the evaluation of defendants with mental illness, the competency restoration process, the prompt disposition of pending mental health issues, the appointment of doctors to evaluate competency, the appointment of investigators, and the prompt disposition of the cases.

The Attorney Director will design continuing legal education programs specific to representing defendants with mental illness and oversee the education and certification of hours for attorneys participating in the specialized wheel.

Network with community organizations and agencies to maintain a resource list for service referrals.

Hold MCLE classes for wheel attorneys **and provide specialized training to program staff and participating attorneys specific to representation of criminal defendants with mental illness.**

Provide case management, for misdemeanor and felony offenders diagnosed with Axis I or Axis II mental health disorders.

Maintain office space for program staff in the McLennan County Courthouse.

Contract with an independent evaluator to annually assess the program and its objectives, including recidivism rate and cost effectiveness

f. Evaluation

The program will be reviewed and evaluated based on the delivery of timely indigent defense, the quality of indigent defense, the delivery of essential services, management of caseloads, case outcomes, and management of costs. Beyond these early phases, the evaluation of the functionality of the office, as well as the quality of representation for clients represented by the office, will include the use of an independent third-party evaluation. The specific service and the goals it will measure will be identified by the Attorney Director.

Some or all of the following performance metrics will be data priorities:

Time from appointment to first contact with defendant - will measure the time from receipt of the order of assignment to the first contact with defendant

The number of meetings with defendant

Days from arrest to release

Days until disposition - broken down by incarcerated compared to bonded defendants

Disposition type - with specific type of disposition

Type of conviction

Sentence imposed

Use of experts

Amount of money spent on experts

Types of experts hired

Amount of money spent on mitigation

Use of investigators

Amount of money spent on investigation of cases

Survey of Judges - to address overall impressions of quality of indigent defense services and attorney performance

Survey of Users - to gauge overall satisfaction with representation through the MAC

Type of Bonds - broken down by case type and bond type

Caseload review - the number of active cases assigned to attorneys

Cases disposed

Average caseload summary

Individual attorney caseload

Average cost per case

Total number of cases assigned through the MAC

g. Future Funding

Over the next four years, and the MAC program will demonstrate his effectiveness by reducing the number of mentally ill defendants who recidivate, reducing the number of jail days from arrest to disposition, facilitate the early release of nonviolent offenders for treatment through a PR bond program, and provide a more efficient disposition of all criminal cases involving defendants diagnosed with mental illness. These metrics, and this data will be tracked and evaluated by an independent third-party evaluator and presented to the Commissioners Court at regular intervals to demonstrate that the program will not only improve the representation of the defendants, but also resulted in significant savings to the taxpayers. As a result, the Commissioners Court will continue to provide the funding necessary for the continuation, and possibly expansion, of the program.

h. Budget Narrative and Budget Form

Initially, the MAC program will consist of two full-time employees paid from these grant funds, the Supervising Attorney whose starting salary is estimated to be \$95,000 annually, and the unlicensed case manager whose starting salary is estimated to be \$38,000 annually. The Supervising Attorney will be responsible for implementation, development, and administration of the managed assigned counsel program. He/she will provide guidance, mentoring, and legal counsel to corporate attorneys, and also manage requisitioning and payment of court appointed fees, investigators, and all psychological services. The Case Manager will work as part of the indigent defense team to assist with early identification of defendants with mental illness, defendant advocacy, conduct client interviews, refer clients for services including mental health, residence assistance, and assistance with income restoration from government sources.

These employees will receive standard County benefits including FICA/Medicare, medical/dental insurance, retirement, and supplemental death benefit.

As written, this grant application anticipates these two employees will be full-time. However, with the current and looming ongoing budget crisis due to the corona virus shut down, it may become necessary to amend this grant application to show the Supervising Attorney as a contractor instead of a full-time paid employee.

Personnel Costs		\$179,550.00
FTE's	2.00	
Salary	\$133,000.00	
Fringe Benefits	\$46,550.00	
Travel and Training		\$6,000.00 \$21,000
\$21\$Equipment		\$9,800.00
Supplies		\$1,250.00
Contract Services		\$0.00
Indirect		\$0.00
Total		\$196,600.00 \$211,600

Timeline for Reporting and Fund Distribution

Reports will be submitted on-line at tidc.tamu.edu.

Reporting Period	Type Report Due	Date Report Due	Fund Distribution Date
October 2020 through December 2020	Grant Expenditure Report Progress report	January 15, 2021	February 2021
January 2021 through March 2021	Grant Expenditure Report Progress report	April 15, 2021	May 2021
April 2021 through June 2021	Grant Expenditure Report Progress report	July 15, 2021	August 2021
July 2021 through September 2021	Grant Expenditure Report Progress Report	October 15, 2021	December 2021



TxCDBG Request for Payment

A203

Grant Recipient: McLennan County

Contract No: 7219270

Request #: Draw 3

Activity Number	Current Budget	This Request	Total Drawn	Balance	% Remaining
Match O3J-Engineering	\$ 15,000.00	\$ (2,775.00)	\$ (9,250.00)	\$5,750.00	38.33%
Engineering O3J-Water/Sewer	\$ 30,135.00	\$ (2,775.00)	\$ (9,250.00)	\$20,885.00	69.30%
Construction O3J-Water/Sewer	\$ 237,865.00	\$ -	\$ -	\$237,865.00	100.00%
Admin 21A-Gen Program Admin	\$ 32,000.00	\$ (3,000.00)	\$ (15,500.00)	\$16,500.00	51.56%
Totals:	\$ 300,000.00	\$ (5,775.00)	\$ (24,750.00)	\$275,250.00	

Progress Report	Actual Date	Exhibit C Date	Revised Date	Month Diff.
Contract Start Date:		1/1/2020		
All Professional Services Contracts Awarded:	2/22/2019	3/1/2020		-12.4
4-month Conference Call:	11/12/2019	5/1/2020		-5.7
Plans and Specs Completed/Approved by Locality:	7/8/2020	7/1/2020		0.2
Environmental Review Submitted:	6/16/2020	7/1/2020		-0.5
All pre-construction Special Conditions cleared:	9/2/2020	9/1/2020		0.0
Construction Start:		10/1/2020		
50% of TxCDBG funds obligated:		10/1/2020		
Construction 50% Complete:		3/1/2021		
Construction 75% Complete:		6/1/2021		
Construction 90% Complete:		8/1/2021		
Construction & Final Inspection Completed:		9/1/2021		
End Date:		12/30/2021		
Project Completion Report Submitted:		2/28/2022		

Remarks / Comments:				
Date	Vendor	Invoice	GRANT FUNDS	LOCAL MATCH
7/2/20	TRC	71557	\$2,775.00	\$2,775.00
8/21/20	Langford	4048	\$3,000.00	
Period Covered:	5/23/2020	to	8/14/2020	If outside contract period, select:

ALL EXPENDITURES RELATED TO THIS CONTRACT MUST BE CONSISTENT WITH THE UNIFORM GRANT AND CONTRACT MANAGEMENT ACT, CHAPTER 783 OF THE TEXAS GOVERNMENT CODE AND 2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS, FINAL GUIDANCE.

CERTIFICATION: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Scott M. Felton	County Judge		
Name of 1st Authorized Signatory	Title	Signature of Authorized Official	Date
Frances Bartlett	County Auditor		
Name of 2nd Authorized Signatory	Title	Signature of Authorized Official	Date



INVOICE

PAYMENT INSTRUCTIONS: Please pay by ACH or WIRE. Provide Invoice Numbers/Amounts to
ARremitdetail@trccompanies.com

Electronic Funds Payment Details:

Bank Name: Citizens Bank:
US ACH: 211170114
US WIRE: 011500120

Swift Code: CTZIUS33
Account Name: TRC
Account Number: 2232037090

Check Payment Mailing Address: TRC LOCKBOX • P.O. BOX 536282 • PITTSBURGH, PA 15253-5904

McLennan County TX
PO Box 1728
Waco, TX 76703

July 2, 2020
Project No: 381132.0000.0000
Invoice No: 71557
Project Manager: Justin Thomas

Project 381132.0000.0000 McLennan Co - 2019 CDBG Elm Mott Water

Contract # 7219270

Professional Services from May 23, 2020 to June 24, 2020

Billing Phase	Fee	Percent Complete	Earned
Completion of Prelim Eng Plans & Specs	7,400.00	100.00	7,400.00
Completion of Plans, Specs, Bid Advr	11,100.00	100.00	11,100.00
Start of Construction	12,950.00	0.00	0.00
Completion of all Interim & Final Inspec	1,850.00	0.00	0.00
Completion of Final Closeout Assessment	1,850.00	0.00	0.00
TxCDBG Closeout Requirements	1,850.00	0.00	0.00
Special Services	8,000.00	0.00	0.00
Total Fee	45,000.00		18,500.00
		Previous Fee Billing	12,950.00
		Current Fee Billing	5,550.00
		Total Fee	5,550.00
		Total this Invoice	\$5,550.00

Langford Community Management
 Services
 2901 County Road 175
 Leander, Texas 78641

Invoice

DATE	INVOICE NO.
8/21/2020	4048

BILL TO
McLennan County Judge's Office ATT: Regan Copeland 501 Washington Ave., Room 214 Waco, TX 76701

PROJECT

ITEM	DESCRIPTION	AMOUNT
Acquisition	Completion of Acquisition Activities Submittal of A600 Initial Acquisition Report	1,000.00
Contract/Financial...	Management of Contracts and Financial Activities Service Period: 6/16/2020 - 8/14/2020 GRANT FUNDS - \$6,500.00 (See attached spreadsheet for additional information) Partial invoice submitted due to the 50% restriction to draw grant funds prior to construction contract executed. Requesting \$3,000 now and \$3,500 in draw 4.	5,500.00
#7219270 - 2019 CD Water Project - grant funds		Total \$6,500.00

ADMINISTRATIVE MILESTONES
McLennan Co. Elm Mott Water Meters



Contract # 7219270

from- _____ through- _____
Dates of Service: 6/16/2020 8/14/2020

A	B	C	COMPLETED WORK			F	G		H
Grant or Local Match	WORK DESCRIPTION	CONTRACT FEE	PERCENT COMPLETE	EARNED	PREVIOUSLY BILLED	CURRENTLY DUE	TOTAL COMPLETED	PERCENT COMPLETED	BALANCE TO COMPLETION
Grant Funds	Establishment of Recordkeeping System	\$ 3,000.00	100%	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	100%	\$ -
Grant Funds	Completion of EEO/Fair Housing Requirments/Reporting	\$ 2,000.00	100%	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	100%	\$ -
Grant Funds	Compliance with Environmental/Special Conditions Clearance	\$ 7,500.00	100%	\$ 7,500.00	\$ 7,500.00	\$ -	\$ 7,500.00	100%	\$ -
Grant Funds	Completion of Acquisition Activities	\$ 1,000.00	100%	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00	100%	\$ -
Grant Funds	Contract/Financial Project Management	\$ 5,500.00	100%	\$ 5,500.00		\$ 5,500.00	\$ 5,500.00	100%	\$ -
Grant Funds	Procurement of Construction/Construction FIRs submitted	\$ 5,000.00		\$ -		\$ -	\$ -	0%	\$ 5,000.00
Grant Funds	Labor Standards Compliance/50% Completion of Construction	\$ 3,500.00		\$ -		\$ -	\$ -	0%	\$ 3,500.00
Grant Funds	Labor Standards Compliance/Completion of Construction	\$ 1,300.00		\$ -		\$ -	\$ -	0%	\$ 1,300.00
Grant Funds	Filing of all Required Close-out Documentation	\$ 3,200.00		\$ -		\$ -	\$ -	0%	\$ 3,200.00
							\$ -		\$ -
	TOTALS	\$ 32,000.00		\$ 19,000.00	\$ 12,500.00	\$ 6,500.00	\$ 19,000.00	59%	\$ 13,000.00

McLennan County Purchasing Department

214 North 5th Street Waco, Texas 76701-1302

Ken Bass

Director of Purchasing



September 29, 2020

Re: Renewal Request for RFP 19-024, Licensed Peace Officers for Courthouse Security

Commissioners Court:

We currently have a contract with Tex 1 Security dba Texas Star Security per RFP 19-024. This company provides licensed peace offices for security on County properties as needed. The initial term of the contract was from September 30, 2019 through September 29, 2020. The RFP included an option to renew annually if prices remain the same or there is no more than a 3% increase, at the discretion of Commissioners Court. We spoke with David Ives and he would like to renew this contract. We then contacted Paula Grisham with Texas 1 Security and she would like to renew this contract for an additional year at the same prices.

If this renewal is approved, the bid will be in effect from September 30, 2020 through September 29, 2021.

We respectfully submit this request for your consideration.

Thank You,
Ken Bass