

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Monday, March 23, 2015 at 9:00 AM
(Approved DATE)**

Let it be remembered that a regular meeting of the Webb County Commissioners Court was held at 9:00 a.m. at the regular meeting place with the following members present to wit:

Tano E. Tijerina,	County Judge
Frank Sciaraffa,	Commissioner, Pct. 1
Rosaura "Wawi" Tijerina,	Commissioner, Pct. 2
John C. Galo,	Commissioner, Pct. 3
Jaime Alberto Canales,	Commissioner, Pct. 4

Thus constituting a quorum, the Commissioners Court proceeded to act upon the Agenda as posted in the meeting notice of the 19th day of March 2015. Present also were Ms. Virginia Martinez, Deputy County Clerk representing Mrs. Margie Ramirez Ibarra, Ex-officio Clerk of the Commissioners Court, various officers and others interested in the business of the Court.

CALL TO ORDER BY THE HONORABLE TANO E. TIJERINA, WEBB COUNTY JUDGE

- 1. Roll Call by Honorable Margie Ramirez-Ibarra, Webb County Clerk**
- 2. Pledge of Allegiance**
- 3. Approval of Minutes for March 9, 2015**

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

- 4. Approval of Bills, Payroll, and Monthly Report**

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Treasurer, Ms. Delia Perales presented the recap of checks, side bills, ratification of payroll for March 13, and a check for \$4,632.24 payable to the United States Environmental Services pending approval.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

County Treasurer, Ms. Delia Perales presented the monthly report for February 2015.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

5. Communications

Cmr. Canales sent out his heartfelt condolences to the family of Arnoldo Pena, U.S. Army Korean War Veteran, Armando Emmanuel Lerma, Sr., U.S. Army Vietnam War Veteran, Jesus J. Artolozaga, Sr., U. S. Army, Anel and Alison Martinez, Alberto Rabago, Rodolfo "Fito" Echavarria, and Angela Cruz. He congratulated Juan Jose Perez on receiving the Constable Agustin "Tino" Juarez Memorial Service Award on Thursday during the Retired Law Enforcement Officers Breakfast Forum. Cmr. Canales congratulated Nixon High School student, Andres Vasquez and Alexander High School student, Valeria Valdez for placing 1st at the Laredo Noon Optimist Club Oratorical Contest. He congratulated Alexander High School, Dominique Campos and United South High School, Valerie Leon for being named to the Texas Association of Basketball Coaches Class 6A Region 4 and Nixon High School, Cassandra Lascano Class 5A Region. Cmr. Canales congratulated Laura Narvaez, Elia Guevara, Becky Garcia, and Carlos R. Villarreal for being named Hero of the Year by the Laredo Next Generation Rotary Club. He congratulated Martin High School Girls Soccer Team for finishing the season in 4th place for District 25 5A. Cmr. Canales congratulated Mr. Hugo Flores for being named the LIFE Rancher of the Year.

Cmr. Galo congratulated Manuel Santos for being named as one of the recipients of the Jefferson Acorn Award. He congratulated all the recipients of the Customer Service Award; Falcon International Bank, Doctor's Hospital, Embassy Suites, South Texas Food Bank, Stewart Title, Chili's North Laredo, Border Foundry, Doctor Ike's Home Center, and KGNS. Cmr. Galo congratulated Laredo Specialty Hospital on their ribbon cutting ceremony for their new facility. He congratulated the Laredo Next Generation Rotary Club Unsung Heroes recipients; Elia Guevara, Becky Garcia, and Carlos Villarreal. Cmr. Canales congratulated the City of Laredo on their ribbon ceremony on the new El Pico Water Treatment Plant. He congratulated Diana Rendon for competing in the National Crowd Pleaser's Competition in Houston, Texas and taking home the National Grand Championship for the 7th consecutive year. Cmr. Canales congratulated San Agustin Graduate Xavier Rotnofsky for winning the Texas Austin Student Government Executive Alliance. He congratulated United Middle School Mavericks for winning the 1st National Championship. Cmr. Galo congratulated Trautmann Middle School Girls Basketball Team for being named Champions for the 2014-2015 season. He congratulated Hugo Flores for being named LIFE Rancher of the Year and all those who participated in the event. Cmr. Galo congratulated the Laredo Nadadores and Alexander High School Jr. student, Ayesha Mohammed for becoming the 1st Laredoan to qualify for the National Club Swimming Association Junior National Meet. He congratulated Alexander High School Basketball player, Eluid Diaz for being named District 29 6A Offensive Player of the Year and United High School Basketball player, Raul Torres for being named Defensive Player of the Year. Cmr. Galo wished everyone a Happy and Safe Easter. He mentioned that the Santa Teresita Community Center would be hosting it's Annual Easter event. Cmr. Galo sent his heartfelt condolences to the family of the three children that were tragically killed over these past two weeks, Mark David Barrera, Marco Solis De Anda, Arnoldo Pena, and Angela Cruz.

Cmr. Tijerina welcomed everyone back from Spring Break. She congratulated and thanked County Engineer, Mr. Luis Perez Garcia, Ms. Laura Govea, Sheriff's Office, Mr. Alfredo Rendon, and Texas Department of Public Safety, Mr. Jose Alejandro for the Texas Public Official's Workshop that was presented on March 17. Cmr. Tijerina congratulated the Larga Vista Community Center for a very successful Spring Break Camp. She congratulated Councilman Charlie San Miguel and the City of Laredo on their 7th Annual Spring Break Kite Festival that was held at North Central Park. Cmr. Tijerina congratulated United South High Guard, Jerry Lopez, for being named District 29-6A Most Valuable Player in Basketball, United South High Head Coach, Carmelo Gonzalez and United High Head Coach Archie

Ramos for being named Co-Coaches of the Year. She congratulated Becky Garcia, Elia Guevara, and Carlos Villarreal for being honored by the Laredo Next Generation Rotary Club. Cmr. Tijerina congratulated Xavier Rotnofsky for winning the Student Government Alliance Election in UT Austin. She congratulated Guillermo Cruz Dominguez Vargas for being selected to direct the Texas A&M International University's Plan Growth in the College of Arts and Sciences School of Engineering. Cmr. Tijerina congratulated Falcon International Bank, Doctor's Hospital, Embassy Suites, South Texas Food Bank, Stewart Title Company, Chili's North Laredo, Border Foundry, Dr. Ike's Home Center, and KGNS for being awarded the 5 Star Service Award by the Laredo Chamber of Commerce. She congratulated LULAC on their 12th Annual Cesar Chavez March for Justice held this past Saturday. Cmr. Tijerina congratulated J.J. Perez for being presented with the Tino Juarez Memorial Service Award by Sheriff Martin Cuellar. She congratulated Mr. Hugo Flores for being named LIFE Rancher of the Year and all those students that participated. Cmr. Tijerina congratulated Gary Jacobs, Marcia Deutsch, Charles Borchers, Amber Yeary, and Betty Flores for being named honorees by the Communities in Schools Anniversary Celebration. She wished everyone a very Happy and Blessed Easter. Cmr. Tijerina sent out her heartfelt condolences to the family of Alison and Anel Martinez, Alberto Alejandro Rabago, Arturo Rodriguez, Reyes Montemayor, Mark David Barrera, Arnoldo Pena, Betty Marie Gonzalez, and Angela Cruz.

Cmr. Sciaraffa welcomed everyone back from Spring Break. He congratulated the Webb County Head Start on their 50th Year Anniversary. Cmr. Sciaraffa congratulated the Rio Grande International Study Center for all their efforts on the banning of plastic bags. He sent out his heartfelt condolences to the family of Juan Cruz on the passing of his mother, Mark Barrera, and the three young children.

Judge Tijerina welcomed everyone back from Spring Break. He thanked Mr. Luis Perez Garcia for the meeting that was held . Judge Tijerina informed everyone that a recycling campaign initiative was in effect in Webb County. He mentioned that the Webb County Elections Commission would be conducting a meeting on Thursday, March 26 at 10 a.m. to evaluate the performance of the Webb County Elections Administrator, Oscar Villarreal. Judge Tijerina congratulated the Laredo Specialty Hospital on the ribbon cutting ceremony of it's new facility. He congratulated Senator Judith Zaffirini and Representative John Carrier for being elected chairs of the Eagle Ford Shale Legislative Caucus. Judge Tijerina congratulated the City of Laredo for the El Pico Water Treatment Plant. He congratulated the Laredo City Mayor Pete Saenz for the State of the City Speech as part of the Chamber of Commerce 100th Anniversary Centennial Celebration. Judge Tijerina congratulated the businesses that were honored during the 5 Star Service Award Dinner and Ceremony. He congratulated TAMIU for ranking 4th among the top "100 Best Bang for the Buck". Judge Tijerina congratulated City of Rio Bravo Police Chief Juan J. Davila for his swearing in ceremony. He wished everyone a Great and Happy Easter. Judge Tijerina wished a very Happy Birthday to Tera San Miguel. He sent his heartfelt condolences to the family of Arnoldo Pena and Angela Cruz and all those who have lost loved ones.

6. **Public Comment - This section provides the public the opportunity to address the Commissioners Court on any items on the Agenda. Members of the public wishing to participate must complete a Witness Card specifying which agenda item they wish to comment on. Each public member will be allowed a total of Three (3) minutes within which to make any/all public comments.**

Brenda Anderson, local attorney representing Brenda Granados, Mana Ramirez, Magdalena Martinez, Amalia Martinez, Araceli Garcia, and Elva Reyes
Ms. Anderson asked the Commissioners Court to approve the payment of the back pay owed, to have the numbers that Ms. Delia Perales prepared back in November 2013 be updated to reflect what is currently owed and that the amounts also be audited by the Auditor.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to move items #7, #8, #10, #11, #12, and #42 to 11:00 a.m.

Vote: 5 - 0 Motion Carried

Honorable Frank J. Sciaraffa, Webb County Commissioner Pct. 1

9. **Discussion and possible action to authorize a feasibility study to be conducted by Administrative Services Department to determine the feasibility of providing GED classes for county employees who do not have a high school diploma in order to improve their performance as county employees and allow them to compete for other county employment with better pay and higher responsibility. The study should encompass the possibility of holding these classes on county property and the cost for such classes.**

Issue: Over 6 years ago when Webb County adopted Civil Service for its employees, a minimum requirement was implemented that required all applicants for county employment to have a high school diploma or a GED. A number of county employees did not have a GED or high school diploma but were "grandfathered" in. The end result was that these employees did not lose their county jobs but could NEVER apply for another position in the same or another county department or move up in rank because it would require them to apply for a new or better position and they could not meet the minimum requirements. These employees therefore can only remain stagnant in the same position for as long as they continue to work for Webb County.

Solution: If Webb County could facilitate providing GED classes after regular working hours for the number of county employees who do not have a high school diploma or GED these employees could finish their regular working day, proceed to the nearby county location for these GED classes and hopefully improve their ability to get a GED.

Result: The target county employees would learn how to better read, write, use mathematics and a variety of skills that would improve their work performance and also be able to use their years of experience at their current county jobs in new positions of higher pay and responsibility resulting in happier, prouder, better educated county employees who can advance in their respective areas of expertise and better provide for their families.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Administrative Services Director, Ms. Cynthia Mares was present to address the Commissioners Court on item #9.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve item #9 and to amend the list that we have already

Vote: 5 - 0 Motion Carried

Honorable Jaime A. Canales, Webb County Commissioner Pct. 4

13. Discussion and possible action to authorize the Purchasing Agent and Administrative Services department to initiate a Request for Qualifications for a permanent Building Maintenance Director; and any other matters incident thereto.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Cmr. Canales withdrew his motion.

Cmr. Sciaraffa withdrew his second.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 3 John C. Galo to create a newly defined job description for the Facilities Department Director

Vote: 5 - 0 Motion Carried

14. Status report and update from Administrative Services department and County Attorney concerning previous discussions and court action taken regarding county random drug & alcohol testing policy for all employees; with discussion and possible action to approve policy changes necessary to ensure that this policy is being effectively implemented within the boundaries of the law; and any other matters incident thereto.

Issue: At a previous meeting the court approved policy changes to the county random drug & alcohol test policy making sure that all county employees be included in random drug test policy, as allowed by law. Discussions were also held regarding elected officials having the discretion to "opt in" and be included in policy. Administrative services was directed to send notice to officials advising about this option. County Attorney was instructed to research issue regarding whether an elected officials employees are also exempt from policy.

Solution: We want to verify and approve changes in county random drug & alcohol test policy to ensure that we are maximizing coverage of all eligible employees, including elected officials who want to participate.

Result: This will not only ensure equal treatment of all employees working for Webb County, but will promote that all county employees are drug and alcohol free.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Mr. Ramon Villafranca, Administrative Services Director, Ms. Cynthia Mares, and County Attorney's Office, Ms. Alexandra Colessides Solis were all present to address the Commissioners Court on item #14.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales to include everybody from the 75% to go to 100% and 100% of those under safety sensitive positions to be randomly drug tested instead of the 75%

Cmr. Canales withdrew his motion.

15. **Discussion and possible action regarding the implementation of recent changes to Webb County policies for requests submitted by county departments and elected officials to the civil service commission to change titles and job descriptions; with further discussion from Administrative Services with regards to the final certification of job descriptions for all county departments, including clarification on working title versus wage plan approved titles; and any other matters incident thereto.**

Issue: Commissioners Court approved policy changes requiring county departments to first seek approval from the court prior to submitting any civil service requested changes to their department slots. Also requesting status of final job description certifications by the commission and clarifying job "title" discussions.

Solution: This status report regarding the implementation of these new policy changes is to ensure compliance by all departments. Including status on job description certification for all departments and clarification on "titles"- working versus plan approved.

Result: To ensure compliance with county policy, finalize all job descriptions and define the employee "title" discussions.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Commissioners Court Executive Administrator, Mr. Leroy Medford, Administrative Services Director, Ms. Cynthia Mares, and County Auditor, Mr. Leo Flores were all present to address the Commissioners Court on item #15.

No action taken.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to bring up presentation items #7, #8, #10, #11, #12, and #42

Vote: 5 - 0 Motion Carried

Honorable Tano E. Tijerina, Webb County Judge

7. **Recognition and presentation of plaque to Diana S. Gonzales for her 35 years of service to Webb County.**
8. **Recognition and presentation of plaque to George L. Gonzales for his 30.5 years of service to Webb County. [Co-Sponsored by Rosaura "Wawi" Tijerina, Webb County Commissioner Pct. 2]**

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

The Commissioners Court recognized and presented plaques to both Ms. Diana S. Gonzales and Mr. George L. Gonzales in appreciation of their years of service to Webb County.

Honorable John C. Galo, Webb County Commissioner Pct. 3

10. **Presentation by Carmen Rendon and Rosie Cruz from United Independent School District (U.I.S.D.) regarding their 2nd Annual United ISD Prom Project 2015, which is dedicated to collecting formal dress attire, new or gently used, to make sure all UISD high school students have the opportunity to go to their prom affordably, with confidence and in style. [Co-sponsored by Judge Tano Tijerina, Webb County Judge]**

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Representatives from United Independent School District (U.I.S.D.), Ms. Carmen Rendon, Ms. Rosie Cruz, and U.I.S.D. students were in attendance to make a presentation regarding their 2nd Annual United ISD Prom Project 2015.

Honorable Jaime A. Canales, Webb County Commissioner Pct. 4

11. **Recognition of Webb county employee, Mr. Jesus Sanchez, for his extraordinary bravery, camaraderie and unselfish acts in saving a colleague's life. [Co-sponsored by Judge Tano Tijerina, Webb County Judge]**

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

The Commissioners Court presented a plaque to Mr. Jesus Sanchez in recognition of his extraordinary bravery, camaraderie and unselfish acts in saving a colleague's life.

12. **Presentation by Tristan Melendez, Eagle Scout candidate, and Boy Scout Troop Master Jose Gutierrez, who are working in partnership with Commissioner Precinct 4 on the Ladrillito Activity Center project in effort to establish a community project benefiting the community in West Laredo; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

The Commissioners Court recognized and presented plaques to those individuals who helped during the Ladrillito Activity Center Project.

5. Communications

The Commissioners Court recognized and presented a plaque to Mr. Manuel Santos in appreciation of his 28 years of exemplary hard work of going above and beyond the duties as a member of the Bethany House.

Head Start

42. **Discussion and possible action to proclaim April as Head Start Month in Webb County.**

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Judge Tijerina read the proclamation declaring April as Head Start Month in Webb County.

(Break 12:16 - 12:30 p.m.)

Commissioners Court Administrator

16. **Discussion to address the current Webb County Government Classification/Step Increase policy in place regarding requests submitted by county departments and/or elected officials for employee promotions or reclassification of employee positions within their department; with possible action to clarify or amend said policy to reflect that all such proposed requests must be authorized by commissioners court; and any other matters incident thereto.**

Issue: Commissioners Court approved a Classification/Step increase policy for Webb County. The current policy needs to be clarified with regards to requests to promote or reclassify an employee position within a department.

Solution: A county department who seeks to promote or reclassify a non-civil service position must first seek approval from the court prior to submitting any requested changes to their department slots. County policy needs to reflect this change.

Result: This policy change will help ensure compliance by all departments and avoid unauthorized changes to the current approved county classification/step increase policy.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Commissioners Court Executive Administrator, Mr. Leroy Medford, Administrative Services Director, Ms. Cynthia Mares, County Auditor, Mr. Leo Flores, and County Attorney's Office, Ms. Alexandra Colessides Solis were all present to address the Commissioners Court on item #16.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to strike portion B under promotions, strike the word "same" under transfers, immediately prohibit anymore reclassifications without coming to Commissioners Court, and to direct legal and Ms. Mares to work on this policy language and bring it back next meeting

Vote: 5 - 0 Motion Carried

Honorable Marco Montemayor, County Attorney

17. **Discussion and possible action to approve the 2015-2016 Third Party Application, set submission dates and deadlines for application for Third Party Funding; and any other matters incident thereto.**

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Mr. Ramon Villafranca stated that the application deadline is May 22, 2015 at 5:00 p.m.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

18. **Discussion and possible action to approve the acceptance of Fiscal Year 2014 Operation Stonegarden (OPSG) grant award in the amount of \$1,019,730.00 for overtime/applicable fringe benefits, equipment, supplies, and other eligible costs associated with OPSG-related border security operations in Webb County in conjunction with the U.S. Border Patrol-Laredo Sector, the Laredo Police Department; and designating the Webb County Judge as the authorized official in all matters related**

to this grant; and any other matters incident thereto. This grant does not require any cash match.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Mr. Ramon Villafranca stated that they did not need any action on item #18.

No action taken.

- 19. Discussion and possible action to enter into a One (1) year (September 1, 2014 thru August 31, 2015) maintenance agreement with XEROX CORPORATION for one Digital Copier for a total amount not to exceed ONE THOUSAND ONE HUNDRED TEN DOLLARS (\$1,110.00) and authorizing the County Judge to sign all relevant documents. [Requested by Leo Flores, Webb County Auditor; Account #001-0400-6402]**

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 4 Jaime Alberto Canales

Vote: 5 - 0 Motion Carried

Honorable Isidro Alaniz, District Attorney

- 20. Discussion and possible action to approve a revised Resolution of Governing Body pertaining to CH-Border Prosecution Unit Grant Number 2466304 whereby the designation of the Authorized Official is changed from Danny Valdez to County Judge Tano Tijerina.**

Issue: The current resolution and grant materials identify former County Judge Danny Valdez as the grantee's authorized official who has the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency, Webb County Commissioners Court.

Solution: Revise the resolution to name the current County Judge, Tano Tijerina, as the authorized official.

Result: Naming the appropriate individual as the authorized official will ensure the orderly implementation and administration of grant provisions.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

District Attorney's Office Financial Officer, Mr. David Sanchez was present to address the Commissioners Court on item #20.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

Honorable Monica Notzon, 111th District Court Judge

21. **Discussion and possible action to approve a Resolution and authorize the submission of a grant application to the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance and establish a Mental Health Court Program. Grant Number BJA-2015-4081**

Issue: It has been documented that offenders with mental illnesses are readily falling through the cracks in an inadequate criminal justice system. This appears to be due to the lack of mental health facilities available to them. This has brought to the fore the urgent need for a judicial system that could specifically advance these services to them. The presence of defendants with mental illnesses in the criminal justice system imposes substantial costs on that system and a substantial harm on the community.

Solution: Judge Notzon began a pilot Mental Health Court program which emphasizes public safety, diverts defendants with mental illness from incarceration to appropriate treatment facility and community resources.

Result: If funded, the program would be designed to identify and address the unique needs of the criminal offenders with behavioral needs. Mental Health Court would represent an effort to increase effective cooperation between the criminal justice system and the mental health system. Positive results are seen with faster processing time, improved access to mental health treatment services and reducing recidivism.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

111th District Court representative, Ms. Gracie Garcia and C.S.C.D. Adult Probation Director, Ms. Melinda Vidaurri were both present to address the Commissioners Court on item #21.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to move items #22 and #23 to the end of the meeting

Vote: 5 - 0 Motion Carried

Honorable Martin Cuellar, Sheriff

24. **Discussion and possible action to approve the closeout and acceptance of Jail HVAC project - Phases I & II and release final payment in the amount of \$83,500.00 and release retainage withheld in the amount of \$66,490.00 to GAS Enterprises, Inc. for a grant total of \$149,990.00 [Accounts #750-8000-8801, #604-0101-8103, #628-2311, #750-2311 and #604-2311]**

Issue: During the initial assessment of Jail facility conditions during FY 2009 it was documented and requested of the Court to fund needed upgrades to include adequate cooling, elevator and roof replacements for the Webb County Jail. To ensure the safety, security and provide a healthy environment not only for those incarcerated but for our County Jail employees as well. Soon after this request by Sheriff Cuellar the funding for all three projects were covered through Bond Series and Building improvement funds.

Solution: The HVAC system has been completed for both phases I & II. The facility has a state of the art Chiller system that covers all four (4) floors. Phase I included floors 2 -

4 and Phase II covered floor 1. Total cost of both phases was \$748,398.00.

Result: The Webb County Jail now has adequate cooling for both inmates and Jail staff. Webb County Sheriff's Office recommends approval for final payment.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Sheriff's Office, Mr. Joe Lopez and County Engineer, Mr. Luis Perez Garcia were both present to address the Commissioners Court on item #24.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

- 25. Discussion and possible action to exercise the holding over clause under the lease agreement between Moises Gonzalez (LANDLORD) and Webb County (TENANT) for leased premises known as 2900 US Highway 83. The holding over rate of \$4,000.00 would be effective April 1st, 2015 and would terminate upon vacating the leased premises, all over terms and conditions remain unchanged. [Account #001-0109-6012]**

Issue: Due to damages sustained by the Probation/PAL building located at 3802 S. Zapata HWY, the PAL division was relocated temporarily to the above mentioned location under a lease rental agreement with Mr. Gonzalez. Initial term was for one (1) year ending March 2014. Subsequent to that the lease agreement was extended for one more year ending March 2015.

Solution: The estimated time of completion for renovations are projected by end of June 2015. Since renovations are nearing completion it would not be favorable to Webb County to renew lease agreement for another year or any other term that would exceed the estimated time of completion.

Result: Therefore, exercising the HOLDING OVER clause would provide a month to month rental payment without any financial commitments beyond the vacancy of this leased property.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Sheriff's Office, Mr. Joe Lopez and County Engineer, Mr. Luis Perez Garcia were both present to address the Commissioners Court on item #25.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa to have them give the court a project update on the second meeting of April with a possibility of giving termination letters

Vote: 5 - 0 Motion Carried

Community Action Agency

- 26. Discussion and possible action to authorize the development and submission of a Phase 32 Emergency Food and Shelter Program (EFSP) application to the United Way of Laredo in the amount of Five Thousand Dollars (\$5,000) for the purpose of financing the food voucher program to be offered by the Community Action Agency. This action will have no impact on the County General Fund.**

Issue: Many Webb County families find themselves in need of emergency food

assistance.

Solution: The Webb County Community Action Agency seeks funds to offer food vouchers to eligible recipients.

Result: Funds received will help eliminate hunger in Webb County.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

27. **Discussion and possible action to authorize the reduction of the following contract amounts for the Self-Help Center Reconstruction Program, (Contract #712003) and authorize the County Judge to sign all relevant documents. The amounts were reduced by \$50.00 per contract, due to the fact that the portable toilets were not necessary because of the short turnaround time in which these mobile homes were removed and installed. Grant Funded and will have no impact to the County's General Fund.**

<u>SHC BID ID</u>	<u>Address</u>	<u>Contractor</u>	<u>BID Amount</u>	<u>Reduced Amount</u>
SHC Recon-07	101 E. Maria Elena	AA Builders	\$46,247.90	\$46,197.90
SHC Recon-08	262 Los Altos	AA Builders	\$55,336.42	\$55,286.42

Issue: AA Builders was awarded contracts that consisted of removing and replacing 2 mobile home units. The bids that were submitted and awarded included a fee of \$50.00 per contract for the cost associated with portable toilets to be used by contractors throughout the construction phase. The process was so quick that the portable toilets were not necessary and thus associated costs removed from the final payment to contractor.

Solution: Reduce each contract by \$50.00 to account for the portable toilets that were not needed.

Result: Cost savings to the County (Grant Funds).

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

Economic Development

28. **Discussion and possible action to proclaim April 2015 as the 47th Anniversary of Fair Housing Month and April 20th – 24th 2015 as Fair Housing Week and designating the Webb County Community Action Agency responsible for monitoring Fair Housing in Webb County.**

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales

Vote: 5 - 0 Motion Carried

29. **Discussion and possible action to approve a Resolution authorizing the following County Officials: Honorable Tano E. Tijerina, Honorable Rosaura "Wawi" Tijerina, and Honorable John Galo to be designated as Authorized Signatories for the Texas Department of Agriculture for the Acquisition of Webb County Fire Department Equipment Project (TCDP #7214461).**

Issue: In order for Funding Agency to process request for payments Form A202

designating authorized signatories and resolution needs to be approved by the Court (New Elected County Judge).

Solution: Webb County will submit executed resolution and form A202 to funding agency.

Result: Webb County acquired additional fire equipment.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

- 30. Discussion and possible action to approve a Resolution authorizing the following County Officials: Honorable Tano E. Tijerina, Honorable Frank J. Sciaraffa, and Honorable Rosaura "Wawi" Tijerina to be designated as Authorized Signatories for the Texas Department of Agriculture for the Pueblo Nuevo House-to-Line Water & Sewer connection Project (TCDP Contract #713015).**

Issue: In order for Funding Agency to process request for payments Form A202 designating authorized signatories and resolution needs to be approved by the Court (New Elected County Judge). We are updating form.

Solution: Webb County will submit executed resolution and form A202 to funding agency.

Result: Naming the appropriate signatories as the authorized officials will ensure funding process is followed.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

Engineer

- 31. Discussion and possible action to approve the Webb County Emergency Management Committee Charter, dated March 2015, as recommended by Emergency Management Committee members.**

Issue: According to the Texas Government Code Section 418, each county shall maintain an emergency management program or participate in a local or interjurisdictional emergency management program that, except as otherwise provided by this chapter, has jurisdiction over and serves the entire county or interjurisdictional area. In order to meet this requirement, the Webb County Emergency Management Committee was formed in October 2014 and has since met in two occasions but the committee structure and responsibilities have not been reviewed and approved by Commissioners Court.

Solution: The Webb County Emergency Management Committee Charter was developed with input from elected officials and county department representatives. The Charter provides a membership structure that includes elected officials and department representatives that are involved in emergency management activities (preparedness, mitigation, response, and recovery) and delineates the responsibilities of the committee.

Result: A purposeful and proactive County Emergency Management Organization that will analyze natural and man-made risks, oversee development of emergency preparedness and response plans, design and conduct emergency exercises and drills, and serve as the County's Emergency Response Team, among other activities. The

Emergency Management Program seeks to build a resilient community that fosters preparedness and community-wide collaboration through partnerships with local, private, and non-governmental organizations.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

- 32. Discussion and possible action to approve Dannenbaum Engineering Corporation's Supplemental Agreement No. 3 to Main Contract for the Loop 20 Main Lanes and Frontage Roads Sta. 554+00 North of Loop 20/US 59 Overpass (Texas Department of Transportation CSJ: 0086-14-058) (Loop 20 Extension) to reflect additions to scope of work that include signage and design of bicycle lanes. Additionally, an addition of Four plots of land will be surveyed. These additions in scope of work will have a net change effect of approximately \$52,000.00 of which 100% will be reimbursed by the Texas Department of Transportation (TxDOT), subject to their approval; and have the County Judge sign all relevant documents. [Account #644-8001-6022]**

Issue: Design of bicycle lanes and placement of signage was not included in the original scope of work of contract.

Solution: Add scope of work activities to include design of bicycle lanes and placement of signage.

Result: The inclusion of bicycle lanes and appropriate signage as part of the design plans of what is to become US HWY-59, will support our efforts to become a cyclist-friendly community.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia stated that the amount on item #32 needed to be changed to \$123,191.88 and a letter was received from TxDOT stating that they would be approving to pay 100% reimbursement.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to approve item #32 with the correction on the amount to read as \$123,191.88 instead of \$52,000.00 subject to approval by TxDOT

Vote: 5 - 0 Motion Carried

- 33. Discussion and possible action to approve Dannenbaum Engineering Corporation's Supplemental Work Authorization No. 3 to Work Authorization No. 1 for the Loop 20 Main Lanes and Frontage Roads Sta. 554+00 to just North of Loop 20/US 59 overpass (Texas Department of Transportation CSJ: 0086-14-058) (Loop 20 Extension) to reflect additions to scope of work that include signage and design of bicycle lanes. Additionally, and addition of four plots of land will be surveyed. These additions in the scope of work will have a net change effect of approximately \$52,000.00 of which 100% will be reimbursed by the Texas Department of Transportation (TxDOT), subject to their approval; and have the County Judge sign all relevant documents. [Account #644-8001-6022]**

Issue: Design of bicycle lanes and placement of signage was not included in original scope of work of contract.

Solution: Add scope of work activities to include design of bicycle lanes and placement of signage.

Result: The inclusion of bicycle lanes and appropriate signage as part of the design plans of what is to become US HWY- 59 will support our efforts to become a cyclist-friendly community.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia was present to address the Commissioners Court on item #33.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to approve item #33 subject to approval of the letter by TxDOT

Vote: 5 - 0 Motion Carried

- 34. Discussion and possible action to authorize a professional services agreement for \$73,000.00 with Gilpin Engineering under RFQ 2014-101 "Annual Contract for boundary surveyor" to Survey Webb County properties currently occupied by Life Downs, Road and Bridge Department, Camp Huisache, Medical Examiners Building, Fire Department, The Rifle and Pistol Shooting Ranges, Building Maintenance Facilities, US Department of Agriculture and surrounding areas, providing Topography improvements and boundary surveys signed and sealed by a Professional Land Surveyor; identify funding source for the actual work; and any other matters incident hereto.**

Issue: Webb County doesn't have any property delimitation of several partial lots occupied by different entities. These subdivided properties came from a Warranty Deed originally containing approximately 1159 acres.

Solution: Commissioner Court to approve and assign an account and allocate sufficient amount of funds to hire an Engineering Firm to provide surveying services.

Result: Webb County will be receive surveys and Metes and Bounds description showing the existing improvements in partial subdivisions with better delimitations to be attached to instruments for future decision making.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia was present to address the Commissioners Court on item #34.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina

Vote: 4 - 0 Motion Carried

Other: Commissioner, Pct. 2 Rosaura "Wawi" Tijerina (OUT OF THE COURTROOM)

Mr. Luis Perez Garcia stated that they would be using Account #007-0101-7474-01.

- 35. Discussion and possible action to authorize the Purchasing Agent to solicit Request for Proposals (RFP) for a a new water dispenser system at the La Presa Community Center.**

Issue: Webb County dos not have a water system in place or a water dispenser system near this community.

Solution: Construct a new water dispenser system at the La Presa Community Center.

Result: This community will have a potable water source to service the area.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia was present to address the Commissioners Court on item #35.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

36. **Discussion and possible action to approve Request for Payment for diagnostic fees for John Deere Backhoe 310D (Unit 2106) to RDO Equipment Company in the amount of \$775.10. [Account #801-3002-6403]**

Issue: On December 2013 John Deere Backhoe was delivered to RDO Equipment Company to determine cause of disrepair of equipment. It was determined that tractor sustained a transmission failure and would require further breakdown to determine measure needed to provide a repair. The estimated cost to simply breakdown the transmission is proposed to be approximately \$2,700.00 dollars and further cost up to \$6,000.00 to repair or replace transmission. Due to the estimated value and age of the backhoe, staff is recommending not to repair backhoe. Backhoe is currently held at RDO Equipment Company until action is taken to repair or to salvage.

Solution: Authorize and release payment for initial diagnosis, but do not further invest in it's repair.

Result: Vehicle will be provided for salvage or auction.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia and County Auditor, Mr. Leo Flores were both present to address the Commissioners Court on item #36.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

37. **Discussion and possible action to authorize payment for Professional Services to Leyendecker, Naiser and Viera Engineering in the amount of \$57,888.60 for sampling of the Water Distribution System of Rio Bravo and El Cenizo in compliance with the Settlement Agreement for 12 bi-monthly sampling events completed by a third party company. [Fund #801-2981 (Water Utility)]**

Issue: Settlement Agreement agreed upon by Citizen Committees in Rio Bravo and El Cenizo, required Webb County to acquire the third party services of a sampling crew and laboratory to sample every two weeks the distribution systems to determine level of water quality as established by the agreed upon protocol. All twelve sampling events have been completed and have shown to all be absent of bacteriological activity. Sampling events were required as per the agreed upon Settlement Agreement and was time sensitive to begin immediately after the agreement was executed.

Solution: Leyendecker, Naiser and Viera Engineering was directed to identify a facility that could provide third party sampling and testing in which they did and the sampling was completed.

Result: Payment for these services are to be acquired from Capital Outlay funding

since it was not budgeted under operational funding.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia and County Attorney's Office, Mr. Ramon Villafranca were both present to address the Commissioners Court on item #37.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 3 - 0 Motion Carried

Other: County Judge Tano E. Tijerina (ABSTAIN)

Commissioner, Pct. 2 Rosaura "Wawi" Tijerina (ABSTAIN)

- 38. Discussion with possible action to solicit Request for Proposals (RFP's) for development and maintenance of a Risk Management Program as required by the Environmental Protection Agency (EPA) for the Water and Wastewater Treatment Plants regarding Safe Use and Maintenance of Hazardous Chemicals.**

Issue: Section 112(r) of the Clean Air Act Amendments requires EPA to publish regulations and guidance for chemical accident prevention at facilities that use extremely hazardous substances. These regulations and guidance are contained in the Risk Management Plan (RMP) rule. The information required from facilities under RMP helps local fire, police, and emergency response personnel prepare for and respond to chemical emergencies. Making RMPs available to the public also fosters communication and awareness to improve accident prevention and emergency response practices at the local level. The RMP rule was built upon existing industry codes and standards. It requires companies that use certain flammable and toxic substance to develop a Risk Management Program.

Although the Water and Wastewater Treatment Plant was required to implement a RMP several years back, the program has never been implemented and our systems have never been inspected by EPA. However, due to the improvement in training and safety not only with our employees but the first responders and the public it is highly recommend we pursue this RFP and acquire the required services.

Solution: Specialized companies have been practicing for several years to provide the necessary support and compliance guarantees to small system to comply with these requirements. These companies can provide firms a compliance set-up service for each facility, which includes Compliance Audits, Hazard Assessments, a prevention program, and provide monthly training of employees to maintain compliance.

Result: Hiring of the most qualified and best value will guarantee meeting compliance with the Environmental Protection Agency's required Risk Management Plan.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa

Vote: 5 - 0 Motion Carried

- 39. Discussion and possible action to approve the posting and filling of the following vacant Slot for the Building Maintenance Department, subject to the availability of payroll funds and any applicable Civil Service guidelines.**

<u>Slot #</u>	<u>Title</u>	<u>Hourly Rate</u>
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2672 Master Electrician

\$17.57 - \$18.47 15 A-E

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales

Vote: 5 - 0 Motion Carried

40. Discussion with possible action to solicit Request for Proposals (RFP's) for remodeling of Court Room and Offices at the County Court of Law #1.

Issue: This area of the Justice Center is in disrepair and in need of patch work, paint and carpeting and other minor renovations to deal with the current work load.

Solution: Advertise for RFP's to do patch work, paint and carpeting and minor renovations.

Result: Increased productivity and better appearance to the general public.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia was present to address the Commissioners Court on item #40.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina

Vote: 5 - 0 Motion Carried

41. Discussion and possible action to approve the submission of Webb County's Semi-Annual Update of the List of Transportation Projects to the Texas Department of Transportation (TxDOT) under the County Transportation Infrastructure Fund (CTIF) and the County Energy Transportation Reinvestment Zone (CETRZ) Program. At this time the list and priorities of these projects have not changed; however, the program requires that a semi-annual update be submitted.

Issue: Texas Department of Transportation (TxDOT), the County Transportation Infrastructure Fund (CTIF) Grant and the County Energy Transportation and Reinvestment Zone (CETRZ) Program require that a semi-annual update to the List of Transportation Projects be submitted by Webb County. The original project list was approved by TxDOT on October 28, 2014. The projects priority list has not changed as of this time.

Solution: Preparation and submission of updated Webb County's List of Transportation Projects.

Result: Update Webb County's List of Transportation Projects and assure compliance with the CTIF Grant Program.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Engineer, Mr. Luis Perez Garcia, representative from TOTEM, LLC, Mr. Jose Ceballos, and County Attorney's Office, Mr. Ray Rodriguez were all present to address the Commissioners Court on item #41.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

Information Technology

43. Discussion and possible action to purchase Three (3) servers from Dell to be used for the Tyler Incode project for public safety pursuant to Sections 271.101 and 271.102, Texas Local Government Code, Cooperative Purchasing program DIR-SDD-1951 in the amount of \$23,661.60. [Account #749-0500-8801 (Bond Series 2013)]

Issue: Servers are needed to host the new public safety software that was purchased for the Sheriff's Office.

Solution: Purchase Three new Windows-based servers.

Result: Purchasing the new servers will result in allowing Tyler Technologies to install and configure the new and improved software.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina

Vote: 5 - 0 Motion Carried

Purchasing

44. Discussion and possible action to authorize the Purchasing Agent to award the following Two (2) year contract:

RFP 2015-49

2 year contract for public and law enforcement service announcements to Entravision Communications Corp., KGNS-TV, and Laredo Morning Times.

Issue: The amount of money spent on this service exceeds the limit stipulated in the Texas Local Government Code.

Solution: Go out for sealed Requests for Proposals (RFPs), and award a contract to the proposer(s) who submitted the most advantageous bid to Webb County.

Result: Compliance with competitive procurement process.

45. Discussion and possible action to authorize the Purchasing Agent to solicit bids for the following annual contracts:

Bid 2016-01 Annual contract fuel

Bid 2016-02 Annual contract for lubricants

Bid 2016-04 Annual contract for emulsion

Bid 2016-06 Annual contract for motor vehicle batteries

Bid 2016-07 Annual contract for heavy equipment

Bid 2016-08 Annual contract for wheel alignment and balancing services

Bid 2016-09 Annual contract for muffler replacement

Issue: The current contracts are on a one (1) year extension. The extension period will expire on September 30, 2015. A new contract needs to be established by October 01, 2015.

Solution: Solicit bids for new contracts

Result: Purchasing efficiency, savings to Webb County, and compliance of the law

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve items #44 and #45

Vote: 5 - 0 Motion Carried

46. Discussion and possible action to approve policy and procedures for the following;

- 1. Non-travel meals, refreshments and related expenses**
- 2. Emergency management related events**
- 3. Purchase from donated funds**
- 4. Purchase made from Goods for Public Events Account**

Issue: Webb County lacks approved policies and procedures on expenditure for non-travel meals, refreshments and related expenses; and for emergency management related events.

Solution: An approved policy and approved procedures will allow for timely purchases.

Result: An approved policy and approved procedures will provide for timely payment of purchase orders and inform all users of allowable expenses.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Purchasing Agent, Dr. Cecilia Moreno, County Attorney's Office, Ms. Alexandra Colessides Solis, and County Auditor, Mr. Leo Flores were all present to address the Commissioners Court on item #46.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to table item #46 and come back with a recommendation from the Executive Administrators, Mr. Uribe and Mr. Medford, County Attorney's Office, and the County Auditor

Vote: 5 - 0 Motion Carried

Veteran's Office

47. Discussion and possible action to allocate \$37,200 to be used for payment of the personnel costs and operational expenses for the Veterans Assistance Transportation Program for the remainder of this fiscal year. [Funding to be used from account #605-8108-8801-16]

Issue: The Texas Veterans Commission did not approve a grant to extend the Webb County Veterans Transportation Program for year 2015. Without the grant approval the transportation program cannot provide transportation to the veterans, dependents, and surviving spouses that are in dire need of medical treatment and/or transportation for local food banks.

Solution: Proposal to fund the Webb County Veterans Transportation Program for the remainder of the fiscal year, with the intention of making the program and the Two positions permanent starting October 1, 2015.

Result: We will be able to provide transportation with, wheel chair accessibility if needed, to veterans, dependents, and surviving spouses that do not have the means or funds to go to medical appointments and local food banks at no expense. While also creating two permanent jobs for veterans that have served their country honorably.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Veterans Service Officer, Mr. David Garza and County Auditor, Mr. Leo Flores were both present to address the Commissioners Court on item #47.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales

Cmr. Canales withdrew his motion.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by Commissioner, Pct. 3 John C. Galo to approve item #47 not to exceed \$37,200.00 from the 603 Account

Vote: 5 - 0 Motion Carried

Tax Assessor Collector, Ms. Patricia Barrera requested to comment on item #15.

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to bring back item #15

Vote: 5 - 0 Motion Carried

Commissioners Court Administrator

15. **Discussion and possible action regarding the implementation of recent changes to Webb County policies for requests submitted by county departments and elected officials to the civil service commission to change titles and job descriptions; with further discussion from Administrative Services with regards to the final certification of job descriptions for all county departments, including clarification on working title versus wage plan approved titles; and any other matters incident thereto.**

Issue: Commissioners Court approved policy changes requiring county departments to first seek approval from the court prior to submitting any civil service requested changes to their department slots. Also requesting status of final job description certifications by the commission and clarifying job "title" discussions.

Solution: This status report regarding the implementation of these new policy changes is to ensure compliance by all departments. Including status on job description certification for all departments and clarification on "titles"- working versus plan approved.

Result: To ensure compliance with county policy, finalize all job descriptions and define the employee "title" discussions.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

Tax Assessor Collector, Ms. Patricia Barrera respectfully asked the Commissioners Court to have her 18 positions remain as Deputy Tax Collectors which were kept as Tag and Tax Technician by Condrey.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 3 John C. Galo to bring up items #22 and #23

Vote: 5 - 0 Motion Carried

Honorable Oscar Hale, 406th District Court Judge

22. Discussion and possible action to approve the 406th Judicial District Court Adult Drug Court Program application for the Bureau Justice of Assistance (BJA) Adult Drug Court Discretionary Grant Program for grant period: October 1, 2015 - September 30, 2018 Grant No. BJA-2015-4087

Issue: To implement an evidence-based adult DWI Court by applying the Ten Key Components of the Drugs Courts and the Guiding Principles of DWI Courts for felony and misdemeanor defendants in Webb County.

Solution: Apply for the Bureau Justice of Assistance Adult Drug Court Discretionary Grant Program.

Result: To provide alcohol abuse and co-occurring psychiatric treatment services to qualifying participants of Webb County.

23. Discussion and possible action to approve the 406th Judicial District Court Adult Drug Court Program application for the (SAMHSA) Grants to Expand Substance Abuse Treatment Capacity in Adult Drug Courts Grant period: October 1, 2015 - September 30, 2018. Grant No. TI-15-002

Issue: To ensure continuing funding for the 406th District Court Adult Drug Court Program that has been in operation since 2010.

Solution: Apply for the Substance Abuse and Mental Health Administration (SAMHSA) Grants to Expand Substance Abuse Treatment Capacity in Adult and Family Drug Courts.

Result: To provide substance abuse and co-occurring psychiatric disorders treatment services to qualifying participants of Webb County.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

On behalf of Judge Oscar J. Hale, Jr., Ms. Margarita Herrera was present to address the Commissioners Court on items #22 and #23.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by Commissioner, Pct. 4 Jaime Alberto Canales to approve items #22 and #23 subject to them putting those two people back into the grant

Vote: 5 - 0 Motion Carried

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to go to Executive Session

Vote: 5 - 0 Motion Carried

(Executive Session 3:19 - 3:37 p.m.)

No action taken.

Closed Session/Executive Session

48. **Discussion and possible action to approve the payment of back pay to employees of Webb County that were awarded Longevity pay on August 13th, 2001. [Executive session is requested pursuant to Texas government Code Title 5, Subchapter D, Section 551.071 (Consultation with Attorney) and Section 551.074 (Personnel matters)]**

Issue: Webb County employees that were awarded longevity pay subsequently transferred to other positions within Webb County. The possibility exists that the longevity pay was not applied as initially instructed by Commissioners Court.

Solution: The Auditor's office has to audit the payroll records of these employees and determine the amount each is owed. Then each employee should be paid as approved by past Commissioners court.

Discussion on file at the Webb County Clerk's Office March 23, 2015 Commissioners Court Meeting DVD.

County Attorney's Office, Ms. Jeffrey Czar asked the court to authorize the County Attorney's Office to settle the amount on the letter.

Motion by Commissioner, Pct. 3 John C. Galo, seconded by County Judge Tano E. Tijerina to approve item #48 not to exceed the amount as determined on the letter

Vote: 5 - 0 Motion Carried

49. **Adjourn**

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to adjourn

Vote: 5 - 0 Motion Carried