

DRAFT

Official Minutes for Webb County Commissioners Court Meeting

**Tuesday, October 11, 2016 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
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 6th day of October 2016. Present also were Mrs. Virginia M. Rodriguez, 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

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

Vote: 4 - 0 Motion Carried - Unanimously

Other: Commissioner, Pct. 3 John C. Galo (ABSENT)

2. Pledge of Allegiance/Invocation

3. Approval of Bills, Payroll, and Monthly Report

Accounts Payable Supervisor, Ms. Deyanira Saenz presented the Recap of Checks, Recap of Released Immediate Payments, Ratification of Payroll for October 7, 2016, and Auditor's Errors pending approval.

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

Vote: 4 - 0 Motion Carried - Unanimously

Chief Deputy Auditor, Mr. Rafael Perez presented the monthly report for October 2016.

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

Vote: 4 - 0 Motion Carried - Unanimously

4. **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, individually or in a group, will be allowed a total of Three (3) minutes within which to make any/all public comments.**

1) Mike Graham spoke in regards to item #33.

COURT TO DISCUSS AND ACT ON THE FOLLOWING:

CONSENT AGENDA: At most meetings, the Commissioners Court establishes a Consent Agenda. It consists of those Agenda Items which are routine or non-controversial, and which neither a member of the Commissioners court has asked to be pulled for discussion. Once the Commissioners Court has established the Consent Agenda, Agenda Items included on it will be voted upon in one vote, and will not be discussed separately unless requested by the County Judge or Commissioners.

The consent agenda has been created in order to give constituents the opportunity to view any and all pertinent backup information with reference to any item in the agenda. The objective of the consent agenda is for all Webb County constituents to be familiar with everyday county business and to demonstrate the transparency and fairness of this Commissioners Court.

The following Agenda Items are of a routine nature, and the Commissioners Court has received supporting materials for consideration. All of these Agenda Items will be passed with one vote without being discussed

separately, unless a member of the Commissioners Court or the public requests that a particular Agenda Item be discussed. If so, that Agenda Item will be pulled from the Consent Agenda and discussed as part of the regular Agenda at the appropriate time. One vote will approve the remaining items on the Consent Agenda.

CONSENT ITEMS

7. Honorable Marco Montemayor, County Attorney
 - a. Discussion and possible action to approve the acceptance of the SAMHSA grant award Grant No. TI-026095 (Year 2) in the amount of Three Hundred Twenty-Five Thousand Dollars (\$325,000) and authorize the Webb County at Law 2 DWI Court Program to continue to expand its program services pursuant to Sec. 124.002 of the Texas Government Code. Substance Abuse & Mental Health Services Administration (SAMHSA) Grants to Expand Substance Abuse Treatment Capacity in Adult Drug Courts Grant Period: September 30, 2016 - September 29, 2017. This grant does not require any match and will not have any impact on the Webb County general fund. [Requested by Judge Jesus Garza, Webb County Court at Law #2]
 - b. Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2016 through September 30, 2017) Preventative Maintenance & Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30415) located in the Webb County Risk Management Department at an annual cost of ONE THOUSAND THREE HUNDRED SEVENTEEN DOLLARS AND THIRTY-ONE CENTS (\$1,317.31), and authorizing the County Judge to execute all relevant documents. [Requested by Webb County Risk Management Department; Account #001-0114-6402]
 - c. Discussion and possible action to enter into a Five (5) month (September 1, 2016 Through January 31, 2017) Non-Financial Memorandum of Understanding (MOU) between Laredo Community College (LCC) and Webb County for the Webb County Administrative Services Department. This MOU provides an opportunity for LCC Work-Study students to be employed at Webb County offices that will be fully paid under the Texas Work-Study Program. Students will be allowed to work a total of 15 hours per week; and any other matters incident thereto. [Requested by Rosie Rodman, Webb County Administrative Services Department]

- d. Discussion and possible action to enter into a Contract Agreement with Chestnut Health Systems to provide software services for the Webb County Court at Law #2 Juvenile Drug Court Program for a term of One (1) year that shall commence on September 30, 2016 and expire on September 29, 2017 at a total cost of SIX THOUSAND ONE HUNDRED TEN DOLLARS (\$6,110.00) and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Judge Jesus Garza; Account #359-1011-6022 (Webb County Juvenile Drug Treatment Program)]**
- e. Discussion and possible action to enter into a one year (November 1, 2016 through October 31, 2017) Software Services Agreement between ChildPlus Software and Webb County for the Webb County Head Start/Early Head Start Program to provide software for use of Head Start services for Webb County Head Start /Early Head Start Program population at a total cost of Sixteen Thousand Seven Hundred Forty Eight Dollars and Fifty-One Cents (\$16,748.51), subject to annual budget appropriations and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Director; Account #903-4207-7037]**
- f. Discussion and possible action to enter into a Non-Financial Memorandum of Understanding (MOU) between the Laredo Community College (LCC) and Webb County for the Webb County Head Start Program. This MOU will allow LCC students pursuing a degree in Child Development to complete their internships at Webb County Head Start sites. The term of the MOU shall be for three (3) years with an option for an additional Two (2) years commencing on September 1, 2016 and ending on August 31, 2019 and authorizing the County Judge to sign and execute all relevant documents. [Requested by Aliza Oliveros, Webb County Head Start Director]**
- g. Discussion and possible action for Webb County to enter into a One (1) year (October 1, 2016 through September 30, 2017) Preventative Maintenance & Service Agreement with Southwest Solutions Group to provide maintenance to the Lektriever (SN30414) located in the Webb County Auditors Department at an annual cost of ONE THOUSAND THREE HUNDRED SEVENTEEN DOLLARS AND THIRTY-ONE CENTS (\$1,317.31) and authorizing the County Judge to execute all relevant documents. [Requested by Webb County Auditor Leo Flores; Account #001-0400-6402]**

- h. Discussion and possible action to enter into a Twelve (12) month (September 1, 2016 through August 31, 2017) Maintenance Agreement between Xerox and the Webb County Auditor's Office for a WC PRO M2128 Copier at a cost of SIX HUNDRED TWENTY-NINE DOLLARS AND EIGHTY-SIX CENTS (\$629.86) over the term of the agreement, and authorizing the County Judge to sign and execute all relevant documents. [Requested by Leo Flores, Webb County Auditor; Account #001-0400-6402]**
- i. Discussion and possible action to authorize a contract between Real Vision Imaging (RVI) and Webb County for the annual software support renewal fee. The contract begins October 1, 2016 and ends on September 30, 2017. The total cost will be FOUR THOUSAND FIVE HUNDRED DOLLARS (\$4,500.00) and authorizing the County Judge to sign and execute all relevant documents, and any other matters incident thereto. [Requested by Webb County Information Technology Director, Rafael Peña, Account #001-0500-6411]**
- j. Discussion and possible action to authorize a contract between SHI Government Solutions (SHI Kaspersky) and Webb County for Kaspersky Total Security and maintenance service agreement. To begin October 1, 2016 and ends on November 30, 2017. For a total sum of TWENTY-FOUR THOUSAND FIVE HUNDRED SEVENTY-SIX DOLLARS (\$24,576.00) and authorizing the County Judge to sign and execute all relevant documents, and any other matters incident thereto. [Requested by Webb County Information Technology Director, Rafael Peña, Account #001-0500-6411]**
- k. Discussion and possible action to authorize a contract between T.L. Ashford and Webb County for a Barcode 400 Labeling Software Annual Maintenance beginning February 1, 2017 and ends on January 31, 2018 at a total cost of FIVE HUNDRED AND NINETY FIVE DOLLARS (\$595.00) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Webb County Information Technology Director, Rafael Peña, Account #001-0500-6411]**
- l. Discussion and possible action to authorize a contract between Insight Public Sector and Webb County for the purchase of The Insight Wireless Controller, the beginning date is October 1, 2016 and ends on September 30, 2017 at a total cost of ONE THOUSAND SIX HUNDRED AND FIVE DOLLARS AND 80/100 CENTS (\$1,605.80) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by**

**Webb County Information Technology Director, Rafael Peña,
Account #001-0500-6411]**

- m. Discussion and possible action to authorize a contract between SHI Government Solutions and Webb County for a 2016-2017 annual support software contract renewal to begin on December 1, 2016 and ends on November 30, 2017, the total cost of the contract is FIVE THOUSAND FOUR HUNDRED TWELVE DOLLARS AND ZERO CENTS (\$5,412.00) and authorizing the County Judge to sign and execute all relevant documents and any other matters incident thereto. [Requested by Webb County Information Technology Director, Rafael Peña; Account #001-0500-6411]**
- n. Discussion and possible action to authorize a contract between IBM and Webb County for maintenance and service of software. The contract begins on October 1, 2016 and ends on September 30, 2017 at a total cost of THIRTY-TWO THOUSAND FIVE HUNDRED DOLLARS and 80/100 Cents (\$32,500.80), and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology Director, Accounts #001-0500-6402 and #001-0500-6411]**
- o. Discussion and possible action to authorize a contract between Insight Public Sector (Insight Syn-Apps) and Webb County and to approve the 2016-2017 Annual Support Software Contract Renewal. The contract begins on December 1, 2016 and ends on November 30, 2017. The total cost of the program is TWO THOUSAND ONE HUNDRED FORTY TWO DOLLARS and 14/100 Cents (\$2,142.14), and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology Director, Account #001-0500-6411]**
- p. Discussion and possible action to authorize a contract between Insight Public Sector (IQ Net Solutions) and Webb County for the IQ Net Solutions Software License and Support. The contract begins on October 14, 2016 and end on October 15, 2017 for a total cost of FOUR HUNDRED SEVENTY DOLLARS and 14/100 Cents (\$470.14) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology Director, Account #001-0500-6411]**

- q. Discussion and possible action to authorize a contract between Lenovo and Webb County for the annual renewal of the maintenance agreement. The contract begins on October 1, 2016 and ends on September 30, 2017 at a total cost of SEVEN THOUSAND EIGHT HUNDRED ONE DOLLARS and 04/100 Cents (\$7,801.04) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology Director, Account #001-0500-6402]**
- r. Discussion and possible action to authorize a contract between SHI Government Solutions and Webb County for the purchase of Veritas Technology. The contract begins on October 1, 2016 and ends on September 30, 2017. The total cost will be Twelve Thousand Nine Hundred Sixty Dollars and 00/100 Cents (\$12,960.00) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology Director, Account #001-0500-6411]**
- s. Discussion and possible action to authorize a contract between Toshiba and Webb County for the Re-Write version, One (1) year maintenance and support. The contract begins on October 1, 2016 and ends on August 30, 2017 at a total cost of FOUR HUNDRED FIFTY DOLLARS and 00/100 Cents (\$450.00) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology Director, Account #001-0500-6411]**
- t. Discussion and possible action to approve a contract between Solid Border and Webb County for the purchase of Hardware Support for Datacove Equipment (email archiving hardware). The contract begins on July 15, 2017 and ends on July 14, 2018. The total cost will be TEN THOUSAND SIX HUNDRED EIGHTY FOUR DOLLARS and 00/100 Cents (\$10,684.00) and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto. [Requested by Rafael Pena, Information Technology Director, Account #001-0500-6402]**
- u. Discussion and possible action to enter into a Two (2) month (August 1, 2016 – September 30, 2016) Professional Services/Program Evaluator Contract by and between Webb County and La Familia Consulting and Counseling Services L. C. for the 406th District Court Adult Drug Court Program, specifically the 406th Veterans Treatment Program, at a cost not to exceed Six**

Thousand Dollars (\$6,000); pursuant to Section 262.024 Discretionary Exemptions (a)(4) Professional Services; and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. [Requested by Oscar Hale, 406th District Court Judge; Account #363-1004-6022 (Grant Funds)]

Issue: According to the National Association for Drug Court Professionals, monitoring and evaluation measure the achievement of program goals and gauge effectiveness and are part of the 10 Key Components that prove to be effective for Drug Court Programs.

Solution: The Program Evaluator will monitor the performance and compliance of the project with model fidelity to keep court personnel and all program staff aware of the program standards and issues. This includes preparing and submitting performance reports as required.

Result: The evaluator will ensure the program is in full compliance with grant requirements to meet goals and objectives for the success of the program.

8. Honorable Margie Ibarra, County Clerk

- a. Approval of Minutes for September 26, 2016

9. Extension Agent

- a. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective November 3, 2016; and any other matters incident thereto. [Requested by Texas A&M AgriLife Extension Service]

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
0606	County Extension Agent Family and Consumer Sciences	County portion \$22,307.00

Issue: Permission required to fill slot #0606 Family & Consumer Sciences Agent.

Solution: Fill job opening of vacant position.

Result: The filling of Slot #0606 will continue to improving the lives of people, businesses, and communities in Webb County, and beyond through high quality, relevant education.

10. Planning & Physical Development

- a. Discussion and possible action to approve the posting and filling of the following Slot, subject to the availability of payroll funds and any applicable Civil Service guidelines, effective, October 11, 2016:

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
1507	GIS Tech II	\$16.73 14/A-E

Issue: Permission to fill vacant slot.

Solution: Position will provide needed regulatory inspection requirements and perform office duties defined by the job description.

Result: Department will be able to conduct needed on-site inspections for regulatory enforcement of land development.

11. Pre-Trial Services

- a. Discussion and possible action to approve the 2017 Formula Grant Indigent Defense Resolution. The Texas Commission on Indigent Defense has budgeted \$24,000,000, for fiscal year 2016-2017, to develop and maintain quality, cost effective defense system that meets the needs of local communities and the requirements of the Constitution and state law. This amount is shared by other counties throughout the state. Webb County will be eligible to receive a portion of the funding. This is a yearly grant resolution. There will be no impact on the general fund.

12. Public Defender

- a. Discussion and possible action to approve the filling of the following Slot and any remaining vacant slots subject to the availability of payroll funds, and adhering to any and all Civil Service Rules and Regulations, as well as any and all Wage Plan Policies.

<u>Slot #</u>	<u>Title</u>	<u>Salary</u>
1885	Assistant Public Defender II	\$73,955.87 23/N-V

Issue: Slot #1885 is now vacant. Our office is expecting an increase in caseload, and is currently short staffed. The filling of this slot may create other vacant Assistant Public Defender slots if the position is filled from within.

Solution: Request is being made to fill the vacant attorney slot,

and any remaining vacant slots that may be created by the vacancy.

Result: The filling of slot #1885, and any remaining vacant slots will allow our department to continue to function efficiently and effectively.

13. Purchasing

- a. Discussion and possible action to award the following contracts:

Bid 2017-39 - Contract for Welding Repair & Fabrication - Laredo Machine Shop

RFQ 2017-32 - Mental Health Care Services - Dr. Guillermo Gonzalez and Rollins, York & Associates, PLLC

14. Honorable Martin Cuellar, Sheriff

- a. Discussion and possible action to authorize the acceptance of a Victim Coordinator and Liaison Grant (VCLG) from the Office of the Texas Attorney General (OAG) in the amount of \$42,000 for the continued salary and fringe benefits of a crime victim advocate; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. [Grant Fund 322] This grant does not require a match, but this grant-funded position requires an additional \$510 to cover total personnel costs, which will be met through forfeiture funds. [Account #168-9501-9301 (Forfeiture Funds)] Thus, there will be no impact to the general fund.

Issue: Victims of violent crime suffer significant financial duress, emotional trauma, and physical injuries. While the State of Texas has set up a system to compensate these victims for their expenses and financial losses due to death, disabling injuries, and emotional trauma utilizing collected court costs from convicted offenders, the victims often must navigate the complex state compensation system and extensively document their benefit eligibility while still under emotional and physical distress.

Solution: The Webb County Sheriff's Office grant funded Crime Victim Advocate offers critical support, facilitates/expedites filling out detailed paperwork, provides needed guidance through the bureaucratic process, and delivers outreach/education to the local community.

Result: Victims of violent crime in Webb County, including victims

from special populations, such as children, youth, rural, colonia, monolingual, and elderly populations, will continue to be provided with direct victim services, training, and outreach/education.

- b. Discussion and possible action to authorize the acceptance of a Local Border Security Program (LBSP) from the Office of the Governor (OOG) Homeland Security Grants Division (HSGD) in the amount of \$125,000 for the overtime salary and fringe benefits for certified peace officers to provide enhanced border security in Laredo/Webb County; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant requires no match and, thus, will have no impact to the general fund.

Issue: The State of Texas recognizes that border communities face urgent security challenges caused by increased activity from transnational organized criminal syndicates and their allies that are intensified by the fluidity of border crossings, heavy commercial activity, and interdependence of the international border communities' economies. These socio-economic pressures place increased demands on law enforcement services and intensify the need for augmented public safety resources.

Solution: Grant award to provide enhanced border security in Laredo/Webb County in order to fulfill State of Texas local border security program objectives, including overtime (OT) resources to suppress, deter, and reduce border-related criminal activity in Texas.

Result: Enhanced/increased patrol and investigative capacity for certified peace officers working at the Webb County Sheriff's Office.

- c. Discussion and possible action to enter into an agreement in conjunction with the City of Laredo High Intensity Drug Trafficking Area (HIDTA) Task Force in the amount of \$136,744 for the salary and fringe benefits of two (2) investigators, designating the Webb County Judge as the authorized official in all matters related to this grant; and any other matters incident thereto. [Grant Fund #295 (Grant Revenue)] This grant will have no impact to the general fund.

Issue: HIDTA is a multi-agency task force that continues to gather intelligence and disrupts the illicit flow of narcotics and money laundering activities along the South Texas Border region. South Texas HITDA is an alliance of over 57 federal, state and local law

enforcement agencies working together to combat drug trafficking and related crimes.

Solution: The Webb County Sheriff's Office will continue supporting HIDTA by employing grant funded investigators and continue corroborating with other law enforcement agencies to push forward the mission and goals of the South Texas HIDTA task force.

Result: The Webb County Sheriff's Office will continue to employ two (2) HIDTA funded investigators who will actively participate and help the task force fight against the continued flow of illicit drugs and related crime within the South Texas region.

- d. Discussion and possible action to approve the allocation of the source of applicable fringe benefits for the overtime expenses paid through a continuous reimbursement agreement between the Webb County Sheriff's Office and the Immigration and Customs Enforcement (ICE) Task Force for the performance period of October 1, 2016 through September 30, 2017 for an amount not to exceed \$15,000. [Fund 356] Applicable fringe benefits in the amount estimated at \$3,709.50 and associated with this overtime are not covered through this federal funding; and, therefore, will be covered by forfeiture funds. [Account #170-9501-9301 (Forfeiture Funds)] Thus, this continuous cooperative agreement will continue to have no impact on the general fund.**

Issue: International criminal organizations deftly exploit traditional jurisdictional boundaries across geographic areas and amongst different types/levels of law enforcement agencies, such as federal, state, and local agencies, in order to carry on their illicit, highly lucrative, and dangerous smuggling enterprises.

Solution: The Webb County Sheriff's Office and federal agencies, such as the U.S. Department of Immigration and Customs Enforcement (ICE), seek to work collaboratively to conduct joint operations/task force objectives in order to disrupt the illegal activities regarding the illegal importation, distribution, manufacture, and possession of illegal narcotics.

Result: Investigators from the Webb County Sheriff's Office will be able to work cooperatively with ICE federal agents in conducting undercover operations, utilizing confidential informants, participating in special enforcement operations and conducting contraband smuggling investigations in order to detect, disrupt, deter, and help dismantle the illicit activities of these international

criminal organizations.

- e. **Discussion and possible action to approve a budget appropriation to the Sheriff's Office State Forfeiture fund by increasing the expenditure budget by \$12,762.28 for professional services; and any other matters incident thereto. This amount is available from seized funds pursuant to Chapter 59 of the Texas Code of Criminal Procedure. [Fund #168 (State Forfeiture)]**

Issue: Anticipated professional services has not yet been budgeted.

Solution: Appropriate available state forfeiture funds to cover anticipated professional services financial commitments.

Result: Utilize forfeiture funds for needed law enforcement purposes and pursuant to Chapter 59 of the Texas Code of Criminal Procedure. All forfeiture budgets should be used only as a supplement source and not to supplant current budgets approved through the General fund or other non-forfeiture sources.

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve all Consent Agenda items excluding items #5.a., #6.a., and #11.b.

Vote: 4 - 0 Motion Carried - Unanimously

6. Community Action Agency

- a. **Discussion and possible action to approve an hourly wage increase for two employees with Webb County Community Action Agency staff. The Webb County Community Action Agency is proposing these salary increases based on job duties and job performance as per each employee's evaluation. CAA is not part of the County's Wage plan, salaries are paid 100% from grant funds Community Services Block Grant (CSBG), Account #920-4200-3501, and Comprehensive Energy Assistance Program Grant (CEAP) Account #911-4200-3501. There will be no impact to the General Fund.**

<u>Slot #</u>	<u>Position</u>	<u>Current Wage</u>	<u>Proposed Wage</u>
1162	Administrative Assistant	\$17.29 hourly	\$18.76 hourly
1157	Case Worker	\$11.53	\$13.00 hourly

Issue: The Webb County Community Action Agency staff are not part of the county's wage plan.

Solution: The Webb County Community Action Agency is proposing staff's hourly wage increases based on job duties and job performance as per each employee's evaluation.

Result: The proposed salary increases will benefit the Community Action Agency staff maintain a high level of job performance and efficiency.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to accept item #6.a.

Vote: 2 - 2 Motion Failed

NAY: Commissioner, Pct. 1 Frank Sciaraffa
Commissioner, Pct. 4 Jaime Alberto Canales

5. Administrative Services

- a. Discussion and possible action to approve the renewal agreement with ASC (Alternative Services Concepts) as the Third Party Administrator for the Workers Compensation Program, General Liability Claims for Webb County, effective October 1, 2016 - September 30, 2017 (Final year of three year agreement) with an annual premium not to exceed \$46,312.56, and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Accounts #817-0105-6044 and #001-0114-6044]**

Issue: Annual Renewal of Third Party Administrator for the General Liability and Workers Compensation Claims.

Solution: To approve the remaining year of a three year contract.

Result: Approval of contract will insure that all claims will be processed on a timely basis.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to table item #5.a.

Vote: 4 - 0 Motion Carried - Unanimously

11. Pre-Trial Services

- b. Discussion and possible action to approve the interdepartmental transfer of an employee from Slot #2695 to Slot #2888 and allow for the posting and filling of Slot #2695, subject upon the availability of payroll funds and any applicable civil service guidelines.

	<u>Slot</u> <u>Title</u>	<u>Salary</u>
From:	2695 Judicial Clerk	\$28,554.43 - \$30,009.15 10/A-E
To:	2888 Judicial Bond Officer	\$31,518.75 - \$33,124.48 12/A-E
To Fill:	2695 Judicial Clerk	\$28,554.43 - \$30,009.15 10/A-E

Issue: The employee that was in slot #2888 resigned effective August 18, 2016. Our department was not able to fill the slot due to the hiring freeze.

Solution: We would like to fill slot #2888, with an interdepartmental transfer from slot #2695 to slot #2888. This will leave vacant slot #2695 and would like approval to fill slot #2695 with any Webb County employee that qualifies for said position. Allowing us this approval will give us the opportunity to operate with a full staff.

Result: It will allow us to operate with a full staff, if the court approves this agenda item.

Pre-Trial Services Director, Mr. Cornell Mickley stated a correction under item #11.b.: interdepartmental transfer should read as interdepartmental promotion.

Judge Tijerina stated for the record that Slot# 2888 Judicial Bond Officer would be hired at Step E/ \$33,124 Annual Salary and Slot# 2695 Judicial Clerk would be hired at Step A/ \$28,554.43 Annual Salary.

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

Vote: 4 - 0 Motion Carried - Unanimously

REGULAR AGENDA

Honorable Isidro Alaniz, District Attorney

- 15. Discussion and possible action to approve a reimbursement agreement between The District Attorney's Office and the Organized Crime Drug Enforcement Task Forces program (OCDETF). The performance period is October 1, 2016 through September 30, 2017 for an amount not to exceed \$17,753 in overtime for each District Attorney Task Force investigator. Forfeiture funds will be utilized to cover the fringe benefits allocated to the overtime therefore no impact to the General Fund.**

Issue: Collaboration between Federal, State and local law enforcement agencies is necessary to pursue and dismantle organized crime organizations along Webb County and the Texas Border.

Solution: Accept Federal assistance to continue local participation in Joint Operations with Homeland Security & Investigations.

Result: Disruption of organized crime activity along the Texas border and in Webb County.

- 16. Discussion and possible action to authorize the acceptance of a Region 2 Border Prosecution Unit grant from the Office of the Governor Homeland Security Grants Division (HSGD) in the amount of \$375,000 for 3 border prosecutor positions; and authorizing the Webb County Judge to execute all relevant documents; and any other matters incident thereto. This grant does not require matching funds.**

Issue: There is a need for resources to prosecute felony cases, provide technical assistance and training to law enforcement agencies and to prosecute border crime cases along the "Texas-Mexican Border". The Office of the Governor of Texas Homeland Security Grants Division has provided available resources through a grant opportunity to enhance prosecution in the area of organized crime / criminal enterprise cases.

Solution: Authorize the acceptance of the grant award as set forth above to ensure that the District Attorney's Office Border Prosecution Unit can continue to successfully prosecute border crime cases along the "Texas-Mexican Border".

Result: The District Attorney's Office will have the opportunity to receive additional resources to continue prosecuting cases, specifically in the area of organized crime / criminal enterprises along the "Texas-Mexican Border".

Motion by Commissioner, Pct. 1 Frank Sciaraffa, seconded by County Judge Tano E. Tijerina to approve items #15 and #16

Vote: 4 - 0 Motion Carried - Unanimously

Purchasing

19. **Discussion and possible action to award RFP 2017-78 "Self Funded Medical Plan Third Party Administration (TPA), Preferred Provider Organization (PPO) Network, Stop Loss Insurance (Medical and Rx), Pharmacy Benefits Manager (PBM), and Self Funded Dental Plan Administration" and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.**

Issue: Webb County secured proposals for TPA and related services.

Solutions: Evaluate, score and select proposal that is in the best interest for Webb County.

Results: Finalize selection of TPA.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to defer item #19 to the end

Vote: 4 - 0 Motion Carried - Unanimously

20. **Discussion and possible action to approve and release payment for the following vendors:**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Account</u>	<u>Purchase Order</u>
Lozano, Jr., Pete	Labor & Body for Unit # 2804 (2003 Chevy Bus)	\$1,375	903-4208-6403	16-0005233
Morales, Sandra	Training Child Care partnership to receive CDA Credential	\$10,700	918-4211-6083	16-0008444
Vargas, Miroslava	Bilingual education in early childhood Training	\$990	918-4211-6083	16-0008775

Issue: Vendors listed above have provided services to the Webb County Head Start, but payment has not been approved by the Auditor's Department. The reasons for payment delay include: services provided are not stipulated in our contract and department head signing service agreement.

Solution: Authorize payment for these vendors.

Result: Our Vendors will get paid for services they provided.

21. **Discussion and possible action to approve and release payment for the following vendors:**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Account</u>	<u>Purchase Order</u>
Cooper Equipment Company	Parts to Repair Unit 10-89 (Road & Bridge)	\$3100.88	010-7002-6403	16-0001873
Rush Truck Center	Parts needed to Repair Unit 61-02 (Road & Bridge)	\$1846.59	010-7003-6402	16-0007123

Issue: The vendors listed above provided captive parts for the repair of two vehicles for the Road & Bridge Department. Vendors have not been paid. Payment was rejected by the Auditor's department because a discretionary exemption was cited.

Solution: Authorize payment, for these vendors that have already supplied Road & Bridge with the part.

Result: Vendors receive payment for the parts they have provided us.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to approve items #20 and #21

Vote: 4 - 0 Motion Carried - Unanimously

Risk Management

22. **Discussion and possible action to authorize and approve The Sick Leave Pool Policy for 2016-2017. The new sick leave pool policies become effective on November 1, 2016. The purpose is to create a sick leave pool program (SLP) for Webb County Employees and authorizing the County Judge to sign and execute all relevant documents; and any other matters incident thereto.**

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

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Marco Montemayor, County Attorney

23. **Discussion and possible action to approve the payment of closing costs and title insurance policy premium to Stewart Title Company in an amount not to exceed \$2,000.00 for the acquisition and donation of the surface estate in and to a 4.00 acre tract of land, more or less: being tract 38-A, Simeon Park, Phase II, Webb County, Texas from Simeon Development, LTD., to Webb County, Texas for future use as the Webb County Northwest Fire Station site, and authorizing the Webb County Judge to execute any and all relevant documents and all other matters incident thereto. [Requested by Webb County Fire Chief, Ricardo Rangel; Account #740-0204-8801]**

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

Vote: 3 - 0 Motion Carried

Other: County Judge Tano E. Tijerina (ABSTAIN)

Honorable Martin Cuellar, Sheriff

24. **Discussion and possible action to approve a professional services contract with Fontes International Solutions, LLC for law enforcement consulting work, in accordance with Texas Local Government Code 262.024 (Discretionary Exemption) (a.) (4.) Professional Services for a performance period of Twelve (12) months at a cost of One Thousand Five Hundred Dollars (\$1,500.00) per month, effective October 1, 2016 through September 30, 2017, for an amount not to exceed \$18,000, and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto. This professional services contract will be paid through forfeiture funds; and, thus, will have no impact to the general fund. [Account #168-2001-6022 (Forfeiture Funds)]**

Issue: The Webb County Sheriff's Office requires the services of Fontes International Solutions for specialized law enforcement training and Intel gathering.

Solution: Former FBI agent Mr. Arturo Fontes will be contracted to continue to assist with domestic and international Intel gathering and specialized training.

Result: Secure recommendations on standard operating procedures, network and gather Intel from Mexican Law enforcement officials on Border security issues, contractor will serve as liaison with Mexican federal and local authorities, liaison

with US authorities and the US Consulate in Nuevo Laredo and assist in kidnapping and extortion cases affecting Webb County and any other matters that pertain to the mission and goals of the Webb County Sheriff's Office as directed and approved by the Webb County Sheriff.

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

Vote: 4 - 0 Motion Carried - Unanimously

- 25. Discussion and possible action to approve the following line item transfers to federal forfeiture funds; and any other matters incident thereto. [Fund #170 (Forfeiture Funds - Department of Justice)]**

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	170-2001-8801	Capital Outlay	\$74,124	\$87,290	\$13,166
	170-2002-8801	Capital Outlay	\$400	\$10,000	\$9,600
			\$74,524		
To:	170-2001-6227	Rents	\$59,124	\$2,000	\$61,124
	170-2001-6228	Firearms & Ammo	\$15,000	\$10,000	\$25,000
	170-2002-6014	Equip. Rental	\$400	\$800	\$1,200
			\$74,524		

Issue: Anticipated expenses for the needed continued rental of the property located at 919 Washington Street require a line item transfer in the current federal forfeiture fund budget in order to budget for the rental property payment to Mouse Properties Holding, Ltd. In addition, it is anticipated that funds will be also needed for internet service at the airport hangar that houses the aviation personnel.

Solution: Approve a budget amendment/line item transfer to allow for the needed continued payment of aforementioned rental property to Mouse Properties Holdings, Ltd. and internet services at the airport hangar.

Result: Amended federal forfeiture budget will allow for these needed payments.

26. Discussion and possible action to approve the following line item transfers for state forfeiture budget; and any other matters incident thereto. [Fund #168 (State Forfeiture Funds)]

	Acct. Number	Acct. Name	Amount	Bal.	End Bal.
From:	168-2001-8801	Capital Outlay	\$10,238	\$13,605	\$3,367
To:	168-2001-6709	Support Assistance	\$5,000	\$5,000	\$10,000
	168-2001-6022	Professional Services	\$5,238	\$12,762.28	\$18,000.28
			\$10,238		

Issue: Additional funds are needed to cover anticipated Professional Services and Support Assistance expenses for the Webb County Sheriff's Office.

Solution: This budget amendment/line item transfer of funds will cover anticipated financial commitments in the form of professional services and support assistance.

Result: The Webb County Sheriff's Office will be able to pay for anticipated expenses related to professional law enforcement services and support assistance.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by Commissioner, Pct. 1 Frank Sciaraffa to approve items #25 and #26

Vote: 4 - 0 Motion Carried - Unanimously

Budget Officers

27. Discussion and possible action to remove the general fund financial commitment of One Million Five Hundred Thousand Dollars (\$1,500,000.00) originally dedicated for the Information Technology (IT) Judicial and Public Safety software; and any other matters incident thereto. Funds have now been allocated from the 2016 Certificate of Obligation Bond Series.

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

Vote: 4 - 0 Motion Carried - Unanimously

28. Discussion and possible action to authorize the creation of the following Three (3) capital project line items to be funded from funds allocated from the 2016 Certificate of Obligation Bond Series; and any other matters incident thereto:

- a) Information Technology (IT) Judicial Software**
- b) Water/Waste Water Treatment upgrades**
- c) HVAC Chiller System**

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

Vote: 4 - 0 Motion Carried - Unanimously

29. Discussion and possible action to correct the General Order to reflect the order of the Commissioners Court issued on September 26, 2016, regarding the funding on Third Party contracts and to fund in accordance with said Order the Safe Haven program in an amount of \$27,500.00 (TWENTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS AND ZERO CENTS), and authorizing the County Judge to execute any relevant documents thereto. [General Fund, Third Party Funding Account #001-0110]

Issue: The Commissioners Court during the budget workshop on September 26, 2016, ordered that all social organizations that had received third party funding the previous fiscal year receive third party funding for the incoming fiscal year at half the amount of the previous year. The Safe Haven Program had received \$55,000 the previous year. Due to an oversight of the department responsible for the applications for third party funding, the Safe Haven program was, in error, excluded from the list of recipients in the General Order for this fiscal year.

Solution: Correcting the General Order to include the Safe Haven Program as a recipient of third party funding in an amount of \$27,500 will remedy the error made and ensure that the General Order reflects the orders and intentions of the Webb County Commissioners Court.

Result: By correcting the General Order, the Safe Haven Program will receive third party funding in the amount of \$27,500 and will be able to operate and assist families in need to provide a safe and secured environment, and the General Order will reflect the intent of the Court.

Motion by County Judge Tano E. Tijerina, seconded by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina to approve item #29 in two (2) installments of \$27,500; one (1) now and one (1) in April

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Rosaura "Wawi" Tijerina, Webb County Commissioner Pct. 2

30. **Discussion and possible action to accept funding increase addendum of ONE HUNDRED AND TWENTY-NINE THOUSAND SIX HUNDRED SEVENTY-SEVEN DOLLARS (\$129,677.00) to the Program Year 2016 Community Services Block Grant (CSBG) Program - Contract #61160002398 from the Texas Department of Housing and Community Affairs (TDHCA). This addendum will increase the Program Year 2016 CSBG Contract #61160002398 funding from FOUR HUNDRED EIGHTY-EIGHT THOUSAND TWO HUNDRED FIFTY-THREE DOLLARS (\$488,253.00) to FIVE HUNDRED EIGHTEEN THOUSAND SEVEN HUNDRED AND NINE DOLLARS (\$518,709.00) and authorizing the Webb County Judge to sign all relevant documents. This action will not have impact on the General Fund. Community Services Block Grant Budget Account #902-4202-3501. [Requested by Ricardo D. Martinez, Director, Webb County Community Action Agency]**

Issue: Approve funding increase Amendment #3 for the CSBG Program Grant from TDHCA for Program Year 2016 in the amount of \$129,677.00.

Solution: The Community Services Block Grant Program (CSBG) provides support services to eligible elderly, disabled and low income residents of Webb County.

Result: The support services are intended to assist eligible Webb County residents to transition out of poverty.

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

Vote: 4 - 0 Motion Carried - Unanimously

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

31. **Status report regarding the current operational supervision of the county Risk Management department with discussion and possible action to direct county staff to develop a formal plan of action in an effort to designate a permanent director or present ideas to combine departments for the purpose of providing these services; and any other matters incident thereto.**

Motion by Commissioner, Pct. 4 Jaime Alberto Canales, seconded by County Judge Tano E. Tijerina to appoint Ms. Alexandra Colessides as the leader of that Department with the intent of her reporting on Risk Management directly to the court and to have Becky as the Auditor

Vote: 4 - 0 Motion Carried - Unanimously

Honorable Tano E. Tijerina, Webb County Judge

- 32. Discussion and possible action to enter into a Memorandum of Understanding for the creation of a Tri-County Economic Development Coalition which unites key stakeholders for a collaborative approach at improving the local economy; and authorizing the Webb County Judge to execute all relevant documents and represent Webb County on all matters incident thereto.**

Issue: The three neighboring counties of Jim Hogg, Duval and Webb have been adversely affected by the regional economic impact of the oil & gas industry.

Solution: By uniting their resources and partnering with local agencies, Jim Hogg County, Duval County and Webb County will promote economic development through funding opportunities that become available for activities such as workshops, job fairs and economic forums.

Result: The creation of a Tri-County Economic Development Coalition for the purpose of contributing to the economic sector by uniting key stakeholders that are invested in the development and prosperity of the South Texas region.

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

Vote: 3 - 0 Motion Carried

Other: Commissioner, Pct. 1 Frank Sciaraffa (OUT OF THE COURTROOM)

Presentations

- 33. Presentation by LES Chairperson Mike Graham and committee members to extend an invitation to the Court and the public to the 2016 Laredo Environmental Summit; and any other matters incident thereto. [Requested by Rosaura "Wawi" Tijerina, Webb County Commissioner, Precinct 2]**

34. **Presentation by Liza Guzman of the South Texas Blood and Tissue Center to extend an invitation to the Court and all Webb County Employees to give blood at a blood drive to be held in Webb County Courthouse parking lot on Thursday, October 13th, 2016; and any other matters incident thereto. [Requested by Rosaura "Wawi" Tijerina, Webb County Commissioner, Precinct 2]**
35. **Presentation by Robert and Amy Rodriguez of GREASE MONKEY Auto Services in Laredo to offer a free oil change to all veterans on Veteran's Day, Friday, November 11th; and any other matters incident thereto. [Requested by Rosaura "Wawi" Tijerina, Webb County Commissioner, Precinct 2]**
36. **Presentation by Sylvia Praesel to extend an invitation to the community for a Business and Workforce Leadership Strategy Roundtable to discuss industry needs for the creation of public-private partnerships toward apprenticeship programs. [Requested by Tano E. Tijerina, Webb County Judge]**
37. **Presentation of recommended delivery methods with discussion and possible action to select best value approach in accordance with the Texas Government Code; Chapter 2269 (Contracting and Delivery Procedures for Construction Projects) to proceed with the upgrades to the Central Plant Facility to replace existing downtown chiller system and related components; subject to the annual appropriations from the Certificate of Obligations Series 2016 and authorizing the County Judge to sign all relevant documents; and any other matters incident thereto. [Requested by Joe Lopez, III, Purchasing Agent; Funding: Source - Bond Series 2016]**

Issue: Upcoming Certificate of Obligations Series 2016 projects includes funding for upgrades to the Central Plant facility to replace existing chiller system and related components for downtown facilities such as the Billy Hall building, Justice Center, Court House and other County buildings currently tied into main system. The current system is over 15 years old and replacing existing system with a more energy efficient system will save the County money by reducing electricity and maintenance expenditures.

Solution: Authorize the solicitation of best value delivery method for the removal of existing system and installation of a new HVAC system for County facilities located downtown.

Result: Finalize HVAC system upgrades. Contracting and delivery procedures for this construction project will be in accordance with Government code; Chapter 2269. Delivery method used under 2269 will be based on final motion made by Commissioners Court authorizing County Purchasing Agent to follow.

Motion by Commissioner, Pct. 2 Rosaura "Wawi" Tijerina, seconded by County Judge Tano E. Tijerina to wait until Mr. Lopez sends the delivery method and recommendation for the procurement before a decision is made

Vote: 4 - 0 Motion Carried - Unanimously

(Recess 10:47 - 11:06 a.m.)

Purchasing

- 19. Discussion and possible action to award RFP 2017-78 "Self Funded Medical Plan Third Party Administration (TPA), Preferred Provider Organization (PPO) Network, Stop Loss Insurance (Medical and Rx), Pharmacy Benefits Manager (PBM), and Self Funded Dental Plan Administration" and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.**

Issue: Webb County secured proposals for TPA and related services.

Solutions: Evaluate, score and select proposal that is in the best interest for Webb County.

Results: Finalize selection of TPA.

The Commissioners Court heard presentations from the companies listed below in the order as follows:

1. Aetna Life Insurance Company
2. Assured Benefits Administrators
3. Benefit Management Administrators, Inc.
4. Texas Association of Counties
5. United Health Care

Pharmacy Benefit Management

1. MaxCare, LLC

(Recess 1:35 - 1:45 p.m.)

Purchasing

19. **Discussion and possible action to award RFP 2017-78 "Self Funded Medical Plan Third Party Administration (TPA), Preferred Provider Organization (PPO) Network, Stop Loss Insurance (Medical and Rx), Pharmacy Benefits Manager (PBM), and Self Funded Dental Plan Administration" and authorizing the County Judge to execute all relevant documents; and any other matters incident thereto.**

Issue: Webb County secured proposals for TPA and related services.

Solutions: Evaluate, score and select proposal that is in the best interest for Webb County.

Results: Finalize selection of TPA.

No action taken.

38. **Communications**

Communications were led by Commissioner Frank Sciaraffa, Commissioner Rosaura "Wawi" Tijerina, Commissioner Jaime Alberto Canales, and Judge Tano E. Tijerina.

39. **Adjourn**

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

Vote: 4 - 0 Motion Carried - Unanimously